



Pelham School Board Meeting Agenda

July 10, 2024

Meeting - 6:30 pm

PES Library

AGENDA

I. PUBLIC SESSION

A. Opening/Call to Order

1. Call to Order
2. Pledge of Allegiance
3. Public Input/Comment - The Board encourages public participation. Our approach is based on Policy BEDH which includes these guidelines:
 - a) Please stay within the allotted three minutes per person;
 - b) Please give your name, address, and the group, if any, that is represented;
 - c) We welcome comments on our school operations and programs. In public session, however, the Board will not hear personal complaints of school personnel nor complaints against any person connected with the school system;
 - d) We appreciate that speakers will conduct themselves in a civil manner.
4. Opening Remarks : Superintendent and Student Representative

B. Presentations

1. Pelham Memorial School Student Voice regarding Dress Code
 - a) Explanation: Rising Eighth Graders Lucia Roman and Autumn Whiting will present regarding student dress code revisions for PMS. Pelham Memorial School teachers Katie Ralls and Megan Delucia will accompany them. These changes are reflected in the student handbook.
 - b) Materials: None.

C. Main Issues

1. Energy Efficiency Investments (EEI)
 - a) Explanation: In 2019, the District engaged with EEI to replace District equipment including lighting, transformers, controls and boilers at PES, and some control upgrades at PHS, in order to reduce energy consumption. We secured an energy performance lease to fund the investment, through the use of budgetary savings for energy. The equipment installation was completed in 2019. As part of the contract with EEI, we receive an annual summary report. EEI will attend the meeting and respond to questions that you may have on the report details.

- b) Materials:
 - (1) Measurement and Verification Report (M&V) for Year 4 (FY23)
- 2. Update on Solar Project from Kearsarge Energy
 - a) Explanation: Dan Voss and Alex Young of Kearsarge Energy will present two scenarios. Liberty Utilities has identified a limitation within their electrical grid which would add costs to the high school portion of the project. Scenario 1 would be to build only the Elementary and Middle School. Scenario 2 would be to build Elementary and Middle School first, and follow with High school on an extended timeline. The Board will be able to ask questions and provide input on how to proceed.
 - b) Materials:
 - (1) Kearsarge Energy Presentation
 - (2) Beacon Financial Analysis Update by Beth Greenblatt via Zoom
- 3. Capital Improvement Plan (CIP) Submission to School Board
 - a) Explanation: Business Administrator Deb Mahoney will present the draft CIP seeking Board input and approval.
 - b) Materials:
 - (1) Pelham School District 2024 CIP
- 4. School Handbooks
 - a) Explanation: Superintendent McGee will share the proposed changes to the student handbooks for the 2024-25 school year for a second read. Changes suggested by the Board have been added, highlighted in green. The memorandum includes all substantive changes. These handbooks have the weight of policy and must be approved by the Board.
 - b) Materials:
 - (1) [PES Change Memo and Family Handbook](#)
 - (2) [PMS Change Memo and Student/Parent Handbook](#)
 - (3) [PHS Change Memo and Student Handbook](#)
- 5. Policy Review
 - a) Explanation: The Policy Committee is presenting the following policy changes for consideration.
 - b) Materials:
 - (1) First Reading
 - (a) JKAA - Use of Restraints and Seclusion
 - (b) AC - Non-Discrimination Equal Opportunity Employment and Anti-Discrimination Plan
 - (c) ACE - Procedural Safeguards: Non-Discrimination on the Basis of Handicap/Disability
 - (d) ACF - Food and Nutrition Services Anti-Discrimination and Civil Rights Complaints (New policy)
 - (e) ADB/GBEC - Drug-Free Workplace & Drug-Free Schools
 - (f) ADC - Prohibitions Regarding Use and Possession of Tobacco Products

(2) Second Reading - None

D. Board Member Reports

E. Housekeeping

1. Adoption of Minutes
 - a) 2024.06.19 School Board Minutes
 - b) 2024.06.19 School Board Non Public Minutes
2. Vendor and Payroll Manifests
 - a) 478 \$ 44,434.39
 - b) PAY478P \$ 701,001.31
 - c) BFPMS67 \$ 71,488.61
 - d) AP062624 \$ 281,552.14
 - e) 551 \$ 151,004.80
 - f) PAY551P \$ 7,287.55
 - g) AP071024 \$3,631,495.15
 - h) BFPMS68 \$ 32,446.40
3. Correspondence and Information
4. Enrollment Report
5. Staffing Updates
 - a) Leaves
 - b) Resignations
 - (1) Kristin Croteau PHS School Nurse
 - (2) Allison Miller PMS Teacher - Grade 6
 - c) Retirements
 - d) Nominations
 - (1) Kristen Figueiredo PES School Nurse
 - (2) Lauren Burgess PHS Math Teacher
 - (3) Julie Phelan PHS School Nurse
 - (4) Tracy Acker PES Preschool Teacher

F. Future Agenda Planning

G. Future Meetings

1. August 14, 2024 School Board Retreat (PHS) 5:00PM
2. August 28, 2024 School Board Meeting 6:30PM

H. Non Public Session 91-A:3 (II) (i)

1. Emergency Planning - EOPs

Rules for a non public session 91-A:3 (II)*

- 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. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.
- (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. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.
- (f) [Repealed.]
- (g) Consideration of security-related issues bearing on the immediate safety of security personnel or inmates at the county or state correctional facilities by county correctional superintendents or the commissioner of the department of corrections, or their designees.
- (h) Consideration of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13, where consideration of an application in public session would cause harm to the applicant or would inhibit full discussion of the application.
- (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, which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the negotiations. A contract negotiated by a school board shall be made public prior to its consideration for approval by a school district, together with minutes of all meetings held in nonpublic session, any proposals or records related to the contract, and any proposal or records involving a school district that did not become a party to the contract, shall be made public. Approval of a contract by a school district shall occur only at a meeting open to the public at which, or after which, the public has had an opportunity to participate.
- (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.
- (m) Consideration of whether to disclose minutes of a nonpublic session due to a change in circumstances under paragraph III. However, any vote on whether to disclose minutes shall take place in public session.

**PELHAM SCHOOL DISTRICT
SCHOOL BOARD MEETING DATE 7.10.2024**

AGENDA ITEM: EEI Annual Energy Performance Year 4

ACTION X **PRESENTATION** **INFORMATION**

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BACKGROUND:

Back in 2019, the District engaged with Energy Efficiency Investments (EEI) to replace district equipment including lighting, transformers, controls and boilers at PES, and some controls upgrades at PHS, in order to reduce energy consumption. We secured an energy performance lease to fund the investment, through the use of budgetary savings for energy. The equipment installation was completed in 2019. As part of the contract with EEI, we receive an annual summary report.

Attached is the Measurement and Verification Report (M&V) for Year 4 (FY23).

EEI will attend the meeting and respond to questions that you may have on the report details.

FISCAL IMPLICATIONS: As presented

RECOMMENDATION: n/a

Presented by: Mike Davey, EEI and Deb Mahoney, BA

Energy Efficient Investments, Inc.

**Measurement and Verification
Annual Report**

For:

SAU 28 Pelham NH

Prepared by:

EEL, Inc.

Prepared on: 6/27/2024

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Project Title: SAU 28 Pelham Year Completed: 2019 Baseline Period: 2017-2018 Date of Report: 6/27/2024	Implementation Engineer: Michael Davey, CEM Reviewer: Erica Cincotta
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1 Facility Overview

The project at Pelham School District consists of measures installed Pelham Elementary School, Pelham Memorial School, Pelham High School, Pelham SAU 28 Office. The investment grade audit (IGA) was completed in April 2019 and measures were installed in December 2019.

TABLE 1: BUILDING SQUARE FOOTAGE

School	Area (Sq.Ft.)
Pelham Elementary School (PES)	101,926
Pelham Memorial School (PMS)	85453
Pelham High School (PHS)	81,064
Pelham SAU 28 Office (SAU)	8,752

The goal of this project is to achieve energy savings through heating, ventilation, and air conditioning (HVAC) controls upgrades, heating system upgrades, LED Lighting, and transformer replacement. This project resulted in improved lighting levels and more reliable HVAC operation, thereby reducing energy and maintenance costs.

The remainder of this section covers descriptions of the installed energy efficiency measures (ECMs) and the baseline conditions.

2 Results

This project exceeded the savings guarantee by \$7,918 and generated substantial electric and fossil fuel savings for the school district. Fuel savings from switching to natural gas and updating controls account for nearly 60% of the savings.

The remainder of this section covers the overview of results and discussion of the sources of uncertainty.

2.1 Project Overview

Table 1 provides an overview of the project taken from the IGA, contract, and change orders. Measures with no savings are included in Table 1 to document the project costs and excluded from the remainder of the report as these measures do not require M&V.

TABLE 2: OVERVIEW OF THE PROJECT

ECM Number	ECM Title	ECM Description	Total Cost	Guaranteed Energy Savings
PES 1	Condensing Boilers	Replace existing oil boilers with natural gas fired boilers	\$373,600	\$35,871.87
PES 2 SAU 2	Controls	Install or upgrade controls systems	\$302,280	\$4,200
PES 3 PHS 3	Demo Oil and/or Propane Tanks	Removing old infrastructure after fuel switch	\$93,100	\$0
PES 4	Domestic Hot Water Heater	Replace existing oil-fired water heater	\$65,000	\$300
PES 5	LED Lighting	Replace existing features with LEDs	\$176,670	\$22,400
PES 6	Electrical Transformers	Replacing transformers with new high efficiency units	\$82,010	\$6,215
PHS 1	ERVs	Analytics and Re-Wiring	\$121,069	\$2,500
PHS 2 PMS 1 SAU 1	Natural Gas Conversion	Converting existing boilers to natural gas	\$283,365	\$69,250
Total			\$1,497,094	\$140,736.87

Table 3 provides a summary of the avoided electric consumption.

TABLE 3: SUMMARY OF SAVINGS USING CONTRACT RATES

School	Avoided Fuel Cost	Avoided Electricity Cost	Air Conditioning Adjustment	Guaranteed Fuel Savings	Guaranteed Electricity Savings	Savings Over Under
PES	-\$7,058.96	\$16,953.24	\$43,310.7	\$39,872	\$28,615	-\$15,282.02
PHS	\$92,756.69	N/A	N/A	\$45,750	N/A	\$47,006.69
PMS	\$3,137.32	N/A	N/A	\$25,000	N/A	-\$21,862.68
SAU	-\$443.91	N/A	N/A	\$1,500	N/A	-\$1,943.91
Total	\$88,391.14	\$16,953.24	\$43,310.7	\$110,772	\$28,615	\$7,918.08

All avoided kWh, and energy savings were converted to cost savings using the rate of \$0.1374/kWh, \$2.76 / gal for oil, \$1.78 / gal for propane, and \$1.15 / therm for natural gas.

Air conditioning was added to the cafeteria and entire second floor at Pelham Elementary School. The additional electricity consumption was calculated using runtime data and used to adjust report year costs. See attachment for mechanical drawings.

Second floor VRF system: Annual cooling cost = \$28,825.20

Cafeteria Airhandler: Annual cooling cost with ventilation = \$14,485.50

2.2 Detailed Description of ECMs

Table 4 provides an overview of the ECMs, followed by a detailed description of each.

TABLE 4: OVERVIEW OF ECMs

ECM Number	ECM Title	Guaranteed Energy Savings	Annual Electric Savings (kWh)	Annual Fuel Savings (MMBtu)
PES 1	Condensing Boilers	\$35,871.87	0	3,119
PES 2 SAU 2	Controls	\$4,200	0	365
PES 4	Domestic Hot Water Heater	\$300	0	26
PES 5	LED Lighting	\$22,400	163,028	0
PES 6	Electrical Transformers	\$6,215	45,233	0
PHS 1	ERVs	\$2,500	0	217
PHS 2 PMS 1 SAU 1	Natural Gas Conversion	\$69,250	0	6,022
Totals		\$140,736.87	208,261	9,749

PES 1 – Condensing Boilers

Baseline: Two oil-fired boilers, each designed to handle the load of the building on their own making the second one full redundant. Boilers are original to the building and had an efficiency of 68% AFUE on installation.

Efficient Case: EEI proposes to replace existing boilers with two new 3.5 MMBtu/hr natural gas fired condensing boilers that will operate at 95%AFUE on less harsh winter days.

Source of Savings: Savings will result from the increase in efficiency in combination with lower fuel costs of natural gas.

PES 2 / SAU 2 – Controls

Baseline: Obsolete system.

Efficient Case: EEI proposes upgrading existing controls with a fully integrated system tying schools together. Equipment included is HWS, 58 unit ventilators, 30 unit heaters, 9 fan coils, 43 zones of fin tube radiation, 2 roof top units, 3 air handler units, and 9 exhaust fans. Provide DDC controls to 3 ERVs to include modulating fan control and demand-based ventilation. Provide DDC controls to 58 reheat coils. As well as the 5 roof top ventilation units at the SAU building.

Source of Savings: DDCs are designed to provide overall building scheduling and setback capability and can be accessed or modified by using any computer. The DDC system provides

the ability to trend the space temperatures and runtimes of equipment. They also allow a more advanced control strategy to limit the runtime of the heating or air conditioning, thereby saving fuel.

PES 4 – Domestic Hot Water Heater

Baseline: 400,000 Btu/hr oil fired water heater.

Efficient Case: EEI proposes the installation of a new indirect water heater tank, and all associated piping is included.

Source of Savings: Savings will result from an increase in efficiency in combination with lower fuel costs.

PES 5 – LED Lighting

Baseline: The school currently utilizes a combination of T8, T5, and compact fluorescent lighting to illuminate the spaces.

Efficient Case: EEI proposes replacing the existing fixtures with new LED lighting.

- Install (356) 2x2, and 2x4 LED retrofit fixtures with integral occupancy and daylight sensors to replace all existing recessed troffer fixtures
- Install (11) LED retrofit kits to replace all existing recessed can fixtures
- Install (20) LED high bay fixtures with integral occupancy and daylight sensors to replace the existing gym fixtures
- Install (420) new high efficiency low power LED drivers and (1,568) new LED tubes
- Install (19) LED exterior wall packs

Install (15) LED bollard lights

Source of Savings: LED type lighting provides significant illumination, has longer life expectancy, increased savings in electric consumption, and provides dimming capabilities. Also, by standardizing all fixtures and lamps it will reduce future maintenance requirements.

PES 6 – Electrical Transformers

Baseline: Existing transformers at the Pelham Elementary School are standard efficiency models and are not designed to handle the loads of today's modern facilities.

Efficient Case: EEI recommends the replacement of existing inefficient transformers in order to improve the energy efficiency of the electrical distribution systems through the replacement of the transformers with new high efficiency units.

6 Transformers

- (3) 112.5 KVA
- (2) 75 KVA
- 45 KVA

Source of Savings: Savings will result from an increase in efficiency.

PHS 1 – ERVs

Baseline: The existing RTU's are York with bolt on ERV's. This results in two controls for each portion of the unit (York an ERV aftermarket) are not communicating together effectively.

Efficient Case: EEI proposes replacing the ERV controller with a Disteh controller and integrating the RTU (York) control to ensure proper function.

Source of Savings: Savings will result from a more reliable connection between the units and integration into the district wide controls.

PHS 2 / PMS 1 / SAU 1 – Natural Gas Conversion

Baseline:

PHS - There are two boiler rooms, each on the second level of the building. The original boiler room has two Buderus Logano GE515 with Riello RS 38 burners with a nameplate rating of 12.2 GPH or 1.7 MMBtu/hr. each.

The second boiler room (new addition) has four HTP MODCON each rated at 1 MMBtu/hr. and having an efficiency over 95% AFUE. This boiler room also has a propane fired water heater that will be converted to natural gas (HTP Model NO: PH199-119).

PMS – Oil-fired boilers and water heaters

SAU – Five roof top heating units

Efficient Case: EEI proposes converting existing units from oil or propane to natural gas and removing unnecessary tanks and lines.

Source of Savings: Switching from oil and propane to natural gas can result in significant savings on energy costs due to the higher efficiency and lower prices associated with natural gas.

2.3 Baseline Period and Operating Conditions

Baseline energy use was established based on 2017-2018 electrical and heating energy use.

2.4 Reporting Period Operating Conditions

Operational conditions to be maintained by the customer are specified below:

1. Windows and doors must remain closed all the time during the heating season and all window air conditioning (AC) units must be removed prior to the beginning of the heating season, as described below.
2. The new control system will use an “optimum start” sequence to determine the startup time, which will likely be 6:00 AM. This sequence will evaluate indoor/outdoor conditions by taking temperature and humidity measurements and start the equipment accordingly so that proper set-points are reached prior to occupancy. Shutoff time will likely be 9:00 PM, in order to give cleaning crew time to work.
3. The new heating setpoint (October 1 – April 30) will be 68°F and the cooling setpoint (May 1 – September 30) will be 72°F, as agreed between EEI and the customer.

The customer will notify EEI of any substantial change in the schedule that could impact savings. The installed ECMs include improved controls for heating and integrated occupancy sensors in many of the new LEDs, which may change the run hours, especially for lighting if controls were added to any areas that did not previously have occupancy sensors.

3 M&V Overview and Budget

This section discusses the IPMVP¹ option and measurement boundary for each measure. IPMPV defines measure boundary as the “notional boundaries drawn around equipment, systems or facilities to segregate those which are relevant to savings determination from those which are not.”² The IPMVP options are described in Table 5 for reference. Option C will be applied to this project.

TABLE 5: DESCRIPTION OF IPMVP OPTIONS

IPMVP Option	Description
A. Retrofit Isolation: Key Parameter(s) Measurement	Savings are determined by field measurement of the key parameter(s) which define the energy consumption and/or demand of the ECM affected system(s). Measurements range from periodic short-term to continuous long-term, depending on the expected variations in the key parameters. Parameters not selected for field measurements are estimated values. Estimates can be based on historical data, manufacturer specifications, or engineering judgment.
B. Retrofit Isolation: All Parameter Measurement	Savings are determined by continuous field measurement of the energy consumption and/or demand or validated proxy variables and the related independent variables of the ECM affected system(s). Measurements range from periodic short-term to continuous long-term, depending on the expected variations in the key parameters.
C. Whole Facility	Savings are determined by measuring energy and/or demand at the whole facility or sub-facility level, often using utility meter data. Routine and non-routine adjustments as required, typically based on regression analysis techniques
D. Calibrated Simulation	Savings are determined through simulation of the energy consumption and demand of the whole facility or of sub-system in the facility and comparing results with actual energy consumption and demand. Simulation models are demonstrated to adequately model actual energy performance in the facility.

¹ International Performance Measurement and Verification Protocol (IPMVP®), EVO 10000-1:2022. March 2022

² Ibid., p. 12.

Table 6 shows the IPMVP option to be applied to each measure or measure group.

TABLE 6: M&V OPTIONS BY ECM

ECM	Fuel Type	M&V Option	Measure Boundary
PES 1 - Condensing Boilers	Natural Gas	Option C	Whole Building
PES 2 / SAU 2 - Controls			
PES 4 - Domestic Hot Water Heater			
PES 5 - LED Lighting	Electricity		
PES 6 - Electrical Transformers			
PHS 1 - ERVs	Natural Gas		
PHS 2 / PMS 1 / SAU 1 - Natural Gas Conversion			

4 Reporting and Responsibilities

This section covers the reporting period and monitoring and reporting responsibilities.

4.1 Reporting Period and Ongoing Reporting

EEI will submit an M&V Report to the customer annually throughout the guarantee period. The reporting period is the period of direct measurement. In some cases, particularly for Options A and B, direct measurements during the reporting period may be extrapolated to the heating season or reporting year. Table 7 shows the reporting period for each ECM.

TABLE 7: REPORTING PERIOD BY ECM

Fuel Type	ECM	Data Type	Reporting Period ¹
Electric	PES 5 - LED Lighting PES 6 - Electrical Transformers	Utility Bills	Annual
Fossil fuel	PES 1 - Condensing Boilers PES 2 / SAU 2 - Controls PES 4 - Domestic Hot Water Heater PHS 1 - ERVs PHS 2 / PMS 1 / SAU 1 - Natural Gas Conversion		

¹ The reporting period reflects the period of direct measurement.

The fossil fuel and electric analysis will be updated each year of the performance period. Direct metering, if needed, may be conducted on a periodic basis throughout the guarantee period.

4.2 Monitoring and Reporting Responsibilities

The responsibilities of each party are explained in Table 7.

TABLE 2: MONITORING AND REPORTING RESPONSIBILITIES

Responsible Party	Topic	Responsibilities
EEI	Energy Prices	EEI will apply the energy prices and escalators established in the M&V plan and contract.
	M&V Costs and Activities	EEI is responsible for performing all M&V activities, including analysis, metering if needed, retention of data and completion of the M&V reports.
	Inspections	EEI may conduct an annual site visit to verify proper operation, as described in the text below.
	Energy Consumption Data	If the customer has on-line accounts, EEI will request that the customer provide remote access to the electric and fossil fuel accounts to EEI and EEI will download the consumption data.
	Equipment Performance	Lighting: EEI is responsible for ensuring new lamps and ballasts are as specified. Direct Digital Controls (DDC): EEI will ensure performance of equipment outlined in project scope and verify performance during commissioning. EEI is responsible for maintaining fan, pump, motors, <i>etc.</i> , so that the power draws remain at baseline levels.
Customer	User Participation	Lighting and EMS: After project completion, the customer accepts responsibility for ensuring that the ECMs continue to operate as specified. Key operating requirements are specified in Section 1.3. Customer will provide remote access to DDC system.
	Energy Consumption Data	The customer is responsible for either providing remote access to, or directly providing, the consumption records for electricity and fossil fuels for the baseline period and post-install years until the completion of the guarantee period.
	Maintenance and Operation	The customer is responsible for reporting any substantial changes to the operational schedule for all ECMs.
		EMS: Customer is responsible for maintaining all equipment and providing annual maintenance records to EEI upon request.

EEI may conduct an annual site visit to inspect the ECMs and verify proper operation, including the following:

1. Verify ECMs are properly maintained and have the potential to generate the expected savings.
2. Open lights to verify lamp counts and ballast types.
3. Check replacement stock to ensure that the proper replacement equipment is available.

The annual M&V report will detail the results of inspections as needed.

5 Data Collection

This section discusses data requirements and sources, existing baseline energy use, metering details, summary of metering requirements, data issues, and planned quality assurance (QA) activities.

5.1 Data Requirements and Sources

TABLE 3: SUMMARY OF DATA REQUIREMENTS AND SOURCES

Type of Data	Source	ECMs	Purpose
Billing records	Customer or fuel dealer	PES 1 – Condensing Boilers PES 2 / SAU 2 – Controls PES 4 – Domestic Hot Water Heater	Determine whole-building baseline and efficient energy use.
Equipment specs	Manufacturers or photos of nameplates	PHS 1 – ERVs PHS 2 / PMS 1 / SAU 1 – Natural Gas Conversion	Verify installation. Verify baseline and efficient conditions.
Weather data (HDD, CDD)	Nearest NOAA ¹ weather station	PES 5 – LED Lighting PES 6 – Electrical Transformers	Normalizing heating and cooling use.

¹National Oceanic and Atmospheric Administration

EEI confirmed the installation of all measures and that they are properly operating. For lighting, the quantities and fixture types were confirmed. For HVAC measures, the operation will be confirmed on an ongoing basis using the building management system (BMS) trend data.

5.2 Baseline Energy Use

All energy savings will be converted to cost savings using the rate of \$0.1374/kWh, \$1.78/gallon of Propane, \$1.15/therm of Natural Gas, and \$2.76/gallon of Oil, as outlined in the contract.

Baseline Propane: 32,393 gallons / \$57,660

Baseline Oil: 79,120 gallons / \$218,371

Baseline Electric: 2,656,762 kWh / \$365,039

5.3 Data Issues

Table 9 lists some possible data issues and the approaches to be used to minimize impacts on the analysis.

TABLE 9: POSSIBLE DATA ISSUES AND APPROACHES

Issue	Type of Data	Approach
Irregular deliveries or deliveries where tank is not filled	Delivered fuel billing data	Combine deliveries without a filled tank with the next delivery to reduce uncertainty. Use HDD/day and MMBtu/day in analysis to account for differences in delivery period lengths.
Erroneous records, gaps in trend data	Interval data from utility or BMS	Data quality checks on trend data. Exclude data gaps from analysis, adjust analysis to normalize if gap is seasonal.

5.4 Quality Assurance

EEI may conduct an annual site visit to inspect the ECMs to verify proper operation and ensure that they have been maintained and continue to have the potential to generate the expected savings. Lights may be opened to verify lamp counts and ballast types. Replacement stock may be inspected to ensure the proper replacement equipment is available.

Customer will report on all maintenance work completed annually and will continue to maintain records and make these records available to EEI upon request.

6 Methods

This section covers the methods for calculating performance savings and the savings for each ECM, organized by fuel type. The following subsections discuss interactive effects, routine and non-routine events (Res and NREs) and expected accuracy.

6.1 Calculation of Performance Savings

ECMs will be verified using Option C and the reporting period is one year. IPMPV requires that performance savings be calculated using one of three methods, as shown in Table 10.

TABLE 4: IPMPV CALCULATION METHODS

Method	Outcome	Description	Comments
Forecasting	Avoided Energy Use	Baseline is adjusted to reporting period conditions	IPMVP common method
Backcasting		Reporting period is adjusted to baseline conditions	IPMVP describes it as “rare,” only used under specific conditions ¹
Normalization	Normalized Energy Savings	Both baseline and reporting period are adjusted to fixed conditions	IPMVP common method

¹ “Since backcasting may introduce risk due to the unknown accuracy of modeling future energy consumption, it is best practice to use it as an optional method to forecasting.” This passage suggests backcasting should only be used if forecasting is likely to be inaccurate due to data constraints or other issues. IPMVP, page 29.

The baseline and M&V reporting period will be forecasted using the report year weather data from the nearest weather station. This will allow direct comparison between the baseline and reporting periods. The normalized heating degree day (HDD) will be updated throughout the guarantee period.

EQUATION 1: NORMALIZED ENERGY SAVINGS

$$S_{Norm} = C_{Norm,Base} - C_{Norm,Reporting} \pm C_{Fix,NRE}$$

Where

S_{Norm} is the normalized savings between the baseline and reporting period,

$C_{Norm,Base}$ is the normalized energy consumption for the baseline period,

$C_{Norm,reporting}$ is the normalized energy consumption for the reporting period, and

$C_{Fix,NRE}$ is the adjustment from the baseline to the reporting period fixed conditions for non-routine events.

For heating-related measures, a model will be developed to determine the MMBtu consumption per HDD (MMBtu/HDD), and the forecasted baseline heating consumption will be calculated by multiplying this value by the report year HDD. Any substantial changes to the fixed conditions between the baseline and reporting periods will be quantified in the NREs.

Savings for non-weather-dependent electric measures will be estimated using forecasting. The equation is given below. This approach will be applied at the ECM-level and savings will be compared to annual bills as a reality check.

EQUATION 2: FORECASTED AVOIDED ENERGY CONSUMPTION

$$C_{\text{Avoided}} = C_{\text{Base}} - (C_{\text{Reporting}} \pm C_{\text{RE}} \pm C_{\text{NRE}})$$

Where

C_{Avoided} is the annualized avoided energy consumption between the baseline and reporting period,

C_{Base} is the annualized baseline energy consumption,

$C_{\text{Reporting}}$ is the annualized energy consumption based on the reporting period,

C_{RE} is the annualized adjustment from the baseline to the reporting period conditions for routine events, and

C_{NRE} is the annualized adjustment from the baseline to the reporting period conditions for non-routine events.

The contract rates for converting energy savings to dollars and escalation rates are provided in Section 4.2.

6.2 Fossil Fuel Measures

Savings will be calculated using Option C and normalized as discussed above. The consumption data are expected to be limited to monthly or periodic bills. The billing data will be reviewed to determine that it is sufficient for the regression analysis.

The regression equation is as follows:

$$y = \beta_0 + \beta_1 x$$

Where

y is the total consumption (MMBtu/day) for the period,

β_0 is intercept in MMBtu/day that represents any base load (from hot water or kitchen usage),

β_1 is the is the slope in MMBtu/HDD and represents the heating use, and

x is the HDD/day is from the weather data for each billing period.

HDD will be normalized as described in Section 5.1. Review of the regression analysis will include assessing the magnitudes of the heating slope, intercept, R^2 , and standard errors and identifying any data anomalies that may be affecting the results. The R^2 will be reported in addition to the slope and intercept values with standard errors. Excel or Python will be used to conduct the regression analysis.

6.3 Interactive Effects

As Option C will be used for savings, the normalized energy savings will incorporate interactive effects related to heating use. For example, efficient lighting may result in a small waste heat penalty as additional heating is required to replace the waste heat from the inefficient fixtures.

The interactive effects of these measures are expected to be small and should not have a substantial impact on the savings; however, this assumption will be reviewed and tested in the analysis process.

6.4 Routine and Non-Routine Events

REs and NREs will be evaluated through review of the consumption data and discussions with the customer. Some common REs requiring adjustments to the baseline and/or reporting period are listed below.

1. weather-dependent variations in energy use, generally addressed through normalization; and
2. non-weather-dependent, seasonal variations in energy use, which may be addressed through a month-by-month analysis.

NREs will be considered on a case-by-case basis and may include one or more of the following:

1. substantial variations in school schedules, such as switching to remote learning during the COVID-19 lockdown, which may be addressed through adjusting the baseline or reporting period;
2. addition or removal of major energy-consuming equipment, such as AC, requiring analysis to quantify the impacts; and
3. changes in ventilation levels leading to increased electric and heating fuel consumption which may be quantified through analysis of trend data from the DDC.

It is not possible to anticipate all NREs that may occur throughout the analysis period. For each annual M&V report, changes during the reporting period will be reviewed and assessed to determine whether any adjustments are required.

6.5 Expected Accuracy

Common sources of uncertainty in the analysis include the following:

- incomplete baseline data requiring assumptions about baseline conditions;
- data anomalies, which will be identified and discussed; and
- Res and NREs, as previously discussed.

Specific sources of uncertainty will be identified and discussed in the M&V report.

7 M&V Report Format

The annual report will include a detailed description of the ECMs and any relevant installation details not previously included in this M&V Plan. The report will include the following:

- description of the analysis including the IPMVP option(s) used;
- measure baselines and any assumptions used for the analysis;
- description of the data collection methods and data sources with the measurement period for any collected data;
- annual avoided energy consumption in energy and dollars and comparison of the verified avoided energy consumption to the performance guarantee;
- discussion of sources of uncertainty and their potential impacts on savings; and
- results of the annual inspection and any significant changes such as burned-out lamps, modification of operating hours, building size, addition of new equipment following project completion, *etc.*

M&V Reports beyond the first year may use data from previous years if it is relevant and no changes have occurred. For example, lighting metering will not be conducted each year unless there is a substantial change in the schedule.

SAU28 PELHAM SCHOOLS

ENERGY PERFORMANCE CONTRACT REVIEW



PROJECT SUMMARY

Upgrade to High Efficiency Condensing Boilers:

Optimize energy consumption and reduce carbon footprint.

Standardize Controls:

Streamline the operation and monitoring of the building's (HVAC) systems.

Add Air Conditioning to Second Floor:

Improve indoor air quality and comfort during the warmer months.

Upgrade to LED Lighting:

Significantly reduce energy consumption and maintenance costs

Upgrade Domestic Hot Water System:

Reduce energy consumption and improve performance



INITIAL PROJECT SAVINGS

In the first year(2019 – 2020), the savings) was \$214,106, demonstrating the immediate impact and effectiveness of the upgrades implemented.

The success in the initial year underscores the financial benefits of investing in energy efficiency and sets a positive trajectory for future savings.

SAVINGS DURING COVID YEARS

Yearly Savings Breakdown

Year 1 (Pre-Covid): \$214,106

Year 2 (2020 – 2021): \$116,794

Year 3 (2021 – 2022): \$131,975

Despite the extended runtime during the Covid years, the project still produced significant savings. Although the savings in 2020 and 2021 were less than in the first year, this is a remarkable achievement given the unprecedented challenges posed by the pandemic.

BASELINE ADJUSTMENT

Our team modeled the impacted use of dehumidification of PES. However the energy impact of the construction project energy consumption and added square footage has not been adjusted for at this point at PMS

FINANCIAL ANALYSIS OF SAVINGS GUARANTEE VS ACTUAL SAVINGS

School	Avoided Fuel Cost	Avoided Electricity Cost	Air Conditioning Adjustment	Guaranteed Fuel Savings	Guaranteed Electricity Savings	Savings Over Under
PES	-\$7,058.96	\$16,953.24	\$43,310.7	\$39,872	\$28,615	-\$15,282.02
PHS	\$92,756.69	N/A	N/A	\$45,750	N/A	\$47,006.69
PMS	\$3,137.32	N/A	N/A	\$25,000	N/A	-\$21,862.68
SAU	-\$443.91	N/A	N/A	\$1,500	N/A	-\$1,943.91
Total	\$88,391.14	\$16,953.24	\$43,310.7	\$110,772	\$28,615	\$7,918.08

Note this does not include adjustment for Middle School Construction

OPPORTUNITIES FOR ADDITIONAL SAVINGS



Top 50 Opportunities

PELHAMHS\$01EF15

Percent of Time

COMFORT: Zone Temperature is above 78	23
NIGHTSETBACK: Zone Temperatures is above 68 at night	100
SETPOINTS: Zone Temperature setpoint is above 75	95

PELHAMMIDDLE\$UVREARDOOR

Percent of Time

COMFORT: Zone Temperature is above 78	21
NIGHTSETBACK: Zone Temperatures is above 68 at night	98
SETPOINTS: Zone Temperature setpoint is above 75	88

PELHAMHS\$01FTR26

Percent of Time

COMFORT: Zone Temperature is above 78	18
NIGHTSETBACK: Zone Temperatures is above 68 at night	98
SETPOINTS: Zone Temperature setpoint is above 75	90

PELHAMHS\$01HVAC7ZONESMONITORINGRM9

Percent of Time

NIGHTSETBACK: Zone Temperatures is above 68 at night	100
SETPOINTS: Zone Temperature setpoint is above 75	81

PELHAMHS\$01HVAC08

Percent of Time

VFDSPEED: Exhaust fan speed is greater than 80%	81
VFDSPEED: Supply fan speed is greater than 80%	95

PELHAMMIDDLE\$AHU2

Percent of Time

NIGHTSETBACK: Zone Temperatures is above 68 at night	96
VENTILATION: Outside air introduced on before 6am	18

Pelham Public Schools Rooftop Solar PV Projects



**Solar Update
6/19/24**

Agenda

1. Project Overview

2. Project Update/ Next Steps

Appendix - Interconnection Cost Summary

Appendix – Schedule Evolution

Project Updates / Next Steps (1 of 2)

1. Design and Permitting

- Current design is for a total of ~ 1.9 MW DC across the 3 schools v. 1.75 MW DC in the RFP response.
- After initial structural review confirmed the carrying capacity of the school roofs, detailed design has been on hold pending the outcome of the interconnection process with Liberty Utilities.
- Detailed engineering, finalization of system sizes and permitting will be completed once the build program has been agreed with the School team.

2. Interconnection Update

- Applications were submitted to Liberty Utilities in Oct 2023. Liberty Utilities initiated the Impact Studies for Pelham Elementary, Memorial, and High School on January 22, 2024.
- Impact study results were finalized in mid May 2024. Studies called for ~\$735k in upgrades to local and substation equipment. RFP response carried an allowance of \$192,000. Kearsarge / School team met with Liberty in late May to explore cost saving options.
- In June, 2024 Liberty responded with updated analysis that reduced the overall expected IX cost by \$320,000 to \$414,750 with \$24,500 attributable to the Elementary and Middle School and \$ 390,250 attributable to the High School. Liberty projected that the substation upgrades for the High School would take between 18 and 24 months following Interconnection Service Agreement issuance.
- Once a decision is made on the build program, Interconnection Service Agreements can be executed and payments made to start the Utility upgrade clock.

Project Updates / Next Steps (2 of 2)

3. Commercial Update

- **Following the Interconnection response, Kearsarge assessed two scenarios.**
 - Scenario 1. Build only the Elementary and Middle School; and
 - Scenario 2. Build Elementary and Middle School first, and follow with High school per IX timeline
- **Kearsarge modeled the PPA price adjustment for each scenario and the expected completion timing given expected Utility costs and schedule**
 - Scenario 1. PPA price increases from \$0.13/kWh to \$0.142/kWh with 0.5% escalator and 25 year contract. Completion window for schools April 2025-June 2025.
 - Scenario 2. PPA price increases from \$0.13 to \$0.133 with 0.5% escalator and 25 year contract. Completion window for Elementary and Middle schools April 2025 – June 2025 and for High School March 2026 – September 2026 (assuming 3 months to ISA).

4. Next Steps

- **Kearsarge requests Interconnection Service Agreement for 3 sites (Jun '24)**
- **School Board decision on Scenario 1 or Scenario 2 (July 10, '24)**
- **Detailed design / permitting (Jul-Oct '24)**
- **All Interconnection Service Agreements in hand (Oct '24)**
- **Elementary / Middle School - Construction start (Oct '24)**
- **Elementary / Middle School - Energization (Mar – Jun '25)**
- **High School - Early Construction start (Oct '25) ****
- **Utility Substation work complete / High School Energization (Mar '26 – Sep '26)**
- **** Construction start 6 months prior to projected utility completion**

Appendix 1 - Interconnection Cost Summary

Project	Utility Cost per Impact Study	Adjusted Utility Cost after review	RFP Allowance
Pelham Elementary School (435 kW DC)	\$ 113,250	\$ 13,250	\$43,500
Pelham Memorial School (447 kW DC)	\$ 231,250	\$ 11,250	\$44,700
Pelham High School (1,038 kW DC)	\$ 390,250	\$ 390,250	\$103,800
Total	\$ 734,750	\$ 414,750	\$192,000

Adjustment Assumptions	Expected Savings
No Elementary School transformer replacement	\$ 100,000
No Middle School 3V0	\$ 220,000
Total	\$ 320,000

Appendix 2 – Schedule Evolution

Step	Feb 2024	Jun 2024	Cumulative Change (Months)
IX Study Results	Apr '24	May '24	+1
IX Follow Up	-	May/Jun '24	+2
School Board Decision	-	Jul '24	+3
Permitting complete	Jul '24	Oct '24	+3
Construction Start – E&M Schools	Aug '24	Oct '24	+2
Construction Completion – E&M Schools	Q1 '25	Q1 / Q2 '25	+ 0 / +3
Construction Start - HS	Oct '24	Oct '25 / Mar '26	+12 / +18
Construction Completion - HS	Q1 '25	Mar '26 / Oct '26	+12 / +18

Pelham School District

Solar Photovoltaic Discussion



BEACON
INTEGRATED SOLUTIONS

July 9, 2024

Situational Discussion

- ❖ Kearsarge submitted applications to Liberty Utilities as required under the Interconnection Tariff:
 - ❑ Each of the three projects have been designed as behind-the-meter systems, effectively spinning the Liberty Utilities billing meter backwards, negating actual electricity purchased and delivered from the Grid.
 - ❑ Based on an estimated analysis of monthly electricity usage and monthly solar generation, Beacon has estimated that on an annual basis:
 - Pelham Elementary School will export to Liberty Utilities less than 0.5% of the annual solar generation.
 - Pelham High School will export to Liberty Utilities less than 2% of the annual solar generation.
- ❖ Kearsarge has integrated the now-known Liberty Utilities interconnection costs in their financial models, and after netting out the amounts previously estimated and documented in their proposal, have offered updated pricing to Pelham School District for two scenarios:
 - ❑ Scenario 1: Pelham Elementary School and Memorial School Solar projects only.
 - ❑ Scenario 2: All three school projects, with mobilizations/construction by end of FY25 for PES and PMS, and by the end of FY26 for PHS.



Beacon Updated Analysis

Assumptions

- ❖ Baseline usage assumptions have been updated to reflect actual usage information for Memorial, as incorporated in the budgeting process.
- ❖ Updated the projects sizing based on the final designs from Kearsarge and submitted to Liberty Utilities.
- ❖ Avoided cost rate assumptions have been reduced from \$0.1535/kWh to \$0.1342/kWh.
 - ❑ This is a direct result of lowering the supply rate component from \$0.12/kWh to \$0.10/kWh, escalating annually by 1%, and by updating the delivery charge rates using current published rates.
 - ❑ Beacon notes that we received indicative forward pricing from Pelham's current electricity supplier for 12- and 24-month terms and such supply pricing was under \$0.10/kWh.
- ❖ Avoided cost equals the value of the electricity not purchased and delivered from the Grid. Therefore, an analysis of the value of solar generation should compare the fully avoided cost value of purchasing delivered electricity from the Grid to the power purchase rate for the actual solar generation fed into the building.
- ❖ Net metering financial benefits from any exported generation has been assumed to be ZERO. By not participating in the Net Metering Program, Pelham retains the option to buy electricity in the competitive market for electricity needed in excess of the solar generation.



Financial Analysis Update

Financial Benefits Over 25 Years

PELHAM SCHOOL DISTRICT SOLAR PHOTOVOLTAIC ECONOMIC SUMMARY - 25 YEARS		
FINANCIAL ASSUMPTIONS	VALUE	ESCALATOR
Avoided Cost Rate	\$0.1342	1.0%
Estimated Electricity Supply Rate	\$0.1000	1.0%
Power Purchase Rate - Scenario 1	\$0.1420	0.5%
Power Purchase Rate - Scenario 2	\$0.1330	0.5%
Net Metering Rate	\$0.0000	1.0%
FINANCIAL SUMMARY	SCENARIO 2 ALL THREE SCHOOLS	SCENARIO 1 PELHAM ELEMENTARY AND MEMORIAL SCHOOL ONLY
25 YEAR BENEFITS		
Avoided Cost Savings	\$7,615,326	\$3,590,279
Net Metering Revenues	\$0	\$0
Lease Payments	\$75	\$50
Tax Payment	\$87,100	\$43,650
TOTAL 25 YEAR ESTIMATED BENEFITS	\$7,702,501	\$3,633,979
TOTAL 25 YEAR POWER PURCHASE COSTS	\$7,191,142	\$3,588,602
ESTIMATED NET BENEFITS	\$511,359	\$45,378

Notes:

- Avoided Cost savings benefits do not include likely savings from demand savings.



Financial Analysis Update

Financial Benefits - Annual Impacts

YEAR	SCENARIO 2 ALL THREE SCHOOLS	SCENARIO 1 PELHAM ELEMENTARY AND MEMORIAL SCHOOL ONLY
1	\$2,661	(\$6,576)
2	\$4,088	(\$5,903)
3	\$5,523	(\$5,226)
4	\$6,964	(\$4,547)
5	\$8,413	(\$3,863)
6	\$9,869	(\$3,177)
7	\$11,332	(\$2,487)
8	\$12,802	(\$1,794)
9	\$14,279	(\$1,097)
10	\$15,764	(\$397)
11	\$17,255	\$307
12	\$18,755	\$1,014
13	\$20,261	\$1,724
14	\$21,775	\$2,438
15	\$23,297	\$3,156
16	\$24,826	\$3,877
17	\$26,363	\$4,601
18	\$27,907	\$5,330
19	\$29,458	\$6,061
20	\$31,018	\$6,797
21	\$32,585	\$7,536
22	\$34,160	\$8,278
23	\$35,742	\$9,025
24	\$37,333	\$9,775
25	\$38,931	\$10,528
TOTAL 25 YEAR ESTIMATED BENEFITS/SAVINGS	\$511,359	\$45,378

Thank You!

Beacon Integrated Solutions

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Pelham School District

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Slide 6

Eric "Chip" McGee, Ed.D.
Superintendent

Deb Mahoney
Business Administrator

Keith Lord
Director of Technology



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Sarah Marandos, Ed.D.
Assistant Superintendent

Toni Barkdoll
Director of Human Resources

Kimberly Noyes
Director of Student Services

MEMORANDUM

TO: CIP Committee Members
FROM: Dr. Chip McGee, Superintendent
CC: Deb Mahoney, Business Administrator
DATE: July 11, 2024
RE: School District CIP Submission

The School Board met on Wednesday, July 10, 2024 and discussed CIP recommendations. Their review included a forward look for a seven-year period of infrastructure maintenance items and the enclosed submission reflects that comprehensive review.

Below is a summary of attached forms along with estimated quotes. In order to clarify the District's planned timing for the submitted needs, the calendar year for the town as well as the fiscal year for the school budget are both included in the summary.

Project dates were adjusted to future years as indicated:

1. The PES Parking was adjusted to three years later than prior submissions.
2. The PES AC phases were adjusted to one year later than prior submissions.
3. The PHS Parking lot date was adjusted based on current condition, to three years later.

There is a new submission for the PHS boilers and venting.

Please advise if you need attendance at a CIP review meeting and related meeting information.

Project	Estimated Cost	Anticipated Fiscal Year	Anticipated Calendar Year	Estimated Priority of Projects
PHS – Replace Boilers and Venting	\$532,000	FY 2026	CY 2025	1
PES – Air Conditioning Phase II – 1 st Floor Classrooms	\$584,790	FY 2027	CY 2026	2
PES – Air Conditioning Phase III – Gym and all other spaces remaining	\$600,132	FY 2028	CY 2027	3
PES – Asphalt Parking Lot and Roadways	\$304,266	FY 2028	CY 2027	4
PHS – Student Parking Lot Replacement	\$342,461 (includes drainage estimate)	FY 2030	CY 2031	5

TOWN OF PELHAM CAPITAL IMPROVEMENT PLAN 2025-2031

PROJECT WORKSHEET

Priority ranking: 1 Year First Scheduled: 2024 Year needed: FY2026/CY25

Department: School Department Priority 1 of 5 projects Date of this submission: 7/2024

Type of Project:

(Check one)

Primary purpose of project is to:

- ☒ Replace or repair existing facilities or equipment
- ☐ Improve quality of existing facilities or equipment
- ☐ Expand capacity of existing service level/facility
- ☐ Provide new facility or service capability

Service Area of**Project Impact:**

(Check one)

- | | |
|-----------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Region | <input type="checkbox"/> Business District |
| <input type="checkbox"/> Municipality | <input type="checkbox"/> Neighborhood |
| <input checked="" type="checkbox"/> School District | <input type="checkbox"/> Street |
| <input type="checkbox"/> _____ District | <input type="checkbox"/> Other Area |

Project Description:

Replace (2) 20+ yr. old, Buderus gas boilers, 82% efficient, with (4) Lochinvar FTXL high efficiency condensing boilers, 95% efficient, at PHS. It includes the install of four new variable frequency drive boiler pumps, which have an increased efficiency over the current pumps. This will also include the replacement of the flue so that it is properly sized to the new system. This flue due to the changes in fuels being used has shown signs of premature failure and while reparable to date, needs to be replaced as part of the upgraded boiler project.

Project Rationale:

- ☐ Removes imminent threat to public health or safety
- ☒ Alleviates substandard conditions or deficiencies
- ☐ Responds to federal or State requirement for implementation
- ☒ Improves the quality of existing services
- ☐ Provides added capacity to serve growth
- ☒ Reduces long-term operating costs
- ☐ Provides an incentive to economic development
- ☐ Eligible for matching funds available until _____

Narrative Justification (Attach all backup material if possible):


The current boiler plant in the old building in Pelham High School is over twenty years old. Due to its age, this boiler plant is highly inefficient, requires frequent reactive maintenance that is costly, and the heat exchangers show signs of failure. These boilers need to be replaced to ensure we are providing proper comfortability for students and staff and supplying required domestic hot water to our dining services and restrooms. This project will include the replacement of the flue piping (vent) that is properly sized to the new system. Since the natural gas upgrade to our fuel sourcing, the flue was not modified. Recently this flue has been repaired due to corrosion in multiple areas. While the flue has been repaired, it is a long-term, sustainable solution.

Cost Estimate: (Itemize as Necessary)	Capital Costs Dollar Amount (in current \$)	Impact on Operating & Maintenance Costs or Personnel Needs
\$ _____	Planning/feasibility analysis	<input type="checkbox"/> Increases personnel requirements
_____	Architecture & engineering fees	<input type="checkbox"/> Increases O & M costs
_____	Real Estate acquisition	<input type="checkbox"/> Reduces personnel requirements
_____	Site preparation	X Reduces O & M costs
\$532,000	Construction	
_____	Furnishings & equipment	
_____	Vehicles and capital equipment (+)	

\$ 532,000	Total project cost	

Dollar Cost of Impacts if known:
 \$ _____ annually
 (-) \$ 12,000 annually
 Estimated useful life is 20 years

Sources of Funding:

Grant from: _____	\$ _____ show type	Form Prepared by: 
Loan from: _____	\$ _____ show type	
Donation/bequest/private	_____	(Signature)
User charge or fee	_____	
Capital reserve withdrawal	_____	
Impact fee account	_____	
Warrant article	_____	Superintendent
Current revenue	_____	(Title)
General obligation bond	_____	
Revenue bond	_____	Pelham School District, SAU28
Special assessment	_____	(Department/Agency)
Operating Budget	\$532,000	July 3, 2024
Rebate Eligible	-40,000	(Date prepared)

Total Project Cost \$ _____

DO NOT WRITE BELOW THIS LINE

CIP Committee Rating and Narrative Explanation

The CIP Committee rates this Capital Improvement as _____ for the _____ Warrant.

Description of Rating

TOWN OF PELHAM CAPITAL IMPROVEMENT PLAN 2025-2031
PROJECT WORKSHEET

Priority ranking 2

Year First Scheduled 2017

Year needed FY2027/CY26

Department: School

Department Priority 2 of 5 projects

Date of this submission: 7/2024

Type of Project:
(check one)

Primary purpose of project is to:

- ☐ Replace or repair existing facilities or equipment
- ☒ XX Improve quality of existing facilities or equipment
- ☐ Expand capacity of existing service level/facility
- ☐ Provide new facility or service capability

**Service Area of
Project Impact:**
(check one)

- | | |
|-------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Region | <input type="checkbox"/> Business District |
| <input type="checkbox"/> Municipality | <input type="checkbox"/> Neighborhood |
| <input checked="" type="checkbox"/> X School District | <input type="checkbox"/> Street |
| <input type="checkbox"/> _____ District | <input type="checkbox"/> Other Area |

Project Description:

Phase II of a Design, Build and Install Air Conditioning at Pelham Elementary School – including all 1st floor classrooms. Phase I was completed in Summer of 2022, including all 2nd floor classrooms, cafeteria and kitchen spaces at PES. Phase III will include the Gymnasium and all other occupied spaces of the building to complete the transition.

Project Rationale:

- ☐ Removes imminent threat to public health or safety
- ☐ Alleviates substandard conditions or deficiencies
- ☐ Responds to federal or State requirement for implementation
- ☐ Improves the quality of existing services
- ☐ Provides added capacity to serve growth
- ☐ Reduces long-term operating costs
- ☐ Provides an incentive to economic development
- ☐ Eligible for matching funds available until _____

Narrative Justification (Attach all backup material if possible):

The project proposes to continue moving forward with the project to design, build, and install an air conditioning and dehumidification system at Pelham Elementary School. The Pelham School Board will continue to access any available federal funds to support as much of this project as possible to limit the impact on tax-payers. The plan is to use a phased approach starting with the second floor and cafeteria/ kitchen area, that was started in February 2022 and completed in the Fall of 2022. The first phase was primarily funded through ESSER II and III grants at about \$810,000.

Phase II will include the first floor classrooms. Phase III will include the Gymnasium and all other spaces not completed.

The challenge of ventilation and social distancing during the pandemic has brought the need for air conditioning and dehumidification in Pelham Elementary School into sharp relief. Classrooms with southern exposure and on the second floor without portable air conditioning become hot. The demand for in-school instruction during the pandemic combined with the need for physical distancing meant we needed to use second floor classrooms. Universal guidelines for the pandemic disallowed the use of fans until the end of the school year. During the week of June 7, 2021, after a four-day stretch of 90 degree weather, classrooms without air-conditioning on the first floor reached 80 - 84 degrees by mid-day. With the added challenge of masks due to the pandemic, it made teaching and learning very challenging. For the first time, Pelham needed to have an early release on June 8, 2021 due to the heat and we were fortunate in June of 2022 and June of 2023 to have more temperate weather. The approved renovation of Memorial School provides for AC and dehumidification for that building, leaving Pelham Elementary School the only school without it. This project will continue our commitment to level the playing field among schools and allow for quality teaching and learning regardless of outside air temperatures.

Cost Estimate: (Itemize as Necessary)	Capital Costs Dollar Amount (in current \$)	Impact on Operating & Maintenance Costs or Personnel Needs
\$ _____	Planning/feasibility analysis	<input type="checkbox"/> Increases personnel requirements
_____	Architecture & engineering fees	<input type="checkbox"/> Increases O & M costs
_____	Real Estate acquisition	<input type="checkbox"/> Reduces personnel requirements
_____	Site preparation	<input type="checkbox"/> Reduces O & M costs
<u>\$584,790</u>	Construction	
_____	Furnishings & equipment	
_____	Vehicles and capital equipment (+)	

<u>\$584,790</u>	Total project cost	


Dollar Cost of Impacts if known:
 \$ _____ annually
 (-) \$ _____ annually
 Estimated useful life is ____ years

Sources of Funding:

Grant from: _____ \$ _____ show type
 Loan from: _____ \$ _____ show type

Form Prepared by:

Donation/bequest/private _____
 User charge or fee _____
 Capital reserve withdrawal _____
 Impact fee account _____



 (Signature)

Warrant article _____ \$584,790
 Current revenue _____
 General obligation bond _____

 Superintendent

 (Title)

Revenue bond _____
 Special assessment _____

 Pelham School District, SAU28

 (Department/Agency)
 July 3, 2024

 (Date prepared)

Total Project Cost \$ 584,790 Phase II

DO NOT WRITE BELOW THIS LINE

CIP Committee Rating and Narrative Explanation

The CIP Committee rates this Capital Improvement as _____ for the _____ Warrant.

Description of Rating



SECTION 2 – COST PROPOSAL

- a) Proposal shall include a complete, itemized price breakdown for each major component contained within the Submitter's proposal.

<u>item</u>	<u>Scope</u>	OPTION A	OPTION B
		Cost Labor, Equipment, and Design	Equipment Only Price
1a	VRF Classrooms 2nd floor	\$694,000.00	\$148,730.00
1b	VRF Classrooms 1st floor	\$579,000.00	\$148,730.00
2	AHU Office	\$133,480.00	\$30,000.00
3	Library unit with A/C	\$113,520.00	\$25,000.00
4	Cafeteria with AC	\$193,120.00	\$55,000.00
5	Gym with A/C	\$347,190.00	\$55,000.00
Sub-Total		\$2,060,310.00	\$462,460.00
P&P Bond		\$20,603.10	\$4,624.60
Total		\$2,080,913.10	\$467,084.60

**SECTION 2 – COST PROPOSAL**

- e) Proposal shall provide price commitments for a period of thirty (30) days following the Proposal due date.

Energy Efficient Investments, Inc. acknowledges that pricing included in this proposal will be valid for a period of thirty (30) days from the date of this proposal.

Please be advised that the project completion schedule and deadlines, as noted in the RFP, might not be practicable. Although EEI will make every effort to comply, delays may be inevitable and out of the control of EEI, such as reviews and approvals by authorities having jurisdiction over the project. In addition, the ongoing global pandemic has created an instability in the manufacturing and wholesale markets. This can result in longer lead times on materials which may be required for this project. We will make every effort to complete this installation during the summer break, as requested. However, our ability to meet the goal completion date of August 2021 will be contingent upon equipment lead times.

**SECTION 2 – COST PROPOSAL**

- f) Proposals shall include the bidder's responsibility to provide stamped engineer drawings to include mechanical, electrical, and structural.

Energy Efficient Investments, Inc. agrees to accept responsibility to provide stamped engineer drawings to include mechanical, electrical, and structural.



SECTION 2 – COST PROPOSAL

- g) Proposals shall include the bidder's responsibility to secure a performance bond in order to protect the district and its constituents.

Energy Efficient Investments, Inc. agrees to accept responsibility to secure a performance bond, assuring protection for both the Pelham School District and its constituents.

Please see section 3 for information concerning Certificate of Insurance and EEI's bonding company.

**TOWN OF PELHAM CAPITAL IMPROVEMENT PLAN 2025-2031
PROJECT WORKSHEET**

Priority ranking 3

Year First Scheduled 2017

Year needed FY2027/CY26

Department: School

Department Priority 3 of 5 projects

Date of this submission: 7/2024

Type of Project:
(check one)

Primary purpose of project is to:

- ☐ Replace or repair existing facilities or equipment
- ☒ XX Improve quality of existing facilities or equipment
- ☐ Expand capacity of existing service level/facility
- ☐ Provide new facility or service capability

**Service Area of
Project Impact:**
(check one)

- | | |
|-------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Region | <input type="checkbox"/> Business District |
| <input type="checkbox"/> Municipality | <input type="checkbox"/> Neighborhood |
| <input checked="" type="checkbox"/> X School District | <input type="checkbox"/> Street |
| <input type="checkbox"/> _____ District | <input type="checkbox"/> Other Area |

Project Description:

Phase III of a Design, Build and Install Air Conditioning at Pelham Elementary School – including Gymnasium and all other occupied spaces of the building. This will complete the project plan to fully air condition and dehumidify Pelham Elementary school.

Phase I was completed in Fall of 2022, including all 2nd floor classrooms, cafeteria and kitchen spaces.

Phase II is planned for Summer of 2026 and will include all 1st floor classrooms.

Project Rationale:

- ☐ Removes imminent threat to public health or safety
- ☐ Alleviates substandard conditions or deficiencies
- ☐ Responds to federal or State requirement for implementation
- ☐ Improves the quality of existing services
- ☐ Provides added capacity to serve growth
- ☐ Reduces long-term operating costs
- ☐ Provides an incentive to economic development
- ☐ Eligible for matching funds available until _____

Narrative Justification (Attach all backup material if possible):

The project proposes to continue moving forward with the project to design, build, and install an air conditioning and dehumidification system at Pelham Elementary School. The Pelham School Board will continue to access any available federal funds to support as much of this project as possible to limit the impact on taxpayers. The plan is to use a phased approach starting with the second floor and cafeteria/ kitchen area, that was started in February 2022 and will completed in the Fall of 2022. This first phase was primarily funded through ESSER II and III grants at about \$810,000. Phase II will include first floor classrooms and is planned for Summer of 2026.

Phase III will include the Gymnasium and all other spaces not completed.

The challenge of ventilation and social distancing during the pandemic has brought the need for air conditioning and dehumidification in Pelham Elementary School into sharp relief. Classrooms with southern exposure and on the second floor without portable air conditioning become hot. The demand for in-school instruction during the pandemic combined with the need for physical distancing meant we needed to use second floor classrooms. Universal guidelines for the pandemic disallowed the use of fans until the end of the school year. During the week of June 7, 2021, after a four-day stretch of 90 degree weather, classrooms without air-conditioning on the first floor reached 80 - 84 degrees by mid-day. With the added challenge of masks due to the pandemic, it made teaching and learning very challenging. For the first time, Pelham needed to have an early release on June 8, 2021 due to the heat and we were fortunate in June of 2022 and June of 2023 to have more temperate weather. The approved renovation of Memorial School provides for AC and dehumidification for that building, leaving Pelham Elementary School the only school without it. This project will continue our commitment to level the playing field among schools and allow for quality teaching and learning regardless of outside air temperatures.

Cost Estimate:	Capital Costs	Impact on Operating & Maintenance
(Itemize as Necessary)	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$_____ Planning/feasibility analysis	<input type="checkbox"/> Increases personnel requirements
	_____ Architecture & engineering fees	<input type="checkbox"/> Increases O & M costs
	_____ Real Estate acquisition	<input type="checkbox"/> Reduces personnel requirements
	_____ Site preparation	<input type="checkbox"/> Reduces O & M costs
	\$600,132 Construction	
	_____ Furnishings & equipment	
	_____ Vehicles and capital equipment (+)	\$_____ annually

	_____	(-) \$_____ annually
	\$600,132 Total project cost	Estimated useful life is _____ years

Sources of Funding:

Grant from: _____ \$ _____ show type

Loan from: _____ \$ _____ show type

Form Prepared by:

Donation/bequest/private _____

User charge or fee _____

Capital reserve withdrawal _____

Impact fee account _____



 (Signature)

Warrant article _____ \$600,132

Current revenue _____

General obligation bond _____

Revenue bond _____

Special assessment _____

 Superintendent
 (Title)

 Pelham School District, SAU28
 (Department/Agency)
 July 3, 2024
 (Date prepared)

Total Project Cost \$ 600,132 Phase III

DO NOT WRITE BELOW THIS LINE

CIP Committee Rating and Narrative Explanation

The CIP Committee rates this Capital Improvement as _____ for the _____ Warrant.

Description of Rating

SECTION 2 – COST PROPOSAL

- a) Proposal shall include a complete, itemized price breakdown for each major component contained within the Submitter's proposal.

<u>Item</u>	<u>Scope</u>	<u>OPTION A</u>	<u>OPTION B</u>
		Cost Labor, Equipment, and Design	Equipment Only Price
1a	VRF Classrooms 2nd floor	\$694,000.00	\$148,730.00
1b	VRF Classrooms 1st floor	\$579,000.00	\$148,730.00
2	AHU Office	\$133,480.00	\$30,000.00
3	Library unit with A/C	\$113,520.00	\$25,000.00
4	Cafeteria with AC	\$193,120.00	\$55,000.00
5	Gym with A/C	\$347,190.00	\$55,000.00
Sub-Total		\$2,060,310.00	\$462,460.00
P&P Bond		\$20,603.10	\$4,624.60
Total		\$2,080,913.10	\$467,084.60

TOWN OF PELHAM CAPITAL IMPROVEMENT PLAN 2025-2031
PROJECT WORKSHEET

Priority ranking 4

Year First Scheduled 2017

Year needed FY2028/CY27

Department: School

Department Priority 4 of 5 projects

Date of this submission: 7/2024

Type of Project:
(check one)

Primary purpose of project is to:

- ☒ Replace or repair existing facilities or equipment
- ☐ Improve quality of existing facilities or equipment
- ☐ Expand capacity of existing service level/facility
- ☐ Provide new facility or service capability

**Service Area of
Project Impact:**
(check one)

- | | |
|-----------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Region | <input type="checkbox"/> Business District |
| <input type="checkbox"/> Municipality | <input type="checkbox"/> Neighborhood |
| <input checked="" type="checkbox"/> School District | <input type="checkbox"/> Street |
| <input type="checkbox"/> _____ District | <input type="checkbox"/> Other Area |

Project Description:

Cold planing, clean tack coating and overlay Asphalt Parking Lot and Roadways at Pelham Elementary.

Project Rationale:

- ☐ Removes imminent threat to public health or safety
- ☐ XX Alleviates substandard conditions or deficiencies
- ☐ Responds to federal or State requirement for implementation
- ☐ Improves the quality of existing services
- ☐ Provides added capacity to serve growth
- ☐ Reduces long-term operating costs
- ☐ Provides an incentive to economic development
- ☐ Eligible for matching funds available until _____

Narrative Justification (Attach all backup material if possible):

The Pelham Elementary Parking lot is continuing to show wear and damage from constant use by both the schools and the community. Most of the parking lot and roadway is original to the school building from 2002, and will be 25 years old when this area is expected to be repaired. Parking lots are recommended by the state to be replaced or repaired in the interval of every 15-20 years, depending on their condition. Currently, there is no substrate damage to the asphalt, and area repairs have been done as needed. The planned overlay maintenance process will protect the asphalt from becoming more porous, which would result in substrate damage and a much more costly repair. The estimate was renewed in Spring of 2021 and is attached. The cost estimate escalated by 40% to align with a conservative market change in the industry, and again escalated 20% for the next year, and 5% each year thereafter due to the unknown future costs.

Cost Estimate:	Capital Costs	Impact on Operating & Maintenance
(Itemize as Necessary)	Dollar Amount (in current \$)	Costs or Personnel Needs
	\$ _____ Planning/feasibility analysis	<input type="checkbox"/> Increases personnel requirements
	_____ Architecture & engineering fees	<input type="checkbox"/> Increases O & M costs
	_____ Real Estate acquisition	<input type="checkbox"/> Reduces personnel requirements
	<u>\$304,266</u> Site preparation	<input type="checkbox"/> Reduces O & M costs
	_____ Construction	
	_____ Furnishings & equipment	
	_____ Vehicles and capital equipment (+)	

	<u>\$304,266</u> Total project cost	

Dollar Cost of Impacts if known:
 \$ _____ annually
 (-) \$ _____ annually
 Estimated useful life is _____ years

Sources of Funding:

Grant from: _____ \$ _____ show type

Loan from: _____ \$ _____ show type


Form Prepared by:

Donation/bequest/private _____

User charge or fee _____

Capital reserve withdrawal _____

Impact fee account _____


 (Signature)

Warrant article \$304,266

Current revenue _____

General obligation bond _____

Superintendent
 (Title)

Revenue bond _____

Special assessment _____

Pelham School District, SAU28
 (Department/Agency)
July 3, 2024
 (Date prepared)

Total Project Cost \$ 304,266 estimate

DO NOT WRITE BELOW THIS LINE

CIP Committee Rating and Narrative Explanation

The CIP Committee rates this Capital Improvement as _____ for the _____ Warrant.

Description of Rating



Estimate

Estimate No: 1021	P.O. Box 2303 Concord, NH 03302 Physical Address: 98 Dow Rd. Bow, NH 03304 (603) 225-7548 bowpaving@Gmail.com www.bowpaving.com Office (603) 227-7283 cell:(603)231-1106
Date: 04/19/2021	
For: Pelham School District amiller@pelhamsd.org	

Description	Quantity	Rate	Amount
Job location; Pelham Elementary School Cold planing all high spots and keyways. Cleaning tack coating shim course and overlaying of complete existing asphalt surfaces. includes all walkways roadways and parking lots.	1	\$149,000.00	\$149,000.00

Subtotal \$149,000.00
Total \$149,000.00

TOTAL \$149,000.00

Notes

Thank you for calling Bow Paving.

Terms and Conditions

This contract is binding between Bow Paving and customer, only for work described above. Bow Paving guarantees against damage from *defective materials and or *workmanship. Bow Paving cannot be responsible for damage such as cracking, heaving or, settlement due to any *pre-existing paved surface and or gravel/stone base prepared by any party other than Bow Paving. Bow Paving cannot be responsible for damage caused by *carelessness of our customer neglect such as tire marks, plow damage, chemical spills (gas, oil, etc.), damage caused from sharp objects (such as kickstands, chairs ladders etc.) nor can Bow Paving be responsible for damage caused from *forces of nature, such as washouts

2022 estimate @ 46% \$208,600
2023 escalation @ 20% 250,320

Current estimated Cost: \$250,320

2024-2027 @ 5% =
\$304,266

- Estimate 1021 - 04/19/2021

or weed growth. All work is guaranteed for one year unless otherwise specified. Guarantee is void if any other party other than Bow Paving, performs seal coating within the guaranteed year. Any necessary repairs must be completed within the guaranteed year. All materials are owned by Bow Paving until paid in full. Balance is due upon completion of work described above.

TOWN OF PELHAM CAPITAL IMPROVEMENT PLAN 2025-2031

PROJECT WORKSHEET

Priority ranking 5

Year First Scheduled 2019

Year needed FY2030/CY31

Department: School

Department Priority 5 of 5 projects

Date of this submission: 7/2024

Type of Project:
(check one)

Primary purpose of project is to:

- ☒ Replace or repair existing facilities or equipment
- ☐ Improve quality of existing facilities or equipment
- ☐ Expand capacity of existing service level/facility
- ☐ Provide new facility or service capability

**Service Area of
Project Impact:**
(check one)

- | | |
|-----------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Region | <input type="checkbox"/> Business District |
| <input type="checkbox"/> Municipality | <input type="checkbox"/> Neighborhood |
| <input checked="" type="checkbox"/> School District | <input type="checkbox"/> Street |
| <input type="checkbox"/> _____ District | <input type="checkbox"/> Other Area |

Project Description:

Replacement of Student Parking Lot at Pelham High School. This item is for future planning purposes to replace the student lot with standard paving asphalt and add appropriate underground drainage.

Project Rationale:

- ☐ Removes imminent threat to public health or safety
- ☒ XX Alleviates substandard conditions or deficiencies
- ☐ Responds to federal or State requirement for implementation
- ☐ Improves the quality of existing services
- ☐ Provides added capacity to serve growth
- ☒ XX Reduces long-term operating costs
- ☐ Provides an incentive to economic development
- ☐ Eligible for matching funds available until _____

Narrative Justification (Attach all backup material if possible):

The project proposes to replace the existing porous asphalt student parking lot at Pelham High School. This parking lot was installed in the summer of 2014. Porous pavement has the ability to drain water directly through it and this eliminates the need for multiple drains. The Life expectancy is 10 years, and in 2024 we have continued to monitor the condition of the porous pavement to make sure that it continues to function as required. When the lot fails to drain the water, the condition of the lot will become unsafe (ice) and will need to be replaced. Drainage costs have been estimated without a written quote at \$90,000 and added to the paving cost estimate as attached. These estimates have been escalated by 40% to align with a conservative market change in the industry, and then annually at 5%.

Cost Estimate: (Itemize as Necessary)	Capital Costs Dollar Amount (in current \$)	Impact on Operating & Maintenance Costs or Personnel Needs
\$ _____	Planning/feasibility analysis	<input type="checkbox"/> Increases personnel requirements
_____	Architecture & engineering fees	<input type="checkbox"/> Increases O & M costs
_____	Real Estate acquisition	<input type="checkbox"/> Reduces personnel requirements
\$145,861	Site preparation	<input type="checkbox"/> Reduces O & M costs
\$196,600	Construction	
_____	Furnishings & equipment	
_____	Vehicles and capital equipment (+)	\$ _____ annually
_____		(-) \$ _____ annually
\$342,461	Total project cost	Estimated useful life is <u>20</u> years

Sources of Funding:

Grant from: _____	\$ _____	show type	Form Prepared by:
Loan from: _____	\$ _____	show type	
Donation/bequest/private	_____		
User charge or fee	_____		
Capital reserve withdrawal	_____		(Signature)
Impact fee account	_____		
Warrant article	\$342,461		<u>Superintendent</u>
Current revenue	_____		(Title)
General obligation bond	_____		
Revenue bond	_____		<u>Pelham School District, SAU28</u>
Special assessment	_____		(Department/Agency)
_____	_____		July 3, 2024
_____	_____		(Date prepared)

Total Project Cost \$ 342,461 estimate

DO NOT WRITE BELOW THIS LINE

CIP Committee Rating and Narrative Explanation

The CIP Committee rates this Capital Improvement as _____ for the _____ Warrant.

Description of Rating



Estimate

Estimate No: 708	Physical Address: 98 Dow Rd. Bow, NH 03304 (603) 225-7548 bowpaving@Gmail.com www.bowpaving.com Office (603) 227-7283 cell:(603)231-1106
Date: 07/12/2019	
For: Pelham School District Kchurchill@pelhamsd.org	

Description	Quantity	Rate	Amount
Removal and replacement of Student Parking Lot at Pelham High School. Machine paving and power rolling of 3" of asphalt (2" of binder course and 1" of top course).	1	\$121,307.00	\$121,307.00

Subtotal \$121,307.00
Total \$121,307.00

Payment Details

A 10% deposit of \$12,130.70 is required by 07/12/2019.

TOTAL \$121,307.00

Pay Now

Deposit due 07/12/2019 \$12,130.70

Invoice2go

+40% 48 523 -

\$169,830

Notes

Thank you for calling Bow Paving.

Terms and Conditions

This contract is binding between Bow Paving and customer, only for work described above. Bow Paving guarantees against damage from *defective materials and or *workmanship. Bow Paving cannot be responsible for damage such as cracking, heaving or, settlement due to any *pre-existing paved surface and or gravel/stone base prepared by any party other than Bow Paving. Bow Paving cannot be responsible for damage caused by *carelessness of our customer neglect such as tire marks, plow damage, chemical spills (gas, oil, etc.), damage caused from sharp

Drainage Est 90,000 + 40% = \$126,000 23 = Total \$295,830

1/2 Estimate for 2030 at 5% inc./year for 34's
25 \$342,461 Total

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

See Also: EBB, EHB, EHB-R, GBEAB, JLF, JRA, JRA-R

NHSBA Revision Notes: September 2023, Substantial revisions and reformatting throughout. The impetus for revision was the 2023 passage of SB179 and HB491, both amending provisions of RSA 126-U. SB179 refined the definition of seclusion, and added a requirement for use of “co-regulators”. SB179 further requires the Dept. of Education and Dept. of Health and Human Services to develop a form for reporting the information required in RSA 126-U:7, II. As of preliminary release of this revision (9/8/2023), the form had not been released. HB491 added a specific definition and prohibition of the use of “prone restraint” (previously would have been prohibited as a form of dangerous restraint technique). Sections also added to sample policy relative to mandated reporting for violations of RSA 126-U, and review of IEPs, 504 plans, behavior intervention plans, or other such individualized plans following use of restraint or seclusion

The Pelham School District hereby establishes the following procedures to describe how and in what circumstances restraint is used in this District. This Policy and Procedures are adopted for the purpose of meeting the District’s obligations under state law governing the use of restraints and seclusion. The Policy and Procedures shall be interpreted in a manner consistent with state law and regulations. This policy applies during the school day, as well as to all school-sponsored events, functions, and extracurricular activities, whether on or off school grounds, including transportation to school-sponsored events.

I. Definitions

A. Restraint: bodily physical restriction, mechanical devices, or any device that immobilizes a person or restricts the freedom of movement of the torso, head, arms or legs. It includes mechanical restraints, physical restraints, and medication restraint used to control behavior in an emergency or any involuntary medication. It is limited to actions taken by persons who are school or facility staff members, contractors or otherwise under the control or direction of a school or facility.

Restraint does not include the following:

1. Brief touching or holding to calm, comfort, encourage or guide a child, so long as limitation of freedom of movement of the child does not occur.
2. The temporary holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a child to stand, if necessary, and then walk to a safe location, so long as the child is in an upright position and moving toward a safe location.
3. Physical devices, including but not limited to orthopedically prescribed appliances, and supportive body bands or other physical holding when necessary for routine physical examinations and tests, or when used to provide support for the achievement of functional body position or proper balance or to protect a person from falling, or to permit a child to participate in activities without the risk of physical harm;
4. The use of seat belts, safety belts, or similar passenger restraints during

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

See Also: EBB, EHB, EHB-R, GBEAB, JLF, JRA, JRA-R

~~transportation of a child in a motor vehicle.~~

~~5. The use of force by a person to defend himself or herself or a third person from what the actor reasonably believes to be the imminent use of unlawful force by a child, when the actor uses a degree of force which he or she reasonably believes to be necessary for such purpose, and the actor does not immobilize a child or restrict the freedom of movement of the torso, head, arms or legs of any child.~~

~~The five interventions, listed in 1 through 5 immediately above, are not considered “restraint” under this Policy, are not prohibited by this Policy, and are not subject to the training or notification requirements that otherwise apply to permissible restraints addressed herein.~~

~~Type of Restraint:~~

- ~~1. Medication Restraint: When a child is given medication involuntarily for the purpose of immediate control of the child’s behavior.~~
- ~~2. Mechanical Restraint: When a physical device or devices are used to restrict the movement of a child or the movement or normal function of a portion of his or her body.~~
- ~~3. Physical Restraint: When a manual method is used to restrict a child’s freedom of movement or normal access to his or her body.~~

~~Prohibited Restraint Techniques:~~

- ~~1. Any physical restraint or containment technique that:~~
 - ~~a. Obstructs a child’s respiratory airway or impairs the child’s breathing or respiratory capacity or restricts the movement required for normal breathing;~~
 - ~~b. Places pressure or weight on, or causes the compression of, the chest, lungs, sternum, diaphragm, back or abdomen of a child;~~
 - ~~c. Obstructs the circulation of blood;~~
 - ~~d. Involves pushing on or into the child’s mouth, nose, eyes, or any part of the face or involves covering the face, or body with anything, including soft objects such as pillows, blankets, or washcloths, or~~
 - ~~e. Endangers a child’s life or significantly exacerbates a child’s medical condition.~~
- ~~2. Intentional infliction of pain, including the use of pain inducement to obtain compliance.~~

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

See Also: EBB, EHB, EHB-R, GBEAB, JLF, JRA, JRA-R

- ~~3. The intentional release of noxious, toxic, caustic, or otherwise unpleasant substances near the child for the purpose of controlling or modifying the behavior of or punishing the child.~~
 - ~~4. Any technique that unnecessarily subjects the child to ridicule, humiliation, or emotional trauma.~~
- ~~B. Seclusion: the involuntary placement of a child alone in a place where no other person is present and from which the particular child is unable to exit, either due to physical manipulation by a person, a lock, or other mechanical device or barrier. The term shall not include the voluntary separation of a child from a stressful environment for the purpose of allowing the child to regain self-control, when such separation is to an area, which a child is able to leave. Seclusion does not include circumstances in which there is no physical barrier between the child and any other person or the child is physically able to leave the place. A circumstance may be considered seclusion even if a window or other device for visual observation is present, if the other elements of this definition are satisfied.~~
- ~~C. Serious Injury: means any harm to the body which requires hospitalization or results in the fracture of any bone, non-superficial lacerations, injury to any internal organ, second or third-degree burns, or any severe, permanent, or protracted loss of or impairment of the health or function of any part of the body.~~
- ~~D. Intentional physical contact: means contact by a school employee with a child, in response to a child's aggression, misconduct, or disruptive behavior, and includes, but is not limited to blocking of a blow, forcible release from a grasp, or other significant and intentional physical contact with a disruptive or assaultive child.~~
- ~~Intentional physical contact does not include:~~
- ~~1. Escorting a child from an area by way of holding of the hand, wrist, arm, shoulder, or back to induce the child to walk to a safe location, unless the child is actively combative, assaultive, or self-injurious while being escorted.~~
 - ~~2. Actions such as separating children from each other, inducing a child to stand, or otherwise physically preparing a child to be escorted.~~
 - ~~3. Incidental or minor contact, such as for the purpose of gaining a misbehaving child's attention.~~

~~H. Use of Restraint~~

- ~~A. Restraint as defined in this Policy shall be used only to ensure the immediate~~

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

See Also: EBB, EHB, EHB-R, GBEAB, JLF, JRA, JRA-R

~~physical safety of persons when there is a substantial and imminent risk of serious bodily harm to the child or others. The determination of whether the use of restraint is justified under this section may be made with consideration of all relevant circumstances, including whether continued acts of violence by a child to inflict damage to property will create a substantial risk of serious bodily harm to the child or others.~~

~~B. Restraint should be carried out by trained persons authorized by the Superintendent, special education administrator, or principal, when all other interventions have failed or have been deemed inappropriate. Untrained staff is limited to physically intervening using the minimal amount of physical contact with the student to protect the student and to ensure the safety of others until trained staff is available. Untrained staff should request assistance from trained staff as soon as possible. The use of intentional physical contact may require a separate report and notification to the student's parent/guardian, as set forth in Section VII of this policy.~~

~~C. Use of restraint as defined in this Policy shall be limited to physical restraint and to the use of mechanical restraint when necessary to safely transport a student. School officials shall not use or threaten to use any dangerous restraint techniques, any inappropriate aversive behavioral interventions, or any medication restraints.~~

~~D. For students with disabilities, all crisis or emergency intervention procedures shall be included in the student's IEP and shall comply with Ed 1113.04 and RSA 126-U:5 Use of Restraint~~

~~III. Authorization and Monitoring of Extended Restraint & Length of Restraint~~

~~When restraint is necessary, school officials must comply with the following procedures:~~

~~A. Restraint shall not be imposed for longer than is necessary to protect the child or others from the substantial and imminent risk of serious bodily harm;~~

~~B. Children in restraint shall be continuously and directly observed by personnel trained in the safe use of the restraint;~~

~~C. No period of restraint shall exceed 15 minutes. If restraint is to exceed this time, approval of the Principal or supervisory employee designated by the Principal to provide such approval is required.~~

~~D. No period of restraint shall exceed 30 minutes unless a face-to-face assessment of the mental, emotional and physical well-being of the child is conducted by the Principal or supervisory employee designated by the Principal who is trained to conduct such assessments. The assessment must include a determination of whether the restraint is being conducted safely and for a proper purpose. These assessments must be repeated at least every 30 minutes during the period of restraint and documented in writing pursuant to the notification requirements set forth in Section~~

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

See Also: EBB, EHB, EHB-R, GBEAB, JLF, JRA, JRA-R

~~VII, below:~~

~~IV. Prohibited Use of Restraints~~

~~A. School officials shall not use or threaten to use medication restraint.~~

~~B. School officials shall not use or threaten to use mechanical restraint, except its use is permitted in the transportation of children, as set forth in State law and this Policy.~~

~~C. School officials shall not use or threaten to use dangerous restraint techniques, as defined in this Policy.~~

~~V. Restriction of Use of Mechanical Restraints during Transport of Children~~

~~A. Mechanical restraints during the transportation of children are prohibited unless the child's specific circumstances dictate that the uses of such methods are necessary. In any event where a child is transported using mechanical restraints, the Principal shall document in writing the reasons for the use of mechanical restraint. This documentation shall be treated as notification of restraint as discussed in paragraph VII, below.~~

~~B. Whenever a child is transported to a location outside a school, the Principal shall ensure that all reasonable measures consistent with public safety are taken to transport and/or escort the child. Such measures should:~~

- ~~1. Prevent physical and psychological trauma;~~
- ~~2. Respect the child's privacy, and~~
- ~~3. Represent the least restrictive means necessary for the safety of the child.~~

~~VI. Seclusion~~

~~Limitation on the Use of Seclusion:~~

~~A. Seclusion as defined in this Policy may not be used as a form of punishment or discipline. It may only be used when a child's behavior poses a substantial and imminent risk of physical harm to the child or to others and may only continue until that danger has dissipated.~~

~~B. Seclusion shall only be used by trained personnel authorized by the Superintendent, special education administrator, or principal; after other approaches to the control of behavior have been attempted and been unsuccessful, or are reasonably concluded to be unlikely to succeed based on the history of actual attempts to control the~~

PELHAM SCHOOL DISTRICT POLICY JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

See Also: EBB, EHB, EHB-R, GBEAB, JLF, JRA, JRA-R

~~behavior of a particular child.~~

~~C. Seclusion shall not be used in a manner that unnecessarily subjects the child to the risk of ridicule, humiliation, or emotional or physical harm.~~

~~Conditions of Seclusion – When permitted by the Pelham School District, seclusion may only be imposed in rooms which:~~

~~A. Are of a size which is appropriate for the chronological and developmental age, size and behavior of the children placed in them.~~

~~B. Have a ceiling height that is comparable to the ceiling height of the other rooms in the building in which they are located.~~

~~C. Are equipped with heating, cooling, ventilation, and lighting systems that are comparable to the systems that are in use in the other rooms of the building in which they are located.~~

~~D. Are free of any object that poses a danger to the children being placed in the rooms.~~

~~E. Have doors which are either not equipped with locks, or are equipped with devices that automatically disengage the lock in case of an emergency.~~

~~F. Are equipped with unbreakable observation windows or equivalent devices to allow the safe, direct, and uninterrupted observation of every part of the room.~~

~~Each use of seclusion shall be directly and continuously, visually and auditorily monitored by a person trained in the safe use of seclusion.~~

~~For the purpose of this subparagraph, an ‘emergency’ includes, but is not limited to:~~

~~A. The need to provide direct and immediate medical attention to a child;~~

~~B. Fire;~~

~~C. The need to remove a child to a safe location during a building lockdown; or~~

~~D. Other critical situations that may require immediate removal of a child from seclusion to a safe location.~~

~~VII. Reporting Responsibilities, Parental/Guardian Notification and Record Keeping Requirements~~

~~A. Unless prohibited by a court order, the school shall make reasonable efforts to verbally notify the child’s parent or guardian and guardian ad litem, if a guardian ad litem has been appointed, whenever seclusion or restraint has been used on a child. At the same time, the Principal shall notify the Superintendent. Such notification~~

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~~shall be made as soon as practicable and in no event later than the time of the return of the child to the parent or guardian or the end of the business day, whichever is earlier. Notification shall be made in a manner calculated to give the parent or guardian actual notice of the incident at the earliest practicable time.~~

~~B. A school employee who uses restraint or seclusion shall verbally inform the building Principal or Principal's designee as soon as possible and shall submit a written report to the building Principal or the Principal's designee within 5 business days after the incident involving restraint or seclusion. If the school employee is not available to submit such a report, the employee's supervisor shall submit such a report within the same time frame. If the Principal uses restraint or seclusion, he/or she shall submit a written report to the Superintendent, or his/her designee, within 5 business days. Any report required by this section shall contain the following information:~~

- ~~1. The date, time, and duration of the use of restraint or seclusion;~~
- ~~2. A description of the actions of the child before, during, and after the occurrence;~~
- ~~3. A description of any other relevant events preceding the use of restraint or seclusion, including the justification for initiating the restraint or seclusion;~~
- ~~4. The names of the persons involved in the occurrence;~~
- ~~5. A description of the actions of the facility or school employees involved before, during, and after the occurrence;~~
- ~~6. A description of any interventions used prior to the restraint or seclusion;~~
- ~~7. A description of the restraint or seclusion used, including any hold used and the reason the hold was necessary;~~
- ~~8. A description of any injuries sustained by, and any medical care administered to, the child, employees, or others before, during, or after the use of restraint or seclusion;~~
- ~~9. A description of any property damage associated with the occurrence;~~
- ~~10. A description of actions taken to address the emotional needs of the child during and following the restraint or seclusion;~~
- ~~11. A description of future actions to be taken to control the child's problem behaviors;~~
- ~~12. The name and position of the employee completing the notification; and~~
- ~~13. The anticipated date of the final report.~~

~~C. Unless prohibited by court order, the Principal or the Principal's designee shall, within 2 business days of receipt of the written report described above, send or transmit by first class mail or electronic transmission to the child's parent or guardian and guardian ad litem the information contained in that written report. [Within the same time frame, the Principal shall also forward any such report to the Superintendent for retention in that office.]~~

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~~D. Each written report referenced in this section shall be retained by the school and shall be made available for periodic, regular review consistent with any rules that may be adopted by the State Board of Education for that purpose.~~

~~E. In cases involving serious injury or death to a child subject to restraint or seclusion in a school, the school shall, in addition to the above notification requirements, notify the commissioner of the department of education, the attorney general, and the Disabilities Rights Center. Such notice shall include the written notification required in RSA 126-U:7, II.~~

~~F. Upon information that restraint or seclusion has been used for the first time upon a child with a disability under the IDEA or Section 504, the IEP or Section 504 Team shall review the child's IEP or Section 504 plan and make such adjustments as are indicated to eliminate or reduce the future use of restraint or seclusion. A parent or guardian of a child with a disability may request such a review at any time following an instance of restraint or seclusion and such request shall be granted if there have been multiple instances of restraint or seclusion since the last review.~~

~~G.. Intentional Physical Contact: Whenever a Pelham School District employee has intentional physical contact with a child, which is in response to a child's aggression, misconduct, or disruptive behavior, a representative of the school or facility shall make reasonable efforts to promptly notify the child's parent or guardian. Such notification shall be made no later than the time of the return of the child to the parent or guardian or the end of the business day, whichever is earlier. Notification shall be made in a manner calculated to give the parent or guardian actual notice of the incident at the earliest practicable time.~~

~~H. In any case requiring notification, the Pelham School District shall within 5 business days of the occurrence, prepare a written description of the incident. Such description shall include at least the following information:~~

- ~~1. The date and time of the incident~~
- ~~2. A brief description of the actions of the child before, during and after the occurrence.~~
- ~~3. The names of the persons involved in the occurrence.~~
- ~~4. A brief description of the actions of the facility or school employees involved before, during and after the occurrence.~~
- ~~5. A description of any injuries sustained by, and any medical care administered to, the child, employees, or others before, during or after the incident.~~

~~I. The notification and record-keeping requirements set forth above, shall not apply in the following circumstances:~~

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- ~~1. When a child is escorted from an area by way of holding of the hand, wrist, arm, shoulder or back to induce the child to walk to a safe location. However, if the child is actively combative, assaultive, or self-injurious while being escorted, the notification and record-keeping requirements shall apply.~~
- ~~2. When actions are taken such as separating children from each other, inducing a child to stand, or otherwise physically preparing a child to be escorted.~~
- ~~3. When the contact with the child is incidental or minor, such as for the purpose of gaining a misbehaving child's attention. However, blocking of a blow, forcible release from a grasp, or other significant and intentional physical contact with a disruptive or assaultive child shall be subject to the notice and record-keeping requirements.~~
- ~~4. When an incident is subject to the notice and record-keeping requirements set forth in paragraphs 1-4 of this section.~~

~~VIII. Civil or Criminal Liability~~

~~Nothing in the District's Policy or Procedures on the Use of Child Restraint, Seclusion and Intentional Physical Contact should be understood in any way to undercut the protections from civil and criminal liability provided to school officials for the use of force against a minor, consistent with federal and state law including but not limited to RSA 627:1, 4, and 6.~~

~~IX. Policy Dissemination and Training~~

~~The Superintendent or his/her designee is authorized to develop written procedures and forms regarding the implementation of this policy. The procedures and forms shall be consistent with this policy and all applicable laws and regulations.~~

~~Each building Principal shall distribute to staff on an annual basis a copy of the School Board's Policy on Use of Child Restraints, Seclusion and Physical Contact, and these Procedures. The Superintendent or his/her designee shall make arrangements so that appropriate staff is trained in the use of restraints and seclusion. A copy of this Policy and Procedures will be provided to parents and/or guardians annually in the Student Handbook and/or be posted on the bulletin board of each school in the District.~~

~~X. Reporting Obligations~~

~~School employees have a duty to report any violations of RSA 126-U to the Division of Child Youth Services (DCYF) when that person has reason to believe that the action of~~

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~~another constituted a violation of RSA 126-U and misconduct or suspected misconduct, pursuant to Ed 510. Ed 1202.01(c).~~

NEW

- A. **Policy Statement.** This policy is designed to help ensure the safety and dignity of all students by limiting and regulating the use of restraint and seclusion only as crisis or emergency responses. Restraint and seclusion of students is prohibited in the District except as described below.
- B. **Definitions.** For the purposes of this policy,
1. **"Restraint"** means bodily physical restriction, mechanical devices, or any device that immobilizes a person or restricts the freedom of movement of the torso, head, arms, or legs. It includes mechanical restraint, physical restraint, and medication restraint used to control behavior in an emergency or any involuntary medication. It is limited to actions taken by persons who are school or facility staff members, contractors, or otherwise under the control or direction of a school or facility.
 - a. **"Medication restraint"** occurs when a child is given medication involuntarily for the purpose of immediate control of the child's behavior.
 - b. **"Mechanical restraint"** occurs when a physical device or devices are used to restrict the movement of a child or the movement or normal function of a portion of his or her body.
 - c. **"Physical restraint"** occurs when a manual method is used to restrict a child's freedom of movement or normal access to his or her body.
 - d. **"Prone restraint"** is a prohibited physical restraint technique which occurs when a child is intentionally placed face-down on the floor or another surface, and the child's physical movement is limited to keep the child in a prone position. For the purpose of this definition, physical restraint that involves the temporary controlling of an individual in a prone position while transitioning to an alternative, safer form of restraint is not considered to be a prohibited form of physical restraint.
 - e. **Exceptions to definition of restraint.** The term "restraint" DOES NOT, however, include:
 - i. Brief touching or holding to calm, comfort, encourage, or guide a child, so long as limitation of freedom of movement of the child does not occur.
 - ii. The temporary holding of the hand, wrist, arm, shoulder, or back for the purpose of inducing a child to stand, if necessary, and then walk to a safe location, so long as the child is in an upright position and moving toward a safe location.

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- iii. Physical devices, such as orthopedically prescribed appliances, surgical dressings and bandages, and supportive body bands, or other physical holding when necessary for routine physical examinations and tests or for orthopedic, surgical, and other similar medical treatment purposes, or when used to provide support for the achievement of functional body position or proper balance or to protect a person from falling out of bed, or to permit a child to participate in activities without the risk of physical harm.
 - iv. The use of seat belts, safety belts, or similar passenger restraints during the transportation of a child in a motor vehicle.
 - v. The use of force by a person to defend himself or herself or a third person from what the actor reasonably believes to be the imminent use of unlawful force by a child, when the actor uses a degree of such force which he or she reasonably believes to be necessary for such purpose and the actor does not immobilize a child or restrict the freedom of movement of the torso, head, arms, or legs of any child.
2. **“Dangerous Restraint Technique”** are prohibited forms of restraint and/or behavior techniques that include:
- a. Prone restraint, or any other physical restraint or containment technique that:
 - i. Obstructs a child's respiratory airway or impairs the child's breathing or respiratory capacity or restricts the movement required for normal breathing;
 - ii. Places pressure or weight on, or causes the compression of, the chest, lungs, sternum, diaphragm, back, or abdomen of a child;
 - iii. Obstructs the circulation of blood;
 - iv. Involves pushing on or into the child's mouth, nose, eyes, or any part of the face or involves covering the face or body with anything, including soft objects such as pillows, blankets, or washcloths; or
 - v. Endangers a child's life or significantly exacerbates a child's medical condition.
 - b. The intentional infliction of pain, including the use of pain inducement to obtain compliance.
 - c. The intentional release of noxious, toxic, caustic, or otherwise unpleasant substances near a child for the purpose of controlling or modifying the behavior of or punishing the child.

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- d. Any technique that unnecessarily subjects the child to ridicule, humiliation, or emotional trauma.
 - e. Other forms of physical and medical restraint shall be administered in such a way so as to prevent or minimize physical harm. During the administration of restraint, the physical status of the child, including skin temperature, color, and respiration, shall be continuously monitored. The child shall be released from restraint immediately if they demonstrate signs of one or more of the following: difficulty breathing; choking; vomiting; bleeding; fainting; unconsciousness; discoloration; swelling at points of restraint; cold extremities, or similar manifestations.
3. **"Seclusion"** means: the involuntary confinement of a child alone in any room or area from which the child is unable to exit, either due to physical manipulation by a person, a lock, or other mechanical device or barrier, or from which the child reasonably believes they are not free to leave; or, the involuntary confinement of a child to a room or area, separate from their peers, with one or more adults who are using their physical presence to prevent egress.

The term "seclusion" DOES NOT, however, include: the voluntary separation of a child from a stressful environment for the purpose of allowing the child to regain self-control, when such separation is to an area which a child is able to leave; circumstances in which there is no physical barrier, and the child is physically able to leave; or involuntary confinement of a child to a room or area with an adult who is actively engaging in a therapeutic intervention. A circumstance may be considered seclusion even if a window or other device for visual observation is present, if the other elements of this definition are satisfied.

4. "Child" means a person who has not reached the age of 18 years and who is not under adult criminal prosecution or sentence of actual incarceration resulting therefrom, either due to having reached the age of 17 years or due to the completion of proceedings for transfer to the adult criminal justice system under RSA 169-B:24, RSA 169-B:25, or RSA 169-B:26. "Child" also includes a person in actual attendance at a school who is less than 22 years of age and who has not received a high school diploma.

- C. **Training Required.** Under RSA 126-U:5, II, the restraint may only be used/implemented by trained school staff, while 126-U:5-a, II applies the same limitation to the use of seclusion. The Superintendent shall ensure that:

1. each school building has staff who have been appropriately trained in the proper and safe implementation of seclusion or restraint techniques;
2. each school building has staff who have been appropriately trained and are authorized to assess the mental, emotional, and physical well-being of a student relative to a period of restraint that exceeds 30 minutes in conditions described below in section E; and

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3. All employees, designated volunteers and other persons who are required to have criminal history background checks under Board policy GBCD receive *general training* in the requirements and prohibitions of this policy, as well as basic de-escalation procedures. *Personnel who have only received such general training are not authorized to use restraint or seclusion upon any student.*
- D. **Procedures for Managing the Behavior of Students.** General procedures for managing student behavior are found in Board policies, **District Code of Conduct**, and student handbooks. Behavior of individual students may be addressed in applicable individualized educational plans, 504 plans, behavior intervention plans, or other such individualized documents. The Superintendent is authorized to establish additional procedures for managing student behavior and to implement this Policy as needed. Such procedures shall be consistent with all Board policies and all applicable laws or regulations. The Superintendent is further authorized to establish any other procedures necessary to implement this policy and/or any other legal requirements.
- E. **Provisions Governing the Circumstances in Which – and Conditions by Which - Forms of Restraint May and May Not Be Used.**

1. Authorized Use of Restraint.

a. General.

- i. Restraint may only be used by trained personnel using extreme caution when *all other interventions have failed or have been deemed inappropriate.*
- ii. The determination of whether the use of restraint is justified in a specific instance must be made with consideration of all relevant circumstances, including whether continued acts of violence by a child to inflict damage to property will create a substantial risk of serious bodily harm to the child or others.
- iii. Restraint may only be used to ensure the immediate physical safety of any person when there is a substantial and imminent risk of serious bodily harm to the student or others.
- iv. Restraint shall never be used either explicitly or implicitly as punishment for the behavior of a child.
- v. Restraint will not be imposed for longer than is necessary to protect the student or others from the substantial and imminent risk of serious bodily harm.
- vi. Restraint will be *discontinued immediately* if a child demonstrates signs of one or more of the following: difficulty breathing; choking; vomiting; bleeding; fainting; unconsciousness; discoloration;

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swelling at points of restraint; cold extremities; or similar manifestations.

- b. Restraint Periods Exceeding 15 Minutes. Pursuant to RSA 126-U:11, no period of restraint of a student may exceed 15 minutes without the approval of a supervisory employee designated by the Superintendent or Principal to provide such approval.

However, no period of restraint of a student may exceed 30 minutes unless an assessment of the mental, emotional, and physical well-being of the student is conducted by an employee trained and authorized to make such assessments.

Such assessments shall be repeated at least every 30 minutes during the period of restraint. Each such assessment shall be documented in writing and such records shall be retained ~~by~~ as part of the Written Notification required in Section G.1.c, below.

2. **Prohibition of Certain Forms of Restraint.** The use of any dangerous restraint technique as defined in Section B, above, is prohibited. Additionally, medical and mechanical restraints are prohibited except that limited mechanical restraint may be used in transportation as described in and subject to the conditions set forth in paragraph 3, of this Section.
3. **Limited Use of Mechanical Restraints During Transportation.** Pursuant to RSA 126-U6, the use of Mechanical Restraints is generally prohibited. However, RSA 126-U:12 allows the use of mechanical restraint during transportation when case-specific circumstances dictate that such methods are necessary.

Whenever a student is transported to a location outside the school, the Superintendent or designee will ensure that all reasonable and appropriate measures consistent with public safety are made to transport or escort the student in a manner which:

- a. Prevents physical and psychological trauma;
- b. Respects the privacy of the child; and
- c. Represents the least restrictive means necessary for the safety of the child.

Whenever a student is transported using mechanical restraints, the Superintendent or designee will document in writing the reasons for the use of the mechanical restraints as described in Section G.3 below.

4. **Reporting and Notification.** Any occurrence or incident or occurrence in which restraint is used shall be followed by reports and notification as described in Section

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G, below.

F. Use of Seclusion.

1. **Circumstances in Which - and Conditions by Which - Seclusion May and May Not Be Used.**

- a. Seclusion may only be used by personnel trained in the proper use of seclusion as provided in Section C, above.
- b. Seclusion may only be used when a student's behavior poses a substantial and imminent risk of physical harm to the student or others and may only continue until that danger has dissipated.
- c. Seclusion shall only be used after other approaches to the control of behavior have been attempted and been unsuccessful or are reasonably concluded to be unlikely to succeed based on the history of actual attempts to control the behavior of a particular child.
- d. Seclusion will not be used explicitly or implicitly as a form of punishment or discipline for the behavior of a student.
- e. Seclusion shall not be used in a manner that unnecessarily subjects the child to the risk of ridicule, humiliation, or emotional or physical harm.

2. **Conditions of Seclusion.** When seclusion is permitted under this policy,

- a. it may only be imposed in rooms which:
 - i. Are of a size which is appropriate for the chronological and developmental age, size, and behavior of the children placed in them.
 - ii. Have a ceiling height that is comparable to the ceiling height of the other rooms in the building in which they are located.
 - iii. Are equipped with heating, cooling, ventilation, and lighting systems that are comparable to the systems that are in use in the other rooms of the building in which they are located.
 - iv. Are free of any object that poses a danger to the children being placed in the rooms.
 - v. Have doors which are either not equipped with locks or are equipped with devices that automatically disengage the lock in case

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of an emergency. For the purposes of this subparagraph, an "emergency" includes, but is not limited to:

- A. The need to provide direct and immediate medical attention to a child;
 - B. Fire;
 - C. The need to remove a child to a safe location during a building lockdown; or
 - D. Other critical situations that may require immediate removal of a child from seclusion to a safe location.
- b. Each use of seclusion shall be directly and continuously visually and auditorily monitored by a person trained in the safe use of seclusion (e.g., in person, window with accommodation for sound, video with audio feed).
3. *Highlighted because it is a new concept - Required Use of Co-Regulators.* When seclusion is used, the Principal, or when **the Principal** ~~he or she~~ is not immediately available, ~~her/his~~ **the Principal's** designee or the then supervising employee, shall designate a co-regulator to monitor the child and develop a plan to help the child manage their state of regulation and their return to a less restrictive setting. The co-regulator shall check the child at regular intervals not to exceed 30 minutes between any one interval. The co-regulator shall be selected and designated in the following order of preference:
- a. A trusted adult selected by the child.
 - b. A clinician or counselor trained in trauma informed practices.
 - c. A staff member known to have a positive relationship with the child.
 - d. A staff member who was **NOT** involved in the incident that led to seclusion.
4. **Reporting and notification.** Any occurrence or incident in which seclusion is used shall be documented and followed with reports and notification as described in Section G, below. Multiple incidents of seclusion/restraint may be present within a single occurrence, and should be individually described within the reports and notifications.

G. **Reporting, Notification, and Record Keeping Requirements.**

1. **Restraint and Seclusion.** Whenever restraint or seclusion has been used on a child, the following shall apply:

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- a. Immediate verbal report to Principal, designee or then current supervising employee: Immediately after the occurrence of seclusion or restraint and any threat to safety is no longer imminent, the employee who uses seclusion or restraint shall provide verbal notice to the Principal, Principal's designee or other supervising employee on duty.
- b. Initial Notification to Parent/Guardian: Upon receipt of a report of the use of seclusion or restraint, and unless prohibited by court order, the Principal, Principal's designee or other supervising employee who received the immediate verbal report described in Paragraph G.1.a, ~~she~~ shall make reasonable efforts to contact the child's parent or guardian as soon as is practicable, but ~~in~~ *no later than the time of the return of the child to the parent/guardian or the end of the business day, whichever is earlier*. The form of notice shall be in the manner calculated to give the parent/guardian actual notice of the incident at the earliest possible time.
- c. Written Notification to Superintendent: Within five business days of the use of seclusion or restraint, the employee who used seclusion or restraint on a child, will, with the assistance of the Principal or other employee who received the immediate verbal report (or if the employee is not available, the Principal or other recipient of the immediate report) will submit written notification on the form provided by the New Hampshire Departments of Education and Health and Human Services (the "DOE/DHHS form") to the Superintendent. In the absence of the availability of the DOE/DHHS form, the submission shall nonetheless be in writing and include all of the information required under RSA 126-U:7, II. The DOE/DHHS form or other writing used will be referred to as the Written Notification.

If the use of restraint on a child exceeded 30 minutes, the Written Notification shall also include information pertaining to the assessments described in Section E.1.b, above.
- d. Written Information to Parent/Guardian: Unless prohibited by court order, within 2 business days of receipt of the Written Notification, the Superintendent/designee shall send by USPS first class mail, or transmit by electronic means, to the child's parent/guardian all of the information included in the Written Notification or the Written Notification itself.
- e. Final Investigation and Report: The Superintendent or Superintendent's designee shall review and investigate each incident of seclusion or restraint for a determination as to whether the use complied with this policy, RSA 126-U and Ed 1201-1203. After the completion of a reasonable review/investigation, the Superintendent or her/his designee, shall follow the Written Notification with a Final Report of the incident. The Final Report should include findings and conclusions, the documentary and other

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physical evidence (or summary of oral evidence), and a description of actions taken in response to those findings and conclusions.

2. **Additional Reporting Required for Injury or Death of a Child Subject to Restraint or Seclusion.** In cases involving serious injury or death to a child subject to restraint or seclusion in a school, the Principal/Superintendent designee shall, in addition to the reports and notifications described above, and in accordance with the provisions of RSA 126-U:7, notify the Commissioner of the Department of Education, the New Hampshire Attorney General, ~~general~~, and the New Hampshire Disability Rights Center using the contact information provided by the Department of Education. The New Hampshire Disability Rights Center is New Hampshire's federally-designated protection and advocacy agency for individuals with disabilities. Such notice shall include the Official/Written Notification required in Section G.1.c, above.
3. **Additional Documentation Regarding Use of Mechanical Restraint.**
Whenever a child is transported using mechanical restraints, the person(s) completing the Official Report Form/written notification described in G.1.c, above, shall include the reasons for the use of mechanical restraints. Such documentation shall be treated and retained as a notification of restraint under RSA 126-U:7.
4. **Documentation for Other Intentional Physical Contact Between Employee and Student.** The following shall apply whenever there is an instance where a school employee or designated volunteer has intentional physical contact with a student in response to a student's aggressive misconduct or disruptive behavior.
 - a. Notice to parents: the Principal, designee, or other supervising employee will make reasonable efforts to promptly notify the student's parent or guardian. Such *notification shall be made no later than the time of the return of the child to the parent/guardian or the end of the business day, whichever is earlier.* The form of notice shall be in the manner calculated to give the parent/guardian actual notice of the incident at the earliest possible time.
 - b. Physical Contact Written Description: Unless the incident is subject to the notice and reporting requirements of Section G.1 above, the Principal shall prepare a written description of the incident ("Physical Contact Written Description") of the incident within five (5) business days of the occurrence/incident. The Physical Contact Written Description will include:
 - i. The date and time of the incident.
 - ii. A brief description of the actions of the child before, during, and after the occurrence.

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- iii. The names of the persons involved in the occurrence.
 - iv. A brief description of the actions of the facility or school employees involved before, during, and after the occurrence.
 - v. A description of any injuries sustained by, and any medical care administered to, the child, employees, or others before, during, or after the incident.
5. **Circumstances when Reporting/Notification is not Required.** The notification, reporting and record keeping requirements included in this Section G are not required in the following circumstances:
- a. When a child is escorted from an area by way of holding of the hand, wrist, arm, shoulder, or back to induce the child to walk to a safe location. If, however, the child is actively combative, assaultive, or causes self-injury while being escorted, then the notification requirements described above are applicable.
 - b. When actions are taken such as separating children from each other, inducing a child to stand, or otherwise physically preparing a child to be escorted.
 - c. When the contact with the child is incidental or minor, such as for the purpose of gaining a misbehaving child's attention. However, blocking of a blow, forcible release from a grasp, or other significant and intentional physical contact with a disruptive or assaultive child shall be subject to the notification and reporting requirements described above.
6. **Retention of Records.** All reports, notifications and other records created pursuant to this Section, or Sections H, I or J, shall be retained **in accordance with District policy EHB and applicable law.**
- F. **Mandatory Reporting of Violations by Others.** Any school employee who has reason to believe that the action of another may constitute a violation of this policy, or the provisions of RSA 126-U, must report the suspected violation to the Principal or Superintendent in accordance with the reporting procedures of Board policy GBEAB. The conduct giving rise to the suspected violation may require reporting under Board policies JLF – Reporting Child Abuse or Neglect.
- G. **Complaints of Violation of RSA 126-U.** Any individual may file a complaint with the Superintendent's office alleging a violation of this policy or RSA 126-U. The complainant should be encouraged to file the complaint in writing with the information listed in paragraph 1 below, but if declined, the Superintendent/designee should promptly prepare a written summary of the complaint with such information as could be obtained from the complainant. The complaint should be made as soon as possible after the incident. (Note

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that under Ed 1203.02, complaints to the New Hampshire Department of Education made more than twelve months after an incident will be dismissed by the Department.)

1. **Complaint Contents.** The written complaint or complaint summary should include:
 - a. The complainant's name, unless the complainant refuses;
 - b. The date or approximate date of the alleged incident;
 - c. The location of the alleged incident;
 - d. The name of the child or children subject to the alleged restraint or seclusion, if known;
 - e. The name of the school personnel alleged to have restrained or secluded the child, if known;
 - f. A description of the alleged restraint or seclusion; and
 - g. The date of complaint.
2. **Investigation and Resolution of Complaint.** The complaint or grievance will be investigated by the Superintendent, or another person designated by the Superintendent. The Complainant should be contacted no later than 5 business days (excluding school year vacations) following the date of the complaint.

In most cases, investigation of the complaint should be completed within 20 days following receipt of the complaint. If the Superintendent is not personally conducting the investigation, however, the extension of time must first be approved by the Superintendent. When extra time is required, the reasons for the extension should be included in the final investigative report.

A written investigative report of the findings and conclusions (whether the complaint is founded or unfounded) should be completed within five days of completion of the investigation. In addition to findings and conclusions, the investigative report must include the documentation of the evidence (or summary of oral evidence) relied upon.

The Superintendent will contact the complainant within 5 days after the report is completed to discuss the completion of the investigation. The amount of information provided is dependent on the nature of the complainant and the legal privacy of the concerned parties. If the complainant is the parent or guardian of the child concerned, the Superintendent may allow the parent/guardian access to the written report in the same manner as any other student record.

The Superintendent shall take such actions as are appropriate in light of the investigative report, including, without limitation, any mandatory or discretionary reports to outside agencies, employee discipline, ordering further investigation,

PELHAM SCHOOL DISTRICT POLICY JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

See Also: EBB, EHB, EHB-R, GBEAB, JLF, JRA, JRA-R

training, etc..

Any further review of the original complaint or investigative report will be in accordance with other established processes, e.g., grievance processes within applicable collective bargaining agreements, Board policies relating to complaints such as found in KEB and GBK.

The written complaint/complaint summary, the investigative report, evidence and other documents concerning the complaint shall be retained in accordance with Ed 1202.02(e).

- H. **Review of IEP or 504 Plan Following the Use of Restraint or Seclusion.** Pursuant to RSA 126-U:14, upon information that restraint or seclusion has been used for the first time upon a child with a disability as defined in RSA 186-C:2, I or a child who is receiving services under Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. section 701, and its implementing regulations, the school shall review the Individual Educational Program (“IEP”) and/or Section 504 plan and make such adjustments as are indicated to eliminate or reduce the future use of restraint or seclusion.

If there have been multiple instances of restraint or seclusion of a child with a disability since the last IEP/504 plan review, an additional review shall occur at the request of the parent or guardian of the child.

- I. **Prohibition Against Retaliation or Harassment.** No person shall subject any individual to harassment or retaliation for filing, in good faith, a report under this policy, RSA 126-U, or Department of Education Rules Ed 1200.
- J. **Dissemination of Policy.** A copy of this policy shall be provided to the parent, guardian, or legal representative of each full or part-time student upon enrollment, and annually thereafter printed in each student handbook. Additionally, the policy will be included on each school’s website and/or the online School Board Policy Manual available to the general public.

District Policy History:

Adopted: April 5, 2017

Revised: August 10, 2022

Legal References:

NH Statutes

PELHAM SCHOOL DISTRICT POLICY JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

See Also: EBB, EHB, EHB-R, GBEAB, JLF, JRA, JRA-R

RSA 126-U Limiting the Use of Child Restraint Practices

RSA 169-C:29-39 Reporting Law

RSA 186-C Special Education

NH Dept of Ed Regulation

N.H. Code of Admin. Rules Chapter 1200

Restraint and Seclusion for Children

Federal Statutes

Section 504, 29 U.S.C. 701, et. seq.

Section 504 of The Rehabilitation Act of 1973

PELHAM SCHOOL DISTRICT DRAFT POLICY AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

Category: Priority

Note on change: (1) identifies education as a civil right protected under RSA 354-A; (2) expanded (or clarified) the list of classes protected against discrimination under state law; (3) created specific right of claimants or the state attorney General's office to bring discrimination complaints to the NH Human Rights Commission and Superior Court, and (3) requires each district to adopt a policy that sets the framework for developing a coordinated plan to prevent and address incidents of discrimination. The revision is intended to meet the minimum requirements of SB263. Additionally, incorporates the substantive provisions of former NHSBA sample policy GBA.

~~The District in accordance with the requirements of federal and state laws, and the regulations implementing those laws shall not discriminate in its education programs, activities or employment practices on the basis of race, color, national origin, age, sex, sexual orientation, gender identity, gender expression, gender transition, transgender status, gender nonconformity, marital or economic status, religion, disability, familial status, or creed. The District will not discriminate against any employee who is the victim of domestic violence, harassment, sexual assault or stalking.~~

~~This Policy implements Titles VI and VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1967, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, RSA 354-A, RSA 275:71, and RSA 186:11, XXXIII.~~

~~Any person having inquiries concerning the District's compliance with this Policy and the applicable laws and regulations should contact the Superintendent of Schools.~~

A. Prohibition Against Discrimination in Educational Programs and Activities

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

Finally, there shall be no denial to any person of the benefits of educational programs or activities, on the basis of any of the above classes, or economic status.

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

Any type of harassment of students is prohibited regardless of the students' protected classes/categories per policy JICK Pupil Safety and Violence Prevention.

PELHAM SCHOOL DISTRICT DRAFT POLICY AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

B. Equal Opportunity of Employment and Prohibition Against Discrimination in Employment

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

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

C. USDA Non-Discrimination Statement (copied from Policy ACF)

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [USDA Form AD-3027](#) (linked tested 2024/5/9), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

**PELHAM SCHOOL DISTRICT DRAFT POLICY
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2. **Fax:**
(833) 256-1665 or (202) 690-7442; or

3. **Email:**
Program.Intake@usda.gov

D. Policy Application

This Policy is applicable to all persons employed or served by the District. It applies to all sites and activities the District supervises, controls, or where it has jurisdiction under the law, including where it (a) occurs on, or is delivered to, school property or a school-sponsored activity or event on or off school property; or (b) occurs off of school property or outside of a school-sponsored activity or event, if the conduct interferes with a student's educational opportunities or substantially disrupts the orderly operations of the school or school-sponsored activity or event, as set forth in Board policy JICK Pupil Safety and Violence Prevention. Examples of sites and activities include all District buildings and grounds, school buses and other vehicles, field trips, and athletic competitions.

E. District Anti-Discrimination Plan

~~No later than October 15, 2020,~~ The Superintendent shall develop and provide to the Board for approval, a coordinated written District Anti-Discrimination Plan (the "Plan") to include guidelines, protocols, and procedures intended to prevent, assess the presence of, intervene in, and respond to incidents of discrimination.

Among other things, the Plan should include provisions and recommendations with respect to resources, policies, complaint procedures, student education programs, Plan dissemination, and training appropriate to carrying out the Plan objectives stated in the preceding paragraph.

In developing the Plan, the Superintendent is encouraged to seek input from appropriate groups of the school and local community and coordinate with the District's Human Rights Officer and Title IX and 504 Coordinators.

No less than once every two years (off years from review of the District's Suicide Prevention Plan per Policy JLDBB, the Superintendent shall update the District Anti-Discrimination Plan, and present the same to the Board for review. Such Plan updates should be submitted to the Board in time for appropriate budget consideration.

F. Human Rights, Title IX, 504 and other Coordinators or Officers

The Superintendent shall assure that District and or building personnel are assigned to the positions listed below. Each year, the Superintendent shall prepare and disseminate as an Appendix AC-R to this Policy an updated list of the person or persons acting in those

PELHAM SCHOOL DISTRICT DRAFT POLICY AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

positions, along with their District contact information, including telephone number, email, and postal and physical addresses:

Human Rights Officer
Title IX Coordinator
504 Coordinator

The Appendix will also include current contact information for relevant state and federal agencies including:

U.S. Department of Education, Office of Civil Rights
U.S. Department of Agriculture, Office of Civil Rights
N.H. Human Rights Commission
N.H. Department of Justice, Civil Rights Unit
N.H. Department of Education, Commissioner of Education

G. **Complaint and Reporting Procedures.**

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

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

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

1. Reports or complaints of sexual harassment or sexual violence by employees or third party contractors should be made under Board policy ACAC;

PELHAM SCHOOL DISTRICT DRAFT POLICY AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

2. Reports or complaints of sexual harassment or sexual violence by students should be made under Board policy ACAC;
3. Reports or complaints by students of discrimination on the basis of disability should be made under Board policy ACE: complaints regarding facilities accessibility by, employees, or other persons which should be made under Board policy KED;
4. Reports or complaints of bullying or other harassment of pupils should be made under Board policy JICK; and
5. Reports or complaints of discrimination based upon protected classes relative to any of the District's food and nutrition services (FNS) programs (school lunches, etc.) should be made under Board policy ACF, unless the alleged discriminatory conduct relates to a class identified in Sections A or B, but not in C.

H. Alternative Complaint Procedures and Legal Remedies

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

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

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

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

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

I. Retaliation Prohibited

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

PELHAM SCHOOL DISTRICT DRAFT POLICY AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

J. **Administrative Procedures and Regulations**

The Superintendent shall develop such other procedures and regulations as are necessary and appropriate to implement this Policy.

K. **Notice of Compliance**

The Superintendent will provide notice of the non-discrimination statements , the Anti-Discrimination Plan, to all applicants for employment, employees, students, parents, and other interested persons as required by statute, policy or regulation, or as the Superintendent may otherwise deem appropriate.

District Policy History:

Adopted: August 24, 2016

Revised: December 2, 2020

Legal References:

NH Statutes

RSA 186:11, XXXIII

RSA 193-F

RSA 193:38

RSA 275:71

RSA 275:78-83

RSA 354-A

NH Dept of Ed Regulation

NH Dept of Ed. Rule 303.01 (i)

Federal Statutes

20 U.S.C 1681, et seq

20 U.S.C. § 1400-1417

29 U.S.C. §794

29 U.S.C. 621, et seq.

29 U.S.C. 705

Description

[Discrimination](#)

[Student Safety and Violence Protection Act](#)

[Discrimination in Public Schools](#)

[Prohibited Conduct by Employer](#)

[Policies Relating to Nursing Mothers \(Scroll down to sections 275:78-83\)](#)

[State Commission for Human Rights](#)

Description

[School Board Substantive Duties](#)

Description

[Title IX of the Education Amendments of 1972](#)

[Individuals with Disabilities Education Act \(IDEA\)](#)

[Rehabilitation Act of 1973 \(Section 504\)](#)

[The Age Discrimination in Employment Act of 1967](#)

[The Rehabilitation Act of 1973 - Definitions](#)

**PELHAM SCHOOL DISTRICT DRAFT POLICY
AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT
AND DISTRICT ANTI-DISCRIMINATION PLAN**

42 U.S.C. §2000c	<u>Title IV of the Civil Rights Act of 1964</u>
42 U.S.C. 12101, et seq.	<u>Title II of The Americans with Disabilities Act of 1990</u>
42 U.S.C. 2000d, et seq	<u>Title VII of The Civil Rights Act of 1964</u>
42 U.S.C. 2000gg	<u>Pregnant Worker Fairness Act ("PWFA")</u>
42 U.S.C. 218d	<u>Pump for Nursing Mothers Act ("PUMP Act")</u>

PELHAM SCHOOL DISTRICT POLICY

ACE – PROCEDURAL SAFEGUARDS: NON-DISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY

Category: Priority

See Also AC & IHBA

The School District will ensure that all parents/guardians of students with a handicap or disability are provided all necessary procedural safeguards as are required by law. Such procedural safeguards are found in pertinent federal and state laws and regulations, as listed in Legal References below. In addition, all staff, students, parents, and other interested persons are directed to the New Hampshire Department of Education Procedural Safeguards Handbook (relative to the Individuals with Disabilities Education Act), or to the Model Process for 504 Plan Development (Section 504 of the Rehabilitation Act of 1973).

Policy IHBA provides specific information regarding the District's procedures and programs for students with disabilities. A. and procedural document IHBA-R.

District Policy History:

Adopted: June 28, 2017

Revised: December 2, 2020

Legal References:

NH Department of Education Administrative Rules, Ed 1120, Procedural Safeguards

34 C.F.R. Part 104, Nondiscrimination on the Basis of Handicap

29 U.S.C. §794 Rehabilitation Act of 1973

Section 504, 29 U.S.C. 701, et. seq. Section 504 of The Rehabilitation Act of 1973

42 U.S.C. 12101, et seq. Title II of The Americans with Disabilities Act of 1990

PELHAM SCHOOL DISTRICT POLICY

ACF – FOOD AND NUTRITION SERVICES: ANTI DISCRIMINATION AND CIVIL RIGHTS COMPLAINTS

Category: Priority

A. USDA Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. (*See note at end of this Section A.)

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [USDA Form AD-3027](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

2. Fax:

(833) 256-1665 or (202) 690-7442; or

3. Email:

Program.Intake@usda.gov

*NOTE: the above listed classes are those for which protections are extended under USDA regulations. Although the USDA only receives complaints relative to claims of discrimination based upon those classes, additional state and federal laws, as well as Policy AC extend protections against discrimination to additional classes of persons. See Policy AC for further information regarding those additional classes and related grievance procedures..

PELHAM SCHOOL DISTRICT POLICY

ACF – FOOD AND NUTRITION SERVICES: ANTI DISCRIMINATION AND CIVIL RIGHTS COMPLAINTS

Category: Priority

B. Additional Discrimination Complaint Information

1. Any person or representative alleging discrimination based on a prohibited basis relative to any of the District's food service programs has the right to file a complaint within 180 days of the alleged discriminatory action.
2. District staff who receive a complaint alleging illegal discrimination in the District's nutrition program will forward the complaint to the District's **Human Rights Officer** immediately, who shall note whether the allegation was made verbally or in person and will transcribe the complaint if it is not provided in writing. As required by the USDA, the **Human Rights Officer** will forward the complaint to the USDA Office of the Assistant Secretary for Civil Rights immediately and will not first attempt to resolve the complaint prior to contacting the USDA.

C. Notice of Non-Discrimination Statement and Program Rights

The Superintendent shall ensure that all materials and resources that are used to inform the public about any USDA supported Food and Nutrition Service (FNS) program include the complete, most current USDA non-discrimination statement in its exact wording. The statement may be accessed at: [USDA Non-discrimination Statement](#).

At a minimum, the full USDA non-discrimination statement must be included on the following materials related to USDA programs:

- > FNS Application Form(s)
- > Notification of Eligibility or Ineligibility
- > Expiration of Certification Notification
- > Discontinuance Notification
- > Program (Home) Web Page
- > Other Public Information

If the size of the material is too small to include the full USDA Non-Discrimination statement (e.g., newspaper printing of menus), the material must at a minimum include the following statement in print the same size font as the main text: "This institution is an equal opportunity provider."

D. Display of "And Justice for All" Poster

The USDA requires that its "And Justice for All" non-discrimination poster is prominently displayed in each location where FNS meals are most frequently provided (e.g., school cafeteria). Each poster must be no smaller than 11" x 17" and placed in a location that enables program participants to read the text regarding civil rights complaints without obstruction.

PELHAM SCHOOL DISTRICT POLICY
ACF – FOOD AND NUTRITION SERVICES: ANTI DISCRIMINATION AND
CIVIL RIGHTS COMPLAINTS

Category: Priority

District Policy History:

Adopted:

Revised:

PELHAM SCHOOL DISTRICT POLICY

ADB/GBEC – DRUG-FREE WORKPLACE & DRUG-FREE SCHOOLS

Category: Priority

Related Policy: DAF, IHAMA, JICH

A. Drug-Free Workplace

1. All District workplaces are drug- and alcohol-free. All employees and contracted personnel are prohibited from:
 - a. Unlawfully manufacturing, dispensing, distributing, possessing, using, or being under the influence of any controlled substance or drug while on or in the workplace, including employees possessing a "medical marijuana" card.
 - b. Distributing, consuming, using, possessing, or being under the influence of alcohol while on or in the workplace.
2. For purposes of this policy, a "controlled substance or drug" means and includes any controlled substance or drug defined in the Controlled Substances Act, 21 U.S.C. § 812(c), or New Hampshire Controlled Drug Act RSA 318-B.
3. For purposes of this policy, "workplace" shall mean the site for the performance of work, and will include at a minimum any District building or grounds owned or operated by the District, any school-owned vehicle, and any other school-approved vehicle used to transport students to and from school or school activities. It shall also include off-school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event where students are under the jurisdiction, care, or control of the District.
4. As a condition of employment, each employee and all contracted personnel will:
 - a. Abide by the terms of this policy respecting a drug- and alcohol-free workplace, including any administrative rules, regulations or procedures implementing this policy; and
 - b. Notify his or her supervisor **in writing** of his or her conviction under any criminal drug statute, for a violation occurring on District premises or while performing work for the District, no later than five (5) days after such conviction.
5. In order to make employees aware of dangers of drug and alcohol abuse, the District will:
 - a. Provide each employee with a copy of this policy;
 - b. Post notice of the District drug- and alcohol-free workplace policy in a place where other information for employees is posted;
 - c. Establish a drug-free awareness program to educate employees about the dangers of drug abuse and drug use in the workplace, the specifics of this policy, including, the consequences for violating the policy, and any information about available drug and alcohol counseling, rehabilitation, reentry, or other employee-assistance programs.

B. District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action; up to and including termination of employment. Alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, employee-assistance rehabilitation program.

PELHAM SCHOOL DISTRICT POLICY

ADB/GBEC – DRUG-FREE WORKPLACE & DRUG-FREE SCHOOLS

Category: Priority

The Board will take disciplinary action with respect to an employee convicted of a drug offense in the workplace, within thirty (30) days of receiving notice of a conviction. Should District employees or contracted personnel be engaged in the performance of work under a federal contract or grant, or under a state contract or grant, the Superintendent will notify the appropriate state or federal agency from which the District receives contract or grant moneys of an employee/contracted personnel's conviction, within ten (10) days after receiving notice of the conviction.

The processes for disciplinary action shall be those provided generally to other misconduct for the employee/contractor personnel as may be found in applicable collective bargaining agreements, individual contracts, School Board policies, contractor agreements, and or governing law. Disciplinary action should be applied consistently and fairly with respect to employees of the District and/or contractor personnel as the case may be.

C. Drug-Free School Zone

Pursuant to New Hampshire's "Drug-Free School Zone" law (RSA Chapter 193-B), it is unlawful for any person to manufacture, sell, prescribe, administer, dispense, or possess with intent to sell, dispense, or compound any controlled drug or its analog, within a "drug-free school zone". The Superintendent will ensure that the District is and remains in compliance with the requirements of RSA 193-B, I, and N.H. Ed. Part 316 with respect to establishment, mapping, and signage of the drug-free zone around each school of the District.

D. Implementation and Review

In order to maintain a drug-free workplace, the Superintendent will perform a biennial review of the implementation of this policy. The review shall be designed to (i) determine compliance with the notification requirements of section A.5.a, b and c; (ii) determine the effectiveness of programs established under paragraph A.5.c above; (iii) ensure that disciplinary sanctions are consistently and fairly enforced; and (iv) and identify any changes required, if any.

District Policy History:

Adopted: April 06, 2006

Revised: May 05, 2021

Revised: June 15, 2022

Legal References:

41 U.S.C. §101, et. Seq. - Drug-free workplace requirements for Federal contractors, and Federal grant recipients

RSA Chapter 193-B Drug Free School Zones

N.H. Admin. Code, Ed. Part 316 Procedure to mark drug-free school zones

PELHAM SCHOOL DISTRICT POLICY
ADC – PROHIBITIONS REGARDING USE AND POSSESSION OF
TOBACCO PRODUCTS, E-CIGARETTES AND E-LIQUIDS
IN AND ON SCHOOL FACILITIES AND GROUNDS

Category: Priority

Related Policy: IHAMA

This policy replaced GBED, ADC, and JICG in May 2021.

State law prohibits the use of any tobacco product, e-cigarette, or liquid nicotine in any facility or upon any grounds maintained by the District. Students and minors are further prohibited from possessing such items in or upon any facility, school vehicle, or grounds owned or maintained by the District.

- A. Definitions.** These definitions shall also include any amendments to the referenced statutes as the same may be amended or replaced from time to time.

"Tobacco product(s)" means any product containing tobacco including, but not limited to, cigarettes, smoking tobacco, cigars, chewing tobacco, snuff, pipe tobacco, smokeless tobacco, and smokeless cigarettes, as well as any other product or item included in RSA 126-K:2, XI.

"Device" means any product composed of a mouthpiece, a heating element, a battery, and electronic circuits designed or used to deliver any aerosolized or vaporized substance including, but not limited to, nicotine or cannabis. Devices may include, but are not limited to, hookah, e-cigarette, e-cigar, e-pipe, vape pen, e-hookah, as well as any other object or item defined in RSA 126-K:2, II-a.

"E-cigarette" means any electronic smoking device composed of a mouthpiece, a heating element, a battery, and electronic circuits that *may or may not contain nicotine or e-liquid*. This term shall include such devices whether they are manufactured as e-cigarettes, e-cigars, or e-pipes, or under any other product name as well as any other product or item included in RSA 126-K:2, II-b.

"E-liquid" means any liquid, oil, or wax product containing, but not limited to, nicotine or cannabis intended for use in devices used for inhalation as well as any other substance included or defined in RSA 126-K:2, II-c.

"Liquid nicotine" means any liquid product composed either in whole or in part of pure nicotine and propylene glycol and manufactured for use with e-cigarettes, as well as any other product or item included in RSA 126-K:2, III-a.

"Employee" shall include all persons within the definition of "covered person" under Board policy GBCE.

"Facility" is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.

PELHAM SCHOOL DISTRICT POLICY
ADC – PROHIBITIONS REGARDING USE AND POSSESSION OF
TOBACCO PRODUCTS, E-CIGARETTES AND E-LIQUIDS
IN AND ON SCHOOL FACILITIES AND GROUNDS

Category: Priority

Related Policy: IHAMA

B. Students

No student shall purchase, attempt to purchase, possess or use any tobacco product, device, e-cigarette, e-liquid, or liquid nicotine in any facility, in any school, vehicle, or anywhere on school grounds maintained by the District.

Students are also subject to the provisions of D.2, below.

Enforcement of the prohibition against students shall initially rest with building principals, or their designees, who may also report any violation to law enforcement, for possible juvenile, criminal or other proceedings as provided under state law. Additional consequences may be administered pursuant to printed student conduct rules.

C. Employees

No employee shall use any tobacco product, device, e-cigarette, e-liquid, or liquid nicotine, in any facility, in any school, vehicle, or anywhere on school grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building principals, or their designees. Any employee(s) who violate(s) this policy is subject to disciplinary action which may include warning, suspension or dismissal. Violations may also be referred to appropriate law enforcement and/or other appropriate agencies for criminal or other proceedings as provided under state law.

Employees are also subject to the provisions of D.2, below.

D. All other persons

No visitor, contractor, vendor or other member of the public, shall use any tobacco product, device, e-cigarette, e-liquid, or liquid nicotine in any facility, in any school, vehicle, or anywhere on school grounds maintained by the District.

Additionally, no person, including, without limitation, students or employees (as defined above), may sell, give or furnish tobacco products, e-cigarettes, or e-liquid to any person under 21 in or upon any school facility.

The building principal(s), and where appropriate, other site supervisor (athletic director, vehicle driver, etc.), or their designee(s), shall have the initial responsibility to enforce this section, by requesting that any person who is violating this policy to immediately cease the use of tobacco products, e-cigarette or liquid nicotine. After this request is made, if any person refuses to refrain from using such products in violation of this policy, the principal, site supervisor, or designee may contact the appropriate law enforcement agency(ies) for possible criminal or other proceedings as provided under state law.

E. Implementation and Notice - Administrative Rules and Procedures

PELHAM SCHOOL DISTRICT POLICY
ADC – PROHIBITIONS REGARDING USE AND POSSESSION OF
TOBACCO PRODUCTS, E-CIGARETTES AND E-LIQUIDS
IN AND ON SCHOOL FACILITIES AND GROUNDS

Category: Priority

Related Policy: IHAMA

The Superintendent, working with the building principal(s), shall provide annual notice to employees, students and parents of the pertinent provisions of this policy (e.g., student or staff handbook) along with applicable administrative regulations and procedures, which may include prescribed consequences for violations of this policy. Such notice should include information that violation of this Policy could lead to criminal or other such proceedings.

Signs shall be placed by the District in all buildings, facilities, and school vehicles stating that the use of tobacco products is prohibited.

District Policy History:

Adopted: April 06, 2006

Revised: May 05, 2021

Legal References:

RSA 155:64 – 77, Indoor Smoking Act

RSA 126-K:2, Definitions

RSA 126-K:6, Possession and Use of Tobacco Products by Minors

RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited

20 U.S.C. Sec. 7973 Non Smoking Policy for Children's Services

Pelham School Board Meeting
June 19, 2024
Pelham Elementary School
6:30 p.m.

School Board Members: Troy Bressette, Chair; Garrett Abare; Rebecca Cummings; and Darlene Greenwood

Superintendent: Chip McGee

Assistant Superintendent: Sarah Marandos

Business Administrator: Deb Mahoney

Absent: Mya Belanger and David Wilkerson

Also in Attendance: Deb Ryan, ACES

I. Public Session:

A. Call to Order:

Chair Troy Bressette called the meeting to order at 6:31 p.m., followed by the Pledge of Allegiance.

II. Public Input @ 6:32 p.m.

a. None

Public Input closed at 6:33 p.m.

III. Opening Remarks:

A. Superintendent

Superintendent McGee noted that despite the onset of summer vacation for students, staff and teachers remained busy wrapping up the previous school year and preparing for the next. Dr. McGee acknowledged the school year's challenges, emphasizing the sense of accomplishment in achieving numerous goals. Dr. McGee also noted the relief of not dealing with the heat in the non-air-conditioned PES first floor and gymnasium.

Dr. McGee noted that the District is closing out the current fiscal year and preparing for the next. This includes planning for their retreat and the onboarding of new hires. Dr. Marandos reported that the PES and PMS Curriculum Teams have been working hard to wrap up and prepare. The PHS Curriculum Team will focus on this work in July and August, but they have been in the building this week.

IV. Presentations:

A. None

V. Main Issues / Policy Updates:

A. Pelham ACES (Awareness for Community and Education Support) Donation

Mr. Bressette commented that the next item on the agenda was accepting a donation from PACE (Promoting Awareness for Community Education Support), represented by Deb Ryan. Ms. Ryan commented that PACE tries to do things in the community that support education. She mentioned that Pelham ACES decided to help raise money for the Eleanor Burton Library signage. They raised \$3,145 to fund the signage for the Eleanor Burton Library. Ms. Burton as a dedicated community member and former School Board member. The new signage will honor her legacy and inspire future generations.

Mr. Bressette commented that he had the honor of meeting with Ms. Burton on different occasions and knew he was in the presence of greatness.

Ms. Ryan acknowledged Ms. Burton's contributions, including a statewide Champion for Children award. Ms. Greenwood stated that she had worked with Ms. Burton and that the acknowledgment was well deserved. She thanked Ms. Ryan for her hard work. Ms. Cummings highlighted Ms. Burton's personal touch, such as sending cards to students, and her lasting impact through her daughter, a long-time teacher in the community.

Mr. Bressette pointed out that an informational plaque would also be placed in the library.

It was mentioned that Policy KCD requires that contributions of a value over \$2,500 be presented to and acted on by the School Board.

Fiscal Implications:

None.

Ms. Greenwood moved to accept the donation of \$3,145.04 worth of signage for the Eleanor Burton Library from Pelham ACES. Ms. Cummings seconded the motion, which passed (4-0-0).

The Board appreciated the community's support and looked forward to seeing the new library signage installed.

B. School Handbooks

Dr. McGee proceeded with the review of school handbooks. He pointed out that the Board has a final version draft and a memo highlighting and listing the changes. He noted that 'yellow' is new wording, and 'strike-out' is wording being removed.

Dr. Marandos discussed the clarifications regarding artificial intelligence. This year, a task force was established to address how AI relates to school academic integrity. The guidelines have been modified for elementary schools and are more comprehensive for PMS and PHS, emphasizing the importance of crediting sources. She commented that the initiative lays the foundation for a potential pilot program at the high school level next year, involving some teachers in using AI. She added that developing this language involved many hours of hard work and discussions with the administration and staff. The goal is to be progressive and adaptive to the rapid changes occurring in the real world, preparing students to handle responsibilities as they transition from school to adulthood. Dr. Marandos pointed out that the guidelines are more simplified for elementary students and have become increasingly specific for middle and high school students.

Dr. McGee acknowledged that the Board did not have the usual weekend to review these changes. He expressed the need to provide the handbook changes to the Board in time for their review before July 10. He did not expect the Board to act during tonight's meeting.

Dr. McGee reviewed the policies regarding attendance, therapy dogs, wellness, and cell phone usage. He emphasized the importance of addressing chronic absences and tardiness. Dr. McGee pointed out that the state has defined ten tardies or absences as 'chronic.' He added that parents need to know that the District will get serious when students reach ten.

Dr. McGee commented on the proposed action regarding therapy dogs. If the Board approves Policy IMGB—Therapy Dogs in School, it must be added to the handbook. He noted they included a reference to the Wellness Policy and highlighted the proposed Cell Phone Policy changes at PMS.

Dr. McGee stated that the Board would review the language the District proposes concerning cell phone pouches. He noted that the PMS team has put significant thought into implementing this policy in a way that addresses several reasonable questions raised by parents, such as how to contact their children, how their children can contact them, handling emergencies, and considerations for children who do not own cell phones. Dr. McGee stressed that these questions are now answered in the handbook. He added that PES would include a sentence in their proposal emphasizing the expectation that, as a school community, students should put away their devices. This aligns with research indicating that it improves students' mental health, reduces bullying, and enhances academic performance.

Although this is not a significant issue here, it is a common sentiment across all three schools. At PHS, the policy will be tightened to clarify that cell phones must be off and away in all academic settings. The most detailed implementation is planned for PMS, where the intention, if supported by the Board, is to use cell phone pouches in the upcoming school year.

Dr. Marandos detailed changes to the school schedule at PMS, including implementing a "soft start" at the beginning of the day and a "flex" period at the end. This new schedule supports the latest Cell Phone Policy and allows students to meet with teachers, makeup work, and prepare for extracurricular activities. Additionally, she discussed reinstating a five-minute recess for students during the middle of the day to help re-energize them.

The discussion continued regarding the new Lunchtime Policy, which allows students to go outside to the parking lot after eating. Teachers have observed that students benefit from a short break to check in with friends or relax, which helps them transition smoothly into the second part of their day. This change, although minor, is expected to have a positive impact on students.

The topic of dress code simplification at PMS was addressed. Previously, the dress code contained numerous restrictions, which often led to confusion. The new guidelines are more straightforward, providing clear expectations while avoiding a long list of prohibitions. Mr. Medlock has invited a few students who initiated these changes to present their views at the upcoming July 10 meeting.

The issue of water bottles was also discussed. Ms. Greenwood mentioned that the District encourages students to bring eco-friendly water bottles with clear covers from home. She asked for clarification regarding the term 'clear cover.' Dr. Marandos stated that many Grade 5 students have Stanley Cups, which have clear lids but are otherwise unclear. The clarification was made that only the lid needs to be precise.

Mr. Bressette suggested adding the phrase, "at a minimum, a clear cover, if not a clear water bottle."

The meeting then moved back to the Attendance Policy, specifically the requirement for documentation after ten days of absence. Ms. Greenwood asked for confirmation that Guidance Counselors and Social Services get involved once the threshold has been met. Dr. McGee stated that previously, the policy stated that documentation "may" be requested; the new policy tightens this to "will" be requested. The change aims to ensure better compliance and accountability, involving Counselors and parents as needed.

Dr. McGee confirmed that parents are notified after ten absences. Mr. Bressette asked that the handbook include a statement that parents should expect a letter after ten student absences.

The next topic was reinstating the path back for the DC trip. This policy, allowing Grade 8 students to redeem themselves after making poor decisions in the fall, was appreciated for giving students a second chance. Specific deadlines and requirements were outlined to ensure students had ample opportunity to correct their behavior without interfering with trip planning.

The conversation then returned to the dress code; Dr. McGee confirmed that while the handbook language might change, the overall policy would remain consistent. Any policy changes would need to go through the formal process.

Ms. Cummings commented that the Cell Phone Policy usage was highlighted as a timely issue, referencing recent statements by the Surgeon General and California Governor Newsom. The School District's new policy involves students placing their phones in pouches daily to minimize distractions. The students would keep the pouches with them during the school day.

Mr. Bressette pointed out that the District was not only requiring cell phones to be placed in the pouch. He noted that cell phones, Air pods, and smart watches would all be placed in the pouches. Questions about enforcement and what to do if a student doesn't comply were raised. Similar policies have been successfully implemented in other School

Districts, with follow-up communication with parents when necessary. Dr. McGee acknowledged that there are ways around the pouch, but few ways.

In response to concerns about potential loopholes, it was acknowledged that while students might find ways around the policy, it significantly reduces opportunities for misuse. Ms. Cummings asked about a contingency plan if the new policy proves ineffective. Dr. McGee noted that alternative solutions are limited, but Principal Mead would monitor the situation closely, especially to potentially extend the policy to PHS in the future.

Ms. Greenwood asked how the process would work regarding calling the parents if students forgot their cell phones. Dr. McGee said that if students forget their phones in the Tewksbury School District, they must visit the main office to call home. In Tewksbury, out of a 530-student school, about six or seven students must inform their parents. Ms. Greenwood pointed out that the process requires much clerical work.

Mr. Bressette commented that there was positive feedback from parents, and the conversation indicated the importance of responding to feedback for improvements. Dr. McGee noted that it was discussed that the phone unlocking devices would be placed in common areas to avoid bottlenecks, especially near the door and bus area. The idea was to manage the process efficiently and ensure students had enough time at the end of the day.

The Board also touched on the detailed language in the handbook regarding the DC trip, emphasizing its thoroughness. Mr. Bressette asked why the handbook was getting more detailed regarding identifying a coordinator and incorporating specific dates. Dr. McGee mentioned that they were more specific because they were ahead of the game regarding the approval.

Discipline actions for unauthorized communication device use were also discussed, and the need for consistency in handling such cases was emphasized. Mr. Bressette suggested that the District consider a policy where students hand over their devices to teachers or administrators on every offense, not just the first one.

Mr. Bressette asked if the ten tardies and absences were cumulative for the school year. Dr. McGee confirmed that it was cumulative for the school year. He added that one absence a week for ten weeks is the same as ten consecutive days.

There was a conversation about whether it would be more efficient to hold the phones for the whole day instead of until the end of the class. Dr. McGee stressed that this was the dilemma of not having the pouch at PHS and the number of students moving from classroom to classroom.

The Wellness Policy was reviewed, particularly the part about minimizing commercial distractions. Mr. Bressette asked Dr. McGee to clarify the statement, and Dr. McGee said that the Policy Committee would have to be asked because the statement is verbatim policy.

Dr. McGee added that the policy was linked to concerns about school vending machines and non-nutritious snacks.

Ms. Cummings asked about the procedure for handling pouches for student devices, with a preference for not sending them home. It was confirmed that the pouches stay at the school.

Dr. McGee said no action was required tonight, but they would resume the discussion on July 10.

C. Technology Bid Approval:

Ms. Mahoney mentioned that the District solicited bids for technology purchases within the FY2025 budget and sought the Board's approval to award the bids to the recommended vendors as described below.

Eight companies responded to the Request for Proposal (RFP) for the Digital Art Lab desktops. Ms. Mahoney and Mr. Lord, the Technology Director, evaluated the proposals and recommended awarding the contract to Dell for 24 Optiplex 7020 desktop computers. The cost per machine is \$625, bringing the total to **\$15,000**. The FY2025 budget

for this item is **\$21,840**. Additionally, monitors will be purchased for each machine, resulting in a budget underspend of approximately **\$1,000**.

Ten companies responded to the RFP for teacher laptops. Ms. Mahoney and Mr. Lord evaluated each proposal and recommended awarding the contract to Dell for Latitude 3550 laptops. The cost per laptop is **\$598.99**, and permission is requested to purchase 80 laptops per the original budget item count request. This totals approximately **\$47,919.20**. The FY2025 budget for this item is **\$56,000**, resulting in an underspend of approximately **\$1,900**.

Mr. Bressette commented on the number of responses to the RFP; he asked if this was common. Ms. Mahoney stated that the number of responses to RFPs has increased regarding electronics. She mentioned that the competitive bidding procurement process has resulted in favorable rates for the equipment, allowing for successful budget adherence.

Mr. Abare asked where the computers were going. Ms. Mahoney stated that the Digital Art Lab desktops go into PHS, and the teacher laptops go to individual teachers. The equipment is expected to last five years.

Ms. Cummings asked about the disposal and recycling of old machines. Ms. Mahoney commented that the IT Department goes through all the equipment and locates parts that can be salvaged for repairs, and the unusable machines are correctly disposed of.

Fiscal Implications:

Budgetary underspend of about **\$2,900**.

Ms. Greenwood moved to award Dell the Digital Art Lab Desktop bid for purchasing 24 Optiplex 7020 computers and the Teacher Laptop bid for purchasing 80 Latitude 3550 laptops as presented. Mr. Bressette seconded the motion, which passed (4-0-0).

Ms. Bressette thanked Ms. Mahoney and Mr. Lord for their work in the bid process.

Ms. Mahoney mentioned that within the FY2025 adopted budget; they have a budget for the first year of a new three-year lease that will supply three grade levels with new touchscreen Chromebooks. The budgetary amount for Year 1 is **\$36,360**.

The District has completed an RFP for the lease purchase of student Chromebooks and has identified Whalley as the recommended vendor. The evaluation grid included cost, vendor reliability and references, product specs, and availability. The vendor ranked highest among the nine proposals received, and they have the equipment currently in stock and ready to deliver after July 1. The quote of 375 Lenovo 300e Yoga Chromebook Gen 4 is included. The additional 15 machines above the budgeted count of 360 will be used to secure student spares and supply Instructional Assistants' machines as needed.

In addition, the District has secured the attached financing proposal to purchase 375 Lenovo 300e Yoga Chromebooks Gen 4 machines at \$272.00 each for a total of \$102,000 over a 3-year term, with an annual cost of \$36,178.44. This yearly amount falls just below the FY2025 budget.

Financing is proposed through a new Master Lease Agreement with KS State Bank, Baystone Government Finance. The terms and conditions are similar to the current Master Lease Agreement held with First American Commercial Bankcorp, dated in 2017. Ms. Mahoney proposed this alternative funding option to secure the best available interest rate of 6.55% for this 3-year term purchase.

Mr. Bressette noted that interest rates were generally more favorable in the past, making current rates challenging. He appreciated the diligence in comparing rates and recognized the importance of securing reasonable rates in the current environment.

The Board inquired about the total cost, which was **\$102,000**. Spreading out the payments could better manage the costs within the budget. Ms. Mahoney clarified that there was a replacement schedule for equipment over four years, allowing for cost equalization from year to year. Dr. McGee pointed out that the District is involved with laptop lease purchases.

Further questions were raised about the process for managing equipment, particularly Chromebooks. Dr. McGee explained that the equipment was regularly turned over and updated to remain current and functional. This process involved a three-year or four-year cycle, with repairs managed internally whenever possible.

Mr. Abare preferred purchasing the equipment outright rather than financing it, citing the additional cost. However, the budget did not allow for outright purchases in the current fiscal year. If the District purchased the laptops, then the operating budget would show a significant spike. The proposal before the Board was within the budget, though just below the amount allocated.

Fiscal Implications:

Budgetary underspend of about **\$181.56**.

Ms. Greenwood moved to approve the lease purchase of the Chromebooks from Whalley Computers, as presented. Mr. Bressette seconded the motion, which passed (3-1-0). (Mr. Abare voted "Nay")

Ms. Greenwood moved to approve the Master Lease Agreement with KS State Bank to purchase the Chromebooks as presented. Ms. Cummings seconded the motion, which passed (3-1-0). (Mr. Abare voted "Nay")

Ms. Greenwood moved to authorize the Business Administrator to execute the lease documents for this purchase. Ms. Cummings seconded the motion, which passed (4-0-0).

D. Audit Questionnaire:

Ms. Mahoney noted that the auditors had requested the Board complete a survey regarding fraud identification and ethics. The completed surveys need to be submitted by Monday, July 15. Each member would be responsible for signing their document.

E. PMS Project Update

The discussion then shifted to updates on ongoing projects, including the Pelham Memorial Project. Dr. McGee mentioned that the loam was placed where the modular buildings were. He noted that contractors are working on a punch list, which includes the irrigation systems and other construction-related work. He commented that most audio and video are connected to the stage.

Dr. McGee mentioned that the contractors are working hard to complete the work by June 30, 2024. He stressed that the bond ends on June 30, with final invoices expected in July.

Mr. Bressette asked Dr. McGee for an update on the PTSA bricks. Dr. McGee stated that the bricks are not in yet. He noted that there will be two brick areas in front. He is looking for a larger area in the front to place the bricks.

Mr. Bressette thanked the PTSA for running the fundraiser.

F. FY2025 Manifest Salaries and Benefits

Ms. Mahoney informed the Board about the process for approving payroll manifests. It was explained that the Board needs to authorize payments, including payroll, through manifests. The first fiscal year 2025 manifest and another one for final payments for the current fiscal year were to be processed, with the latter to be reviewed electronically by the Board next Wednesday.

VI. Policy Review:

The Board reviewed the policy listed below.

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- a. **First Reading:**
 - i. None
- b. **Second Reading:**
 - i. IMGB – Therapy Dogs in School

Dr. McGee mentioned that this marked the first time a policy had moved from the first to the second reading with notable interest, especially from dog lovers. Mr. Bressette highlighted that the policy was only included in the PES handbook. Dr. McGee commented that the policy was supposed to be in the three handbooks.

Ms. Greenwood moved to accept Policy IMGB – Therapy Dogs in School, as written. Ms. Cummings seconded the motion, which passed (4-0-0).

VII. Board Member Reports:

- A. Mr. Abare noted that a Wellness meeting had been scheduled but canceled due to illness.
- B. Ms. Greenwood mentioned a planning meeting for the grand reopening on Saturday, September 28, 2024.

VIII. Housekeeping:

A. Adoption of Minutes

- a. June 5, 2024 – Draft Public Minutes
- b. June 6, 2024 – Draft Non-Public Minutes

Ms. Greenwood moved to approve the June 5, 2024, Public Minutes. Mr. Abare seconded the motion, which passed (4-0-0).

Ms. Greenwood moved to approve the June 5, 2024, Non-Public Minutes. Mr. Abare seconded the motion, which passed (4-0-0).

B. Vendor and Payroll Manifests

- | | |
|-------------|----------------|
| a. 476 | \$1,595,128.77 |
| b. 477 | \$ 406,167.02 |
| c. AP061924 | \$ 804,005.19 |
| d. BFPMS66 | \$ 704,080.35 |
| e. PAY476P | \$ 35,737.84 |
| f. PAY477P | \$ 4,906.71 |

Mr. Abare moved to approve the Vendor and Payroll Manifest, inclusive of the FY2025 Salaries and Benefits. Ms. Cummings seconded the motion, which passed (4-0-0).

C. Correspondence & Information

- a. None

D. Enrollment Report

- a. Dr. McGee provided the enrollment report for the end of the year. The enrollment saw a net increase of seven students, bringing the total to 1,654, including kindergarten and pre-school. Mr. Bressette asked about the alignment with previous projections run over the past couple of years. Dr. McGee promised to follow up with Mr. Bressette.

E. Staffing Updates

- a. **Leaves**
 - i. None

- 372 **b. Resignations:**
373 i. Keith Lewis PMS Science Teacher
374
375 **c. Retirements:**
376 i. None
377
378 **d. Nominations:**
379 i. Elizabeth Cote PHS Grade 3 Teacher
380 ii. Anthony Fusco PMS Science Teacher
381

382 Dr. McGee mentioned that Keith Lewis, a well-loved Grade 8 Science Teacher, resigned for personal reasons, and the
383 Board wished him well.

384
385 Mr. Abare moved to accept the resignations as presented. Ms. Greenwood seconded the motion, which passed (4-0-0).
386

387 Dr. McGee commended the Recruitment Team for recommending strong candidates: Anthony Fusco as a Science
388 Teacher and Beth Cody as a Grade 3 Teacher.

389
390 Ms. Greenwood commented that Mr. Fusco had a really good resume.
391

392 Mr. Abare moved to accept the nominations as presented. Ms. Greenwood seconded the motion, which passed (4-0-0).
393

394 **IX. Future Agenda Planning:**

395 A. No Future Agenda Planning
396

397 **X. Future Meetings:**

398 A. 07/10/2024 – 6:30 p.m. School Board Meeting @ PES Library

399 B. 08/14/2024 – 5:00 p.m. School Board Retreat @ PHS
400

401 **XI. Non-Public:**

402 Mr. Abare moved to adjourn the non-public and reenter the public session at 7:59 p.m. Ms. Greenwood seconded the
403 motion. The motion passed (4-0-0).
404

405 **Roll Call**

406 Mr. Bressette - Aye

407 Mr. Abare - Aye

408 Ms. Cummings - Aye

409 Ms. Greenwood - Aye
410

411 **XII. Reconvened:**

412 The Board returned to Public Session at 7:59 p.m.
413

414 **XIII. Adjournment:**

415 Mr. Bressette moved to adjourn the School Board Meeting at 8:00 p.m. Mr. Abare seconded the motion, which passed
416 (5-0-0).
417

418
419
420 Respectfully Submitted,
421 Matthew Sullivan
422 School Board Recording Secretary

**Pelham School Board Meeting
Non-Public Session
June 19, 2024
Pelham Elementary School**

In Attendance:

School Board Members: Troy Bressette, Chair; Darlene Greenwood, Rebecca Cummings, and Garrett Abare
Superintendent: Chip McGee
Absent: David Wilkerson

Enter Non-Public Session:

Mr. Abare made a motion to enter a non-public session under RSA 91-A:3 (ii) (m) at 7:46PM. Ms. Greenwood seconded the motion. The motion passed (4-0).

Roll Call:

a. Troy Bressette	Aye
b. Garrett Abare	Aye
c. Rebecca Cummings	Aye
d. Darlene Greenwood	Aye

Non-Public Session:

The Board discussed the review of non-public minutes. Motion made to unseal those historical sealed minutes as presented.

Recommended Action on 6.19.24	Reason for Recommended Action	Date
Remain Sealed	Adversely affect reputation	01/03/1995
Unseal		07/29/2009
Unseal		08/12/2009
Unseal		08/26/2009
Unseal		09/09/2009
Unseal		9/16/2009
Unseal		09/23/2009
Unseal		10/14/2009
Unseal		10/21/2009
Unseal		11/04/2009
Remain Sealed	Adversely affect reputation	11/18/2009
Unseal		12/02/2009
Remain Sealed	Adversely affect reputation	01/27/2010
Unseal		02/17/2010
Remain Sealed	Adversely affect reputation	03/01/2010
Unseal		03/02/2010
Remain Sealed	Adversely affect reputation	05/11/2010
Remain Sealed	Adversely affect reputation	8/18/2010
Unseal		10/27/2010
Unseal		11/03/2010

Unseal		12/1/2010
Unseal		12/15/2010
Unseal		04/13/2011
Unseal		04/20/2011
Unseal		08/01/2012
Unseal		04/03/2013
Remain Sealed	Adversely affect reputation	09/30/2015
Remain Sealed	Adversely affect reputation	09/13/2017
Remain Sealed	Adversely affect reputation	09/20/2017
Remain Sealed	Adversely affect reputation	10/04/2017
Unseal	Session I - Hiring Process	10/04/2017
Unseal		12/07/2017
Unseal		12/07/2017
Remain Sealed	Adversely affect reputation	12/20/2017
Remain Sealed	Adversely affect reputation	01/03/2018
Remain Sealed	Adversely affect reputation	01/31/2018
Remain Sealed	Adversely affect reputation	02/21/2018
Unseal		02/21/2018
Remain Sealed	Adversely affect reputation	
	and pertaining to terrorism	3/21/2018
Remain Sealed	Adversely affect reputation	
	and pertaining to terrorism	04/04/2018
Remain Sealed	Pertaining to terrorism	04/18/2018
Remain Sealed	Pertaining to terrorism	05/02/2018
Unseal		05/02/2018
Remain Sealed	Adversely affect reputation	05/16/2018
Remain Sealed	Adversely affect reputation	06/06/2018
Remain Sealed	Adversely affect reputation	06/06/2018
Remain Sealed	Adversely affect reputation	N/A
Remain Sealed	Adversely affect reputation	08/05/2020
Remain Sealed	Pertaining to terrorism	09/16/2020
Remain Sealed	Adversely affect reputation	05/04/2022
Remain Sealed	Adversely affect reputation	06/22/2022
Remain Sealed	Pertaining to terrorism	08/24/2022
Remain Sealed	Adversely affect reputation	02/22/2023
Remain Sealed	Adversely affect reputation	04/05/2023
Remain Sealed	Adversely affect reputation	08/14/2023
Remain Sealed	Adversely affect reputation	11/01/2023
Remain Sealed	Adversely affect reputation	05/15/2024

Adjourn Non-Public Session and reenter Public Session.

Mr. Abare made a motion to adjourn the non-public session and reenter the public session at 7:59PM. Seconded by Ms. Greenwood. The motion passed (4-0).

Roll Call:

a. Troy Bressette Aye

- b. Garrett Abare Aye
- c. Rebecca Cummings Aye
- d. Darlene Greenwood Aye

Motion made to unseal and make public minutes listed above by Mr. Abare and seconded by Ms. Cummings. The motion passed (4-0).

Motion made to adjourn meeting made by Mr. Bressette and seconded by Mr. Abare at 7:59PM. The motion passed (4-0).

Submitted by Erin Mazzariello

PELHAM SCHOOL DISTRICT PAYROLL VOUCHER

Voucher No: 478
 Voucher Date: 6/27/2024
 Prepared By: Meghan Deschenes
 Generated Date: 6/25/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$44,434.39 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Rebecca L. Mahoney

Eric McGee

ERIC MCGEE
 SUPERINTENDENT OF SCHOOLS

GARRETT ABARE
 SCHOOL BOARD

Troy Bressette

TROY BRESSETTE
 SCHOOL BOARD CHAIR

REBECCA CUMMINGS
 SCHOOL BOARD

Darlene Greenwood

DARLENE GREENWOOD
 SCHOOL BOARD

G. David Wilkerson

G. DAVID WILKERSON
 SCHOOL BOARD VICE CHAIR

PELHAM SCHOOL DISTRICT

Arlanna Garcia

Arlanna Garcia, TREASURER

	AMOUNT
DIRECT DEPOSIT	\$28,555.22
CHECKS	\$170.38
MANUAL	\$0.00
VOID	\$0.00
FEDERAL TAXES	\$15,525.73
MASS TAXES	\$183.06
TOTAL:	\$44,434.39

SUNGARD K-12 EDUCATION
DATE: 06/25/2024
TIME: 11:24:11

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 478 FY24-06/27/2024

PAGE NUMBER: 1
MODULE NUM: PAYCHK33
PAY PERIOD END 06/13/2024
CHECK DATE 06/27/2024

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
507718	1864	SULLIVAN, MATTHEW J	.00	170.38
V179308	1918	KAKKAD, LAURIE S	114.29	.00
V179309	2193	PILATO, JOHN A	7.85	.00
V179310	379	ANDREWS, CHERYL A	218.52	.00
V179311	1762	BAKER, JEAN K	179.23	.00
V179312	720	BODENRADER, JENNIFER T	63.88	.00
V179313	2149	BRIDGE, NICOLE T	268.85	.00
V179314	1984	BUSHEY, HANNAH M	313.65	.00
V179315	977	BYRNE, ELIZABETH REINHARDT	.00	.00
V179316	2135	CAMIRAND, ALEXANDRA B	298.72	.00
V179317	538	COVART, NICOLE	3,399.01	.00
V179318	1882	DAY, STEFANI A	343.52	.00
V179319	1732	DESMARAIS, NICOLE E	497.94	.00
V179320	1388	DONOVAN, JENNIFER J	2,983.39	.00
V179321	1057	DROUIN, KRISTEN ROSE	465.52	.00
V179322	763	GALLAGHER, KIERA M	315.89	.00
V179323	2014	GEDRICH, ASHLEY C	295.27	.00
V179324	2143	GILLIS, VENNESSA	7.85	.00
V179325	1446	GOLDSACK, SARAH C	448.09	.00
V179326	1985	GRANT, CHELSEY	12.35	.00
V179327	893	HENDERSON, WENDY	173.67	.00
V179328	1722	HIGGINS, ELAINA M	233.47	.00
V179329	1106	HUSSEY, TRACY A	210.89	.00
V179330	1889	INFANTE, STEPHANIE R	74.67	.00
V179331	1594	LEE, ALYSSA F	43.02	.00
V179332	251	LOMBARDO, KATHLEEN M	275.57	.00
V179333	2053	MAHONEY-BARNETT, MIRANDA R	290.10	.00
V179334	1902	MCNIFF, SARA J	95.73	.00
V179335	2048	MERRILL, KRISTEN M	61.28	.00
V179336	1044	MILNER, KRISTINE	62.82	.00
V179337	1815	MONTANILE, LAURA A	332.36	.00
V179338	112	MURPHY, ELIZABETH J	29.87	.00
V179339	1883	PARKHURST, TRACY J	281.22	.00
V179340	1603	PILATO, DANIELLE L	451.80	.00
V179341	1896	PORTALLA, ANGELA J	190.43	.00
V179342	1582	ROCK, KATE LINDSAY	194.16	.00
V179343	2076	SILVA, KASSIDY M	238.98	.00
V179344	2078	TRESKA, COLLEEN M	328.60	.00
V179345	506	WEIGLER, LAURA J	360.71	.00
V179346	1621	WEIR, NICOLE S	298.72	.00
V179347	2131	WONG-SIERRA, CHRYSTA	395.82	.00
V179348	306	ZIDEK, JILL E	.12	.00
V179349	381	BABAIAN, THOMAS C	4,759.47	.00
V179350	413	DORVAL, WENDY S	.00	.00
V179351	1872	DOWDLE, BELINDA D	683.98	.00
V179352	2073	EMMETT, HOLLY L	759.31	.00
V179353	2081	ERELLI, ERICA N	606.46	.00
V179354	2129	FRECHETTE, ERIN L	681.09	.00
V179355	2141	GAUTHIER, ALEXANDRIA	555.12	.00
V179356	1650	HANNON, BRANDON T	.07	.00
V179357	1856	HOGUE, LARA P	178.08	.00
V179358	2071	KONDI, CATHERINE J	22.40	.00
V179359	449	KRESS, HEATHER LAGASSE	828.53	.00
V179360	446	KRESS, TODD W	107.26	.00
V179361	1731	MASSAHOS, LISA A	786.06	.00
V179362	2083	SANCHIS, BERNARD	.00	.00

SUNGARD K-12 EDUCATION
DATE: 06/25/2024
TIME: 11:24:11

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 478 FY24-06/27/2024

PAGE NUMBER: 2
MODULE NUM: PAYCHK33
PAY PERIOD END 06/13/2024
CHECK DATE 06/27/2024

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
V179363	1946	YOUNG, LINDSEY D	.07	.00
V179364	1427	BEINEKE, HEIDI L	109.11	.00
V179365	534	BRANCO, AMY L	89.62	.00
V179366	42	CARTEN, KARENA S	302.69	.00
V179367	2140	DESCHENEUX, KRISTIN A	.05	.00
V179368	1987	JAMES, JANELLE N	.03	.00
V179369	1460	KAVARNOS, JAMES M	22.40	.00
V179370	1812	KELLY, EILEEN B	302.57	.00
V179371	445	KIVIKOSKI, JEAN M	927.03	.00
V179372	450	LAMONTAGNE, PATRICIA A	179.23	.00
V179373	1402	LEE, TARYN G	159.11	.00
V179374	1721	LEWIS, KEITH L	209.11	.00
V179375	454	LOVETT, BARBARA ANN	426.75	.00
V179376	1729	MCCUNE, ERIN K	498.23	.00
V179377	1993	OROZCO UMANA, LESLIE G	84.11	.00
V179378	2158	RANCOURT, CHEYENNE M	209.11	.00
V179379	491	SHANTELER, JUDITH L	179.23	.00
V179380	1788	STECK-LUBAO, JENNIFER M	22.40	.00
V179381	2169	ZECCHINI, ELICIA D	.86	.00
V179382	2175	DROUIN, COLE A	7.85	.00
TOTAL		76 CHECKS ISSUED	28,555.22	170.38

ok to process. D.Mahoney 6/25/24

Deposit Confirmation

Your payment has been accepted.

Payment Successful

An EFT Acknowledgement Number has been provided for this payment. Please keep this number for your records.

REMINDER: REMEMBER TO FILE ALL RETURNS WHEN DUE!

EFT ACKNOWLEDGEMENT NUMBER:	270457911824974
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PLEASE NOTE

Any amounts represented in the subcategories of Social Security, Medicare, and Income Tax Withholding are for informational purposes only.

Payment Information	Entered Data
Taxpayer EIN	xxxxx0676
Tax Form	941 Employers Federal Tax
Tax Type	Federal Tax Deposit
Tax Period	Q2/2024
Payment Amount	\$15,525.73
Settlement Date	06/27/2024
Subcategories:	
1 Social Security	\$9,130.92
2 Medicare	\$2,135.46
3 Tax Withholding	\$4,259.35
Account Number	xxxxxxx6612
Account Type	CHECKING
Routing Number	011401533
Bank Name	CITIZENS BANK NA

- **Paid For:** PELHAM SCHOOL DISTRICT
- **Account ID:** WTH-10997662-002
- **Paid From:** CITIZENS BANK NA ****6612
- **Payment Amount:** \$183.06
- **Filing Period:** 30-Jun-2024
- **Payment Effective Date:** 6/27/2024
- **Payment Type:** Return Payment

Please note payments can take 2-3 business days from the *Payment Effective Date* to be debited from your bank account. It is your responsibility to review your bank statement to confirm the transaction was completed.

View Your Submission

You can view details about your submission any time by logging into your MassTaxConnect account, selecting the **More...** tab, and clicking the **Search Submissions** link under the **Submissions** section. Submissions in a status of *Submitted* can be viewed and deleted by clicking the corresponding hyperlinks. Depending on the submission type, you may also have an *Edit* hyperlink which allows you to make changes to the submission.

Contact Us

If you need further assistance, please contact the Department of Revenue at (617) 887-6367 or toll-free in Massachusetts at (800) 392-6089. Business hours are Monday through Friday, 9:00 a.m. to 4:00 p.m.

OK

Print Confirmation



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Taxpayer Bill of Rights

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PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: PAY478P Voucher Date: 6/27/2024 Prepared By: Joyce Doucette
 Printed: 6/25/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$701,001.31** on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Rebecca Mahoney

Eric McGee

ERIC MCGEE SUPERINTENDENT OF SCHOOLS

GARRETT ABARE SCHOOL BOARD



TROY BRESSETTE SCHOOL BOARD CHAIR

REBECCA CUMMINGS SCHOOL BOARD

Darlene Greenwood

DARLENE GREENWOOD SCHOOL BOARD

G. David Wilkerson

G. DAVID WILKERSON SCHOOL BOARD VICE CHAIR

PELHAM SCHOOL DISTRICT

Arlanna Garcia

ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
10	GENERAL FUND/CHECKS	\$0.00
10	GENERAL FUND/EFT	\$701,001.31
TOTAL:		<u><u>\$701,001.31</u></u>

POWERSCHOOL LLC
DATE: 06/25/2024
TIME: 12:02:40

PELHAM SCHOOL DISTRICT - SAU 28
CHECK AND VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/24

FUND - 10 - GENERAL FUND							
CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT	
V59562	A1010	06/27/24	7	EQUITABLE EQUI-VEST	L4730	DED:6000 AXA EQUIT	555.00
V59562	A1010	06/27/24	7	EQUITABLE EQUI-VEST	L4730	DED:6001 AXA EQUIT	38.50
TOTAL VOUCHER							593.50
V59563	A1010	06/27/24	8	FIDELITY-PLAN51251	L4730	DED:6002 FIDELITY	100.00
V59563	A1010	06/27/24	8	FIDELITY-PLAN51251	L4730	DED:6003 FIDELITY	184.80
TOTAL VOUCHER							284.80
V59564	A1010	06/27/24	6	HORACE MANN LIFE	L4730	DED:6006 HMANN	189.74
V59564	A1010	06/27/24	6	HORACE MANN LIFE	L4730	DED:6206 HMANN	150.00
TOTAL VOUCHER							339.74
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4760	DED:1500 E RETIREMT	2,020.21
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4760	DED:1500 E RETIREMT	21,963.41
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4760	DED:1500 E RETIREMT	21,155.19
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	148,437.80
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	429,986.62
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	31,358.91
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	15,528.98
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4880	DED:1550 E ADDL RET	25.00
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4880	DED:1550 E ADDL RET	25.00
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4880	DED:1551 T ADDL RET	300.00
V59565	A1010	06/27/24	5	NEW HAMPSHIRE RETIREMENT	L4880	DED:1551 T ADDL RET	60.00
TOTAL VOUCHER							670,861.12
V59566	A1010	06/27/24	4903	PENSERV PLAN SERVICES, IN	L4730	DED:6004 PENSERV	28,922.15
TOTAL FUND							701,001.31
TOTAL REPORT							701,001.31

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: BFPMS67
 Voucher Date: 6/26/2024
 Prepared By: Joyce Doucette
 Generated Date: 6/26/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$71,488.61 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Debra L Mahoney

Eric McGee

ERIC MCGEE
 SUPERINTENDENT OF SCHOOLS

GARRETT ABARE
 SCHOOL BOARD

Troy Bressette

TROY BRESSETTE
 SCHOOL BOARD CHAIR

REBECCA CUMMINGS
 SCHOOL BOARD

Darlene Greenwood

DARLENE GREENWOOD
 SCHOOL BOARD

G. David Wilkerson

G. DAVID WILKERSON
 SCHOOL BOARD VICE CHAIR

PELHAM SCHOOL DISTRICT

Arlanna Garcia

ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
30	BUILDING FUND	\$4,890.00
30	EFT -BUILDING FUND	\$66,598.61
	TOTAL:	\$71,488.61

POWERSCHOOL LLC
DATE: 06/26/2024
TIME: 13:36:31

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/24

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
59567	L4020	06/26/24	4212 WELCH SIGNS	890	DESIGN & SET UP	250.00
59567	L4020	06/26/24	4212 WELCH SIGNS	890	ESTIMATED SHIPPING/HANDLI	300.00
59567	L4020	06/26/24	4212 WELCH SIGNS	890	PLAQUE - 22 1.2'H X 30"W,	4,340.00
TOTAL CHECK						4,890.00
TOTAL FUND						4,890.00
TOTAL REPORT						4,890.00

POWERSCHOOL LLC
DATE: 06/26/2024
TIME: 13:40:15

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/24

FUND - 10 - GENERAL FUND							
CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----		ACCT	-----DESCRIPTION-----	AMOUNT
V59568	L4020	06/26/24	4271	PORT LIGHTING SYSTEMS	734	GYM AUDIO QUOTE - BALANCE	66,598.61
TOTAL FUND							66,598.61
TOTAL REPORT							66,598.61

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: AP062624

Voucher Date: 6/26/2024

Prepared By: Joyce Doucette

Generated Date: 6/26/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$281,552.14 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Rebecca L. Mahoney

Eric McGee

ERIC MCGEE

SUPERINTENDENT OF SCHOOLS

GARRETT ABARE

SCHOOL BOARD

Troy Bressette

TROY BRESSETTE

SCHOOL BOARD CHAIR

REBECCA CUMMINGS

SCHOOL BOARD

Darlene Greenwood

DARLENE GREENWOOD

SCHOOL BOARD

G. David Wilkerson

G. DAVID WILKERSON

SCHOOL BOARD VICE CHAIR

PELHAM SCHOOL DISTRICT

Arlanna Garcia

ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
10	GENERAL FUND	<u>\$95,222.17</u>
21	FOOD SERVICE FUND	<u>\$882.64</u>
22	GRANTS FUND	<u>\$0.00</u>
25	OTHER SPECIAL FUND	<u>\$1,461.25</u>
10	EFT -GENERAL FUND	<u>\$102,789.48</u>
21	EFT -FOOD SERVICE FUND	<u>\$237.17</u>
22	EFT -GRANTS FUND	<u>\$612.50</u>
25	EFT -OTHER SPECIAL FUND	<u>\$80,346.93</u>
	TOTAL:	<u>\$281,552.14</u>

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/24

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
59569	A1010	06/26/24	4923 BALFOUR	890	ROYAL BLUE HONOR CORDS FO	135.83
59569	A1010	06/26/24	4923 BALFOUR	890	OFFICER STOLDS FOR GRADUA	156.60
59569	A1010	06/26/24	4923 BALFOUR	890	PHS WHITE GRADUATES STOLE	1,272.00
59569	A1010	06/26/24	4923 BALFOUR	890	PO 243093 GOWNS	172.80
59569	A1010	06/26/24	4923 BALFOUR	890	PO 243093 HOODS	893.05
59569	A1010	06/26/24	4923 BALFOUR	890	PO 243093 FACULTY GOW	1,247.30
	TOTAL CHECK					3,877.58
59570	L4020	06/26/24	5619 TONI M BARKDOLL	610	WELLNESS LUNCHEON SAU END	42.50
59571			3657 BMO MASTERCARD		VOID: MULTI STUB CHECK	
59572			3657 BMO MASTERCARD		VOID: MULTI STUB CHECK	
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	POSTAGE FOR POSTAGE MACHI	184.22
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	POSTAGE FOR POSTAGE MACHI	64.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
59573	A1010	06/26/24	3657 BMO MASTERCARD	446	PRICE INCREASE \$2 X 10 US	20.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	446	ZOOM SERVICE - UP TO 10 U	199.90
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	FUNDS FOR GROCERIES FOR F	195.12
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	FUNDS FOR GROCERIES FOR F	51.76
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	FUNDS FOR GROCERIES FOR F	49.72
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	NETSTAMP REFILL FOR FRONT	143.85
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	SAU POSTAGE REFILL FOR RE	150.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	580	AIRPORT TRANSPORTATION TO	41.64
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	MARKET BASKET GROCERY FOR	66.19
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	MARKET BASKET GROCERY FOR	107.02
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	GROCERY FOR SPED CLASS	4.59
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	GROCERY/SUPPLIES FOR SPED	40.50
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	STAMPS	33.85
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	EOP DAY LONG TRAINING 6/1	264.19
59573	L4020	06/26/24	3657 BMO MASTERCARD	610	SUN CARE FIRST AID KIT WE	100.40
59573	L4020	06/26/24	3657 BMO MASTERCARD	610	SUN CARE FIRST AID KIT WE	100.40
59573	L4020	06/26/24	3657 BMO MASTERCARD	610	SUN CARE FIRST AID KIT WE	418.28
59573	L4020	06/26/24	3657 BMO MASTERCARD	610	SUN CARE FIRST AID KIT WE	799.67
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	INTREPID VACUUM MUG WITH	273.37
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	INTREPID VACUUM MUG WITH	1,100.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	MEDIUM MOVING BOXES (60)	118.80
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	ESTIMATED SHIPPING/HANDLI	15.47
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	FRONT ZIP SPORTPACK	269.32
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	SNACKS FOR TEACHER APPREC	705.41
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	SNACKS FOR TEACHER APPREC	15.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	650	NTLITE PROFESSIONAL LICEN	97.85
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	300 MINI CRUMBLE COOKIES	757.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	CPI TRAINING JUNE 17, 202	

POWERSCHOOL LLC
DATE: 06/26/2024
TIME: 13:57:35

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 2
VENCHK11
ACCOUNTING PERIOD: 12/24

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
59573	A1010	06/26/24	3657 BMO MASTERCARD	A1800	AIRFARE TO NASHVILLE FOR	445.95
59573	A1010	06/26/24	3657 BMO MASTERCARD	A1800	AIRFARE TO NASHVILLE FOR	445.95
59573	A1010	06/26/24	3657 BMO MASTERCARD	A1800	AIRFARE TO NASHVILLE FOR	445.95
59573	A1010	06/26/24	3657 BMO MASTERCARD	A1800	HOTEL STAY FOR ADAM BARRI	1,282.34
59573	A1010	06/26/24	3657 BMO MASTERCARD	A1800	HOTEL STAY FOR CONFERENCE	1,282.34
59573	A1010	06/26/24	3657 BMO MASTERCARD	A1800	HOTEL STAY FOR DAWN MEAD	1,282.34
59573	A1010	06/26/24	3657 BMO MASTERCARD	630	HANNAFORD-DAIRY FREE	4.29
59573	L4020	06/26/24	3657 BMO MASTERCARD	A1800	PREPAID ESY SUPPLIES -NOT	36.26
59573	A1010	06/26/24	3657 BMO MASTERCARD	A1800	NATIONAL CONFERENCE ON SC	770.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	A1800	NATIONAL CONFERENCE ON SC	770.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	ALUMINUM FLASH COLLAR - S	76.04
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	ESTIMATED SHIPPING/HANDLI	8.95
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	POPCORN, SALSA SNACKS	67.49
59573	A1010	06/26/24	3657 BMO MASTERCARD	280	CRIMINAL RECORDS CHECK FE	2,000.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	325	MASC-2 PARENT/STUDENT ASS	9.50
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	MOVING BOXES NEEDED FOR S	59.40
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	PACKING TAPE	10.44
59573	A1010	06/26/24	3657 BMO MASTERCARD	534	CERTIFIED MAIL - TO PAREN	10.88
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	CPI REFRESHMENTS PIZZA AN	139.97
59573	A1010	06/26/24	3657 BMO MASTERCARD	610	STRETCH OFFICE CHAIR COVE	39.95
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	CREDIT CARD FEE	13.00
59573	A1010	06/26/24	3657 BMO MASTERCARD	890	MCDONNYS TRAVELING FARM	500.00
TOTAL CHECK						19,499.16
59574	L4020	06/26/24	1607 GILL'S PIZZA CO, LLC	630	PO 242581 PIZZA	360.00
59574	L4020	06/26/24	1607 GILL'S PIZZA CO, LLC	630	PO 242581 PIZZA	375.00
TOTAL CHECK						735.00
59575	A1010	06/26/24	5589 INTERIM HEALTHCARE	330	PK-1:1 NURSE - UP TO 20 H	1,040.00
59575	A1010	06/26/24	5589 INTERIM HEALTHCARE	330	PK-1:1 NURSE - UP TO 20 H	1,300.00
59575	A1010	06/26/24	5589 INTERIM HEALTHCARE	330	PK-1:1 NURSE - UP TO 20 H	780.00
59575	A1010	06/26/24	5589 INTERIM HEALTHCARE	330	PK-1:1 NURSE - UP TO 20 H	780.00
TOTAL CHECK						3,900.00
59576	A1010	06/26/24	3444 LIBERTY UTILITIES	622	USAGE DEC 27, 2023 TO JUN	19.52
59577	A1010	06/26/24	4266 NASHUA SCHOOL DISTRICT	561	ESY 2023-2024	2,805.90
59577	A1010	06/26/24	4266 NASHUA SCHOOL DISTRICT	561	OOD STUDENT SIGN LANGUAGE	28,918.90
59577	A1010	06/26/24	4266 NASHUA SCHOOL DISTRICT	561	TUITION OOD STUDENT AW NE	28,000.00
TOTAL CHECK						59,724.80
59578	A1010	06/26/24	179 PELHAM BUILDING SUPPLY	610	MATERIALS FOR PK SHED RAM	263.83
59579	A1010	06/26/24	695 PENNICHUCK WATER WORKS, I	411	USAGE JAN 4 TO JUNE 30, 2	1,221.27
59579	A1010	06/26/24	695 PENNICHUCK WATER WORKS, I	411	USAGE JAN 4 TO JUNE 30, 2	1,883.29
59579	A1010	06/26/24	695 PENNICHUCK WATER WORKS, I	411	USAGE JAN 4 TO JUNE 30, 2	1,965.28
TOTAL CHECK						5,069.84
59580	A1010	06/26/24	3894 PHONAK U.S.	734	ESTIMATED SHIPPING/HANDLI	20.99
59580	A1010	06/26/24	3894 PHONAK U.S.	734	ROGER FOCUS 11-312 (VELVE	692.47
TOTAL CHECK						713.46
59581	A1010	06/26/24	196 REGIONAL SERVICES & EDUCA	564	SPEECH SERVICES	387.26
59581	A1010	06/26/24	196 REGIONAL SERVICES & EDUCA	564	COUNSELING CONSULT	160.00
TOTAL CHECK						547.26

POWERSCHOOL LLC
DATE: 06/26/2024
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PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

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FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
59582	A1010	06/26/24	5567 SAULNIER SCOPES LLC	430	REPAIR OF MICROSCOPES	788.10
59583	L4020	06/26/24	5749 ALISON TASSINARI	R1611	NUTRITION ACCOUNT REFUND	143.35
59584	A1010	06/26/24	5693 TRIFORM FLOOR COVERING	433	PREPPING AND INSTALLING T	1,600.00
59585	A1010	06/26/24	3884 US BANK EQUIPMENT FINANCE	442	PHS - CANON - 500-0659425	391.66
59585	A1010	06/26/24	3884 US BANK EQUIPMENT FINANCE	442	PHS - CONTRACT CHARGES AN	250.00
TOTAL CHECK						641.66
TOTAL FUND						97,566.06
TOTAL REPORT						97,566.06

POWERSCHOOL LLC
DATE: 06/26/2024
TIME: 14:08:31

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
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FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V59586	A1010	06/26/24	4171 ABSOLUTE DATA DESTRUCTION	421	ADDT FUNDS NEEDED - MARCH	82.20
V59586	A1010	06/26/24	4171 ABSOLUTE DATA DESTRUCTION	421	TOTER SHREDDING BIN FOR S	40.00
V59586	A1010	06/26/24	4171 ABSOLUTE DATA DESTRUCTION	433	YEAR END SHREDDING - PES	93.25
V59586	A1010	06/26/24	4171 ABSOLUTE DATA DESTRUCTION	421	YEAR END SHREDDING ACCOUN	58.75
V59586	A1010	06/26/24	4171 ABSOLUTE DATA DESTRUCTION	421	YEAR END SHREDDING FOR DI	190.00
		TOTAL VOUCHER				464.20
V59587	A1010	06/26/24	4967 AMAZON CAPITAL SERVICES,	610	HONEYWELL 32 OZ DOUBLE BO	62.95
V59587	A1010	06/26/24	4967 AMAZON CAPITAL SERVICES,	610	LIBRARY SUPPLIES - PENS,	583.79
V59587	A1010	06/26/24	4967 AMAZON CAPITAL SERVICES,	A1800	HYPOALLERGENIC BABY WIPES	18.99
V59587	A1010	06/26/24	4967 AMAZON CAPITAL SERVICES,	A1800	PREPAY-ESY SUPPLIES FIRST	45.99
V59587	A1010	06/26/24	4967 AMAZON CAPITAL SERVICES,	640	BOOKSHELVES	678.24
V59587	A1010	06/26/24	4967 AMAZON CAPITAL SERVICES,	610	BOOKCASE	226.08
		TOTAL VOUCHER				1,616.04
V59588	L4020	06/26/24	5181 MEGAN T BARR	610	FOOD FOR WELLNESS END OF	346.93
V59589	A1010	06/26/24	1173 BOOTHBY THERAPY SERVICES,	330	SPEECH LANGUAGE ASSISTANT	2,962.50
V59589	A1010	06/26/24	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS FOR JUNE SERVI	2,940.03
V59589	A1010	06/26/24	1173 BOOTHBY THERAPY SERVICES,	330	SPEECH THERAPY SERVICES P	1,522.47
V59589	A1010	06/26/24	1173 BOOTHBY THERAPY SERVICES,	330	SPEECH THERAPY SERVICES P	3,937.50
V59589	A1010	06/26/24	1173 BOOTHBY THERAPY SERVICES,	330	ADDITIONAL HOURS TO PO 24	3,300.78
V59589	A1010	06/26/24	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS FOR JUNE 2024	499.22
V59589	A1010	06/26/24	1173 BOOTHBY THERAPY SERVICES,	330	SCHOOL PSYCHOLOGIST PMS/P	4,160.00
V59589	A1010	06/26/24	1173 BOOTHBY THERAPY SERVICES,	330	SCHOOL PSYCHOLOGIST PES	5,817.50
		TOTAL VOUCHER				25,140.00
V59590	A1010	06/26/24	1265 BOYDENS LANDSCAPING, LLC	433	FERTILIZER APPLICATION -	6,930.00
V59590	A1010	06/26/24	1265 BOYDENS LANDSCAPING, LLC	433	GRUB CONTROL APPLICATION:	8,610.00
V59590	A1010	06/26/24	1265 BOYDENS LANDSCAPING, LLC	433	IRRIGATION REPAIRS FOR PEL	1,540.00
		TOTAL VOUCHER				17,080.00
V59591	A1010	06/26/24	665 BULLARD CONSULTING LLC	330	ADDT FUNDS NEEDED FOR FEB	1,000.00
V59592	A1010	06/26/24	465 CONSOLIDATED COMMUNICATIO	531	BUSINESS PHONE/CENTRUX LI	639.12
V59593	A1010	06/26/24	360 CONTROL TECHNOLOGIES	433	FAN MOTOR AND BLOWER MOTO	1,976.00
V59593	A1010	06/26/24	360 CONTROL TECHNOLOGIES	433	REBUILT BLOWER ASSEMBLY O	2,344.00
V59593	A1010	06/26/24	360 CONTROL TECHNOLOGIES	433	REMOVE AND REPLACE (2) JE	1,017.00
		TOTAL VOUCHER				5,337.00
V59594	A1010	06/26/24	2595 GOODHEART-WILLCOX PUBLISH	640	EOY - BUSINESS TEXTBOOKS	4,711.50
V59594	A1010	06/26/24	2595 GOODHEART-WILLCOX PUBLISH	640	ESTIMATED SHIPPING/HANDLI	122.96
		TOTAL VOUCHER				4,834.46
V59595	A1010	06/26/24	4736 GRAY CONSULTING AND THERA	330	ASSISTIVE TECHNOLOGY AND	74.50
V59596	A1010	06/26/24	4050 HEAR TO LEARN, LLC	330	AUDIOLOGY SERVICES FOR DI	982.60
V59597	A1010	06/26/24	5591 MANCHESTER COMMUNITY MUSI	330	MUSIC THERAPY FOR OOD STU	246.00
V59597	A1010	06/26/24	5591 MANCHESTER COMMUNITY MUSI	330	TRAVEL CHARGE PER VISIT	54.00
		TOTAL VOUCHER				300.00
V59598	A1010	06/26/24	5547 MSB SCHOOL SERVICES, LLC	810	XLOG -MEDICAID BILLING	2.20
V59599	A1010	06/26/24	4891 NEXT GEN SUPPLY GROUP LLC	610	HEPA FILTER FOR THE NEW B	29.00

POWERSCHOOL LLC
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PELHAM SCHOOL DISTRICT - SAU 28
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FUND - 10 - GENERAL FUND									
CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----		ACCT	-----DESCRIPTION-----	AMOUNT		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHART SCH	335.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHART SCH	285.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHART SCH	80.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	685.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	370.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	250.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	540.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	835.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	250.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	455.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	50.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	455.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	335.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	410.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	165.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	OT SERVICES FOR CHARTER S	465.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	OT SERVICES FOR CHARTER S	475.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	OT SERVICES FOR CHARTER S	135.00		
V59600	A1010	06/26/24	3819	OT WORKS 4 KIDZ	330	SPEECH SERVICES CHARTER S	155.00		
TOTAL VOUCHER							6,730.00		
V59601	L4020	06/26/24	4271	PORT LIGHTING SYSTEMS	734	PMS AV PROJECTOR QUOTE -	28,944.81		
V59601	L4020	06/26/24	4271	PORT LIGHTING SYSTEMS	734	PMS AV LIGHTING QUOTE - S	39,834.10		
V59601	L4020	06/26/24	4271	PORT LIGHTING SYSTEMS	734	PMS GYM AV QUOTE	11,221.09		
TOTAL VOUCHER							80,000.00		
V59602	A1010	06/26/24	4609	THE NEW ENGLAND CENTER FO	330	COOPERATIVE MODEL CLASSRO	6,759.42		
V59602	A1010	06/26/24	4609	THE NEW ENGLAND CENTER FO	330	BCBA CONSULTATION UP TO 7	1,820.00		
V59602	A1010	06/26/24	4609	THE NEW ENGLAND CENTER FO	330	ESTIMATED TRAVEL HOURS	260.00		
V59602	A1010	06/26/24	4609	THE NEW ENGLAND CENTER FO	330	BCBA CONSULTATION PMS	845.00		
V59602	A1010	06/26/24	4609	THE NEW ENGLAND CENTER FO	330	ESTIMATED TRAVEL HOURS	130.00		
V59602	A1010	06/26/24	4609	THE NEW ENGLAND CENTER FO	330	BCBA CONSULTATION TO PRES	612.50		
V59602	L4020	06/26/24	4609	THE NEW ENGLAND CENTER FO	330	ESTIMATED TRAVEL HOURS	130.00		
V59602	A1010	06/26/24	4609	THE NEW ENGLAND CENTER FO	643	ACE ACCESS UP TO 10 STUDE	156.00		
V59602	A1010	06/26/24	4609	THE NEW ENGLAND CENTER FO	643	ADDT STUDENTS (2 TO 3) EA	363.35		
TOTAL VOUCHER							11,076.27		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	564	1:1 AIDE	4,400.34		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	564	OOD TUITION LC	5,402.32		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	564	OOD TUITION STUDENT RF	1,985.10		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	564	RELATED SERVICES OT,PT,SL	2,521.19		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	564	TUITION OOD STUDENT AB	5,016.44		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	564	1:1 AIDE	2,425.36		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	564	SOCIAL WORK 30MIN SESSION	233.78		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	330	SLP-EVAL	434.72		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	330	EXTENDED EVALAUATION ASSE	401.28		
V59603	A1010	06/26/24	210	VALLEY COLLABORATIVE	330	FBA-EVAL	668.80		
TOTAL VOUCHER							23,489.33		
V59604	A1010	06/26/24	1691	WADLEIGH, STARR & PETERS,	335	SPECIAL EDUCATION LEGAL S	377.00		
V59604	A1010	06/26/24	1691	WADLEIGH, STARR & PETERS,	335	SPECIAL EDUCATION LEGAL S	841.00		
V59604	A1010	06/26/24	1691	WADLEIGH, STARR & PETERS,	335	SPECIAL EDUCATION LEGAL S	690.00		
V59604	A1010	06/26/24	1691	WADLEIGH, STARR & PETERS,	335	SPECIAL EDUCATION LEGAL S	522.00		
TOTAL VOUCHER							2,430.00		

POWERSCHOOL LLC
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PELHAM SCHOOL DISTRICT - SAU 28
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FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V59605	A1010	06/26/24	475 WB MASON COMPANY, INC.	610	COPY PAPER	891.80
V59605	A1010	06/26/24	475 WB MASON COMPANY, INC.	610	COPY PAPER	95.55
V59605	A1010	06/26/24	475 WB MASON COMPANY, INC.	610	5 GALLON JUGS OF WATER FO	47.91
V59605	A1010	06/26/24	475 WB MASON COMPANY, INC.	610	WATER BOTTLE DEPOSIT	18.00
V59605	A1010	06/26/24	475 WB MASON COMPANY, INC.	610	WATER BOTTLE DEPOSIT	-18.00
V59605	A1010	06/26/24	475 WB MASON COMPANY, INC.	610	WATER PO241807	-60.00
V59605	A1010	06/26/24	475 WB MASON COMPANY, INC.	610	WATER BOTTLE DEPOSIT	-18.00
V59605	L4020	06/26/24	475 WB MASON COMPANY, INC.	610	PAPER SUPPLIES JUNE PHS	130.89
V59605	L4020	06/26/24	475 WB MASON COMPANY, INC.	610	PAPER SUPPLIES JUNE PES	106.28
TOTAL VOUCHER						1,194.43
V59606	A1010	06/26/24	4691 WINDHAM ACADEMY PUBLIC CH	330	COUNSELING SERVICES UP TO	150.00
V59606	A1010	06/26/24	4691 WINDHAM ACADEMY PUBLIC CH	332	SERVICES CHARTER STUDENT	585.00
V59606	A1010	06/26/24	4691 WINDHAM ACADEMY PUBLIC CH	332	SERVICES FOR CHARTER STUD	50.00
V59606	A1010	06/26/24	4691 WINDHAM ACADEMY PUBLIC CH	332	SERVICES CHARTER STUDENT	265.00
V59606	A1010	06/26/24	4691 WINDHAM ACADEMY PUBLIC CH	332	SERVICES CHARTER STUDENT	20.00
V59606	A1010	06/26/24	4691 WINDHAM ACADEMY PUBLIC CH	330	COUNSELING SERVICES UP TO	60.00
V59606	A1010	06/26/24	4691 WINDHAM ACADEMY PUBLIC CH	332	SERVICES CHARTER STUDENT	60.00
V59606	A1010	06/26/24	4691 WINDHAM ACADEMY PUBLIC CH	332	SERVICES FOR CHARTER STUD	30.00
TOTAL VOUCHER						1,220.00
TOTAL FUND						183,986.08
TOTAL REPORT						183,986.08

Signature Certificate

Reference number: RJ35R-8KVG4-YSK7R-GSLFE

Signer

Timestamp

Signature

Darlene Greenwood

Email: dagreenwood@pelhamsd.org

Sent: 26 Jun 2024 21:42:52 UTC
Viewed: 26 Jun 2024 21:43:57 UTC
Signed: 26 Jun 2024 21:44:16 UTC

Darlene Greenwood

Recipient Verification:

✓ Email verified 26 Jun 2024 21:43:57 UTC

IP address: 73.142.11.147
Location: Merrimack, United States

Deborah Mahoney

Email: dmahoney@pelhamsd.org

Sent: 26 Jun 2024 21:42:52 UTC
Viewed: 26 Jun 2024 21:42:56 UTC
Signed: 26 Jun 2024 21:44:29 UTC

Deborah Mahoney

Recipient Verification:

✓ Email verified 26 Jun 2024 21:43:46 UTC

IP address: 47.22.49.114
Location: Clifton, United States

G. David Wilkerson

Email: dwilkerson@pelhamsd.org

Sent: 26 Jun 2024 21:42:52 UTC
Viewed: 26 Jun 2024 21:56:36 UTC
Signed: 26 Jun 2024 21:56:50 UTC

G. David Wilkerson

Recipient Verification:

✓ Email verified 26 Jun 2024 21:56:36 UTC

IP address: 104.28.39.118
Location: Lakeville, United States

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27 Jun 2024 12:27:15 UTC

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Troy Bressette

Email: tbressette@pelhamsd.org

Sent:


26 Jun 2024 21:42:52 UTC

Viewed:

26 Jun 2024 22:32:13 UTC

Signed:

26 Jun 2024 22:32:39 UTC



Recipient Verification:

✓ Email verified

26 Jun 2024 22:32:13 UTC

IP address: 72.95.102.185

Location: Dublin, United States

Eric McGee

Email: cmcgee@pelhamsd.org

Sent:

26 Jun 2024 21:42:52 UTC

Viewed:

27 Jun 2024 00:10:59 UTC

Signed:

27 Jun 2024 00:11:14 UTC



Recipient Verification:

✓ Email verified

27 Jun 2024 00:10:59 UTC

IP address: 174.169.76.187

Location: Nashua, United States

Arlanna Garcia

Email: districttreasurer@pelhamsd.org

Sent:

26 Jun 2024 21:42:52 UTC

Viewed:

27 Jun 2024 12:26:39 UTC

Signed:

27 Jun 2024 12:27:15 UTC



Recipient Verification:

✓ Email verified

27 Jun 2024 12:26:39 UTC

IP address: 73.159.132.102

Location: Pelham, United States

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PELHAM SCHOOL DISTRICT PAYROLL VOUCHER

Voucher No: 551
 Voucher Date: 7/3/2024
 Prepared By: Meghan Deschenes
 Generated Date: 7/2/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$151,004.80 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end).

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

ERIC MCGEE	SUPERINTENDENT OF SCHOOLS
GARRETT ABARE	SCHOOL BOARD
TROY BRESSETTE	SCHOOL BOARD CHAIR
REBECCA CUMMINGS	SCHOOL BOARD
DARLENE GREENWOOD	SCHOOL BOARD
G. DAVID WILKERSON	SCHOOL BOARD VICE CHAIR
PELHAM SCHOOL DISTRICT	

Arlanna Garcia, TREASURER		AMOUNT
	DIRECT DEPOSIT	\$109,136.12
	CHECKS	\$2,282.24
	MANUAL	\$0.00
	VOID	\$0.00
	FEDERAL TAXES	\$38,572.10
	MASS TAXES	\$1,014.34
	TOTAL:	\$151,004.80

SUNGARD K-12 EDUCATION
DATE: 07/01/2024
TIME: 14:38:15

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 551 FY25- 7/03/2024

PAGE NUMBER: 1
MODULE NUM: PAYCHK33
PAY PERIOD END 06/27/2024
CHECK DATE 07/03/2024

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
507719	1973	MACKAY, ROBERT C	.00	1,262.78
507720	1591	NESKEY, STEPHEN J	.00	1,019.46
V179383	538	COVART, NICOLE	23.09	.00
V179384	1291	GARCIA, ARLANNA	230.87	.00
V179385	512	BIANCHI, SUSAN J	1,505.32	.00
V179386	2036	BROWN, JOSEPH W	1,084.39	.00
V179387	2017	DELANGIE, CULLEN	1,233.38	.00
V179388	2002	GOULET, KYLA M	.00	.00
V179389	145	HANSEN, VICTORIA L	1,354.00	.00
V179390	1889	INFANTE, STEPHANIE R	29.87	.00
V179391	256	LABONTE, KELLY L	2,698.14	.00
V179392	1594	LEE, ALYSSA F	21.52	.00
V179393	2155	LIBBY, AMIE R	22.40	.00
V179394	2128	MACDONALD, TARA N	2,780.24	.00
V179395	2201	MELENDEZ, NORBERTO	1,022.84	.00
V179396	1981	NAVA, GUADALUPE	1,397.79	.00
V179397	1743	PACE, CAITLIN E	8.77	.00
V179398	1896	PORTALLA, ANGELA J	98.41	.00
V179399	2196	PURCELL, ELIZABETH F	2,918.36	.00
V179400	2147	SAN ANTONIO, KAILEY	211.41	.00
V179401	1826	SHIELDS, JANE A	317.49	.00
V179402	84	STRUTH, KERRY A	2,836.33	.00
V179403	2031	TEMMALLO, TARYN C	1,992.85	.00
V179404	2043	TERRIO, REBECCA L	.00	.00
V179405	1097	VAN AUKEN, BRUCE	1,212.04	.00
V179406	1030	VAN VRANKEN, JESSICA	3,130.44	.00
V179407	2164	WITTS, DAVID A	1,179.68	.00
V179408	2131	WONG-SIERRA, CHRYSTA	29.87	.00
V179409	1912	ARSENEAULT, JACOB M	1,024.00	.00
V179410	1806	BARRIERE, ADAM J	2,892.84	.00
V179411	1651	BRUNELLE, CYNTHIA S	1,366.83	.00
V179412	1186	CARMODY, KAITLIN M	2,805.55	.00
V179413	1551	CHURCHILL, KAREN A	1,549.61	.00
V179414	1589	CURTIN, CHRISTOPHER B	2,212.80	.00
V179415	2021	DAILEY, JOSEPH A	804.80	.00
V179416	2081	ERELLI, ERICA N	207.44	.00
V179417	2141	GAUTHIER, ALEXANDRIA	205.18	.00
V179418	1495	GRIFFIN, PAUL D	1,208.60	.00
V179419	2197	HOLMES, KELLY A	2,974.14	.00
V179420	2198	HUFFT, JUSTIN C	3,110.75	.00
V179421	1869	JIANG-DEMETRION, DARLENE E	.00	.00
V179422	449	KRESS, HEATHER LAGASSE	192.84	.00
V179423	446	KRESS, TODD W	2,933.46	.00
V179424	2110	LEPPANEN, TESSA M	1,417.29	.00
V179425	1702	MEAD, DAWN M	3,499.71	.00
V179426	1905	NESKEY, KAREN R	955.00	.00
V179427	43	PERIGNY, GUY G	755.74	.00
V179428	1978	SANDS, BRIAN T	3,083.10	.00
V179429	508	WILKINS JR, RAYMOND T	1,711.30	.00
V179430	1946	YOUNG, LINDSEY D	22.40	.00
V179431	2037	ZILIFIAN, VAHRAM A	1,471.99	.00
V179432	1832	AYOTTE, KENNETH D	1,362.23	.00
V179433	1744	DELUCIA, MEGAN C	17.40	.00
V179434	2093	DRISCOLL, BRIAN K	.42	.00
V179435	2161	HALL, DERREK A	1,395.13	.00
V179436	1779	HALL, KEVIN R	1,169.53	.00

SUNGARD K-12 EDUCATION
DATE: 07/01/2024
TIME: 14:38:15

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 551 FY25- 7/03/2024

PAGE NUMBER: 2
MODULE NUM: PAYCHK33
PAY PERIOD END 06/27/2024
CHECK DATE 07/03/2024

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
V179437	1987	JAMES, JANELLE N	22.40	.00
V179438	1237	LORENTZEN, CHRISTOPHER	1,390.30	.00
V179439	1977	MEDLOCK, ZACHARY BRIAN	3,425.66	.00
V179440	2060	NORTHROP, CHERYL	2,696.09	.00
V179441	1426	PERRY, BEVERLY M	1,043.19	.00
V179442	1694	PRAETZ, DANIEL J	1,653.12	.00
V179443	2058	SECCARECCIO, MICHELLE L	1,373.19	.00
V179444	2122	BARKDOLL, TONI M	3,105.95	.00
V179445	1318	BARR, MEGAN T	1,397.65	.00
V179446	1960	DESCHENES, MEGHAN	812.94	.00
V179447	1294	DOUCETTE, JOYCE P	1,895.97	.00
V179448	1440	LAVACCHIA, CHRISTINE R	1,984.57	.00
V179449	2044	LORD, KEITH A	3,038.79	.00
V179450	1293	MAHONEY, DEBORAH A	2,708.62	.00
V179451	1609	MARANDOS, SARAH E	3,357.75	.00
V179452	1362	MAZZARIELLO, ERIN M	1,575.66	.00
V179453	1866	MC GEE, ERIC S	4,183.30	.00
V179454	2123	NOYES, KIMBERLY E	3,390.60	.00
V179455	1361	RODRIGUE, KRISTEN A	1,591.41	.00
V179456	1796	TETREAULT, CHRISTINA G	799.38	.00
TOTAL		76 CHECKS ISSUED	109,136.12	2,282.24

D Mahoney
7-1-24

Deposit Confirmation

Your payment has been accepted.

Payment Successful

An EFT Acknowledgement Number has been provided for this payment. Please keep this number for your records.

REMINDER: REMEMBER TO FILE ALL RETURNS WHEN DUE!

EFT ACKNOWLEDGEMENT NUMBER:	270458531751507
-----------------------------	-----------------

PLEASE NOTE

Any amounts represented in the subcategories of Social Security, Medicare, and Income Tax Withholding are for informational purposes only.

Payment Information	Entered Data
Taxpayer EIN	xxxxx0676
Tax Form	941 Employers Federal Tax
Tax Type	Federal Tax Deposit
Tax Period	Q3/2024
Payment Amount	\$38,572.10
Settlement Date	07/03/2024
Subcategories:	
1 Social Security	\$18,974.16
2 Medicare	\$4,437.56
3 Tax Withholding	\$15,160.38
Account Number	xxxxxx6612
Account Type	CHECKING
Routing Number	011401533
Bank Name	CITIZENS BANK NA



Payment - Confirmation

- **Confirmation Number:** 1-641-163-552
- **Submitted Date and Time:** 7/2/2024 7:12:46 AM
- **Taxpayer Name:** PELHAM SCHOOL DISTRICT
- **Account ID:** WTH-10997662-002

Please review the submission information below for your payment made to the Department of Revenue.

You may want to print a copy for your records.

You have scheduled your payment to be debited from your bank account on 7/3/2024. You can delete your pending scheduled payment until 4:00pm on 7/2/2024.

- **Paid For:** PELHAM SCHOOL DISTRICT
- **Account ID:** WTH-10997662-002
- **Paid From:** CITIZENS BANK NA ****6612
- **Payment Amount:** \$1,014.34
- **Filing Period:** 30-Sep-2024
- **Payment Effective Date:** 7/3/2024
- **Payment Type:** Return Payment

Please note payments can take 2-3 business days from the *Payment Effective Date* to be debited from your bank account. It is your responsibility to review your bank statement to confirm the transaction was completed.

View Your Submission

You can view details about your submission any time by logging into your MassTaxConnect account, selecting the **More...** tab, and clicking the **Search Submissions** link under the **Submissions** section. Submissions in a status of *Submitted* can be viewed and deleted by clicking the corresponding hyperlinks. Depending on the submission type, you may also have an *Edit* hyperlink which allows you to make changes to the submission.

Contact Us

If you need further assistance, please contact the Department of Revenue at (617) 887-6367 or toll-free in Massachusetts at (800) 392-6089. Business hours are Monday through Friday, 9:00 a.m. to 4:00 p.m.

OK

Print Confirmation



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PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: PAY551P Voucher Date: 7/3/2024 Prepared By: Joyce Doucette
 Printed: 7/1/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$7,287.55** on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

ERIC MCGEE SUPERINTENDENT OF SCHOOLS
 GARRETT ABARE SCHOOL BOARD
 TROY BRESSETTE SCHOOL BOARD CHAIR
 REBECCA CUMMINGS SCHOOL BOARD
 DARLENE GREENWOOD SCHOOL BOARD
 G. DAVID WILKERSON SCHOOL BOARD VICE CHAIR
 PELHAM SCHOOL DISTRICT

ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
10	GENERAL FUND/CHECKS	\$0.00
10	GENERAL FUND/EFT	\$7,287.55
TOTAL:		<u><u>\$7,287.55</u></u>

POWERSCHOOL LLC
DATE: 07/01/2024
TIME: 15:20:33

PELHAM SCHOOL DISTRICT - SAU 28
CHECK AND VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND							
CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT	
V59607	A1010	07/03/24	3913 000388 - ASPIRE	L4730	DED:6218 ASPIRE	200.00	
V59608	A1010	07/03/24	12 COREBRIDGE FINANCIAL	L4730	DED:6214 COREBRIDGE	800.00	
V59609	A1010	07/03/24	7 EQUITABLE EQUI-VEST	L4730	DED:6000 AXA EQUIT	200.00	
V59609	A1010	07/03/24	7 EQUITABLE EQUI-VEST	L4730	DED:6200 AXA EQUIT	470.00	
TOTAL VOUCHER						670.00	
V59610	A1010	07/03/24	8 FIDELITY-PLAN51251	L4730	DED:6002 FIDELITY	420.00	
V59610	A1010	07/03/24	8 FIDELITY-PLAN51251	L4730	DED:6202 FIDELITY	4,293.00	
V59610	A1010	07/03/24	8 FIDELITY-PLAN51251	L4730	DED:6203 FIDELITY	204.55	
TOTAL VOUCHER						4,917.55	
V59611	A1010	07/03/24	6 HORACE MANN LIFE	L4730	DED:6206 HMANN	700.00	
TOTAL FUND						7,287.55	
TOTAL REPORT						7,287.55	

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: AP071024
Voucher Date: 7/10/2024
Prepared By: Joyce Doucette
Generated Date: 7/10/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$3,631,495.15 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 ERIC MCGEE SUPERINTENDENT OF SCHOOLS

 GARRETT ABARE SCHOOL BOARD

 TROY BRESSETTE SCHOOL BOARD CHAIR

 REBECCA CUMMINGS SCHOOL BOARD

 DARLENE GREENWOOD SCHOOL BOARD

 G. DAVID WILKERSON SCHOOL BOARD VICE CHAIR

 PELHAM SCHOOL DISTRICT

 ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
10	GENERAL FUND	\$16,296.50
21	FOOD SERVICE FUND	\$0.00
22	GRANTS FUND	\$4,604.24
25	OTHER SPECIAL FUND	\$0.00
10	EFT -GENERAL FUND	\$3,604,219.41
21	EFT -FOOD SERVICE FUND	\$6,375.00
22	EFT -GRANTS FUND	\$0.00
25	EFT -OTHER SPECIAL FUND	\$0.00
	TOTAL:	\$3,631,495.15

POWERSCHOOL LLC
DATE: 07/10/2024
TIME: 11:27:06

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
59612	L4020	07/10/24	5318 JEAN K BAKER	580	ISTE 2024 CONFERENCE JUNE	1,604.62
59612	A1010	07/10/24	5318 JEAN K BAKER	580	FOOD REIMBURSEMENT FOR JE	134.99
		TOTAL CHECK				1,739.61
59613	A1010	07/10/24	3657 BMO MASTERCARD	610	ESY PHS SUPPLIES DOLLAR T	26.25
59613	A1010	07/10/24	3657 BMO MASTERCARD	610	HANNAFORD-LIFE SKILLS	24.53
59613	A1010	07/10/24	3657 BMO MASTERCARD	890	SPIRIT WRISTBANDS PURCHAS	315.00
59613	A1010	07/10/24	3657 BMO MASTERCARD	580	HOTEL (HILTON) FOR CONFER	615.38
59613	A1010	07/10/24	3657 BMO MASTERCARD	580	AIRPORT TRANSPORTATION TO	56.00
59613	A1010	07/10/24	3657 BMO MASTERCARD	580	HOTEL (HILTON) FOR CONFER	627.96
59613	A1010	07/10/24	3657 BMO MASTERCARD	580	HOTEL (HILTON) FOR JUNE C	626.18
59613	A1010	07/10/24	3657 BMO MASTERCARD	580	TRANSPORTATION TO AND FRO	56.00
59613	A1010	07/10/24	3657 BMO MASTERCARD	275	NATIONAL CONFERENCE ON SC	770.00
59613	A1010	07/10/24	3657 BMO MASTERCARD	890	BANNERS FOR HALLWAYS - CU	44.18
59613	A1010	07/10/24	3657 BMO MASTERCARD	890	ESTIMATED SHIPPING/HANDLI	15.11
59613	A1010	07/10/24	3657 BMO MASTERCARD	890	KOOZIES, PENS, COASTERS	231.00
59613	A1010	07/10/24	3657 BMO MASTERCARD	534	OVERNIGHT POSTAGE	30.45
59613	L4020	07/10/24	3657 BMO MASTERCARD	320	BER WORKSHOP 7/9-7/12/24	1,395.00
59613	A1010	07/10/24	3657 BMO MASTERCARD	610	SUPPLIES	21.98
		TOTAL CHECK				4,855.02
59614	A1010	07/10/24	3087 ARLANNA GARCIA	580	TREASURER MILEAGE JAN 1,	296.14
59615	A1010	07/10/24	1390 TODD W KRESS	L4201	TOTES FOR SPORTS EQUIPMEN	134.78
59616	A1010	07/10/24	2080 KELLY L LABONTE	580	REIMBURSEMENT FOR TRANSPO	95.86
59617	L4020	07/10/24	1049 PATRICIA A LAMONTAGNE	580	ISTE NATIONAL CONFERENCE	1,604.62
59618	A1010	07/10/24	1492 RIDDELL / ALL AMERICAN	610	ANNUAL FOOTBALL RECONDITI	2,711.09
59619	A1010	07/10/24	901 KERRY A STRUTH	580	REIMBURSEMENT FOR TRANSPO	200.62
59620	A1010	07/10/24	198 STATE OF NH, TREASURER	810	FEE FOR MEGAN BARR TO BEC	75.00
59621	A1010	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	738	ONE ADDITIONAL CAMERA MOU	1,346.00
59621	A1010	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	738	REPLACE 4 EXITING PES INT	2,126.00
59621	A1010	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	738	TWO ADDITIONAL CAMERA AT	3,399.00
59621	A1010	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	738	TWO ADDITIONAL CAMERAS IN	2,317.00
		TOTAL CHECK				9,188.00
		TOTAL FUND				20,900.74
		TOTAL REPORT				20,900.74

POWERSCHOOL LLC
DATE: 07/10/2024
TIME: 11:46:40

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	30.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	30.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	30.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	85.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	120.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
V59622	A1010	07/10/24	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
		TOTAL VOUCHER				779.00
V59623	A1010	07/10/24	3003 APPLE INC. EDUCATION	650	TOUCHCHAT WITH WORD POWER	299.99
V59624	A1010	07/10/24	5290 BEACON INTEGRATED Solutio	330	OWNER'S AGENT SUPPORT SER	440.00
V59624	A1010	07/10/24	5290 BEACON INTEGRATED Solutio	330	OWNER'S AGENT SUPPORT SER	280.00
		TOTAL VOUCHER				720.00
V59625	A1010	07/10/24	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS FOR JUNE SERVI	761.25
V59625	A1010	07/10/24	1173 BOOTHBY THERAPY SERVICES,	330	SPEECH THERAPY SERVICES P	525.00
V59625	A1010	07/10/24	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS FOR JUNE 2024	1,068.75
V59625	A1010	07/10/24	1173 BOOTHBY THERAPY SERVICES,	330	PLUS AC 8HR PER WK REMOTE	802.85
V59625	A1010	07/10/24	1173 BOOTHBY THERAPY SERVICES,	330	SCHOOL PSYCHOLOGIST PES	269.65
		TOTAL VOUCHER				3,427.50
V59626	A1010	07/10/24	360 CONTROL TECHNOLOGIES	432	WORKED ON GETTING THE PES	1,958.21
V59627	A1010	07/10/24	3008 CONWAY OFFICE SOLUTIONS	433	PES - AM351 - SERIAL #KBM	298.24
V59628	L4020	07/10/24	2249 EMS LINQ INC.	446	MENU PLANNING W/ NUTRITIO	1,395.00
V59628	L4020	07/10/24	2249 EMS LINQ INC.	446	POINT OF SERVICE - TPOS10	1,560.00
V59628	L4020	07/10/24	2249 EMS LINQ INC.	446	PRODUCTION RECORDS - TPEO	1,485.00
V59628	L4020	07/10/24	2249 EMS LINQ INC.	446	STUDENT MANAGEMENT W/ APP	1,935.00
		TOTAL VOUCHER				6,375.00
V59629	A1010	07/10/24	463 HEALTH TRUST	212	INV #1513656-58; \$294647.	525.31
V59629	A1010	07/10/24	463 HEALTH TRUST	211	INV #1513656-58; \$294647.	10,447.19
V59629	A1010	07/10/24	463 HEALTH TRUST	L4750	INV #1513656-58; \$294647.	22,911.94
V59629	A1010	07/10/24	463 HEALTH TRUST	L4740	INV #1513656-58; \$294647.	380,016.68
		TOTAL VOUCHER				413,901.12
V59630	A1010	07/10/24	483 J.W. PEPPER & SON, INC.	L4201	SHEET MUSIC - PRIOR YR PA	144.95
V59631	A1010	07/10/24	3744 JP PEST SERVICES INC.	433	MONTHLY PEST SERVICE FOR	78.00
V59631	A1010	07/10/24	3744 JP PEST SERVICES INC.	433	MONTHLY PEST SERVICE FOR	287.00
V59631	A1010	07/10/24	3744 JP PEST SERVICES INC.	433	MONTHLY PEST SERVICE FOR	131.56
		TOTAL VOUCHER				496.56
V59632	A1010	07/10/24	5750 KS STATEBANK	442	LEASE 375 LENOVO 300E YOG	36,178.44
V59633	A1010	07/10/24	388 LHS ASSOCIATES INC.	442	NH ACCUVOTE 6 MONTH HARDW	100.00
V59633	A1010	07/10/24	388 LHS ASSOCIATES INC.	442	NH ACCUVOTE 6 MONTH SUPPO	100.00
		TOTAL VOUCHER				200.00
V59634	A1010	07/10/24	5547 MSB SCHOOL SERVICES, LLC	810	XLOG -MEDICAID BILLING	1.51
V59635	A1010	07/10/24	3890 NEW ENGLAND COPY SPECIALI	433	PHS - COPIER USAGE - QUAR	72.07

POWERSCHOOL LLC
 DATE: 07/10/2024
 TIME: 11:46:40

PELHAM SCHOOL DISTRICT - SAU 28
 VOUCHER REGISTER

PAGE NUMBER: 2
 VENCHK11
 ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V59635	A1010	07/10/24	3890 NEW ENGLAND COPY SPECIALI	433	PHS - COPIER USAGE - QUAR	14.44
		TOTAL VOUCHER				86.51
V59636	A1010	07/10/24	3684 NEW HAMPSHIRE MUNICIPAL B	830	BOND PAYMENT - INTEREST F	228,217.50
V59636	A1010	07/10/24	3684 NEW HAMPSHIRE MUNICIPAL B	910	BOND PAYMENT - PRINCIPAL	1,035,000.00
V59636	A1010	07/10/24	3684 NEW HAMPSHIRE MUNICIPAL B	830	BOND PAYMENTS - INTEREST	486,645.00
V59636	A1010	07/10/24	3684 NEW HAMPSHIRE MUNICIPAL B	910	BOND PAYMENTS - PRINCIPAL	1,375,000.00
		TOTAL VOUCHER				3,124,862.50
V59637	A1010	07/10/24	4593 SCENARIO LEARNING LLC	446	24-25 RENEWAL	33.80
V59637	A1010	07/10/24	4593 SCENARIO LEARNING LLC	446	24-25 RENEWAL	6,635.20
		TOTAL VOUCHER				6,669.00
V59638	A1010	07/10/24	4609 THE NEW ENGLAND CENTER FO	L4201	BCBA CONSULTATION TO PRES	70.00
V59639	A1010	07/10/24	210 VALLEY COLLABORATIVE	L4201	OOD EVALUATION PLACEMENT	2,357.30
V59640	A1010	07/10/24	2815 JESSICA VAN VRANKEN	580	REIMBURSEMENT FOR TRANSP	143.58
V59641	A1010	07/10/24	4808 WHALLEY COMPUTER ASSOCIAT	650	GOOGLE CHROME LICENSES FO	11,625.00
		TOTAL FUND				3,610,594.41
		TOTAL REPORT				3,610,594.41

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: BFPMS68
Voucher Date: 7/10/2024
Prepared By: Joyce Doucette
Generated Date: 7/10/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$32,446.40** on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 ERIC MCGEE SUPERINTENDENT OF SCHOOLS

 GARRETT ABARE SCHOOL BOARD

 TROY BRESSETTE SCHOOL BOARD CHAIR

 REBECCA CUMMINGS SCHOOL BOARD

 DARLENE GREENWOOD SCHOOL BOARD

 G. DAVID WILKERSON SCHOOL BOARD VICE CHAIR

PELHAM SCHOOL DISTRICT

 ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
30	BUILDING FUND	<u>\$3,423.13</u>
30	EFT -BUILDING FUND	<u>\$29,023.27</u>
	TOTAL:	<u><u>\$32,446.40</u></u>

POWERSCHOOL LLC
DATE: 07/10/2024
TIME: 14:54:49

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
59642	L4020	07/10/24	5393 KEACH NORDSTROM ASSOCIATE	330	CIVIL/SITE ENGINEERING CO	199.43
59643	L4020	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	734	3FT CAT6 PATCH CABLE	23.70
59643	L4020	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	734	AXIS M3086-V NETWORK CAME	1,107.00
59643	L4020	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	734	INSTALLATION, CONFIGURATI	1,400.00
59643	L4020	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	734	MILESTONE 2YR CARE PLUS F	162.00
59643	L4020	07/10/24	4829 WIRE TO WIRE TECHNOLOGIES	734	XPROTECT PROFESSIONAL+ DE	531.00
TOTAL CHECK						3,223.70
TOTAL FUND						3,423.13
TOTAL REPORT						3,423.13

POWERSCHOOL LLC
DATE: 07/10/2024
TIME: 15:00:24

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V59644	L4020	07/10/24	4872 GREENMAN PEDERSEN, INC.	L4201	AS-BUILD DRAWINGS - SERVI	6,300.00
V59645	L4020	07/10/24	4707 HARRIMAN ASSOCIATES	330	PELHAM MEMORIAL SCHOOL PH	12,345.13
V59646	L4020	07/10/24	539 MILLER ENGINEERING & TEST	L4201	SPECIAL INSPECTOR - SERVI	340.00
V59647	L4020	07/10/24	2810 TRIDENT BUILDING, LLC	330	PMS IMPROVEMENTS PROJ CLO	10,000.00
V59647	L4020	07/10/24	2810 TRIDENT BUILDING, LLC	330	REIMBURSABLE ITEMS CHARGE	38.14
TOTAL VOUCHER						10,038.14
TOTAL FUND						29,023.27
TOTAL REPORT						29,023.27

PELHAM SCHOOL DISTRICT, SAU28

Professional Nomination

Academic Year: 2024-2025

School Board Meeting 07/10/2024

NAME	POSITION LOCATION	SALARY GRADE/STEP	POSITION ASSIGNMENT
Lauren Burgess	PHS	\$44,697	Math Teacher
Kirsten Figueiredo	PES	\$57,915	1:1 Nurse
Tracy Acker	PES	\$27,316.50	Preschool Teacher (Part-Time)
Julie Phelan	PHS	\$74,767	School Nurse