

**Eric "Chip" McGee, Ed.D.**  
*Superintendent*

**Deb Mahoney**  
*Business Administrator*

**Brenda Colameta**  
*Technology Director*



**Sarah Marandos, Ed. D.**  
*Director of Curriculum,  
Instruction & Assessment*

**Joan Cote**  
*Human Resources Administrator*

**Brendan Hoffman**  
*Interim Director of  
Student Services*

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To: Pelham School Board  
From: Chip McGee  
Re: Federal Funds for COVID-19 Response  
Date: June 16, 2021  
Cc: Deb Mahoney, Business Administrator  
Sarah Marandos, Director of Curriculum

We continue to work energetically to use the federal funds provided to Pelham to respond to the COVID-19 pandemic in our two priority areas.

**Priority 1: Student Learning** - We have been able to launch our summer programming for elementary, middle and high school levels. We continue to plan for academic support for those students affected by the pandemic during the 2021-22 school year.

**Priority 2: The Learning Environment** - The pandemic caused us to lose access to most of the second floor at Pelham Elementary School and Pelham Memorial School for student learning spaces. The combination of mask requirements and the elimination of classroom fans made unairconditioned spaces untenable during hot weather. The voters in town supported the addition of air conditioning for Pelham Memorial School as part of the renovation project. We would like to use ESSER funds to help provide air conditioning on the second floor of Pelham Elementary Schools.

State and Federal agencies are struggling to coordinate guidance on how to apply for these funds for construction and HVAC projects. In addition, the NHDOE does not have a grant manager for this position. As of now, the state continues to interpret the federal grant to require standard compliance documentation for 34 CFR 75.600 § 75.600. This law, governing construction projects requires the following areas of documentation before work can proceed:

1. An assessment of environmental impact
2. Preservation of historic sites
3. Availability of cost-sharing funds
4. Beginning the construction
5. Completing the construction

6. General considerations in designing facilities and carrying out construction
7. Comply with safety and health standards.
8. Access by the handicapped.
9. Avoidance of flood hazards
10. Supervision and inspection by the grantee.
11. Relocation assistance by the grantee.
12. Grantee must have operational funds.
13. Energy conservation
14. Compliance with the Coastal Barrier Resources Act
15. No charges for use of equipment or supplies.

Regarding item 10 - Supervision and inspection by the grantee, the requirement reads that the District will “need to maintain competent architectural engineering supervision and inspection at the construction site to insure that the work conforms to the approved drawings and specifications. (Authority: 20 U.S.C. 1221e-3 and 3474) § 75.613.” Informal state guidance on this issue suggests that we will need stamped architectural drawings of the engineering plans for this system. These will be of value whether the grant proceeds as a part of the CIP process. We are asking the Board to support the creation of these drawings using FY21 funds.

**Proposed motion:** I make a motion to authorize the District to produce engineering drawings of an air conditioning system at Pelham Elementary School according to the attached quote.

Additionally, we are seeking Board support to continue to pursue documentation of the other items on the list and to advocate at the state and federal level for these requirements to be streamlined.

We are committed to protecting District or town property owners from risk on this project. We will not commit to the work only to later find out that the federal funds cannot be spent in that way. We will keep the Board updated as new information is provided.