



Pelham School Board Meeting Agenda

August 14, 2024

Dinner - 5:00 pm

Meeting - 6:30 pm

PHS 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

In place of a presentation, the Board will share dinner with the Superintendent and his team (principals and directors) from 5:00 to approximately 6:15.

II. Non Public Session 91-A:3 (II) (I) Consideration of legal advice provided by legal counsel.

III. Return to Public Session

C. Main Issues

1. Goal Setting
 - a) Explanation: Superintendent McGee will review a draft of goals for the coming school year. The Board will have an opportunity to review them and provide feedback. The intent is to finalize these goals by the August 28 meeting.
 - b) Materials
 - (1) Final Update on Progress on Goals for 2023-24
 - (2) Draft Goals for 2024-25
2. Policy Review

- a) Explanation: The Policy Committee is presenting the following policy changes for consideration.
- b) Materials:
 - (1) First Reading
 - (a) Title IX Regulation: The federal government updated its regulations regarding Title IX, the federal law that prohibits sex-based discrimination in any school or educational program that receives funding from the federal government. The NHSBA recommends the Board make these changes immediately.
 - (i) AC - Nondiscrimination, Equal Opportunity Employment, and Anti-Discrimination Plan
 - (ii) ACA - Discrimination and Harassment Grievance Procedure (new policy)
 - (iii) ACAC - Title IX Prohibition of Sex Discrimination and Sex-Based Harassment: Policy and Grievance Procedure
 - (a) ACAC (current policy for reference)
 - (iv) ACE - Procedural Safeguards: Nondiscrimination on the Basis of Disability
 - (v) ACN - Accommodation of Lactation Needs
 - (vi) GBAM - Accommodation of Pregnancy and Related Medical Conditions: Personnel (new policy)
 - (vii) IHBCA - Accommodation of Pregnancy and Related Medical Conditions: Students
 - (a) JIE - Pregnant Students (to be rescinded)
 - (b) JLDDB - Suicide Prevention and Response Plan
 - (c) KED - Facilities or Services - Grievance Procedure (Section 504) (to be rescinded)
 - (2) Second Reading
 - (a) JKAA - Use of Restraints and Seclusion
 - (b) ACF - Food and Nutrition Services Anti-Discrimination and Civil Rights Complaints (New policy)
 - (c) ADB/GBEC - Drug-Free Workplace & Drug-Free Schools
 - (d) ADC - Prohibitions Regarding Use and Possession of Tobacco Products

D. Board Member Reports

E. Consent Agenda

- 1. Adoption of Minutes
 - a) 2024.06.19 School Board Minutes
 - b) 2024.06.19 School Board Non Public Minutes
 - c) 2024.07.10 School Board Minutes
 - d) 2024.07.10 School Board Non Public Minutes
- 2. Vendor and Payroll Manifests

- a) 552 \$185,832.43 (previously signed)
- b) PAY552P \$ 79,151.48 (previously signed)
- c) PAY552M \$ 201.39 (previously signed)
- d) BFPMS69 \$230,796.54 (previously signed)
- e) DU072424 \$ 19,499.85 (previously signed)
- f) AP072424 \$645,008.57 (previously signed)
- g) 553 \$ 195,709.58
- h) PAY553P \$ 6,410.44
- i) 554 \$ 179,398.92
- j) PAY554P \$ 6,310.55
- k) BFPMS70 \$ 33,993.06
- l) DU081424 \$ 6,030.00
- m) AP081424 \$1,110,201.28

3. Correspondence and Information

4. Enrollment Report

5. Staffing Updates

a) Leaves

b) Resignations

- | | | |
|-------------------------|-----|-----------------------------|
| (1) Lisa Stevens | PHS | Teacher - Special Education |
| (2) Kristen Descheneaux | PMS | Teacher - Grade 6 ELA |
| (3) Dorothy Madden | PMS | Teacher Special Education |

c) Retirements

d) Nominations

- | | | |
|----------------------|-----|--------------------------------|
| (1) Pamela Sylvain | PHS | Teacher - Math |
| (2) Timothy Jozokos | PHS | Teacher - Chemistry |
| (3) Andrew Pitney | PMS | Teacher - Grade 6 SS |
| (4) Leslie Fernandez | PES | Long Term Substitute - Grade 1 |
| (5) Kerilyn Walsh | PMS | Teacher - Grade 6 ELA |

F. Future Agenda Planning

G. Future Meetings

- | | | |
|----------------------|----------------------|--------|
| 6. August 28, 2024 | School Board Meeting | 6:30PM |
| 7. September 4, 2024 | School Board Meeting | 6:30PM |

IV. Non Public Session 91-A:3 (II) (if needed)

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

Only the following matters shall be considered or acted upon in nonpublic session:

- (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. 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.

*Updated on 01/27/2023

Eric "Chip" McGee, Ed.D.
Superintendent



Sarah Marandos, Ed.D.
Assistant Superintendent

Deb Mahoney
Business Administrator

Toni Barkdoll
Director of Human Resources

Keith Lord
Director of Technology

*59A Marsh Road
Pelham, NH 03076*

*T: (603)-635-1145
F: (603)-635-1283*

Kimberly Noyes
Director of Student Services

To: Pelham School Board
From: Chip McGee
Re: Progress on Pelham School District Goals for the 2023-24 School Year
Date: June 5, 2024
Cc: Sarah Marandos, Assistant Superintendent
Deb Mahoney, Business Administrator

At the August 30, 2023 meeting, the Board approved these goals for the 2023-24 school year.

1. Improve Student Performance in Mathematics
2. Develop a Culture of Belonging
3. Make Pelham one of the best places to work

This is our second update on our progress this year.

Goal 1: Improve Student Performance in Mathematics (Year 3 of 3; complete for 2023-24)

Goal

For grades 3 - 8, our goal has been to improve our performance on the math portion of the New Hampshire State Assessment System to be in the top 5 among our 12 peer districts.

For high school, our goal was to increase by 5% per year the number of students at Pelham High School whose SAT score is at the College Board benchmark of "college and career ready."

Actions Complete in 2023-24

- Reinstated our district wide curriculum vertical teams including mathematics.
- Coordinated efforts between the schools through teacher leaders..
- Taught a Mathematical Practices Professional Learning Series for teachers K-12 by our math coaches. Topics were:
 - Persevering in Making Sense of Rigorous Problems
 - Using Discourse to Engage with My Own Thinking and the Thinking of Others
 - Connecting Representations to Reason Abstractly and Quantitatively
 - Modeling with Mathematics: How Do You See and Tell the Story with Math?
 - Attending to Precision: Communicating Clearly and Accurately
 - Making Use of Structure to Solve Problems
 - Will That Always Work?: Developing Concepts through Repeated Reasoning
 - Use Tools Strategically: What It Means and How to Support It

- Implemented an updated mathematics program at PES called Reveal.
- Provided year long support to PES teachers in math instruction through a coaching model.
- Continued supplemental math during Unified Arts blocks at PMS for 6th and 7th grade.
- Created a supplemental math course at PMS in eighth grade for students in need of additional math support. This course is in place of Spanish for these students.
- Created a low-stakes school-wide competition at PMS using our math practice software.
- Completed the adjustment of Accelerated Math in grade 6 and 7 at PMS to allow for a high school level Algebra I in grade 8, which will have two sections instead of one for the first time next year.
- Added a Math Lab and Literacy Lab at PHS for students who need it to receive additional support during their advisory schedule.
- Extended the SAT Bootcamp process at PHS for juniors to include additional support in areas such as reading comprehension and problem solving strategies.

We have completed the spring 2024 testing for all grades and anticipate full results with comparisons to peers in October 2024. Moving forward, we plan to keep this as an ongoing indicator in math even if math is no longer a goal area.

Goal 2: Develop a Culture of Belonging (Year 1 of 3, complete in 2025-26)

Goal:

Our goal is to create a task force to identify a better way to measure improvement and a better plan for improvement and to follow its recommendations.

Actions Completed in 2023-24

- Throughout the fall, our Culture of Belonging Task Force met.
- They reported to the School Board in January 2024 identifying three factors that are holding the District back - trust, communication, and belonging.
- The Board approved an action plan based on the task force recommendations.
- The District identified an outside organization (FranklinCovey) to provide a survey (Becoming a High Trust Team) that improves reliability and validity, provides a greater assurance of anonymity, is for all District employees, and can be organized by staff role or by school.
- The Superintendent set the expectation that not every suggestion will be followed, and that the focus is on ways to improve rather than on airing past grievances.
- The District piloted the survey in April of 2024 for all staff with 273 respondents (out of a potential of approximately 350)..
- A FranklinCovey expert reviewed the report with the District leadership team.
- The Superintendent is in the process of sharing the results in voluntary meetings with all staff.
- These meetings are providing insights into the opportunities for improvement starting in the fall.

Actions for 2024-25

- Provide thoughtful and compelling training for the whole staff in FranklinCovey "Speed of Trust" concepts and techniques in August, September, and October.
- Think through as a district an agreed-to definition of "team" for the purposes of the survey.

- Once the training is complete, survey the whole District two times per year starting in the fall of 2024.
- Take action on the fall results.
- Continue with training on trust, communication, and belonging with the leadership team next year.

Goal 3: Make Pelham one of the best places to work (Year 2 of 3; complete in 2024-25)

Goal:

Our goal is to hire and retain great staff as measured by retention data with a target of 90% retention for salaried staff and 70% for hourly staff.

Actions completed in 2023-24

- The voters supported the PEA agreement overwhelmingly. The agreement addresses approximately half of the pay gap between Pelham and peer districts and makes a significant adjustment to control health insurance costs.
- The SAU office implemented electronic fingerprinting system in October of 2023. This year, we have processed 68 employees, 22 contracted service providers, and 112 designated volunteers at the SAU office..
- Human Resources, the Business Office, and the Technology Department collaborated to implement an integrated application process for the spring 2024 hiring season that integrates into our financial system.

We anticipate updated retention data in September 2024.

Conclusion

The Pelham School District has taken actions this year to further our goals. The performance measures will be available in the fall of 2024. We also anticipate proposing goals in new areas to the Board for the 2024-25 school year.

Eric "Chip" McGee, Ed.D.
Superintendent

Deb Mahoney
Business Administrator

Keith Lord
Director of Technology

59A Marsh Road
Pelham, NH 03076

T:(603)-635-1145
F:(603)-635-1283

Sarah Marandos, Ed.D.
Assistant Superintendent

Toni Barkdoll
Director of Human Resources

Kimberly Noyes
Director of Student Services



Pelham School Board Retreat
August 14, 2024
Draft Goals

Goal 1: Literacy (NEW Year 1 of 3, complete in 26-27)

Rationale: NH's Statewide Assessment System (NH-SAS) measures student performance in grades three through eight and grade eleven. Because the District has focussed on mathematics in recent years and because literacy is an underpinning skill for all others, we have selected it as our next academic goal.

Measurement: As we did with math, our goal for literacy is to be in the top five among the twelve peer districts in our region for grades three through eight. For grade eleven, the goal could be to be in the top five or to improve the percent of students who are college and career ready by 5%. This would be reported out annually.

Action Items: In the Fall of 2024, the Assistant Superintendent will work with the English Language Arts Curriculum Team and additional appropriate staff to accomplish three tasks:

- Analyze our current curriculum, assessment, instruction and professional development,
- Develop a roadmap including budgetary implications to improve literacy instruction,
- Present the analysis and roadmap to the School Board by January 2025.

Goal 2: Making Pelham the Best Place to Work (Combined Year 2 of 3, complete in 2026/2027)

Rationale: This goal combines both the “Culture of Belonging” and the “Best Place to Work” goals into one. We believe that employees who are connected to their work, their team, and the community are more likely to stay and thrive. Combining these two goals allows us to identify ways an improved culture can promote improved hiring and retention.

Measurement: Retention will continue to be one measurement of performance in this area. We continue to set an ambitious target with this measurement.

- Our professional staff indicator will look at PEA retention. Our ambitious target is 90%. In 2023, retention was 82%. In 2022 retention was also 82%.
- Our hourly staff indicator will look at PESPA. Our ambitious target is 70%. In 2023, retention was 75%. In 2022 retention was 62%.

The second measurement will be from employee survey data. In the spring of 2024, the District piloted a survey through Franklin Covey on organizational trust. Employees will be trained in the Fall of 2024 by Franklin Covey and surveyed again shortly after utilizing the same set of questions. This will set a baseline for the district and provide data that will show areas of relative strength and areas for improvement.

Action Items: The District has identified the following action items for this year:

- Train all District employees in Franklin Covey’s Speed of Trust.
- Resurvey all employees in the fall 2024 and spring 2025.
- Prior to the next survey- identify survey language such as “team” and provide definitions to employees.
- Using survey data, working groups will be formed to identify areas in which the District can improve. Working groups will be charged with presenting an improvement area and then executing the identified area. Progress will be reported to the Superintendent.
- Continue training on trust, communication and belonging with the leadership team.

Goal 3: Student Connection

The District Leadership team is committed to the concept of strengthening student connections. However, we do not have a draft goal in this area yet. We ask the Board for some additional time on this goal.

We know that, when students have a strong sense of belonging in school, they thrive. When they have connections to teachers and other students, they are more resilient. When that sense of connection is diminished, students are more likely to engage in risky behavior. As a leadership team in Pelham, we have seen the struggles of students who have become disconnected, whether due to long-term challenges like poverty, discrimination, or disability, or the newer waves of challenges including COVID-19 and the negative impacts of social media.

We also know there are specific actions schools can take to strengthen student connections. We are doing many already - teaching students social skills and self-regulation, providing school counselors and mental health clinicians when needed, committing to programs that have been shown to be effective, developing schedules that allow time for connections to be built and sustained, and offering a range of options of activities for student involvement.

The challenge is setting a goal that bridges across all levels, from our preschoolers to our seniors and sets us on a path to not do more things, but do things better, more effectively, more intentionally, and in a way that expands and deepens student connections.

PELHAM SCHOOL DISTRICT POLICY

AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

Priority/Required by Law

A. INTRODUCTION AND GENERAL POLICY AGAINST DISCRIMINATION AND HARASSMENT

The District recognizes the right of all students and staff members to learn and work in an environment free from discrimination or harassment, and likewise, that persons participating or attempting to participate in District programs, employment or activities have the right to do so free from discrimination or harassment.

Accordingly, the District prohibits any type of unlawful harassment or discrimination based on age, race, color, religion, creed, sex, national or ethnic origin, gender identity, sexual orientation, marital status, familial status, physical or mental disability, pregnancy, genetic information, or veteran status by employees, students, members of the school community, or by vendors or visitors on school property or at school-sponsored events. No person shall be excluded from or denied the benefits of educational programs or activities on the basis of any of the above classes or economic status.

As described above, the blanket prohibition afforded under this policy, as well as other Board policies, reflects, but goes further than, some of the same protections afforded under multiple State and Federal statutes or regulations, such as, but not limited to, NH RSA 354-A, and NH RSA 193:38-39, Titles IV, VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1972, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, and the Pregnant Worker Fairness Act. Additionally, bullying or general harassment of students unrelated to any of the characteristics ("protected classes") identified above, is further prohibited under Board policy JICK and RSA 193-F. Statutory and regulatory statements and notices of nondiscrimination are included in **Section I** of this policy.

The District has determined that the most effective way to limit harassing or discriminating statements or conduct that is illegal or unlawful under those statutes is to treat it as misconduct under Board policies even when such conduct or statements might not rise to the level of discrimination or harassment prohibited under federal or state law.

B. DEFINITIONS

The definitions found here apply to each Board policy unless and to the extent that such definition is contrary to specific language or context of that policy or other legal authority.

"Days" means calendar days, but excludes non-weekend days on which the SAU office is closed (e.g., holidays, office-wide vacations), or any weekday during the school year on which school is closed (e.g., snow days).

"Discrimination" is conferring benefits upon, refusing or denying benefits to, or providing differential treatment to a person or class of persons in violation of law based on race, color, religion, sex, national origin, ancestry, disability, age, genetic information, or any other characteristic protected by law, or based on a belief that such a characteristic exists.

A *"Grievance"* or *"Complaint"* is a verbal or written report or complaint of discrimination, harassment, or retaliation that objectively can be understood as a request for the District to investigate and make a determination about alleged discrimination. The required form and the specific process for making a report may vary depending on the nature of the conduct or issue. See **Section D**, below, for further information.

PELHAM SCHOOL DISTRICT POLICY

AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

"Harassment" generally refers to the use of words or engaging in behaviors that annoy, threaten, intimidate, or demean a person without a legitimate purpose. Harassment will often constitute bullying prohibited under Board policy JICK. Additionally, harassment may constitute illegal discrimination if the harassing statements or behaviors include explicit or implicit reference to age, sex, gender identity, sexual orientation, race, color, marital status, familial status, disability, religion or national origin.

"Retaliation" means intimidation, threats, coercion, or discrimination against any person by the District, a student, or an employee or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured by state or federal law, or District policies, procedures, regulations or rules, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, hearing, or appeal under such policies, procedures, etc.

C. 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.

D. REPORT, COMPLAINT, AND GRIEVANCE PROCEDURES

1. Reports or complaints of sex discrimination, including sex-based harassment, or sexual violence should be made under Board policy ACAC;
2. Reports or complaints by students of discrimination on the basis of educational disability under the IDEA should be made under Board policy ACE;
3. Reports or complaints of bullying or other harassment of pupils should be made under Board policy JICK;
4. Reports or complaints of discrimination, harassment, or retaliation not specified above, including, without limitation, claims relating to race, ethnicity, disability (e.g., ADA or 504), religion, etc., and not involving or relating to the District's food services (see number 5 below) should be made under the grievance procedure in Board policy ACA; 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 D.1 or D.2**.

- 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

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

otherwise as provided in the policies referenced above 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 above 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 above and related administrative procedures or regulations. Complaints or reports regarding matters not covered in those policies should be made to the District **Human Rights Officer**.

E. ALTERNATIVE COMPLAINT PROCEDURES AND LEGAL REMEDIES

At any time, whether or not an individual files a complaint or report under this policy or policy ACA, an individual may file a complaint with an external agency, such as the Office for Civil Rights (“OCR”) of the United States Department of Education, the New Hampshire Commission for Human Rights, or another relevant authority. The contact information for such agencies is located in AC-R(2). Complaints to the OCR, however, must be made within 180 days of the last act of alleged discrimination, harassment or retaliation giving rise to the complaint or from the date the Complainant could reasonably become aware of such occurrence.

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

F. 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 making statements in the course of an investigation or grievance procedure. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of an investigation, a disciplinary proceeding, or grievance proceeding does not constitute retaliation, provided, however, that a finding explicitly or implicitly negating a statement, alone, is not sufficient alone to conclude that the person made a materially false statement in bad faith.

G. **Human Rights [or Nondiscrimination] Officer, TITLE IX AND 504/ADA COORDINATORS**

The Superintendent shall assure that District and or building personnel are assigned to the positions listed below. Each year, and more often when personnel change, the Superintendent shall prepare and disseminate as a supplement to this policy AC-R(2) an updated list of the person or persons acting in those positions, along with their District contact information, including telephone number, email, and postal and physical addresses:

Human Rights [or Nondiscrimination] Officer

Title IX Coordinator

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

504/ADA 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

H. 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 [Nondiscrimination]** 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 JLDDB), 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.

I. STATUTORY AND REGULATORY NONDISCRIMINATION STATEMENTS AND NOTICES

1. Comprehensive 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. As used in this section, “race” means immutable traits associated with race, including hair texture and protective hairstyles and “protective hairstyles” means hairstyles or hair type, including braids, locs, tight coils or curls, cornrows, Bantu knots, Afros, twists, and headwraps. 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.

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

2. **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.

3. **USDA Nondiscrimination 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:

a. **Mail:**

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

b. **Fax:**

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

c. **Email:**

Program.Intake@usda.gov

2. **Title IX Nondiscrimination Policy and Notice of Nondiscrimination.**

PELHAM SCHOOL DISTRICT POLICY

AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

- a. Nondiscrimination Policy. (copied from Board policy ACAC)
The District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX, including in admission and employment.
 - b. Title IX Notice of Nondiscrimination and Grievance Procedures and Dissemination of Notice.
 - i. Form of Notice - Title IX regulations and Board policy ACAC prescribe the form of the District's Title IX Notice of Nondiscrimination and further requires the full printing of the notice in the locations described in paragraph **I.4.b.ii below**. Because the required Notice of Nondiscrimination must include the name and contact information for the Title IX Coordinator, the full notice is included in the supplement to this policy AC-R(2) which policy, per **Section G above**, the Superintendent is authorized and directed to update at least annually, and may also be found on the District's website at:
<https://www.pelhamsd.org/Policies.aspx>
 - ii. Dissemination of Notice. Except as provided in paragraph **I.4.c**, below, the Superintendent shall ensure that the Title IX Notice of Nondiscrimination is included in full on the District's <https://www.pelhamsd.org/Policies.aspx>, in each student, employee, parent or volunteer handbook, and in each catalog, announcement, bulletin, and application/enrollment form that it makes available to students, parents, employees, applicants, or which are otherwise used in connection with the recruitment of students or employees. The District will likewise provide the notice to any applicable bargaining unit or other organizations with professional agreements with the District.
 - c. Alternative Notice.
If the format or size of any publication of the kind listed in paragraph **I.4.b.ii** make it necessary to do so, the following Alternative Notice may be used:
 - The District prohibits sex discrimination in any education program or activity that it operates. Individuals may report concerns or questions to the Title IX Coordinator. The District's full Title IX Notice of Nondiscrimination is located at:
<https://www.pelhamsd.org/Policies.aspx>
- To report information or make a complaint about conduct that may constitute sex discrimination or sex-based harassment, please refer to Board policy ACAC.

B. COLLABORATION WITH OUTSIDE AGENCIES

Information may be disclosed if necessary to further the investigation, appeal or resolution of a grievance, or if necessary to carry out interim or disciplinary measures. The District will disclose information to the District's attorney, law enforcement, and others when necessary to enforce this policy or when required by law. In implementing this policy, the District will comply with state and federal laws regarding the confidentiality of student and employee records. Information regarding any resulting employee or student disciplinary action will be maintained and released in the same manner as any other disciplinary record. The District will keep any documentation created in investigating the complaint including, but not limited to, documentation considered when making any conclusions, in accordance with Board policy, state and federal laws, and as advised by the District's attorney.

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

C. ADDITIONAL REPORTING REQUIREMENTS

Reports under this Policy are in addition to and do not replace other reporting requirements mandated by law or other policies - see, e.g., Educator Code of Conduct (see Board policy GBEAB), abuse or neglect of children (see RSA 169-C:29 and policy JLF), acts of “theft, destruction, or violence” (see RSA 193-D:4, I (a) and Ed 317.06), incidents of “bullying” (see RSA 193-F and policy JICK), and hazing (see RSA 671:7).

D. ADMINISTRATIVE PROCEDURES, REGULATIONS AND TRAINING PROGRAMS

The Superintendent shall develop such other procedures and regulations, and shall ensure that training programs are provided as are necessary and appropriate to implement this policy as well as the other policies referenced above.

E. NOTICE OF COMPLIANCE

The Superintendent will provide notice of the nondiscrimination statements and notices, 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

Revised:

Legal References:

| NH Statutes | Description |
|---------------------------------|---|
| RSA 186:11, XXXIII | <u>Discrimination</u> |
| RSA 193-F | <u>Student Safety and Violence Protection Act</u> |
| RSA 193:38 | <u>Discrimination in Public Schools</u> |
| RSA 275:71 | <u>Prohibited Conduct by Employer</u> |
| RSA 275:78-83 | <u>Policies Relating to Nursing Mothers (Scroll down to sections 275:78-83)</u> |
| RSA 354-A | <u>State Commission for Human Rights</u> |
| NH Dept of Ed Regulation | Description |
| NH Dept of Ed. Rule 303.01 (i) | <u>School Board Substantive Duties</u> |

PELHAM SCHOOL DISTRICT POLICY

AC- NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN

| Federal Regulations | Description |
|----------------------------|--|
| 89 FR 29182 | <u>Pregnant Workers Fairness Act ("PWFA")</u> |
| Federal Statutes | Description |
| 20 U.S.C 1681, et seq | <u>Title IX of the Education Amendments of 1972</u> |
| 20 U.S.C. § 1400-1417 | <u>Individuals with Disabilities Education Act (IDEA)</u> |
| 29 U.S.C. 621, et seq. | <u>The Age Discrimination in Employment Act of 1967</u> |
| 29 U.S.C. 705 | <u>The Rehabilitation Act of 1973 - Definitions</u> |
| 29 U.S.C. 794 | <u>Rehabilitation Act of 1973 (Section 504)</u> |
| 42 U.S.C. 12101, et seq. | <u>Title II of The Americans with Disabilities Act of 1990</u> |
| 42 U.S.C. 2000c | <u>Title IV of the Civil Rights Act of 1964</u> |
| 42 U.S.C. 2000d et seq. | <u>Title VI of the Civil Rights Act of 1964</u> |
| 42 U.S.C. 2000e 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

ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

Priority/Required by Law

A. **Purpose**

As described in Board policy AC and other policies referenced there, the District is committed to maintaining a workplace and educational environment that is free from discrimination, harassment, and retaliation* in admission or access to, or treatment or employment in, its programs, services, activities, and facilities.

***NOTE:** Definitions for these terms can be found in policy AC.

This policy provides a grievance process for any complaints of illegal discrimination, harassment, or retaliation that are not addressed by other Board policies. For example, while race-based or ethnicity-based harassment or discrimination could be addressed through the grievance process in this policy, sex discrimination or sex-based harassment must be addressed under policy ACAC.

See policy AC for policies for those types of discrimination, harassment, or retaliation for which grievance and complaint procedures are set forth in a separate policy.

The District does not assume responsibility or liability for actions that are unrelated to the District's programs or activities. However, the District may investigate any behavior that occurs on or off District property to the extent that such an investigation is necessary for the District to meet its legal obligations to address discrimination, harassment, and retaliation that negatively impact the education or work environment in the District. The District can address such behavior only when and to the extent that the District has the legal authority to do so.

B. **Reports and Complaints of Discrimination or Harassment**

Under this policy, a **report** is nothing more than providing information to the District regarding conduct or statements that might constitute discrimination, harassment, or retaliation ("Discriminatory Conduct") as described below. A **grievance** or **complaint** (referred to in this policy as a "**Complaint**") is a verbal or written report or complaint of Discriminatory Conduct that objectively can be understood as a request for the District to investigate and make a determination about alleged Discriminatory Conduct. A Complaint is required to initiate the formal Grievance Process as described below.

C. **Reports – Informal Process**

Contact information for the District's **Human Rights Officer**, Title IX Coordinator, and 504/ADA Coordinator can be found in AC-R(2).

1. Reports of prohibited or illegal Discriminatory Conduct should be made to the District **Human Rights Officer** under this policy unless:
 - a. The report is about the **Human Rights Officer**, Title IX Coordinator, or 504/ADA Coordinator, in which case the report may be made directly to the Superintendent or Superintendent's designee, who shall then appoint an alternate to act in place of the disqualified officer.

PELHAM SCHOOL DISTRICT POLICY
ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

- b. The report concerns potential **sex discrimination, sex-based harassment, or retaliation**, in which case the report should be made to the **District Title IX Coordinator** under policy **ACAC**.
 - c. The report concerns potential discrimination, harassment, or retaliation related to a real or perceived **disability**, in which case the report should be made to the **District's 504/ADA Coordinator** under this policy.
 - d. The report concerns **harassment that does not involve a protected class** (included in AC, in which case the report shall be made to the **Building Principal** under policy **JICK**.
2. Any person who believes they have been subjected to prohibited or illegal Discriminatory Conduct may report the alleged acts to the District **Human Rights Officer** in accordance with this policy.

If a student is more comfortable reporting to a person other than the **Human Rights Officer** (e.g., guidance counselor, teacher, Principal), the student may tell any school district employee or volunteer. The employee or volunteer shall then make a report as discussed above and below in this Section C.

3. Any person who witnesses or receives a report of behavior they believe to be Discriminatory Conduct should report the alleged acts immediately to the District **Human Rights Officer**.

If a student is more comfortable reporting to a person other than the **Human Rights Officer** (e.g., guidance counselor, teacher, Principal), the student may tell any school district employee or volunteer. The employee or volunteer shall then make a report per the following paragraph.

- D. **District employees and volunteers are required to report such conduct as soon as possible, but not later than the end of the next school or work day.** This requirement does not apply if the employee or volunteer is the subject of the conduct, unless any student witnessed or was otherwise impacted by the conduct.

Upon receiving a report, the **Human Rights Officer** may determine that the incident has been appropriately addressed or may recommend additional action.

E. **Definitions**

For the purposes of this policy and only this policy, terms are defined as follows.

“Complainant” is the person making a complaint. The Complainant may or may not be the Victim. If the Complainant is under 18 years of age, the Complainant’s parent(s) or legal guardian(s) shall also receive any communication regarding the Complaint or Grievance Process to which the Complainant is entitled.

“Discriminatory Conduct” refers to discrimination, harassment, or retaliation.

“Grievance Process” is the formal investigation and determination of whether prohibited or illegal discrimination, harassment, or retaliation occurred, and may include appeals.

PELHAM SCHOOL DISTRICT POLICY

ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

“Human Rights Officer” is the person assigned to that role in the District; contact information for this person can be found in policy AC-R(2). If the Human Rights Officer designates another person to act as the Human Rights Officer, “Human Rights Officer” shall refer to that designee. Similarly, if the Human Rights Officer directs a Complaint to the 504/ADA Coordinator, “Human Rights Officer” as used in this policy refers to the 504/ADA Coordinator. If the report or Complaint of alleged discrimination, harassment, or retaliation involves the Human Rights Officer, “Human Rights Officer” shall refer to a person assigned by the Superintendent or the Superintendent’s designee to handle the report or Complaint.

“Report” is information provided to the District regarding conduct or statements that might constitute discrimination, harassment, or retaliation. A report does NOT prompt the Grievance Process; only a Complaint initiates the formal Grievance Process.

“Respondent” is the person who allegedly engaged in the prohibited or illegal discrimination, harassment, or retaliation. If a District policy, procedure, rule, custom, or practice is the subject of a report or Complaint and not a specific person, the District is considered the Respondent. If a Respondent is under 18 years of age, the Respondent’s parent(s) or legal guardian(s) shall also receive any communication regarding the Complaint or Grievance Process to which the Respondent is entitled.

“Victim” is the person who was allegedly subjected to the prohibited or illegal discrimination, harassment, or retaliation. The Victim may or may not be the Complainant. If a Victim is under 18 years of age, the Victim’s parent(s) or legal guardian(s) shall also receive any communication regarding the Complaint or Grievance Process to which the Victim is entitled.

“Witness” is a person who may have information regarding the alleged discrimination, harassment, or retaliation.

F. **Complaints and Initiation of the Formal Grievance Process**

A person begins the formal grievance process by making a Complaint with the Human Rights Officer. If the Complaint is against the Human Rights Officer, the Title IX Coordinator, or the 504/ADA Coordinator, or if some other conflict of interest exists, the Complaint may be made to the Superintendent or Superintendent’s designee, who shall then appoint an alternate to act in place of the disqualified officer. For Complaints against the Human Rights Officer, the appointed alternate shall be deemed the “Human Rights Officer” for purposes of all the duties and powers of the Human Rights Officer as described below.

[The District’s Complaint form can be found here <https://www.pelhamsd.org/SectionA-FoundationsandBasicCommitments.aspx> or obtained from the {Human Rights Officer}.] Written Complaints are strongly encouraged, as a written record provides certainty regarding the nature of the grievance. If an oral Complaint is made, the Human Rights Officer will offer to assist in the preparation of a written Complaint or, if assistance is refused, to create a recording of the oral Complaint. If both assistance and recording are refused by the Complainant, the District will investigate the expressed oral Complaint but, again, notes that an undocumented or unrecorded Complaint may result in uncertainty regarding the nature of the grievance.

The submission of a Complaint initiates Level 1 of the grievance process as described below. Upon receiving the Complaint, the Human Rights Officer will review the Complaint to

PELHAM SCHOOL DISTRICT POLICY

ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

determine whether it concerns allegations more appropriately addressed under a different procedure in accordance with policy AC.

Complaints should be made as soon as possible. Complainants are advised that complaints to the Office for Civil Rights of the United States Department of Education (“OCR”) must be made within 180 days of the last act of alleged discrimination, harassment, or retaliation giving rise to the complaint or from the date the Complainant could reasonably have become aware of such occurrence.

If the person making the Complaint (the “Complainant”) or the person alleged to have committed the discriminatory conduct (the “Respondent”) is under 18 years of age, the **Human Rights Officer** shall notify their parent(s)/guardian(s) of the Complaint.

In determining whether the alleged actions constitute prohibited or illegal Discriminatory Conduct, the District will consider the surrounding circumstances, the nature of the behavior, the relationships between the parties involved, past incidents, the context in which the alleged incidents occurred, and all other relevant information. If, after investigation, school officials determine that it is more likely than not (the preponderance of the evidence standard) that Discriminatory Conduct or other prohibited behavior has occurred, the District will take prompt and effective corrective action in accordance with law and Board policy.

Level I – Investigation and Initial Determination:

The **Human Rights Officer** will initiate an impartial investigation within five days of receiving the Complaint. The **Human Rights Officer** may appoint another qualified person (e.g. Building Principal, etc.) to undertake the investigation. The **Human Rights Officer** or the appointed designee shall be known as the Investigator. The Investigator shall coordinate with the Superintendent with respect to assignment of persons or resources to fulfill the District’s obligations, both general and case specific, relative to this policy (e.g., supplemental investigators, specialists); this may involve the retention of third-party personnel or additional expenditure of resources.

The Investigator shall conduct a prompt, impartial, adequate, reliable, and thorough investigation, including the opportunity for the Complainant and other parties involved to identify witnesses and provide information and other evidence. The Investigator will evaluate all relevant information and documentation relating to the grievance.

Within 30 working days of receiving the Complaint, the Investigator will complete a written report that summarizes the investigation and makes determinations as to whether the facts indicate a violation of this policy based on the appropriate legal standard. If someone other than the **Human Rights Officer** served as Investigator, the **Human Rights Officer** will receive the report and either adopt the report as submitted or modify and complete the report upon further investigation and/or review of applicable policy and law. If the determination is that prohibited or illegal Discriminatory Conduct occurred, the **Human Rights Officer** will recommend corrective action to the Superintendent to address the discrimination, harassment, or retaliation; prevent recurrence; and remedy its effects.

The Complainant(s), the victim(s) (if someone other than the victim(s) filed the Complaint), and the Respondent(s) will be notified of the determination in writing, within five working days of the completion of the investigatory report.

PELHAM SCHOOL DISTRICT POLICY

ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

An extension of the investigation and any other deadlines/periods identified in this Section may be warranted if extenuating circumstances exist as determined by the Investigator. The Complainant(s), the victim(s) (if someone other than the victim(s) filed the Complaint), and the Respondent(s) will be notified when deadlines are extended.

Level II – Appeal:

Within five working days after receiving the Level I decision, the Complainant(s), the victim(s) (if someone other than the victim(s) filed the Complaint), or any Respondent may appeal the Investigator's decision to the Superintendent by notifying the Superintendent in writing. The Superintendent shall impartially review the matter or may designate another qualified person to conduct a prompt and impartial review.

Within ten working days, the Superintendent or designee will complete a written decision on the appeal, stating whether a violation of District policy is found and, if so, stating what corrective actions will be implemented. If someone other than the Superintendent conducts the appeal, the Superintendent will review and sign the report before it is given to the person appealing. A copy of the appeal and decision will be given to the Level I Investigator. The Complainant(s), the victim(s) (if someone other than the victim(s) filed the Complaint), and any Respondent will be notified in writing, within five working days of the Superintendent's decision, regarding whether the Superintendent or designee upheld, overturned, or modified the Level I decision.

Level III – Appeal:

Within five working days after receiving the Level II decision, the Complainant(s), the victim(s) (if someone other than the victim(s) filed the Complaint), or any Respondent may appeal the Superintendent's decision by notifying the Superintendent and School Board Chair in writing. Within 15 days, the School Board will determine whether to hear the appeal or submit it to an outside hearing officer.

The Complainant(s), the victim(s) (if someone other than the victim(s) filed the Complaint), and each Respondent will be allowed to address or otherwise submit information to the Board/hearing officer, and the Board/hearing officer may call for the presence of other persons the Board/hearing officer deems necessary. The Board/hearing officer will issue a decision within 30 working days for implementation by the administration. The Complainant(s), the victim(s) (if someone other than the victim(s) filed the grievance), and each Respondent will be notified in writing, within five working days of the Board/hearing officer's decision, subject to such confidentiality as is consistent with applicable policy and law. **The Level III decision is final.**

o

- • Complaints involving sex discrimination, sex-based harassment, or retaliation must be referred to the Title IX Coordinator. See policy ACAC for the Title IX Grievance Procedure.
- • Complaints involving discrimination, harassment, or retaliation relative to a real or perceived disability must be referred to the 504/ADA Coordinator. Such complaints will be addressed in accordance with this policy and “Human Rights Officer” below shall refer to the 504/ADA Coordinator.

PELHAM SCHOOL DISTRICT POLICY

ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

- Complaints of harassment that do not involve protected classes as identified in policy AC should be processed under policy JICK, the District's anti-bullying policy and procedures.
- All other Complaints will be managed by the Human Rights Officer.

B. Confidentiality

Information contained in reports or Complaints, or the records relating to a formal grievance process, including, e.g., the identities of the Complainant(s), victim(s), Respondent(s), or witness(es), will only be disclosed as reasonably necessary in connection with the investigation or as required by law or policy. The District will make reports to appropriate authorities as necessary or as required by law.

C. District Actions in Absence of Formal Complaint

Even if the person who is the subject of the alleged discriminatory conduct does not file a Complaint under this policy, if the District otherwise learns about possible discrimination, harassment, or retaliation, including violence, the Human Rights Officer will conduct a prompt, impartial, adequate, reliable, and thorough investigation to determine whether conduct in violation of law, District policy, or District Code of Conduct occurred, and will consult with the Building Principal and/or Superintendent regarding recommended supportive measures, remedies, and/or disciplinary consequences as deemed necessary or appropriate.

D. Interim and/or Supportive Measures

When a report or Complaint is made or the District otherwise learns of potential discrimination, harassment, or retaliation, the District will take immediate action to protect the alleged victim(s), including implementing interim and/or supportive measures. Such measures may be provided on a temporary, long-term, or permanent basis and include, but are not limited to, altering a class seating arrangement, providing additional supervision, or suspending an employee pending an investigation. The District will also take immediate steps to prevent retaliation against the alleged victim(s) and/or Complainant(s), any person associated with the alleged victim(s) and/or Complainant(s), or any witness(es) or participant(s) in the investigation. These steps may include, but are not limited to, notifying students, employees and others that they are protected from retaliation, ensuring that they know how to make reports or Complaints, and initiating follow-up contact with the alleged victim(s) and/or Complainant(s) to determine if any additional acts of discrimination, harassment, or retaliation have occurred.

E. Consequences and Remedies

If the District determines that prohibited or illegal Discriminatory Conduct has occurred, the District will take prompt, effective and appropriate action to address the behavior, prevent its recurrence, and remedy its effects.

Employees who violate this policy will be disciplined, up to and including employment termination. Students who violate this policy will be disciplined in accordance with applicable policies, Codes of Conduct, or school/classroom rules and regulations. Patrons, contractors,

PELHAM SCHOOL DISTRICT POLICY
ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

visitors, or others who violate this policy may be prohibited from District property or otherwise restricted while on District property. The Superintendent, **Human Rights Officer**, Building Principal, or designees will contact law enforcement or seek a court order to enforce this policy when necessary or when actions may constitute criminal behavior.

F. Training

The District will provide training to employees on identifying and reporting acts that may constitute discrimination, harassment, or retaliation. The District will instruct employees to make all reports to proper personnel, specifically the Building Principal. The Building Principal will refer reports of illegal discrimination, harassment, or retaliation to the proper personnel, as found in policies AC and AC-R(2). The District will inform employees of the consequences of violating this policy and the remedies the District may use to rectify policy violations. All employees will have access to the District's current policies, required notices, and complaint forms. The District will provide training to any person responsible for investigating potential discrimination, harassment, or retaliation.

The District will provide information to parents/guardians and students regarding this policy and will provide age-appropriate instruction to students.

District Policy History:

Adopted:

NH Statutes

RSA 141-C:20-d

RSA 189:1-b

RSA 193-F

RSA 193:38

RSA 200:39

RSA 275:78-83

Description

[Exclusion During Outbreak of Disease](#)

[Freedom of Assembly, Freedom of Religion](#)

[Student Safety and Violence Protection Act](#)

[Discrimination in Public Schools](#)

[Exclusion from School](#)

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

NH Dept of Ed Regulation

N.H. Code of Admin. Rules, Sect.

306.04(a)(2022)

N.H. Code of Admin. Rules, Sect. Ed

306.04(a)(8)

N.H. Code of Admin. Rules, Sect. Ed. 1100

Description

[Meeting the Special Physical Health Needs of Students](#)

[Student Harassment](#)

[Standards for the Education of Students With Disabilities](#)

PELHAM SCHOOL DISTRICT POLICY

ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

N.H. Dept. of Ed. Admin. Rule Ed
1107.02(b)

[Evaluation Requirements for Children With Specific Learning Disabilities](#)

NH Dept of Ed Rules Ed 303.01 (j)

[Substantive Duties of School Boards; Sexual Harassment Policy](#)

Federal Regulations

Description

28 CFR Part 35

[Nondiscrimination on the Basis of Disability in State and Local Government Services](#)

28 CFR 35 - Temporary - 89 FR 31320

[Nondiscrimination on the Basis of Disability; Accessibility of Web Information and Services of State and Local Government Entities](#)

34 C.F.R. § 104

[Nondiscrimination on the Basis of Handicap](#)

34 C.F.R. § 104.7(b)

[Adoption of Grievance Procedures](#)

34 C.F.R. §§ 110.25

[Designation of responsible employee, notice, and grievance procedures](#)

34 C.F.R. §§ 300.307-.309

[Additional Procedures for Identifying Children With Specific Learning Disabilities](#)

34 CFR 106.30

[Definitions](#)

34 CFR 106.44

[Recipient's response to sexual harassment](#)

34 CFR 106.45

[Grievance process for formal complaints of sexual harassment](#)

34 CFR 106.71

[Retaliation](#)

7 CFR Part 15, Subpart A

[Nondiscrimination](#)

89 FR 29182

[Pregnant Workers Fairness Act \("PWFA"\)](#)

Federal Statutes

Description

20 U.S.C 1681, et seq

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

20 U.S.C. § 1400-1417

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

20 U.S.C. §§1400 et seq.

[Individuals with Disabilities Education Law](#)

20 U.S.C. §1232g

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

20 U.S.C. 1401(3)(B)

[Child with a Disability, Child Aged 3 through 9](#)

20 U.S.C. 1701-1758

[Equal Educational Opportunities Act of 1974 – "EEOA"](#)

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

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

29 U.S.C. 705

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

29 U.S.C. 794

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

42 U.S.C. 12101, et seq.

[Title II of The Americans with Disabilities Act of 1990](#)

42 U.S.C. 1751 et seq.

[National School Lunch Act](#)

42 U.S.C. 2000c

[Title IV of the Civil Rights Act of 1964](#)

PELHAM SCHOOL DISTRICT POLICY
ACA - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

| | |
|-------------------------|--|
| 42 U.S.C. 2000d et seq. | <u>Title VI of the Civil Rights Act of 1964</u> |
| 42 U.S.C. 2000e 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> |
| 42 USC 1751 – 66 | <u>National School Lunch Act</u> |
| P.L. 110-233 | <u>Genetic Information Nondiscrimination Act of 2008</u> |

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

This policy and grievance procedure applies to all reports or complaints of sex discrimination, including reports or complaints of sex-based harassment. The “Title IX Grievance Procedure” (or sometimes simply the “Grievance Procedure”) is **Section III**. Instructions for making a report of sex discrimination or sex-based harassment are found in Section II.G, and instructions for making a “Complaint,” initiating the formal investigation, and determination process are found in **Section III.A**.

Definitions of “sex discrimination” and “sex-based harassment,” along with examples of what might constitute sex-based harassment, are found in **Section II.D** of this Policy.

I. TITLE IX “NONDISCRIMINATION POLICY” (copied to policy AC

The **Pelham School District** does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admissions/enrollment, or in employment.

A full version of the Title IX Notice of Nondiscrimination with name and contact information for the Title IX Coordinator is found on the District website, in policy AC-R(2), and school handbooks, and additional information regarding District nondiscrimination policies, statements, and procedures can be found in Policy AC. By locating information regarding all nondiscrimination resources in one place, the District intends to clearly communicate the protections, resources, and procedures to which individuals are legally entitled.

II. DISTRICT POLICY PROHIBITING AND RESPONDING TO SEX DISCRIMINATION INCLUDING SEX-BASED HARASSMENT

A. Introduction and General Purpose

Sex discrimination of any type, including sex-based harassment, or to any extent is strictly prohibited by the District whether or not such conduct or behavior rises to the level of conduct prohibited under Title IX. Retaliation for reporting sex discrimination or participating in the Grievance Procedure set out in **Section III** of this Policy, among other things, is also strictly prohibited by the District. For discriminatory or harassing conduct which does not meet the definition of sex discrimination or sex-based harassment under Title IX and this Policy, the District’s response will be governed under other applicable laws and policies per Board policy AC, the policies referenced therein, and applicable codes of conduct or handbooks.

Title IX and various other state and federal statutes prohibit discrimination on the basis of sex. Title IX obligates all recipients to comply with Title IX and the Department's Title IX regulations, with some limited exceptions set out in the statute and regulations. When “Title IX” is referenced in this policy, the term refers to Title IX and the regulations. Accordingly, no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any academic, co-curricular, extra-curricular, research, occupational training, or other education program or activity operated by the District. Sex-based harassment is a form of sex discrimination and is likewise prohibited.

If the District has knowledge of conduct that reasonably may constitute sex discrimination in its education program or activity, it must respond promptly and effectively. Conduct that occurs under the District’s education program or activity includes conduct that is subject to the District's disciplinary authority. As part of the general prohibition on sex discrimination, the

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

District has an obligation to address sex-based harassment, including such conduct that creates a hostile environment under its education program or activity.

B. Title IX Notice of Nondiscrimination and Grievance Procedures

The District's Title IX Notice of Nondiscrimination may be found in Board policy AC and on the District's website at <https://www.pelhamsd.org/Policies.aspx>. Additional information regarding District nondiscrimination policies, statements, and procedures can also be found in Policy AC. By locating all nondiscrimination resources in one place, the District intends to clearly communicate the protections and resources to which individuals are legally entitled.

C. Application of This Policy

This Policy applies to all students, employees, and any third party who contracts with the District to provide services to District students or employees, upon District property or during any school program or activity. Additionally, the protections extend to any other person who was participating or attempting to participate in the District's education program or activity at the time of the alleged sex discrimination.

The prohibitions and obligations under this policy apply to all sex discrimination as defined in Title IX that occurs within the District's education programs or activities. The context of behavior can impact whether conduct falls within the definitions of sex discrimination and sex-based harassment prohibited under Title IX, and of conduct of a sexual nature that is offensive or hostile in itself, but which is not sex discrimination prohibited under Title IX. However, all conduct of the kind listed in the definition of "sex-based harassment" in Section II.D, is prohibited under this policy, as well as under various other Board policies and applicable codes of conduct. However, for purposes of its Title IX obligations the District must address reports or complaints of conduct which MAY constitute sex discrimination or sex-based harassment as set forth in this policy and the Title IX Grievance Procedure set out in **Section III**. Except when the context in this policy suggests otherwise, or as used in other laws (e.g., Title VII) or other Board policies (e.g., policy JICK) which pertain to harassment all references to "sex-based harassment" in this policy mean sex-based harassment that meets the definition below.

Nothing in this policy will be construed to confer on any third party a right to due process or other proceedings to which student and employee respondents are entitled under this policy unless such right exists under law.¹ Volunteers and visitors who engage in sex discrimination will be directed to leave school property and/or be reported to law enforcement and/or the NH Division of Children, Youth and Families (DCYF), as appropriate. A third party under the supervision and control of the school system will be subject to termination of contracts/agreements, restricted from access to school property, and/or subject to other consequences, as appropriate.

D. Definitions

As used in this Policy and the Title IX Grievance Process, the terms below shall have the meaning ascribed.

"Complainant" is an individual who is alleged to be the victim of conduct that could constitute sex discrimination, whether or not that person files a report or Complaint. This person must be a District student or employee, or a person who was participating or attempting to participate in District education programs or activities at the time of the alleged sex discrimination. A parent, legal guardian or other person legally authorized to act on behalf of a complainant may also be a complainant. See **Section III.B** for persons eligible to make a

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

Complaint.

“Complaint” means an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged discrimination. Note that a person who makes a Complaint is not necessarily eligible to be a “complainant.” See Section III.B for persons eligible to make a Complaint.

“Dating violence” is defined in sub-paragraph 2.b of the definition of “Sex-based harassment”, below.

“Domestic violence” is defined in sub-paragraph 2.c of the definition of “Sex-based harassment,” below.

“Days” shall mean calendar days, but shall exclude non-weekend days on which the SAU office is closed (e.g., holidays, office-wide vacations), or any weekday during the school year on which school is closed (e.g., snow days).

“Decisionmaker” means persons tasked with: the responsibility of making initial determinations of responsibility (at times referred to as “initial decisionmaker”); or the responsibility to decide any appeal (at times “appeals decisionmaker”) with respect to Complaints of sex discrimination or sex-based harassment in accordance with the Title IX Grievance Process.

“Determination of Responsibility” is the formal finding by the decisionmaker on each allegation of sex discrimination or sex-based harassment contained in a Complaint that the respondent did or did not engage in conduct constituting sex discrimination or sex-based harassment under Title IX.

“Grievance Procedure” is the process by which the District determines if there has been a violation of the District’s policies. As used in this policy, Grievance Procedure means the process of evaluation, investigation, determination, and appeal, if any, of a complaint of sex discrimination in violation of the District’s prohibition on sex discrimination. The Grievance Procedure is set forth in **Section III** of this policy.

“Hostile Environment” is defined in **sub-paragraph 3** of the definition of “Sex-based harassment”, below.

“Pregnancy or related conditions” means: pregnancy, childbirth, termination of pregnancy, or lactation, and any conditions relating to or arising from the same or recovery from the same.

“Quid Pro Quo” is defined in sub-paragraph 1 of the definition of “Sex-based harassment”, below.

“Respondent” is an individual who is alleged to have violated the District’s prohibition on sex discrimination.

“Retaliation” (copied to policy AC) with minor modification) means intimidation, threats, coercion, or discrimination against any person by the District, a student, or an employee or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

by Title IX or its implementing regulations, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, hearing, or appeal under this policy, including, without limitation, any informal resolution process under **Section II.J** or in any other actions taken by the District under **Section III**. Nothing in this definition or this part precludes the District from requiring an employee or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity to participate as a witness in, or otherwise assist with, an investigation, proceeding, or hearing under this part. Persons who are/were personally subjected to the alleged discriminatory conduct are exempt from the previous sentence. See also **Sections II.H and III.E.7**.

“Sex discrimination” prohibited under Title IX and by this policy includes discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, gender, sexual orientation, and/or gender identity. Sex-based harassment is a form of sex discrimination. For a definition of “discrimination” and additional types of discrimination prohibited by the District, refer to Board policy AC.

“Sex-based harassment” is a form of sex discrimination. Sex-based harassment prohibited under Title IX and by this policy means sexual harassment and other *conduct on the basis of sex* (including, without limitation, gender, sexual orientation, and/or gender identity), occurring in a school system education program or activity, that qualifies as one or more of the types of harassment described in sub-paragraphs 1-3 of this definition.

- **NOTE:** *Even when conduct might meet the criteria of one or more of the definitions, it would not be sex-based harassment under Title IX if (1) the conduct occurred outside the United States or (2) the District did not have disciplinary authority over the conduct. However, the District would nonetheless have an obligation to address a sex-based hostile environment under its education program or activity. Additionally, if the conduct occurred outside of the United States in the context of a District sponsored activity, such conduct would be subject to the applicable Code of Conduct, handbook, or activity rules/agreement.*
1. **“Quid pro quo”** - A School District employee, agent, or other person authorized by the District to provide an aid, benefit, or service under the District's education program or activity conditioning an aid, benefit, or service of an education program or activity on an individual's participation or refusal to participate in sexual conduct irrespective of whether the conduct is welcomed by the student or other employee;
 2. **Specific Offenses** - Sexual assault, dating violence, domestic violence, or stalking as defined in state or federal law. Under Title IX, these specific offenses are defined as follows:
 - a. **Sexual assault** meaning an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
 - b. **Dating violence** meaning violence committed by a person:
 - i. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

- ii. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - 1. The length of the relationship;
 - 2. The frequency of interaction between the persons involved in the relationship;
 - 3. The type of relationship; and
- c. *Domestic violence* meaning felony or misdemeanor crimes committed by a person who:
 - i. Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of New Hampshire or a person similarly situated to a spouse of the victim;
 - ii. Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
 - iii. Shares a child in common with the victim; or
 - iv. Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction; or
- d. *Stalking* meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 - i. Fear for the person's safety or the safety of others; or
 - ii. Suffer substantial emotional distress.

▪ **OR**

- 2. Hostile Environment - Unwelcome sex-based conduct that, based on the totality of the circumstances (including, but not limited to, the ages and disability statuses of the harasser and victim and the number of individuals involved and their authority), is
 - subjectively **AND** objectively offensive, **AND**
 - is so severe **OR** pervasive
 - that it limits or denies a person's ability to participate in or benefit from the District's education program or activity;
- Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:
 - a. The degree to which the conduct affected the complainant's ability to access the District's education program or activity;
 - a. The type, frequency, and duration of the conduct;
 - b. The parties' ages, roles within the District's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

- c. The location of the conduct and the context in which the conduct occurred; and
 - d. Other sex-based harassment in the District's education program or activity.
- Behaviors that constitute sex-based harassment may include, but are not limited to:
 - ***NOTE:** Incidents of the conduct below would still need to satisfy the criteria in one or more of paragraphs 1-3 of this definition. Behavior that does not meet the Title IX definition of sex-based harassment or sex discrimination may still violate other District policies or [applicable Code of Conduct or handbook].*
 - Sexually suggestive remarks or jokes;
 - Verbal harassment or abuse;
 - Displaying or distributing sexually suggestive pictures, in whatever form (e.g., drawings, photographs, videos, irrespective of format);
 - Sexually suggestive gesturing, including touching oneself in a sexually suggestive manner in front of others;
 - Harassing or sexually suggestive or offensive messages that are written or electronic;
 - Subtle or direct propositions for sexual favors or activities;
 - Touching of a sexual nature or groping; and
 - Teasing or name-calling related to sexual characteristics (including pregnancy) or the belief or perception that an individual is not conforming to expected gender roles or conduct.
 - Sex-based harassment may be directed against a particular person or persons, or a group, whether of the opposite sex or the same sex.

“Sexual assault” is defined under Sex-based harassment, sub-paragraph 2.a.

“Stalking” is defined under Sex-based harassment, sub-paragraph 2.d.

“Supportive Measures” are free, non-disciplinary, non-punitive, individualized services and shall be offered at no cost to the complainant, and may be offered - also at no cost - to the respondent, as appropriate as described in Sections II.I.1.b and II.I.1.c, below, including, e.g., during the Grievance Procedure (**Section III**) and the informal resolution process (**Section II.J**). These measures may include, but are not limited to, the following:

0. Counseling;
1. Course modifications;
2. Schedule changes; and
3. Increased monitoring or supervision

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

4. [District may add additional types of supportive services (non-punitive/disciplinary)].

- Such measures shall be designed to restore or preserve equal access to the District's education programs and activities without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment and/or deter sex-based harassment. Supportive measures shall remain confidential with exclusive exceptions stated required in Section II.R, below.

B. Title IX Coordinator

The Title IX Coordinator is the District's employee who coordinates the District's efforts to comply with its responsibilities under Title IX. Contact information for the Title IX Coordinator shall be included in the Notice of Nondiscrimination. Title IX Coordinator duties are as prescribed throughout this policy and in the Title IX regulations.

No later than July 1 of each year, the Superintendent shall appoint a person to serve as the District's Title IX Coordinator. The Superintendent shall update the Title IX Coordinator information contained in Board policy AC-R(2) and the Title IX Notice of Nondiscrimination and disseminate both as stated in Board policy AC and **Section II.B, above**. Such information shall be updated in a timely manner any time there is a change to the identity of the Title IX Coordinator before the next annual update.

The Title IX Coordinator shall have such duties as are described in this policy, the Grievance Procedure, and 34 CFR 106.01 – 106.82. The Title IX Coordinator's duties may be carried out by more than one employee or a third party trained as required under **Section II.T**, as delegated by the named Title IX Coordinator, but the Title IX Coordinator must be an employee and will maintain ultimate administrative oversight of the District's Title IX compliance efforts.

Among other duties, the Title IX Coordinator also monitors the District's education program or activity for barriers to reporting information about conduct that may reasonably constitute sex discrimination under Title IX and take steps reasonably calculated to address such barriers. Additionally, the Title IX Coordinator shall be responsible for ensuring that students, staff, and other participants in District education programs or activities are informed of how to contact its confidential employees per 34 CFR 106.44(d)(1).

C. Implementation

The Superintendent shall have overall responsibility for implementing this Policy and shall annually appoint a District Title IX Coordinator² as that position is described in **Section II.E** above. The name and contact information for the Title IX Coordinator is set forth in Board Policy AC-R(2), which policy shall be updated and disseminated annually with the Title IX Coordinator's name as required under Board policy AC. The Title IX notice of nondiscrimination is located at *[insert website address]*.

D. Making a Report of Sex Discrimination Including Sex-Based Harassment

- **NOTE:** *A report alone does not begin the District's Title IX Grievance Procedure. That Procedure is only begun upon the making of a Complaint as described in Section III.A, below.*

Any person may report sex-based harassment/sex discrimination whether relating to themselves, another person or about the District's policies or practices. However, if any

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

District employee – other than an alleged harasser, or the Title IX Coordinator – receives information of conduct which may constitute sex discrimination or sex-based harassment, they shall, without delay, inform the Title IX Coordinator of the information. Failure to report can subject the employee to discipline up to and including dismissal.

A report of sex discrimination or sex-based harassment may be made at any time, in person, by mail, by telephone, electronic mail, or by any other means that results in the Title IX Coordinator receiving the person's oral or written report. Additionally, while the District strongly encourages reports of sexual harassment to be made directly to the Title IX Coordinator, the report may be made to any District staff member, including, for instance, a counselor, teacher or principal.

If the Title IX Coordinator is the alleged respondent, the report or Complaint may be made directly to the Superintendent, who shall thereafter fulfill the functions of the Title IX Coordinator regarding that report/Complaint or delegate the function to another person, provided that the Superintendent or other person has the requisite training as provided in **Section II.T**, below.

E. **Staff Obligations to Report**

1. **Sex Discrimination and Sex-Based Harassment.** Every employee who is not a confidential employee (confidential employees are discussed in subparagraph II.H.3, below) is required to notify the Title IX Coordinator when the employee has information about conduct that reasonably may constitute sex discrimination, including, without limitation, sex-based harassment, or retaliation. (Retaliation is described in **Sections II.D and II.Q**, and “confidential employees” discussed in sub-paragraph II.H.3.

This requirement, however, does not apply to an employee who is/was personally subjected to the alleged discriminatory conduct as long as no other person within the District's program or activity (including any student) is/was adversely affected by that conduct, and the conduct is not required to be reported by another policy or law.

Nothing in this policy modifies reporting obligations under any other reporting policy, including but not limited to, suspicion of abuse or neglect of a child under RSA 169-C:29 and Board policy JLF; acts of “theft, destruction, or violence” as defined under RSA 193-D:4, I (a) and Ed 317.04; incidents of “bullying” per RSA 193-F and Board Policy JICK; or hazing under RSA 671:7. See also Board Policy GBEAB. A single act may simultaneously require reports under several of these authorities.

2. **Pregnancy and Related Conditions.** For information regarding protections available to pregnant students, see policy IHBCA. When a student, or a person who has a legal right to act on behalf of the student, informs any employee of the student's pregnancy or related conditions, unless the employee reasonably believes that the Title IX Coordinator has been notified, the employee must promptly provide the student or other person with the Title IX Coordinator's contact information and inform the student or other person that the Title IX Coordinator can coordinate specific actions to prevent sex discrimination and ensure the student's equal access to the District's education program or activity.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

3. Confidential Employees. Any person employed by the District in a position for which communications to that person in the performance of their duties would be eligible for an evidentiary privilege (e.g., physicians, psychologists) is not required to report to the Title IX Coordinator information received while the employee is functioning within the scope of their duties to which privilege or confidentiality applies. However, upon receiving information of conduct that reasonably may constitute sex discrimination, a confidential employee must specifically advise the reporter:
 - a. The employee's status as confidential for purposes of this part, including the circumstances in which the employee is not required to notify the Title IX Coordinator about conduct that reasonably may constitute sex discrimination;
 - a. How to contact the District's Title IX Coordinator and how to make a Complaint of sex discrimination; and
 - b. That the Title IX Coordinator may be able to offer and coordinate supportive measures, as well as initiate an informal resolution process or an investigation under the Grievance Procedures.

B. District Response to Information, Report, or Complaint of Sex Discrimination and Sex-Based Harassment

The District must respond promptly and effectively when it receives a report, a Complaint, or otherwise has knowledge, of conduct that reasonably may constitute sex discrimination in its education program or activity. The District shall take the actions and apply the other measures as described in this policy and 34 CFR 106.44, and, if a Complaint is made, the District's Grievance Procedure (Section III, below) and 34 CFR 106.45.

1. Title IX Coordinator Duties Upon Receiving Any Report, Complaint, or Other Information of Sex Discrimination. Upon receiving any report, Complaint, or other information of conduct that reasonably may constitute sex discrimination/sex-based harassment, the Title IX Coordinator shall assess the information received for a determination as to whether the alleged conduct could constitute sex discrimination under Title IX. With all such reports or Complaints of sex discrimination, the District shall:
 - a. Treat the complainant and respondent equitably;
 - a. Offer and coordinate appropriate free and confidential supportive measures as described in 34 CFR 106.44(g) and generally in the Definitions Section II.D of this policy:
 - . to the complainant; and
 - i. to the respondent in the event that either a Complaint has been made initiating the Grievance Procedure, or an informal resolution has been offered to the respondent.
 - a. Coordination of supportive measures shall include the opportunity for the complainant, and if applicable, the respondent, to seek review and modification of such measures under 34 CFR 106.44(g)(4);

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

- b. Notify the complainant or, if the complainant is unknown, the individual who reported the conduct, of the District's Grievance Procedure and the informal resolution process if available and appropriate (see **Section II.J**);
- c. If a Complaint is made, notify the respondent of the District's Grievance Procedure, and the informal resolution process if available and appropriate (see **Section II.J**);
- d. In response to a Complaint, initiate the Grievance Procedure or the informal resolution process if available and appropriate (see Section II.J).

2. Title IX Coordinator's Duties When No Complaint Is Made or Is Withdrawn. If the Title IX Coordinator has received a report of sex discrimination but no Complaint is made or – having been made – any or all of the allegations are withdrawn, and there is no informal resolution process underway, then the Title IX Coordinator shall determine whether to initiate a Title IX Coordinator Complaint of sex discrimination. In making that determination, the Title IX Coordinator shall consider, at a minimum, the following factors, as enumerated in 34 CFR 106.44(f)(1)(v)(A):

- e. The complainant's request not to proceed with initiation of a Complaint;
- f. The complainant's reasonable safety concerns regarding initiation of a Complaint;
- g. The risk that additional acts of sex discrimination would occur if a Complaint is not initiated;
- h. The severity of the alleged sex discrimination, including whether the discrimination, if established, would require the removal of a respondent from campus or imposition of another disciplinary sanction to end the discrimination and prevent its recurrence;
- i. The age and relationship of the parties, including whether the respondent is an employee of the District;
- j. The scope of the alleged sex discrimination, including information suggesting a pattern, ongoing sex discrimination, or sex discrimination alleged to have impacted multiple individuals;
- k. The availability of evidence to assist a decisionmaker in determining whether sex discrimination occurred; and
- l. Whether the District could end the alleged sex discrimination and prevent its recurrence without initiating its Grievance Procedure under § 106.45.

- If, after considering these and other relevant factors, the Title IX Coordinator determines that the conduct as alleged presents an imminent and serious threat to the health or safety of the complainant or other person, or that the conduct as alleged prevents the District from ensuring equal access on the basis of sex to its education program or activity, the Title IX Coordinator may initiate a Complaint.

Before initiating a Complaint, the Title IX Coordinator shall notify the complainant – if known – and/or the person who made the report and appropriately address reasonable concerns about the complainant's safety or the safety of others, including providing supportive measures to the complainant as appropriate.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

If the Title IX Coordinator determines that no Complaint is appropriate or necessary after consideration of the above, the Title IX Coordinator may refer any non-confidential information to the appropriate administrator.

B. Informal Resolution

At any time prior to reaching a determination whether sex discrimination occurred under the Grievance Procedure (whether or not a Complaint has been made) the District, through the Title IX Coordinator, may offer an optional informal resolution process (e.g., mediation, arbitration). See 34 CFR 106.44(f)(v).

0. When offering informal resolution, the District must Provide notice to the parties disclosing:
 - a. The allegations;
 - a. The requirements of the informal resolution process;
 - b. That at any time prior to agreeing to an informal final resolution, any party has the right to withdraw from the informal resolution process and resume or initiate the Grievance Procedure;
 - c. That the parties' agreement to a resolution at the conclusion of the informal resolution process would preclude the parties from initiating or resuming grievance procedures arising from the same allegations;
 - d. The potential terms that may be requested or offered in an informal resolution agreement, including notice that an informal resolution agreement is binding only on the parties; and
 - e. What information the District will maintain and whether and how the District could disclose such information for use if the Grievance Procedure is initiated or resumed.
1. Participation in the informal resolution process requires the voluntary written consent of both the complainant and the respondent.
2. The facilitator for the informal resolution process must not be the same person as the investigator or the decisionmaker in the District's grievance procedures, and may not have a conflict of interest or bias relative to either the complainant or respondent, and must have received the training described in Section II.T.2. Any person designated by the District to facilitate an informal resolution process must not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. Any person facilitating informal resolution must receive training under § 106.8(d)(3).
3. Potential terms that may be included in an informal resolution agreement include but are not limited to:
 - a. Restrictions on contact; and
 - a. Restrictions on the respondent's participation in one or more of the District's programs or activities or attendance at specific events, including restrictions the District could have imposed as remedies or disciplinary sanctions had the District determined at the conclusion of the District's grievance procedures that sex discrimination occurred.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

- Notwithstanding that informal resolution occurs relative to a particular case, the Title IX Coordinator must take such other prompt and effect steps as are necessary and appropriate to ensure that sex discrimination does not continue or recur.

In no event may the District offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

B. Permitted Emergency Removals Upon Complaint of Sex Discrimination.

In consultation with the Title IX Coordinator, District administrators may remove a respondent from the District's education program or activity on an emergency basis at any time after receiving a report of sex discrimination – including sex-based harassment, provided that the District undertakes an individualized safety and risk analysis, determines that an imminent and serious threat to the health or safety of a complainant or any students, employees, or other persons arising from the allegations of sex discrimination justifies removal, and provides the respondent with notice and an opportunity to challenge the decision immediately following the removal. This provision must not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504, or the Americans with Disabilities Act.

C. Administrative Leave. Nothing in this policy precludes the Superintendent, with or without consulting the Title IX Coordinator, from placing an employee on administrative leave pursuant to RSA 189:31.

D. Remedies to Restore Access to Education Program or Activity

The District may provide remedies, as appropriate, to a complainant or any other person the District identifies as having had their equal access to the District's education program or activity limited or denied by sex discrimination. These measures are provided to restore or preserve that person's access to the District's education program or activity. A wide variety of remedies affecting personal circumstances may be appropriate depending on the circumstance. Remedies may cause additional burdens upon respondents who have violated the prohibition on sex discrimination. Remedies may include recommended adjustments in District policies and practices.

E. Disciplinary Sanctions

Administrators should consult with the Title IX Coordinator about potential disciplinary responses to the conduct that is alleged to be in violation of the prohibition on sex discrimination. **The District is not permitted to impose disciplinary sanctions upon a respondent to a Complaint for sex discrimination prohibited by Title IX unless there is a determination at the conclusion of the District's Grievance Procedure that the respondent engaged in prohibited sex discrimination.** However, appropriate supportive measures may be provided to both the Complainant and the Respondent during the Grievance Procedure. See "Supportive Measures" definition in **Section II.D**, and 34 CFR 106.44(g).

F. Pregnancy and Related Conditions Response Required by Title IX Regulations

The Title IX Coordinator is directed to coordinate the District's actions required by Title IX regulations to promptly and effectively prevent sex discrimination and ensure equal access to the District's education program or activity once a student, or a person who has a legal right to act on behalf of the student, notifies the Title IX Coordinator of the student's pregnancy or related conditions.

G. Provision for Students with a Disability

If a complainant or respondent is a student with a disability, the Title IX Coordinator must

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

consult with one or more members, as appropriate, of the student's Individualized Education Program (IEP) team, if any, or one or more members, as appropriate, of the group of persons responsible for the student's placement decision under Section 504, if any, to determine how to comply with the requirements of the Individuals with Disabilities Education Act and Section 504 throughout the District's implementation of Grievance Procedures and/or supportive measures.

H. Retaliation Prohibited

The District prohibits intimidation, threats, coercion, or discrimination against any person by the District, a student, or an employee or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a Complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations. When the District has information about conduct that reasonably may constitute retaliation under Title IX or this part, the District must respond promptly and effectively within its Title IX framework.

I. Confidentiality and Privacy

1. Exceptions to Non-Disclosure - The District must not disclose personally identifiable information obtained in the course of complying with Title IX, except in the following circumstances:

- a. To the extent such disclosures are not otherwise in conflict with Title IX, when required by State or local law or when permitted under FERPA.
- a. As required by Federal law, Federal regulations, or the terms and conditions of a Federal award, including a grant award or other funding agreement; or
- b. To carry out the purposes of Title IX, including action taken to address conduct that reasonably may constitute sex discrimination under Title IX in the District's education program or activity;
- c. When the information is disclosed to a parent, guardian, or other authorized legal representative with the legal right to receive disclosures on behalf of the person whose personally identifiable information is at issue;
- d. When the District has obtained prior written consent from a person with the legal right to consent to the disclosure;

2. Privacy During Grievance Process - The District will take reasonable steps to protect the privacy of the parties and witnesses during its grievance procedures. Examples of such steps might include statements of non-disclosure, identifying water-marks, redaction with separate witness codes, etc. However, such steps may not restrict the ability of the parties to: obtain and present evidence, including by speaking to witnesses; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures.

B. Conflict of Interest

No person designated as a Title IX Coordinator, investigator, decision-maker, nor any person designated by the District to facilitate an informal resolution process, may have a conflict of

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

C. Training Requirements

The superintendent must ensure that the persons described below receive training related to their duties under Title IX promptly upon hiring or change of position that alters their duties under Title IX or this part, *and annually thereafter*. This training must not rely on sex stereotypes.

1. All employees must be trained on:

- a. The District's grievance procedures.
- a. All applicable notification and information requirements pertaining to pregnant students or students with pregnancy related conditions, as detailed in policy IHBCA, and
- b. The scope of conduct that constitutes sex discrimination under Title IX, including sex-based harassment; and
- c. The District's obligation to address sex discrimination in its education programs and activities;

2. In addition to the foregoing, any investigator, decisionmaker, facilitator of informal resolutions (if any are offered), and any person otherwise responsible for implementing the District's Grievance Procedures or who has the authority to modify or terminate supportive measures, must each receive the corresponding level of advanced training required by Title IX.

3. The Title IX Coordinator and any persons to whom Title IX Coordinator duties are delegated must receive the level of advanced training required by Title IX, and any other training necessary to coordinate the District's compliance with Title IX.

4. The District must make all materials it uses for required Title IX training available upon request for inspection by members of the public. Such materials must be retained as required under **Section II.U**, below.

5. Other than the Title IX Coordinator, who must be a District employee, the District may engage outside parties who have received qualifying training elsewhere for a role under Title IX.

D. Records and Record Keeping

The District, through the Superintendent and Title IX Coordinator, must maintain for a period of at least seven years:

1. For each Complaint of sex discrimination, including sex-based harassment, records documenting the informal resolution process under **Section II.J**, or the Grievance Procedures and the resulting outcome under Section III.
2. For each notification or other report the Title IX Coordinator receives about conduct that reasonably may constitute sex discrimination under Title IX, including, for instance, notifications by employees (under **Section II.H**, above), any records documenting the actions the District took to meet its obligations to respond promptly and effectively as provided in **Section II.I**, above.
3. All materials used to provide training under **Section II.T**. A District must make these training materials available upon request for inspection by members of the public.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

II. GRIEVANCE PROCEDURE FOR COMPLAINTS OF SEX DISCRIMINATION INCLUDING SEX-BASED HARASSMENT

This Grievance Procedure is initiated by the making of a Complaint of sex discrimination of any form, including a Complaint of sex-based harassment. As defined in **Section II.D** a “Complaint” under this policy is an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged discrimination. However, whether the Grievance Procedure is initiated also depends on the status of the person bringing the request to the attention of the District.

A. Form of and Making a Complaint

All Complaints shall be made with the Title IX Coordinator (unless the Title IX Coordinator is the alleged respondent, in which event the Complaint shall be made to the Superintendent). The Complaint should include, to the extent available at the time, all of the information available to allow the parties to respond to the allegations of the conduct alleged to constitute sex discrimination, including the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s). A Complaint may be made orally or in writing, but the Title IX Coordinator will encourage persons making a Complaint to do so in writing. If the person making the Complaint declines, is unable, or requires assistance to make the Complaint in writing, the Title IX Coordinator will be responsible for preparing or assisting in preparing the written Complaint.

B. Persons Eligible to Make a Complaint

1. Complaints of Sex-Based Harassment. A person is entitled to make a Complaint of sex-based harassment (a sub-category of sex discrimination) only if they:

- a. Themselves are alleged to have been subjected to the sex-based harassment,
- a. Have a legal right to act on behalf of the person(s) alleged to have been subjected to the sex-based harassment (i.e., parent, guardian or other authorized legal representative).
- b. Additionally, as described under **Section II.I.2**, above, the Title IX Coordinator is permitted or required to make a Complaint of sex-based harassment.

2. Complaints of Sex Discrimination Other Than Sex-Based Harassment. A person is entitled to make a Complaint of sex discrimination in the programs or activities of the District other than a Complaint of sex-based harassment if they are:

- c. A student or employee of the District;
- d. Any person other than a student or employee who was participating or attempting to participate in an education program or activity of the District at the time of the alleged sex discrimination;
- e. A parent, guardian, or other authorized legal of a person authorized to make a Complaint; or
- f. The Title IX Coordinator if permitted or required to make a Complaint under **Section II.I.2, above**.

C. Complaints Concerning District Policy or Practice

Not all Complaints of sex discrimination involve active participation by complainants and

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

respondents, including those alleging that the District's own policies and procedures discriminate based on sex. When a sex discrimination Complaint alleges that the District's own policy or practice discriminates on the basis of sex, the District is not considered a "respondent" for procedural purposes. However, the District must fully implement and follow those parts of the Grievance Procedure that apply to such Complaints and complainants, including when responding to a Complaint alleging that the District's policy or practice discriminates on the basis of sex.

For a Complaint alleging that an individual engaged in sex discrimination based on actions the individual took in accordance with the District's policy or practice, the District must treat the individual as a respondent and comply with the requirements in this Grievance Procedure that apply to respondents. This is because such Complaints may involve factual questions regarding whether the individual was, in fact, following the District's policy or practice, what actions the individual took, and whether the individual could be subject to disciplinary sanctions depending on these facts. To the extent an individual was following the District's policy or practice, the District has flexibility to determine whether the original Complaint must be amended to be a Complaint against the District itself or whether this determination can be made based on the original Complaint against the individual.

D. Timeframes

The District has established the following timeframes for the Grievance Procedure. Timelines are not jurisdictional, but merely establish expectations for being "prompt" in resolving Title IX matters in most cases. As used in this procedure, a "day" has the meaning provided in the Definitions found in **Section II.D**, above.

0. Evaluation of the Complaint (i.e., the decision whether to dismiss or investigate a Complaint): 3 days
 1. Notices and Investigation: 15 days
 2. Evidence organization, summarization by investigator: 5 days
 3. Evidence review and responses by parties: 5 days
 4. Decisionmaker evidence evaluation and determination: 10 days
 5. Appeal of dismissal: 10 days to file;
 6. 15 days to conduct the appeal of dismissal;
 7. Appeal of determination (merits): same as Level II and Level III of the grievance process under Policy ACA or as stated in Board policy JICD if the sanction recommended is a long-term suspension or expulsion.
- The District allows for the reasonable extension of timeframes on a case-by-case basis for good cause with notice to the parties that includes the reason for the delay. The Title IX Coordinator may grant these extensions on the Title IX Coordinator's own initiative or upon a qualifying request or need presented by a party, investigator, decisionmaker, District administration, witness, DCYF, or law enforcement agency. The circumstances warranting a qualifying extension will be noted in the District's Title IX records of the complainant's case.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

B. District's Response to Complaints of Sex Discrimination

Whether or not the information alleging sex discrimination first came to the attention of the District by way of a Complaint, once the Grievance Procedure is initiated with the filing of a Complaint, the District will continue to perform and adhere to the provisions described in **Section II** of this policy, including, without limitation, those described in **Section II.I**. In addition, the District will adhere to the following provisions.

1. Title IX Coordinator, Investigator, and Decisionmaker Functions. The District requires that the Title IX Coordinator, the person assigned to investigate a Complaint, and any decision maker not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. The Title IX Coordinator may also serve as the investigator and as a decisionmaker. See also **Section II.S**, above relative to impermissible conflicts of interest.

The Title IX Coordinator shall coordinate with the Superintendent with respect to assignment of persons to fulfill the District's obligations, both general and case specific, relative to this Policy (e.g., investigator, decisionmakers, etc.); this may involve the retention of third-party personnel or additional expenditure of resources.

2. Additional Notice After a Complaint is Made. Once a Complaint is made, and the Grievance Procedure initiated, the District, through the Title IX Coordinator will further notify the parties of the following:
If, in the course of an investigation, the District decides to investigate additional allegations of sex discrimination by the respondent toward the complainant that were not included in the notice provided or that are included in a Complaint that is consolidated, the District will notify the parties of the additional allegations.
 - a. That the parties are entitled to an equal opportunity to access either an accurate description of the relevant and not otherwise impermissible evidence, or the evidence itself. If the District provides a description of the evidence, the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party.
 - a. That retaliation is prohibited; and
 - b. Sufficient information to the extent available at the time to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s);

3. Complaint Consolidation. The District may consolidate Complaints of sex discrimination against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, when the allegations of sex discrimination arise out of the same facts or circumstances. When more than one complainant or more than one respondent is involved, references below to a party, complainant, or respondent include the plural, as applicable.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEEDURE

4. Investigation of Complaints. The District will provide for adequate, reliable, and impartial investigation of Complaints. The burden is on the District—not the parties—to conduct an investigation that gathers sufficient evidence to determine whether sex discrimination occurred.

5. Consideration of and Access to Evidence. The District presumes that the respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of the Grievance Procedure.

- c. The District will objectively evaluate all evidence that is relevant and not otherwise impermissible including both inculpatory and exculpatory evidence.
- d. Credibility determinations will not be based on a person's status as a complainant, respondent, or witness.
- e. The District will provide an equal opportunity for the parties to present fact witnesses and other inculpatory and exculpatory evidence that are relevant and not otherwise impermissible.
- f. The District will review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance.
- g. The District will provide each party with an equal opportunity to access the evidence that is relevant to the allegations of sex discrimination and not otherwise impermissible, in the following manner:
 - . The District will provide an equal opportunity to access either the relevant and not otherwise impermissible evidence, or an accurate description of this evidence. If the District provides a description of the evidence: the District will provide the parties with an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party;
 - i. The District will provide a reasonable opportunity to respond to the evidence or the description of the evidence; and
 - ii. The District will take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained solely through the Grievance Procedure. Disclosures of such information and evidence for purposes of administrative proceedings or litigation related to the Complaint of sex discrimination are authorized.

6. Evidentiary Exclusions. The following types of evidence, and questions seeking that evidence, are impermissible (i.e., will not be accessed or considered, except by the District to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

- h. Evidence that is protected under a privilege recognized by Federal or State law, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- i. A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

treatment to the party or witness, unless the District obtains that party's or witness's voluntary, written consent for use in its Grievance Procedure; and

- j. Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sex discrimination. The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or imply the complainant's consent to the alleged sex discrimination or preclude determination that sex discrimination occurred.

7. Duty of Staff, Volunteers, and Third Party Representatives to Participate. Any employee or any other person authorized by the District to provide aid, benefit, or service under the District's education program or activity, including volunteers and representatives of third parties, must, upon request by the Title IX Coordinator, an investigator, or a decisionmaker, participate as a witness in, or otherwise assist with, an investigation or proceeding under this Policy, including the Grievance Procedure. This requirement would not apply to an employee, etc. who is/was personally subjected to the alleged discriminatory conduct as long as no other person within the District's program or activity (including any student) is/was adversely affected by that conduct.

8. Questioning Parties and Witnesses. The grievance decisionmaker, who may also be the investigator, will question parties and witnesses to adequately assess a party's or witness's credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of sex discrimination. Where the investigator has interviewed a party or witness and the investigator is also serving as the grievance decision maker, credibility evaluation is inherent in the process of conducting the interview. In situations where credibility determinations are required from a grievance decision maker who did not interview a party or witness, the Title IX Coordinator will facilitate an opportunity for the decision maker to conduct an interview as part of the grievance decision maker's process of engaging with the evidence resulting from the investigation.

9. Determination Whether Sex Discrimination Occurred. Following an investigation and evaluation of all relevant and not otherwise impermissible evidence, the grievance decision maker will:

- k. Use the preponderance of the evidence standard of proof to determine whether sex discrimination occurred.
 - . If the decisionmaker is not persuaded by the evidence that sex discrimination occurred, whatever the quantity of the evidence is, the decisionmaker will not determine that sex discrimination occurred.
- i. The standard of proof requires the decisionmaker to evaluate relevant and not otherwise impermissible evidence for its persuasiveness.
- l. Notify the parties in writing of the determination whether sex discrimination occurred under Title IX, including the rationale for such determination, and the procedures and permissible bases for the complainant and respondent to appeal as provided in Section III.E.13, below.
- m. Identify recommended discipline for the respondent for sex discrimination prohibited by Title IX under the District's code of conduct.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

- n. Promptly transmit the grievance record and the determination to the Title IX Coordinator if the Title IX Coordinator did not serve as the decision maker

10. Dismissal of a Complaint.

- o. The Title IX Coordinator or decisionmaker may dismiss a Complaint of sex discrimination if:
 - . The respondent is unable to be identified even after the District has taken reasonable steps to do so;
 - i. The respondent is not participating in the District's education program or activity and is not employed by the District;
 - ii. The complainant voluntarily withdraws any or all of the allegations in the Complaint, the Title IX Coordinator declines to initiate a Complaint, and the District determines that, without the complainant's withdrawn allegations, the conduct that remains alleged in the Complaint, if any, would not constitute sex discrimination under Title IX even if proven; or
 - iii. The Title IX Coordinator or the decisionmaker determines the conduct alleged in the Complaint, even if proven, would not constitute sex discrimination under Title IX.
- p. Before dismissing the Complaint, the District through the Title IX Coordinator will make reasonable efforts to clarify the allegations with the complainant.
- q. Upon dismissal, the Title IX Coordinator will promptly notify the complainant of the basis for the dismissal, and that the complainant may appeal the dismissal, and the grounds upon which the dismissal may be appealed. If the dismissal occurs after the respondent has been notified of the allegations, then the respondent will also be notified of the dismissal and the basis for the dismissal promptly following notification to the complainant, or simultaneously if notification is in writing.
- r. When a Complaint is dismissed, the District will, at a minimum:
 - . Offer supportive measures to the complainant as appropriate;
 - i. If the respondent has been notified of the allegations, offer supportive measures to the respondent as appropriate; and
 - ii. Take other prompt and effective steps, as appropriate, through the Title IX Coordinator to ensure that sex discrimination does not occur, continue, or recur within the District's education program or activity.
- s. Dismissal on these grounds does not prevent the application of any other District policy that applies to the alleged conduct or referral of the alleged conduct to appropriate administrators.

11. Disciplinary Sanctions for Sex Discrimination. The Title IX Coordinator will provide the appropriate administrator with the findings and determinations arising from the grievance procedures for purposes of implementing disciplinary sanctions upon a respondent for violating the prohibition on sex discrimination.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

12. Remedies and Sanctions for Sex Discrimination Other than Sex-Based Harassment. If the Decisionmaker makes a determination that sex discrimination occurred, the Title IX Coordinator will, as appropriate:

- t. Coordinate the provision and implementation of remedies (as described in **Section II.M**, above) to a complainant and other people the District identifies as having had equality in access to the District's education program or activity limited or denied by sex discrimination;
- u. Coordinate the imposition of any disciplinary sanctions on a respondent, including:
 - . Notification of the complainant of any such disciplinary sanctions; and
 - i. Taking other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within the District's education program or activity.
 - ii. Compliance with the Grievance Procedure before the imposition of any disciplinary sanctions against a respondent; and
 - iii. Not disciplining a party, witness, or others participating in the Grievance Procedure for making a false statement or for engaging in consensual sexual conduct based solely on the determination that sex discrimination occurred.

- *If the respondent is a student*, disciplinary sanctions and/or interventions may be found in the District's *[Student Code of Conduct, student handbook ...or other comprehensive list of conduct and discipline standards]*. See also Board policy JIC.

If the respondent is an employee, the employee is subject to discipline up to and including dismissal, in accordance with applicable Board policies, employee handbook and any applicable collective bargaining agreement.

The Title IX Coordinator will provide the appropriate administrator with the findings and determinations arising from the grievance procedures for purposes of implementing disciplinary sanctions upon a respondent for violating the prohibition on sex discrimination.

1. Appeals.

- a. *Appeal of Determination Whether Sex Discrimination Occurred (Merits Appeals)* – An appeal as to whether sex discrimination occurred, i.e. a “merits appeal” (as opposed to an appeal of a dismissal, discussed below), must be filed as provided in **Section III.D.8**, above, and in accordance with the procedures specified in policy ACA. All persons serving as decision maker in appeals arising from the Title IX grievance process are subject to applicable training requirements located in **Section II.T**. Appropriate supportive measures managed by the Title IX Coordinator will continue during all appeals.
 - . Student Respondents Generally. For student respondents generally, a determination of whether sex discrimination occurred will be appealable by either the complainant or the respondent, or both, using the procedures for Level II and Level III grievances under policy ACA. If the determination that sex discrimination occurred is affirmed, reversed, or modified on appeal, the appeal decision will be promptly reported to the Title IX Coordinator to modify the District's response actions as and if appropriate.

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

- i. Student Respondents Facing Long Term Suspension or Expulsion. Whether or not a student respondent who has been determined by the Grievance Procedure to have violated the prohibition against sex discrimination avails themselves of the Level II or Level III appeals under Board policy ACA, if the student respondent found to have violated the prohibition against sex discrimination is facing a long term suspension or expulsion for that violation, they will also be entitled to a hearing before the School Board pursuant to RSA 193:13 and the procedures found in Rule 317.04 (Ed 317.04) of the New Hampshire Department of Education administrative rules. As to such hearing:
 1. The predicate issue of whether the student-appellant violated the prohibition on sex discrimination may be raised before the Board as an issue in the appeal or hearing on a disciplinary sanction under Board policy JICD.
 2. In addition to such evidence as may be introduced as provided under Ed The evidentiary record of Title IX grievance and the testimony of any witness, including the Title IX Coordinator and any investigator or decisionmaker in the matter, may be taken into evidence and argument to support the determination that the student-appellant violated the prohibition on sex discrimination, and for any other relevant purpose in the appeal or hearing.
 3. The Board may adjust, vacate, or deny a disciplinary sanction directed toward a respondent under the *[Student Code of Conduct, student handbookor other comprehensive list of conduct and discipline standards]* without disturbing the determination that sex discrimination occurred in the District's program or activity. Such a decision by the Board may also be grounds for the Title IX Coordinator to adjust remedies provided to the Complainant.
 4. If the Board finds that the respondent did not personally violate the prohibition on sex discrimination, the remedies ordered by the decisionmaker that are specifically dependent upon the determination that the respondent violated the District's prohibition on sex discrimination will be vacated or modified accordingly by the Title IX Coordinator.
 - ii. Employee Respondents. For employee respondents, a determination that sex discrimination occurred will be appealable by either the complainant or the respondent, or both, using the procedures for Level II and Level III grievances under Policy ACA. If the determination that sex discrimination occurred is affirmed, reversed, or modified on appeal, the grievance returns to the Title IX Coordinator to modify the District's response actions as and if appropriate. However, when a final determination is made that an employee violated the prohibition on sex discrimination under Title IX, the concluded grievance record and determination will be sent to the Superintendent or a designee for purposes of determining disciplinary action specifically directed at that employee.
- a. Appeal of Dismissal of a Complaint
 - . If a Complaint is dismissed, the Title IX Coordinator will notify the complainant that the dismissal may be appealed and provide opportunity for an appeal. As noted in Section III.D.6, above, an appeal must be filed within 10 days of the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, the Title IX

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEDURE

Coordinator will also notify the respondent that the dismissal may be appealed.
Dismissals may be appealed only on the following bases:

1. The Title IX Coordinator, investigator, or decision maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that would change the outcome.
 2. New evidence that would change the outcome and that was not reasonably available when the dismissal was made; and
 3. Procedural irregularity that would change the outcome;
- i. If the dismissal is appealed, the District will:
1. Notify the parties of any appeal, including notice of the allegations, if notice was not previously provided to the respondent;
 2. Implement appeal procedures equally for the parties;
 3. Ensure that the decision maker for the appeal did not take part in an investigation of the allegations or dismissal of the Complaint;
 4. Ensure that the decisionmaker for the appeal has been trained consistent with the Title IX regulations;
 5. Provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging the outcome; and
 6. Notify the parties of the result of the appeal and the rationale for the result.
- B. **Relationship of Title IX Grievance Procedures to Other Discrimination or Harassment Procedures.**
To the extent the underlying facts and legal questions in a Complaint handled under the Title IX Grievance Procedure overlap with and pertain to compliance by the District with another law or regulation concerning discrimination under policy AC, the evidence and findings of the Title IX Grievance Process may be used for both purposes, in the discretion of the Title IX Coordinator and, if not the same person, the District's *[Human Rights/Nondiscrimination Officer/Coordinator use position described in District's AC]*.

District Policy History:

Adopted: 9/2/2020

Revised:

NH Statutes
RSA 193:38

Description
[Discrimination in Public Schools](#)

PELHAM SCHOOL DISTRICT POLICY
ACAC – TITLE IX PROHIBITION OF SEX DISCRIMINATION AND
SEX-BASED HARASSMENT: POLICY AND GRIEVANCE PROCEUDRE

| NH Dept of Ed Regulation | Description |
|--------------------------------------|---|
| NH Dept of Ed Rules Ed 303.01 (j) | Substantive Duties of School Boards: Sexual Harassment Policy |
| NH Dept of Ed. Rule 303.01 (i) | School Board Substantive Duties |
| Federal Regulations | Description |
| 34 CFR 106.30 | Definitions |
| 34 CFR 106.44 | Recipient's response to sexual harassment |
| 34 CFR 106.45 | Grievance process for formal complaints of sexual harassment |
| 34 CFR 106.71 | Retaliation |
| 34 CFR 106.8 | Designation of responsible employee and adoption of grievance procedures. |
| 34 CFR. Part 99 | Family Educational Rights and Privacy Act Regulations |
| Federal Statutes | Description |
| 20 U.S.C 1681, et seq | Title IX of the Education Amendments of 1972 |

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

(old version to repeal)

The definition of “Sexual Harassment” is found in Section II.B of this Policy. Instructions for making a report or complaint of sexual harassment are found in Section II.J.1. The “Title IX Grievance Process” is Section III, and the procedure for filing a formal complaint to initiate the grievance process is found in Section III.A

I. RESTATEMENT OF POLICY PROHIBITING DISCRIMINATION ON THE BASIS OF SEX

Per Board policy AC, Title IX of the Education Amendments Act of 1972 (“Title IX”), as well as RSA 193:38, among others, the District does not discriminate on the basis of sex in its educational programs and activities, including employment and admissions. All forms of sex-based discrimination, including sexual harassment are prohibited in the District.

II. TITLE IX SEXUAL HARASSMENT POLICY

A. Application of This Policy

While all forms of sex-based discrimination are prohibited in the district, the purpose of this policy is to address, and only to address, *sexual harassment as defined in Title IX and Sec. II.B*, below, that occurs within the educational programs and activities of the district, and to provide a grievance process for investigating and reaching a final determination of responsibility for a formal complaint of sexual harassment. The “Title IX Grievance Process” is set out in Sec. III below. While the District must respond to all “reports” it receives of sexual harassment, the Title IX Grievance Process is initiated only with the filing of a formal complaint.

The purpose of this Policy, however, is to address, and only to address, sexual harassment as defined in Title IX that occurs within the educational programs and activities of the district. For harassing conduct which does not meet the definition of sexual harassment under Title IX and this Policy, the District’s response will be governed under other applicable laws and policies per Board policy AC, and policies referenced therein.

This Policy shall apply to all students, employees, and any third party who contracts with the District to provide services to District students or employees, upon District property or during any school program or activity.

Nothing in this policy will be construed to confer on any third party a right to due process or other proceedings to which student and employee respondents are entitled under this policy unless such right exists under law. Volunteers and visitors who engage in sexual harassment will be directed to leave school property and/or be reported to law enforcement, the NH Division of Children, Youth and Families (DCYF), as appropriate. A third party under the supervision and control of the school system will be subject to termination of contracts/agreements, restricted from access to school property, and/or subject to other consequences, as appropriate.

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

The Superintendent shall have overall responsibility for implementing this Policy, and shall annually appoint a District Title IX Coordinator as that position is described in Section II.C, below. The name and contact information for the Title IX Coordinator is set forth in Board Policy AC-E, which policy shall be updated and disseminated annually with the Title IX Coordinator's name as set forth in Board policy AC.

B. Definitions

As used in this Policy and the Title IX Grievance Process, the terms below shall have the meaning ascribed.

“Actual knowledge” occurs when the District's Title IX Coordinator or **ANY** employee of one of the District's schools (other than a “respondent” or alleged harasser) receives a notice, report or information or becomes aware of sexual harassment or allegations of sexual harassment.

“Complainant” is an individual who is alleged to be the victim of conduct that could constitute sexual harassment, whether or not that person files a report or formal complaint.

“Days” shall mean calendar days, but shall exclude non-weekend days on which the SAU office is closed (e.g., holidays, office-wide vacations), or any weekday during the school year on which school is closed (e.g., snow days).

“Decision Maker” means persons tasked with: the responsibility of making initial determinations of responsibility (at times referred to as “initial decision maker”); or the responsibility to decide any appeal (at times “appeals decision maker”) with respect to formal complaints of sexual harassment in accordance with the Title IX Grievance Process.

“Determination of Responsibility” is the formal finding by the decision-maker on each allegation of Sexual Harassment contained in a Formal Complaint that the Respondent did or did not engage in conduct constituting Sexual Harassment Under Title IX.

“Formal Complaint” means a document filed by a complainant, the complainant's parent/guardian, or the Title IX Coordinator, alleging sexual harassment against a respondent, and requesting that the district investigate the allegation of sexual harassment.

“Respondent” is an individual who is reported to be the individual accused of conduct that could constitute sexual harassment.

“Sexual harassment” prohibited under Title IX and by this policy *is conduct on the basis of sex* (including, without limitation, gender, sexual orientation, and/or gender identity), occurring in a school system education program or activity that satisfies one or more of the following:

1. A school district employee conditioning an aid, benefit, or service of an education program or activity on an individual's participation or refusal to participate in sexual conduct irrespective of whether the conduct is welcomed by the student or other employee;
2. Unwelcome sex-based/related conduct determined by a reasonable person to be so severe, pervasive, **AND** objectively offensive that it effectively denies a person equal access to

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

the education program or activity (this standard requires consideration of all the facts and circumstances, including, but not limited to, the ages and disability statuses of the harasser and victim and the number of individuals involved and their authority; **OR**

3. Sexual assault, dating violence, domestic violence, or stalking as defined in state or federal law.

Behaviors that constitute sexual harassment may include, but are not limited to:

- i. Sexually suggestive remarks or jokes;
- ii. Verbal harassment or abuse;
- iii. Displaying or distributing sexually suggestive pictures, in whatever form (e.g., drawings, photographs, videos, irrespective of format);
- iv. Sexually suggestive gesturing, including touching oneself in a sexually suggestive manner in front of others;
- v. Harassing or sexually suggestive or offensive messages that are written or electronic;
- vi. Subtle or direct propositions for sexual favors or activities;
- vii. Touching of a sexual nature or groping; and
- viii. Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct.

***Note:** incidents of the above conduct would still need to satisfy one or more of the criteria in paragraphs 1-3 of this definition.*

Sexual harassment may be directed against a particular person or persons, or a group, whether of the opposite sex or the same sex.

The context of behavior can make a difference between conduct falling within the technical definition of Sexual Harassment Under Title IX, and conduct of a sexual nature that is offensive or hostile in itself, but which does not arise to the level within that definition. **District policies prohibit both, but for purposes of its Title IX obligations the District must address reports or complaints of conduct which may constitute sexual harassment as defined above, under this specific, limited scope Policy and Title IX Grievance Process.** Except as used in other laws (e.g., Title VII) or policies (e.g., Board policy JICK) pertaining to harassment, including of a sexual nature, other than Title IX sexual harassment, all references to “sexual harassment” in this policy mean sexual harassment that meets the above definition.

Conduct that satisfies this definition is not sexual harassment for purposes of this policy if the conduct occurred (1) outside the United States or (2) under circumstances in which the school

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: *Priority*

Related Policies: *AC, AC-E, GBEAB, JICK & JLF*

system did not have substantial control over both the harasser/respondent and the context in which the harassment occurred.

NOTE Regarding Concurrent Enrollment and Dual Enrollment, Extended Learning Opportunities, 3rd Party Distance Learning and Other Alternative Instructional Programs: *Under federal regulations, in order for the District to have jurisdiction over conduct that would otherwise meet the definition above of sexual harassment, the District must have substantial control over both the respondent and the context in which the harassment occurred. In general, this will mean that unless such learning program is occurring upon district property, conduct otherwise meeting the definition of sexual harassment within that program, may not be subject to this policy.*

“Supportive Measures” are free, non-disciplinary, non-punitive, individualized services and shall be offered to the complainant, and may be offered to the respondent, as appropriate. These measures may include, but are not limited to, the following:

1. Counseling;
2. Course modifications;
3. Schedule changes; and
4. Increased monitoring or supervision

Such measures shall be designed to restore or preserve equal access to the District’s education programs and activities without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District’s educational environment and/or deter sexual harassment. Supportive measures shall remain confidential with exclusive exceptions stated required in Sec. II.E, below.

C. Title IX Coordinator

The Title IX Coordinator shall respond promptly to all general reports as well as formal complaints of sexual harassment. the Title IX Coordinator shall receive general and specific reports of sexual harassment, and coordinate the District’s responses to both reports and formal complaints of sexual harassment so that the same are prompt and equitable. In addition to any other specific responsibilities assigned under this Policy, or as assigned by the Superintendent, the Title IX Coordinator will be responsible for:

1. meeting with a complainant, and informing the parent/guardian once the Title IX Coordinator becomes aware of allegations of conduct that could constitute sexual harassment as defined in this Policy;
2. identification and implementation of supportive measures;
3. signing or receiving formal complaints of sexual harassment;
4. engaging with the parents/guardians of parties to any formal complaint of sexual harassment;

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

5. coordinating with District and school-level personnel to facilitate and assure implementation of investigations, and remedies, and helping to assure that the District otherwise meets its obligations associated with reports and complaints of sexual harassment;
6. coordinating with the Superintendent with respect to assignment of persons to fulfill the District's obligations, both general and case specific, relative to this Policy (e.g., investigator, decision makers, etc.; this may involve the retention of third party personnel.);
7. coordinating with District and school-level personnel to assure appropriate training and professional development of employees and others in accordance with Sec. II.D of this Policy; and
8. helping to assure that appropriate systems are identified and maintained to centralize sexual harassment records and data.

In cases where the Title IX Coordinator is unavailable, including unavailability due to a conflict of interest or other disqualifying reason (see Sec. II.G, below), the Superintendent shall assure that another person with the appropriate training and qualifications is appointed as acting Title IX Coordinator for that case, in such instances "Title IX Coordinator" shall include the acting Title IX Coordinators.

D. Training

All District employees shall receive regular training relative to mandatory reporting obligations, and any other responsibilities they may have relative to this Policy.

Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, must receive training on the definition of sexual harassment, this Policy, the scope of the District's education program or activity, and how to conduct an investigation (including the requirements of the reporting and the Title IX Grievance Process, including hearings, appeals, and information resolution processes). The training must also include avoiding prejudgment of the facts, conflicts of interest and bias.

Decision-makers must also receive training on issues of relevance of questions and evidence, including when questions about the complainant's sexual predisposition or prior sexual behavior are not relevant.

Investigators must receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.

Materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, must not rely on sex stereotypes, must promote impartial investigations and adjudications of formal complaints of sexual harassment, and must be made available to the public as provided in Sec. II.H of this Policy.

E. Confidentiality

The District will respect the confidentiality of the complainant and the respondent as much as possible, however, some information may need to be disclosed to appropriate individuals or authorities. All

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

disclosures shall be consistent with the District's legal obligations and the necessity to investigate allegations of harassment and take disciplinary action. Examples of required disclosure include:

1. information to either party to the extent necessary to provide the parties due process during the Title IX Grievance Process;
2. information to individuals who are responsible for handling the District's investigation and determination of responsibility to the extent necessary to complete the District's grievance process;
3. mandatory reports of child abuse or neglect to DCYF or local law enforcement (per Board policy JLF);
4. information to the complainant's and the respondent's parent/guardian as required under this Policy and or the Family Educational Rights and Privacy Act ("FERPA"); and
5. reports to the New Hampshire Department of Education as required under N.H. Code of Administrative Rules Ed 510 regarding violations of the NH Code of Conduct for Education Professionals.

Additionally, any supportive measures offered to the complainant or the respondent shall remain confidential to the extent that maintaining such confidentiality would not impair the ability of the school district to provide the supportive measures.

Except as specified above, the District shall keep confidential the identity of:

1. Any individual who has made a report or complaint of sex discrimination;
2. Any individual who has made a report or filed a formal complaint of sexual harassment;
3. Any complainant;
4. Any individual who has been reported to be the perpetrator of sex discrimination¹;
5. Any respondent; and
6. Any witness.

Any supportive measures provided to the complainant or respondent shall be kept confidential to the extent that maintaining such confidentiality does not impair the ability of the District to provide the supportive measures.

F. Retaliation Prohibited

Retaliation against any person who makes a report or complaint, or against any person who assists, participates, or refuses to participate² in any investigation of an act alleged in this Policy is prohibited. Actions taken in response to **materially** false statements made in bad faith, or to submitting **materially**

¹ 34 CFR 106.71 (a).

² 34 CFR 106.71 (a).

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

false information in bad faith, as part of a report or during the Title IX Grievance Process do not constitute retaliation. A finding of responsibility alone is insufficient to conclude that a person made a materially false statement in bad faith. Complaints of retaliation with respect to reports or formal complaints of sexual harassment shall be filed under the District's general grievance process.

G. Conflict of Interest

No person designated as a Title IX Coordinator, investigator, decision-maker, nor any person designated by the District to facilitate an informal resolution process, may have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

H. Dissemination and Notice

The District shall include in all student and employee handbooks, and shall make publicly available on the district's website the following information:

1. The District's policy of non-discrimination on the basis of sex (included in Board policy AC).
2. the title, name, office address, email address, and telephone number of the Title IX Coordinator (to be provided pursuant to Board policy AC and its addendum, updated annually, AC-E;
3. the complaint process;
4. how to file a complaint of sex discrimination or sexual harassment;
5. how the District will respond to such a complaint; and
6. a statement that Title IX inquiries may be referred to the Title IX Coordinator or to the Assistant Secretary for Civil Rights.

The same information shall be provided to all persons seeking employment with the District, or seeking to enroll or participate in the District's educational programs or activities.

Additionally, the District will make this Policy, as well as any materials used to train personnel as required under Sec. II.D publicly available on the district's website.

I. Records and Record Keeping

1. For each report or formal complaint of sexual harassment, the District, through the Title IX Coordinator, must create, and maintain for seven (7) years, record of:
 - a. Any actions, including any supportive measures,
 - b. The basis for the District's conclusion that its response was not deliberately indifferent; and
 - c. Documentation which:

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

- If supportive measures were provided to the complainant, a description of the supportive measures taken designed to restore or preserve equal access to the District's education program or activity; or
 - If no supportive measures were provided to a complainant, explains the reasons why such a response was not clearly unreasonable in light of the known circumstances.
2. In addition, the District shall maintain the following records for a minimum of seven (7) years:
- a. Records for each formal complaint of sexual harassment, including:
 - Any determination regarding responsibility, including dismissals;
 - Any disciplinary sanctions imposed on the respondent;
 - Any remedies provided to the complainant designed to restore or preserve equal access to the District's education program or activity;
 - Any appeal and the result therefrom;
 - Any informal resolution process and the result therefrom;
 - b. All materials used to train Title IX Coordinators, investigators, and decision-makers.

J. Reports of Sexual Harassment, Formal Complaints and District Responses

1. Report of Sexual Harassment

NOTE: *A report does not initiate the formal Title IX Grievance Process. That process is begun only upon the filing of a formal complaint under the procedures set out in II.J.3, and III.A, below.*

Any person may report sexual harassment whether relating to her/himself or another person.

However, if any District employee – other than the employee harasser, or the Title IX Coordinator – receives information of conduct which may constitute sexual harassment under this Policy, s/he shall, without delay, inform the Title IX Coordinator of the alleged sexual harassment. Failure to report will subject the employee to discipline up to and including dismissal.

A report of sexual harassment may be made at any time, in person, by mail, by telephone, electronic mail, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Additionally, while the District strongly encourages reports of sexual harassment to be made directly to the Title IX Coordinator, the report may be made to **any** District staff member, including, for instance, a counselor, teacher or principal.

If the Title IX Coordinator is the alleged respondent, the report or formal complaint may be made directly to the Superintendent, who shall thereafter fulfill the functions of the Title IX Coordinator regarding that report/complaint, or delegate the function to another person.

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

NOTE: For any allegation of sexual assault on a student under the age of 18, such conduct shall be reported immediately to the DCYF per Board policy *JLF*. If the alleged respondent (perpetrator) is a person holding a license or credential from the New Hampshire Department of Education (i.e., “credential holder”), then a report shall also be made pursuant to Board policy GBEAB.

2. District Response to Report of Sexual Harassment

The district will promptly respond when there is actual knowledge of sexual harassment, even if a formal complaint has not been filed. The district shall treat complainants and respondents equitably by providing supportive measures to the complainant³ and by following the Title IX Grievance Process prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

As soon as reasonably possible after receiving a report of alleged sexual harassment from another District employee or after receiving a report directly through any means, the Title IX Coordinator shall contact the complainant to:

- i. discuss the availability of and offer supportive measures;
- ii. consider the complainant’s wishes with respect to supportive measures;
- iii. inform the complainant of the availability of supportive measures with or without the filing of a formal complaint; and
- iv. explain to the complainant the process for filing a formal complaint.

3. Formal Complaints

Pursuant to federal regulations, and this Policy, a formal complaint that contains an allegation of sexual harassment and a request that the District investigate the allegations is required before the District may conduct a formal investigation of sexual harassment or take any action (other than supportive measures) against a person accused of sexual harassment. **Once a formal complaint of sexual harassment is received by the Title IX Coordinator, s/he shall commence the Title IX Grievance Process set out in Sec. III below. The process for filing a formal complaint is set forth in Sec. III.A.**

4. Limitation on Disciplinary Action

In no case shall the District impose disciplinary consequences or sanctions against a respondent who has been accused of conduct which may constitute sexual harassment, until the Title IX Grievance Process has been completed.

³The Title IX Coordinator may offer supportive measures to a complainant, even if the information from the complainant does not/does not appear to meet the full definition of sexual harassment under this Policy. Districts should consult with counsel before it “imposes” any supportive measures against a respondent.

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

5. Emergency Removal and Administrative Leave

At any point after receiving a report or formal complaint of sexual harassment, the Title IX Coordinator (or other District official charged with a specific function under this Policy or the Title IX Process: e.g., investigator, decision maker, etc.) may request the Superintendent to direct that an individualized safety and risk analysis be performed to determine whether a respondent student is an immediate threat to the physical health or safety of any person. In the event that the safety and risk analysis determines that the respondent student does present an immediate threat to the physical health and safety of any person, the District may remove that student, provided that such removal is in full compliance with the IDEA, a student's IEP and or 504 plan if applicable. Such emergency removal shall not be disciplinary. However, the District must provide the respondent with notice and an opportunity to challenge the decision immediately following the removal, and shall continue to offer educational programming until a final determination is made pursuant to the Title IX Grievance Process.

The Title IX Coordinator shall keep the Superintendent of Schools informed of any employee respondents so that he/she can make any necessary reports to New Hampshire Department of Education in compliance with applicable administrative rules and the New Hampshire Code of Conduct for Educational Professionals. In appropriate cases, the Superintendent may place an employee respondent on non-disciplinary administrative leave pursuant to RSA 189:31.

III. TITLE IX GRIEVANCE PROCESS

The Title IX Grievance Process is used only upon the filing of a formal complaint of sexual harassment as described in Sec. III.A, below. The provisions of Section I of the Policy are incorporated as part of the Title IX Grievance Process. Upon receipt of a formal complaint of sexual harassment, the Title IX Coordinator will coordinate the District's efforts to comply with its responsibilities related to the Title IX Grievance Process.

A. Process for Filing a Formal Complaint of Sexual Harassment

The Title IX Grievance Process is initiated by way of a formal complaint ("complaint" or "formal complaint") filed by the complainant, the complainant's parent/guardian, or the Title IX Coordinator. The complainant may file a complaint or choose not to file a complaint and simply receive the supportive measures. If the Complainant does not file a complaint, the Title IX Coordinator may sign a formal complaint, but only if initiating the grievance process against the respondent is not clearly unreasonable in light of the known circumstances, and in other cases where, in the exercise of good judgment and in consultation with the District's attorney as appropriate, the Title IX Coordinator determines that a grievance process is necessary to comply with the obligation not to be deliberately indifferent to known allegations of sexual harassment (e.g., reports of sexual assault, employee on student harassment, repeat reports, or the conduct in the complainant's report has not been adequately resolved through the provision of supportive measures). If the complaint is filed by the Title IX Coordinator, he/she is not a party to the action, and the District must comply with all of the provisions of the Title IX Grievance Process relative to respondents and complainants.

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

If no formal complaint is filed by the complainant or the Title IX Coordinator no disciplinary action may be taken against the respondent based upon conduct that would constitute sexual harassment under this policy.

Although there is no time limit per se to filing a formal complaint, for complaints initiated by the complainant or his/her parent/guardian, the complainant must be employed by the District or participating in or attempting to participate in the education program or activities of the District at the time of filing. Additionally, although the District will initiate the Title IX Grievance Process regardless of when the formal complaint is submitted, delays in reporting may significantly impair the ability of school officials to investigate and respond to the allegations.

At a minimum, a formal complaint must:

1. contain the name and address of the complainant and the student's parent or guardian if the complainant is a minor student;
2. describe the alleged sexual harassment,
3. request an investigation of the matter, and
4. be signed by the complainant or otherwise indicate that the complainant is the person filing the complaint.

The complaint may be filed with the Title IX coordinator in person, by mail, or by email. Complaint forms may be obtained from the Title IX Coordinator or on the District and school websites.

B. Initial Steps and Notice of Formal Complaint

1. The Title IX Coordinator will provide notice to the complainant and the complainant's parent/guardian (if the complainant is a non-eligible student under FERPA), and to the respondent (if known) and the respondent's parent/guardian (if the respondent is a non-eligible student under FERPA), as well as to any other known parties, of the following:
 - a. this Title IX Grievance Process, including any informal resolution process;
 - b. the allegations of sexual harassment potentially constituting sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview; "sufficient details" shall include to the extent known identities of persons involved, the conduct allegedly constituting sexual harassment, and the date and location of the incident;
 - c. a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the grievance process;
 - d. that each party may have an advisor of their choice, who may be, but is not required to be, an attorney;

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

- e. that each party is entitled to inspect and review evidence; and
 - f. a reference to any provision in the District's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.
2. The Title IX Coordinator will contact the complainant to discuss and offer supportive measures.
3. The Title IX Coordinator may contact the respondent to discuss, and or impose, non-disciplinary supportive measures.
4. The Title IX Coordinator will examine the allegations in the formal complaint, to determine whether even if assumed true, the allegations are sufficient to sustain a finding of sexual harassment under this Policy. If the Title IX Coordinator was not involved with preparing the formal complaint, the Title IX Coordinator will contact the complainant to discuss the complaint and whether amendment is appropriate, in which case the process of Sec. III.C.4 will apply.
5. If the formal complaint fails to satisfy the definition of sexual harassment in this Policy, the complaint shall be dismissed as provided in Sec. III.G, below.
6. If the complaint is not dismissed, then the Title IX Coordinator will consult with the Superintendent as to whether the Title IX Coordinator should act as the investigator or whether a different District or other employee shall act in that capacity. At the same time, the Title IX Coordinator and the Superintendent shall appoint the person who shall make the initial determination of responsibility. In all cases, the investigator and the initial decision maker must be properly trained and otherwise qualified (see Sec. II.D "Training", and Section II.G "Conflict of Interest").
7. If the report alleges sexual harassment by the Superintendent, the Title IX Coordinator will inform the School Board Chair and the Human Resources Director the latter of whom shall have authority to seek guidance from the District's general counsel, but shall not delay the District's response to the report as outlined in this Policy.

C. General Provisions and Additional Definitions Relative to Title IX Grievance Process

1. **Copies and Notices.** Except as specifically stated elsewhere in this Policy, for any document, information or material required to be delivered to a party or to a person assigned with responsibility under the Title IX Grievance Process, the manner of transmittal may be by electronic mail, regular mail or such other manner reasonably calculated to assure prompt delivery with evidence thereof (such as a commercial carrier or other receipted delivery). Hand delivery will only be permitted if made to the District official charged with the specific function under this Policy (e.g., Title IX Coordinator, Superintendent, investigator, decision maker(s), etc.). Any document required to be delivered to a minor or other non-eligible student, must also be delivered to the minor's parent/guardian. Copies should also be sent to a party's advisor if the information for the advisor has been previously communicated to the sending party. (Under

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

federal regulations, copies of the investigative evidence, as well as the investigative report, must be forwarded to a party's advisor. See Sections III.E.3, and III.E.4).

2. Risk Analysis and Emergency Removal. At any point during the Title IX Grievance Process, the Title IX Coordinator may arrange for an individualized safety and risk analysis as described in Sec. II.J.5, following which a student may be removed.
3. Administrative Leave. At any point during the Title IX Grievance Process, the Superintendent, and at his/her own discretion, and with or without consulting the Title IX Coordinator, may place an employee on administrative leave pursuant to RSA 189:31.
4. Additional Allegations. If, in the course of an investigation, the District decides to investigate allegations about the complainant or respondent that were not included in the previous notice, the District shall simultaneously provide notice of the additional allegations to the parties whose identities are known.
5. No Interference with Legal Privileges. At no point in process will the Title IX Coordinator the investigator, any decision maker, or any other person participating on behalf of the District, require, allow, rely upon, or otherwise use questions or evidence that constitutes, or seeks disclosure of, information protected under a legally recognized privilege (e.g., doctor/patient, attorney/client, clergy, etc.), unless the person holding such privilege (parent/guardian for minor student) has waived the privilege in writing to use the information with respect to the Title IX Grievance Process.
6. Consolidation of Complaints. The District may consolidate formal complaints of allegations of sexual harassment where the allegations of sexual harassment arise out of the same facts or circumstances and the formal complaints are against more than one respondent; or by more than one complainant against one or more respondents; or by one party against the other party. When the District has consolidated formal complaints so that the grievance process involves more than one complainant or more than one respondent, references to the singular "party", "complainant", or "respondent" include the plural, as applicable.
7. Remedies: Range of Disciplinary Sanctions and Remedial Actions Upon Final Determination of Responsibility.
 - a. "Disciplinary sanctions" are consequences imposed on a respondent when s/he is found responsible for sexual harassment under this Policy. Remedial actions are actions intended to restore or preserve a complainant's equal access to the educational programs and activities of the District.
 - b. "Disciplinary sanctions" against an employee respondent may include any available sanction available for the discipline of employees, up to and including dismissal or non-renewal for any other violation of Board policy, NH Code of Conduct for Educational Professionals, applicable individual or collective bargaining contract, or state or federal laws or regulations.

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

- c. “Disciplinary sanctions” against a student may include any available discipline or sanction, up to and including expulsion, under the policies, rules and procedures that establish the district’s comprehensive student code of conduct.
- d. “Remedial actions” as to a respondent after a final finding of responsibility, whether employee or student, may include the imposition upon a responsible respondent of any additional non-disciplinary measures appropriate to effecting a remedy for sexual harassment, and may include such measures as no-contact requirements, scheduling adjustments, removal or exclusion from extracurricular activities, class reassignments, limits on future class registrations, restrictions on access to various spaces in the school buildings, reassignment of attendance, and similar measures fine-tuned to respond appropriately to the circumstances surrounding a successful complainant’s right to access the district’s program and activity.

Additional remedial actions may include recommendations that a school-wide or system-wide response is needed in order to respond to the sexual harassment in a way that is not clearly unreasonable under the circumstances. In such cases, the Superintendent shall provide additional staff training, harassment prevention programs, or such other measures as determined appropriate to protect the safety of the educational environment and/or to deter sexual harassment.

D. Timeframe of Grievance Process

The District shall make a good faith effort to conduct a fair, impartial grievance process in a timely manner designed to provide all parties with a prompt and equitable resolution. It is expected that in most cases, the grievance process will be concluded through at least the determination of responsibility decision within 80 days after filing the formal complaint. In more complex cases, the time necessary to complete a fair and thorough investigation or other circumstances mean that a determination of responsibility cannot reasonably be made within that time frame.

1. Summary of Grievance Process Timeline.

- a. Investigation 20 +/- days as the complexity of the case demands (Sec. III.E.1)
 - b. 10 days for reviewing information prior to conclusion of investigation
 - c. 10 days after receiving report to respond to report
 - d. 10 days for decision maker to allow initial questions
 - e. 10 days for responses to questions
 - f. 10 days for questions and responses to follow-up questions.
 - g. 10 days for determination of responsibility decision
 - h. 10 days for appeal (6 additional days for administrative steps)
 - i. 10 days for argument/statement challenging or supporting determination
 - j. 10 days for decision on appeal
2. Delays and Extensions of Time. At any stage of the grievance process, the District (through the Superintendent, or if the Superintendent is the respondent, the Title IX Coordinator or designee)

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

may for good cause allow for temporary delays or extensions of time upon request of either party, or on his/her own initiative. Examples of good cause may include such things as availability of parties or witnesses, school or school administrative office holidays or vacations, referral back to an earlier stage of the grievance process, concurrent law enforcement or other agency activity, or need to obtain interpreters or accommodation of disabilities. For any such delay or extension of time, the Superintendent or the Title IX Coordinator will provide written notice to the parties of the delay/extension and the reason(s).

E. Investigation

The Title IX Coordinator will coordinate the investigation. The investigator shall be as appointed pursuant to Sec. III.B.5.

1. The Title IX Coordinator may conduct the investigation, or, in consultation with the Superintendent, designate another qualified person to investigate. The investigation and investigator must:
 - a. Include objective evaluation of all relevant evidence, including inculpatory and exculpatory evidence. (Evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such evidence about the complainant's prior sexual behavior is offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the evidence concerns specific incidents of the complainant's prior sexual behavior with respect to the respondent and is offered to prove consent.)
 - b. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests on the District and not on either of the parties;
 - c. Provide an equal opportunity for the parties to present witnesses, and other inculpatory and exculpatory evidence;
 - d. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
 - e. Provide the parties with the same opportunities to have others present during any interview or other part of the investigation, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The investigator may restrict any others from participating, as long as the restrictions apply equally to both parties;
 - f. Provide, to a party (e.g., respondent or complainant – and parent/guardian as appropriate) whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate within the timeframes established in Sec. III.D, below.
 - g. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint;

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

2. Prior to completion of the investigative report, the District, through the Title IX Coordinator, must send to each party and party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties must have at least 10 days to submit a written response, which the investigator will consider prior to completion of the investigative report;
3. The investigator must prepare a written investigative report that fairly summarizes relevant evidence, including, without limitation, witness credibility, discrepancies, inculpatory and exculpatory information, and relevant District policies, rules and regulations, and the manner in which the same were made known to the pertinent school populations or specific parties. The investigative report shall include a description of the procedural steps taken, starting with the receipt of the formal complaint, and continuing through the preparation of the investigative report, including any notifications to the parties, interview with parties and witnesses, site visit, and methods used to gather evidence.
4. The investigator shall provide the investigative report in hard copy or electronic format to the Title IX Coordinator, to each party and each party's advisor, if any. Each party will have 10 days from receipt to provide the Title IX Coordinator a written response to the investigative report.
5. It serves all parties when investigations proceed diligently and conclude within a reasonable time, which may vary case by case. In most cases, it is expected that the investigator will conclude the initial investigation, and provide the parties the evidence and other information required under Sec. III.E.2. Not more frequently than every other week, any party may request the Title IX Coordinator to obtain and provide the parties with a basic status report on the investigator's progress toward completion. In most cases, the investigator should conclude the investigation within 10-20 days after receiving a Formal Complaint.

F. Determination of Responsibility and Initial Decision Maker

The determination of responsibility of the respondent shall be made by the initial decision maker as appointed pursuant to Section III.B.5.

1. Prior to making a determination of responsibility, the initial decision maker will afford each party 10 days to submit written, relevant questions to the initial decision maker that the party wants asked of any party or witness.
2. The initial decision-maker must explain to the party proposing the questions any decision to exclude a question as not relevant. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the question and evidence concern specific incidents of the complainants prior sexual behavior with respect to the respondent and are offered to prove consent.
3. The initial decision maker will provide the questions to the party/witness, with copies to each party, and provide no less than 10 days for written responses, likewise to be provided to each party.

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

4. The initial decision maker will provide 5 days each for supplementary, limited follow-up questions and 5 days for answers, and may provide for additional rounds of follow-up questions, as long as the provision is extended to both parties equally.
5. The initial decision maker may not make any credibility determinations based on the person's status as a complainant, respondent or witness.
6. The respondent must be deemed to be not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
7. The initial decision maker may impose disciplinary sanctions and remedies as described in Section III.C7, above.
8. The standard to be used for formal complaints in determining whether a violation has occurred and/or that the respondent is responsible is the preponderance of the evidence standard, which is only met when the party with the burden convinces the fact finder (the initial decision maker) that there is a greater than 50% chance that the claim is true (i.e., more likely than not).
9. The initial decision-maker must issue a written determination/decision within 10 days after the close of the period for responses to the last round of follow-up questions. The written "Initial Determination of Responsibility" must include:
 - a. Identification of the allegations potentially constituting sexual harassment;
 - b. A description of the procedural steps taken from the receipt of the formal complaint through the Initial Determination of Responsibility, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather evidence, and hearings held;
 - c. Findings of fact supporting the determination;
 - d. Conclusions regarding the application of the District's applicable codes of conduct, policies, administrative regulations or rules to the facts;
 - e. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility (i.e., whether or not the respondent is responsible for sexual harassment), and any disciplinary sanctions or remedies; and
 - f. The District's procedures and permissible bases for the complainant and respondent to appeal (as set forth in Section III.H, below).
10. The decision maker shall provide the Initial Determination of Responsibility to the Title IX Coordinator, the Superintendent and the parties simultaneously.

G. Dismissal of a Formal Complaint

1. The District must dismiss a formal complaint with regard to Title IX sexual harassment if the alleged conduct:

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

- a. Would not constitute sexual harassment, even if proved;
 - b. Did not occur in the District's education program or activity; or
 - c. Did not occur against a person in the United States.
2. The District may dismiss a formal complaint with regard to Title IX sexual harassment if at any time during the investigation or determination of responsibility stage(s):
 - a. A complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein;
 - b. The respondent is no longer enrolled or employed by the District; or
 - c. Specific circumstances prevent the recipient from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.
3. Prior to dismissal of a complaint, the person responsible at that stage shall consult with the Superintendent.
4. Upon dismissal of a formal complaint, the District must promptly send written notice of the dismissal and the reason(s) therefore simultaneously to the parties.

The dismissal of a formal complaint under Title IX does not preclude the District from continuing any investigation or taking action under other District policies, code of conduct or administrative rules/regulations. In some cases, the District may have an obligation to continue an investigation and proceed under a different policy or mandated process.

H. Appeals Process

1. Either party may appeal the Initial Determination of Responsibility or the dismissal of a formal complaint or any allegation in a formal complaint by notifying the Superintendent in writing ("written appeal"), with a copy to the Title IX Coordinator. If there are multiple determinations of responsibility, the written appeal shall specify which ones are included in the appeal. The written appeal must be received by the Superintendent within 10 days of the Initial Determination of Responsibility or written notice of dismissal being communicated to the parties.
2. An appeal under this Policy may only be based upon one or more of the following bases, which must be stated specifically in the party's written appeal:
 - i. Procedural irregularity that affected the outcome of the matter;
 - ii. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
 - iii. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

Appeals for any other reason or upon any determination of responsibility not included in the written appeal will not be heard.

Appeals pertain only to the determination of responsibility and non-disciplinary remedies. Once a determination of responsibility is final per Sec. III.I, below, appeals of disciplinary sanctions may be made pursuant to the District's ordinary review process for discipline, or, to the extent applicable, any statutory or other processes provided under collective bargaining agreements or individual contracts.

3. Within 3 days of receipt of the written appeal, the Superintendent shall appoint a decision maker for appeal ("appeals decision maker"),⁴ who must have adequate training as provided in Section II.D, be free from conflict of interest as provided in Section II.G, and may not be the same person as the initial decision maker, the person who ordered dismissal, the investigator(s), or the Title IX Coordinator. Upon the appointment of the appeals decision maker, the Superintendent shall provide a Notice of Appeal to each party and to the Title IX Coordinator, with a copy of the written appeal. The Notice of Appeal must include information about all deadlines and timeframes in the appeal stage.
4. Each party shall have 10 days from the date the Notice of Appeal is delivered to the parties to submit to the appeals decision maker a written statement, with copies to the Superintendent, Title IX Coordinator, and other party a statement ("appeal statement") in support of, or challenging, the determination of responsibility or dismissal.
5. Each party shall provide copies of the appeal statement to the other party, the Superintendent, and the Title IX Coordinator at the same time the appeal statement is given to the appeals decision maker. If the basis of the appeal is newly available evidence affecting the outcome, the party shall submit such evidence or a summary of such evidence along with the party's appeal statement.
6. The appeals decision maker may refer an appealed issue back to a prior point in the grievance process, with written notice to the parties, the Superintendent and the Title IX Coordinator.
7. The appeals decision maker shall provide a written appeals decision after considering the record and the parties' appeal statements. The appeals decision maker will only overturn the Initial Determination of Responsibility upon a conclusion that it was clearly erroneous (i.e., either made on unreasonable grounds, or without any proper consideration of the circumstances). If the basis or one of the bases for the appeal was new evidence, the appeals decision maker may either make a determination of responsibility regarding that evidence, or refer it back to the appropriate stage of the Title IX Grievance Process. The written appeals decision will describe the result(s) of the appeal and the rationale, with copies provided to the parties, Superintendent and Title IX Coordinator, no more than 10 days after receiving the last of the parties' written statements per Section III.H.5.

⁴Although the school board is not precluded from serving as a decision maker with respect to appeals, before it may do so, each member of the board must meet both the training and conflict of interest requirements described in Sections II.D and II.G. Such training may be provided on an as-needed basis, but because of necessary timelines, the framework will need to be in place long before a case is appealed.

PELHAM SCHOOL DISTRICT POLICY

ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: Priority

Related Policies: AC, AC-E, GBEAB, JICK & JLF

- I. Finality of Determination of Responsibility.** The determination regarding responsibility becomes final either on the date that the recipient, through the Superintendent, provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal of the Initial Determination of Responsibility would no longer be considered timely. The final determination shall be identified as the Title IX Decision.

Once the Title IX Decision is final, the District may implement remedies and disciplinary sanctions. The Title IX Coordinator is responsible for effective implementation of any non-disciplinary remedies, with the assistance of building and District administrative personnel, while disciplinary sanctions will be imposed by persons charged with such responsibilities under other Board policies, regulations or administrative procedures. The District may also proceed against the respondent or complainant pursuant to the District's applicable code of conduct or other Board policies, collective bargaining agreement, individual contract or administrative rules/regulations/procedures. The issue of responsibility for the conduct at issue shall not be subject to further review or appeal within the District.

J. Informal Resolution.

At any time prior to reaching a determination regarding responsibility (but only after the filing of a formal complaint), the District may offer an optional informal resolution process (e.g., mediation, arbitration), provided that the District:

1. Provides written notice to the parties disclosing:
 - a. The allegations of the formal complaint;
 - b. The requirements of the information resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, provided, however, that at any time prior to agreeing to an informal final resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and
 - c. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.
2. Obtains the parties' voluntary written consent to the informal resolution process; and

In no event may the District offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

PELHAM SCHOOL DISTRICT POLICY ACAC – TITLE IX SEXUAL HARASSMENT POLICY AND GRIEVANCE PROCESS

Category: *Priority*

Related Policies: *AC, AC-E, GBEAB, JICK & JLF*

District Policy History:

Adopted: 9/2/2020

Legal References:

Title IX of the Education Amendments of 1972, 20 U.S.C 1681, et seq 20 U.S.C. §1232g, Family Educational Rights and Privacy Act

34 CFR. Part 99, Family Educational Rights and Privacy Act Regulations

34 CFR 106.8, Designation of responsible employee and adoption of grievance procedures.

34 CFR 106.30, Definitions

34 CFR 106.44, Recipient's response to sexual harassment

34 CFR 106.4, Grievance process for formal complaints of sexual harassment

34 CFR 106.71, Retaliation

RSA 193:38, Discrimination in Public Schools

NH Dept of Ed. Rules Ed 303.01 (i), School Board Substantive Duties

Ed 303.01(j), Substantive Duties of School Boards; Sexual Harassment Policy

PELHAM SCHOOL DISTRICT POLICY

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

Category: Priority

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). For reporting or making a complaint of discrimination or harassment relative to a disability or perceived disability, see Policy ACA.

Policy IHBA provides specific information regarding the District's procedures and programs for students with disabilities. ~~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

ACN – NURSING MOTHERS ACCOMMODATIONS

Category: Priority

Related Policies: AC, ACAC, GBEB, IHBCA, JIC

A. **Statement of Purpose**

The District provides a supportive environment as to time and place for students and employees (collectively “nursing mothers”) to express milk. Subject to the terms and exceptions set forth in this policy, the District will accommodate the needs of nursing mothers by providing reasonable times and suitable spaces for nursing mothers to nurse during school and work hours for up to one year after the birth of the child. Nursing for purposes of this policy will include expression of milk by manual or mechanical means.

No nursing mother will be discriminated against for nursing or nursing-related activities as provided in this policy, and reasonable efforts will be made to assist nursing mothers in meeting their infant feeding goals while at work or school.

B. **Accommodation Notice and Plans**

A nursing or expectant mother should contact the building principal at least two weeks before the need for nursing accommodations arises. The District will endeavor to meet the break and space needs of each nursing mother. However, when ordinary accommodations (as discussed below) will create undue hardship to the operations of the school/workplace, the District will work with the nursing mother to determine whether other acceptable accommodations may be made. When acceptable accommodations are unattainable, the building principal will consult with the District’s Human Resources Director.

The nursing mother and principal will create a nursing accommodation plan in order to ensure proper coverage of a classroom or job assignment. The plan should be revisited every three months, with adjustments made to the accommodations as nursing needs change.

C. **Reasonable Time to Express Milk During the School Day**

Absent undue hardship or other accommodations as established under Section B above, a nursing mother will have an opportunity to express milk as outlined within the nursing accommodation plan. An employee or student can use usual break and meal periods if they choose.

A nursing mother who is an hourly employee will not be paid during nursing periods unless either (a) the nursing period falls during a regular paid break (e.g., a paid lunch), or when not completely relieved of duties during the nursing period(s). Nursing mothers shall not be required to “make up” time relating to the use of unpaid nursing periods.

PELHAM SCHOOL DISTRICT POLICY

ACN – NURSING MOTHERS ACCOMMODATIONS

Category: Priority

Related Policies: AC, ACAC, GBEB, IHBCA, JIC

D. **Suitable Private Areas for Nursing**

Nursing mothers will be provided with a private place, other than a bathroom, in each school district building in which a nursing mother spends her working or school day. The nursing area:

1. May be temporary or permanent.
2. Shall be shielded from view and free from intrusion by other persons, including without limitation other staff or students;
3. Shall be within a reasonable walk to the nursing mother's work-station or classroom unless otherwise agreed by the nursing mother;
4. Have at a minimum an electrical outlet and a chair if feasible;
5. Have a refrigerator for breast milk storage if feasible, or be in proximity to one; and
6. Shall be cleaned regularly by District staff assigned to that duty.

E. **Nursing Mother Responsibilities**

Nursing mothers will:

1. Provide at least two weeks advance notice of the need for nursing accommodations, preferably prior to their return to school following the birth of the child. This will allow school administrators the opportunity to establish a location and work out scheduling issues.
2. Maintain the nursing area by wiping down surfaces with antibacterial wipes so the area is clean for the next user.
3. Provide their own supplies as is necessary.

F. **Prohibited conduct**

Any intentional act which violates a nursing mother's privacy, aims to frustrate a nursing mother's intentions to use the nursing facilities, or constitutes harassment on account of a nursing mother's needs or breastfeeding status is prohibited, and shall be treated as violation of the applicable code of conduct, with possible disciplinary consequences and may constitute sexual harassment and reported to the Title IX Coordinator.

G. **Dissemination of policy**

This policy shall be printed or summarized in the applicable employee/student handbook and placed on the District's website.

PELHAM SCHOOL DISTRICT POLICY

ACN – NURSING MOTHERS ACCOMMODATIONS

Category: Priority

Related Policies: AC, ACAC, GBEB, IHBCA, JIC

District Policy History:

Adopted: February 21, 2024

Revised:

Legal References:

RSA 275:78-83

20 U.S.C 1681, et seq Title IX of the Education Amendments of 1972

42 U.S.C. 2000gg Pregnant Worker Fairness Act ("PWFA")

42 U.S.C. 218d Pump for Nursing Mothers Act ("PUMP Act")

PELHAM SCHOOL DISTRICT POLICY

GBAM – ACCOMMODATION OF PREGNANCY AND RELATED MEDICAL CONDITIONS: PERSONNEL

Recommended

Note: This would be a new policy. The EEOC's final regulation to carry out the Pregnant Workers Fairness Act (PWFA) went into effect on June 18, 2024. An updated rule for Title IX of the Education Amendments of 1972 was released in 2024. This policy was created to assist Boards in complying with both provisions.

A. Policy Purpose

This policy is intended to help District employees receive the accommodations related to pregnancy and related conditions to which they are entitled under Board policies AC and ACAC, Title IX of the Education Amendments of 1972 (Title IX), the Pregnant Workers Fairness Act (PWFA) regarding pregnant employees and employees with pregnancy related conditions, Title VII of the Civil Rights Act of 1964, and the Americans with Disabilities Act (ADA).

B. Definitions

1. Pregnancy. Under the PWFA, “pregnancy” and “childbirth” refer to the pregnancy or childbirth of the specific employee in question and include, but are not limited to, current pregnancy; past pregnancy; potential or intended pregnancy (which can include infertility, fertility treatment, and the use of contraception); labor; and childbirth (including vaginal and cesarean delivery).
2. Related Medical Conditions. “Related medical conditions” are medical conditions relating to the pregnancy or childbirth of the specific employee in question. This includes prenatal/antenatal, and postpartum medical conditions, as well as lactation and related conditions. See Policy ACN for lactation accommodations.
3. Reasonable Accommodations. A "reasonable accommodation" for purposes of this policy and the PWFA is an accommodation that “seems reasonable on its face, i.e., ordinarily or in the run of cases, is “feasible,” or “plausible.” Reasonable accommodations with respect to pregnancy or related conditions may include such items as:
 - a. frequent breaks to attend to health needs associated with pregnancy or related conditions, including eating, drinking, using the restroom, or expressing breast milk in an appropriate lactation space (as described in Policy ACN);
 - b. schedule changes or intermittent absences to attend medical appointments;
 - c. changes in physical space or supplies (for example, access to a larger desk or a footrest);
 - d. leave;
 - e. avoiding exposure to certain chemicals;
 - f. telework;
 - g. access to reserved parking;
 - h. elevator access; or
 - i. other changes to policies, practices, or procedures.

PELHAM SCHOOL DISTRICT POLICY
GBAM – ACCOMMODATION OF PREGNANCY AND RELATED
MEDICAL CONDITIONS: PERSONNEL

C. Interactive Process and Reasonable Accommodation

Any employee who is pregnant or who has a related medical condition (the “Employee”) is encouraged to communicate a need for reasonable accommodation to the District by notifying [the Principal, Human Resources, or the Employee’s supervisor]. Once the District is so notified, the District will engage in an interactive process with the Employee in order to make reasonable accommodation for the Employee’s known limitations. The District shall implement such reasonable accommodation without unnecessary delay. If appropriate, the District may implement an interim reasonable accommodation while determining how best to make a reasonable accommodation.

The District shall not require the Employee to accept any accommodation or to take leave, nor will the District deny employment opportunities to the Employee or take any adverse action against the Employee because of the Employee’s need for, request of, or use of reasonable accommodation(s).

The District shall not retaliate against, coerce into, dissuade from, or otherwise act against any person for seeking reasonable accommodation or assisting another in seeking reasonable accommodation as described in this policy.

If the Employee refuses a reasonable accommodation offered by the District and, as a result, is unable to perform the essential functions of the job, and there are no alternative reasonable accommodations, the District may have satisfied its obligation to make reasonable accommodation.

D. Supporting Documentation

The District will only seek reasonable documentation supporting the Employee’s need for accommodation due to pregnancy or a related medical condition when such documentation is necessary to determine reasonable accommodation and/or the expected duration of the need.

The District will not seek supporting documentation when the need is obvious or already known. For example, a need for more frequent restroom breaks for a pregnant employee is obvious and, once the Employee has notified the District of the Employee’s pregnancy, the District would not require documentation supporting the ongoing need for more frequent restroom breaks.

E. Reports or Complaints

Reports or complaints of violations of this policy should be made according to the Grievance Procedure found in policy ACAC.

District Policy History:

Adopted:

**PELHAM SCHOOL DISTRICT POLICY
GBAM – ACCOMMODATION OF PREGNANCY AND RELATED
MEDICAL CONDITIONS: PERSONNEL**

Legal References

Federal Regulations

89 FR 29182

Description

[Pregnant Workers Fairness Act \(“PWFA”\)](#)

Federal Statutes

42 U.S.C. 2000gg

Description

[Pregnant Worker Fairness Act \("PWFA"\)](#)

PELHAM SCHOOL DISTRICT POLICY

IHBCA – ACCOMMODATION OF PREGNANCY AND RELATED MEDICAL CONDITIONS: STUDENTS

Category: Recommended

Also JIE

~~Maternal or paternal status shall not affect the rights and privileges of students to receive a public education.~~

~~Pregnant students shall be permitted to continue in school in all instances when continued attendance has the sanction of the expectant mother's physician. The Board may require a physician's statement of activity limitations.~~

A. Policy Purpose.

This policy is intended to enable students who are pregnant or who have related medical conditions receive the accommodations to which they are entitled under Title IX of the Education Amendments of 1972 (Title IX) and state law NH RSA 193:38.

The District does not treat students differently concerning current, potential, or past parental, family, or marital status on the basis of sex. The District does not discriminate against any student based on the student's current, potential, or past pregnancy or related conditions.

B. Definitions.

1. Pregnancy. "Pregnancy" refers to the pregnancy of the specific student in question and include, but are not limited to, current pregnancy; past pregnancy; termination of pregnancy; potential or intended pregnancy (which can include infertility, fertility treatment, and the use of contraception); labor; and childbirth (including vaginal and cesarean delivery).
2. Related Medical Conditions. "Related medical conditions" are medical conditions relating to pregnancy. This includes prenatal/antenatal, and postpartum medical conditions, recovery from pregnancy as defined above, as well as lactation and related conditions. See Policy ACN for lactation accommodations.

C. District and Employee Responsibilities Upon Notification of Student Pregnancy or Related Condition.

When a student, or a person who has a legal right to act on behalf of the student, informs any District employee of the student's pregnancy or related medical conditions, the employee shall promptly provide that person with the Title IX Coordinator's contact information and inform that person that the Title IX Coordinator can coordinate specific actions to prevent sex discrimination and ensure the student's equal access to the District's educational programs and activities.

PELHAM SCHOOL DISTRICT POLICY

IHBCA – ACCOMMODATION OF PREGNANCY AND RELATED MEDICAL CONDITIONS: STUDENTS

Category: Recommended

Also JIE

Pursuant to Board policy ACAC and Title IX, any staff member who learns that a student is pregnant or is informed of such by the pregnant student will immediately inform the Title IX Coordinator.

Consistent with RSA 186:11, IX-e, no employee of the District, including the Title IX Coordinator, may withhold from a parent/guardian information regarding a student's pregnancy unless such employee reasonably believes, and a reasonably prudent person would believe, that such disclosure would result in abuse, abandonment, or neglect. If information indicating abuse, abandonment or neglect exists, the employee is mandated to report such information as described in policy JLF and RSA 169-C:29 and 30.

D. Specific Actions to Prevent Discrimination and Ensure Equal Access.

When the student, or a person who has a legal right to act on behalf of the student, informs the Title IX Coordinator of the pregnancy or related condition, the Title IX Coordinator shall act to prevent sex discrimination and ensure equal access to the District's educational programs and activities. The Title IX Coordinator must inform the person of the District's obligations and provide adequate notice of nondiscrimination.

Based on the student's individualized needs and in consultation with the student, the District will make reasonable modifications to policies, practices, or procedures as necessary to prevent sex discrimination and ensure equal access to the District's educational programs and activities. The Title IX Coordinator will help the student access these rights.

The student may accept or decline each reasonable modification offered by the District. If the student accepts an offered reasonable modification, the District must implement it.

Examples of reasonable modifications may include, but are not limited to, the following:

1. breaks to attend to health needs associated with pregnancy or related conditions, including eating, drinking, or using the restroom;
2. intermittent absences to attend medical appointments;
3. access to extended learning opportunities, such as online or homebound education;
4. changes in schedule or course sequence; extensions of time for coursework and rescheduling of tests and examinations;
5. allowing a student to sit or stand, or carry or keep water nearby;
6. counseling;
7. changes in physical space or supplies (for example, access to a larger desk or a footrest); elevator access;
8. other changes to policies, practices, or procedures; or

PELHAM SCHOOL DISTRICT POLICY

IHBCA – ACCOMMODATION OF PREGNANCY AND RELATED MEDICAL CONDITIONS: STUDENTS

Category: Recommended

Also JIE

9. breaks during class to express breast milk or breastfeed in an appropriate lactation space (i.e., a space other than a bathroom, that is clean, shielded from view, free from intrusion from others, and which may be used by a student for expressing breast milk or breastfeeding as needed). See Policy ACN regarding lactation.

E. Voluntary Leaves of Absence.

The student may voluntarily take a leave of absence from school for, at minimum, the period of time deemed medically necessary by the student's licensed healthcare provider. If the student qualifies for a longer period of leave under another District leave policy, the student is permitted to take voluntary leave under that policy instead, if the student so chooses. Upon return to school, the student will be reinstated to the academic status and, as practicable, the extracurricular status that the student held when the voluntary leave began.

F. Supporting Documentation.

The District will treat pregnancy or related conditions in the same manner and under the same policies as any other temporary medical conditions. The District may not require supporting documentation for activities that are generally available to students without documentation.

The District will only require supporting documentation when it is necessary and reasonable for determining reasonable modifications to make or whether to take additional specific actions. Supporting documentation is not necessary and reasonable when the student's need is obvious, such as when a student who is pregnant needs a bigger desk, water nearby, or restroom breaks, or when a postpartum student has lactation needs.

The District may not require a student who is pregnant or has related conditions to provide certification that the student is physically able to participate in class, programs, or extracurricular activity unless such certification is required of all students participating in the class, program, or extracurricular activity.

G. Complaints or Reports.

Complaints or reports regarding violations of this policy should be made according to the procedures found in policy ACAC.

**PELHAM SCHOOL DISTRICT POLICY
IHBCA – ACCOMMODATION OF PREGNANCY AND RELATED
MEDICAL CONDITIONS: STUDENTS**

Category: Recommended

Also JIE

District Policy History:

Adopted: August 09, 2006

NH Statutes

RSA 186:11, XXXIII

RSA 193:38

Federal Statutes

20 U.S.C 1681, et seq

Description

[Discrimination](#)

[Discrimination in Public Schools](#)

Description

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

PELHAM SCHOOL DISTRICT POLICY

JIE – PREGNANT STUDENTS

Also: IHBCA

Category: Recommended

Proposed to be replaced by IHBCA

~~Maternal or paternal status shall not affect the rights and privileges of students to receive a public education.~~

~~Pregnant students shall be permitted to continue in school in all instances when continued attendance has the sanction of the expectant mother's physician. The school administration may require a physician's statement of activity limitations.~~

District Policy History:

Adopted: July, 1998

Revised: November, 1999

Revised: November 22, 2006

PELHAM SCHOOL DISTRICT POLICY

JLDBB – SUICIDE PREVENTION AND RESPONSE

Category: Priority

The School Board is committed to protecting the health, safety, and welfare of its students and school community. This Policy supports federal, state and local efforts to provide education on youth suicide awareness and prevention; to establish methods of prevention, intervention, and response to suicide or suicide attempt (“postvention”); and to promote access to suicide awareness, prevention and postvention resources.

A. District Suicide Prevention Plan and Biennial Review

In accordance with RSA 193-J: Suicide Prevention Education, the Superintendent shall develop and provide to the Board for approval, a coordinated written District Suicide Prevention Plan (the “Plan”) to include guidelines, protocols and procedures with the objectives of prevention, risk assessment, intervention, and response to youth suicides and suicide attempts.

1. Specific Requirements for Plan Terms

The District Suicide Prevention Plan shall include terms relating to:

- a. Suicide prevention (risk factors, warning signs, protective factors, referrals);
- b. Response to in-or-out-of-school student suicides or suicide attempts (postvention, suicide contagion);
- c. Student education regarding safe and healthy choices, coping strategies, recognition of risk factors and warning signs of mental disorders and suicide; and help seeking strategies;
- d. Training of staff, designated volunteers, and contracted personnel on the issues of youth suicide risk factors, warning signs, protective factors, response procedures, referrals, post-intervention and resources available within the school and community;
- e. Confidentiality considerations;
- f. Designation of any personnel, in addition to the District Suicide Prevention Coordinator and Building Suicide Prevention Liaisons, to act as points of contact when students are believed to be at an elevated risk of suicide;
- g. Information regarding state and community resources for referral, crisis intervention, and other related information;
- h. Dissemination of the Plan or information about the Plan to students, parents, faculty, staff, and school volunteers;
- i. Promotion of cooperative efforts between the District and its schools and community suicide prevention program personnel;
- j. Shall include such other provisions deemed appropriate to meet the objectives of this Policy (e.g., student handbook language, reporting processes, “postvention” strategies, memorial parameters, etc.).

2. Biennial Review

No less than once every two years, the Superintendent, in consultation with the District Suicide Prevention Coordinator and Building Suicide Prevention Liaisons with input and evidence from community health or suicide prevention organizations, and District health and guidance personnel, shall update the District Suicide Prevention Plan, and present the same to the Board for review. Such Plan updates

PELHAM SCHOOL DISTRICT POLICY

JLDBB – SUICIDE PREVENTION AND RESPONSE

Category: Priority

shall be submitted to the Board in time for appropriate budget consideration.

B. Suicide Prevention Coordinator and Liaisons

1. District Suicide Prevention Coordinator

The Superintendent shall appoint a District Suicide Prevention Coordinator, who, under the direction of the Superintendent shall be responsible for:

- a. Developing and maintaining cooperative relationships with and coordination efforts between the District and community suicide prevention programs and personnel;
- b. Annual updating of (i) State and community crisis or intervention referral intervention information, and (ii) names and contact information of Building Suicide Prevention Liaisons, for inclusion in student handbooks and on the District's website;
- c. Developing - or assisting individual teachers with the development – of age appropriate student educational programming, such that all students receive information in the importance of safe and healthy choices and coping strategies, recognizing risk factors and warning signs of mental disorders and suicide in oneself and others, and providing help-seeking strategies for oneself or others, including how to engage school resources and refer friends for help;
- d. Developing or assisting in the development of the annual staff training required under this Policy;
- e. Such other duties as referenced in this Policy or as assigned by the Superintendent.

2. Building Suicide Prevention Liaison

The designated school counselors at each school or, in his/her absence, the building Principal, shall be designated as the Building Suicide Prevention Liaison, and shall serve as the in building point-of-contact person when a student is believed to be at an elevated risk for suicide. Employees who have reason to believe a student is at risk of suicide, or is exhibiting risk factors for suicide, shall report that information to the Building Liaison, who shall, immediately or as soon as possible, establish and implement a response plan with the District Suicide Prevention Coordinator.

C. Annual Staff Training

The Superintendent shall ensure that all school building faculty and staff, designated volunteers, and any other personnel who have regular contact with students, including contracted personnel or third-party employees, receive at least two hours of training in suicide awareness and prevention. Such training may include such matters as youth suicide risk factors, warning signs, protective factors, intervention, response procedures, referrals, and postvention and local resources.

D. Dissemination

Student handbooks and the District's website will be updated each year with the contact information for the Building Suicide Prevention Liaisons, State and community crisis or

PELHAM SCHOOL DISTRICT POLICY JLDBB – SUICIDE PREVENTION AND RESPONSE

Category: Priority

intervention referral intervention resources. The District Suicide Prevention Plan will be made available on the District's, and each school's respective websites.

E. **Student Identification Cards**

~~If students are issued identification cards, the National Suicide Prevention Lifeline shall be labeled on student identification cards and include the telephone number – National Suicide Prevention Lifeline 988. Prior to the start of each school year, the Superintendent shall confirm that the contact information for the National Suicide Prevention Lifeline is accurate and current.~~

The 988 Suicide Crisis Lifeline shall be labeled on student identification cards for grades 6-12 and read: "**Suicide and Crisis Lifeline: Call 988**". Prior to the start of each school year, the Superintendent shall certify that the contact information for the 988 Suicide and Crisis Lifeline is accurate and up to date. **Note:** Beginning August 13, 2024, RSA 193-K:1 requires that all new or replacement student identification cards for grades 6-12 shall also include the telephone number for the National Alliance for Eating Disorders - 866-662-1235.

District Policy History:

Adopted: December 2, 2020

Legal References:

RSA 193-J: Suicide Prevention Education

RSA 193-J:2-a: Suicide Prevention; Public School Identification Cards

Other Resources:

The New Hampshire Department of Education's Bureau of Student Wellness, Office of Social and Emotional Wellness (OSEW), provides resources and technical assistance to school districts to work collaboratively with their community to respond to the needs of students through a multi-tiered system of support for behavioral health and wellness. For further information see:

www.nhstudentwellness.org

American Foundation for Suicide Prevention (AFSP) - <https://www.afsp.org>

Suicide Prevention Resource Center - <http://www.sprc.org>

The National Suicide Prevention Lifeline – <https://www.suicidepreventionlifeline.org>

The Trevor Project - <https://www.thetrevorproject.org>

PELHAM SCHOOL DISTRICT POLICY
KED – FACILITIES OR SERVICES - GRIEVANCE PROCEDURE
(SECTION 504)

Category: Priority

- ~~1. Any qualified handicapped person, or persons, who feels subject to discrimination with respect to Section 504 of the Rehabilitation Act of 1973 has the right to file a formal grievance under Policy ACE.~~
- ~~2. Any qualified handicapped person, or persons, who has a grievance shall discuss it first with the appropriate building Principal in an attempt to resolve the matter informally at that level.~~
- ~~3. If, as a result of the discussion, the matter is not resolved to the satisfaction of the aggrieved party within five (5) school days, the aggrieved party shall set forth the grievance in writing to the Principal. The Principal shall communicate his/her decision to the aggrieved party in writing within five (5) school days of receipt of the written grievance.~~
- ~~4. The aggrieved party, no later than five (5) school days after receipt of the Principal's decision, may appeal the Principal's decision to the Section 504 Coordinator. The appeal to the Coordinator must be made in writing reciting the matter submitted to the Principal and the aggrieved party's dissatisfaction with decisions previously rendered. The Coordinator shall meet with the aggrieved party to attempt to resolve the matter as quickly as possible, but within a period not to exceed five (5) school days. The Coordinator shall communicate his/her decision in writing to the aggrieved party and the Principal not later than five (5) school days after the meeting.~~
- ~~5. If the grievance is not resolved to the aggrieved party's satisfaction, the aggrieved party, no later than five (5) school days after receipt of the Coordinator's decision, may submit a written request for a hearing with the local School Board regarding the alleged discrimination through the Superintendent of Schools. The hearing will be held within thirty (30) calendar days of the written request. The School Board must provide the aggrieved party with a written decision on the appeal within ten (10) calendar days after the hearing.~~
- ~~6. Between the dates the aggrieved party requests the hearing and the date the hearing is held, the aggrieved party and the School District may continue to negotiate. If the School District and aggrieved party agree on a mutual solution to the alleged discrimination, the hearing would be canceled.~~
- ~~7. The decision of the School Board is final pending any further legal recourse as may be described in current local, district, state or federal statutes pertaining to Section 504 of the Rehabilitation Act of 1973.~~

**PELHAM SCHOOL DISTRICT POLICY
KED – FACILITIES OR SERVICES - GRIEVANCE PROCEDURE
(SECTION 504)**

Category: Priority

District Policy History:

Adopted: July 11, 2007

Revised: August 10, 2022

Legal References:

Section 504 of the Rehabilitation Act of 1973

34 C.F.R. § 104.7(b), Adoption of Grievance Procedures

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~~

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

~~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.]~~

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

~~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:~~

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

- ~~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~~

PELHAM SCHOOL DISTRICT POLICY JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

~~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.

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

- 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.

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

- 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

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

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;

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

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

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

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

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

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:

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

- 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

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

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.

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

- 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

PELHAM SCHOOL DISTRICT POLICY

JKAA – USE OF RESTRAINTS AND SECLUSION

Category: Priority

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

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 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 GBCD.

"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 ACES, represented by Deb Ryan. Ms. Ryan commented that ACES 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 was 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 procedure 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 procedure 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 procedure 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 procedure and allows students to meet with teachers, make up 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 procedure 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.

318
319
320
321
322
323
324
325
326
327
328
329
330
331
332
333
334
335
336
337
338
339
340
341
342
343
344
345
346
347
348
349
350
351
352
353
354
355
356
357
358
359
360
361
362
363
364
365
366
367
368
369
370

- 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 5, 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

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

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

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

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

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

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

393 **IX. Future Agenda Planning:**

394 A. No Future Agenda Planning
395

396 **X. Future Meetings:**

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

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

400 **XI. Non-Public:**

401 Mr. Abare moved to enter non-public session under RSA 91-A:3, II (m) at 7:46 p.m. Ms. Greenwood seconded the motion.
402 The motion passed (4-0-0).
403

404 **Roll Call**

405 Mr. Bressette - Aye

406 Mr. Abare - Aye

407 Ms. Cummings - Aye

408 Ms. Greenwood - Aye
409

410 **XII. Reconvened:**

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

413 **XIII. Adjournment:**

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

417
418
419 Respectfully Submitted,
420 Matthew Sullivan
421 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 Board Meeting
July 10, 2024
Pelham Elementary School
6:30 p.m.

School Board Members: Troy Bressette, Chair; David Wilkerson, Vice-Chair; and Garrett Abare

Superintendent: Chip McGee

Business Administrator: Deb Mahoney

Absent: Mya Belanger; Rebecca Cummings; Darlene Greenwood; and Sarah Marandos

Also in Attendance: Mike Davey, EEI; Dan Voss, Kearsarge Energy; and Bethany Greenblatt, Beacon Integrated Solutions

I. Public Session:

A. Call to Order:

Chair Troy Bressette called the meeting to order at 6:33 p.m., followed by the Pledge of Allegiance.

II. Public Input @ 6:34 p.m.

a. Debbie Kruzel, 44 Beacon Hill (Carina Carter read the letter)

Ms. Kruzel wrote, "This week, I became aware of Yonder Pouches and the school policy being discussed regarding the problems with cell phone usage. As a very active substitute teacher in another District, I completely understand the challenges of cell phones in classrooms. Teachers deserve the students' full attention while in the classroom. I have sat in many high school classrooms that successfully use the shoe pockets hung on the walls, and I've seen other teachers choose not to use the shoe pockets, even though they are in the classrooms.

I attended Chip's chat session today in the library and asked what other options were discussed before the policy was presented. He said that the current policy, which is putting the phones in the backpacks, does not work. I asked if the idea of shoe pockets was discussed, and they were not.

The people of Pelham elected the School Board to work for us. The Board hired the Superintendent, and when a new policy is presented, like cell phone pouches, the Superintendent should offer options for you to choose from and discuss the pros and cons rather than present one idea as the only solution. I agree 100% that students need to concentrate better. Don't get me wrong.

The way this whole situation has played out is unacceptable. I have heard in the recording discussion that someone would get parents' feedback, and I understand from several friends that this hasn't happened, or did it? Was there a survey that went out? As School Board members, you are elected and took an oath to protect us and our children. When options are not presented, and there's at least one option, you're not having a robust discussion to protect the people of Pelham that you are sworn to protect.

Many of our friends are worried about the safety of their children and communicate with them during the day with scheduling changes for after school. Some parents are the one safe person the child needs to talk to because of anxiety. What happens if, God forbid, there's an active shooter event in the school, and the kids don't have their phones? Please consider trying the shoe pockets with discipline to be used for those who are offenders. We do not need to be tyrannical and remove children's cell phones for the entire day if there are consequences in place for not using the shoe pocket properly.

The Superintendent said that he did not feel comfortable with the liability of holding phones in shoe pockets. In response to that, it is a scare tactic. The Facilities Manager can install shoe holders, as they exist in many other Districts. Thank you very much for your consideration."

56 b. **Carina Carter, 19 Brandy Lane**

57 Ms. Carter stated, "I have concerns about the lack of communication. There were many times in the last school year when
58 practices or events were canceled, and I didn't find out until my kids texted me. Many times last year, the school didn't
59 communicate cancellations to me. Unfortunately, I work in Boston, so if I don't find out until the end of the day, my kids
60 will sit there for an hour and a half.

61
62 I am also disappointed that other options were not presented or considered and that parents did not receive feedback.
63 The policy came out before the School Board's approval, and schedules have already been rearranged to accommodate
64 the change before the School Board's approval. This behavior from the adults I'm supposed to trust with my children was
65 unsettling.

66
67 Lastly, there's a safety hazard inside of them. There is a small sharp pin, and essentially, the District is giving kids
68 weapons. They will have to deal with the liability of hurting themselves or others or getting their fingers caught. All things
69 should be considered before this choice is made. Thank You."

70
71 c. **Mike Carter, 19 Brandy Lane**

72 Mr. Carter stated, "I will just stick to a few points of my own. It's off-putting as a
73 community to get a few discussion points at the last meeting that rubbed folks the wrong way. The communication
74 came out, and this was already in motion. This was approved without being approved. The Board has not
75 voted, but we've changed the school schedule to accommodate this. We've already put out a notification to the
76 community. That's a mistake. It's unprofessional.

77
78 Another unprofessional aspect of this is the lack of accountability. The discussion does not focus on anything related to
79 what we are impacting. We are implementing an intervention. What is our goal? How are we measuring our progress
80 toward that goal? What are we trying to get from this? If we don't get that from this, why are we spending **\$14,000** this
81 year and then **\$4,000** in perpetuity?

82
83 If I can make a request regarding tonight's discussion, it would be great to hear what the annual **\$4,000** charge is for.
84 These are physical pouches and magnets. This is a replacement term similar to the Chromebook replacement, which
85 should be done as a complete aside, as 1/3 over three years, not everything in one year. But if that's what we do with
86 pouches, then we turn them over every three years.

87
88 Interestingly, the fee for any damaged pouch is more than the cost of the pouch itself. The pouch costs **\$30.00**, but parents
89 will pay **\$40.00** if it's broken. Are these pouches assigned to individual students? What if a pouch is mishandled by one
90 student on Monday, and my student gets it on Tuesday, and now the edges are frayed, and it doesn't hold the phone right
91 anymore, and I'm paying **\$40.00** for that?

92
93 Many issues have yet to be discussed or worked out, yet we've already changed the
94 schedule to accommodate them and notified the community. That's all."

95
96 Mr. Bressette thanked the two speakers. He noted that he did expect answers to several of their questions, but they
97 would reserve them for the portion of the agenda regarding the School Handbooks.

98
99 Public Input closed at 6:40 p.m.

100
101 **III. Presentations:**

102 **Pelham Memorial School Student Voice Regarding Dress Code**

103 Mr. Bressette welcomed two teachers and one student to the table. Dr. McGee introduced Lucia Roman, who would
104 discuss another portion of the handbook revision for PMS. He also introduced Teachers Katie Ralls and Megan Delucia.

105
106 Ms. Roman introduced herself and mentioned that she was the Student Council Co-President. She commented that she
107 was at the meeting to speak on behalf of Co-President Autumn Whiting about the dress code at PMS. She noted that
108 the dress code could be updated to align with neighboring School Districts.

Ms. Roman presented the current PMS dress code and the neighboring School Districts. She mentioned that they felt necessary updates were needed for what they feel is an unfair and outdated policy. The biggest problem with the dress code is the policy surrounding shorts.

Ms. Roman stated that, as written, the policy does not account for people of different heights wearing the same shorts. She pointed out that this can make shorts appear longer or shorter depending on someone's height. Ms. Roman presented a picture of three women of different heights wearing the same shorts.

Ms. Roman said they have proposed changes to the dress code, including standardizing the length requirement for shorts and shirts. The change will make understanding the policy easier for parents, students, and staff.

Mr. Bressette thanked Ms. Roman and informed her that the presentation was well done. He added that he was impressed with some of the proposed revisions at their last meeting.

Ms. Ralls mentioned that the proposed handbook changes came through Ms. Lucia and herself, and then they took the proposal to Mr. Medlock. Ms. Ralls added that the changes make things much easier and coincided with neighboring towns. The dress code hasn't been updated for quite some time, so they looked at the neighboring Districts.

Mr. Bressette commented that the Board has had conversations about it from time to time over approximately six years. He noted that it seems to be one-directional regarding the dos and don'ts by gender. Mr. Bressette added that what they shared and reflected in the handbook helped eliminate some issues.

Mr. Wilkerson pointed out that he is a parent of adult children, all but one of whom are tall. He noted that they all struggled with the same issues the students were facing. Mr. Wilkerson thanked them for addressing the concerns with the dress code.

IV. Main Issues / Policy Updates:

A. Energy Efficiency Investments (EEI)

The discussion shifted to Energy Efficiency Investments (EEI). Ms. Mahoney introduced Mike Davey, who has met with the School Board several times to review the annual performance report related to the energy efficiency project initiated in 2019. She noted that this is year four.

Mr. Daveys stated that the project initially aimed to convert buildings from propane to natural gas, resulting in substantial energy savings. The project's first year (2019) saved **\$214,000**, and despite increased electric loads from additional cooling and extended ventilation due to COVID-19, the District continued to see significant savings. Adjustments for these changes still resulted in **\$110,000** in annual savings, exceeding the annual guarantees by over **\$28,000**.

Mr. Davey explained the need for a new baseline for energy usage following the addition of new square footage at the middle school. The continuous monitoring and monthly reports help identify areas for improvement, significantly reducing energy consumption. He pointed out that the elementary school's high-efficiency rate now makes it eligible for Energy Star status, reflecting the project's success.

Board members inquired about the monthly recommendations and their implementation. It was confirmed that adjustments are made electronically and promptly, although specific figures on implemented changes were not provided. Ms. Mahoney recognized the elementary school's efficiency and potential Energy Star certification, highlighting the dedication and progress made.

Mr. Davey mentioned that the District can put a plaque on its wall stating that the building is Energy Star certified.

B. Update on Solar Project from Kearsarge Energy - [Pelham Public Schools Rooftop Solar PV Projects](#)

The meeting proceeded with an update on the solar project from Kearsarge Energy. Ms. Mahoney mentioned that Kearsarge Energy is the company that the District is working with to secure solar panels on the roofs of all three buildings. She noted that this presentation is the follow-up to the presentation that occurred in February 2024. Ms. Mahoney introduced Dan Voss of Kearsarge Energy and Beth Greenblatt of Beacon Integrated Solutions.

Mr. Voss provided a brief overview of the project, which involves installing a 1.9 MW DC system across the three schools. He detailed the interconnection process with Liberty Utilities and the associated costs. Initial estimates for interconnection costs were significantly lower than the current projections of **\$414,000**, primarily due to upgrades required at the high school and substation.

Interconnection Update

- a. Applications were submitted to Liberty Utilities in October 2023. On January 22, 2024, Liberty Utilities initiated the Impact Studies for PES, PMS, and PHS.
- b. Impact study results were finalized in mid-May 2024. Studies called for approximately **\$735,000** 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.
- c. In June 2024, Liberty responded with an updated analysis that reduced the overall expected IX cost by **\$320,000** to **\$414,750**, with **\$24,500** attributable to PES and PMS and **\$390,250** attributable to the PHS. Liberty projected that the substation upgrades for PHS would take between 18 and 24 months following the issuance of the Interconnection Service Agreement.
- d. Once the building program is decided, Interconnection Service Agreements can be executed, and payments made to start the utility upgrade clock.

Mr. Voss outlined two scenarios:

Commercial Update

- a. Following the Interconnection response, Kearsarge assessed two scenarios.
 - i. **Scenario 1.** Build only the PES and PMS
 - ii. **Scenario 2.** Build PES and PMS first, and follow with PHS per timeline
- b. Kearsarge modeled the PPA price adjustment for each scenario and the expected completion timing given expected Utility costs and schedule.
 - i. **Scenario 1.** PPA price increases from \$0.13/kWh to \$0.142/kWh with a 0.5% escalator and 25-year contract. Completion window for schools April 2025-June 2025.
 - ii. **Scenario 2.** PPA price increases from \$0.13 to \$0.133 with a 0.5% escalator and a 25-year contract. The completion window for PES and PMS is April 2025 – June 2025 and for PHS from March 2026 – September 2026 (assuming three months to ISA).

Next Steps

- | | |
|--|-----------------------------|
| a. Kearsarge requests Interconnection Service Agreement for three sites | June 2024 |
| b. School Board decision on Scenario 1 or Scenario 2 | July 10, 2024 |
| c. Detailed design/permitting | July - October 2024 |
| d. All Interconnection Service Agreements in hand | October 2024 |
| e. Elementary / Middle School - Construction starts | October 2024 |
| f. Elementary / Middle School - Energization | March – June 2025 |
| g. High School - Early Construction starts | October 2025 ** |
| h. Utility Substation work complete / High School Energization | March 2026 – September 2026 |
| i. ** Construction starts six months before projected utility completion | |

The Board said they would wait until after Ms. Greenblatt made her presentation to ask questions.

The best scenario, which involves building solar for two schools, increases the CPI cost from **\$0.13/kWh** to about **\$0.142/kWh**. This reflects the economic loss in construction, as significant fixed costs are associated with the project. Building solar panels for PHS leads to only a one-third of a penny increase in the PPA price. This means the school system would have two projects coming online, with a gap before the third project starts.

The recommended scenario involves completing PHS in a timely manner. The next steps include requesting connection service agreements with three sites and expecting responses for PES and PMS in the next week or two. The PHS agreement will follow once a decision is made to move forward. A follow-up is expected in August.

Mr. Voss mentioned that the detailed design will start this month, beginning with anchoring down the engineering team. This design phase is expected from late July through the end of October, with all service agreements in hand before reaching a buildable project. PES and PMS construction would start in October, focusing initially on structural work, with a target completion between March and June 2025. PHS construction would begin in October, assuming an 18-month build schedule, leading to completion around September 2026. If a 24-month schedule is adopted, the timeline will be extended accordingly.

Ms. Greenblatt started by explaining the current cost structure and the changes in the energy markets. The District has locked in fixed-price contracts, insulating itself from market volatility. The updated assumptions reflect the current cost of utility delivery charges and avoided costs, which have dropped about two cents, significantly impacting the project's economics.

Scenario one involves PES and PMS only, with savings of about **\$45,000 over 25 years**. Scenario two includes all three schools, with savings of about **\$511,000**. These savings are based on current data and fixed-price contracts for future energy costs.

Ms. Greenblatt emphasized the projects' benefits, their impact on the District's budget, and the importance of moving forward. The Board acknowledges the frustrations with the lack of state and federal policy support but recognizes the projects' benefits.

The Board appreciated the updates and progress in energy efficiency and the solar project. Mr. Bressette acknowledged his frustrations with the lack of state and federal policy support but recognized the projects' benefits.

Mr. Bressette asked about the project timeline and costs. It was noted that Liberty had met its timelines, and the allocation of costs for transformer upgrades was discussed. There is potential for negotiating these costs, but the complexities of working with utility companies like Liberty and National Grid were noted.

Overall, the presentation underscored the project's importance for the District's future energy savings and stability despite the challenges and frustrations faced along the way.

Mr. Abare asked if the energy costs remained static would there still be a savings of **\$515,000 in scenario 2**. Mr. Voss confirmed there would be savings of **\$515,000** if the costs remained static.

Mr. Bressette asked whether the investment would be handled by Kearsarge, the District itself, or a private investor via the PPA. Ms. Greenblatt stated that Kearsarge would be the investor for their investors (the PPA entity). She emphasized that the agreement would include a provision ensuring that any investment would ultimately benefit the District contractually, either through reduction of the PPA, payment, or some form of recapture.

Mr. Bressette expressed surprise at learning about these possibilities and classified the provided estimate as very conservative, noting the 1% escalator on utility market rates and a 0.5% escalator on the agreement. Dr. McGee mentioned an additional point regarding savings related to reducing peak demand, which was not included in the analysis. This omission further reinforced the conservative nature of the estimate.

The discussion highlighted that spinning the meter backward could reduce demand, but demand charge savings couldn't be guaranteed since they are based on the highest 15 minutes of usage in a month. Behind-the-meter solar projects have shown demand savings, though quantifying these savings is challenging.

Mr. Bressette pointed out that voters approved the plan, assuming **\$300,000** in savings over the project's lifetime. With updated numbers and assumptions, the economic benefit is now estimated at over half a million, making option one economically unviable. The Board members agreed that Scenario 1 was not worth the District's time.

Mr. Abare asked Ms. Greenblatt to clarify the difference in kWh costs and savings. She explained that the avoided cost includes the supply piece of approximately \$0.10 and associated delivery charges, comparing what is not bought from the utility to what is delivered from the solar arrays. He then asked where the savings would go if they increased beyond projections. She said that the savings would be realized immediately in avoided costs.

Mr. Wilkerson moved to adopt scenario two as we continue executing the project described. Mr. Abare seconded the motion, which passed (3-0-0).

The Board expressed their appreciation for the hard work of negotiating competitive supply contracts that saved taxpayers significant amounts.

Mr. Bressette moved to reorder the agenda to go into the School Handbook presentation, followed by the Capital Improvement Plan Submission. Mr. Wilkerson seconded the motion, which passed (3-0-0).

C. School Handbooks:

Superintendent McGee led the discussion on changes at PMS, specifically the cell phone pouches. Mr. Bressette pointed out that this topic had been discussed during public meetings as far back as May. It was noted that the letter from Mr. Medlock should have been sent after receiving Board approval. Dr. McGee owned the mistake made by the District but pointed out that the big picture is to make PMS a cell phone distraction-free space. He shared the letter Mr. Medlock sent to the families with the Board members.

Dr. McGee stated that the PMS schedule includes a soft start and a flex block. He stressed that this schedule would occur whether the District implemented the cell phone pouches.

Dr. McGee said that the pouches for cell phones will be assigned to individual students and collected at the end of the day to limit the possibility of devices being taken home still in the pouch. He added that data from other schools, i.e. Tewksbury, implementing similar policies showed improvements in academic performance, student behavior, and engagement.

Dr. McGee mentioned that he spoke with Ms. Cummings regarding her no-vote for the pouches. Ms. Cummings asked him what measures would be used. He stated that Yondr will include built-in surveys to assess the impact on attitudes toward device access. The survey would go out to parents, students, and staff.

Dr. McGee commented that one concern was schedule changes at the end of the day. Mr. Medlock decided to build the unlocking of the Yondr pouches into the Flex Block.

During the final five to ten minutes of school, students may check their devices for messages from their parents about after-school plans, such as whether to go to the library or take the bus. This information is important, and having access to devices facilitates communication. Dr. McGee apologized for any confusion caused by proceeding without the Board's approval. The arrangement was made with the Board's trust, and they will not move forward without the Board's consent.

Mr. Bressette thanked Dr. McGee for owning the mistake.

Mr. Abare expressed concern over phone issues, suggesting that physically taking possession of phones may not be the best approach. He referenced an effective method he observed at a concert, using pouches that lock phones away. Mr. Bressette agreed that minimizing phone distractions is crucial for enhancing student learning, as middle school students may lack the executive functioning skills to resist the temptation of their devices.

The Board discusses the practicality and security of using pouches, mentioning a YouTube video showing how easy it is to open older versions. Dr. McGee said the current generation has improved locking mechanisms to prevent tampering. The pin will be in the locked position the entire day. If a student tries to jar the pouch open, then the Yondr pouch can be damaged. The Board also considered the ongoing expenses of replacing pouches as they wear out, estimating up to **\$4,000** annually.

The discussion then focused on ensuring the project's economic viability, addressing the conservative nature of the estimates, and implementing a new cell phone policy at PMS to enhance the learning environment. The Board members agreed on the project's economic aspects and moved forward with the new policy, emphasizing its potential benefits for the school community.

Mr. Wilkerson reflected on the District's current cell phone policy, questioning its effectiveness. He noted that recent South Carolina legislation requires School Districts to implement policies prohibiting cell phone use during school hours. However, he emphasized the importance of parent support and engagement for the success of such policies. Mr. Wilkerson expressed concern that not enough parents provided feedback to have the District move forward with the project.

Mr. Bressette disagreed, mentioning the efforts made to solicit parents' feedback. The concern was that the forums and surveys conducted over the summer would have low participation rates. Mr. Wilkerson suggested that more efforts are needed to engage the community and gather comprehensive feedback.

The Board discussed the distinction between policy and operational procedures. The Board recognized that while the administration could implement the procedure without Board approval, it is important to consider community input and ensure transparency. Mr. Wilkerson noted that the Board approval would be needed because the District discussed using end-of-year funds to purchase the Yondr pouches.

The conversation concluded with the Board acknowledging the challenges of engaging parents in discussions and making decisions without adequate feedback. The Board agreed that while the procedure could enhance learning by minimizing phone distractions, it is crucial to have sufficient community endorsement before moving forward.

Mr. Abare expressed his thoughts on the matter, acknowledging that while he does not have children, he would need to trust that students will put their phones in the pouch, ensuring quality learning. He admitted that some students are responsible enough to avoid touching their phones all day, but most struggle to avoid using their phones due to the influence of social media like TikTok.

The Board discussed that the cell phone policy topic had been tried in different classrooms, including at PMS and PHS, where teachers had to enforce the policy. The enforcement turned teachers into de facto police, requiring them to manage the checking in and out of phones throughout the day. There were concerns about taking expensive devices from students and the logistics of managing these devices.

The Board acknowledged the challenge of gathering sufficient survey responses, particularly during the summer when school is not in session. There was a discussion about the pilot program being tested at PMS to expand it to the PHS. Mr. Bressette stated that this approach is seen as fiscally responsible, as it tests the policy in a smaller environment before a broader implementation.

Mr. Bressette mentioned that he would approve the handbook, although it was somewhat controversial. Like Mr. Abare, he is willing to deal with the discomfort of potentially deciding on the handbook tonight because of the strong benefits for the students and the impact on the learning environment.

Mr. Wilkerson asked about the unlocking devices in the classrooms. Dr. McGee stated that he and Mr. Medlock have identified having an unlocking device, not in every classroom, but in a common area. Most Districts place unlocking devices at the exits of the buildings. Dr. McGee stressed that the District does not have the money to place one in every classroom.

Dr. McGee expressed the importance of communicating with the community and addressing concerns, including the logistical and security implications of the policy. He acknowledged the anxiety around not being able to contact children in emergencies. However, he emphasized the need for students to follow teachers' directions during such times to avoid misinformation and panic.

Mr. Abare moved to adopt the handbook. Mr. Bressette seconded the motion, which passed (2-1-0). (Mr. Wilkerson voted "nay")

Mr. Wilkerson said he was not opposed to the device but voted "nay" because he did not believe it served the District's best interests to introduce it during the summer. He pointed out that school is out, and most people will not think about school unless they must. Mr. Wilkerson commented that most people probably do not know that the School Board is having this conversation.

Mr. Bressette mentioned that people paid attention to Mr. Medlock's letter and added that this topic was discussed toward the end of the last school year. He stressed that the Board had discussed the Yondr pouches a couple of times before the end of the school year.

Dr. McGee said that on August 14 at 4:00 p.m., there will be an explanation meeting for parents.

D. Capital Improvement Plan (CIP) Submission to School Board:

Ms. Mahoney reviewed the Capital Improvement Plan submission, which included long-term expenses for the District. The items discussed included the PES parking lot, PES air conditioning phases, PHS student parking lot, and PHS boilers. The Board reviewed the prioritization and timing of these projects, emphasizing the importance of maintaining and upgrading facilities to ensure efficiency and cost savings.

Project dates were adjusted to future years as indicated:

- a. The PES Parking was adjusted to three years later than prior submissions.
- b. The PES AC phases were adjusted to one year later than prior submissions.
- c. The PHS Parking lot date was adjusted based on current condition to three years later.

The Board then discussed the priority maintenance of the PHS boilers. Emphasis was placed on ensuring that the boilers function optimally, particularly during winter, to avoid any disruption in school operations. The Facilities Director recently had an evaluation done, which resulted in a proposal indicating a cost of **\$532,000**. This figure was not included in the current packet, and additional items in the proposal must be addressed. Further information will be provided as the budgeting process continues.

During the discussion, it was clarified that the current annual savings are approximately **\$12,000**, assuming the present natural gas costs remain stable. Concerns were expressed about the high expenditure of **\$532,000** for relatively modest yearly savings.

Mr. Abare asked about the boilers' current fuel source, which was confirmed to be natural gas converted from oil. The bids received were not correctly sized for natural gas, which led to a discussion about the consequences of an eroded flue, the potential of the heating unit failing, and the health risks associated with inadequate ventilation.

Ms. Mahoney noted that the boilers are over 20 years old and approaching the end of their useful life. The discussion highlighted the need for planning to avoid emergency replacements, which could be more costly and challenging to implement. Concerns about the safety of the current system were addressed, with assurances that the system is monitored and functioning safely for now.

The Board discussed the importance of planning documents for budgeting purposes, even if it does not commit them to immediate expenditures. For further scrutiny, Ms. Mahoney was asked to provide the evaluation report, including pictures and detailed information.

The summary includes the town's calendar year and the school budget's fiscal year to clarify the District's planned timing for the submitted needs.

Mr. Bressette asked if it was possible to bring in EEI, as a neutral third party, to evaluate the PHS boilers. Ms. Mahoney stated that she could, but EEI was the company that provided the evaluation and estimate.

CIP Submission

| Project | Estimated Cost | Anticipated Fiscal Year | Anticipated Calendar Year | Estimated Priority of the Projects |
|--|------------------------------------|--------------------------------|----------------------------------|---|
| PHS – Replace Boilers and Venting | \$532,000 | FY 2026 | CY 2025 | 1 |
| PES – Air Conditioning Phase II – First 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 (incl. drainage est.) | FY 2030 | CY 2031 | 5 |

Mr. Wilkerson moved to present the CIP to the Committee as drafted. Mr. Abare seconded the motion, which passed (3-0-0).

Dr. McGee commended Ms. Mahoney and Mr. Sands for the enormous amount of work they did.

V. Policy Review:

The Board reviewed the policy listed below.

a. First Reading:

- i. JKAA - Use of Restraints and Seclusion
- ii. AC - Non-Discrimination Equal Opportunity Employment and Anti-Discrimination Plan
- iii. ACE - Procedural Safeguards: Non-Discrimination based on Handicap/Disability
- iv. ACF - Food and Nutrition Services Anti-Discrimination and Civil Rights Complaints (New Policy)
- v. ADB/GBEC - Drug-Free Workplace & Drug-Free Schools
- vi. ADC - Prohibitions Regarding Use and Possession of Tobacco Products

b. Second Reading:

- i. None

The Board's discussion covered policy reviews, with updates reflecting legislative changes and ensuring compliance with non-discrimination and equal opportunity standards.

Mr. Bressette proposed changing the meeting agenda format and suggesting a consent agenda to streamline routine items. This is not a policy change and would include the items currently under Housekeeping. The consensus of the Board was to accept the proposed change.

466 **VI. Other:**
 467 Dr. McGee pointed out that the Board had not approved all three handbooks. The Board acknowledged the need to
 468 approve two other handbooks (PES and PHS) to ensure all necessary documentation was correctly handled.
 469
 470 Mr. Wilkerson moved to adopt the PHS and PES handbooks. Mr. Abare seconded the motion, which passed (3-0-0).
 471
 472 **VII. Board Member Reports:**
 473 A. None
 474
 475 **VIII. Housekeeping:**
 476 A. **Adoption of Minutes**
 477 a. June 19, 2024 – Draft Public Minutes
 478 b. June 19, 2024 – Draft Non-Public Minutes
 479
 480 Due to the lack of a quorum for voting, the minutes were tabled until the next meeting.
 481
 482 B. **Vendor and Payroll Manifests**
 483 a. 551 \$ 151,004.80
 484 b. AP071024 \$3,631,495.15
 485 c. BFPMS68 \$ 32,446.40
 486 d. PAY551P \$ 7,287.55
 487
 488 Mr. Wilkerson moved to approve the Vendor and Payroll Manifest as presented. Mr. Abare seconded the motion,
 489 which passed (3-0-0).
 490
 491 Ms. Mahoney mentioned that since the Board would not meet for more than a month, she wanted to provide a date for
 492 the Board to sign the manifest. The date was July 24.
 493
 494 C. **Correspondence & Information**
 495 a. None
 496
 497 D. **Enrollment Report**
 498 a. None
 499
 500 E. **Staffing Updates**
 501 a. **Leaves**
 502 i. None
 503
 504 b. **Resignations:**
 505 i. Kristin Croteau PHS School Nurse
 506 ii. Allison Miller PMS Teacher – Grade 6
 507
 508 c. **Retirements:**
 509 i. None
 510
 511 d. **Nominations:**
 512 i. Kristen Figueiredo PES School Nurse
 513 ii. Lauren Burgess PHS Math Teacher
 514 iii. Julie Phelan PHS School Nurse
 515 iv. Tracy Acker PES Preschool Teacher
 516
 517
 518

519 Dr. McGee commented that the District had two resignations. He mentioned that Kristin Croteau has never worked for
520 the District. She took the position and immediately withdrew. A respected social studies teacher, Allison Miller, was
521 promoted as Milford's High School Assistant Principal. The Board expressed their congratulations.
522

523 Mr. Bressette moved to accept the resignations as presented. Mr. Abare seconded the motion, which passed (3-0-0).
524

525 Dr. McGee commented that they have two Nurses, a Math Teacher, and a half-time Preschool Teacher. He added that
526 Lauren Burgess, with a math background and interest in administrative roles, was highlighted. Her commitment to
527 teaching math was praised.
528

529 Mr. Wilkerson moved to accept the four nominations of the individuals mentioned. Ms. Cummings seconded the motion,
530 which passed (3-0-0).
531

532 **IX. Future Agenda Planning:**

533 A. No Future Agenda Planning
534

535 **X. Future Meetings:**

536 A. 08/14/2024 – 5:00 p.m. School Board Retreat @ PHS Library

537 B. 08/28/2024 – 6:30 p.m. School Board Meeting @ PES Library
538

539 **XI. Non-Public:**

540 Mr. Abare moved to enter a non-public session under RSA 91-A:3 (II) (i) – Emergency Planning at 8:51 p.m. Mr.
541 Wilkerson seconded the motion. The motion passed (3-0-0).
542

543 **Roll Call**

544 Mr. Bressette - Aye

545 Mr. Wilkerson - Aye

546 Mr. Abare - Aye
547

548 **XII. Reconvened:**

549 The Board returned to Public Session at 9:08 p.m.
550

551 **XIII. Adjournment:**

552 Mr. Wilkerson moved to adjourn the School Board Meeting at 9:09 p.m. Mr. Abare seconded the motion, which passed
553 (3-0-0).
554

555
556
557 Respectfully Submitted,
558 Matthew Sullivan
559 School Board Recording Secretary
560
561

Pelham School Board Meeting
Non-Public Session
July 10, 2024
Pelham Elementary School

School Board Members: Troy Bressette, Chair; David Wilkerson, Vice-Chair; and Garrett Abare

Superintendent: Chip McGee

Absent: Rebecca Cummings and Darlene Greenwood

Enter Non-Public Session:

Mr. Abare made a motion to enter a non-public session under RSA 91-A:3 (II) (i) – Emergency Planning at 8:51 p.m. Mr. Wilkerson seconded the motion. The motion passed (3-0-0).

Roll Call:

- a. Troy Bressette – Aye
- b. David Wilkerson – Aye
- c. Garrett Abare – Aye

Non-Public Session:

The Board discussed the Emergency Operations Plan (EOP).

Mr. Wilkerson made a motion to approve the plans as amended. Mr. Abare seconded the motion. The motion passed (3-0-0).

Roll Call:

- a. Troy Bressette – Aye
- b. David Wilkerson – Aye
- c. Garrett Abare – Aye

End of Non-Public

Mr. Wilkerson moved to leave the non-public session at 9:08 p.m. Mr. Abare seconded the motion. The motion passed (3-0-0).

Roll Call:

- a. Troy Bressette – Aye
- b. David Wilkerson – Aye
- c. Garrett Abare – Aye

Respectfully Submitted,
Matthew Sullivan
School Board Recording Secretary

PELHAM SCHOOL DISTRICT PAYROLL VOUCHER

Voucher No: 552
 Voucher Date: 7/18/2024
 Prepared By: Meghan Deschenes
 Generated Date: 7/17/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$185,832.43 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.

[Signature: Rebecca Mahoney]

Eric McGee

ERIC MCGEE
 SUPERINTENDENT OF SCHOOLS

GARRETT ABARE
 SCHOOL BOARD

[Signature: 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 | \$131,369.64 |
| CHECKS | \$6,935.60 |
| MANUAL | \$826.85 |
| VOID | \$0.00 |
| FEDERAL TAXES | \$45,534.83 |
| MASS TAXES | \$1,165.51 |
| TOTAL: | \$185,832.43 |

SUNGARD K-12 EDUCATION
 DATE: 07/16/2024
 TIME: 11:22:54

PELHAM SCHOOL DISTRICT - SAU 28
 CHECK REGISTER
 PAY RUN 552 FY25-7/18/2024

PAGE NUMBER: 1
 MODULE NUM: PAYCHK33
 PAY PERIOD END 07/11/2024
 CHECK DATE 07/18/2024

| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|------------------------|-------------------|-----------------|
| 507721 | 670 | ENRIGHT, SHARON | .00 | 398.62 |
| 507722 | 1864 | SULLIVAN, MATTHEW J | .00 | 170.38 |
| 507723 | 2194 | DONOVAN, SAMANTHA | .00 | 217.44 |
| 507724 | 2208 | GIZZI, JADE T | .00 | 117.74 |
| 507725 | 2133 | JAESCHKE, ELIZABETH K | .00 | 392.80 |
| 507726 | 2203 | LAJOIE, ROBIN | .00 | 105.28 |
| 507727 | 1973 | MACKAY, ROBERT C | .00 | 1,294.83 |
| 507728 | 2195 | ROY, SARA M | .00 | 1,182.08 |
| 507729 | 2202 | BARNES, NATASHA | .00 | 1,049.26 |
| 507730 | 2210 | BUNTON, RILEIGH | .00 | 519.80 |
| 507731 | 2207 | GADBOIS, GERALD A | .00 | 439.59 |
| 507732 | 1591 | NESKEY, STEPHEN J | .00 | 1,047.78 |
| V179457 | 2049 | FERREIRA, OLIVIA R | 234.24 | .00 |
| V179458 | 1291 | GARCIA, ARLANNA | 230.87 | .00 |
| V179459 | 1918 | KAKKAD, LAURIE S | 914.26 | .00 |
| V179460 | 2162 | PEDDLE, CAILYN G | 220.89 | .00 |
| V179461 | 2193 | PILATO, JOHN A | 196.24 | .00 |
| V179462 | 512 | BIANCHI, SUSAN J | 1,547.89 | .00 |
| V179463 | 720 | BODENRADER, JENNIFER T | 330.72 | .00 |
| V179464 | 2036 | BROWN, JOSEPH W | 1,117.51 | .00 |
| V179465 | 2031 | CAPRARO, TARYN C | 1,992.85 | .00 |
| V179466 | 1250 | COSTA, BRIANA L | 220.64 | .00 |
| V179467 | 411 | DAILEY, DONNA L | 493.59 | .00 |
| V179468 | 2017 | DELANGIE, CULLEN | 1,272.69 | .00 |
| V179469 | 1732 | DESMARAIS, NICOLE E | 741.68 | .00 |
| V179470 | 2143 | GILLIS, VENNESSA | 117.74 | .00 |
| V179471 | 2002 | GOULET, KYLA M | 405.31 | .00 |
| V179472 | 1985 | GRANT, CHELSEY | 4.87 | .00 |
| V179473 | 1972 | HAMILTON, ALICIA A | 491.31 | .00 |
| V179474 | 145 | HANSEN, VICTORIA L | 1,418.63 | .00 |
| V179475 | 1722 | HIGGINS, ELAINA M | 104.16 | .00 |
| V179476 | 1106 | HUSSEY, TRACY A | 69.36 | .00 |
| V179477 | 1889 | INFANTE, STEPHANIE R | 919.46 | .00 |
| V179478 | 2009 | KOWAL, SAMUEL A | 897.51 | .00 |
| V179479 | 256 | LABONTE, KELLY L | 2,698.14 | .00 |
| V179480 | 2155 | LIBBY, AMIE R | 629.16 | .00 |
| V179481 | 2128 | MACDONALD, TARA N | 2,780.24 | .00 |
| V179482 | 1748 | MADEIROS, ELAINE M | 189.48 | .00 |
| V179483 | 2144 | MARCOTTE, CONSTANCE | 411.63 | .00 |
| V179484 | 1902 | MCNIFF, SARA J | 100.56 | .00 |
| V179485 | 2201 | MELENDEZ, NORBERTO | 1,128.02 | .00 |
| V179486 | 1981 | NAVA, GUADALUPE | 1,384.75 | .00 |
| V179487 | 1743 | PACE, CAITLIN E | 461.21 | .00 |
| V179488 | 2130 | PLANTE, ELISSA | 507.83 | .00 |
| V179489 | 1896 | PORTALLA, ANGELA J | 86.40 | .00 |
| V179490 | 2076 | POWERS, KASSIDY M | 907.26 | .00 |
| V179491 | 2196 | PURCELL, ELIZABETH F | 2,918.36 | .00 |
| V179492 | 1826 | SHIELDS, JANE A | 96.97 | .00 |
| V179493 | 84 | STRUTH, KERRY A | 2,836.33 | .00 |
| V179494 | 2078 | TRESKA, COLLEEN M | 184.36 | .00 |
| V179495 | 1097 | VAN AUKEN, BRUCE | 1,245.69 | .00 |
| V179496 | 1030 | VAN VRANKEN, JESSICA | 3,130.44 | .00 |
| V179497 | 506 | WEIGLER, LAURA J | 248.36 | .00 |
| V179498 | 2164 | WITTS, DAVID A | 1,556.74 | .00 |
| V179499 | 2131 | WONG-SIERRA, CHRYSTA | 29.87 | .00 |
| V179500 | 1912 | ARSENEAULT, JACOB M | 1,050.18 | .00 |

SUNGARD K-12 EDUCATION
DATE: 07/16/2024
TIME: 11:22:54

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 552 FY25-7/18/2024

PAGE NUMBER: 2
MODULE NUM: PAYCHK33
PAY PERIOD END 07/11/2024
CHECK DATE 07/18/2024

| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|----------------------------|-------------------|-----------------|
| V179501 | 1806 | BARRIERE, ADAM J | 2,892.84 | .00 |
| V179502 | 1651 | BRUNELLE, CYNTHIA S | 1,410.86 | .00 |
| V179503 | 1186 | CARMODY, KAITLIN M | 2,805.55 | .00 |
| V179504 | 1551 | CHURCHILL, KAREN A | 1,773.60 | .00 |
| V179505 | 1589 | CURTIN, CHRISTOPHER B | 2,259.12 | .00 |
| V179506 | 2021 | DAILEY, JOSEPH A | 804.80 | .00 |
| V179507 | 1602 | DECINTO, BRYAN C | 424.32 | .00 |
| V179508 | 1872 | DOWDLE, BELINDA D | 188.77 | .00 |
| V179509 | 2072 | FITZPATRICK, LEO J | 708.04 | .00 |
| V179510 | 2141 | GAUTHIER, ALEXANDRIA | 59.51 | .00 |
| V179511 | 1495 | GRIFFIN, PAUL D | 1,310.62 | .00 |
| V179512 | 1695 | HENDERSON, ERIN P | 233.15 | .00 |
| V179513 | 2197 | HOLMES, KELLY A | 2,974.14 | .00 |
| V179514 | 2198 | HUFFT, JUSTIN C | 2,950.05 | .00 |
| V179515 | 1869 | JIANG-DEMETRION, DARLENE E | 1,315.70 | .00 |
| V179516 | 2071 | KONDI, CATHERINE J | 801.47 | .00 |
| V179517 | 2110 | LEPPANEN, TESSA M | 1,110.35 | .00 |
| V179518 | 1724 | MAKARA, JESSICA | 732.47 | .00 |
| V179519 | 1731 | MASSAHOS, LISA A | 136.16 | .00 |
| V179520 | 1702 | MEAD, DAWN M | 3,499.71 | .00 |
| V179521 | 1905 | NESKEY, KAREN R | 981.18 | .00 |
| V179522 | 43 | PERIGNY, GUY G | 776.10 | .00 |
| V179523 | 2083 | SANCHIS, BERNARD | 394.71 | .00 |
| V179524 | 1978 | SANDS, BRIAN T | 3,083.10 | .00 |
| V179525 | 567 | SCANLON, IRENE | 502.62 | .00 |
| V179526 | 2087 | SCANZANI, WILLIAM | 441.31 | .00 |
| V179527 | 508 | WILKINS JR, RAYMOND T | 1,759.12 | .00 |
| V179528 | 1946 | YOUNG, LINDSEY D | 836.43 | .00 |
| V179529 | 2037 | ZILIFIAN, VAHRAM A | 1,509.22 | .00 |
| V179530 | 1832 | AYOTTE, KENNETH D | 1,392.94 | .00 |
| V179531 | 157 | BARRIOS, SARAH E | 346.58 | .00 |
| V179532 | 1744 | DELUCIA, MEGAN C | 443.98 | .00 |
| V179533 | 2093 | DRISCOLL, BRIAN K | 345.17 | .00 |
| V179534 | 2161 | HALL, DERREK A | 1,048.12 | .00 |
| V179535 | 1779 | HALL, KEVIN R | 1,199.42 | .00 |
| V179536 | 1987 | JAMES, JANELLE N | 588.53 | .00 |
| V179537 | 1460 | KAVARNOS, JAMES M | 611.54 | .00 |
| V179538 | 445 | KIVIKOSKI, JEAN M | 249.10 | .00 |
| V179539 | 446 | KRESS, TODD W | 2,933.46 | .00 |
| V179540 | 1879 | LEMERISE, KELLY R | 752.47 | .00 |
| V179541 | 1237 | LORENTZEN, CHRISTOPHER | 1,315.86 | .00 |
| V179542 | 454 | LOVETT, BARBARA ANN | 1,548.12 | .00 |
| V179543 | 1977 | MEDLOCK, ZACHARY BRIAN | 3,425.66 | .00 |
| V179544 | 2060 | NORTHRUP, CHERYL | 2,696.09 | .00 |
| V179545 | 1426 | PERRY, BEVERLY M | 1,070.10 | .00 |
| V179546 | 1694 | PRAETZ, DANIEL J | 1,653.12 | .00 |
| V179547 | 2058 | SECCARECCIO, MICHELLE L | 1,407.57 | .00 |
| V179548 | 1788 | STECK-LUBAO, JENNIFER M | 836.43 | .00 |
| V179549 | 2122 | BARKDOLL, TONI M | 3,105.95 | .00 |
| V179550 | 1318 | BARR, MEGAN T | 1,429.27 | .00 |
| V179551 | 1960 | DESCHENES, MEGHAN | 810.83 | .00 |
| V179552 | 1294 | DOUCETTE, JOYCE P | 1,895.97 | .00 |
| V179553 | 1440 | LAVACCHIA, CHRISTINE R | 1,863.06 | .00 |
| V179554 | 2044 | LORD, KEITH A | 3,038.79 | .00 |
| V179555 | 1293 | MAHONEY, DEBORAH A | 2,708.62 | .00 |
| V179556 | 1609 | MARANDOS, SARAH E | 3,357.75 | .00 |

SUNGARD K-12 EDUCATION
DATE: 07/16/2024
TIME: 11:22:54

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 552 FY25-7/18/2024

PAGE NUMBER: 3
MODULE NUM: PAYCHK33
PAY PERIOD END 07/11/2024
CHECK DATE 07/18/2024

| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|------------------------|-------------------|-----------------|
| V179557 | 1362 | MAZZARIELLO, ERIN M | 1,587.30 | .00 |
| V179558 | 1866 | MCGEE, ERIC S | 4,183.30 | .00 |
| V179559 | 2123 | NOYES, KIMBERLY E | 3,390.60 | .00 |
| V179560 | 1361 | RODRIGUE, KRISTEN A | 1,634.48 | .00 |
| V179561 | 1796 | TETREAULT, CHRISTINA G | 837.36 | .00 |
| V179562 | 538 | COVART, NICOLE | 23.09 | .00 |
| V179563 | 2175 | DROUIN, COLE A | 439.59 | .00 |
| TOTAL | | 119 CHECKS ISSUED | 131,369.64 | 6,935.60 |

Debra Mahoney
7/16/24

SUNGARD K-12 EDUCATION
DATE: 07/17/2024
TIME: 09:52:43

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER(CONCISE)

PAGE NUMBER: 1
PAYREP83

SELECTION CRITERIA: checkhis.pay_run='552' and checkhis.iss_date='20240718'
MANUAL CHECKS

PAYRUN: 552
DATE: 07/18/2024

| CHECK NUMBER | DEPOSIT AMOUNT | CHECK AMOUNT | MAN/VOID | -----EMPLOYEE----- | ID NUMBER |
|-----------------|-------------------|-----------------|----------|--------------------|-----------|
| 507733 | .00 | 92.17 | MANUAL | HIGGINS, ELAINA | 1722 |
| 507734 | .00 | 177.28 | MANUAL | HUSSEY, TRACY | 1106 |
| 507735 | .00 | 199.48 | MANUAL | MADEIROS, ELAINE | 1748 |
| 507736 | .00 | 173.56 | MANUAL | MCNIFF, SARA | 1902 |
| 507737 | .00 | 184.36 | MANUAL | TRESKA, COLLEEN | 2078 |
| PAYRUN TOTAL | | | | | |
| CHECK: 5 | .00 | 826.85 | | | |
| TOTAL | | | | | |
| CHECKS: 5 | .00 | 826.85 | | | |

Deborah Mahoney
7-18-24

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: | 270460043793296 |
|-----------------------------|-----------------|

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 | \$45,534.83 |
| Settlement Date | 07/18/2024 |
| Subcategories: | |
| 1 Social Security | \$23,186.24 |
| 2 Medicare | \$5,422.50 |
| 3 Tax Withholding | \$16,926.09 |
| Account Number | xxxxxx6612 |
| Account Type | CHECKING |
| Routing Number | 011401533 |
| Bank Name | CITIZENS BANK NA |

Payment - Confirmation

- **Confirmation Number:** 1-718-049-568
- **Submitted Date and Time:** 7/17/2024 10:17:06 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 7/18/2024. You can delete your pending scheduled payment until 4:00pm on 7/17/2024.

- **Paid For:** PELHAM SCHOOL DISTRICT
- **Account ID:** WTH-10997662-002
- **Paid From:** CITIZENS BANK NA ****6612
- **Payment Amount:** \$1,165.51
- **Filing Period:** 30-Sep-2024
- **Payment Effective Date:** 7/18/2024
- **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



© 2024 Commonwealth of Massachusetts
Mass.gov® is a registered service mark of the
Commonwealth of Massachusetts.

Mass.gov Privacy Policy

Frequently Asked Questions

Video Tutorials

Taxpayer Bill of Rights

Site Policies

Web Browsers

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: PAY552P Voucher Date: 7/18/2024 Prepared By: Joyce Doucette
 Printed: 7/17/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$79,151.48** 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/CHECKS | \$0.00 |
| 10 | GENERAL FUND/EFT | \$79,151.48 |
| TOTAL: | | <u><u>\$79,151.48</u></u> |

POWERSCHOOL LLC
 DATE: 07/17/2024
 TIME: 08:20:09

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 | |
| V59648 | A1010 | 07/18/24 | 3913 000388 - ASPIRE | L4730 | DED:6218 ASPIRE | 200.00 | |
| V59649 | A1010 | 07/18/24 | 12 COREBRIDGE FINANCIAL | L4730 | DED:6214 COREBRIDGE | 400.00 | |
| V59650 | A1010 | 07/18/24 | 7 EQUITABLE EQUI-VEST | L4730 | DED:6000 AXA EQUIT | 455.00 | |
| V59650 | A1010 | 07/18/24 | 7 EQUITABLE EQUI-VEST | L4730 | DED:6200 AXA EQUIT | 470.00 | |
| TOTAL VOUCHER | | | | | | 925.00 | |
| V59651 | A1010 | 07/18/24 | 8 FIDELITY-PLANS1251 | L4730 | DED:6002 FIDELITY | 420.00 | |
| V59651 | A1010 | 07/18/24 | 8 FIDELITY-PLANS1251 | L4730 | DED:6202 FIDELITY | 2,626.00 | |
| V59651 | A1010 | 07/18/24 | 8 FIDELITY-PLANS1251 | L4730 | DED:6203 FIDELITY | 204.55 | |
| TOTAL VOUCHER | | | | | | 3,250.55 | |
| V59652 | A1010 | 07/18/24 | 5 NEW HAMPSHIRE RETIREMENT | L4760 | DED:1500 E RETIREMT | 17,222.22 | |
| V59652 | A1010 | 07/18/24 | 5 NEW HAMPSHIRE RETIREMENT | L4760 | DED:1500 E RETIREMT | 18,084.24 | |
| V59652 | A1010 | 07/18/24 | 5 NEW HAMPSHIRE RETIREMENT | L4760 | DED:1501 T RETIREMT | 21,676.36 | |
| V59652 | A1010 | 07/18/24 | 5 NEW HAMPSHIRE RETIREMENT | L4760 | DED:1501 T RETIREMT | 17,343.11 | |
| V59652 | A1010 | 07/18/24 | 5 NEW HAMPSHIRE RETIREMENT | L4880 | DED:1550 E ADDL RET | 25.00 | |
| V59652 | A1010 | 07/18/24 | 5 NEW HAMPSHIRE RETIREMENT | L4880 | DED:1550 E ADDL RET | 25.00 | |
| TOTAL VOUCHER | | | | | | 74,375.93 | |
| TOTAL FUND | | | | | | 79,151.48 | |
| TOTAL REPORT | | | | | | 79,151.48 | |

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: PAY552M

Voucher Date: 7/18/2024

Prepared By: Joyce Doucette

Printed: 7/17/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$201.39** 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. Cummings

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/CHECKS | \$0.00 |
| 10 | GENERAL FUND/EFT | \$201.39 |

TOTAL: \$201.39

POWERSCHOOL LLC
DATE: 07/17/2024
TIME: 11:54:22

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 |
| V59653 | A1010 | 07/18/24 | 5 | NEW HAMPSHIRE RETIREMENT | L4760 | DED:1501 T RETIREMT | 28.77 |
| V59653 | A1010 | 07/18/24 | 5 | NEW HAMPSHIRE RETIREMENT | L4760 | DED:1501 T RETIREMT | 57.54 |
| V59653 | A1010 | 07/18/24 | 5 | NEW HAMPSHIRE RETIREMENT | L4760 | DED:1501 T RETIREMT | 57.54 |
| V59653 | A1010 | 07/18/24 | 5 | NEW HAMPSHIRE RETIREMENT | L4760 | DED:1501 T RETIREMT | 57.54 |
| TOTAL VOUCHER | | | | | | | 201.39 |
| TOTAL FUND | | | | | | | 201.39 |
| TOTAL REPORT | | | | | | | 201.39 |

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: BFPMS69 Voucher Date: 7/24/2024 Prepared By: Joyce Doucette
 Generated Date: 7/24/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$230,796.54 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.

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 |
|------|--------------------|--------------|
| 30 | BUILDING FUND | \$780.00 |
| 30 | EFT -BUILDING FUND | \$230,016.54 |
| | TOTAL: | \$230,796.54 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 10:49:49

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 |
|--------------|-----------|-------------|------------------------------|-------|--------------------------|--------|
| 59654 | L4020 | 07/24/24 | 3866 U.T.S. OF MASSACHUSETTS | L4201 | PROFESSIONAL ENGINEERING | 780.00 |
| TOTAL FUND | | | | | | 780.00 |
| TOTAL REPORT | | | | | | 780.00 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 10:56:11

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 |
|---------------|-----------|-------------|-----------------------------|------|---------------------------|------------|
| V59655 | L4020 | 07/24/24 | 3320 BONNETTE, PAGE & STONE | 450 | CHANGE ORDER 13 (BALANCE | 3,121.04 |
| V59655 | L4020 | 07/24/24 | 3320 BONNETTE, PAGE & STONE | 450 | CHANGE ORDER 37 - WALKWAY | 4,914.69 |
| V59655 | L4020 | 07/24/24 | 3320 BONNETTE, PAGE & STONE | 450 | CHANGE ORDERS 10 AND 12 (| 35,228.09 |
| V59655 | L4020 | 07/24/24 | 3320 BONNETTE, PAGE & STONE | 450 | CONTRACT FOR PELHAM MEMOR | 180,508.72 |
| TOTAL VOUCHER | | | | | | 223,772.54 |
| V59656 | L4020 | 07/24/24 | 5695 STERLING CORPORATION | 890 | RELOCATE CLASSROOMS FROM | 6,244.00 |
| TOTAL FUND | | | | | | 230,016.54 |
| TOTAL REPORT | | | | | | 230,016.54 |

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: DU072424
 Voucher Date: 7/24/2024
 Prepared By: Joyce Doucette
 Generated Date: 7/24/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$19,499.85 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.

Rebecca 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 | \$18,799.85 |
| 21 | FOOD SERVICE FUND | \$0.00 |
| 22 | GRANTS FUND | \$0.00 |
| 25 | OTHER SPECIAL FUND | \$0.00 |
| 10 | EFT -GENERAL FUND | \$700.00 |
| 21 | EFT -FOOD SERVICE FUND | \$0.00 |
| 22 | EFT -GRANTS FUND | \$0.00 |
| 25 | EFT -OTHER SPECIAL FUND | \$0.00 |
| TOTAL: | | \$19,499.85 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:12:26

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 |
|--------------|-----------|-------------|--------------------------------|------|---------------------------|-----------|
| 2 | A1010 | 07/24/24 | 4646 AMERICAN SCHOOL COUNSELOR | 810 | ASCA PROFESSIONAL MEMBERS | 179.00 |
| 3 | A1010 | 07/24/24 | 315 NATIONAL ASSOCIATION OF S | 810 | NJHS AFFILIATION 7/1/24 - | 385.00 |
| 4 | A1010 | 07/24/24 | 156 NEW ENGLAND ASSOCIATION | 810 | PHS MEMBERS DUES 2024-202 | 4,095.00 |
| 5 | A1010 | 07/24/24 | 195 NHASEA | 810 | NHASEA ANNUAL MEMBERSHIP | 555.00 |
| 5 | A1010 | 07/24/24 | 195 NHASEA | 810 | NHASEA ANNUAL MEMBERSHIP | 555.00 |
| TOTAL CHECK | | | | | | 1,110.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | FULL NHASP | 600.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | NAESP ACTIVE - PRACTICING | 219.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | FULL NHASP | 600.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | NAESP ACTIVE - PRACTICING | 259.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | FULL NHASP - DAWN MEAD | 600.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | NASSP - INDIVIDUAL: PRINC | 250.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | NHASP PRINCIPAL DUES - ZA | 600.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | FULL NHASP | 600.00 |
| 6 | A1010 | 07/24/24 | 163 NH ASSOC OF SCHOOL PRINCI | 810 | NAESP ACTIVE - PRACTICING | 259.00 |
| TOTAL CHECK | | | | | | 3,987.00 |
| 7 | A1010 | 07/24/24 | 194 NH SCHOOL ADMINISTRATORS | 810 | 24-25 ANNUAL MEMBERSHIP - | 1,989.00 |
| 7 | A1010 | 07/24/24 | 194 NH SCHOOL ADMINISTRATORS | 810 | 24-25 MEMBERSHIP RENEWAL | 1,690.00 |
| TOTAL CHECK | | | | | | 3,679.00 |
| 8 | A1010 | 07/24/24 | 109 NEW HAMPSHIRE SCHOOL BOAR | 810 | MEMBERSHIP DUES | 4,869.85 |
| 8 | A1010 | 07/24/24 | 109 NEW HAMPSHIRE SCHOOL BOAR | 810 | POLICY SUBSCRIPTION | 450.00 |
| TOTAL CHECK | | | | | | 5,319.85 |
| 9 | A1010 | 07/24/24 | 4175 NH VOLLEYBALL COACHES ASS | 810 | ANNUAL DUES FOR VARSITY V | 45.00 |
| TOTAL FUND | | | | | | 18,799.85 |
| TOTAL REPORT | | | | | | 18,799.85 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:18:03

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 | | |
| V10 | A1010 | 07/24/24 | 135 | ASCD | 810 | ANNUAL MEMBERSHIP DUES A | 275.00 | | |
| V10 | A1010 | 07/24/24 | 135 | ASCD | 810 | ANNUAL MEMBERSHIP DUES FO | 275.00 | | |
| V10 | A1010 | 07/24/24 | 135 | ASCD | 810 | 24-25 RENEWAL SARAH MARAN | 75.00 | | |
| V10 | A1010 | 07/24/24 | 135 | ASCD | 810 | ASCD BASIC MEMBERSHIP - Z | 75.00 | | |
| TOTAL VOUCHER | | | | | | | 700.00 | | |
| TOTAL FUND | | | | | | | 700.00 | | |
| TOTAL REPORT | | | | | | | 700.00 | | |

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: AP072424
 Voucher Date: 7/24/2024
 Prepared By: Joyce Doucette
 Generated Date: 7/24/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$645,008.57 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.

Rebecca L. 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 | \$388,856.84 |
| 21 | FOOD SERVICE FUND | \$59.27 |
| 22 | GRANTS FUND | \$4,347.35 |
| 25 | OTHER SPECIAL FUND | \$0.00 |
| 10 | EFT -GENERAL FUND | \$248,191.92 |
| 21 | EFT -FOOD SERVICE FUND | \$0.00 |
| 22 | EFT -GRANTS FUND | \$3,553.19 |
| 25 | EFT -OTHER SPECIAL FUND | \$0.00 |
| TOTAL: | | \$645,008.57 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:47:07

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 |
|--------------|-----------|-------------|--------------------------------|-------|---------------------------|-----------|
| 59657 | A1010 | 07/24/24 | 3823 ASCENTRIA COMMUNITY SERVI | 330 | INTERPRETER -SPANISH FOR | 136.00 |
| 59657 | A1010 | 07/24/24 | 3823 ASCENTRIA COMMUNITY SERVI | 330 | MILEAGE-ESTIMATE | 19.43 |
| | | TOTAL CHECK | | | | 155.43 |
| 59658 | A1010 | 07/24/24 | 3046 B & H PHOTO-VIDEO, INC. | 610 | FLOTONE GRADUATED BACKGRO | 83.98 |
| 59659 | A1010 | 07/24/24 | 5316 COMMON LIT INC | 643 | COMMONLIT 1 YEAR RENEWAL | 3,850.00 |
| 59660 | A1010 | 07/24/24 | 1768 DISCOUNT MAGAZINE SUBSCRI | 644 | PUBLICATIONS | 250.00 |
| 59661 | A1010 | 07/24/24 | 4602 EDUCATIONAL DATA MANAGEME | 446 | 504 DATA MANAGEMENT SOFTW | 2,000.00 |
| 59662 | A1010 | 07/24/24 | 5650 FIRST STUDENT, INC | 519 | SHARE COST TRANSPORTATION | 1,658.14 |
| 59663 | L4020 | 07/24/24 | 58 LAKESHORE LEARNING MATERI | 733 | PK - ITEM# DG128 HVY-DTY | 2,558.00 |
| 59664 | A1010 | 07/24/24 | 1049 PATRICIA A LAMONTAGNE | 580 | FOOD REIMBURSEMENT FOR PA | 31.78 |
| 59665 | A1010 | 07/24/24 | 3444 LIBERTY UTILITIES | 622 | USAGE DEC 27, 2023 TO JUN | 607.00 |
| 59665 | A1010 | 07/24/24 | 3444 LIBERTY UTILITIES | 622 | USAGE DEC 27, 2023 TO JUN | 13,051.12 |
| 59665 | A1010 | 07/24/24 | 3444 LIBERTY UTILITIES | 622 | USAGE DEC 27, 2023 TO JUN | 16,262.25 |
| 59665 | A1010 | 07/24/24 | 3444 LIBERTY UTILITIES | 622 | USAGE DEC 27, 2023 TO JUN | 21,114.08 |
| | | TOTAL CHECK | | | | 51,034.45 |
| 59666 | A1010 | 07/24/24 | 4884 LIBERTY UTILITIES - NG | 625 | USAGE NATURAL GAS DEC 28, | 85.70 |
| 59666 | A1010 | 07/24/24 | 4884 LIBERTY UTILITIES - NG | 625 | USAGE NATURAL GAS DEC 28, | 528.79 |
| 59666 | A1010 | 07/24/24 | 4884 LIBERTY UTILITIES - NG | 625 | USAGE NATURAL GAS DEC 28, | 678.64 |
| 59666 | A1010 | 07/24/24 | 4884 LIBERTY UTILITIES - NG | 625 | USAGE NATURAL GAS DEC 28, | 1,273.29 |
| | | TOTAL CHECK | | | | 2,566.42 |
| 59667 | A1010 | 07/24/24 | 5608 TARA N MACDONALD | L4201 | MILEAGE MAY 2 TO JUNE 28, | 238.79 |
| 59668 | A1010 | 07/24/24 | 5023 MARSHALL MEMO | 644 | 24-25 RENEWAL | 260.00 |
| 59669 | A1010 | 07/24/24 | 5314 MYSTERY SCIENCE | 643 | QUOTE #264820 PELHAM ELEM | 945.00 |
| 59670 | A1010 | 07/24/24 | 5605 NATIONAL SCHOOL FORMS | 550 | ESTIMATED SHIPPING/HANDLI | 15.59 |
| 59670 | A1010 | 07/24/24 | 5605 NATIONAL SCHOOL FORMS | 550 | PLASTIC RESTROOM PASSES | 392.00 |
| | | TOTAL CHECK | | | | 407.59 |
| 59671 | A1010 | 07/24/24 | 195 NHASEA | 275 | REGISTRATION T.MACDONALD | 100.00 |
| 59671 | A1010 | 07/24/24 | 195 NHASEA | 275 | REGISTRATION B.PURCELL TI | 75.00 |
| 59671 | A1010 | 07/24/24 | 195 NHASEA | 275 | REGISTRATION CONFERENCE T | 100.00 |
| 59671 | A1010 | 07/24/24 | 195 NHASEA | 580 | MONTHLY LUNCH ADD-ONS. | 150.00 |
| 59671 | A1010 | 07/24/24 | 195 NHASEA | 810 | NHASEA ANNUAL MEMBERSHIP | 555.00 |
| 59671 | A1010 | 07/24/24 | 195 NHASEA | 580 | MONTHLY LUNCH ADD-ONS. | 150.00 |
| 59671 | A1010 | 07/24/24 | 195 NHASEA | 810 | NHASEA ANNUAL MEMBERSHIP | 555.00 |
| | | TOTAL CHECK | | | | 1,685.00 |
| 59672 | A1010 | 07/24/24 | 3938 NHFHCA | 810 | ANNUAL DUES FOR VARSITY F | 60.00 |
| 59673 | A1010 | 07/24/24 | 2276 NHMEA | 810 | GENERAL SCHOOL PARTICIPAT | 125.00 |
| 59673 | A1010 | 07/24/24 | 2276 NHMEA | 810 | HIGH SCHOOL PARTICIPATION | 200.00 |
| | | TOTAL CHECK | | | | 325.00 |
| 59674 | A1010 | 07/24/24 | 194 NH SCHOOL ADMINISTRATORS | 275 | 24-25 SEASON TICKETS / TW | 2,600.00 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:47:07

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 2
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|-------------|--------------------------------|-------|---------------------------|------------|
| 59674 | A1010 | 07/24/24 | 194 NH SCHOOL ADMINISTRATORS | 275 | 24-25 SEASON TICKETS / TW | 2,600.00 |
| | | TOTAL CHECK | | | | 5,200.00 |
| 59675 | A1010 | 07/24/24 | 109 NEW HAMPSHIRE SCHOOL BOAR | 275 | PO 250315 WORKSHOP | 250.00 |
| 59676 | A1010 | 07/24/24 | 288 NIXON COMPANY, INCORPORAT | 610 | BANNER UPGRADE 96" HIGH B | 70.00 |
| 59676 | A1010 | 07/24/24 | 288 NIXON COMPANY, INCORPORAT | 610 | BANNER UPGRADE 96" HIGH N | 478.40 |
| 59676 | A1010 | 07/24/24 | 288 NIXON COMPANY, INCORPORAT | 610 | ESTIMATED SHIPPING/HANDLI | 20.00 |
| 59676 | A1010 | 07/24/24 | 288 NIXON COMPANY, INCORPORAT | 610 | 36X60" VINYL CLOTH BANNER | 350.00 |
| 59676 | A1010 | 07/24/24 | 288 NIXON COMPANY, INCORPORAT | 610 | ESTIMATED SHIPPING/HANDLI | 25.00 |
| 59676 | A1010 | 07/24/24 | 288 NIXON COMPANY, INCORPORAT | 610 | EXTRA-14 SCREEN CHARGE | 60.00 |
| | | TOTAL CHECK | | | | 1,003.40 |
| 59677 | A1010 | 07/24/24 | 5653 NRG BUSINESS MARKETING | 625 | NATURAL GAS SUPPLIER - MO | 140.65 |
| 59677 | A1010 | 07/24/24 | 5653 NRG BUSINESS MARKETING | 625 | NATURAL GAS SUPPLIER - MO | 254.89 |
| 59677 | A1010 | 07/24/24 | 5653 NRG BUSINESS MARKETING | 625 | NATURAL GAS SUPPLIER - MO | 1,130.59 |
| 59677 | A1010 | 07/24/24 | 5653 NRG BUSINESS MARKETING | 625 | NATURAL GAS SUPPLIER - MO | 3,015.54 |
| | | TOTAL CHECK | | | | 4,541.67 |
| 59678 | A1010 | 07/24/24 | 695 PENNICHUCK WATER WORKS, I | 411 | USAGE JAN 4 TO JUNE 30, 2 | 990.14 |
| 59678 | A1010 | 07/24/24 | 695 PENNICHUCK WATER WORKS, I | 411 | USAGE JAN 4 TO JUNE 30, 2 | 1,185.57 |
| 59678 | A1010 | 07/24/24 | 695 PENNICHUCK WATER WORKS, I | 411 | USAGE JAN 4 TO JUNE 30, 2 | 1,659.50 |
| | | TOTAL CHECK | | | | 3,835.21 |
| 59679 | A1010 | 07/24/24 | 5590 PICKUP PATROL, LLC | 650 | PICKUP PATROL ANNUAL SUBS | 1,525.90 |
| 59680 | A1010 | 07/24/24 | 760 PINKERTON ACADEMY | 561 | CAREER & TECHNICAL EDUCAT | 35,053.20 |
| 59681 | A1010 | 07/24/24 | 674 PLANK ROAD PUBLISHING, IN | 640 | MUSIC K-8 SUBSCRIPTION MK | 130.45 |
| 59682 | A1010 | 07/24/24 | 308 PRIMEX | 521 | PROPERTY & LIABILITY COVE | 76,761.00 |
| 59682 | A1010 | 07/24/24 | 308 PRIMEX | L4770 | WORKER'S COMPENSATION - M | 78,957.00 |
| | | TOTAL CHECK | | | | 155,718.00 |
| 59683 | A1010 | 07/24/24 | 196 REGIONAL SERVICES & EDUCA | 564 | TUITION ESY OOD STUDENT L | 3,750.75 |
| 59683 | A1010 | 07/24/24 | 196 REGIONAL SERVICES & EDUCA | 564 | ESY TUITION OOD STUDENT H | 3,750.75 |
| | | TOTAL CHECK | | | | 7,501.50 |
| 59684 | A1010 | 07/24/24 | 1056 SCHOOL LAW.COM | 275 | DRUMMOND WOODSUM WORKSHOP | 400.00 |
| 59684 | A1010 | 07/24/24 | 1056 SCHOOL LAW.COM | 275 | WORKSHOP CHARGE FOR TONI | 375.00 |
| | | TOTAL CHECK | | | | 775.00 |
| 59685 | A1010 | 07/24/24 | 4245 SEACOAST LEARNING COLLABO | 564 | OOD ESY TUITION STUDENT A | 7,883.48 |
| 59686 | A1010 | 07/24/24 | 16 SOULE, LESLIE, KIDDER, SA | 335 | ADDT FUNDS MAY - JUNE 202 | 741.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | ADDT FUNDS NEEDED FOR MAY | 14,484.02 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 3,360.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 3,920.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 1,960.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 2,800.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 4,908.75 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 2,240.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | TRANSPORTATION OOD VALLEY | 2,240.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 1,400.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 3,176.25 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:47:07

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 3
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|-------------|--------------------------------|------|---------------------------|------------|
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | MONITOR | 1,517.04 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION SEACOA | 3,920.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 2,240.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | OOD TRANSPORTATION -7 STU | 2,520.00 |
| 59687 | A1010 | 07/24/24 | 3240 STUDENT TRANSPORTATION OF | 519 | ADDT FUNDS FOR MARCH -JUN | 1,549.60 |
| TOTAL CHECK | | | | | | 52,235.66 |
| 59688 | A1010 | 07/24/24 | 1497 TEACHER DIRECT | 610 | 20 CT PERSONAL DICTIONARY | 39.88 |
| 59688 | A1010 | 07/24/24 | 1497 TEACHER DIRECT | 610 | CLASS PACK OF COLORED PEN | 55.88 |
| 59688 | A1010 | 07/24/24 | 1497 TEACHER DIRECT | 610 | NAMETAGS | 5.88 |
| TOTAL CHECK | | | | | | 101.64 |
| 59689 | A1010 | 07/24/24 | 5298 THE MAIN IDEA | 644 | 24-25 RENEWAL | 39.00 |
| 59690 | A1010 | 07/24/24 | 5049 TOOLS TO GROW, INC. | 650 | TOOLS TO GROW SOFTWARE RE | 129.98 |
| 59691 | A1010 | 07/24/24 | 5753 TURNER GRAPHICS | 890 | ESTIMATED SHIPPING/HANDLI | 25.00 |
| 59691 | A1010 | 07/24/24 | 5753 TURNER GRAPHICS | 890 | TURNER GRAPHICS - CAR MAG | 325.00 |
| 59691 | A1010 | 07/24/24 | 5753 TURNER GRAPHICS | 890 | TURNER GRAPHICS - CC FEE | 10.50 |
| TOTAL CHECK | | | | | | 360.50 |
| 59692 | A1010 | 07/24/24 | 3884 US BANK EQUIPMENT FINANCE | 442 | PHS - CANON - 500-0659425 | 391.66 |
| 59692 | A1010 | 07/24/24 | 3884 US BANK EQUIPMENT FINANCE | 442 | PHS - CANON - 500-0659539 | 250.00 |
| TOTAL CHECK | | | | | | 641.66 |
| 59693 | A1010 | 07/24/24 | 838 VERIZON WIRELESS | 531 | DISTRICT CELL PHONE SERVI | 395.92 |
| 59693 | A1010 | 07/24/24 | 838 VERIZON WIRELESS | 532 | MOBILE BROADBAND 6 TABLET | 51.06 |
| 59693 | A1010 | 07/24/24 | 838 VERIZON WIRELESS | 532 | MOBILE BROADBAND 6 TABLET | 51.06 |
| 59693 | A1010 | 07/24/24 | 838 VERIZON WIRELESS | 532 | MOBILE BROADBAND 6 TABLET | 51.06 |
| 59693 | A1010 | 07/24/24 | 838 VERIZON WIRELESS | 532 | MOBILE BROADBAND TABLET D | 22.53 |
| 59693 | L4020 | 07/24/24 | 838 VERIZON WIRELESS | 531 | NUTRITION CELL PHONE SERV | 59.27 |
| TOTAL CHECK | | | | | | 630.90 |
| 59694 | A1010 | 07/24/24 | 1949 JEANNA WAGNER | 580 | FOOD REIMBURSEMENT FOR JE | 66.38 |
| 59694 | L4020 | 07/24/24 | 1949 JEANNA WAGNER | 580 | ISTE 2024 CONFERENCE | 1,789.35 |
| TOTAL CHECK | | | | | | 1,855.73 |
| 59695 | A1010 | 07/24/24 | 5349 WINDHAM WOODS SCHOOL | 564 | TUITION LN PER LEGAL AGRE | 45,000.00 |
| TOTAL FUND | | | | | | 393,263.46 |
| TOTAL REPORT | | | | | | 393,263.46 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:59:37

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 |
|--------------|-----------|-------------|-------------------------------|------|---------------------------|----------|
| V59696 | | | 4967 AMAZON CAPITAL SERVICES, | | VOID: MULTI STUB VOUCHER | |
| V59697 | | | 4967 AMAZON CAPITAL SERVICES, | | VOID: MULTI STUB VOUCHER | |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | VTECH CORDED/CORDLESS PHO | 91.74 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HOMENOTE CLEAR NURSERY PO | 20.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BALLOONS (300 COUNT) | 30.68 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | OUTDOOR VOLLEYBALL NET | 51.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BOOK BINS | 75.43 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CHAIR POCKETS | 37.71 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FOLDERS | 40.95 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | GLUESTICKS | 16.14 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ORGANIZER | 24.72 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ARM PROTECTORS | 33.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | GEN 1820 HARDWOUND ROLL T | 99.00 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | LYSOL DISINFECTANT WIPES | 148.90 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 242.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BUILDING BRICKS | 119.56 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CARDS | 26.95 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MAGNETIC BUILDING BLOCKS | 99.50 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MAGNETIC TILES | 103.90 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PLAY DOH | 109.95 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 163.27 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 48 PCS CARPET MARKERS VEL | 19.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CRAYOLA SUPER TIPS MARKER | 25.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 1TB SOLD STATE DRIVE FOR | 1,172.40 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 32G CRUCIAL RAM LAPTOP ME | 1,042.50 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TV WALL MOUNT FOR CHERYL | 47.69 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | VIZIO 50 INCH LED SMART T | 288.29 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 50-PACK CLEANING SPONGE M | 12.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BETTER OFFICE PRODUCTS TW | 18.80 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BETTER OFFICE PRODUCTS TW | 18.80 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DOUBLE SIDED TAPE ROLLER | 19.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EUREKA SEASONS & HOLIDAYS | 11.18 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SUDOKU PUZZLES FOR GRITTY | 8.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BUTTERFLY GARDEN HABITAT | 14.59 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLEAR WATER CUPS | 11.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | GREEN BEAN SEEDS | 20.83 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | LIFE CYCLE KIT | 232.68 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MARIGOLD SEEDS | 16.30 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MIRACLE GROW POTTING MIX | 47.76 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ASSKUU CARPET SPOT MARKER | 11.75 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLEAR FOOD GRADE PET PLAS | 5.87 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | GAMENOTE 2 PACK LARGE POS | 15.67 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | GAMENOTE CLIPBOARD HOLDER | 52.89 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | NORWOOD COMMERCIAL FURNIT | 93.14 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PERKOOP CLASSROOM DESK NA | 60.25 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SIXDEFLY WIRELESS 16 COLO | 27.42 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | VIVIN 12 PACK HEAVY DUTY | 35.26 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BELONGING IN SCHOOL | 28.97 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HOW TO KNOW A PERSON | 17.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BALLOONS | 6.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | COLLAPSABLE BUCKETS | 55.72 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MARIGOLD SEEDS | 25.96 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PLANT TAGS | 5.95 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | POTS FOR PLANTING | 19.70 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:59:37

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 |
|--------------|-----------|-------------|-------------------------------|------|---------------------------|--------|
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | POTTING SOIL | 61.96 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ROOT GROWER | 107.94 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | RUBBER BANDS | 8.55 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SAUCERS FOR POTS | 19.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SPRAY BOTTLES | 17.96 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | STRAWS | 9.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | THICKER RUBBER BANDS | 12.40 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TONGUE DEPRESSERS | 14.97 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 9-TIER ORGANIZER | 28.88 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DRY ERASE LAPBOARDS | 23.12 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | INTERLOCKING MINI PUZZLE | 16.36 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | INTERLOCKING PLASTIC DISC | 16.36 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | NAMEPLATES | 7.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | WHITE BOARD MAGNETIC ERAS | 7.70 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | WOODEN PUZZLES | 6.73 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SEE ATTACHED LIST - OT SU | 390.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 1000 ACRYLIC BEADS | 6.73 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 1000 WHITE BEADS | 6.72 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLAM SHELL PENDENTS | 14.41 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TURKEY FEATHERS | 28.84 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | WOOD BEADS | 19.23 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 243.30 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM DESK NAME PLATE | 19.41 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CREATIVE TEACHING PRESS 6 | 7.26 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DRY ERASE ERASERS 48 PACK | 11.74 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ESTIMATED SHIPPING/HANDLI | 11.56 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MR. PEN JUMBO WOODEN CRAF | 3.61 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PLAYDOH MODELING COMPOUND | 19.87 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SUPER STARS 26 PACK PRIVA | 53.73 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 246.63 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 2-YEAR MONTHLY PLANNER | 13.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BABY DOLLS SET OF 4 | 82.75 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BEADS FOR PRE-K 4 | 39.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BIRTHDAY CROWNS | 14.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLICKER COUNTERS | 12.89 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FIDGET BRACELETS | 15.14 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PENCIL GRIPS | 25.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES -SEE A | 234.96 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | WOODEN CLOTHES PINS | 6.84 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 890 | DISCOUNT PROMOS CUSTOM NO | 398.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 890 | LINCIA 100 PCS INSPIRATIO | 28.79 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 890 | LINCIA 100 PCS POSITIVE T | 28.79 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 257.92 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DRY ERASE CLIPBOARDS 25 P | 32.77 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BANK IT GAME | 68.00 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HIDDEN QUEST GAME | 29.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MAPOLOGY | 209.93 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 230.80 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 214.44 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | AIR FRESHENER REFILLS | 10.49 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | KEYBOARD CLEANER | 19.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SCREEN CLEANER | 14.96 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 640 | BOXITECTS | 73.64 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 640 | WHAT TO DO WITH A BOX | 62.93 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | AVERY DURABLE LABELS FOR | 8.04 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CARSON DELLOSA CANVAS BLU | 44.46 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:59:37

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 3
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | VENDOR | ACCT | DESCRIPTION | AMOUNT |
|---------------|-----------|-------------|-------------------------------|------|---------------------------|-----------|
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | COLOR BINDER CLIPS PAPER | 5.59 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CRAYOLA WASHABLE MARKERS | 14.38 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DESK TOPPERS REFERENCE NA | 8.88 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DRY ERASE BOARDS 30 PC/DO | 38.95 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EAONE 48 PACK DRY ERASE E | 14.98 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO ULTRA FINE TIP DRY E | 30.40 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FACRAFT 30 PCS BIRTHDAY C | 8.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PAPER MATE PINK PEARL CAP | 19.32 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | REALLY GOOD STUFF STANDAR | 28.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SCOTCH GENERAL MASKING TA | 8.06 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SHARPPIE TANK HIGHLIGHTER | 14.69 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | U BRANDS MAGNETIC DRY ERA | 3.82 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | AYYOMO BUSY BOOK LEARNING | 75.60 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HUMAN BODY ANATOMY FACTS | 7.46 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MAGNETIC ALPHABET | 108.85 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MAGNETIC COLOR MAZE | 148.07 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MONKEY FOAM COMPETITORS | 257.50 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | NUMBER BLOCK GAME | 128.75 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | WOODEN SENSORY BEADS | 257.57 |
| V59698 | L4020 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PK BATHROOM STORAGE | 282.18 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BIRTHDAY CERTIFICATE AND | 10.73 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BROWN CRAFT PAPER CARDS A | 15.51 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | POPCORN BOOKMARK | 10.68 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 640 | MEET APRIL | 86.31 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 640 | MEET FEBRUARY | 12.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 640 | MEET JANUARY | 12.58 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 640 | MEET MARCH | 74.97 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 169.36 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ESTIMATED SHIPPING/HANDLI | 7.35 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SPEC ED. FILE FOLDERS -TE | 65.25 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CHALK MARKERS | 29.33 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | LOCKER TAGS | 9.59 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | NAME TAGS | 21.31 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BIG CONSTRUCTION PAPER | 24.52 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BIG WHITE CONSTRUCTION PA | 12.99 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | COLORED PENCILS | 47.65 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CONSTRUCTION PAPER | 28.75 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DESK PETS | 18.19 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FIDGETS | 21.62 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HOT GLUE STICKS | 27.71 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | KINETIC SAND | 21.66 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MAGNETS | 6.04 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MARKERS | 21.91 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PAPER | 13.86 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PENCILS | 53.94 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PLAY-DOH | 25.12 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PRIVACY FOLDERS | 31.19 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | WHITE BOARD ERASERS | 6.93 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ANIMALS AND INSECTS PUZZL | 33.95 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EARTH AND SKY PUZZLE | 33.95 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PIXEL ART CHALLENGE | 77.12 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PLAY DOH TOOLS | 92.56 |
| V59698 | A1010 | 07/24/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | STENCILS | 61.68 |
| TOTAL VOUCHER | | | | | | 11,311.29 |
| V59699 | A1010 | 07/24/24 | 5672 ARBITER SPORTS LLC | 338 | 300 - ARBITER PAY UNLIMIT | 255.00 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:59:37

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 4
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|---------------|--------------------------------|------|----------------------------|-----------|
| V59699 | A1010 | 07/24/24 | 5672 ARBITER SPORTS LLC | 338 | 300 - ARBITER PAY UNLIMIT | 1,240.00 |
| | | TOTAL VOUCHER | | | | 1,495.00 |
| V59700 | A1010 | 07/24/24 | 5685 ARBITER SPORTS LLC - PAY | 338 | FALL OFFICIALS FUNDS - PH | 12,500.00 |
| V59700 | A1010 | 07/24/24 | 5685 ARBITER SPORTS LLC - PAY | 338 | FALL OFFICIALS FUNDS - PM | 3,300.00 |
| | | TOTAL VOUCHER | | | | 15,800.00 |
| V59701 | A1010 | 07/24/24 | 135 ASCD | 643 | ASCD BASIC MEMBERSHIP - P | 75.00 |
| V59702 | A1010 | 07/24/24 | 3320 BONNETTE, PAGE & STONE | 433 | EOY - PASS THRU DOORS (8) | 42,126.00 |
| V59703 | A1010 | 07/24/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | SPEECH THERAPY SERVICES P | 525.00 |
| V59703 | A1010 | 07/24/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | ADDT FUNDS FOR JUNE 2024 | 760.00 |
| V59703 | A1010 | 07/24/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | SCHOOL PSYCHOLOGIST PES | 130.00 |
| V59703 | A1010 | 07/24/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | OT SERVICES FOR ODD STUDE | 227.50 |
| V59703 | A1010 | 07/24/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | OT SERVICES FOR ODD STUDE | 130.00 |
| | | TOTAL VOUCHER | | | | 1,772.50 |
| V59704 | A1010 | 07/24/24 | 1265 BOYDENS LANDSCAPING, LLC | 433 | ANNUAL GROUNDS MAINTENANC | 12,134.00 |
| V59705 | A1010 | 07/24/24 | 5576 BREAKTHROUGH BEHAVIORAL A | 330 | ADDT CONSULTANT HRS | 974.00 |
| V59705 | A1010 | 07/24/24 | 5576 BREAKTHROUGH BEHAVIORAL A | 330 | SUPERVISION OF RBT UP TO | 166.00 |
| | | TOTAL VOUCHER | | | | 1,140.00 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | 2 PK COVERS | 37.45 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | 2.5" ANGLE BRUSHES | 71.96 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | 3/8" COVERS | 59.90 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | GALLON OF WINTER DAY PAINT | 181.98 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | PAINT PONCHOS | 38.94 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | PAINT TRAY LINERS | 27.98 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | PAINT TRAYS | 19.47 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | PAINTERS TAPE | 35.24 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | 12PK SHIMS | 2.29 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | 5 GALLON WINTER DAY PAINT | 225.78 |
| V59706 | A1010 | 07/24/24 | 136 BRIDGE STREET TRUE VALUE | 610 | TOGGLE BOLTS FOR HANGING | 7.79 |
| | | TOTAL VOUCHER | | | | 708.78 |
| V59707 | A1010 | 07/24/24 | 5430 BRIGHTLY SOFTWARE, INC. | 446 | EVENTESSENTIALS PRO (SCHO | 4,758.88 |
| V59707 | A1010 | 07/24/24 | 5430 BRIGHTLY SOFTWARE, INC. | 446 | MAINTENANCE ESSENTIALS PR | 4,038.35 |
| | | TOTAL VOUCHER | | | | 8,797.23 |
| V59708 | A1010 | 07/24/24 | 465 CONSOLIDATED COMMUNICATIO | 531 | BUSINESS PHONE/CENTRUX LI | 1,732.09 |
| V59708 | A1010 | 07/24/24 | 465 CONSOLIDATED COMMUNICATIO | 532 | INTERNET SERVICE | 724.57 |
| | | TOTAL VOUCHER | | | | 2,456.66 |
| V59709 | A1010 | 07/24/24 | 3903 COLLABORATIVE FOR REGIONA | 564 | TUITION ESY OOD STUDENT E | 9,105.00 |
| V59710 | A1010 | 07/24/24 | 3939 RICHARD G. DUMAIS | 810 | ANNUAL DUES FOR VOLLEYBAL | 70.00 |
| V59711 | A1010 | 07/24/24 | 2960 ENCYCLOPEDIA BRITANNICA | 643 | BRITANNICA SCHOOL SUBSCRI | 700.00 |
| V59711 | A1010 | 07/24/24 | 2960 ENCYCLOPEDIA BRITANNICA | 643 | IMAGE QUEST | 430.00 |
| | | TOTAL VOUCHER | | | | 1,130.00 |
| V59712 | A1010 | 07/24/24 | 4375 FIRST AMERICAN EQUIPMENT | 442 | CHROMEBOOK LEASE - CONTRA | 31,624.63 |
| V59713 | A1010 | 07/24/24 | 3883 FRONTLINE TECHNOLOGIES GR | 446 | ABSENCE AND SUBSTITUTE MA | 14,270.46 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:59:37

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 5
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|---------------|--------------------------------|-------|---------------------------|-----------|
| V59714 | A1010 | 07/24/24 | 280 CENGAGE LEARNING | 640 | EOY - BUSINESS TEXTBOOKS | 3,468.76 |
| V59714 | A1010 | 07/24/24 | 280 CENGAGE LEARNING | 640 | ESTIMATED SHIPPING/HANDLI | 346.87 |
| | | TOTAL VOUCHER | | | | 3,815.63 |
| V59715 | A1010 | 07/24/24 | 5595 GO ENGINEER LLC | 650 | SOLIDWORKS EDUCATIONAL NE | 2,400.00 |
| V59716 | A1010 | 07/24/24 | 433 GOPHER SPORT | 610 | COMBOCOURT BADMINTON SYST | 299.00 |
| V59716 | A1010 | 07/24/24 | 433 GOPHER SPORT | 610 | ESTIMATED SHIPPING/HANDLI | 55.32 |
| V59716 | A1010 | 07/24/24 | 433 GOPHER SPORT | 610 | FOOTBALLS SET OF 12 | 30.00 |
| V59716 | A1010 | 07/24/24 | 433 GOPHER SPORT | 610 | NUMBER CONES | 45.00 |
| V59716 | A1010 | 07/24/24 | 433 GOPHER SPORT | 610 | SCOOTER BOARDS SET OF 6 | 509.00 |
| V59716 | A1010 | 07/24/24 | 433 GOPHER SPORT | 610 | SENSORY BALLS | 6.95 |
| | | TOTAL VOUCHER | | | | 945.27 |
| V59717 | A1010 | 07/24/24 | 5550 HOPEFUL JOURNEYS EDUCATIO | 564 | OOD ESY TUITION - STUDENT | 12,900.42 |
| V59718 | A1010 | 07/24/24 | 5593 HRC TOTAL SOLUTIONS | L4201 | FSA HEALTH AND DEPENDENT | 2,185.25 |
| V59719 | A1010 | 07/24/24 | 5293 INSECT LORE | 610 | 1 CUP OF CATERPILLARS PRE | 21.99 |
| V59719 | A1010 | 07/24/24 | 5293 INSECT LORE | 610 | 2 CUPS OF CATERPILLARS PR | 95.97 |
| | | TOTAL VOUCHER | | | | 117.96 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | 23" X 17" BLACK TRASH BAG | 1,129.20 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | 24" X 33" HEAVY DUTY CORE | 51.96 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | HEAVY DUTY NITRILE NON PO | 69.60 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | HEAVY DUTY NITRILE NON PO | 104.40 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | HEAVY DUTY NITRILE NON PO | 278.40 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | HEAVY DUTY NITRILE NON PO | 34.80 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | 24" X 33" CORELESS BLACK | 259.80 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | 33" X 40" HEAVY DUTY CORE | 2,124.00 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | 40" X 46" HEAVY DUTY BLAC | 1,428.70 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | EXTRA LARGE HEAVY DUTY NI | 34.80 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | HEAVY DUTY NITRILE NON PO | 104.40 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | 24" X 33" HEAVY DUTY CORE | 311.76 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | 38" X 58" HEAVY DUTY CORE | 1,402.24 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | 38" X 60" BLACK TRASH BAG | 208.88 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | HEAVY DUTY NITRILE NON PO | 139.20 |
| V59720 | A1010 | 07/24/24 | 5027 INTERBORO PACKAGING | 610 | HEAVY DUTY NITRILE NON PO | 174.00 |
| | | TOTAL VOUCHER | | | | 7,856.14 |
| V59721 | A1010 | 07/24/24 | 5172 IXL LEARNING, INC. | 446 | GRADES 1-9 MATH RENEWAL | 12,213.00 |
| V59721 | A1010 | 07/24/24 | 5172 IXL LEARNING, INC. | 643 | SPANISH RENEWAL AT PHS | 1,125.00 |
| | | TOTAL VOUCHER | | | | 13,338.00 |
| V59722 | A1010 | 07/24/24 | 2921 JUNIOR LIBRARY GUILD | 640 | GRAPHIC NOVELS MIDDLE PLU | 287.16 |
| V59722 | A1010 | 07/24/24 | 2921 JUNIOR LIBRARY GUILD | 640 | HIGH INTEREST MIDDLE PLUS | 278.93 |
| V59722 | A1010 | 07/24/24 | 2921 JUNIOR LIBRARY GUILD | 640 | MYSTERY MIDDLE PLUS (GR 5 | 296.35 |
| V59722 | A1010 | 07/24/24 | 2921 JUNIOR LIBRARY GUILD | 640 | NONFICTION MIDDLE PLUS (G | 296.35 |
| V59722 | A1010 | 07/24/24 | 2921 JUNIOR LIBRARY GUILD | 640 | SPORTS MIDDLE PLUS (GR 5- | 278.93 |
| | | TOTAL VOUCHER | | | | 1,437.72 |
| V59723 | A1010 | 07/24/24 | 5477 K-TOWN DISPOSAL | 421 | TRASH DISPOSAL SERVICES - | 2,204.00 |
| V59723 | A1010 | 07/24/24 | 5477 K-TOWN DISPOSAL | 421 | TRASH DISPOSAL SERVICES - | 1,994.00 |
| V59723 | A1010 | 07/24/24 | 5477 K-TOWN DISPOSAL | 421 | TRASH DISPOSAL SERVICES - | 1,784.00 |
| | | TOTAL VOUCHER | | | | 5,982.00 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:59:37

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 6
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|---------------|-----------|-------------|--------------------------------|------|---------------------------|----------|
| V59724 | A1010 | 07/24/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | LAMINATING FILM FOR TWO L | 1,355.77 |
| V59725 | A1010 | 07/24/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | BCBA CONSULT | 149.84 |
| V59725 | A1010 | 07/24/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | OOD TUITION JG | 2,699.79 |
| V59725 | A1010 | 07/24/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | PARA-PROFESSIONAL | 3,112.00 |
| V59725 | A1010 | 07/24/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | SLP INDIVIDUAL/CONSULT | 270.55 |
| V59725 | A1010 | 07/24/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | OOD TUITION JG | 2,926.96 |
| TOTAL VOUCHER | | | | | | 9,159.14 |
| V59726 | A1010 | 07/24/24 | 5547 MSB SCHOOL SERVICES, LLC | 810 | XLOG -MEDICAID BILLING | .23 |
| V59727 | A1010 | 07/24/24 | 896 MUSIC IN MOTION | 640 | ESTIMATED SHIPPING/HANDLI | 31.50 |
| V59727 | A1010 | 07/24/24 | 896 MUSIC IN MOTION | 640 | MUSIC PLAY FOR KINDERGART | 165.00 |
| V59727 | A1010 | 07/24/24 | 896 MUSIC IN MOTION | 640 | MUSIC PLAY GRADE 1 TEACHE | 150.00 |
| TOTAL VOUCHER | | | | | | 346.50 |
| V59728 | A1010 | 07/24/24 | 175 PEARSON EDUCATION | 325 | Q-INTERACTIVE -SUB TESTS | 38.85 |
| V59728 | A1010 | 07/24/24 | 175 PEARSON EDUCATION | 325 | Q-INTERACTIVE -SUB TESTS | 5.58 |
| V59728 | A1010 | 07/24/24 | 175 PEARSON EDUCATION | 325 | Q-INTERACTIVE SUB-TESTS P | 47.32 |
| TOTAL VOUCHER | | | | | | 91.75 |
| V59729 | L4020 | 07/24/24 | 4760 NH LEARNING INITIATIVE | 330 | PROJECT BASED LEARNING 3 | 2,700.00 |
| V59730 | A1010 | 07/24/24 | 5190 OVERDRIVE, INC. | 643 | NH SCHOOLS SHARED DIGITAL | 500.00 |
| V59731 | A1010 | 07/24/24 | 3714 PITSCO EDUCATION | 610 | BEE BOTS | 445.00 |
| V59732 | A1010 | 07/24/24 | 4104 POWERSCHOOL GROUP LLC | 446 | EFINANCE PLUS FINANCIAL A | 3,953.71 |
| V59732 | A1010 | 07/24/24 | 4104 POWERSCHOOL GROUP LLC | 446 | EFINANCE PLUS FINANCIAL A | 3,953.71 |
| TOTAL VOUCHER | | | | | | 7,907.42 |
| V59733 | A1010 | 07/24/24 | 1041 PROQUEST INFO AND LEARNIN | 643 | PROQUEST: US MAJOR DAILIE | 772.87 |
| V59733 | A1010 | 07/24/24 | 1041 PROQUEST INFO AND LEARNIN | 643 | PROQUEST: HISTORIC NEWSPA | 507.05 |
| TOTAL VOUCHER | | | | | | 1,279.92 |
| V59734 | A1010 | 07/24/24 | 4449 PT UNITED LLC. | 610 | ATHLETIC TRAINERS SUPPLY | 2,167.80 |
| V59734 | A1010 | 07/24/24 | 4449 PT UNITED LLC. | 610 | ESTIMATED SHIPPING/HANDLI | 12.99 |
| TOTAL VOUCHER | | | | | | 2,180.79 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | ALL ABOUT ME POSTERS | 14.99 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | ESTIMATED SHIPPING/HANDLI | 8.95 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | MY WRITING WORD JOURNALS | 33.98 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | ESTIMATED SHIPPING/HANDLI | 11.95 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | ZANER-BLOSER INTERMEDIATE | 65.98 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | BETTER THAN PAPER BULLETI | 22.81 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | COMMONN CORE RESOURCE FOL | 65.18 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | SOFTSCAPE 15" ROUND FLOOR | 120.62 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | ESTIMATED SHIPPING/HANDLI | 11.95 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | ZANER-BLOSER INTERMEDIATE | 65.98 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | 4 PACK SINGLE COLOR PICTU | 69.99 |
| V59735 | A1010 | 07/24/24 | 432 REALLY GOOD STUFF | 610 | DESKTOP PROP AND PARK STA | 34.99 |
| TOTAL VOUCHER | | | | | | 527.37 |
| V59736 | A1010 | 07/24/24 | 74 SCHOOL SPECIALTY, LLC | 610 | ROYLCO DECORATIVE HUES PA | 17.35 |
| V59736 | A1010 | 07/24/24 | 74 SCHOOL SPECIALTY, LLC | 610 | SAX WATER SOLUABLE BLOCK | 31.18 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:59:37

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 7
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | | VENDOR | ACCT | DESCRIPTION | AMOUNT |
|---------------|-----------|-------------|------|---------------------------|------|---------------------------|-----------|
| V59736 | A1010 | 07/24/24 | 74 | SCHOOL SPECIALTY, LLC | 610 | SAX WATER SOLUABLE BLOCK | 31.18 |
| V59736 | A1010 | 07/24/24 | 74 | SCHOOL SPECIALTY, LLC | 610 | SAX WATER SOLUBLE BLOCK P | 31.18 |
| V59736 | A1010 | 07/24/24 | 74 | SCHOOL SPECIALTY, LLC | 610 | SAX WATER SOLUBLE BLOCK P | 31.18 |
| V59736 | A1010 | 07/24/24 | 74 | SCHOOL SPECIALTY, LLC | 610 | SAX WATER SOLUBLE BLOCK P | 31.18 |
| TOTAL VOUCHER | | | | | | | 173.25 |
| V59737 | A1010 | 07/24/24 | 4810 | SDI INNOVATIONS | 550 | CREATE 8.5 X 11 AGENDA BO | 549.03 |
| V59737 | A1010 | 07/24/24 | 4810 | SDI INNOVATIONS | 550 | ESTIMATED SHIPPING/HANDLI | 82.35 |
| TOTAL VOUCHER | | | | | | | 631.38 |
| V59738 | L4020 | 07/24/24 | 199 | SERESC | 330 | IEE PSYCH EVALUATION FOR | 571.01 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | CODING MAT CITY AND GOLF | 180.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | CODING MAT SPACE AND SOCC | 180.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | ESTIMATED SHIPPING/HANDLI | 115.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | MINI GOLF | 600.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | SPHERO MINI CODING ROBOT | 150.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | SPHERO MINI CODING ROBOT | 150.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | SPHERO MINI CODING ROBOT | 250.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | SPHERO RVR+ | 558.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | BLUE MINI ROBOTS | 150.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | ESTIMATED SHIPPING/HANDLI | 22.59 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | GREEN MINI ROBOTS | 150.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | RED MINI ROBOTS | 200.00 |
| V59739 | A1010 | 07/24/24 | 4176 | SPHERO | 610 | SOCCER MINI ROBOTS | 150.00 |
| TOTAL VOUCHER | | | | | | | 2,855.59 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 2 POCKET FOLDER - BLUE | 7.56 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 2 POCKET FOLDER - GREEN | 7.56 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 2 POCKET FOLDER - NAVY | 7.56 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 2 POCKET FOLDER - ORANGE | 7.56 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 2 POCKET FOLDER - RED | 7.56 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 2 POCKET FOLDER - YELLOW | 7.56 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 2 POCKET FOLDER WITH FAST | 16.23 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 2 POCKET FOLDER WITH FAST | 10.90 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | 30 PACK GLUE STICKS | 26.97 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | BLACK PLASTIC CLIPBOARD 6 | 12.21 |
| V59740 | A1010 | 07/24/24 | 3457 | STAPLES ADVANTAGE | 610 | FINE TIP EXPO MARKER - BL | 17.50 |
| TOTAL VOUCHER | | | | | | | 129.17 |
| V59741 | A1010 | 07/24/24 | 5165 | STEWART ELECTRICAL CONTRA | 433 | EOY - LIGHTING FIXTURE RE | 2,860.00 |
| V59741 | A1010 | 07/24/24 | 5165 | STEWART ELECTRICAL CONTRA | 433 | EOY - LIGHTING FIXTURE RE | 3,549.00 |
| V59741 | A1010 | 07/24/24 | 5165 | STEWART ELECTRICAL CONTRA | 433 | EOY - LIGHTING FIXTURES R | 3,520.00 |
| V59741 | A1010 | 07/24/24 | 5165 | STEWART ELECTRICAL CONTRA | 330 | REPLACE UPS OUTLETS AT PE | 446.00 |
| TOTAL VOUCHER | | | | | | | 10,375.00 |
| V59742 | A1010 | 07/24/24 | 4279 | SWANK MOTION PICTURES, IN | 643 | K12 STREAMING ACCESS 7/1/ | 1,159.00 |
| V59743 | A1010 | 07/24/24 | 3688 | TEXTHELP, INC. | 446 | 24-25 RENEWAL | 3,373.65 |
| V59744 | A1010 | 07/24/24 | 205 | TOWN OF PELHAM | 626 | FUEL FOR DISTRICT VEHICLE | 58.17 |
| V59745 | A1010 | 07/24/24 | 475 | WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | 62.23 |
| V59745 | A1010 | 07/24/24 | 475 | WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | 67.04 |
| V59745 | A1010 | 07/24/24 | 475 | WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | 129.27 |
| V59745 | A1010 | 07/24/24 | 475 | WB MASON COMPANY, INC. | 610 | UNIVERSAL BINDER CLIPS - | 1.96 |

POWERSCHOOL LLC
DATE: 07/24/2024
TIME: 14:59:37

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 8
VENCHK11
ACCOUNTING PERIOD: 1/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|---------------|-----------|-------------|----------------------------|------|---------------------------|------------|
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | UNIVERSAL DELUX COLORED T | 8.47 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | UNIVERSAL TAPE DISPENSER, | 11.16 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | EXPO LOW ODOR DRY-ERASE M | 12.20 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | SHARPIE S-GEL RETRACTABLE | 18.31 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | UNIVERSAL STENO BOOK, 6"X | 7.22 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | WIRE STEP FILE, 8 COMPART | 34.92 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | 3 RING BINDERS | 210.72 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | BLACK PENS | 17.09 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | GLUE | 13.74 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | MAGNET CLIPS | 20.66 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | PAPER SORTER | 28.99 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | PENS | 28.39 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | PLASTIC DIVIDERS | 34.02 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | POST-ITS | 14.68 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | WIRELESS MOUSE | 23.99 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | CHILDREN'S SAFETY SCISSOR | 32.89 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | STICKERS | 29.98 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | 2024 LEADERSHIP RETREAT M | 68.17 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | UNIVERSAL TWO POCKET PLAS | 32.38 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | UNIVERSAL TWO-POCKET PLAS | 32.38 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | UNIVERSAL TWO-POCKET PLAS | 15.79 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | AVERY DURABLE VIEW BINDER | 13.68 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | 2024 LEADERSHIP RETREAT M | 15.72 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | CHILDREN'S SCISSORS | 25.37 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | BOTTLED WATER FOR KITCHEN | 47.91 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | WATER BOTTLE DEPOSIT FEE | 18.00 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | -129.27 |
| V59745 | A1010 | 07/24/24 | 475 WB MASON COMPANY, INC. | 610 | WATER BOTTLE DEPOSIT FEE | -18.00 |
| TOTAL VOUCHER | | | | | | 930.06 |
| TOTAL FUND | | | | | | 251,745.11 |
| TOTAL REPORT | | | | | | 251,745.11 |

Signature Certificate

Reference number: E2DZD-VYZGV-GJADW-4JFAV

Signer

Timestamp

Signature

Troy Bressette

Email: tbressette@pelhamdsd.org

Sent:

24 Jul 2024 19:33:47 UTC

Viewed:

24 Jul 2024 20:38:57 UTC

Signed:

24 Jul 2024 20:39:22 UTC

Recipient Verification:

✓ Email verified

24 Jul 2024 20:38:57 UTC



IP address: 72.95.102.185

Location: Dublin, United States

G. David Wilkerson

Email: dwilkerson@pelhamdsd.org

Sent:

24 Jul 2024 19:33:47 UTC

Viewed:

24 Jul 2024 21:23:22 UTC

Signed:

24 Jul 2024 21:23:40 UTC

Recipient Verification:

✓ Email verified

24 Jul 2024 21:23:22 UTC



IP address: 104.28.32.227

Location: Charlotte, United States

Darlene Greenwood

Email: dagreenwood@pelhamdsd.org

Sent:

24 Jul 2024 19:33:47 UTC

Viewed:

24 Jul 2024 21:23:57 UTC

Signed:

24 Jul 2024 21:24:22 UTC

Recipient Verification:

✓ Email verified

24 Jul 2024 21:23:57 UTC



IP address: 73.142.11.147

Location: Merrimack, United States

Document completed by all parties on:

25 Jul 2024 18:48:26 UTC

Page 1 of 2



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 50,000+ companies worldwide.



Signature Certificate

Reference number: E2DZD-VYZGV-GJADW-4JFAV

Signer

Timestamp

Signature

Deborah Mahoney

Email: dmahoney@pelhamSD.org

Sent:

24 Jul 2024 19:33:47 UTC

Viewed:

24 Jul 2024 20:10:43 UTC

Signed:

25 Jul 2024 15:17:24 UTC



Recipient Verification:

✓ Email verified

24 Jul 2024 20:10:43 UTC

IP address: 69.131.26.168

Location: Warner, United States

Eric McGee

Email: cmcgee@pelhamSD.org

Shared via link

Sent:

24 Jul 2024 19:33:47 UTC

Viewed:

25 Jul 2024 16:26:28 UTC

Signed:

25 Jul 2024 16:26:50 UTC



IP address: 216.107.201.146

Location: Pelham, United States

Arlanna Garcia

Email: districttreasurer@pelhamSD.org

Sent:

24 Jul 2024 19:33:47 UTC

Viewed:

25 Jul 2024 18:47:58 UTC

Signed:

25 Jul 2024 18:48:26 UTC



Recipient Verification:

✓ Email verified

25 Jul 2024 18:47:58 UTC

IP address: 73.159.132.102

Location: Pelham, United States

Document completed by all parties on:

25 Jul 2024 18:48:26 UTC

Page 2 of 2



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 50,000+ companies worldwide.



PELHAM SCHOOL DISTRICT PAYROLL VOUCHER

Voucher No: 553 Voucher Date: 8/1/2024 Prepared By: Meghan Deschenes
Generated Date: 7/30/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$195,709.58 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 | \$142,143.33 |
| CHECKS | \$4,863.20 |
| MANUAL | \$0.00 |
| VOID | \$0.00 |
| FEDERAL TAXES | \$47,445.72 |
| MASS TAXES | \$1,257.33 |
| TOTAL: | \$195,709.58 |

SUNGARD K-12 EDUCATION
DATE: 07/30/2024
TIME: 10:19:48

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 553 FY25- 8/01/2024

PAGE NUMBER: 1
MODULE NUM: PAYCHK33
PAY PERIOD END 07/25/2024
CHECK DATE 08/01/2024

| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|-----------------------|-------------------|-----------------|
| 507738 | 670 | ENRIGHT, SHARON | .00 | 273.44 |
| 507739 | 2194 | DONOVAN, SAMANTHA | .00 | 252.76 |
| 507740 | 2133 | JAESCHKE, ELIZABETH K | .00 | 619.35 |
| 507741 | 1973 | MACKAY, ROBERT C | .00 | 1,298.39 |
| 507742 | 2195 | ROY, SARA M | .00 | 1,368.35 |
| 507743 | 1591 | NESKEY, STEPHEN J | .00 | 1,050.91 |
| V179564 | 2049 | FERREIRA, OLIVIA R | 281.10 | .00 |
| V179565 | 1291 | GARCIA, ARLANNA | 230.87 | .00 |
| V179566 | 1918 | KAKKAD, LAURIE S | 1,646.70 | .00 |
| V179567 | 2162 | PEDDLE, CAILYN G | 262.81 | .00 |
| V179568 | 2193 | PILATO, JOHN A | 235.49 | .00 |
| V179569 | 512 | BIANCHI, SUSAN J | 1,552.62 | .00 |
| V179570 | 2036 | BROWN, JOSEPH W | 1,121.18 | .00 |
| V179571 | 2031 | CAPRARO, TARYN C | 1,992.85 | .00 |
| V179572 | 1250 | COSTA, BRIANA L | 184.36 | .00 |
| V179573 | 411 | DAILEY, DONNA L | 575.86 | .00 |
| V179574 | 2017 | DELANGIE, CULLEN | 1,267.32 | .00 |
| V179575 | 1732 | DESMARAIS, NICOLE E | 741.68 | .00 |
| V179576 | 2143 | GILLIS, VENNESSA | 235.49 | .00 |
| V179577 | 2208 | GIZZLI, JADE T | 196.24 | .00 |
| V179578 | 2002 | GOULET, KYLA M | 462.33 | .00 |
| V179579 | 1972 | HAMILTON, ALICIA A | 491.31 | .00 |
| V179580 | 145 | HANSEN, VICTORIA L | 1,468.77 | .00 |
| V179581 | 1722 | HIGGINS, ELAINA M | 258.64 | .00 |
| V179582 | 1106 | HUSSEY, TRACY A | 328.77 | .00 |
| V179583 | 1889 | INFANTE, STEPHANIE R | 477.96 | .00 |
| V179584 | 2009 | KOWAL, SAMUEL A | 1,225.77 | .00 |
| V179585 | 256 | LABONTE, KELLY L | 2,698.14 | .00 |
| V179586 | 2203 | LAJOIE, ROBIN | 309.74 | .00 |
| V179587 | 2155 | LIBBY, AMIE R | 537.70 | .00 |
| V179588 | 2128 | MACDONALD, TARA N | 2,780.24 | .00 |
| V179589 | 1748 | MADEIROS, ELAINE M | 579.80 | .00 |
| V179590 | 2144 | MARCOTTE, CONSTANCE | 444.79 | .00 |
| V179591 | 1902 | MCNIFF, SARA J | 516.01 | .00 |
| V179592 | 2201 | MELENDEZ, NORBERTO | 1,128.02 | .00 |
| V179593 | 1981 | NAVA, GUADALUPE | 1,388.59 | .00 |
| V179594 | 1743 | PACE, CAITLIN E | 273.44 | .00 |
| V179595 | 2130 | PLANTE, ELISSA | 791.61 | .00 |
| V179596 | 1896 | PORTALLA, ANGELA J | 163.05 | .00 |
| V179597 | 2076 | POWERS, KASSIDY M | 801.47 | .00 |
| V179598 | 2196 | PURCELL, ELIZABETH F | 2,918.36 | .00 |
| V179599 | 2147 | SAN ANTONIO, KAILEY | 42.28 | .00 |
| V179600 | 1826 | SHIELDS, JANE A | 145.45 | .00 |
| V179601 | 84 | STRUTH, KERRY A | 2,836.33 | .00 |
| V179602 | 2078 | TRESKA, COLLEEN M | 548.97 | .00 |
| V179603 | 1097 | VAN AUKEN, BRUCE | 1,249.44 | .00 |
| V179604 | 1030 | VAN VRANKEN, JESSICA | 3,130.44 | .00 |
| V179605 | 506 | WEIGLER, LAURA J | 440.04 | .00 |
| V179606 | 2164 | WITTS, DAVID A | 1,179.68 | .00 |
| V179607 | 1912 | ARSENEAULT, JACOB M | 1,053.08 | .00 |
| V179608 | 2202 | BARNES, NATASHA | 1,283.48 | .00 |
| V179609 | 1806 | BARRIERE, ADAM J | 2,892.84 | .00 |
| V179610 | 1651 | BRUNELLE, CYNTHIA S | 1,402.06 | .00 |
| V179611 | 2210 | BUNTON, RILEIGH | 1,186.04 | .00 |
| V179612 | 1186 | CARMODY, KAITLIN M | 2,805.55 | .00 |
| V179613 | 1551 | CHURCHILL, KAREN A | 1,749.74 | .00 |

SUNGARD K-12 EDUCATION
DATE: 07/30/2024
TIME: 10:19:48

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 553 FY25- 8/01/2024

PAGE NUMBER: 2
MODULE NUM: PAYCHK33
PAY PERIOD END 07/25/2024
CHECK DATE 08/01/2024

| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|----------------------------|-------------------|-----------------|
| V179614 | 1589 | CURTIN, CHRISTOPHER B | 2,264.24 | .00 |
| V179615 | 2021 | DAILEY, JOSEPH A | 804.80 | .00 |
| V179616 | 1602 | DECINTO, BRYAN C | 1,199.62 | .00 |
| V179617 | 1872 | DOWDLE, BELINDA D | 524.95 | .00 |
| V179618 | 2073 | EMMETT, HOLLY L | 759.31 | .00 |
| V179619 | 2081 | ERELLI, ERICA N | 606.46 | .00 |
| V179620 | 2072 | FITZPATRICK, LEO J | 907.26 | .00 |
| V179621 | 2129 | FRECHETTE, ERIN L | 116.92 | .00 |
| V179622 | 2207 | GADBOIS, GERALD A | 502.38 | .00 |
| V179623 | 1495 | GRIFFIN, PAUL D | 1,321.95 | .00 |
| V179624 | 1695 | HENDERSON, ERIN P | 320.89 | .00 |
| V179625 | 2197 | HOLMES, KELLY A | 2,974.14 | .00 |
| V179626 | 2198 | HUFFT, JUSTIN C | 2,901.92 | .00 |
| V179627 | 1869 | JIANG-DEMETRION, DARLENE E | 1,452.08 | .00 |
| V179628 | 2071 | KONDI, CATHERINE J | 907.26 | .00 |
| V179629 | 2110 | LEPPANEN, TESSA M | 1,347.66 | .00 |
| V179630 | 1724 | MAKARA, JESSICA | 831.26 | .00 |
| V179631 | 1731 | MASSAHOS, LISA A | 136.16 | .00 |
| V179632 | 1702 | MEAD, DAWN M | 3,499.71 | .00 |
| V179633 | 1905 | NESKEY, KAREN R | 1,114.41 | .00 |
| V179634 | 43 | PERIGNY, GUY G | 779.01 | .00 |
| V179635 | 2083 | SANCHIS, BERNARD | 526.08 | .00 |
| V179636 | 1978 | SANDS, BRIAN T | 3,083.10 | .00 |
| V179637 | 567 | SCANLON, IRENE | 572.51 | .00 |
| V179638 | 2087 | SCANZANI, WILLIAM | 511.48 | .00 |
| V179639 | 508 | WILKINS JR, RAYMOND T | 1,764.44 | .00 |
| V179640 | 1946 | YOUNG, LINDSEY D | 836.43 | .00 |
| V179641 | 2037 | ZILIFIAN, VAHRAM A | 1,513.37 | .00 |
| V179642 | 1832 | AYOTTE, KENNETH D | 1,396.36 | .00 |
| V179643 | 1744 | DELUCIA, MEGAN C | 862.57 | .00 |
| V179644 | 2093 | DRISCOLL, BRIAN K | 294.47 | .00 |
| V179645 | 2161 | HALL, DERREK A | 1,053.04 | .00 |
| V179646 | 1779 | HALL, KEVIN R | 1,208.03 | .00 |
| V179647 | 1460 | KAVARNOS, JAMES M | 645.00 | .00 |
| V179648 | 445 | KIVIKOSKI, JEAN M | 535.87 | .00 |
| V179649 | 446 | KRESS, TODD W | 2,933.46 | .00 |
| V179650 | 1879 | LEMERISE, KELLY R | 851.26 | .00 |
| V179651 | 1237 | LORENTZEN, CHRISTOPHER | 1,319.76 | .00 |
| V179652 | 454 | LOVETT, BARBARA ANN | 1,824.62 | .00 |
| V179653 | 1729 | MCCUNE, ERIN K | 917.31 | .00 |
| V179654 | 1977 | MEDLOCK, ZACHARY BRIAN | 3,425.66 | .00 |
| V179655 | 2060 | NORTHROP, CHERYL | 2,696.09 | .00 |
| V179656 | 1426 | PERRY, BEVERLY M | 1,073.08 | .00 |
| V179657 | 1694 | PRAETZ, DANIEL J | 1,952.33 | .00 |
| V179658 | 2058 | SECCARECCIO, MICHELLE L | 1,411.40 | .00 |
| V179659 | 1788 | STECK-LUBAO, JENNIFER M | 557.72 | .00 |
| V179660 | 1987 | ZYBERT, JANELLE N | 907.26 | .00 |
| V179661 | 2122 | BARKDOLL, TONI M | 3,105.95 | .00 |
| V179662 | 1318 | BARR, MEGAN T | 1,404.45 | .00 |
| V179663 | 1960 | DESCHENES, MEGHAN | 726.54 | .00 |
| V179664 | 1294 | DOUCETTE, JOYCE P | 1,895.97 | .00 |
| V179665 | 1440 | LAVACCHIA, CHRISTINE R | 1,759.95 | .00 |
| V179666 | 2044 | LORD, KEITH A | 3,038.79 | .00 |
| V179667 | 1293 | MAHONEY, DEBORAH A | 2,708.62 | .00 |
| V179668 | 1609 | MARANDOS, SARAH E | 3,357.75 | .00 |
| V179669 | 1362 | MAZZARIELLO, ERIN M | 1,581.06 | .00 |

SUNGARD K-12 EDUCATION
DATE: 07/30/2024
TIME: 10:19:48

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 553 FY25- 8/01/2024

PAGE NUMBER: 3
MODULE NUM: PAYCHK33
PAY PERIOD END 07/25/2024
CHECK DATE 08/01/2024

| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|------------------------|-------------------|-----------------|
| V179670 | 1866 | MCGEE, ERIC S | 3,727.30 | .00 |
| V179671 | 2123 | NOYES, KIMBERLY E | 3,390.60 | .00 |
| V179672 | 1361 | RODRIGUE, KRISTEN A | 1,639.26 | .00 |
| V179673 | 1796 | TETREault, CHRISTINA G | 822.03 | .00 |
| V179674 | 538 | COVART, NICOLE | 23.09 | .00 |
| V179675 | 2175 | DROUIN, COLE A | 502.38 | .00 |
| TOTAL | | 118 CHECKS ISSUED | 142,143.33 | 4,863.20 |

Deborah Mahoney
7/30/24

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: | 270461522735544 |
|-----------------------------|-----------------|

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 | \$47,445.72 |
| Settlement Date | 08/02/2024 |
| Subcategories: | |
| 1 Social Security | \$24,452.48 |
| 2 Medicare | \$5,718.80 |
| 3 Tax Withholding | \$17,274.44 |
| Account Number | xxxxxx6612 |
| Account Type | CHECKING |
| Routing Number | 011401533 |
| Bank Name | CITIZENS BANK NA |



Payment - Confirmation

- **Confirmation Number:** 1-983-281-952
- **Submitted Date and Time:** 7/30/2024 10:38:53 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 8/2/2024. You can delete your pending scheduled payment until 4:00pm on 8/1/2024.

- **Paid For:** PELHAM SCHOOL DISTRICT
- **Account ID:** WTH-10997662-002
- **Paid From:** CITIZENS BANK NA ****6612
- **Payment Amount:** \$1,257.33
- **Filing Period:** 30-Sep-2024
- **Payment Effective Date:** 8/2/2024
- **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



Frequently Asked Questions

Video Tutorials

Taxpayer Bill of Rights

Site Policies

Web Browsers

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: PAY553P
 Voucher Date: 8/1/2024
 Prepared By: Christine Lavacchia
 Generated Date: 7/30/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$6,410.55 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (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

 PATRICIA MURPHY, TREASURER

| FUND | DESCRIPTION | AMOUNT |
|--------|-------------------------|-------------------|
| 10 | GENERAL FUND | _____ |
| 21 | FOOD SERVICE FUND | _____ |
| 22 | GRANTS FUND | _____ |
| 25 | OTHER SPECIAL FUND | _____ |
| 10 | EFT -GENERAL FUND | <u>\$6,410.55</u> |
| 21 | EFT -FOOD SERVICE FUND | _____ |
| 22 | EFT -GRANTS FUND | _____ |
| 25 | EFT -OTHER SPECIAL FUND | _____ |
| TOTAL: | | <u>\$6,410.55</u> |

POWERSCHOOL LLC
DATE: 07/30/2024
TIME: 11:06:08

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 |
|---------------|-----------|-------------|-------------------------|-------|-----------------------|----------|
| V59747 | A1010 | 08/01/24 | 3913 000388 - ASPIRE | L4730 | DED:6218 ASPIRE | 1,865.00 |
| V59748 | A1010 | 08/01/24 | 12 COREBRIDGE FINANCIAL | L4730 | DED:6214 COREBRIDGE | 400.00 |
| V59749 | A1010 | 08/01/24 | 7 EQUITABLE EQUI-VEST | L4730 | DED:6000 AXA EQUIT | 425.00 |
| V59749 | A1010 | 08/01/24 | 7 EQUITABLE EQUI-VEST | L4730 | DED:6200 AXA EQUIT | 470.00 |
| TOTAL VOUCHER | | | | | | 895.00 |
| V59750 | A1010 | 08/01/24 | 8 FIDELITY-PLAN51251 | L4730 | DED:6002 FIDELITY | 420.00 |
| V59750 | A1010 | 08/01/24 | 8 FIDELITY-PLAN51251 | L4730 | DED:6202 FIDELITY | 2,626.00 |
| V59750 | A1010 | 08/01/24 | 8 FIDELITY-PLAN51251 | L4730 | DED:6203 FIDELITY | 204.55 |
| TOTAL VOUCHER | | | | | | 3,250.55 |
| TOTAL FUND | | | | | | 6,410.55 |
| TOTAL REPORT | | | | | | 6,410.55 |

POWERSCHOOL LLC
DATE: 07/30/2024
TIME: 11:06:24

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 1/25

| FUND | FUND TITLE | AMOUNT |
|--------------|--------------|----------|
| 10 | GENERAL FUND | 6,410.55 |
| TOTAL REPORT | | 6,410.55 |

PELHAM SCHOOL DISTRICT PAYROLL VOUCHER

Voucher No: 554
 Voucher Date: 8/15/2024
 Prepared By: Meghan Deschenes
 Generated Date: 8/13/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$179,398.92 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

| | AMOUNT |
|----------------|--------------|
| DIRECT DEPOSIT | \$130,144.01 |
| CHECKS | \$3,809.40 |
| MANUAL | \$0.00 |
| VOID | \$0.00 |
| FEDERAL TAXES | \$44,324.56 |
| MASS TAXES | \$1,120.95 |
| TOTAL: | \$179,398.92 |

Arlanna Garcia, TREASURER

SUNGARD K-12 EDUCATION
 DATE: 08/13/2024
 TIME: 11:24:29

PELHAM SCHOOL DISTRICT - SAU 28
 CHECK REGISTER
 PAY RUN 554 FY25-8/15/2024

PAGE NUMBER: 1
 MODULE NUM: PAYCHK33
 PAY PERIOD END 08/08/2024
 CHECK DATE 08/15/2024

| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|-----------------------|-------------------|-----------------|
| 507744 | 670 | ENRIGHT, SHARON | .00 | 273.44 |
| 507745 | 2194 | DONOVAN, SAMANTHA | .00 | 125.76 |
| 507746 | 2133 | JAESCHKE, ELIZABETH K | .00 | 292.67 |
| 507747 | 1973 | MACKAY, ROBERT C | .00 | 1,298.39 |
| 507748 | 2195 | ROY, SARA M | .00 | 728.16 |
| 507749 | 1591 | NESKEY, STEPHEN J | .00 | 1,090.98 |
| V179676 | 2049 | FERREIRA, OLIVIA R | 140.38 | .00 |
| V179677 | 1291 | GARCIA, ARLANNA | 230.87 | .00 |
| V179678 | 1918 | KAKKAD, LAURIE S | 914.26 | .00 |
| V179679 | 1879 | LEMERISE, KELLY R | 449.96 | .00 |
| V179680 | 2162 | PEDDLE, CAILYN G | 133.29 | .00 |
| V179681 | 2193 | PILATO, JOHN A | 117.74 | .00 |
| V179682 | 512 | BIANCHI, SUSAN J | 1,552.62 | .00 |
| V179683 | 2036 | BROWN, JOSEPH W | 1,121.18 | .00 |
| V179684 | 2031 | CAPRARO, TARYN C | 1,992.85 | .00 |
| V179685 | 1250 | COSTA, BRIANA L | 92.17 | .00 |
| V179686 | 411 | DAILEY, DONNA L | 329.06 | .00 |
| V179687 | 2017 | DELANGIE, CULLEN | 1,532.10 | .00 |
| V179688 | 1732 | DESMARAIS, NICOLE E | 436.00 | .00 |
| V179689 | 2143 | GILLIS, VENNESSA | 117.74 | .00 |
| V179690 | 2208 | GIZZI, JADE T | 117.74 | .00 |
| V179691 | 2002 | GOULET, KYLA M | 194.74 | .00 |
| V179692 | 1972 | HAMILTON, ALICIA A | 280.74 | .00 |
| V179693 | 145 | HANSEN, VICTORIA L | 1,431.90 | .00 |
| V179694 | 1722 | HIGGINS, ELAINE M | 59.36 | .00 |
| V179695 | 1106 | HUSSEY, TRACY A | 231.04 | .00 |
| V179696 | 1889 | INFANTE, STEPHANIE R | 661.12 | .00 |
| V179697 | 2009 | KOWAL, SAMUEL A | 1,256.14 | .00 |
| V179698 | 256 | LABONTE, KELLY L | 2,698.14 | .00 |
| V179699 | 2203 | LAJOIE, ROBIN | 157.92 | .00 |
| V179700 | 2155 | LIBBY, AMIE R | 448.09 | .00 |
| V179701 | 2128 | MACDONALD, TARA N | 2,780.24 | .00 |
| V179702 | 1748 | MADEIROS, ELAINE M | 289.21 | .00 |
| V179703 | 2144 | MARCOTTE, CONSTANCE | 142.35 | .00 |
| V179704 | 1902 | MCNIFF, SARA J | 260.33 | .00 |
| V179705 | 2201 | MELENDEZ, NORBERTO | 1,128.02 | .00 |
| V179706 | 1981 | NAVA, GUADALUPE | 1,388.59 | .00 |
| V179707 | 1743 | PACE, CAITLIN E | 273.44 | .00 |
| V179708 | 2130 | PLANTE, ELISSA | 477.96 | .00 |
| V179709 | 1896 | PORTALLA, ANGELA J | 303.83 | .00 |
| V179710 | 2076 | POWERS, KASSIDY M | 752.45 | .00 |
| V179711 | 2196 | PURCELL, ELIZABETH F | 2,918.36 | .00 |
| V179712 | 2147 | SAN ANTONIO, KAILEY | 84.56 | .00 |
| V179713 | 1826 | SHIELDS, JANE A | 96.97 | .00 |
| V179714 | 84 | STRUTH, KERRY A | 2,836.33 | .00 |
| V179715 | 2078 | TRESKA, COLLEEN M | 306.40 | .00 |
| V179716 | 1097 | VAN AUKEN, BRUCE | 1,249.44 | .00 |
| V179717 | 1030 | VAN VRANKEN, JESSICA | 3,130.44 | .00 |
| V179718 | 506 | WEIGLER, LAURA J | 541.47 | .00 |
| V179719 | 2164 | WITTS, DAVID A | 1,179.68 | .00 |
| V179720 | 1912 | ARSENEAULT, JACOB M | 1,053.08 | .00 |
| V179721 | 2202 | BARNES, NATASHA | 1,283.48 | .00 |
| V179722 | 1806 | BARRIERE, ADAM J | 2,892.84 | .00 |
| V179723 | 1651 | BRUNELLE, CYNTHIA S | 1,402.06 | .00 |
| V179724 | 2210 | BUNTON, RILEIGH | 863.21 | .00 |
| V179725 | 1186 | CARMODY, KAITLIN M | 2,805.55 | .00 |

SUNGARD K-12 EDUCATION
DATE: 08/13/2024
TIME: 11:24:29

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 554 FY25-8/15/2024

PAGE NUMBER: 2
MODULE NUM: PAYCHK33
PAY PERIOD END 08/08/2024
CHECK DATE 08/15/2024


| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|----------------------------|-------------------|-----------------|
| V179726 | 1551 | CHURCHILL, KAREN A | 1,749.74 | .00 |
| V179727 | 1589 | CURTIN, CHRISTOPHER B | 2,264.24 | .00 |
| V179728 | 2021 | DAILEY, JOSEPH A | 804.80 | .00 |
| V179729 | 1602 | DECINTO, BRYAN C | 1,199.62 | .00 |
| V179730 | 1872 | DOWDLE, BELINDA D | 304.92 | .00 |
| V179731 | 2072 | FITZPATRICK, LEO J | 477.96 | .00 |
| V179732 | 2129 | FRECHETTE, ERIN L | 116.92 | .00 |
| V179733 | 2207 | GADBOIS, GERALD A | 204.10 | .00 |
| V179734 | 2141 | GAUTHIER, ALEXANDRIA | 264.67 | .00 |
| V179735 | 1495 | GRIFFIN, PAUL D | 1,321.95 | .00 |
| V179736 | 2211 | GUENTHER, MICHELLE | 209.96 | .00 |
| V179737 | 1695 | HENDERSON, ERIN P | 759.61 | .00 |
| V179738 | 2197 | HOLMES, KELLY A | 2,974.14 | .00 |
| V179739 | 2198 | HUFFT, JUSTIN C | 2,901.92 | .00 |
| V179740 | 1869 | JIANG-DEMETRION, DARLENE E | 372.96 | .00 |
| V179741 | 2071 | KONDI, CATHERINE J | 477.96 | .00 |
| V179742 | 449 | KRESS, HEATHER LAGASSE | 510.68 | .00 |
| V179743 | 2110 | LEPPANEN, TESSA M | 1,191.99 | .00 |
| V179744 | 1724 | MAKARA, JESSICA | 429.96 | .00 |
| V179745 | 1731 | MASSAHOS, LISA A | 223.69 | .00 |
| V179746 | 1702 | MEAD, DAWN M | 3,499.71 | .00 |
| V179747 | 1905 | NESKEY, KAREN R | 1,021.31 | .00 |
| V179748 | 43 | PERIGNY, GUY G | 878.89 | .00 |
| V179749 | 2083 | SANCHIS, BERNARD | 260.54 | .00 |
| V179750 | 1978 | SANDS, BRIAN T | 3,083.10 | .00 |
| V179751 | 567 | SCANLON, IRENE | 292.82 | .00 |
| V179752 | 508 | WILKINS JR, RAYMOND T | 1,764.44 | .00 |
| V179753 | 1946 | YOUNG, LINDSEY D | 477.96 | .00 |
| V179754 | 2037 | ZILIFIAN, VAHRAM A | 1,513.37 | .00 |
| V179755 | 1832 | AYOTTE, KENNETH D | 1,396.36 | .00 |
| V179756 | 2093 | DRISCOLL, BRIAN K | 23.94 | .00 |
| V179757 | 2161 | HALL, DERREK A | 1,048.12 | .00 |
| V179758 | 1779 | HALL, KEVIN R | 1,202.74 | .00 |
| V179759 | 1460 | KAVARNOS, JAMES M | 310.67 | .00 |
| V179760 | 445 | KIVIKOSKI, JEAN M | 915.98 | .00 |
| V179761 | 446 | KRESS, TODD W | 2,933.46 | .00 |
| V179762 | 1237 | LORENTZEN, CHRISTOPHER | 1,319.76 | .00 |
| V179763 | 454 | LOVETT, BARBARA ANN | 1,132.01 | .00 |
| V179764 | 1977 | MEDLOCK, ZACHARY BRIAN | 3,425.66 | .00 |
| V179765 | 2060 | NORTHROP, CHERYL | 2,696.09 | .00 |
| V179766 | 1426 | PERRY, BEVERLY M | 1,123.91 | .00 |
| V179767 | 1694 | PRAETZ, DANIEL J | 2,109.59 | .00 |
| V179768 | 2058 | SECCARECCIO, MICHELLE L | 1,411.40 | .00 |
| V179769 | 1788 | STECK-LUBAO, JENNIFER M | 477.96 | .00 |
| V179770 | 1987 | ZYBERT, JANELLE N | 477.96 | .00 |
| V179771 | 2122 | BARKDOLL, TONI M | 3,105.95 | .00 |
| V179772 | 1318 | BARR, MEGAN T | 1,419.14 | .00 |
| V179773 | 1960 | DESCHENES, MEGHAN | 726.54 | .00 |
| V179774 | 1294 | DOUCETTE, JOYCE P | 1,895.97 | .00 |
| V179775 | 1440 | LAVACCHIA, CHRISTINE R | 1,759.73 | .00 |
| V179776 | 2044 | LORD, KEITH A | 3,038.79 | .00 |
| V179777 | 1293 | MAHONEY, DEBORAH A | 2,708.62 | .00 |
| V179778 | 1609 | MARANDOS, SARAH E | 3,357.75 | .00 |
| V179779 | 1362 | MAZZARIELLO, ERIN M | 1,581.06 | .00 |
| V179780 | 1866 | MCGEE, ERIC S | 3,727.30 | .00 |
| V179781 | 2123 | NOYES, KIMBERLY E | 3,390.60 | .00 |

SUNGARD K-12 EDUCATION
DATE: 08/13/2024
TIME: 11:24:29

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 554 FY25-8/15/2024

PAGE NUMBER: 3
MODULE NUM: PAYCHK33
PAY PERIOD END 08/08/2024
CHECK DATE 08/15/2024

| CHECK NO | EMPLOYEE NUMBER | -----EMPLOYEE----- | DEPOSIT AMOUNT | CHECK AMOUNT |
|----------|--------------------|-------------------------|-------------------|-----------------|
| V179782 | 1361 | RODRIGUE, KRISTEN A | 1,639.26 | .00 |
| V179783 | 1796 | TETREAUULT, CHRISTINA G | 822.03 | .00 |
| V179784 | 538 | COVART, NICOLE | 23.09 | .00 |
| V179785 | 2175 | DROUIN, COLE A | 251.20 | .00 |
| TOTAL | | 116 CHECKS ISSUED | 130,144.01 | 3,809.40 |


8/13/24

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: | 270462931113975 |
|-----------------------------|-----------------|

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 | \$44,324.56 |
| Settlement Date | 08/16/2024 |
| Subcategories: | |
| 1 Social Security | \$22,490.96 |
| 2 Medicare | \$5,260.12 |
| 3 Tax Withholding | \$16,573.48 |
| Account Number | xxxxxx6612 |
| Account Type | CHECKING |
| Routing Number | 011401533 |
| Bank Name | CITIZENS BANK NA |



Payment - Confirmation

- **Confirmation Number:** 0-447-489-824
- **Submitted Date and Time:** 8/13/2024 11:59:50 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 8/16/2024. You can delete your pending scheduled payment until 4:00pm on 8/15/2024.

- **Paid For:** PELHAM SCHOOL DISTRICT
- **Account ID:** WTH-10997662-002
- **Paid From:** CITIZENS BANK NA ****6612
- **Payment Amount:** \$1,120.95
- **Filing Period:** 30-Sep-2024
- **Payment Effective Date:** 8/16/2024
- **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



Frequently Asked Questions

Video Tutorials

Taxpayer Bill of Rights

Site Policies

Web Browsers

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: PAY554P Voucher Date: 8/15/2024 Prepared By: Joyce Doucette
 Printed: 8/13/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$6,310.55** 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

| FUND | DESCRIPTION | AMOUNT |
|--------|---------------------|--------------------------|
| 10 | GENERAL FUND/CHECKS | \$0.00 |
| 10 | GENERAL FUND/EFT | \$6,310.55 |
| TOTAL: | | <u><u>\$6,310.55</u></u> |

POWERSCHOOL LLC
DATE: 08/13/2024
TIME: 12:29:08

PELHAM SCHOOL DISTRICT - SAU 28
CHECK AND VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|-------------|-------------------------|-------|-----------------------|----------|
| V59751 | A1010 | 08/15/24 | 3913 000388 - ASPIRE | L4730 | DED:6218 ASPIRE | 1,865.00 |
| V59752 | A1010 | 08/15/24 | 12 COREBRIDGE FINANCIAL | L4730 | DED:6214 COREBRIDGE | 400.00 |
| V59753 | A1010 | 08/15/24 | 7 EQUITABLE EQUI-VEST | L4730 | DED:6000 AXA EQUIT | 425.00 |
| V59753 | A1010 | 08/15/24 | 7 EQUITABLE EQUI-VEST | L4730 | DED:6200 AXA EQUIT | 470.00 |
| | | | TOTAL VOUCHER | | | 895.00 |
| V59754 | A1010 | 08/15/24 | 8 FIDELITY-PLAN51251 | L4730 | DED:6002 FIDELITY | 320.00 |
| V59754 | A1010 | 08/15/24 | 8 FIDELITY-PLAN51251 | L4730 | DED:6202 FIDELITY | 2,626.00 |
| V59754 | A1010 | 08/15/24 | 8 FIDELITY-PLAN51251 | L4730 | DED:6203 FIDELITY | 204.55 |
| | | | TOTAL VOUCHER | | | 3,150.55 |
| | | | TOTAL FUND | | | 6,310.55 |
| | | | TOTAL REPORT | | | 6,310.55 |

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: BFPMS70 Voucher Date: 8/14/2024 Prepared By: Joyce Doucette
Generated Date: 8/14/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$33,993.06 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

| FUND | DESCRIPTION | AMOUNT |
|------|--------------------|-------------|
| 30 | BUILDING FUND | \$259.43 |
| 30 | EFT -BUILDING FUND | \$33,733.63 |
| | TOTAL: | \$33,993.06 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 07:56:54

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|-------------|--------------------------------|------|---------------------------|--------|
| 59755 | L4020 | 08/14/24 | 5393 KEACH NORDSTROM ASSOCIATE | 330 | CIVIL/SITE ENGINEERING CO | 259.43 |
| TOTAL FUND | | | | | | 259.43 |
| TOTAL REPORT | | | | | | 259.43 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 08:03:30

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|---------------|-----------|-------------|-----------------------------|------|---------------------------|-----------|
| V59756 | L4020 | 08/14/24 | 3320 BONNETTE, PAGE & STONE | 890 | CHANGE FRONT AREA FROM LA | 28,700.00 |
| V59757 | L4020 | 08/14/24 | 2810 TRIDENT BUILDING, LLC | 330 | PMS IMPROVEMENTS PROJ CON | 5,000.00 |
| V59757 | L4020 | 08/14/24 | 2810 TRIDENT BUILDING, LLC | 330 | REIMBURSABLE ITEMS CHARGE | 33.63 |
| TOTAL VOUCHER | | | | | | 5,033.63 |
| TOTAL FUND | | | | | | 33,733.63 |
| TOTAL REPORT | | | | | | 33,733.63 |

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: DU081424
Voucher Date: 8/14/2024
Prepared By: Joyce Doucette
Generated Date: 8/14/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$6,030.00 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

| FUND | DESCRIPTION | AMOUNT |
|------|-------------------------|--------------------------|
| 10 | GENERAL FUND | <u>\$6,030.00</u> |
| 21 | FOOD SERVICE FUND | <u>\$0.00</u> |
| 22 | GRANTS FUND | <u>\$0.00</u> |
| 25 | OTHER SPECIAL FUND | <u>\$0.00</u> |
| 10 | EFT -GENERAL FUND | <u>\$0.00</u> |
| 21 | EFT -FOOD SERVICE FUND | <u>\$0.00</u> |
| 22 | EFT -GRANTS FUND | <u>\$0.00</u> |
| 25 | EFT -OTHER SPECIAL FUND | <u>\$0.00</u> |
| | TOTAL: | <u><u>\$6,030.00</u></u> |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:51:29

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|-------------|------------------------------|------|---------------------------|----------|
| 11 | A1011 | 08/14/24 | 195 NHASEA | 810 | ANNUAL NHASEA MEMBERSHIP | 555.00 |
| 12 | A1011 | 08/14/24 | 103 NHIAA | 810 | COACHES ENROLLMENT | 675.00 |
| 12 | A1011 | 08/14/24 | 103 NHIAA | 810 | SCHOOL DUES ASSESSMENT | 600.00 |
| 12 | A1011 | 08/14/24 | 103 NHIAA | 810 | SCHOOL DUES ASSESSMENT BY | 3,900.00 |
| TOTAL CHECK | | | | | | 5,175.00 |
| 13 | A1011 | 08/14/24 | 194 NH SCHOOL ADMINISTRATORS | 810 | 2024-2025 YEARLY MEMBERSH | 300.00 |
| TOTAL FUND | | | | | | 6,030.00 |
| TOTAL REPORT | | | | | | 6,030.00 |

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: AP081424
 Voucher Date: 8/14/2024
 Prepared By: Joyce Doucette
 Generated Date: 8/14/2024

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$1,110,201.28 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

| FUND | DESCRIPTION | AMOUNT |
|------|-------------------------|----------------|
| 10 | GENERAL FUND | \$171,412.48 |
| 21 | FOOD SERVICE FUND | \$0.00 |
| 22 | GRANTS FUND | \$8,929.32 |
| 25 | OTHER SPECIAL FUND | \$0.00 |
| 10 | EFT -GENERAL FUND | \$832,131.59 |
| 21 | EFT -FOOD SERVICE FUND | \$0.00 |
| 22 | EFT -GRANTS FUND | \$97,727.89 |
| 25 | EFT -OTHER SPECIAL FUND | \$0.00 |
| | TOTAL: | \$1,110,201.28 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:14:09

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | VENDOR | ACCT | DESCRIPTION | AMOUNT |
|--------------|-----------|-------------|------------------------|------|---------------------------|----------|
| 59761 | A1010 | 08/14/24 | 5661 ACE MEDIA | 330 | SOCIAL MEDIA CONSULTANT F | 189.00 |
| 59761 | A1010 | 08/14/24 | 5661 ACE MEDIA | 330 | 24-25 PR CONSULTANT | 270.00 |
| | | TOTAL CHECK | | | | 459.00 |
| 59762 | A1010 | 08/14/24 | 5619 TONI M BARKDOLL | 580 | MILEAGE REIMBURSEMENT FOR | 40.20 |
| 59762 | A1010 | 08/14/24 | 5619 TONI M BARKDOLL | 580 | MILEAGE REIMBURSEMENT FOR | 28.14 |
| | | TOTAL CHECK | | | | 68.34 |
| 59763 | A1010 | 08/14/24 | 5731 SARAH BELLAHROSSI | 519 | CTE MILEAGE REIMBURSEMENT | 306.00 |
| 59764 | | | 3657 BMO MASTERCARD | | VOID: MULTI STUB CHECK | |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 446 | ZOOM SERVICE - UP TO 10 U | 219.90 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 534 | POSTAGE | 473.68 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 810 | 24-25 MEMBERSHIP RENEWAL | 485.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 550 | STICKER TO PLACE ON STUDE | 330.18 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 580 | CHECKED BAGGAGE FEE, KHOL | 160.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 325 | BEERY VMI FULL FORMAT FOR | 151.40 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 325 | BEERY VMI MOTOR COORDINAT | 55.40 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 325 | BEERY VMI VISUAL PERCEPT | 55.40 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 325 | DAYC-2 PHYSICAL COMAIN SC | 50.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 325 | ESTIMATED SHIPPING/HANDLI | 36.22 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 325 | TVPS-4 RECORD FORMS (25) | 50.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | OT50W/PRG1400C/UNV/DIM/L | 229.20 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | DOLLAR TREE-CRAFTS | 12.50 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | PHS ESY LIFE TRIPS-GROCER | 23.13 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | PLATE COVERS FOR STAFF RO | 5.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | 200 STICKERS WITH PSD LOG | 105.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | EYE WASH STATIONS FOR PMS | 264.01 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | ESTIMATED SHIPPING/HANDLI | 11.95 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | REPLACEMENT OF PRINCIPAL | 99.37 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | ASSET TAGS FOR CHROMEBOOK | 804.40 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | DOLLAR TREE | 8.75 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | ESY STEPSS LIFESKILL SUPP | 29.66 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | CUSTOM OFFSET PRINTED LAP | 148.59 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | ESTIMATED SHIPPING/HANDLI | 24.99 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | EVERPURE AR-X SCALE REDUC | 183.99 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | DOLLAR TREE | 11.75 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | ESY STEPSS LIFE SKILLS SU | 11.66 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 810 | COUNCIL FOR EXCEPTIONAL C | 215.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 446 | DANIELSON GROUP FRAMEWORK | 195.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 890 | POM POMS - ORIENTAL TRADI | 99.92 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 890 | QRAFTSY PAISLEY BANDANAS | 110.99 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 890 | TOY SHINY GOLD PIRATE COI | 26.25 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 890 | PARTY CITY - BEADS - DMM | 64.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | (10) 15FT BLUE PATCH CAT6 | 29.08 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | (10) 35FT BLUE PATCH CAT6 | 58.17 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | (20) 25FT BLUE PATCH CAT6 | 87.35 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | (30) 10FT BLUE PATCH CAT6 | 65.50 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | ESTIMATED SHIPPING/HANDLI | 20.79 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | FIELD HOCKEY GOALIE PANTS | 124.99 |
| 59765 | L4020 | 08/14/24 | 3657 BMO MASTERCARD | 580 | DISTRICT LEADERSHIP RETRE | 6,511.59 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | CORBIN RUSSWIN TOP LATCH | 123.12 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | ESTIMATED SHIPPING/HANDLI | 21.15 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 890 | FOUR PLAQUES FOR 20 YEAR | 145.00 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | DOLLAR TREE | 7.50 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:14:09

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 2
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|-------------|--------------------------------|------|---------------------------|-----------|
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 610 | ESY STEPSS LIFE SKILLS - | 9.97 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 580 | HOTEL STAY FOR ADAM, DAWN | 593.40 |
| 59765 | A1010 | 08/14/24 | 3657 BMO MASTERCARD | 890 | SUPPLIES FOR NEW TEACHER | 177.77 |
| TOTAL CHECK | | | | | | 12,727.67 |
| 59766 | A1010 | 08/14/24 | 5447 BRANDO'S PIZZA AND SUBS | 890 | LUNCH FOR STAFF PLUS GRAT | 978.63 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PES - B&W COPIER IMAGE RU | 9.67 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PHS - B&W COPIER IMAGE RU | 2.67 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 433 | USAGE - PES - SN: YFF0875 | 1,199.50 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 433 | USAGE - PHS - SN: 27P0629 | 105.43 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 433 | USAGE - PMS - SN: 27Y0070 | 444.12 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 433 | USAGE - SAU - SN: 3FW0062 | 389.89 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PES - B&W COPIER IMAGE RU | 269.00 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PES - B&W COPIER IMAGE RU | 259.33 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PES - COLOR COPIER IMAGE | 278.00 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PHS - B&W COPIER IMAGE RU | 259.33 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PHS - B&W COPIER IMAGE RU | 269.00 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PMS - B&W COPIER IMAGE RU | 269.00 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PMS - B&W COPIER IMAGE RU | 269.00 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | PMS - COLOR COPIER IMAGE | 290.00 |
| 59767 | A1010 | 08/14/24 | 5551 CANON FINANCIAL SERVICES | 442 | SAU - COLOR COPIER IMAGE | 259.34 |
| TOTAL CHECK | | | | | | 4,573.28 |
| 59768 | A1010 | 08/14/24 | 3741 BRIANA L COSTA | 274 | PEA CS : AMERICAN COLLEGE | 803.85 |
| 59769 | A1010 | 08/14/24 | 1768 DISCOUNT MAGAZINE SUBSCRI | 644 | RENEWALS: CAR & DRIVER, C | 451.78 |
| 59770 | A1010 | 08/14/24 | 5664 LAURA DUNN-BATES | 519 | SALEM CTE TRAVEL REIMBURS | 355.50 |
| 59771 | A1010 | 08/14/24 | 4701 EDVOTEK | 610 | FINE TIP MICROPIPET TIPS | 134.99 |
| 59772 | A1010 | 08/14/24 | 5733 BRIANA ESTRELLA | 519 | CTE MILEAGE REIMBURSEMENT | 355.50 |
| 59773 | A1010 | 08/14/24 | 5587 EZ FLEX SPORT MATS | 738 | EOY - CHEER MATS | 7,609.00 |
| 59773 | A1010 | 08/14/24 | 5587 EZ FLEX SPORT MATS | 738 | ESTIMATED SHIPPING/HANDLI | 2,561.00 |
| TOTAL CHECK | | | | | | 10,170.00 |
| 59774 | A1010 | 08/14/24 | 4600 FIRST LIGHT FIBER | 532 | 2G FIBER INTERNET SERVICE | 1,450.00 |
| 59774 | A1010 | 08/14/24 | 4600 FIRST LIGHT FIBER | 532 | 2G FIBER INTERNET SERVICE | 1,450.00 |
| 59774 | A1010 | 08/14/24 | 4600 FIRST LIGHT FIBER | 532 | FINANCE CHARGES | 21.75 |
| TOTAL CHECK | | | | | | 2,921.75 |
| 59775 | A1010 | 08/14/24 | 5650 FIRST STUDENT, INC | 519 | TRANSPORTATION SHARED-RID | 2,794.68 |
| 59776 | A1010 | 08/14/24 | 2010 FOLLETT SCHOOL SOLUTIONS | 650 | DESTINY DISTRICT MEMBERSH | 1,098.23 |
| 59777 | A1010 | 08/14/24 | 5338 GENERATION GENIUS, INC. | 643 | GENERATION GENIUS - SINGL | 175.00 |
| 59778 | A1010 | 08/14/24 | 5568 HEGGERTY | 640 | ESTIMATED SHIPPING/HANDLI | 49.84 |
| 59778 | A1010 | 08/14/24 | 5568 HEGGERTY | 640 | PRIMARY CURRICULUM 2022 | 623.00 |
| 59778 | A1010 | 08/14/24 | 5568 HEGGERTY | 446 | 24-25 SUBSCRIPTION RENEWA | 801.00 |
| TOTAL CHECK | | | | | | 1,473.84 |
| 59779 | A1010 | 08/14/24 | 5758 KELLY A HOLMES | 580 | 04/14/2004 TRAVEL TO AIRP | 6.70 |
| 59779 | A1010 | 08/14/24 | 5758 KELLY A HOLMES | 580 | 07/18/2004 TRAVEL FROM AI | 6.70 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:14:09

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 3
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|-------------|------|---------------------------|------|---------------------------|-----------|
| 59779 | A1010 | 08/14/24 | 5758 | KELLY A HOLMES | 580 | 08/05/2024 TRAVEL TO LEAD | 29.95 |
| 59779 | A1010 | 08/14/24 | 5758 | KELLY A HOLMES | 580 | 08/06/2024 TRAVEL FROM LE | 29.95 |
| 59779 | A1010 | 08/14/24 | 5758 | KELLY A HOLMES | 580 | NASHVILLE TRAVEL EXPENSES | 274.31 |
| | | TOTAL CHECK | | | | | 347.61 |
| 59780 | A1010 | 08/14/24 | 2971 | INFOBASE PUBLISHING | 643 | HEALTH REFERENCE CENTER | 1,126.60 |
| 59780 | A1010 | 08/14/24 | 2971 | INFOBASE PUBLISHING | 643 | SOURCE STUDENT CORE | 640.28 |
| | | TOTAL CHECK | | | | | 1,766.88 |
| 59781 | A1010 | 08/14/24 | 5556 | JESSE KILLION | 519 | SALEM CTE TRAVEL REIMBURS | 310.50 |
| 59782 | A1010 | 08/14/24 | 5553 | LAUREN LACOSS | 519 | SALEM CTE TRAVEL REIMBURS | 297.00 |
| 59783 | A1010 | 08/14/24 | 58 | LAKESHORE LEARNING MATERI | 610 | ESTIMATED SHIPPING/HANDLI | 6.99 |
| 59783 | A1010 | 08/14/24 | 58 | LAKESHORE LEARNING MATERI | 610 | GUMBALL GRAB PRE-WRITING | 29.99 |
| 59783 | L4020 | 08/14/24 | 58 | LAKESHORE LEARNING MATERI | 610 | PK-NEW CLASSROOM SUPPLIES | 2,417.73 |
| | | TOTAL CHECK | | | | | 2,454.71 |
| 59784 | A1010 | 08/14/24 | 1049 | PATRICIA A LAMONTAGNE | 580 | PO 243458 MEALS | 30.59 |
| 59785 | A1010 | 08/14/24 | 5759 | DARLENE MUISE | 890 | CATERING FOR 8/13 PD EVEN | 355.31 |
| 59785 | A1010 | 08/14/24 | 5759 | DARLENE MUISE | 890 | CATERING FOR NTO ORIENTAT | 708.40 |
| | | TOTAL CHECK | | | | | 1,063.71 |
| 59786 | A1010 | 08/14/24 | 4738 | NENA | 531 | 911 EMERGENCY | 255.00 |
| 59787 | A1010 | 08/14/24 | 3894 | PHONAK U.S. | 610 | ESTIMATED SHIPPING/HANDLI | 69.99 |
| 59787 | A1010 | 08/14/24 | 3894 | PHONAK U.S. | 610 | QUOTE 5120228014 | 979.63 |
| | | TOTAL CHECK | | | | | 1,049.62 |
| 59788 | A1010 | 08/14/24 | 5660 | ALEXANDRIA POURNARAS | 519 | SALEM CTE TRAVEL REIMBURS | 319.50 |
| 59789 | A1010 | 08/14/24 | 5755 | RAS TECHNOLOGY CONSULTANT | 650 | POWERSCHOOL CUSTOM REPORT | 250.00 |
| 59790 | A1010 | 08/14/24 | 196 | REGIONAL SERVICES & EDUCA | 564 | SLP GROUP SERVICES | 119.50 |
| 59790 | A1010 | 08/14/24 | 196 | REGIONAL SERVICES & EDUCA | 564 | TUITION ESY OOD STUDENT L | 597.50 |
| | | TOTAL CHECK | | | | | 717.00 |
| 59791 | A1010 | 08/14/24 | 3344 | ROCHESTER 100 INC. | 610 | METALLIC BLUE NICKY'S COM | 1,102.00 |
| 59792 | A1010 | 08/14/24 | 644 | SALEM SCHOOL DISTRICT | 561 | SALEM CAREER & TECHNICAL | 8,040.60 |
| 59793 | A1010 | 08/14/24 | 5596 | SANBORN REGIONAL SCHOOL D | 810 | CROSS COUNTRY ENTRY FEE F | 150.00 |
| 59794 | A1010 | 08/14/24 | 5641 | SEEM COLLABORATIVE | 564 | 1:1 AIDE | 5,180.00 |
| 59794 | A1010 | 08/14/24 | 5641 | SEEM COLLABORATIVE | 564 | TUITION ESY STUDENT KM | 8,720.00 |
| | | TOTAL CHECK | | | | | 13,900.00 |
| 59795 | A1010 | 08/14/24 | 5662 | SOLAR ART | 433 | EOY - SECURITY IMPROVEMEN | 11,761.00 |
| 59795 | A1010 | 08/14/24 | 5662 | SOLAR ART | 433 | EOY SECURITY IMPROVEMENT | 13,039.00 |
| 59795 | A1010 | 08/14/24 | 5662 | SOLAR ART | 433 | EOY - SECURITY IMPROVEMEN | 9,828.00 |
| 59795 | A1010 | 08/14/24 | 5662 | SOLAR ART | 610 | EOY - WINDOW FILM FOR SHA | 2,619.00 |
| 59795 | A1010 | 08/14/24 | 5662 | SOLAR ART | 433 | ADDITIONAL WINDOW FILM CO | 758.00 |
| | | TOTAL CHECK | | | | | 38,005.00 |
| 59796 | A1010 | 08/14/24 | 3240 | STUDENT TRANSPORTATION OF | 519 | CTE ROUTE - 2 ADDT BUSES | 4,624.44 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:14:09

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 4
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT | |
|--------------|-----------|-------------|------------------|---------------------------|-----------------------|---------------------------|------------|
| 59796 | A1010 | 08/14/24 | 3240 | STUDENT TRANSPORTATION OF | 519 | CTE ROUTE 2 BUSES | 1,926.85 |
| 59796 | A1010 | 08/14/24 | 3240 | STUDENT TRANSPORTATION OF | 519 | REGULAR BUS ROUTES - 15 X | 63,133.50 |
| TOTAL CHECK | | | | | | | 69,684.79 |
| 59797 | A1010 | 08/14/24 | 5504 | TL SPORTS SALES, INC. | 890 | T-SHIRST FOR STUDENTS AND | 23.00 |
| 59797 | A1010 | 08/14/24 | 5504 | TL SPORTS SALES, INC. | 890 | T-SHIRTS FOR STUDENTS AND | 350.00 |
| 59797 | A1010 | 08/14/24 | 5504 | TL SPORTS SALES, INC. | 890 | T-SHIRTS FOR STUDENTS AND | 350.00 |
| 59797 | A1010 | 08/14/24 | 5504 | TL SPORTS SALES, INC. | 890 | T-SHIRTS FOR STUDENTS AND | 26.25 |
| TOTAL CHECK | | | | | | | 749.25 |
| TOTAL FUND | | | | | | | 180,341.80 |
| TOTAL REPORT | | | | | | | 180,341.80 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|---------------|-----------|-------------|-------------------------------|------|---------------------------|----------|
| V59798 | A1010 | 08/14/24 | 1077 AIREX FILTER CORPORATION | 610 | 10 X 36-1/2 X 1- 8R MERV1 | 155.99 |
| V59798 | A1010 | 08/14/24 | 1077 AIREX FILTER CORPORATION | 610 | 16X20X4 82R SC MERV 11 PL | 176.32 |
| V59798 | A1010 | 08/14/24 | 1077 AIREX FILTER CORPORATION | 610 | 16X25X4 82R SC MERV 11 PL | 444.60 |
| V59798 | A1010 | 08/14/24 | 1077 AIREX FILTER CORPORATION | 610 | 20X30X2 82R SC MERV 11 PL | 373.20 |
| V59798 | A1010 | 08/14/24 | 1077 AIREX FILTER CORPORATION | 610 | ESTIMATED SHIPPING/HANDLI | 80.00 |
| TOTAL VOUCHER | | | | | | 1,230.11 |
| V59799 | | | 4967 AMAZON CAPITAL SERVICES, | | VOID: MULTI STUB VOUCHER | |
| V59800 | | | 4967 AMAZON CAPITAL SERVICES, | | VOID: MULTI STUB VOUCHER | |
| V59801 | | | 4967 AMAZON CAPITAL SERVICES, | | VOID: MULTI STUB VOUCHER | |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SP ED SUPPLIES - SEE ATTA | 71.96 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 8TH GR SCIENCE SUPPLIES - | 53.56 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SUPPLIES NEEDED TO SUPPOR | 61.01 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 120 PC MINI BINDER CLIPS | 10.98 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 4500 PCS PAPER CLIPS | 23.99 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO LOW ODOR DRY ERASE M | 11.59 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MEAD LOOSE LEAF PAPER, WI | 17.67 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | STEAM SUPPLIES - SEE ATTA | 1,420.93 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 227.73 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 6 PACK MULTI-FUNCTION ELE | 11.81 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EVERY WHITE & ERASE POCKE | 90.96 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BIC XTRA SMOOTH MECHANICA | 5.21 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | C-LINE TWO POCKET HEAVYWE | 17.34 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CRA-Z-ART COLORED PENCILS | 20.81 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO LOW ODOR DRY ERASE M | 18.33 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO LOW ODOR DRY ERASE M | 21.03 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO LOW ODOR DRY ERASE M | 15.74 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO LOW ODOR DRY ERASE M | 8.97 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HIGHLIGHTERS ASSORTED COL | 13.38 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | JAM PAPER LAMINATED TWO P | 31.87 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | LARGE JUMBO WOODEN CRAFT | 3.93 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MANUAL 4 PCS COLORFUL COM | 11.79 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | OFFICEMATE SMALL BINDER C | 4.39 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PEN PAL PEN HOLDER - 12 P | 12.19 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PRISMACOLOR BLOCK SHAPE P | 15.74 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | QUARTET ERASER 2 IN 1 WHI | 5.51 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SELF ADHESIVE MAGNET DOTS | 5.50 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SHARPIE FLIP CHART MARKER | 7.78 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TAMAKI 12 PACK MAGNETIC W | 11.01 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MATH DEPARTMENT SUPPLIES | -33.20 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SP ED SUPPLIES - SEE ATTA | 2,295.62 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ESTIMATED SHIPPING/HANDLI | 4.95 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MATH DEPARTMENT SUPPLIES | 1,954.42 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BIRTHDAY CROWNS | 8.94 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BUILDING BLOCKS (FOR SOFT | 17.89 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ERIC CARLE BIRTHDAY | 25.85 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ERIC CARLE NOTEPAD | 3.57 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ERIC CARLE POSTERS | 16.54 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | LAMINATING SHEETS | 25.05 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MAGNET TILES (FOR SOFT ST | 26.80 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MORNING MEETING CHIPS | 17.89 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | NAME TAGS | 8.94 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | NUMBER LINES | 10.73 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 2
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | VENDOR | ACCT | DESCRIPTION | AMOUNT |
|--------------|-----------|-------------|-------------------------------|------|---------------------------|--------|
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | NUMBER LINES FOR WALL | 10.73 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ORGANIZING BINS | 30.42 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PAPER CLIPS | 11.55 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PENCIL CASES | 76.46 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PLANNER | 16.10 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SHOE ORGANIZER (FOR HEADP | 12.52 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SKIN COLORED PENCILS | 33.29 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | STAPLES | 11.19 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | STICKY NOTES | 13.42 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | WAX STICKS | 16.06 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 53.79 |
| V59802 | L4020 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PK NEW CLASSROOM CONSUMAB | 34.99 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HOW TO WRITE PARAGRAPHS | 6.56 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ENGLISH DEPARTMENT SUPPLI | 597.47 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 255.59 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 129.29 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BINDERS 5" SPEC ED AID | 22.30 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | AMAZON AA BATTERIES | 29.03 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BUG SPRAY | 74.96 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FOOD COLORING | 18.10 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TRANSLUCENT TAPE | 28.17 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TUNGSTEN TIRE WIRE DRAWPL | 54.33 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | VEVOR ROLLING MILL MACHIN | 171.28 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 120 SET STACKABLE CONTAIN | 30.35 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | COMPACT LITHIUM ION BATTE | 24.24 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DISPOSABLE PAPER BOWLS | 25.76 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ELMERS WASHABLE SCHOOL GL | 17.52 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO LOW ODOR WHITEBOARDS | 11.70 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FLEXIMOUNT 24 " 72 " STOR | 151.27 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | GALLON WHITE GLUE | 33.27 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HAMMAR BAKING IDEAL NATUR | 14.00 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HANGING ORGANIZER | 7.00 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | HEAVY DUTY ALUMINUM | 11.78 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | INDOOR/OUTDOOR BOWLING | 15.18 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MULTIPURPOSE REMOVABLE MO | 10.51 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PARTY-HURRAY-CHILDREN-PRA | 19.27 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | POST EXCLUSIVE COLLECTION | 6.23 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | QUART STORAGE BAGS | 6.38 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SANDWICH BAGS | 12.35 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SCOTCH CONTRACTOR MASKING | 11.68 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SIMPLE HOUSEWARE STACKABL | 14.53 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SLIME ACTIVATOR SOLUTION | 49.06 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | STACKABLE CARRIER | 16.93 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TICONDEROGA WOOD CASED PE | 23.27 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MODEL MAGIC | 79.95 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MODEL MAGIC | 8.99 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 240.54 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 280 | ALCOHOL WIPES INDIVIDUALL | 6.50 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 7TH GR SCIENCE SUPPLIES | 584.23 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ART SUPPLIES FOR 2024-202 | 229.90 |
| V59802 | L4020 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PK NEW CLASSROOM CONSUMAB | 323.63 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | COMPUTER KEYBOARD BASICS | 9.33 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ESTIMATED SHIPPING/HANDLI | 11.27 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PERSONALIZED STREET SIGN | 26.35 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PERSONALIZED STREET SIGN | 26.35 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 2 PACK 8 TIER PAPER LETTE | 49.31 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 3
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | VENDOR | ACCT | DESCRIPTION | AMOUNT |
|--------------|-----------|-------------|-------------------------------|------|---------------------------|--------|
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 36 PCS ANXIETY SENSORY ST | 8.90 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM RULES POSTER, 1 | 12.71 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | JUMBO 3D SHAPES FOR TEACH | 17.57 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | READING COMPREHENSION CUB | 11.88 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 233.92 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 8TH GR SCIENCE SUPPLIES - | 550.89 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 737 | STANDING DESK CHAIR | 128.72 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 737 | VERTICAL FILE CABINET, BL | 375.13 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 640 | BOOKS TO SUPPORT STUDENT | 126.54 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | THERAPUTIC MATERIALS - SE | 181.63 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 223.38 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 242.49 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 100 PC CLOTHES PINS | 10.02 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 200 PC JUMBO WOODEN CRAFT | 8.02 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 200 PC REGULAR POPSICLE S | 5.01 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 30 PACK RED INK GEL PENS | 12.53 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 6 PACK ELECTRONIC TIMERS | 15.04 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | AMAZON BASICS WIRELESS MO | 14.12 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BIC EXTRA SMOOTH MECHANIC | 9.91 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BROOM AND DUSTPAN SET | 24.06 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | IRIS USA PLASTIC STORAGE | 40.11 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MINI DRY ERASE ERASERS | 14.03 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MINI LOCK TOP SNAP CONTAI | 13.03 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | OXFORD LOOSE LEAF PAPER W | 35.08 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | RARLAN HIGHLIGHTERS PACK | 23.06 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | REALLY GOOD STUFF 24 DESK | 28.46 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | STORAGE LARGE BOOK BINS T | 75.23 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | THERAPUTIC MATERIALS - SE | 9.36 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CRAYOLA COLOURED PENCILS | 145.44 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | OFFICE INDEX CARD RULED 5 | 50.97 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 113.28 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 258.55 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 234.36 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 237.44 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 161.03 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 194.84 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ENGLISH DEPARTMENT SUPPLI | 39.18 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 111.60 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 24 PACK MAGNETIC WHITEBOA | 8.16 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 3 RING BINDER DIVIDERS WI | 20.34 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 6 PACK MULTI-FUNCTION ELE | 40.84 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ASTROBRIGHTS MEGA COLLECT | 16.79 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BIC BRITE LINER HIGHLIGHT | 38.03 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CARSON DELLOSA 3 X 3.5 CL | 5.98 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | C-LINE TWO-POCKET HEAVYWE | 20.00 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | COIDEAL SMILING BINDER PA | 9.07 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO BLOCK ERASER DRY ERA | 13.14 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO FINE TIP DRY ERASE M | 58.34 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO LOW ODOR DRY ERASE M | 22.31 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EXPO LOW ODOR DRY ERASE M | 10.63 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MEAD COMPOSITION NOTEBOOK | 44.44 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SCOTH MAGIC TAPE 6 ROLLS | 13.85 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TEACHER CREATED RESOURCES | 11.20 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TICONDEROGA PENCIL 96 COU | 40.99 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | UNIVERSAL 100-SHEET CAPAC | 29.26 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 170.10 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 4
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|---------------|-----------|-------------|--------------------------------|------|---------------------------|-----------|
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CHAIR LEG PROTECTORS -NOI | 47.98 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | EAI EDUCATION JUMBO MAGNE | 33.20 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DRAWING TABLET, 6X4 | 23.45 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SP ED SUPPLIES - SEE ATTA | 32.65 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | TABLECLOTH FOR BADGE TABL | 18.38 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FLOOR WAX APPLICATION KIT | 148.00 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | LETTER TRACING | 364.60 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SORT THAT SOUND | 191.04 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 3 SUBJECT SPIRAL NOTEBOOK | 60.93 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 239.75 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SP ED SUPPLIES - SEE ATTA | 464.33 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 221.45 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 256.63 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 7TH GR SCIENCE SUPPLIES - | 620.98 |
| V59802 | L4020 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | PK NEW CLASSROOM CONSUMAB | 299.06 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | 8 PCS PLASTIC SINGLE POCK | 187.96 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CLASSROOM SUPPLIES - SEE | 18.84 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ALKA SELRZER | 74.15 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BALOONS | 5.91 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | BORAX | 61.47 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CUPS | 19.97 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FILM CANISTERS | 44.53 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | FOOD COLORING | 12.37 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | GLUE | 34.66 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | POTTING MIX | 16.90 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | REUSABLE CONTAINERS | 29.18 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SANDWICH BAGS | 20.06 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SUNFLOWER SEEDS | 26.82 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | VEGETABLE OIL | 33.31 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | CHAIR MAT | 59.23 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | DESK CALENDAR 2024-2025, | 10.57 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ELECTRIC 3 HOLE PUNCH, 20 | 30.70 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ENERGIZER AA BATTERIES, 3 | 20.09 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | ENERGIZER AAA BATTERIES, | 18.62 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MOBILE DRY ERASE BOARD W/ | 81.51 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | SURGE PROTECTOR POWER STR | 24.34 |
| V59802 | A1010 | 08/14/24 | 4967 AMAZON CAPITAL SERVICES, | 610 | MUSIC SUPPLIES - SEE ATTA | 291.57 |
| TOTAL VOUCHER | | | | | | 19,149.11 |
| V59803 | A1010 | 08/14/24 | 5181 MEGAN T BARR | 580 | MILEAGE REIMBURSEMENT FOR | 52.40 |
| V59804 | A1010 | 08/14/24 | 4796 ADAM J BARRIERE | 580 | NASHVILLE EXPENSES | 350.59 |
| V59805 | A1010 | 08/14/24 | 5290 BEACON INTEGRATED SOLUTIO | 330 | OWNER'S AGENT SUPPORT SER | 800.00 |
| V59806 | A1010 | 08/14/24 | 5637 BLOOMSBURY PUBLISHING IN | 643 | 8 DATABASES (AMER. GOVT, | 3,417.00 |
| V59807 | A1010 | 08/14/24 | 3320 BONNETTE, PAGE & STONE | 433 | ADDT FUNDS NEEDED TO PRIC | 2,784.68 |
| V59807 | A1010 | 08/14/24 | 3320 BONNETTE, PAGE & STONE | 433 | REPLACE UNIT VENTILATORS | 21,470.32 |
| TOTAL VOUCHER | | | | | | 24,255.00 |
| V59808 | A1010 | 08/14/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | ESY SLP SERVICES | 5,857.50 |
| V59808 | A1010 | 08/14/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | ESY SLP SERVICES | 2,062.50 |
| V59808 | A1010 | 08/14/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | ESY SLP SERVICES | 1,980.00 |
| V59808 | A1010 | 08/14/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | ESY SCHOOL PSYCH SERIVICE | 125.00 |
| V59808 | A1010 | 08/14/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | ESY SCHOOL PSYCH SERIVICE | 70.00 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 5
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|---------------|--------------------------------|------|---------------------------|-----------|
| V59808 | A1010 | 08/14/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | ESY SCHOOL PSYCH SERVICE | 350.00 |
| V59808 | A1010 | 08/14/24 | 1173 BOOTHBY THERAPY SERVICES, | 330 | ESY SCHOOL PSYCH SERVICE | 280.00 |
| | | TOTAL VOUCHER | | | | 10,725.00 |
| V59809 | A1010 | 08/14/24 | 1265 BOYDENS LANDSCAPING, LLC | 433 | EXTRA FERTILIZER APPLICAT | 325.00 |
| V59809 | A1010 | 08/14/24 | 1265 BOYDENS LANDSCAPING, LLC | 430 | 7/16 - CUT UP DOWN PINE | 1,115.00 |
| V59809 | A1010 | 08/14/24 | 1265 BOYDENS LANDSCAPING, LLC | 433 | 7/9, 7/11 CUT OUT AND REP | 690.00 |
| V59809 | A1010 | 08/14/24 | 1265 BOYDENS LANDSCAPING, LLC | 433 | FERTILIZER APPLICATION - | 6,930.00 |
| | | TOTAL VOUCHER | | | | 9,060.00 |
| V59810 | A1010 | 08/14/24 | 2912 BRAINPOP | 643 | RENEW SUBSCRIPTION - 10/3 | 3,030.00 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | DOUBLE SIDED TROWEL | 4.29 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | GALLON OF FLOOR ADHESIVE | 22.99 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | PUTTY KNIFE | 5.98 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | WINTER DAY PAINT | 248.63 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | EDGE REFILL FOR PES PAINT | 10.42 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | GALLON OF SUMMER PAINT FO | 55.99 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | TOILET TANK LEVER FOR BRO | 6.09 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | WINTER DAY PAINT | 100.78 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | JOINT COMPOUND | 6.99 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | WINTER DAY PAINT | 200.86 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | TOILET REPAIR KIT | 29.69 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | 3/8" CONNECTOR | 9.89 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | 5 GALLON SUMMER PAINT | 895.60 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | GALLON SUMMER PAINT | 223.96 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | BLUE PAINTERS TAPE | 14.92 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | GALLON SUMMER PAINT | 251.95 |
| V59811 | A1010 | 08/14/24 | 136 BRIDGE STREET TRUE VALUE | 610 | 10PC BIT SET | 26.09 |
| | | TOTAL VOUCHER | | | | 2,115.12 |
| V59812 | A1010 | 08/14/24 | 2965 BSN SPORTS | 610 | ESTIMATED SHIPPING/HANDLI | 307.89 |
| V59812 | A1010 | 08/14/24 | 2965 BSN SPORTS | 610 | SUPPLY ORDER FOR 2024-202 | 6,157.88 |
| | | TOTAL VOUCHER | | | | 6,465.77 |
| V59813 | A1010 | 08/14/24 | 5454 MARK CHERBONNEAU | 810 | FOOTBALL ASSIGNOR FEE | 140.00 |
| V59814 | A1010 | 08/14/24 | 5109 CLASS CREATOR | 650 | CLASS CREATOR SUBSCRIPTIO | 1,115.20 |
| V59815 | A1010 | 08/14/24 | 465 CONSOLIDATED COMMUNICATIO | 531 | BUSINESS PHONE/CENTRUX LI | 1,653.02 |
| V59815 | A1010 | 08/14/24 | 465 CONSOLIDATED COMMUNICATIO | 532 | INTERNET SERVICE | 724.57 |
| V59815 | A1010 | 08/14/24 | 465 CONSOLIDATED COMMUNICATIO | 531 | BUSINESS PHONE/CENTRUX LI | 639.00 |
| | | TOTAL VOUCHER | | | | 3,016.59 |
| V59816 | A1010 | 08/14/24 | 360 CONTROL TECHNOLOGIES | 433 | TROUBLESHOOTING OF RTU-T | 343.00 |
| V59816 | A1010 | 08/14/24 | 360 CONTROL TECHNOLOGIES | 433 | REPAIR OF RTU-2 AT PES | 2,613.75 |
| | | TOTAL VOUCHER | | | | 2,956.75 |
| V59817 | A1010 | 08/14/24 | 3008 CONWAY OFFICE SOLUTIONS | 430 | MONTHLY MANAGEMENT FEES F | 1,023.95 |
| V59817 | A1010 | 08/14/24 | 3008 CONWAY OFFICE SOLUTIONS | 433 | PHS - CR881 - KONICA - A6 | 69.03 |
| V59817 | A1010 | 08/14/24 | 3008 CONWAY OFFICE SOLUTIONS | 433 | PHS - CH669 - KONICA - A1 | 209.19 |
| V59817 | A1010 | 08/14/24 | 3008 CONWAY OFFICE SOLUTIONS | 433 | PES - CH668 - KONICA - IU | 390.59 |
| V59817 | A1010 | 08/14/24 | 3008 CONWAY OFFICE SOLUTIONS | 430 | MONTHLY MANAGEMENT FEES F | 1,023.95 |
| | | TOTAL VOUCHER | | | | 2,716.71 |
| V59818 | A1010 | 08/14/24 | 2172 CURRICULUM ASSOCIATES | 446 | MATH ASSESSMENT K-5 | 4,967.69 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 6
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|---------------|--------------------------------|-------|----------------------------|-----------|
| V59818 | A1010 | 08/14/24 | 2172 CURRICULUM ASSOCIATES | 446 | READING ASSESSMENT | 4,967.69 |
| V59818 | A1010 | 08/14/24 | 2172 CURRICULUM ASSOCIATES | 446 | TOOLBOX | 6,936.00 |
| V59818 | A1010 | 08/14/24 | 2172 CURRICULUM ASSOCIATES | 446 | I-READY ASSESSMENT MATH - | 2,445.95 |
| V59818 | A1010 | 08/14/24 | 2172 CURRICULUM ASSOCIATES | 446 | I-READY ASSESSMENT READIN | 2,445.95 |
| | | TOTAL VOUCHER | | | | 21,763.28 |
| V59819 | A1010 | 08/14/24 | 882 DELL MARKETING L.P. | 738 | ADMIN COMPUTER REPLACEMEN | 4,454.05 |
| V59819 | A1010 | 08/14/24 | 882 DELL MARKETING L.P. | 738 | OPTIPLEX SMALL FORM FACTOR | 1,256.46 |
| V59819 | A1010 | 08/14/24 | 882 DELL MARKETING L.P. | 738 | OPTIPLEX SMALL FORM FACTO | 15,000.00 |
| | | TOTAL VOUCHER | | | | 20,710.51 |
| V59820 | A1010 | 08/14/24 | 3006 DIDAX EDUCATIONAL RESOURC | 610 | DICE ACTIVITIES FOR MATH | 53.97 |
| V59820 | A1010 | 08/14/24 | 3006 DIDAX EDUCATIONAL RESOURC | 610 | ESTIMATED SHIPPING/HANDLI | 7.56 |
| | | TOTAL VOUCHER | | | | 61.53 |
| V59821 | A1010 | 08/14/24 | 4895 DRUMMOND WOODSUM - ATTORN | 335 | PROF SERVICES - TAX COMPL | 69.68 |
| V59821 | A1010 | 08/14/24 | 4895 DRUMMOND WOODSUM - ATTORN | 335 | PROF SERVICES - 2020 PMS | 91.00 |
| | | TOTAL VOUCHER | | | | 160.68 |
| V59822 | A1010 | 08/14/24 | 2249 EMS LINQ INC. | 330 | DISTRICT WEBSITE - ADA CO | 826.88 |
| V59822 | A1010 | 08/14/24 | 2249 EMS LINQ INC. | 330 | DISTRICT WEBSITE - CMC HO | 2,831.88 |
| V59822 | A1010 | 08/14/24 | 2249 EMS LINQ INC. | 330 | DISTRICT WEBSITE - ESV2GO | 2,205.00 |
| | | TOTAL VOUCHER | | | | 5,863.76 |
| V59823 | A1010 | 08/14/24 | 5497 ERICA N ERELLI | 890 | CLASS OF 2028 INVITATIONS | 115.99 |
| V59824 | A1010 | 08/14/24 | 5657 FINALFORMS | 446 | FINAL FORMS REGISTRATION | 1,500.00 |
| V59825 | A1010 | 08/14/24 | 535 FLINN SCIENTIFIC | 610 | 6TH & 8TH GR SCIENCE SUPP | 1,698.52 |
| V59825 | A1010 | 08/14/24 | 535 FLINN SCIENTIFIC | 610 | 6TH & 8TH GR SCIENCE SUPP | 19.06 |
| V59825 | A1010 | 08/14/24 | 535 FLINN SCIENTIFIC | 610 | 6TH & 8TH GR SCIENCE SUPP | 26.10 |
| | | TOTAL VOUCHER | | | | 1,743.68 |
| V59826 | A1010 | 08/14/24 | 5588 FULCRUM BIOMETRICS, INC. | 446 | SOFTWARE MAINTENANCE AND | 600.00 |
| V59827 | A1010 | 08/14/24 | 280 CENGAGE LEARNING | 643 | GALE IN CONTEXT; DATABASE | 14,122.51 |
| V59828 | A1010 | 08/14/24 | 4376 GAME ONE | 738 | ESTIMATED SHIPPING/HANDLI | 120.00 |
| V59828 | A1010 | 08/14/24 | 4376 GAME ONE | 738 | UA ROYAL SOCCER JERSEY | 1,539.78 |
| V59828 | A1010 | 08/14/24 | 4376 GAME ONE | 738 | UA ROYAL SOCCER SHORT | 989.78 |
| V59828 | A1010 | 08/14/24 | 4376 GAME ONE | 738 | UA WHITE SOCCER JERSEY | 1,539.78 |
| | | TOTAL VOUCHER | | | | 4,189.34 |
| V59829 | A1010 | 08/14/24 | 5463 GOGUARDIAN | 446 | 24-25 RENEWAL | 8,013.60 |
| V59830 | A1010 | 08/14/24 | 433 GOPHER SPORT | 610 | BALL PUMP | 129.00 |
| V59830 | A1010 | 08/14/24 | 433 GOPHER SPORT | 610 | SET OF 12 HULA HOOPS | 69.95 |
| V59830 | A1010 | 08/14/24 | 433 GOPHER SPORT | 610 | SET OF 6 DODGEBALLS | 215.00 |
| | | TOTAL VOUCHER | | | | 413.95 |
| V59831 | A1010 | 08/14/24 | 97 GOVCONNECTION, INC. | 650 | MICROSOFT OFFICE 365 YEAR | 11,832.48 |
| V59832 | A1010 | 08/14/24 | 4736 GRAY CONSULTING AND THERA | 330 | ASSISTIVE TECHNOLOGY | 348.00 |
| V59833 | A1010 | 08/14/24 | 463 HEALTH TRUST | 212 | INV #1517510-512; \$290,22 | 525.31 |
| V59833 | A1010 | 08/14/24 | 463 HEALTH TRUST | L4870 | INV #1517510-512; \$290,22 | 551.30 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 7
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|---------------|-----------|-------------|--------------------------------|-------|----------------------------|------------|
| V59833 | A1010 | 08/14/24 | 463 HEALTH TRUST | L4860 | INV #1517510-512; \$290,22 | 4,007.78 |
| V59833 | A1010 | 08/14/24 | 463 HEALTH TRUST | L4780 | INV #1517510-512; \$290,22 | 5,588.86 |
| V59833 | A1010 | 08/14/24 | 463 HEALTH TRUST | 211 | INV #1517510-512; \$290,22 | 10,447.19 |
| V59833 | A1010 | 08/14/24 | 463 HEALTH TRUST | L4750 | INV #1517510-512; \$290,22 | 23,197.88 |
| V59833 | A1010 | 08/14/24 | 463 HEALTH TRUST | L4740 | INV #1517510-512; \$290,22 | 377,582.40 |
| TOTAL VOUCHER | | | | | | 421,900.72 |
| V59834 | A1010 | 08/14/24 | 5208 HERTZ FURNITURE SYSTEM, L | 737 | 19-27"H ADJUSTABLE PADDED | 593.46 |
| V59834 | A1010 | 08/14/24 | 5208 HERTZ FURNITURE SYSTEM, L | 737 | ESTIMATED SHIPPING/HANDLI | 110.00 |
| TOTAL VOUCHER | | | | | | 703.46 |
| V59835 | A1010 | 08/14/24 | 5550 HOPEFUL JOURNEYS EDUCATIO | 564 | OOD ESY TUITION - STUDENT | 12,183.73 |
| V59836 | A1010 | 08/14/24 | 5593 HRC TOTAL SOLUTIONS | L4890 | POTENTIAL CLAIMS TO BE PA | 1,215.84 |
| V59836 | A1010 | 08/14/24 | 5593 HRC TOTAL SOLUTIONS | L4895 | POTENTIAL CLAIMS TO BE PA | 3,076.90 |
| TOTAL VOUCHER | | | | | | 4,292.74 |
| V59837 | A1010 | 08/14/24 | 378 HUDSON SCHOOL DISTRICT | 561 | ALVIRNE CAREER & TECHNICA | 9,856.33 |
| V59838 | A1010 | 08/14/24 | 5027 INTERBORO PACKAGING | 610 | 33" X 40" EXTRA HEAVY BLA | 2,124.00 |
| V59839 | A1010 | 08/14/24 | 5643 ITHAKA | 643 | JSTOR ACCESS (JULY 2024-J | 1,560.00 |
| V59840 | A1010 | 08/14/24 | 3744 JP PEST SERVICES INC. | 433 | MONTHLY PEST SERVICE FOR | 78.00 |
| V59841 | A1010 | 08/14/24 | 4582 KAMCO SUPPLY CORP OF BOST | 738 | KLS LOCK CONTRACT INSTALL | 1,027.00 |
| V59841 | L4020 | 08/14/24 | 4582 KAMCO SUPPLY CORP OF BOST | 738 | KLS LOCK CONTRACT INSTALL | 12,423.00 |
| V59841 | L4020 | 08/14/24 | 4582 KAMCO SUPPLY CORP OF BOST | 738 | SCHLAGE CO220 LOCK W/FOB | 83,887.50 |
| TOTAL VOUCHER | | | | | | 97,337.50 |
| V59842 | A1010 | 08/14/24 | 5477 K-TOWN DISPOSAL | 421 | TRASH DISPOSAL SERVICES - | 2,204.00 |
| V59842 | A1010 | 08/14/24 | 5477 K-TOWN DISPOSAL | 421 | TRASH DISPOSAL SERVICES - | 1,994.00 |
| V59842 | A1010 | 08/14/24 | 5477 K-TOWN DISPOSAL | 421 | TRASH DISPOSAL SERVICES - | 1,784.00 |
| TOTAL VOUCHER | | | | | | 5,982.00 |
| V59843 | A1010 | 08/14/24 | 2811 LEARNING A - Z | 643 | LEARNING A-Z RENEWAL - 9/ | 132.00 |
| V59844 | A1010 | 08/14/24 | 5591 MANCHESTER COMMUNITY MUSI | 330 | MUSIC THERAPY ESY OOD STU | 54.55 |
| V59844 | A1010 | 08/14/24 | 5591 MANCHESTER COMMUNITY MUSI | 330 | SCHYR THERAPY | 245.45 |
| TOTAL VOUCHER | | | | | | 300.00 |
| V59845 | A1010 | 08/14/24 | 4338 SARAH E MARANDOS | 276 | NON UNION CS : TEXAS A&M | 3,280.83 |
| V59846 | A1010 | 08/14/24 | 4476 ERIN M MAZZARIELLO | 519 | SALEM CTE TRAVEL REIMBURS | 369.00 |
| V59847 | A1010 | 08/14/24 | 5173 ERIC S MCGEE | 580 | HOTEL REIMBURSEMENT FROM | 345.04 |
| V59848 | A1010 | 08/14/24 | 99 MCGRAW-HILL EDUCATION, IN | 640 | ADDITIONAL GRADE 3 CLASSR | 1,489.44 |
| V59848 | A1010 | 08/14/24 | 99 MCGRAW-HILL EDUCATION, IN | 640 | ESTIMATED SHIPPING/HANDLI | 119.16 |
| V59848 | A1010 | 08/14/24 | 99 MCGRAW-HILL EDUCATION, IN | 640 | ESTIMATED SHIPPING/HANDLI | 408.04 |
| V59848 | A1010 | 08/14/24 | 99 MCGRAW-HILL EDUCATION, IN | 640 | GRADE 3 ELA MATERIALS | 4,501.62 |
| V59848 | A1010 | 08/14/24 | 99 MCGRAW-HILL EDUCATION, IN | 640 | GRADE 3 ELA MATERIALS | 598.86 |
| TOTAL VOUCHER | | | | | | 7,117.12 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 430 | POSTER PRINTER EQUIPMENT | 569.00 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 430 | MAINTENANCE AGREEMENT 7/ | 549.00 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 8
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|-------------|--------------------------------|------|---------------------------|------------|
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 430 | MAINTENANCE AGREEMENT 11/ | 459.00 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | BOND COATED 24# PAPER 90G | 90.70 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | ESTIMATED SHIPPING/HANDLI | 18.00 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | PROGRAPHIC BLK INK (TM-20 | 107.00 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | PROGRAPHIC CYAN INK (TM-2 | 107.00 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | PROGRAPHIC M BLK INT (TM- | 107.00 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | PROGRAPHIC MAGENTA INK (T | 107.00 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | PROGRAPHIC YELLOW INK (TM | 107.00 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | ESTIMATED SHIPPING/HANDLI | 29.77 |
| V59849 | A1010 | 08/14/24 | 28 MCINTIRE BUSINESS PRODUCT | 610 | LAMINATING FILM - GLOSSY | 307.96 |
| | | | TOTAL VOUCHER | | | 2,558.43 |
| V59850 | A1010 | 08/14/24 | 4585 DAWN M MEAD | 580 | BUSINESS AND TRAVEL EXPEN | 362.08 |
| V59851 | A1010 | 08/14/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | TUITION OOD SCHYR STUDENT | 79,641.00 |
| V59851 | A1010 | 08/14/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | TUITION ESY OOD STUDENT J | 8,849.00 |
| V59851 | A1010 | 08/14/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | 1:1 PARA | 31,680.00 |
| V59851 | A1010 | 08/14/24 | 5634 MONARCH SCHOOL OF NEW ENG | 564 | 1:1 PARA | 3,520.00 |
| | | | TOTAL VOUCHER | | | 123,690.00 |
| V59852 | A1010 | 08/14/24 | 5617 NATIONAL TELEPHONE & TECH | 610 | ESTIMATED SHIPPING/HANDLI | 25.00 |
| V59852 | A1010 | 08/14/24 | 5617 NATIONAL TELEPHONE & TECH | 610 | GRADE A USED 10/100 24 BU | 1,000.00 |
| | | | TOTAL VOUCHER | | | 1,025.00 |
| V59853 | A1010 | 08/14/24 | 3890 NEW ENGLAND COPY SPECIALI | 433 | PO 240596 | 355.55 |
| V59853 | A1010 | 08/14/24 | 3890 NEW ENGLAND COPY SPECIALI | 433 | PO 240596 | 692.07 |
| V59853 | A1010 | 08/14/24 | 3890 NEW ENGLAND COPY SPECIALI | 433 | PHS - COPIER USAGE - MONT | .01 |
| V59853 | A1010 | 08/14/24 | 3890 NEW ENGLAND COPY SPECIALI | 433 | PHS - COPIER USAGE - MONT | 3.52 |
| | | | TOTAL VOUCHER | | | 1,051.15 |
| V59854 | A1010 | 08/14/24 | 4891 NEXT GEN SUPPLY GROUP LLC | 610 | HOSE ASSEMBLY FOR THE CHA | 167.52 |
| V59855 | A1010 | 08/14/24 | 3714 PITSCO EDUCATION | 610 | BEE BOT POCKET MAT | 154.00 |
| V59856 | A1010 | 08/14/24 | 305 PLODZIK & SANDERSON PA | 331 | YEAR END FINANCIAL AUDIT | 14,850.00 |
| V59857 | A1010 | 08/14/24 | 4104 POWERSCHOOL GROUP LLC | 446 | EFINANCE PLUS FINANCIAL A | 3,953.71 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | CUPCAKE PENCIL TOPPER ERA | 11.98 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | DRAW AND WRITE JOURNALS 1 | 59.98 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | SENSORY FIDGET TACTILE TO | 9.99 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | STRETCHY STRINGS - 2 PACK | 4.99 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | TANGLE JR - CLASSIC 1 TAN | 6.99 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | 100TH DAY OF SCHOOL PENCI | 9.98 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | GRADE SPECIFIC PENCIL - S | 9.98 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | HAPPY BIRTHDAY PENCILS | 9.98 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | STANDARD PRIVACY SHIELD - | 44.99 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | STAR BRIGHT PENCIL | 9.98 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | ESTIMATED SHIPPING/HANDLI | 55.94 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | INTERMEDIATE WRITING FOLD | 372.93 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | BUILD YOUR OWN FLIP BOOKS | 67.77 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | ESTIMATED SHIPPING/HANDLI | 24.13 |
| V59858 | A1010 | 08/14/24 | 432 REALLY GOOD STUFF | 610 | MY STATE POSTERS | 93.08 |
| | | | TOTAL VOUCHER | | | 792.69 |
| V59859 | A1010 | 08/14/24 | 4794 ALYSIA REDARD | 330 | PHYSICAL THERAPY DIRECT S | 651.00 |

POWERSCHOOL LLC
DATE: 08/14/2024
TIME: 09:29:46

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 9
VENCHK11
ACCOUNTING PERIOD: 2/25

FUND - 10 - GENERAL FUND

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|---------------|--------------------------------|------|----------------------------|-----------|
| V59860 | A1010 | 08/14/24 | 977 SCHOLASTIC INC. MAGAZINES | 644 | ACTION - 1 YEAR SUBSCRIPT | 299.70 |
| V59860 | A1010 | 08/14/24 | 977 SCHOLASTIC INC. MAGAZINES | 644 | ESTIMATED SHIPPING/HANDLI | 29.97 |
| V59860 | A1010 | 08/14/24 | 977 SCHOLASTIC INC. MAGAZINES | 644 | ESTIMATED SHIPPING/HANDLI | 29.97 |
| V59860 | A1010 | 08/14/24 | 977 SCHOLASTIC INC. MAGAZINES | 644 | SCOPE - 1 YEAR SUBSCRIPTI | 299.70 |
| | | TOTAL VOUCHER | | | | 659.34 |
| V59861 | L4020 | 08/14/24 | 199 SERESC | 330 | IEE PSYCH EVALUATION FOR | 759.71 |
| V59862 | A1010 | 08/14/24 | 1375 ST. ANN'S HOME | 564 | TUITION ESY OOD STUDENT J | 6,983.55 |
| V59862 | A1010 | 08/14/24 | 1375 ST. ANN'S HOME | 564 | TUITION ESY OOD STUDENT R | 6,983.55 |
| | | TOTAL VOUCHER | | | | 13,967.10 |
| V59863 | A1010 | 08/14/24 | 897 STANLEY ELEVATOR COMPANY, | 433 | BI-MONTHLY ELEVATOR CONTR | 164.00 |
| V59864 | A1010 | 08/14/24 | 3457 STAPLES ADVANTAGE | 610 | ASTROBRIGHT COLORED PAPER | 13.55 |
| V59864 | A1010 | 08/14/24 | 3457 STAPLES ADVANTAGE | 610 | DRY ERASE MARKERS | 53.98 |
| V59864 | A1010 | 08/14/24 | 3457 STAPLES ADVANTAGE | 610 | OXFORD TRI-FOLD FOLDER | 37.39 |
| V59864 | A1010 | 08/14/24 | 3457 STAPLES ADVANTAGE | 610 | PAPER-MATE ARROWHEAD CAP | 26.67 |
| V59864 | A1010 | 08/14/24 | 3457 STAPLES ADVANTAGE | 610 | TRIANGLE FLASH CARDS | 30.49 |
| | | TOTAL VOUCHER | | | | 162.08 |
| V59865 | A1010 | 08/14/24 | 5658 CHRISTINA G TETREAU | 519 | SALEM CTE TRAVEL REIMBURS | 342.00 |
| V59866 | A1010 | 08/14/24 | 4609 THE NEW ENGLAND CENTER FO | 643 | ACE MONTHLY ACCESS FOR 13 | 519.35 |
| V59867 | A1010 | 08/14/24 | 5632 TOOLS FOR SCHOOLS, INC. | 650 | 12 MONTH SUBSCRIPTION FOR | 520.00 |
| V59868 | A1010 | 08/14/24 | 3718 U.S. OMNI | 330 | COMMON REMITTER AND COMPL | 55.00 |
| V59868 | A1010 | 08/14/24 | 3718 U.S. OMNI | 330 | COMMON REMITTER AND COMPL | 22.50 |
| | | TOTAL VOUCHER | | | | 77.50 |
| V59869 | A1010 | 08/14/24 | 5757 VITAL RECORDS CONTROL | 330 | ADMIN FEE FOR VITALECM SE | 7.95 |
| V59869 | A1010 | 08/14/24 | 5757 VITAL RECORDS CONTROL | 330 | DOCUMENT MANAGEMENT ARCHI | \$,680.00 |
| | | TOTAL VOUCHER | | | | \$,687.95 |
| V59870 | A1010 | 08/14/24 | 4280 VOCABULARY.COM | 643 | 1 YEAR PARTIAL SITE LICEN | 2,250.00 |
| V59871 | A1010 | 08/14/24 | 1691 WADLEIGH, STARR & PETERS, | 335 | SPECIAL EDUCATION LEGAL \$ | 116.00 |
| V59871 | A1010 | 08/14/24 | 1691 WADLEIGH, STARR & PETERS, | 335 | SPECIAL EDUCATION LEGAL \$ | 319.00 |
| V59871 | A1010 | 08/14/24 | 1691 WADLEIGH, STARR & PETERS, | 335 | SPECIAL EDUCATION LEGAL \$ | 116.00 |
| V59871 | A1010 | 08/14/24 | 1691 WADLEIGH, STARR & PETERS, | 335 | SPECIAL EDUCATION LEGAL \$ | 1,090.00 |
| V59871 | A1010 | 08/14/24 | 1691 WADLEIGH, STARR & PETERS, | 335 | SPECIAL EDUCATION LEGAL \$ | 116.00 |
| | | TOTAL VOUCHER | | | | 1,757.00 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | 37.62 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | ASSORTED PAPER | 5.96 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | BLACK PAPER | 7.14 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | GRAY PAPER | 2.18 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | VIOLET PAPER | 2.18 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | WHITE PAPER | 5.24 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | 57.22 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | 520.93 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | CRAYOLA COLORED PENCILS, | 6.87 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | CRAYOLA CRAYONS TUCK BOX | 7.14 |
| V59872 | A1010 | 08/14/24 | 475 WB MASON COMPANY, INC. | 610 | DIXON TICONDEROGA WOODCAS | 20.34 |

PAGE NUMBER: 10
VENCHK11
ACCOUNTING PERIOD: 2/25

| CHECK NUMBER | CASH ACCT | DATE ISSUED | -----VENDOR----- | | ACCT | -----DESCRIPTION----- | AMOUNT |
|--------------|-----------|---------------|------------------|--------------------------|------|---------------------------|------------|
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | ELAN UPDATED LESSON PLAN | 6.94 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | EXPO DRY ERASE SURFACE CL | 4.39 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | EXPO LOW ODOR DRY ERASE M | 31.84 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | PAPERMATE ARROWHEAD ERASE | 33.45 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | SHARPIE FINE POINT PERMAN | 5.24 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | SWINGLINE 10-SHEET PRECIS | 14.73 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | UNIVERSAL TOP TAB FILE FO | 4.37 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | CIRCUS COLORS COLORED PAP | 7.49 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | CIRCUS COLORS COLORED PAP | 7.49 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | HIGHLAND 2600 ECONOMY MAS | 2.69 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | OXFORD TWIN-POCKET FOLDER | 11.99 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | UNIVERSAL #2 WOODCASE PEN | 10.71 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | WESTCOTT METER STICK RULE | 7.41 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | WESTSCOTT KIDS SCISSORS | 6.90 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | UNIVERSAL PAPER CLIPS JUM | 5.96 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | CRAYOLA ASSORTED BROAD LI | 19.56 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | NURSE SUPPLIES - SEE ATTA | 70.25 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | ASTROBRIGHTS COLORED CARD | 206.60 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | NURSE SUPPLIES - SEE ATTA | 4.08 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | TREND DESK TOPPERS REFERE | 11.27 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | 33.72 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | MOON PRODUCTS DECORATED W | 13.14 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | CLASSROOM SUPPLIES - SEE | 11.36 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | PRANG CONSTRUCTION PAPER/ | 22.55 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | COPY PAPER | 95.55 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | PEN, BALLPOINT, BK, FINE | 35.96 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | WATERCOLORS 8 CT | 25.90 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | SO BIG PAINTBRUSH | 8.30 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | CLEAR PLASTIC RULER | 26.88 |
| V59872 | A1010 | 08/14/24 | 475 | WB MASON COMPANY, INC. | 610 | ELMERS GLUE STICKS | 12.20 |
| | | TOTAL VOUCHER | | | | | 1,431.74 |
| V59873 | A1010 | 08/14/24 | 140 | WHARF INDUSTRIES | 550 | ENVELOPES - 500/BOX | 220.00 |
| V59873 | A1010 | 08/14/24 | 140 | WHARF INDUSTRIES | 550 | UPDATED LETTERHEAD BOX OF | 246.00 |
| V59873 | A1010 | 08/14/24 | 140 | WHARF INDUSTRIES | 550 | UPDATED SIGN OF STAFF NAM | 50.00 |
| | | TOTAL VOUCHER | | | | | 516.00 |
| V59874 | A1010 | 08/14/24 | 420 | WILSON LANGUAGE TRAINING | 643 | FUN HUB SUBSCRIPTIONS | 735.00 |
| V59874 | A1010 | 08/14/24 | 420 | WILSON LANGUAGE TRAINING | 610 | 10 PACK STUDENT DURABLES | 450.00 |
| V59874 | A1010 | 08/14/24 | 420 | WILSON LANGUAGE TRAINING | 610 | 10 PACK STUDENT NOTEBOOK | 900.00 |
| V59874 | A1010 | 08/14/24 | 420 | WILSON LANGUAGE TRAINING | 610 | ESTIMATED SHIPPING/HANDLI | 108.00 |
| | | TOTAL VOUCHER | | | | | 2,193.00 |
| | | TOTAL FUND | | | | | 929,859.48 |
| | | TOTAL REPORT | | | | | 929,859.48 |

PELHAM SCHOOL DISTRICT, SAU28

Professional Nomination

Academic Year: 2024-2025

School Board Meeting 08/14/2024

| NAME | POSITION LOCATION | SALARY GRADE/STEP | POSITION ASSIGNMENT |
|------------------|----------------------|----------------------|---------------------------|
| Pamela Sylvain | PHS | \$74,767 | Math Teacher |
| Andrew Pitney | PMS | \$44,697 | Social Studies Teacher |
| Timothy Jozokos | PHS | \$51,722 | Chemistry Teacher |
| Leslie Fernandez | PES | \$230.49 p/day | Long-Term Sub, Grade 1 |
| Kerilyn Walsh | PMS | \$74,767 | ELA Teacher |