



Pelham School Board Meeting Agenda

July 12, 2023

Meeting - 6:30 PM

PES Library

AGENDA

I. PUBLIC SESSION

A. Opening

1. Call to Order
1. Pledge of Allegiance
2. 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.
3. Opening Remarks : Superintendent and Student Representative (when selected)

B. Presentations (if necessary)

C. Main Issues

1. Board Member Vacancy
 - a) At their June 21, 2023 meeting, the Pelham School Board reluctantly accepted the resignation of Vice-Chair Megan Larson. This is the draft plan to select a qualified candidate to fill that position for the remainder of the term. The Board will need to approve this plan to move forward.
 - b) Materials
 - (1) DRAFT Plan to Fill a Vacancy
2. Nutrition Services Proposal for Breakfast and Lunch prices for 2023-24
 - a) Explanation: Business Administrator Deb Mahoney will propose adjustments to the coming school year.
 - (1) Materials
 - (a) Memo

3. Solar Update
 - a) Explanation: In the coming weeks, Business Administrator Mahoney will be completing the analysis of the alternative panel locations provided in the winning Solar Project from Kearsarge Solar LLC. It would be beneficial to select these locations prior to the August 14 Board retreat. She is requesting the Board designate two members to work with her to make this decision.
4. Audit Questionnaire
 - a) Explanation: As a part of the annual financial audit performed by Plodzick and Sanderson, the School Board is asked to complete the attached questionnaire.
 - b) Materials
 - (1) Board Members Questionnaire for FY23 Audit
5. School Handbooks
 - a) Explanation: Superintendent McGee will share the proposed changes to the student handbooks for the 2023-24 school year. The draft versions are in final form and the memorandum includes all substantive changes. These handbooks have the weight of policy and must be approved by the Board.
 - b) Materials:
 - (1) [DRAFT 2023-24 PES Handbook; Memorandum highlighting changes](#)
 - (2) [DRAFT 2023-24 PMS Handbook; Memorandum highlighting changes](#)
 - (3) [DRAFT 2023-24 PHS Handbook; Memorandum highlighting changes](#)
6. Preschool
 - a) Explanation: Superintendent McGee is informing the Board that the preschool program will need to fill 0.5 FTE of its unfilled fourth special education teacher position to address special education needs at that level.
 - b) Materials
 - (1) Memo
7. Eighth Grade Overnight Field Trip to Washington DC.
 - a) Explanation: Superintendent McGee is requesting permission for the April 2024 Eighth Grade Overnight Field Trip to Washington DC.
 - b) Materials
 - (1) Memo, informational fliers, IJOA Field Trip policy
8. Pelham Memorial School Project Update
 - a) Explanation: Superintendent McGee will update the Board regarding the Pelham Memorial School project.
 - b) Materials:
 - (1) June Update

9. Policy Review

- a) Explanation: The Policy Committee is presenting the following policy changes for consideration.
- b) Materials:
 - (1) First Read
 - (a) JICA - Student Dress Code
 - (b) BBBA - Board Member Qualifications
 - (c) KF-Use of School Building and Facilities
 - (2) Second Read
 - (a) JLCC/JLCG - Exclusion of Students who Present a Hazard
 - (i) EBCG - Communicable and Infectious Diseases (for reference)
 - (b) IK - Earning of High School Credit

D. Board Member Reports

E. Housekeeping

- 1. Adoption of Minutes
 - a) 2023.06.21 Draft School Board Minutes
 - b) 2023.06.21 Draft Non Public Minutes
- 2. Vendor and Payroll Manifests
 - a) PAY328P \$677,442.00 (signed)
 - b) BFPMS44 \$ 13,991.13 (signed)
 - c) AP062823 \$206,923.38 (signed)
 - d) 328 \$ 77,978.05(signed)
 - e) 451 \$ 139,772.17
 - f) PAY451P \$ 3,765.26
 - g) BFPMS45 \$ 12,840.13
 - h) AP072123 \$3,785,009.09
- 3. Correspondence and Information
- 4. Enrollment Report
- 5. Staffing Updates
 - a) Leaves
 - b) Resignations
 - (1) Traci Flaherty Counselor PES
 - (2) Katie Davis Teacher - English PMS
 - (3) Cheryl Page Teacher - Math PHS
 - (4) Thomas Limerick Teacher - Science PHS
 - (5) Heather Pacheco Deputy Treasurer District
 - (6) Jennifer Grover Teacher - 6th PMS
 - (7) Emilie Slossar Special Ed Teacher PES
 - c) Retirements
 - d) Nominations
 - (1) Tara MacDonald Asst Director of Student Services
 - (2) Karen Emery Reading Specialist PMS
 - (3) Noah Huizenga Teacher - Music PMS

(4) Kristin Descheneaux Teacher - 6th PMS

Jennifer Steck nominated verbally at meeting

F. Future Agenda Planning

G. Future Meetings

- | | | |
|--------------------|----------------------|-----------|
| 1. August 14, 2023 | School Board Retreat | PHS - 5PM |
| 2. August 30, 2023 | School Board Meeting | 6:30PM |

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

1. Emergency Planning
2. Student Matter

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

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

- (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely adversely affect the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.
- (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.
- (f) [Repealed.]
- (g) Consideration of security-related issues bearing on the immediate safety of security personnel or inmates at the county or state correctional facilities by county correctional superintendents or the commissioner of the department of corrections, or their designees.
- (h) Consideration of applications by the business finance authority under RSA 162-A:7-10 and 162-A:13, where consideration of an application in public session would cause harm to the applicant or would inhibit full discussion of the application.
- (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.
- (j) Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.
- (k) Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose

interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the negotiations. A contract negotiated by a school board shall be made public prior to its consideration for approval by a school district, together with minutes of all meetings held in nonpublic session, any proposals or records related to the contract, and any proposal or records involving a school district that did not become a party to the contract, shall be made public. Approval of a contract by a school district shall occur only at a meeting open to the public at which, or after which, the public has had an opportunity to participate.

- (l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.
- (m) Consideration of whether to disclose minutes of a nonpublic session due to a change in circumstances under paragraph III. However, any vote on whether to disclose minutes shall take place in public session.

*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

The Pelham School Board's Plan to Fill a Vacancy

At their June 21, 2023 meeting, the Pelham School Board reluctantly accepted the resignation of Vice-Chair Megan Larson. The Board is seeking qualified candidates to fill that position for the remainder of the term, which is until School District Voting Day of March 12, 2024.

Commitments

Membership on the Pelham School Board requires a significant commitment. These documents provide basic guidance:

- Qualifications - [Policy BBBA Board Member Qualifications](#)
- Meeting Schedules: [2023-24 Board Meeting Schedule](#) and [2023-24 Budget Development Schedule](#)
- Additional Committees: [2023-24 School Board Committee Listing](#)

Process

If you are interested in putting yourself forward for consideration for this position, please write a letter of interest, addressing the questions below. Please send the letter electronically to Board Chair Troy Bressette at tbressette@pelhamsd.org and to the Administrative Assistant to the Superintendent Erin Mazzariello at emazzariello@pelhamsd.org. Letters will be accepted through Friday, July 28. The Pelham School Board will review the submissions and select a community member to serve out the term at its August 14 retreat.

Questions for Candidate

Background

1. What motivates you to apply for this School Board Member appointment?
2. What experience and unique skills would you bring to this role?

Roles and Responsibilities of the Board

1. Please address your understanding of a School Board Member's role and responsibilities.
2. An individual School Board Member has no authority on his/her own; only the Board as a whole can make decisions. How would you handle Board decisions with which you may not agree?

Educational Matters

1. What do you view as key strengths of the Pelham School District?
2. What do you view as the two or three most significant priorities for the Pelham School District?

Practical

1. Do you have any anticipated conflicts that may prevent you from attending scheduled meetings of the Pelham School Board between the time of appointment through Election Day 2024?
2. Are you generally available to participate in Board Committee meetings that occur on school day afternoons?



TO: PELHAM SCHOOL BAORD

FROM: MRS. TARYN TEMMALLO, DIRECTOR OF SCHOOL NUTRTION

SUBJECT: NUTRITION SERVICE PRICE INCREASE RECOMMENDATION SY23-24

DATE: 7.12.23

Summary:

The Pelham Nutrition Service Program is requesting Board approval for an increase of 0.10 cents per lunch meal and uniform breakfast pricing in the upcoming 23-24 school year.

The USDA offers a Paid Lunch Equity Tool which takes into consideration our account balances, current lunch prices, and state reimbursement rates, it then generates a recommended price lunch increase for the following year. In order to be in compliance with the USDA regulations, we are required to increase the lunch price per meal by no less than 0.10 cents per school year. We are requesting an increase of \$0.10 per lunch.

By coordinating with surrounding School Nutrition Directors in the New Hampshire area, I have received district information on current school breakfast and lunch pricing. The data I got back reflects the average district lunch pricing is similar to Pelham, and many breakfast pricing are uniform between schools that offer comparable breakfast items. Area current pricing is included as a reference.

We ask for your support to make breakfast prices uniform by increasing Pelham Elementary School breakfast by \$0.20 to make a meal \$1.60 per breakfast. We propose to keep Pelham Memorial and High School breakfast prices at \$1.60 with no change. Pelham Elementary School has our highest breakfast participation, with up to 190 daily student breakfast served, Pelham Memorial serves a high of 10 daily students, and Pelham High serves a high of 25 daily students. The breakfast meals offered are categorically similar between all three schools and the price should reflect these similarities. We request a \$0.20 cent increase for PES breakfast meals.

As always, our goal is to keep families participating in our breakfast and lunch programs and to keep our department whole.

PRICING INFORMATION:

	CURRENT SY 2022-2023		PROPOSED SY 2023-2024	
	BREAKFAST	LUNCH	BREAKFAST	LUNCH
PES	\$1.40	\$2.75	\$1.60	\$2.85
PMS	\$1.60	\$2.85	\$1.60	\$2.95
PHS	\$1.60	\$3.10	\$1.60	\$3.20

Recommendation: I make a motion to increase the Pelham Elementary Breakfast price by 0.20 cents and increase all school lunch prices by \$0.10 cents beginning at the start of the 2023-2024 school year.

New Hampshire School Districts

<u>SAU</u>	<u>District</u>	<u>BA Contact</u>	<u>Nutrition Director Contact</u>
10	Derry	jsimard@sau10.org	klubelczyk@sau10.org
12	Londonderry	lmckenney@londonderry.org	kconnell@londonderry.org
15	Hooksett	aransom@sau15.net	cnusbaum@sau15.net
39	Mont Vernon	scott.gross@sau19.org	Kgendreau@sau39.org
25	Bedford	ambrosio@sau25.net	
26	Merrimack	matthew.shevenell@sau26.org	
27	Litchfield	cizbicki@litchfieldsd.org	lcrowley@litchfieldsd.org
28	Pelham	dmahoney@pelhamsd.org	ttemmallo@pelhamsd.org
37	Manchester	kdefrancis@mansd.org	
42	Nashua	donovand@nashua.edu	daigled@nashua.edu
52	Portsmouth		driso@sau52.org
55	Plaistow	geoffrey.dowd@sau55.org	
57	Salem	dpayne@sau57.org	elizabeth.bistany@sau57.org
81	Hudson	jburb@sau81.org	
95	Windham	dkgreenleaf@windhamsd.org	rpeckham@windhamsd.org
8	Concord		dreynolds@sau8.org
	Eppings		moss.crutchfield@eppingsd.org
			AVERAGE:

LUNCH PRICES CURRENT SCHOOL YEAR 2022-223					
Elementary	Elementary	Middle	Middle	High	High
Breakfast	Lunch	Breakfast	Lunch	Breakfast	Lunch
\$1.50	\$3.25			\$1.50	\$3.25
\$1.75	\$2.75	\$1.75	\$3.00	\$1.75	\$3.50
\$1.50	\$2.90	\$1.50	\$3.00	\$1.50	\$3.00
\$1.50	\$2.85	\$1.50	\$3.10	\$1.75	\$3.85
\$1.50	\$2.65	\$1.50	\$3.25	\$1.50	\$3.25
	\$3.00		\$3.25		\$3.75
\$1.65	\$2.50	\$1.65	\$2.65	\$1.65	\$2.75
\$1.40	\$2.75	\$1.60	\$2.85	\$1.60	\$3.10
\$1.30	\$2.50	\$1.30	\$2.75	\$1.30	\$2.75
\$1.25	\$2.55	\$1.50	\$2.75	\$1.75	\$3.00
\$1.50	\$2.85	\$1.75	\$3.35	\$1.75	\$3.60
\$1.50		\$1.75		\$1.75	
\$1.40	\$2.70	\$1.60	\$2.85	\$1.90	\$3.00
\$1.75	\$2.75	\$2.25	\$2.85	\$2.25	\$3.25
\$1.80	\$2.65	\$1.80	\$2.75	\$1.80	\$3.15
\$1.50	\$2.50	\$1.75	\$2.75	\$2.00	\$3.50
\$1.50	\$2.75	\$1.75	\$3.00	\$1.75	\$3.50
\$1.52	\$2.74	\$1.66	\$2.94	\$1.72	\$3.26

PLODZIK & SANDERSON

Professional Association/Certified Public Accountants

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX 603-224-1380

BOARD MEMBERS QUESTIONNAIRE

To the Members of the School Board:

This document is an integral part of our auditing process. In order to assist us with gathering information necessary to understand the entity and its environment in connection with this year's audit, please answer the following questions concerning your knowledge of the District/SAU's financial procedures, and **return to Plodzik & Sanderson, PA as soon as possible.** Thank you in advance for your cooperation.

1. Do you have any knowledge or suspicions of fraud affecting your entity?
Yes___ No___ If yes, please elaborate below.

Have you received any communications from employees, former employees, regulators, or others alleging fraud?

Yes___ No___ If yes, describe briefly.

2. Have you identified any specific risks of fraud within your entity?
Yes___ No___ If yes, describe briefly.

3. Has the Board adopted a universal code of ethics for members and employees to follow?
Yes___ No___ If yes, please furnish a copy.

If yes, does this document prohibit elected officials and employees from doing business with the entity? Yes___ No___

4. Have you or any related party of yours had any interest, direct or indirect, in any of the following transactions or pending or incomplete transactions since July 1, 2022 to which the School District/SAU or any retirement, savings, pension or other similar plan was, or is to be, a party?

	YES	NO
Sale, purchase, exchange, or leasing of property?	_____	_____
Receiving or furnishing of goods, services, or facilities?	_____	_____
Transfer or receipt of income or assets?	_____	_____
Maintenance of bank balances as compensating balances for the benefit of another?	_____	_____
Other transactions?	_____	_____

BOARD MEMBERS QUESTIONNAIRE (Continued)

If yes, please describe below, and note dollar amount of the activity. _____

5. Does the Board have any concerns over related party transactions? If so, please explain.

6. Does the Board formally authorize all disbursements, both vendor and payroll, prior to the release of funds? Yes ___ No ___

If the answer to the above is No, please describe your knowledge of how disbursements are approved within the system.

7. Describe how the Board stays informed of the latest changes in the laws and regulations pertaining to the entity.

8. Does the Board review comparative reports of estimated and actual revenues and appropriations and expenditures? Yes ___ No ___ If yes, how often are reports reviewed?

9. What procedures does the Board follow in reviewing or using these reports? For example, does the Board normally meet with the department heads as part of this process? Also, does the Board review BOTH the revenue and expenditure reports?

10. Has the Board approved a Disaster Recovery Plan in the event of loss or interruption of the IT function? Yes ___ No ___ If yes, please provide a copy.

11. Is there a written investment policy adopted? Yes ___ No ___ If yes, please provide a copy. When was the policy last reviewed and approved? _____

12. Have you adopted the use of either debit or credit cards by employees? Yes ___ No ___
If yes, please provide a copy of policy covering same.

BOARD MEMBERS QUESTIONNAIRE (Continued)

13. Does the Board have knowledge of any funds or bank accounts that are not in the custody of the Treasurer? Yes___No___ If yes, provide the name and custodian of account.

14. Has the Board approved a fund balance policy in compliance with GASB No. 54? Yes___No___

If yes, please provide the most updated copy.

15. Does the School District/SAU have knowledge of any crowdfunding activities? If so, please indicate what they are, on what website they are maintained, and who is responsible for them.

16. For each Board Member please provide below the years of service and a brief description of their background (i.e., Jane Doe, 5 years on the Board, Teacher for 20 years at the high school in the local government):

Name: _____

Years of Service: _____

Background: _____

Name: _____

Years of Service: _____

Background: _____

Name: _____

Years of Service: _____

Background: _____

BOARD MEMBERS QUESTIONNAIRE (Continued)

Name: _____
Years of Service: _____
Background: _____

Name: _____
Years of Service: _____
Background: _____

Name: _____
Years of Service: _____
Background: _____

Name: _____
Years of Service: _____
Background: _____

Signed: _____ Date: _____
Chairperson on behalf of the Board

Printed Name: _____

Pelham Elementary School



Jessica Van Vranken, M.Ed., CAGS
Principal

Kerry Struth, M.Ed., CAGS
Assistant Principal

Nicole Covart, M.Ed.
Special Education Coordinator

Kelly LaBonte, M.Ed.
Assistant Principal

To: Dr. Chip McGee and Members of the School Board
From: Pelham Elementary School Administrative Team
RE: 2023-2024 Student Handbook Change Memo
Date: July 6, 2023

Outlined below are the proposed changes to the 2023-2024 Pelham Elementary School Student Handbook.

- Names and titles were updated, as needed, due to staffing changes
- Dates and calendars were updated, as needed, as it is a new school year

Other significant changes include:

- Page 12: Added language to better align with Pelham School District policy.

When a grading concern arises, the decision of the building principal is final.

- Page 15: Added language to reflect a new app-based program we will be implementing.

If your child will be absent from school, you are requested to report your student's absence through the PickUp Patrol app.

- Page 15: Removed language as the CARE Line will no longer be used at Pelham Elementary School.

CARE LINE

~~The CARELine requires that a parent or guardian call the school before 8:30 a.m. if your child is going to be absent. The phone number for the CARELine is (603) 635-8875 and the caller will follow prompts to report absence. (#1) You will be asked to leave a message about your child's absence. You may leave one message that will cover more than one day's absence. If you do not leave a message for each absence, a staff member will phone to check on your child. You will also be able to email your child's absence to the CARELine at the following email address: PESCareline@pelhamsd.org. If we cannot reach you or anyone designated on your child's emergency contact list, we will reach out to our school resource officer/Pelham Police Department who will conduct a well check on the family.~~

- Page 16: Added language to better align with Pelham School District policy.

Students on antibiotics for a communicable/contagious disease must be on antibiotics for at least 24 hours prior to returning to school. If a student has a fever over 100.4 or is vomiting, they must stay out of

school until fever free for 24 hours. The Pelham Schools use the guidance of the NH Department of Health and Human Services to make these decisions.

- Page 16: Added language to reflect a new app-based program we will be using at Pelham Elementary School.

PICKUP PATROL

For the 2023-2024 school year, Pelham Elementary School will transition to a new system (PickUp Patrol) to report student absences and changes in dismissal plans. Additional details on this app-based system will be available on our website.

PickUp Patrol requires that a parent or guardian notify the school before 8:30 a.m. if your child is going to be absent through the app. If your student's absence is not reported, a staff member will phone to check on your child. If we cannot reach you or anyone designated on your child's emergency contact list, we will reach out to our school resource officer/Pelham Police Department who will conduct a well check on the family.

- Page 19: Removed language as this is no longer a program used in the Pelham School District.

~~Payments can be sent into the school with your child. Payment should be in an envelope with the child's name, teacher, bar code number and total amount of the deposit. Cash or checks made payable to Pelham Nutrition Service in any amount are accepted. Parents will be able to view the account online and make payments at <https://www.k12paymentcenter.com/>. Please check the school website and monthly menu for that information.~~

~~Charging of purchases is not encouraged although we understand sometimes payments may be late. Bills and low balance reminders will be sent home weekly. If the account becomes past due for \$5.00 or more, you will be notified that payment must be received within one week of notification.~~

- Page 19: Added language to reflect a new program being used in the Pelham School District.

For the 2023-2024 school year, the Pelham School District will transition to a new system (Linq Connect) to collect payments for school lunches. All current balances will be transferred from the current system to the new system over the summer. Additional details will be available on the district website under nutrition services.

- Page 20: Added language to clarify the procedure at Pelham Elementary School. Car drop off will begin at 8:30am and end promptly at 8:45am. If your student arrives anytime after 8:45am, they are considered tardy and must be escorted into the Main Office to be signed in by a parent or guardian. After 8:45am, please park your vehicle in a parking space and escort your student into the building. Several visitor spaces have been designated in the front lot for your convenience.

- Page 22: Removed language as this procedure will no longer be used at Pelham Elementary School.

Changes in your student's normal dismissal procedure ~~for that day must be made in writing to your student's classroom teacher. Please include the dismissal date and label your student's first and last name and grade level on written requests.~~

- Page 22: Added language to reflect a new app-based program we will be using at Pelham Elementary School.

Changes in your student's normal dismissal procedure through the PickUp Patrol app.

- Page 23: Added language to clarify the procedure at Pelham Elementary School.

The visitor's badge must be worn on the left chest area and be visible to all school personnel at all times.

- Page 25: Removed language as this behavior matrix was not appropriate for elementary school behaviors and disciplinary actions.

~~Level I—Offenses which typically involve minor misbehaviors which impede orderly classroom procedures or interfere with the orderly operation of the school. These infractions can typically be addressed by a staff member and may require the intervention of administration.~~

Examples (not exclusive)	Staff Action	Disciplinary Options*
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Bus Misconduct Damage to Property (unintentional) Deceiving or Lying to Staff Disrespect Disruptive Behavior Dress Code Violation Failure to Comply Forgery Improper use of District Equipment, Facilities and/or Resources Incomplete Homework/Class Work Late to Class Misuse/Missing Hallway Pass Plagiarizing/Cheating Presence in an Unauthorized Area Profanity or Unacceptable Language Pushing/Shoving School Building Security Breach Tardiness Unsafe Behavior Use/Possession of Personal Electronic Devices without Permission Violations Administration Considers Reasonable to Fall within this Level	Verification of Offense Log of Infraction Referral to Administration Notification to Parent Student/Parent Conference with Administrator Referral to School Counselor	Behavioral Contract Detention Guidance/Health Services In-school Suspension Loss of Make-up Privilege and/or Credit Parent Contact Rearrangement of Seating Removal from Activities and/or Restitution for Damage Removal from Class Replacement/Repair of Damaged Property and Restriction of Privileges Special Assignment Suspension Verbal Reprimand Warning
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* The order of listed disciplinary options is not ranked or sequential, nor is it to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration, based on the severity of the offense.

Level II – Offenses include Level I infractions that are cumulative, premeditated or hostile; acts whose frequency or seriousness disrupts the learning climate of the school; acts that may constitute a threat to the health, safety, property, or welfare of students or staff. infractions generally require the intervention at the administrative level and may also require the intervention of outside agencies, including the police.

Examples (not exclusive)	Staff Action	Disciplinary Options*
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Bullying Computer Vandalism/Physical Damage to Computer Resources; Purposeful Deletion of Information Stored by Others Disruption/Threat of Disruption or Harassment Extortion Failure to Serve Detention or Other Disciplinary Action Harassment/Sexual Harassment Indecent/Obscene Behavior or Possession or Use of Indecent/Obscene Material Instigating/Engaging in, or Attempting to Fight Insubordination (Failure to Follow Directives) Leaving School Property without Permission Possession/Use of Tobacco Products Reckless Behavior/Endangering Others Solicitation without Permission Stalking Theft Threatening by Word or Act Truancy Unauthorized Transmission/Posting of Photo or Video Content Vandalism Violations which the Administration Considers Reasonable to Fall within this Level	Verification of Offense Log Infraction Referral to Administration Notification to Parent Student/Parent Conference with Administrator Referral to School Counselor Police/Agency Referral	Administrative Probation Alternative Education Detention Guidance/Health Services In-school Suspension Parent Conference Police/Agency Referral Removal from Class Activities Restitution for Damage (Replacement of Damaged Property) Restriction/Withdra wal of Privileges School/Community Service Suspension
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* The order of listed disciplinary options is not ranked or sequential, nor is it to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration, based on the severity of the offense.

~~Level III—Offenses include Level I and II infractions which are chronic, continuous, or severe. Level III offenses are acts that result in violent actions directed toward another person, destruction of property, or acts which pose a clear and present threat to the health, safety, or of others in the school. Offenses are acts that are directed against persons or property that warrant immediate intervention. These acts are considered criminal and require intervention of law enforcement and/or action by the Pelham School Board. Infractions are in violation of laws or regulations established by various government agencies and will involve the police.~~

Examples (not-exclusive)	Staff Action	Disciplinary Options*
Arson Assault: Verbal or Physical Possession/Use of Drugs or Controlled Substance or Look-alike; Vapes; or Alcohol/Being Under Influence Possession of paraphernalia including but not limited to: rolling papers, pipes, vape juice, hookah pens, or other types of electronic delivery devices, vape chargers, or drug/vape related packaging Possession/Use of Weapon or Look-alike Selling/Distributing/Trafficking Drugs or Controlled Substance or Look-alike, or Alcohol Threatening/Terroristic Statements or Actions Unauthorized Use of Fire Alarm System Unlawful Entry Use of Computer Resources for Obscene, Threatening, Violent or Illegal Purposes Violations the Administration Considers Reasonable to Fall within this Level	Student Removal from Situation Referral to Administration Verification of Offense Log Infraction Student/Parent Conference with Administration Student Assistance Team Referral Drug/Alcohol Evaluation Mental Health Welfare Evaluation Police/Agency Referral School Board Hearing	Suspension Administrative or Board Probation Alternative Education Expulsion Police/Agency Referral Restitution for Damage (Replacement/Repair of Damaged Property) School/Community Service Withdrawal of Privileges

~~* The order of listed disciplinary options is not ranked or sequential, nor is not to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration or School Board, based on the severity of the offense.~~

- ~~Page 23: Removed language to update and align with Pelham School District policy.~~

~~The responsibility for the appearance of the students rests with the parents and the students themselves.~~

~~When the dress of an individual student constitutes a health problem, is unsuitable for school wear, is a danger to any person, or causes a substantial and material disruption or disturbance, the principal shall take appropriate action to correct the situation.~~

~~We believe that there is a definite positive correlation between good dress habits, good work habits, self-esteem, and appropriate school behavior. We also believe that the key to being properly dressed is wearing clothing that fits the surroundings, situation, and season.~~

- Page 26: Added language to update and align with Pelham School District policy.

The responsibility for the appearance of the students rests with the parents and the students themselves. We believe that there is a definite positive correlation between good dress habits, good work habits, self-esteem, and appropriate school behavior. We also believe that the key to being properly dressed is wearing clothing that fits the surroundings, situation, and season.

When the dress of an individual student constitutes a health problem, is unsuitable for school wear, is a danger to any person, or causes a substantial and material disruption or disturbance, the principal shall take appropriate action to correct the situation.

The dress code within each school shall be administered fairly, consistently, and equally to all students. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint according to the guidelines provided in Pelham School Board Policy JICE or results in a disproportionate application of the dress code in a manner that is discriminatory according to Pelham School Board Policy AC. Enforcement must accommodate clothing worn by students as an expression of religious beliefs and worn by students with disabilities.

Clothing that depicts acts of violence, vulgarities, or racist language, represents drugs or alcoholic beverages, or displays inappropriate or suggestive language or situations is unacceptable.

- Page 27: Added language to better align with Pelham School District policy.

OUT OF SCHOOL SUSPENSION (OSS) ([Policy JICD](#))

Students who receive an out of school suspension (OSS) may not participate in any school function or school related event for the duration of the suspension. Upon returning from the suspension, the student and their parents will meet with administration for a re-entry meeting to determine a plan to mitigate recurring behaviors and to determine necessary steps to ensure academic growth. Suspensions of less than 10 days may be appealed to the Principal whose decision is final.

The superintendent is authorized to issue a long term suspension which is the extension or continuation of a short-term suspension for a period not to exceed an additional 10 days beyond the duration of the short-term suspension. Only suspensions beyond 20 days may be appealed to the Pelham School Board.

Pelham Memorial School

59 MARSH ROAD
PELHAM, NEW HAMPSHIRE 03076
Telephone (603) 635-2321/Fax (603) 635-2369
www.pelhamsd.org

To: Chip McGee
From: PMS Leadership Team
RE: Revisions to the PMS Student Handbook
Date: 7/6/2023

Outlined below are the proposed changes to the PMS student handbook for the 2023-2024 school year.

There are minimal changes to the handbook, including the following:

2023-2024 Specific Updates

- Names and titles updated throughout the document
- Schedules Adjusted

New Additions to Handbook

- Added language to Discipline - Page 20

Out of School Suspension (OSS) [Policy JICD](#)

Students who receive an out of school suspension (OSS) may not participate in any school function or school related event for the duration of the suspension. Upon returning from the suspension, the student and their parents will meet with the Assistant Principal for a re-entry meeting to determine a plan to mitigate recurring behaviors and to determine necessary steps to ensure academic growth. Suspensions of less than 10 days may be appealed to the Principal whose decision is final.

The superintendent is authorized to issue a long term suspension which is the extension or continuation of a short-term suspension for a period not to exceed an additional 10 days beyond the duration of the short-term suspension. Only suspensions beyond 20 days may be appealed to the Pelham School Board.

- Added language to Marking System - page 26

Teacher/Grading Concerns

Classroom teacher ⇨ Department Head ⇨ Assistant Principal ⇨ Principal decision is final

Policy Language Updates

- Added Language - [Electronic Devices \(Policy JICJ = Unauthorized Communication Devices\)](#) page 36

Cell phone use becomes much more prevalent during middle school than in elementary. As students enter middle school there is much more freedom of movement than in elementary school and the temptation to use cellular devices is one that becomes problematic on many levels. We as a school recognize the impact of these devices and want to help students maneuver through the benefits and drawbacks of these devices; during the beginning of the year, in our Advisory Program, we discuss the appropriate use of cell phones during school and after school in hopes of helping all students gain a better understanding of cell phone usage.

- Removed Language- [Electronic Devices \(Policy JICJ = Unauthorized Communication Devices\)](#) pages 36/37 Note: This eliminates redundancies within the handbook and aligns this section with the discipline matrix which addresses cell phone use in Level One offenses.

Personal electronic devices must be turned OFF before entering school grounds and the building and NOT VISIBLE during the school day. This includes cell phones, smartwatches, earbuds/pods or other devices. ~~Use of the device shall be limited to teacher permission for an educational purpose and for after school hours when you leave the building.~~ Students should go to the office if an "emergency" arises and a call home is deemed necessary. Students using electronic devices during the day for non-academic purposes will face the following disciplinary actions:

~~1st offense:~~

- ~~1. Students will be sent to the administration. Verbal warning will be issued.~~
- ~~2. Devices will be taken away and returned at dismissal.~~

~~2nd offense:~~

- ~~1. Parents will be contacted.~~
- ~~2. Students will drop off/pickup any device(s) at the office for 1 week.~~

~~3rd Offense:~~

- ~~• Parents will be contacted and 1 hour detention will be issued.~~
- ~~• Students will drop off/pickup any device(s) at the office for 1 trimester.~~

- Added language from school board policy ([Policy JLC - Student Health Services](#)) page 40

Students on antibiotics for a communicable/contagious disease must be on antibiotics for at least 24 hours prior to returning to school. If a student has a fever over 100.4 or is vomiting, they must stay out of school until fever free for 24 hours. The Pelham Schools use the guidance of the NH Department of Health and Human Services to make these decisions

- Added language from school board policy ([Policy JLDDBB - Suicide Prevention and Response](#)) page 41

District Suicide Prevention Coordinator:

Kim Noyes, Director of Student Services

(603) 635-1145 ext. 5003

knoyes@pelhamsd.org

Pelham Elementary School Liaison:

Brian Driscoll, Mental Health Clinician

603-635-2321 x 2022

bdriscoll@pelhamsd.org

Additional Designated Point of Contact:

Shannon Hebert, Mental Health Clinician

(603) 635-2115 ext. 3054

shebert@pelhamsd.org

- New Language added to [\(Policy EFAA - Food Service Account Procedure\)](#) page 31

Food Service Payment System Transition - "Linq Connect"

Next year, the Pelham School District will transition to a new system to collect payments for school lunches. It is called Linq Connect. All current balances will be transferred from the current system to the new system over the summer. Additional details will be available on the [district website under nutrition services](#).

~~Charging of purchases is not encouraged although we understand sometimes payments may be late. Bills and low balance reminders will be sent home weekly. If the account becomes past due for \$5.00 or more, you will be notified that payment must be received within one week of notification.~~

- Language Revision - removal of passive voice from section [\(Policy JICA -Student Dress Code\)](#) Page 35
- Clothing shall have no words or artwork that glorifies alcohol, drugs, sex, tobacco, violence, vulgarity or death.
- No hats.
- Undergarments must be concealed. Lace or mesh clothing that exposes any undergarment is not appropriate.
- Clothing that exposes the chest, cleavage, abdomen, midriff, genital area, or buttocks is prohibited.
- Armholes ~~shall~~ **will** be closely fitting around the shoulder.
- No halter tops, tube tops, or bandeaus.
- Clothing ~~shall~~ **will** be tastefully fitting (not tight); necklines ~~shall~~ **will** be high enough so that the neckline will rest against the body.
- Shorts/pants/dresses/skirts must be no shorter than 6" from the center of the kneecap while standing straight up.
- Shirt straps must be 1" in width.
- No pajamas.
- No words or logos on the back of pants.
- No chain wallets/no heavy metal jewelry, necklaces, ornamental chains of any kind.
- Any outerwear (hats, jackets, vests, gloves, etc.) is to be stored in the locker.
- Shoes or other appropriate foot coverings must be worn at all times. Any footwear worn must leave the floors free of black marks.

- No hoods, or head coverings/bandanas are to be worn in the building.
- Ripped clothing of any kind must have a lining to cover any exposed skin due to the rip.

These changes along with expected changes to staffing, an updated principal's note, grammatical corrections, and references to the school year comprise the edits to the 2021-2022 PMS handbook. As always, the leadership team will reconvene if necessary to address any concerns.



Pelham High School

85 Marsh Road
Pelham, NH 03076
(603) 635-2115

Dawn Mead, Principal Adam Barriere, Assistant Principal Thomas Babaian, Assistant Principal

Kaitlin Carmody, Special Education Coordinator

Todd Kress, Athletic Director

To: Chip McGee

From: PHS Leadership

RE: Revisions to Student Handbook for 2022-2023 school year

Date: June 22, 2023

This memo outlines the substantive changes to the PHS student handbook for the 2022-2023 school year. Changes include:

- Names, titles, references to dates, and the like were updated as needed throughout the document.
- On page 3, there was a change to wording: **Teacher/Grading Concerns**
Classroom teacher ⇒ Department Dean ⇒ Assistant Principal ⇒ **Principal decision is final**
- The late arrival bell schedule on page 5 was updated. During this past school year, it was discovered that the late arrival bell scheduled did not truly align to a 2 hour delay and was adjusted mid-year. The handbook now contains a bell schedule with a true 2 hour delay.
- Under Academic Integrity on page 8, a bullet was added stating the use of ChatGPT or other AI generators is unacceptable.
- On page 12, there is new change to high honors and honors requirements. High Honors: **Students who earn a GPA of 3.67 or higher for any marking period.**
Honors: **Students who earn a GPA of 3.0 or higher for any marking period.**
- A paragraph was added on page 16 under attendance protocols on advisement from the school nurses stating: **Students on antibiotics for a communicable/contagious disease must be on antibiotics for at least 24 hours prior to returning to school. If a student has a fever over 100.4 or is vomiting, they must stay out of school until fever free for 24 hours. The Pelham Schools use the guidance of the NH Department of Health and Human Services to make these decisions.**
- Also on page 16 under “Bathroom privileges” a statement has been added clarifying that multiple students are not allowed in the same stall to limit unsafe congregation of students.
- On page 18 a statement was added clarifying expectations for early release students stating that they are not allowed back in the building until after the regular school day has ended.
- On page 19, there is new language regarding linq connect for school lunches:
For the 2023-2024 school year, the Pelham School District will transition to a new system (Linq Connect) to collect payments for school lunches. All current balances will be transferred from

the current system to the new system over the summer. Additional details will be available on the district website under nutrition services.

- Procedures and disciplinary measures for student tardiness outlined on page 20 has been changed to: after the 8th unexcused tardy and subsequent Extended Day Detention, students would receive additional Extended Day Detentions after the 12th and 18th unexcused tardy and in-school suspension at 25 or more. Increasing the number of EDD's will serve as a deterrent to accumulated tardies.
- On page 21, new language regarding suspensions, appeals, and re-entry meetings. It is listed under the heading of out of school suspensions.
- Level I behavioral offenses on page 22 were changed to add loss of parking privileges as a potential disciplinary action and wandering hallways to avoid class was added as an additional potential violation; as well as, loitering in the bathroom.
- Threatening illustrations or images was added as an additional level II violation on page 23
- On page 28, a district wide addition of new language for dress code: The dress code within each school shall be administered fairly, consistently, and equally to all students. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint according to the guidelines provided in Pelham School Board Policy JICE or results in a disproportionate application of the dress code in a manner that is discriminatory according to Pelham School Board Policy AC. Enforcement must accommodate clothing worn by students as an expression of religious beliefs and worn by students with disabilities.

Pelham Elementary School



Jessica Van Vranken, M.Ed., CAGS
Principal

Kerry Struth, M.Ed., CAGS
Assistant Principal

Nicole Covart, M.Ed.
Special Education Coordinator

Kelly LaBonte, M.Ed.
Assistant Principal

To: Dr. Chip McGee, Superintendent
From: Jessica L. Van Vranken, PES Principal
RE: Special Education Needs at PES
Date: July 12, 2023

This memo is to request assistance for our Special Education programming at Pelham Elementary School. We are specifically requesting a half-time special education teacher to assist with the Special Education case management in our preschool program. This position is currently in the budget.

We have been fortunate to have our SPED Coordinator Ms. Covart managing our special education program. Including preschool, she oversees seven grades. Preschool has several unique demands including tuition-based typical peers, referrals from outside agencies and parents, and "Child Find" requirements. The preschool program evaluates and enrolls new students throughout the year as children turn three.

Pelham Memorial School

59 MARSH ROAD
PELHAM, NEW HAMPSHIRE 03076
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www.pelhamsd.org

Stacy Maghakian
Principal

Zack Medlock
Assistant Principal

Cheryl Northrup
Special Ed. Coordinator

To: Superintendent McGee
From: Crystal Hatzimanolis
Re: To request approval for the 2024 Washington DC Trip
Date: July 12, 2024

As the advisor for the Eighth Grade Trip to Washington DC, I am requesting approval for the April 2024 trip from the Pelham School Board. Principal Maghakian had reviewed and approved the curricular, travel, and financial aspects of all trips prior to my submission to you for presentation to the School Board. As a part of our preparation each year we do the following:

1. Instruction throughout the school year in Social Studies and English will be provided to ensure students have the opportunity to apply what they have learned to enrich their experience
2. The Washington, DC Trip planning begins shortly after the return from the current trip. The trip is organized where major events in history that have helped shape our country are visited and recognized along with providing a deeper understanding through the conversations with the tour guides.
3. The Washington, DC Trip uses coach buses; therefore, this field trip does not interfere with the regularly scheduled transportation of pupils to and from school.
4. The Washington, DC trip departs from Pelham Memorial School on a Tuesday morning and returns to the school on a Friday evening.
5. Parents and guardians provide written permission for their child to attend the Washington, DC trip via the Educational Discovery Tours website. By registering their child on the website, this is the parent/guardian's digital permission required for their child to participate in the off-property trip.
6. Students are expected to abide by the school rules outlined in Pelham Memorial School Handbook as well as guidelines outlined in the Washington, DC Trip packet under "Behavioral Expectations".
7. Teachers and those contracted under the PEA Agreement are eligible to chaperone the Washington, DC Trip. There are multiple meetings prior to the trip to ensure all chaperones are aware of their responsibilities to the students attending the trip. They are expected to enforce behavioral expectations and report any students failing to meet them to the administrator attending the field trip.
8. Students whose parents chose not to have their child attend the trip are provided with a curriculum-rich week that helps deepen their understanding of history through lessons, activities, and the possibility of a field trip related to US History.
9. The opportunity to chaperone the Washington, DC trip is open to all staff under the PEA Agreement and offered to eighth grade staff members first. The school recognizes that not everyone is available to chaperone and those eighth grade teachers that stay behind will substitute for anyone else attending the trip that has students that week.

EDUCATIONAL DISCOVERY TOURS

EXPERIENCE DC

KNOWLEDGE SEEKER

WASHINGTON D.C. History Tour

Pelham Memorial School

4 Day Washington, D.C. & Philadelphia, PA U.S. History Tour

April 16th -19th 2024

Day 1 – Tuesday, April 16th

6:00 am departure from Pelham, NH to Washington, D.C.

(7 1/2 hr drive plus stops)

Breakfast en route on own

Lunch en route included

Late afternoon arrival in Washington, D.C.

Meet your Tour Director Guide

Smithsonian Museums- (museums of your choice)

❖ **National Museum of the American Indian**

❖ **National Air and Space Museum**

❖ **National Museum of Natural History**

❖ **National Museum of American History**

Dinner

Evening tour of Memorials & Monuments

(Jefferson, MLK, FDR, Washington)

Hotel check in Washington, D.C. area

Overnight at hotel with security

Day 2 – Wednesday, April 17th

Breakfast at hotel

Arlington National Cemetery (**Tomb of the Unknown Soldier-
Changing of the Guard, Kennedy Gravesites, challenger Memorial**)

Wreath Laying Ceremony & wreath with school's name

Iwo Jima Marine Memorial

Lunch

Holocaust Museum

National Archives

White House photo Op

Dinner

Evening tour of Memorials & Monuments

(Vietnam, Lincoln, Korean War, WWII)

Overnight at hotel with security

Day 3 – Thursday, April 18th

Breakfast at hotel

Mt Vernon (**Mansion and Grounds, 4D Movie, museum and
education center, George Washington's tomb**)

Lunch

US Capitol Visitors Center Tour and Group Photo

Photo op at the Supreme Court Tour & Library of Congress

SPY Museum

Dinner and DJ dance party at the hotel

Overnight at hotel with security

Day 4 – Friday, April 19th

Breakfast at hotel; check out of hotel

Depart for Philadelphia

Independence Hall & Liberty Bell

Lunch at Reading Terminal

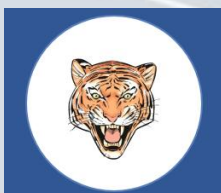
National Constitution Center

Colonial Walking Tour (*Presidents House, Betsy Ross House, Rocky
steps*)

Depart for Pelham, NH

Dinner en route included

****Itinerary schedule and venues subject to change due to
availability.***




Educational Discovery Tours
800-544-4723

www.EducationalDiscoveryTours.com

Educational Historical Memorable



(800) 544-4723

| www.EducationalDiscoveryTours.com

| info@educationaldiscoverytours.com

Pelham Memorial School 4 Day Washington, D.C. & Philadelphia, PA U.S. History Tour April 16th -19th 2024

Tour includes the following:

- ✓ Motorcoach transportation throughout the trip plus driver's room and gratuity and relief drivers
- ✓ 3 Breakfasts, 4 Lunches and 4 Dinners
- ✓ One 24 hr. Professional Tour Director per bus- **NO step on guide!**
- ✓ 3 nights hotel accommodation with nightly security guard
- ✓ 1 Panoramic photo per student
- ✓ 2 T-shirts per student
- ✓ 1 back pack per student
- ✓ All admissions, taxes and gratuities

Student price: \$1,235 (quad occupancy)

Pricing is based on a minimum of 45 paying passengers and 5 free chaperones per bus

Student price: \$1,275 (quad occupancy)

Pricing is based on a minimum of 40 paying passengers and 4 free chaperones per bus

**Pelham
MEMORIAL SCHOOL**

www.EducationalDiscoveryTours.com • (800) 544-4723 • (530) 582-6030 • fax (530) 582-6039
PO Box 6717; Reno NV 89513 | info@educationaldiscoverytours.com



Educating America with America's History

Management of all administrative aspects of the tour

- Online registration through EDT's portal with a payment schedule and trip details
- Create flexible payment plans for parents
- Send electronic invoices to parents on a monthly basis to help them stay on track; this ensures a much higher participation rate on the tour
- Offer information and guidance about trip insurance
- Have medical release forms for groups to use during trips in case of any accidents or mishaps
- Handle overall record keeping of all tour details including vendor management information
- Handle all the time consuming and complicated accounting for the tour
- Create separate accounts for each individual student with things like: payment information, dietary concerns, allergies and parent communication
- Take care of all applications, registrations and tickets for activities and entrances

Financial Aspects

- Create separate financial online accounts for each individual student with easy to track payments and reports
- Teacher can access up to date traveler information and payment information through our portal
- Send individual electronic invoices to parents on a monthly basis to help them stay on track; this ensures a much higher participation rate on the tour
- Accept Credit Card Payments over the phone and online
- **Do not charge late fees or any other hidden fees**



Enhancing classroom studies through responsible student travel

DISCOVER THE DIFFERENCE WITH EDUCATIONAL DISCOVERY TOURS

FINANCIAL - EDT was established 40 years ago as Alpen Group Travel, and is fully licensed and bonded to provide student travel.

EXPERIENCE – EDT started by providing student ski tours and instruction. Many years later, “Grad” trips were added, providing safe, sober, responsible travel for graduating high school seniors. EDT offers the best in East Coast educational destinations, including Washington DC, Williamsburg, New York, Philadelphia, Boston, and more. We offer an incredible adventure into California history for elementary school students with our 1860’s Pioneer Camp in the Sacramento area. Performing tours include public performances, clinics, exchange performances and competitions, as well as fun, interactive tours and attractions in destinations all over the United States and Europe.

TOUR PRICING – Our tours are priced with students accommodated in quad or triple rooms. Adults are priced in double or single rooms. It’s easy to plan the trip budget knowing exactly what the cost will be with no last minute financial surprises because of a change in the rooming list.

TRIP LEADERS – We provide a 24 hour-a-day Trip Leader on each bus in the destination, to insure that the group is safe, on time, and partaking of all the elements included in the tour. They are responsible for all financial transactions and trip details, and coordination of all the activities.

EMERGENCY ASSISTANCE - EDT has a 24 hour toll free number so that parents can reach the group when it is on tour, in the event of an emergency from home.

RECORD KEEPING - Monthly electronic invoices are sent to the travelers, providing them with a convenient way to stay current with trip payments. Payments can be made on-line or mailed to EDT. EDT will track all funds received from the students, so that a parent or teacher may call and double check on what money has been received, both personal and fundraising amounts. We accept phone calls from parents and students for credit card payments, and assistance with payments.

EDT does NOT charge late payment fees. All passengers must be paid in full 60 Days prior to departure.

CANCELLATION PROTECTION – EDT works in partnership with Travel Insured to offer medical and trip cancellation/interruption insurance at very reasonable rates.



Pelham Memorial School

4 Day Washington, D.C. & Philadelphia, PA U.S. History Trip

Your School Contact is: Crystal Hatzimanolis - chatzimanolis@pelhamsd.org

Register today at www.educationaldiscoverytours.com using tour code:

PELH24WP4

Registration Date: September 30, 2023

Program Overview

Dates of travel:	April 16, 2024 – April 19, 2024	
Cost:	\$1,275.00 per student (quad occupancy)	
Program Inclusions:	Motorcoach Transportation <i>gratuity and driver room included</i> Hotel Accommodation with overnight security – 3 nights Meals: 3 breakfasts, 4 lunches and 4 dinners <i>gratuity and tax included</i> One 24-hour EDT Trip Leader per bus 1 Panoramic Photo per student 2 T-shirts per student 1 Backpack per student All admissions, taxes, and gratuities	
Included venues/ sightseeing	Smithsonian Museums (of choice) Evening Tour of Monuments & Memorials Arlington National Cemetery (Wreath Laying Ceremony with school's name) Iwo Jima Marine Memorial Holocaust Museum National Archives White House Photo Op Mt. Vernon Mansion and Grounds	U.S. Capitol Visitors Center and Group Photo Library of Congress & Supreme Court Photo Op International Spy Museum DJ Dance Party at hotel Independence Hall & Liberty Bell National Constitution Center Colonial Walking Tour

All sites subject to availability

Payment Schedule

- Deposit of \$150.00 by 9/30/2023
- 4 Monthly payments of \$225.00 due 10/20/2023, 11/20/2023, 12/20/2023, and 1/20/2024
- Final payment of \$225.00 due 2/16/2024 (60 days prior to departure)

**Please see reverse side for payment & cancellation policies.
Full terms & conditions are available on the trip registration page.**

Have questions? Please call us 1-800-544-4723 or email marily@educationaldiscoverytours.com

EDT highly encourages travel protection. Information on reverse side

www.EducationalDiscoveryTours.com • (800) 544-4723 • fax (530) 582-6039
7050 Windstar Dr, Reno, NV 89523

PAYMENT POLICIES

Late registration: Travelers registering after the deposit due date, up to 60 days prior to travel, must submit the deposit plus the amount of any missed payments, according to the listed payment schedule. Late registration will be subject to availability.

Late-add fees: Travelers wishing to add to a trip within 60 days of departure will be added on a space available basis. EDT will require payment in full and will charge an additional fee equal to 10% of the trip price.

Returned check fee: There will be a \$25.00 fee for any check returned by your bank as unpaid.

CANCELLATION POLICY

EDT is required to pay all suppliers well in advance of your tour date. All suppliers have their own cancellation policies, which apply to your booking. Should a cancellation become necessary, please inform EDT immediately in writing and request a written confirmation of your cancellation. Upon receipt, EDT will follow industry procedures for any applicable refunds as outlined in the supplier's terms and subject to their review. If you are entitled to a refund, please note that the supplier is responsible for this refund, not EDT. Generally, flight tickets, hotel reservation and other items provided for the travel cannot be refunded if they are partially used. We are not responsible for a supplier's failure to pay a refund.

In addition to any terms of our suppliers, the following is the EDT cancellation fee schedule. In order to process your cancellation, please be sure to submit your notice of cancellation in writing. **If notice of cancellation is received:**

- **Between Point of Registration and 60 days prior to departure** your deposit is non-refundable and non-transferrable. (Please refer to the deposit amount listed on your registration form.)
- **Between 45 and 60 days prior to departure** 30% of the total trip cost is non-refundable and non-transferrable.
- **Between 15 and 44 days prior to departure** 50% of the total trip cost is non-refundable and non-transferrable.
- **Less than 15 days prior to departure** 100% of the total trip cost is non-refundable and non-transferrable.

These fees do not include non-refundable items such as theatre tickets or other deposits we have paid on behalf of you or your child; these fees will be in addition to the fees listed above.

ALL NOTICES OF CANCELLATION MUST BE RECEIVED IN WRITING. MAILED IN NOTICES WILL BE ACCEPTED ACCORDING TO THE DATE OF THE POSTMARK.

TRAVEL PROTECTION

EDT strongly recommends you purchase travel/medical/baggage protection for the trip. A **Cancel For Any Reason** (CFAR) policy is recommended. Trip cancellation and/or emergency medical insurance can be purchased through Travel Insured. More information is available on the flier included with registration materials, and by calling Travel Insured at 844-440-8113. You will have the option to purchase travel protection from Travel Insured during online registration.

IMPORTANT: CFAR coverage must be purchased prior to making final trip payment

EDT is not qualified to answer technical questions about the benefits, exclusions, and conditions of travel protection plans. EDT cannot evaluate the adequacy of the prospective insured's existing insurance coverage. If you have any questions about your travel protection, call your insurer or insurance agent or broker.

Full Terms & Conditions are available on the trip registration page

STUDENT DELUXE



TRAVEL PROTECTION PLAN FOR STUDENT GROUPS

SCHEDULE OF INSURANCE BENEFITS AND OTHER NON-INSURANCE SERVICES

Benefit	Maximum Benefit Amount
Trip Cancellation** ¹	Up to 100 % of Trip Cost*
Trip Interruption*** ¹	Up to 150% of Trip Cost*
Trip Delay – 6 hours	Up to \$2,500 (\$250 per day)
Missed Trip Connection – 3 hours	Up to \$500
Single Supplement	Included
Baggage and Personal Effects	Up to \$1,000 (\$250 per article)
Baggage Delay – 24 hours	Up to \$300
Medical Evacuation & Repatriation of Remains	Up to \$250,000
Accident & Sickness Medical Expense	Up to \$50,000
Political or Security Evacuation and Natural Disaster Evacuation	Up to \$150,000
Optional Cancel for Any Reason (CFAR)****	Up to 75% of Trip Cost*

Non-Insurance Worldwide Emergency Assistance Services	Included
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*Up to the lesser of the Trip Cost paid or the limit of coverage on Your confirmation of coverage

**Trip Cancellation is not applicable when \$0 Trip Cost displayed on Your confirmation of coverage

***\$500 Return air ticket cost only if \$0 Trip Cost displayed for Trip Cancellation on Your confirmation of coverage

****CFAR is optional and available provided: 1. You purchase the Cancel for Any Reason Benefit within the Time Sensitive Period; and 2. You cancel Your Trip no later than 48 hours prior to the Scheduled Departure Date of Your Trip. This Cancel for Any Reason Benefit does not cover penalties associated with any Travel Arrangements not provided by Retail Travel Supplier or the failure of Retail Travel Supplier to provide the bargained for Travel

Arrangements due to cessation of operations for any reason. This benefit is not available to residents of NY State. Additional costs and terms apply.

¹Trip Cancellation and Trip Interruption coverage only applies if trip is cancelled/interrupted by a covered peril.

PER PERSON RATES

Cost of Trip	Rates	With CFAR*	Cost of Trip	Rates	With CFAR*
\$0	\$10.00	N/A	\$5,001-\$5,500	\$230.00	\$345.00
\$1-\$250	\$26.00	\$39.00	\$5,501-\$6,000	\$252.00	\$378.00
\$251-\$500	\$32.00	\$48.00	\$6,001-\$6,500	\$273.00	\$409.50
\$501-\$1,000	\$46.00	\$69.00	\$6,501-\$7,000	\$293.00	\$439.50
\$1,001-\$1,500	\$63.00	\$94.50	\$7,001-\$8,000	\$337.00	\$505.50
\$1,501-\$2,000	\$83.00	\$124.50	\$8,001-\$9,000	\$382.00	\$573.00
\$2,001-\$2,500	\$105.00	\$157.50	\$9,001-\$10,000	\$403.00	\$604.50
\$2,501-\$3,000	\$125.00	\$187.50	\$10,001-\$11,000	\$446.00	\$669.00
\$3,001-\$3,500	\$145.00	\$217.50	\$11,001-\$12,000	\$488.00	\$732.00
\$3,501-\$4,000	\$167.00	\$250.50	\$12,001-\$13,000	\$531.00	\$796.50
\$4,001-\$4,500	\$187.00	\$280.50	\$13,001-\$14,000	\$573.00	\$859.50
\$4,501-\$5,000	\$208.00	\$312.00	\$14,001-\$15,000	\$616.00	\$924.00

The above rates are for trips up to 30 days. For each day over 30, add \$5.00 per person, per day. Maximum trip length is up to 60 days for all states, except Hawaii. Hawaii has a maximum trip length of up to 30 days. All of the above rates are for the plan which includes insurance and non-insurance services. The rates above do not apply to residents of Pennsylvania, California, Hawaii and Virginia.

*Optional Cancel For Any Reason (CFAR) benefit not available to residents of NY State.

Travel Insured International
844-440-8113
groups@travelinsured.com
www.travelinsured.com

EXCLUSIONS AND LIMITATIONS

Unless otherwise shown below, these exclusions apply to You, Your Traveling Companion, or Family Member scheduled and booked to travel with You.

The following exclusion(s) apply(ies) to the Trip Cancellation and Trip Interruption. We will not pay for any loss or expense caused due to, arising or resulting from: 1. a Pre-Existing Medical Condition, as defined in the policy.

The following exclusions apply to the Medical Expense benefits. We will not pay for any loss or expense caused due to, arising or resulting from: 1. routine physical examinations or routine dental care; 2. traveling for the purpose or intent of securing medical treatment or advice; 3. Elective Treatment and Procedures; 4. Normal pregnancy (except Complications of Pregnancy) or childbirth, except as specifically covered under Trip Cancellation or Trip Interruption or elective abortion; 5. a Mental, Nervous or Psychological Condition or Disorder unless Hospitalized or Partially Hospitalized while the policy is in effect; 6. Your participation in Adventure or Extreme Activities, riding or driving in any races, or participation in speed or endurance competition or events, except as a spectator; 7. Your participation in an organized athletic or sporting competition, contest, or stunt under contract in exchange for an agreed-upon salary or compensation. This does not include athletes participating in exchange for a scholarship or tuition.

In addition to any applicable benefit-specific exclusion, the following general exclusions apply to all losses and all benefits. We will not pay for any loss or expense caused due to, arising or resulting from: 1. suicide, attempted suicide or any intentionally self-inflicted injury of You, a Traveling Companion, Family Member or Business Partner booked and scheduled to travel with You, while sane or insane; 2. being under the influence of drugs or narcotics, unless administered upon the advice of a Physician as prescribed; 3. activities, losses, or claims involving or resulting from possession, production, processing, sale, or use of marijuana, illegal drugs, alcohol or substances are excluded from coverage; 4. war or act of war, including invasion, acts of foreign enemies, hostilities between nations (whether declared or undeclared), or civil war, except as the policy specifically provides otherwise; 5. the commission of or attempt to commit a felony or being engaged in an illegal occupation by You, a Traveling Companion, Family Member, or Business Partner; 6. directly or indirectly, the actual, alleged or threatened use, discharge, dispersal, seepage, migration, escape, release or exposure to any hazardous biological, chemical, nuclear radioactive weapon, device, material, gas, matter or contamination; 7. piloting or learning to pilot or acting as a member of the crew of any aircraft; 8. a loss or damage caused by detention, confiscation, or destruction by customs.

EXCLUSIONS AND LIMITATIONS apply to Baggage and Personal Effects, Musical Instruments, Baggage Delay, and Musical Instruments

Equipment Rental: We will not provide benefits for any loss or damage for the following items: a. animals; b. automobiles and automobile equipment; c. boats or other vehicles or conveyances; d. trailers; e. motors; f. aircraft; g. bicycles, except when checked as baggage with a Common Carrier; h. household effects and furnishings; i. antiques and collectors' items; j. sunglasses, contact lenses, artificial teeth, dentures, dental braces, dental bridges, retainers or other orthodontic devices or earing aids; k. artificial limbs or other prosthetic devices; l. prescribed medications; m. keys, money, stamps and credit cards (except as otherwise specifically covered herein); n. securities, stamps, tickets and documents (except as coverage is otherwise specifically provided herein); o. professional or occupational equipment or property, whether or not electronic business equipment; p. telephones or wireless devices, computer hardware or software.

Losses not covered: We will not provide benefits for any loss or damage caused by or resulting from: a. breakage of brittle or fragile articles (except musical instruments); b. wear and tear or gradual deterioration; c. confiscation or appropriation by order of any government or custom's rule; d. theft or pilferage while left in any unlocked or unattended vehicle; e. property illegally acquired, kept, stored or transported; f. Your negligent acts or omissions; g. property shipped as freight or shipped prior to the Scheduled Departure Date; h. electrical current, including electric arcing that damages or destroys electrical devices or appliances.

Pre-Existing Medical Condition Exclusion Waiver!

The Pre-Existing Medical Condition Exclusion will be waived if the protection plan is purchased at or before final trip payment due date for this trip, and you are medically able and not disabled from travel at the time you pay the plan cost.

PLEASE REFER TO THE PLAN DOCUMENTS FOR A COMPLETE DESCRIPTION OF COVERAGE.

This advertisement contains highlights of the plans developed by Travel Insured International, which include travel insurance coverages underwritten by United States Fire Insurance Company, Principal Office located in Morristown, New Jersey, under form series T7000 et al, T210 et al and TP-401 et al, and non-insurance Travel Assistance Services provided by C&F Services. The terms of insurance coverages in the plans may vary by jurisdiction and not all insurance coverages are available in all jurisdictions. **Insurance coverages in these plans are subject to terms, limitations and exclusions including an exclusion for pre-existing medical conditions.** In most states, your travel retailer is not a licensed insurance producer/agent, and is not qualified or authorized to answer technical questions about the terms, benefits, exclusions and conditions of the insurance offered or to evaluate the adequacy of your existing insurance coverage. Your travel retailer may be compensated for the purchase of a plan and may provide general information about the plans offered, including a description of the coverage and price. The purchase of travel insurance is not required in order to purchase any other product or service from your travel retailer. CA DOI toll free number is 800- 927-4357. The cost of your plan is for the entire plan, which consists of both insurance and non-insurance components. Individuals looking to obtain additional information regarding the features and pricing of each travel plan component, please contact Travel Insured International. P.O. Box 6503, Glastonbury, CT 06033; 855-752-8303; customercare@travelinsured.com; California license #0I13223. While Travel Insured International markets the travel insurance in these plans on behalf of USF, non-insurance components of the plans were added to the plans by Travel Insured International, and Travel Insured International does not receive compensation from USF for providing the non-insurance components of the plans.

PELHAM SCHOOL DISTRICT POLICY IJOA – FIELD TRIPS

Category: Recommended

Also IJOA

The Pelham School District recognizes the value of field trips in achieving certain educational objectives and encourages activities of this nature as long as they do not seriously interfere with the educational routine of students who must remain in school.

School transportation vehicles, if available, will be furnished for all trips sponsored by the school. However, all travel is subject to budget limitations and the following guidelines:

1. Appropriate instruction shall precede and follow each field trip.
2. Field trips shall be considered as instruction and shall be planned with definite objectives determined in advance.
3. Field trips requiring school bus transportation shall not interfere with the regularly scheduled transportation of pupils to and from school.
4. All field trips shall begin and end at school.
5. Written approval of parent or guardian is required for student participation in field trips that occur off school property.
6. Approval
 - a. The principal determines whether to approve all field trips.
 - b. The Superintendent determines whether to approve field trips outside school hours.
7. All school rules and regulations apply while students are engaged in activities sponsored by the school.
8. Teachers or other certified personnel of the district will accompany students on field trips and assume full responsibility for their proper conduct.
9. Appropriate supervision shall be provided for all students whose parents do not want their children to participate.
10. The Board encourages professional staff members as chaperones when available.

Overnight Field Trips

The Pelham School Board recognizes that domestic or international field trips are a valuable extension of student learning. Well-executed field trips create a learning experience that cannot normally be replicated inside the District's schools. As such, it is the policy of the Pelham School District to permit and encourage field trips, subject to the following requirements:

1. All school sponsored, domestic or international field trips require School Board approval.
2. The principal shall review and approve the curricular, travel, and financial aspects of all trips prior to submission to the Superintendent for presentation to the School Board.
3. The School Board has no role or responsibility for privately organized or operated trips.
4. Materials for presentation to the School Board for approval of all domestic or international overnight field trips must be submitted to the Superintendent and School Board at least three (3) months prior to the departure date for the field trip. Materials submitted must include all logistical details involving transportation, accommodations,

PELHAM SCHOOL DISTRICT POLICY

IJOA – FIELD TRIPS

Category: Recommended

- cost, fund-raising required of students (including the manner of fund-raising), and the educational value of the trip in relation to grade level and cost.
5. Transportation—Use of private vehicles is strongly discouraged. Financial plans should include projected costs of commercial transportation.
 6. As a condition of School Board approval, evidence of trip cancellation insurance coverage that is consistent with industry standards must be submitted. This insurance may be obtained through the tour company and/or individually.
 7. The approval process by the School Board must be completed prior to engaging students in fund-raising activities or other preparations for the trip.
 8. Students shall be accompanied by a sufficient number of chaperones (a 5:1 student/teacher ratio or less for elementary schools, and a 10:1 student/teacher ratio or less for middle and high schools), taking into account the trip's scheduling and logistics. All chaperones, including parents and volunteers, must have participated in district required training and have been fingerprinted/background checked prior to the field trip. All overnight coed field trips will have coed chaperones.
 9. The services of a registered nurse and/or unlicensed staff member or substitute trained in prescription medication administration must also be available during part or all of such field trips.
 10. All participating students must submit a signed parent/guardian consent form.
 11. No parent shall be allowed to go on a field trip without being pre-approved by the school principal or designee.
 12. No field trip shall be approved that contemplates travel to a country for which the Department of State has issued a current travel prohibition or travel warning which presents a unique risk to student safety. The District reserves the right to cancel a trip which, due to international threats, political unrest, or terrorist threats presents an unreasonable risk to the safety participants.
 13. Refunds to parents and guardians shall only be made to the extent the District has not expended monies paid by participants or the District has received a refund of expended funds.
 14. A student who is suspended from school during any period of time which includes the day of departure shall not be permitted to participate in the field trip.
 15. When medical needs warrant, the services of a registered nurse or trained staff member or substitute trained in prescription medication administration shall be provided by the District.
 16. Parents are responsible for timely informing the District of all known medical needs of their children. The District reserves the right to prohibit a child who is exhibiting signs of an acute illness from participating on a trip in accord with the District's student illness policy.

Foreign Travel Field Trip Expectations

In determining whether a field trip furthers the curricular or educational goals of the school in a manner that safeguards student well-being, the principal shall consider the following field trip expectations:

PELHAM SCHOOL DISTRICT POLICY IJOA – FIELD TRIPS

Category: Recommended

Chaperone Expectations

- Shall be assigned in a ratio of at least one adult to ten (10) students.
- Should be qualified employees of Pelham School District, if possible.
- When such qualified chaperones are not available, then non-employee chaperones may supervise, provided that they are deemed by the principal to be otherwise qualified.
- Shall be of sufficient experience and maturity (minimum of 21 years of age) to provide sound leadership and guidance.
- Shall be assigned in a manner to provide personal, private guidance to students, as appropriate.
- Shall not consume alcohol or drugs not prescribed by a physician.
- Shall structure the trip itinerary to limit the amount of free time. Free time is defined as a time when students are not under direct and immediate adult supervision.
- Shall set clear expectations of behavior, address any infractions appropriately on the trip, and report any such infractions to the administration.
- Shall review and maintain accurate medical records of student health factors and keep such records immediately available.
- Shall not leave the group or deviate from the itinerary.
- All non-employee chaperones are subject to fingerprinting/background checks and must engage in any District requirement training prior to the field trip.
- Shall be subject to the supervision and direction of the lead chaperone (as approved by the Principal).
- Shall be familiar with the school's disciplinary standards.
- Student rosters shall be submitted to the principal for approval.

Student Expectations

The behavioral expectations and consequences shall be the same as those in the District's schools, as stated in the in the District's student handbook.

- Consumption of alcohol, though otherwise legal in some jurisdictions, is not permitted.
- Alcohol purchase for import is prohibited.
- Drug use, except that which is properly prescribed by a physician, is prohibited.
- Getting body piercing, tattoos, or other potentially dangerous activities are not permitted.
- Students shall respect the culture of their host country.
- Students shall not change hotel room assignments without the permission of the lead chaperone.
- Students shall respect the rights of all hotel guests.
- Students shall never travel alone.
- Students shall immediately follow all reasonable instructions from a trip chaperone.
- Students shall not leave the group or deviate from the itinerary.
- Students must participate in all pre and post trip academic study.
- Students shall have a demonstrated record of responsibility and good citizenship.

PELHAM SCHOOL DISTRICT POLICY

IJOA – FIELD TRIPS

Category: Recommended

- Parents and students shall attend a mandatory meeting prior to any commitment to travel to review all expectations.
 - Students shall bring all required money and pack as required.
 - Parents and students shall submit all necessary pre-trip paperwork and documentation.
-

District Policy History:

Adopted: August 9, 2006

Revised: December 15, 2021

Revised: February 22, 2023

Pelham Memorial School Construction Update

June 15, 2023

Overall Phase Plan and Schedule (As Of 8/1/22) (Currently Active Phases Highlighted)

Phase	Start	Completion
1	August 2021	September 2021
2	October 2021	November 2021
3	November 2021	June 2022
4	June 2022	August 2022
5	September 2022	June 2023
6	May 2023	June 2023
7	July 2023	August 2023
8	September 2023	December 2023
9	January 2024	June 2024

Forthcoming phasing revisions will be based on market conditions.

Phase 1 (Complete): Mobilize, perform site enabling work, including relocation of the two modular buildings.

Phase 2 (Complete): Site work (partial build of bus loop, development of new front parking lot, commencement of underground utilities and septic fields).

Phase 3 (Complete): Site work, addition foundations & building structures.

Phase 4 (Complete): Continue work on structural frames of addition, infill former lower level locker rooms, installation of roofing and mep, commence phased renovation of original gym, including new mechanical mezzanine and restrooms.

Phase 5: The school will continue to operate in its current configuration as the 1st floor additions are completed ongoing exterior finish work.

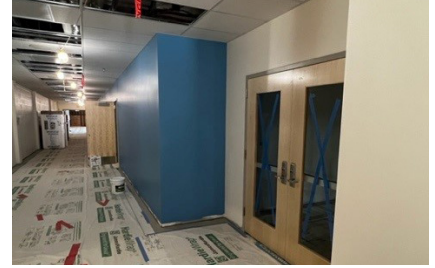
Phase 6: Construction will be ongoing in all additions and will advance into the existing service kitchen & cafeteria. The existing gym will then be utilized as a cafeteria with temporary serving of cold lunches.

- Interior framing of the learning commons and STEM lab.
- Install of the remaining food services equipment.
- Start up of electrical and mechanical equipment.
- Prepare for the start of Phase 7.

Phase 7: The school is unoccupied to prepare for the start of the 2nd floor classroom wing renovation. All 2nd floor classrooms will be redistributed throughout the building as directed by the school administration. Exterior finish work continues. The Earthwork contractor to complete the final phase of the site improvements.

Phase 8: The school will occupy the 1st floor classroom wing, and all new additions except for the science towers. Modular classrooms will remain operational. To prepare for the renovation of the existing 1st floor. The areas will be relocated during the December holiday break to the 2nd floor classroom wing, science towers and other areas of the building as directed by the school administration.

Phase 9: The final phase includes the renovation of the balance of the existing 1st floor classroom wing, and miscellaneous exterior work on and around the building.



Above: Corridor renovation is underway.



Above: Gym flooring placement.



Above: Masonry infill work and roofing at existing school is ongoing.

Budget/Contingency

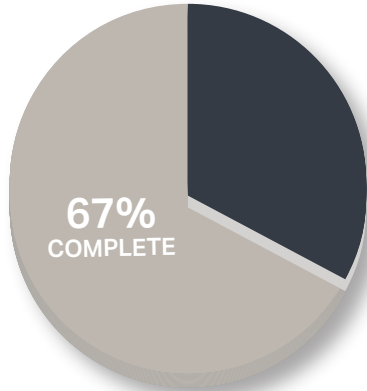
Category	Budget	5-25-22 Budget At Final Guaranteed Max Price	Change Orders	Total Expenses	Balance Available	Notes
Total Hard Cost (Including A Construction Contingency Of \$1,250,000)	\$26,995,000	\$28,495,900	\$96,899	\$(19,547,512)	\$9,045,287	
Total Soft Costs	\$3,485,000	\$3,384,100	\$(94,708)	\$(1,791,444)	\$1,497,948	Includes A/E & prof fees, FF&E, Tech Equipment, Misc. consultants and permits.
Owner Contingency	\$1,500,000	\$100,000	\$(2,191)	\$(10,141)	\$87,668	\$1.4M Reallocated To Hard Costs to meet FGMP - \$10,141.44 - Liberty Electric and \$2191.13 Budget Transfer to cover BP&S CO #1
Total Project Budget	\$31,980,000	\$31,980,000	\$0	\$(21,349,098)	\$10,630,902	Not including interest on bonds currently at \$139,754.70

Pelham Memorial School Construction Update (continued)

Key Issues And Risks

- Nothing to report at this time.

Project Percentage Complete



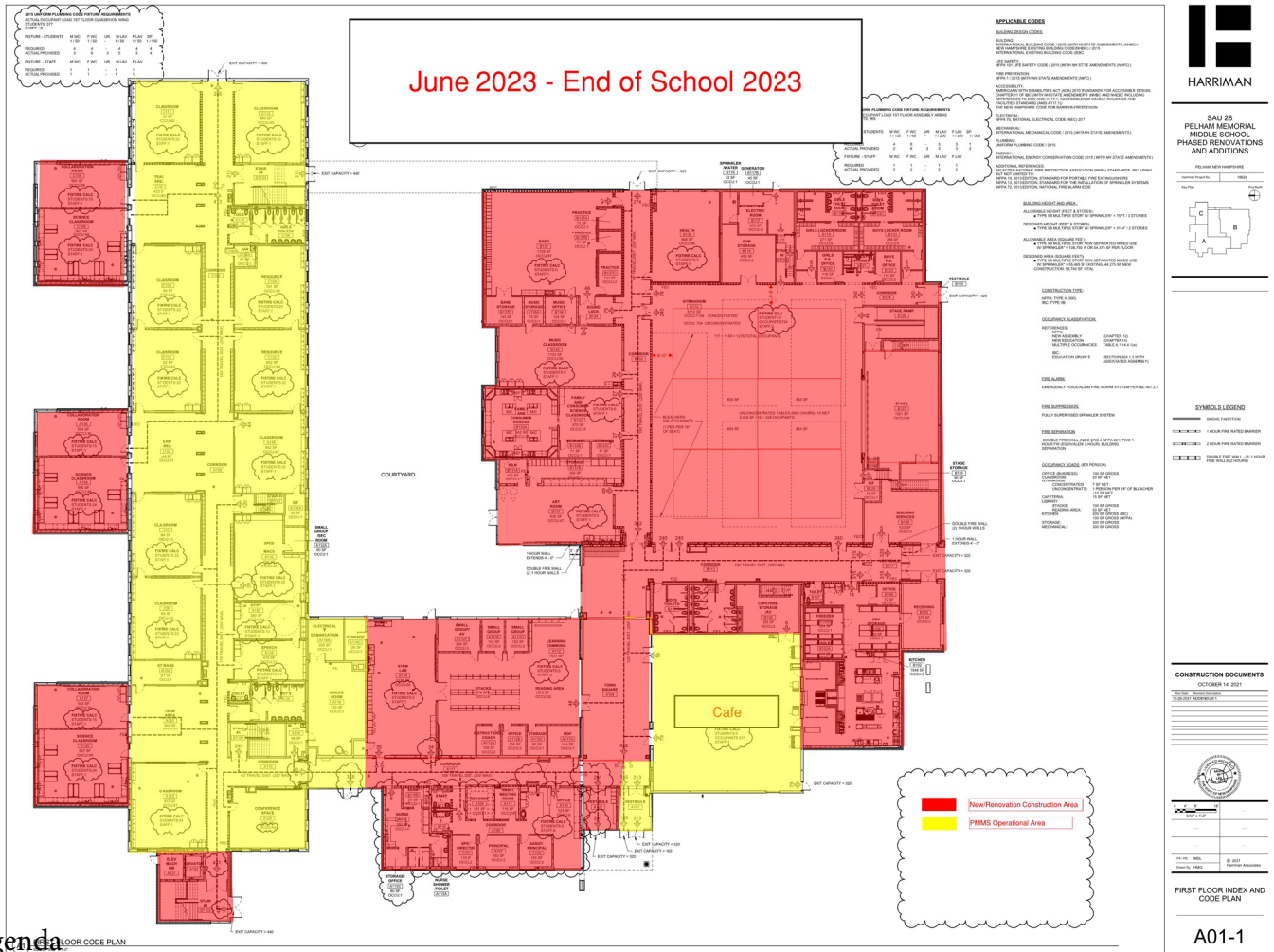
Three Week Lookahead

- Continue with the installation of the exterior wall panels.
- Painting, installation of the new school logo, court striping, and finishing the new gym floor.
- Installation of the new walk-in cooler.
- Framing of the STEM lab walls.
- Continue with the startup of electrical and mechanical equipment.
- Installation of the elevator stair tower curtain wall glazing system.
- Resume roofing activities.

Electrical Switchgear Update

- Installation of the temporary switchgear was completed on June 1, 2023 allowing systems to be energized for the project to move seamlessly into Phase 7 this summer. Permanent switchgear was received on June 6, 2023.

Phase 6 Plan



PELHAM SCHOOL DISTRICT POLICY JICA – STUDENT DRESS CODE

Category: Recommended

Related Policies: JIC

The responsibility for the appearance of the students rests with the parents and the students themselves.

We believe that there is a definite positive correlation between good dress habits, good work habits, self-esteem, and appropriate school behavior. We also believe that the key to being properly dressed is wearing clothing that fits the surroundings, situation, and season.

When the dress of an individual student constitutes a health problem, is unsuitable for school wear, is a danger to any person, or causes a substantial and material disruption or disturbance, the principal shall take appropriate action to correct the situation.

The dress code within each school shall be administered fairly, consistently, and equally to all students. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint according to the guidelines provided in Pelham School Board Policy JICE or results in a disproportionate application of the dress code in a manner that is discriminatory according to Pelham School Board Policy AC. ~~relative to students' gender, gender identity, sexuality, race, ethnicity, household income, or body type or size.~~

Enforcement must accommodate clothing worn by students as an expression of religious beliefs (e.g., head scarves) and worn by students with disabilities (e.g., protective helmets). ~~Enforcement shall not indirectly discriminate against students based on hair texture and or hairstyles, including, but not limited to, braids, locks, and twists.~~

Building principals are authorized to define expectations for student dress and consequences in the school handbook, provided that such expectations are consistent with this Policy and are approved by the Superintendent and School Board.

Clothing that depicts acts of violence, vulgarities, or racist language, represents drugs or alcoholic beverages, or displays inappropriate or suggestive language or situations is unacceptable.

District Policy History:

Adopted: November 22, 2006

Revised: August 10, 2022

Legal References:

U.S. Constitution, 1st Amendment

RSA 189:15, Regulations

RSA 193:38, Discrimination in Public Schools

PELHAM SCHOOL DISTRICT POLICY BBBA – BOARD MEMBER QUALIFICATIONS

Category: Optional

To become a candidate for any school district office, a person must be a registered voter in the district. No person holding the office of member of the school board shall at the same time hold the office of district moderator, treasurer, or auditor. No person employed ~~on a salaried basis~~ by a school administrative unit or by a school district within a school administrative unit, shall be a school board member in any district of the school administrative unit. Salaried **These** positions shall include, but are not limited to, the following: teacher, custodian, administrator, secretary, school bus driver (if paid by the district), school lunch worker **and substitutes**.

District Policy History:

Accepted: September 9, 2020

Legal References:

RSA 671:18

PELHAM SCHOOL DISTRICT POLICY

KF – USE OF SCHOOL BUILDINGS AND FACILITIES

Category: Recommended

Also ECA

Statement of Purpose:

The Pelham School District encourages the use of the school facilities for the benefit of educational activities. The Board also recognizes its responsibility to make the facilities available as a community resource as time and resources allow, with School District activities having first priority.

Statement of Policy:

The Pelham School District facility use policy is designed to assist groups desiring to use school facilities for approved activities while preserving order in school buildings and on school grounds, protecting school facilities, and ensuring that use of facilities/grounds does not conflict with their use for school purposes or interfere with the regular conduct of school work and activities.

The Pelham School Board or its designee reserves the right to accept or deny any and all requests for the use of facilities **from any party**. All requests granted will be subject to the rules and regulations detailed herein. ~~The Pelham School Board reserves the right to deny use to any party.~~

Process:

Organizations or individuals **who want** ~~desiring~~ to use school facilities for the first time **are required to** ~~will~~ submit an ~~written~~ application along with all required documentation determined to be necessary to complete the application.. **The application process is explained in Procedure KF-R and on the District website under facilities.**

The Superintendent's ~~or his/her~~ designee will assign the applicant to a category as detailed ~~herein (below)~~. The applicant will then be subject to the fees ~~(if applicable)~~ associated with the assigned category. The applicant has the right to appeal their organization's categorization **to the Superintendent and then** to the School Board.

Once the applicant's application has been approved and assigned to a category, the applicant can begin requesting the use of school facilities through the facility process found on the district website.

Eligible Organizations:

School facilities will be made available to eligible groups when requests are not in conflict with school functions. This means that facilities are not available to outside organizations or individuals during the school day or when the school system has need for the facility for its own use outside of the school day. Authorization for use of school facilities shall not be considered an endorsement or approval of the activity, group or organization nor the purposes they represent. Categories of eligible organizations are listed below in their order of priority for scheduling purposes and to determine applicable fees. Should conflict with school-related use arise after

PELHAM SCHOOL DISTRICT POLICY

KF – USE OF SCHOOL BUILDINGS AND FACILITIES

Category: Recommended

agreement is made, the school-related use will take priority. ~~School facilities are not available for commercial purposes.~~

Category A: Town of Pelham sponsored activities including departments of the Town of Pelham. ~~No fees shall be collected or charged for use related to this category for use during normal business hours.~~

Category B: Non-profit organizations that primarily service Pelham residents such as Boy Scouts, Travel Basketball, etc.

Category C: Non-profit organizations that primarily service non-Pelham residents such as ASA Softball.

Category D: All other organizations or individuals.

School facilities are not available for commercial purposes.

Fees:

The purpose of charging fees is to allow the District to recoup the expenses associated with renting the space. The school facilities are a benefit to the whole community and need to be maintained appropriately. Costs include utilities, cleaning, maintenance, and additional services. The fee schedule is maintained in Procedure KF-R.

~~Normal Business Hours: Fees will be charged to organizations according to the fee schedule listed on the Pelham School District website. Each school will determine what constitutes “normal business hours.” Any facility use that occurs outside “normal business hours” will incur additional fees as listed in the fee schedule.~~

Facility Building Use: This e “Building Use Fee” covers the fixed costs of operating the facilities (including building and fields) so that they are available to the community for use. It will apply to every use of the facility. This is in addition to other applicable fees. For example, an organization categorized in “Category C” who desires to use a gymnasium during non-business hours will be charged the \$30 per hour for the building use fee plus an additional \$5 per hour fee for use of the gymnasium.

Food Services: To ensure the safe and proper use and care of equipment and facilities, a school food service worker is required to be on duty if the kitchen is to be used. ~~when use of the kitchen is requested.~~ The District will charge a service fee to the renter for this assignment. The Nutrition Food Service Director will coordinate and schedule a food service worker. The Pelham School District participates in Federal Nutrition Programs and maintains commercial kitchens at each school. District administration, as well as

PELHAM SCHOOL DISTRICT POLICY

KF – USE OF SCHOOL BUILDINGS AND FACILITIES

Category: Recommended

State and Federal Agencies, govern the operation of these facilities. New Hampshire rules for sanitary production and distribution of food must be observed.

Auditorium: To ensure proper and safe use and care of equipment and facilities, an auditorium technician is required to be on duty when the auditorium light, sound or projection equipment is requested. The district will charge a service fee to the renter for this assignment, based on the needs of the requestor. District administration governs the operation of this facility. ~~The auditorium at Pelham High School is available for public use.~~

~~Auditorium 1: Projection, simple lighting and/or 1-2 microphones for sound.~~

~~Auditorium 2: Projection, multiple lighting changes and configurations and/or 3 plus microphones for sound.~~

Tennis Courts: There are no fees for the use of the tennis courts.

Fee Schedule:

Fee schedule is posted on the district webpage **under policy KF-R**. Any changes to the established fee schedule **can be reviewed** ~~will be approved~~ by the School Board.

~~All fees will be billed to the organization and due 10 days from the date of invoice. Make all checks payable to the Pelham School District and mail to 59A Marsh Road, Pelham, NH 03076.~~
(moved to procedure)

Procedures:

~~The following procedures will be in effect for use of facilities by all users:~~

- ~~1. Applications for organizations applying for the first time are available at all schools and at the Pelham School policy KF-R.~~
- ~~2. A finished application should be submitted to the Business Department at the SAU office or the main office of any school building.~~
- ~~3. All users wishing to use the facilities must read and complete the "USE OF FACILITIES APPLICATION" and agree to all Rules and Regulations.~~
- ~~4. If/when your application is approved, the renter must print a copy of it and have it available when using the facility.~~ **(moved to procedure)**

Rules and Regulations:

1. Facilities used **are** ~~will be~~ limited to areas approved on the **organization's renter's approved** application.
2. Vehicles may not park on grass or obstruct fire lanes around any school building.
3. ~~Using~~ Organizations or individuals **using the facilities are** ~~will be~~ responsible for

PELHAM SCHOOL DISTRICT POLICY

KF – USE OF SCHOOL BUILDINGS AND FACILITIES

Category: Recommended

- i any destruction of property or equipment. The use of fields could be canceled or denied due to deteriorating conditions.
 - ii **being aware of and addressing** unsafe practices which could cause personal injury.
 - iii controlling participants and spectators ~~is the responsibility of the organizations using the facility.~~
 - iv **Ensuring** children twelve and under ~~must~~ have adult supervision present at all times. School **staff, including** custodians ~~providing services will~~ **may** not be used as chaperones or used to supervise children.
4. The use of or possession of alcohol, tobacco, and controlled substances on school property is prohibited by New Hampshire State law.
 5. Gambling, as defined in NH State law, is prohibited on school property.
 6. Rearrangement of school furniture, fixtures or equipment is prohibited without prior approval.
 7. ~~No decorations/signs/banners shall be attached to any permanent structure or furnishings except by special permission.~~ **Any** All decorations/signs/banners must meet local and state fire code standards. It is the organization's responsibility to remove all decorations at the end of the rental period.
 8. Open flame devices are not permitted in the building at any time.
 9. Storage of materials and equipment by non-school users on school property is prohibited.
 10. Bleachers, gym curtains, exit doors and windows will be opened and closed only by the custodian on duty.
 11. Food and beverages may only be served in non-carpeted hallways and cafeterias.
 12. There is no food or beverage allowed in the gyms or auditorium.
 13. Sneakers or non-marking shoes shall be worn at all times when using gyms.
 14. This agreement is subject to school use. ~~Your~~ **Any** event **may be** ~~could be~~ canceled if the need arises for a school function.
 15. ~~Your~~ Events will be canceled due to inclement weather if school is canceled or dismissed early and for any unforeseen circumstances beyond the control of the School District.
 16. **The School District retains the right to cancel events when school is not in session such as on weekends or vacation periods due to inclement weather or other unforeseen circumstances.**
 17. A police officer and crowd controller (a member of the Pelham Fire Department) are required to be on duty at all town functions (town meetings, elections) and any function involving 250 people or more. Arrangement for police protection and crowd controller are the responsibility of the **organization.** ~~renter.~~
 18. In consideration for allowing the rental of school facilities and in full recognition of the School Board's fiduciary responsibility to protect school property and assets, the facility user hereby covenants and agrees at all times to indemnify and hold harmless the school district, its School Board officers and employees, to the fullest extent permitted by law, from any and all claims, damages, losses and expenses, including , but not limited to, reasonable attorneys' fees and legal costs arising out of the use of these rental premises and all school facilities, by the facility user, its officers, employees, agents, representatives, contractors, customers, guests, and invitees.

PELHAM SCHOOL DISTRICT POLICY

KF – USE OF SCHOOL BUILDINGS AND FACILITIES

Category: Recommended

19. As evidence of its financial ability to indemnify the school district, during the term of this agreement all non-school facility users shall obtain and pay premiums for Commercial General Liability insurance protecting the parties hereto, their agents, officer, elected officials, representatives or employees because of bodily injury, property damage, personal injury or products liability incurred by the parties in the performance of the terms of this agreement, such policy to provide limits no less than one million dollars per occurrence. A Certificate of Insurance naming the Pelham School District as Additional Insured shall be provided prior to the event.
20. The Pelham School Board and or its designee, has the right to waive or adjust rental fees at its discretion.
21. Persons or organizations violating any rules are subject to forfeiture of right to any future use of school facilities. THE RESPONSIBILITY FOR ENFORCEMENT AND COMMUNICATION OF ALL RULES SHALL REST SOLELY WITH THE PERSON OR ORGANIZATION USING THE FACILITIES.

Rules for the use of the tennis courts:

1. The Pelham School District Tennis Courts are open for use by residents of Pelham when they are not being used by the school district.
2. To use the courts, Pelham residents must come to the SAU-28 Pelham School District office at 59A Marsh Road and register with a proof of residency ~~and provide their automobile license plate number(s).~~ Upon proof of residency, the resident will receive the entry code for the courts. The privilege of the use of the courts by a Pelham resident may be revoked at any time by the Pelham School District. A facilities use form is not required for general use and usage is on a first come, first served basis. For municipal groups to reserve the tennis courts, they should follow the usual process for reserving school facilities.
3. Hours and Calendar of use:
 - a. HOURS – Public tennis court hours are open during the school year ~~daily~~ from 3 to 9pm when the courts are open for use, school is not in session, and no school activities are taking place on the courts. Weekend and summer hours are 9AM until 9PM.
 - b. CALENDAR – The courts are open for use from March 15th until October 31st each year at the discretion of the district.
4. There is no parking permitted at the Tennis Courts when the courts are not open and during school hours when the high school is in session.
5. A facilities use form is not required to use the tennis courts for general use.
6. Any updates to court use and/or changes in access code will be communicated to registered users via the contact information provided during registration.
7. All PSD policies, rules, regulations, laws (Federal, state, and local) are in force at all times for use of the tennis courts. Also, see the “Rules and Regulations” section of this policy.

District Policy History:

Adopted: February 01, 2017

**PELHAM SCHOOL DISTRICT POLICY
KF – USE OF SCHOOL BUILDINGS AND FACILITIES**

Category: Recommended

Revised: April 18, 2018

Moving the application and fee schedule to KF-R

~~PELHAM SCHOOL DISTRICT FACILITY USE APPLICATION*~~

Organization Information (Non Transferable)

Name: _____ **Date:** _____

Type (circle one): School Town Non-profit Profit

Contact: _____ **Day Phone:** _____

Email: _____ **Evening Phone:** _____ **Cell Phone:** _____

Billing Address: _____

Event Information

Event Title: _____

Area Required:

Building (circle one): High School Memorial School Elementary School

PELHAM SCHOOL DISTRICT POLICY **KF – USE OF SCHOOL BUILDINGS AND FACILITIES**

Category: Recommended

~~Event Date:~~ _____

~~Start Time:~~ _____ ~~End Time:~~ _____

~~Setup Begin Time:~~ _____ ~~Breakdown End Time:~~ _____

If Recurrence Event

~~Start Recurrence Date:~~ _____ ~~End Recurrence Date:~~ _____

~~Monday~~ ~~Tuesday~~ ~~Wednesday~~ ~~Thursday~~ ~~Friday~~ ~~Saturday~~ ~~Sunday~~

~~Daily~~ ~~Weekly~~ ~~Bi-weekly~~ ~~Monthly~~ ~~Bi-Monthly~~

~~Other:~~ _____

~~Number of Adults:~~ _____ ~~Number of Children:~~ _____

~~Requested Category~~ _____

~~Approved for Category~~ _____ ~~Approved by~~ _____

~~Date~~ _____

~~(continue to second page)~~

~~The applicant must follow all guidelines and procedures and is responsible for enforcement and communication of all rules, regulations, fees and damages that may result from this user agreement. Certificate of Insurance must be presented before the event.~~

~~Terms Accepted:~~ _____

~~Applicant~~ _____

~~Approved:~~ _____

~~Pelham School District Director of Maintenance~~

- ~~• This form is not required for the use of the Tennis Courts for general use.~~

FEE SCHEDULE								
	Category A		Category B		Category C		Category D	
	Normal	OT	Normal	OT	Normal	OT	Normal	OT

PELHAM SCHOOL DISTRICT POLICY
KF – USE OF SCHOOL BUILDINGS AND FACILITIES

Category: Recommended

Building Use	NC	\$30/hr	NC	\$30/hr	\$10/hr	\$30/hr	\$50/hr	\$50/hr
Classroom	NC	NC	NC	NC	\$5/hr	\$5/hr	\$10/hr	\$10/hr
Gymnasium	NC	NC	NC	NC	\$5/hr	\$5/hr	\$10/hr	\$10/hr
Cafeteria	NC	NC	NC	NC	\$5/hr	\$5/hr	\$10/hr	\$10/hr
Kitchen	\$30/hr	\$30/hr	\$30/hr	\$30/hr	\$30/hr	\$45/hr	\$30/hr	\$45/hr
Library	NC	NC	NC	NC	\$5/hr	\$5/hr	\$10/hr	\$10/hr
Harris Field	NC	NC	\$30/hr	\$50/hr	\$50/hr	\$50/hr	\$50/hr	\$50/hr
PHS Soccer Field	NC	NC	NC	\$10/hr	\$10/hr	\$10/hr	\$10/hr	\$10/hr
Other Fields	NC	NC	NC	NC	\$10/hr	\$10/hr	\$10/hr	\$10/hr
Auditorium 1	\$30/hr	\$30/hr	\$30/hr	\$30/hr	\$50/hr	\$75/hr	\$50/hr	\$75/hr
Auditorium 2	\$35/hr	\$45/hr	\$35/hr	\$45/hr	\$55/hr	\$75/hr	\$55/hr	\$75/hr

PELHAM SCHOOL DISTRICT POLICY

JLCGE – EXCLUSION OF STUDENTS WHO PRESENT A HEALTH HAZARD COMMUNICABLE DISEASES

Category: Recommended

Note: NHSBA revised JLCG as part of a health policy overhaul with assistance from the NH School Nurses Association. Substantial revisions include more closely tracking the language of RSA 200:39, and redirecting exclusions based upon communicable/contagious diseases to new policy EBCG.

~~All students with a reasonable suspicion of a communicable disease will require further testing and a report from the physician to protect the health of the student and their contacts.~~

~~This policy is adopted to carry out the provisions of RSA 200:32, RSA 200:38, and RSA 200:39.~~

~~Students on antibiotics for a communicable/contagious disease must be on the antibiotics for at least 24 hours prior to returning to school, and if a student has a fever over 100.4 or vomiting, they must stay home until fever free for 24 hours per NHDHHS.~~

~~The Pelham School District will follow the recommendations of the New Hampshire Department of Health and Human Services when dealing with communicable diseases.~~

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

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

Parents will be notified if their child is excluded from school and provided with criteria for readmission.

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

Appendix JLCG-R

District Policy History:

Adopted: March 19, 2014

Revised:

PELHAM SCHOOL DISTRICT POLICY
JLCGE – EXCLUSION OF STUDENTS WHO PRESENT A HEALTH
HAZARD COMMUNICABLE DISEASES

Category: Recommended

Legal References:

RSA 186-C, Special Education

RSA 193:38, Discrimination in Public Schools

RSA 200:32, Physical Examination of Students

RSA 200:39, Exclusion from School

PELHAM SCHOOL DISTRICT POLICY

EBCG – COMMUNICABLE & INFECTIOUS DISEASES

Category: Recommended

Related Policies: GBGA, IHAM, JLCA, JLCB & JLCG

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

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

1. Students

Students with communicable diseases should not be excluded from attending school in their regular classrooms so long as their attendance results in a situation where the risk of transmission of illness to students or employees of the School District, or hazard to themselves, is negligible. All decisions regarding inclusion or exclusion shall be made consistent with Policy JLCG.

2. Employees

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

3. Special Circumstances and Conditions

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

PELHAM SCHOOL DISTRICT POLICY

EBCG – COMMUNICABLE & INFECTIOUS DISEASES

Category: Recommended

Related Policies: GBGA, IHAM, JLCA, JLCB & JLCG

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

4. Implementation

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

The Superintendent will develop and publish procedures for when communicable disease is suspected. This is to include reporting requirements, a response plan, decision making in regards to students and employees, testing, social distancing and other extraordinary measures, practices to minimize contamination in schools, confidentiality and data privacy, staff and student education.

Appendix: EBCG-R

District Policy History:

Adopted: May 24, 2023

Legal References:

RSA 189:1-a, Duty to Provide Education

RSA 189:31, Removal of Teacher

RSA 186-C, Special Education

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

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

RSA 200:32, Physical Examination of Student

RSA 200:36, Medical Examination of School Personnel

RSA 200:39, Exclusion from School

NHDHHS Bureau of Infectious Diseases: “When Children Should be Excluded or Dismissed from a Childcare Setting,” may be found at:

<https://www.dhhs.nh.gov/dphs/cdcs/documents/childrendismissed.pdf>

PELHAM SCHOOL DISTRICT POLICY

IK – EARNING OF HIGH SCHOOL CREDITS

Also: BAAA, IKF, ILBA, ILBAA, IMDB

Category: Priority

Demonstration of Mastery

Students can earn course credit by demonstrating mastery of the required coursework and material in accordance with Policy IKF, High School Graduation. Mastery is defined in accordance with Policy ILBAA, High School Competency Assessment as: sufficient evidence of attainment of the required content, concepts, and skills of a particular course. Student assessment of mastery **outside of normal coursework** is the responsibility of the building principal.

Credit will be awarded upon satisfactory demonstration and mastery of the required course competencies. Additionally, credit may also be awarded if a student is able to demonstrate learning experience in compliance with the district-specified curriculum and assessment standards. No partial credit will be awarded for courses that have not been completed.

Transfer Credits from Other Approved Schools

Students can receive credits toward graduation for courses from another approved school subject to this Section.

1. **Awarding of Credit for Similar Courses from an Approved School.** The building Principal shall grant credit for any similar courses or programs that have been satisfactorily completed at any other approved schools. For the purposes of this paragraph, when reviewing the issue of whether a course or program is “similar”, the Principal shall consider District course descriptions and curricula, course syllabi, District and graduation competencies per Board policy ILBAA, and any other relevant information provided by the parent/guardian of the transferring student, and/or the approved school at issue.

Approved schools include New Hampshire public schools, charter schools, public academies, approved public or private tuition program schools, ~~and all schools in Vermont and Maine that are members of an interstate school district with schools in New Hampshire~~ and other similarly approved schools outside of New Hampshire.

2. **Denial of Award Credit for Courses from Another School**

The building Principal will provide a timely and written notification of denial to award credit. The written denial shall include a justification for denial, including discussion of criteria set out in paragraph 1 and any other factors that support the Principal’s denial.

Upon written request by the parent/guardian, such denial can be submitted for review by the Superintendent, who may override or modify the Principal’s denial. Any further review shall be subject to the provisions of Board policy BAAA.

PELHAM SCHOOL DISTRICT POLICY
IK – EARNING OF HIGH SCHOOL CREDITS

Also: **BAAA**, IKF, ILBA, **ILBAA**, **IMDB**

Category: Priority

District Policy History:

Adopted: May 25, 2011

Legal References:

~~NH Code of Administrative Rules, Section Ed 306.04(a)(14), Earning of Credit~~

~~NH Code of Administrative Rules, Section Ed 306.14(f), Awarding of Credit~~

~~NH Code of Administrative Rules, Section Ed 306.27(d), Mastery of Required Competencies~~

RSA 193-E:3-f, Approval of Courses and Programs

N.H. Dept. of Education Administrative Rule – Ed 306.02(e), Credit

N.H. Dept. of Education Administrative Rule – Ed 306.04(a)(15), How Credit Can Be Earned

N.H. Dept. of Education Administrative Rule – Ed 306.04(a)(16), How A Credit Used To Track Achievement Of Graduation Competencies

N.H. Dept. of Education Administrative Rule – Ed 306.27, High School Curriculum, Credits, Graduation Requirements, and Co Curricular Program

Pelham School Board Meeting

June 21, 2023

Pelham Elementary School

6:30 pm

In Attendance:

School Board Members: Troy Bressette, Chair; Megan Larson, Vice-Chair; Thomas Gellar; Darlene Greenwood (remote); and David Wilkerson

Superintendent: Chip McGee

Assistant Superintendent: Sarah Marandos

Business Administrator: Deb Mahoney

Also in Attendance: None

Absent: None

I. Public Session

a. Call to Order:

Chairman Troy Bressette called the meeting to order at 6:02 pm.

Mr. Bressette mentioned that Ms. Greenwood was remote for the meeting. He asked her if she was present and alone. Ms. Greenwood confirmed that she was present and alone in a room.

II. Non-Public Session

Ms. Larson made a motion to enter a Non-Public Session under RSA 91-A:3 II (c) – Student Matter at 6:03 pm. Ms. Greenwood seconded the motion. The motion passed (3-0-0). (Mr. Gellar and Mr. Wilkerson were not present.)

Roll Call:

Chair Troy Bressette – Yes

Vice Chair Megan Larson – Yes

Darlene Greenwood – Yes

III. Public Session

Chairman Troy Bressette reconvened the Public Session at 7:15 pm and requested that everyone stand for the Pledge of Allegiance.

IV. Opening Remarks:

a. Superintendent:

Dr. McGee mentioned that even though he is delighted that students and school year staff have reached the end of the school year. He noted that today the District worked on the Emergency Operating Plan. The Wellness Committee convened and did some organizational work to plan for next year. The District had over 40 Teachers working on Professional Development.

Dr. Marandos stated that the PES had five grade levels working on various things, including math. She mentioned that there was work at PMS and developing a Grade 8 additional math program. Dr. Marandos said that PHS was working on Advisory and Research Protocols for English.

52 **V. Presentations:**

53 a. None

54
55 **VI. Main Issues / Policy Updates:**

56 **a. Staffing Adjustments:**

57 Dr. McGee commented that two items have been developed for next year in the last couple of weeks. He pointed out that
58 they both happen to be for PES. The first concerns the New England Chapter for Children (NECC) proposal. He mentioned
59 that this is a possible approach that the District can use to provide the PALS program with instruction. He stressed that it is
60 a gold standard program in Massachusetts.

61
62 Dr. McGee said that the District has a contract for consultations, and NECC offers a complete program option that he had
63 included in the package. Dr. McGee noted that he was informing the Board that the District sees turnover in the PALS
64 position. The District is looking for PALS Teachers, and they have asked the NECC to determine if they can secure a Teacher
65 for their program. Either option the District would proceed with.

66
67 Dr. McGee said the second development is that the District went to full-day Kindergarten. The class size guidance for a
68 Kindergarten class is 18 students, and the District currently has 115 Kindergarten students with six Teachers. This would
69 place 19 to 20 students per classroom. Dr. McGee mentioned that he wondered if the increased numbers were a precursor
70 to the enrollment rebound that NESDEC projected.

71
72 Dr. McGee said the District needs an additional Kindergarten Classroom Teacher, an additional Kindergarten General
73 Assistant, and the curriculum materials. The total expense would be approximately **\$129,867.65**.

74
75 Mr. Bressette asked Dr. McGee to remind him what the guidelines are for class size. Dr. McGee said that Kindergarten is 18
76 students per class, which is defined in the CBA of the PEA. Dr. McGee asked the Board to support the District posting and
77 hiring a Kindergarten Classroom Teacher and the general assistant that would go with it.

78
79 Dr. McGee said that Principal VanVranken and her Team had made room for an additional classroom with

80
81 Ms. Greenwood said that she was in full support of hiring an additional Kindergarten Teacher.

82
83 Ms. Gellar stated that because professional positions have gone unfilled, does this mean that the following year's budget
84 will be adjusted to what Dr. McGee thinks he needs. Dr. McGee agreed and added that the seven Kindergarten glasses
85 would move to Grade 1 the following year. This means that the District will need seven Grade 1 Teachers for FY2025.

86
87 Dr. McGee mentioned that he is not putting the NECC program forward but notifying the Board of the parallel approach.

88
89 The consensus of the Board was to support the District's request.

90
91 Mr. Gellar made a motion to table the PMS Project Update and the Policy Review until the next meeting. Mr. Wilkerson
92 seconded the motion. The motion passed (5-0-0).

93
94 **Roll Call:**

95 Chair Troy Bressette – Yes

96 Vice Chair Megan Larson – Yes

97 Thomas Gellar – Yes

98 Darlene Greenwood – Yes

99 David Wilkerson – Yes

b. Revised District Safety Plan:

Business Administrator Deb Mahoney commented that the Joint Loss Management Committee (JLMC) met during the year. The Committee reviewed the Safety Plan and compared it to what the District has in practice. Ms. Mahoney stated that only a few areas needed to be updated, and they were before the Board.

The District updated the Emergency Preparedness section and aligned the emergency modes with those that the District practices. Ms. Mahoney pointed out that the handbook had not been updated since 2019. She noted that there were no other significant changes.

The Department of Safety now has a School Safety Division.

Mr. Gellar made a motion to adopt the School Safety Plan, as presented. Mr. Wilkerson seconded the motion. The motion passed (5-0-0).

Roll Call:

Chair Troy Bressette	– Yes
Vice Chair Megan Larson	– Yes
Thomas Gellar	– Yes
Darlene Greenwood	– Yes
David Wilkerson	– Yes

c. Proposed End-of-Year Spending:

Ms. Mahoney mentioned that she spoke about the gym scoreboard at the PES at the last meeting. She secured a quote and brought it to the Board for consideration. The gym scoreboard would replace the current PES gym scoreboard. The cost is \$4,748. She pointed out that they would be using the same vendor as the one at PMS.

Mr. Bressette commented that the amount was pleasantly surprised at how low the amount was. He added that it is good to get out ahead before there are any problems with the current scoreboard.

Mr. Wilkerson asked how many times the scoreboard was replaced in PES. Ms. Larson said zero. He then asked how often the scoreboards had been replaced in PMS and PHS. Ms. Larson stated that PMS replaced its scoreboard recently. The PHS scoreboard is not 20 years old.

Ms. Larson added that the community uses the PES scoreboard. She pointed out that Park and Rec use the gymnasium.

Ms. Mahoney commented that the District would be installing the scoreboard by itself.

Mr. Wilkerson made a motion to approve the above encumbrance of Fiscal Year 2023 appropriations for the purchases as presented. Mr. Gellar seconded the motion. The motion passed (5-0-0).

Roll Call:

Chair Troy Bressette	– Yes
Vice Chair Megan Larson	– Yes
Thomas Gellar	– Yes
Darlene Greenwood	– Yes
David Wilkerson	– Yes

d. FY2024 Manifest Salaries and Benefits:

Business Administrator Deb Mahoney said that this was to allow the District to run the payroll regularly during the course of

the year. Even though there are no School Board meetings in between, the Board would preapprove the salaries and benefits expenses in advance. The details are brought back following each payroll at the School Board meetings.

Mr. Gellar made a motion to approve the payroll expense and manifests in the amount of \$22,061,388. Mr. Wilkerson seconded the motion. The motion passed (5-0-0).

Roll Call:

Chair Troy Bressette	– Yes
Vice Chair Megan Larson	– Yes
Thomas Gellar	– Yes
Darlene Greenwood	– Yes
David Wilkerson	– Yes

Ms. Mahoney said that there is quite a distance between Board meetings over the summer, and the District needs an additional manifest done next week. She pointed out that the District is transitioning from the District's current Treasurer to the new Treasurer. The last manifest will be next Thursday, June 29. Ms. Mahoney said she was asking the Board to support her with the signatures in advance. She added that the District would need the signatures next week plus the first week of August.

Mr. Bressette stated that they would get her the signers one way or another.

e. FY2025 Budget Schedule Proposal:

Business Administrator Deb Mahoney stated that they have started to budget for FY2025, and they have met with the Budget Committee. She commented that the Budget Committee had provided their schedule. She mentioned that the schedule is pretty much the same, except the schools will present on two nights instead of one.

Mr. Bressette said he liked the idea of spreading the school presentations to the Budget Committee over a couple of meetings.

Superintendent's Requested Budget Schedule

All Level 1 budget reviews will be based on the functional account responsibilities of each Principal/Director.

Budget Segment	Data Input Deadline	Superintendent Review Completion	School Board Presentation
SAU & School Board	August 18	August 23	August 30
Curriculum	August 18	August 23	August 30
Transportation	August 18	August 23	August 30
PES	August 18	August 25	September 6
PMS	August 18	August 25	September 6
PHS	August 18	August 25	September 6
Food Service	August 18	August 31	September 13
Facilities	August 25	August 31	September 13
Technology	August 25	August 31	September 13
Special Services	August 25	August 31	September 13
Salaries & Benefits	September 19	September 22	September 27

School Board's Recommended Budget Schedule

SAU Preparation Deadlines:

1. **Friday, September 22 –**

- 201 Deliver Superintendent's final Requested Budget
- 202
- 203 **2. Friday, September 29 to October 3 –**
- 204 Coordinate Board Feedback for Board Voting Distribution of first draft default budget calculation to Board.
- 205
- 206 **3. Thursday, October 12 –**
- 207 Deliver Budget Book to Budget Committee. (Executive Summary due October 19)
- 208
- 209 **4. Saturday, October 14, 9:00 am – 12:00 pm School Site Walk (start PMS) with Budget Committee**
- 210
- 211 **5. Thursday, November 2 –**Deliver Warrant Articles to Budget Committee at Meeting.
- 212
- 213 **6. Thursday, December 28 –**
- 214 Deliver reconsideration items to School Board
- 215
- 216 **7. Friday, January 4 –**
- 217 Deliver reconsideration items to Budget Committee
- 218
- 219 **School Board Schedule:**
- 220 **1. Wednesday, September 27 –**
- 221 Presentation of Superintendent's final Requested Budget
- 222
- 223 **2. Wednesday, October 4 –**
- 224 a. Review and Vote of the final School Board Recommended Budget
- 225 b. Warrant Article Discussion
- 226
- 227 **3. Saturday, October 14, 9:00 am – 12:00 pm School Site Walk (start PMS) with Budget Committee**
- 228
- 229 **4. Wednesday, October 18 –**
- 230 a. Review of Warrant Articles
- 231 b. Review of Warrant Articles
- 232
- 233 **5. Wednesday, November 1**
- 234 a. Approval of Warrant Articles
- 235 b. Default budget review
- 236
- 237 **6. Wednesday, January 3, 2024**
- 238 a. Budget reconsideration items review and approve.
- 239 b. Approval of any Final Warrant Articles (if applicable).
- 240 c. Approval of Default Budget Amount.
- 241
- 242 **7. Thursday, January 11, 2024**
- 243 Reconsideration /Budget Hearing
- 244
- 245 **8. Wednesday, February 7, 2024**
- 246 School Deliberative, 1st Session (Sherburne Hall 7 pm).
- 247
- 248 **9. Tuesday, March 12, 2024**
- 249 Town Meeting 2nd Session, Vote PHS
- 250

BUDGET COMMITTEE BUDGET SCHEDULE
(All meetings at 6:30 pm at Sherburne Hall unless noted)

1. Saturday, October 14:

- a. School Site Walk (start at PMS) with School Representatives

2. Thursday, October 19:

- a. PES Budget Review

3. Thursday, October 26:

- a. PMS Budget Review
- b. PHS Budget Review

4. Thursday, November 2:

- a. District, SAU, and School Board Budget Review
- b. Nutrition Services and Grants Fund Budget Review
- c. School Warrant Articles Due

5. Thursday, November 9:

- a. Review School Operating Budget
- b. Review School Warrant Articles

6. Thursday, November 16:

- a. Vote School Operating Budget
- b. Vote School Warrant Articles

7. Thursday, January 11, 2024:

- a. Reconsideration / Budget Hearing

VII. Board Member Reports:

- a. None

VIII. Housekeeping:

a. Adoption of Minutes

- 1. June 7, 2023 – Draft Public Minutes
- 2. June 7, 2023 – Draft Non-Public Minutes

Mr. Gellar made a motion to approve June 7, 2023, Public School Board Minutes, as presented. Mr. Wilkerson seconded the motion. The motion passed (5-0-0).

Roll Call:

Chair Troy Bressette	– Yes
Vice Chair Megan Larson	– Yes
Thomas Gellar	– Yes
Darlene Greenwood	– Yes
David Wilkerson	– Yes

Mr. Gellar made a motion to approve June 7, 2023, Non-Public Minutes, as presented. Mr. Wilkerson seconded the motion. The motion passed (5-0-0).

301 **Roll Call:**
302 Chair Troy Bressette – Yes
303 Vice Chair Megan Larson – Yes
304 Thomas Gellar – Yes
305 Darlene Greenwood – Yes
306 David Wilkerson – Yes

307

308 **b. Vendor and Payroll Manifests**

309 a. 326 \$1,509,958.40
310 b. 327 \$ 343,056.86
311 c. AP061223 \$ 437,762.28
312 d. BFPMS43 \$ 673,695.86
313 e. PAY326P \$ 34,276.55
314 f. PAY327P \$ 13,255.50

315

316 Mr. Gellar made a motion to approve the Vendor and Payroll Manifest as presented. Mr. Wilkerson seconded the motion. The
317 motion passed (5-0-0).

318

319 **Roll Call:**

320 Chair Troy Bressette – Yes
321 Vice Chair Megan Larson – Yes
322 Thomas Gellar – Yes
323 Darlene Greenwood – Yes
324 David Wilkerson – Yes

325

326 **c. Correspondence & Information**

327 i. **None**

328

329 **d. Enrollment Report**

330 i. **June 1, 2023 Enrollment Report:**

331 Dr. McGee mentioned that as the District ended the school year, they were down by two students in PHS. One student
332 was home-schooled that had not been unenrolled, and the District could not convince a student who dropped out to
333 come back to school.

334

335 **e. Staffing Updates**

336 i. **Leaves:**

337 a. None

338

339 ii. **Resignations:**

340 a. Kelsey Benoit PES STEAM Teacher
341 b. Joseph Zannoni PMS Grade 7 Teacher
342 c. Megan Larson PSD School Board

343

344 iii. **Retirements:**

345 a. None

346

347 iv. **Nominations:**

348 a. Alexandra Gauthier PHS School Counselor
349 b. Kailey San Antonio PES Speech and Language Pathologist
350 c. Janelle James PMS Grade 7 Math Teacher

Dr. McGee said this is a difficult time of year. The District has two Teachers that are leaving. One of the Teachers is leaving because teaching is not the place to be right now, and the other is leaving because he was recruited away.

Mr. Gellar made a motion to approve the resignations of the STEAM and Grade 7 Teachers, as presented. Mr. Wilkerson seconded the motion. The motion passed (5-0-0).

Chair Troy Bressette mentioned that the subsequent resignation was tough to see on the agenda. He asked Ms. Larson if she would like to comment. Ms. Larson stated that she made the difficult decision to resign her position on the School Board. Ms. Larson noted that she would be forever grateful for the opportunity to serve the Town and the School District, and she had met many great people. Ms. Larson said that she had learned a lot about herself and a lot about other people. She wished everyone the best and added that it was time to take care of herself and go to the next stage in her life.

Mr. Bressette mentioned that as much as he wanted to keep her on the Board, he completely understood where she came from. He added that 12 years of service to the District is huge, and he was personally grateful for her and the example that she set. Mr. Bressette said he admired her strength and courage. He thanked Ms. Larson, from the bottom of his heart, for all of her time she gave to the District and all the students of Pelham.

Ms. Greenwood thanked Ms. Larson for all her service. Ms. Greenwood commented that the Board was happy that they could keep her as long as they did.

Mr. Bressette mentioned that former School Board member Debbie Ryan came to the meeting. Ms. Ryan introduced herself and said she could not let this opportunity pass. Ms. Ryan commented that she saw the agenda earlier in the day and wanted to come down and say a few words. Ms. Ryan noted that she is a U.S. History buff, and she said the Founding Fathers would sign off on their letters by writing, "Your humble and obedient trusted servant." She stated that those words epitomize her friend Megan. Ms. Ryan commented that Megan was a person who was dedicated and did everything that was best for the students and this Town. Ms. Ryan added that Megan was always fair with integrity and trustworthy, and humble.

Ms. Ryan commented that she and Ms. Larson served most of their time together. Ms. Ryan was known as the loud, crazy one, and Megan was the quiet, humble one and is one of the best School Board members that the District will ever have.

Ms. Ryan pointed out that no one makes much money doing this job; it is really a volunteer position, and Ms. Larson has spent 12 years on the Board. Ms. Ryan mentioned that she was grateful for having spent time with her. Ms. Ryan presented Ms. Larson with a license plate that read, "PELMPRD."

Mr. Gellar commented that he and Ms. Larson had served together 8 of the 12 years she was on the Board, and she was the Chair for four of those years. He noted that being the Chair is a tough job. Mr. Gellar mentioned that Ms. Larson performed with dignity, trust, intelligence, and motivation. He thanked her for all the service she had done for the District and their relationship as Board members. Mr. Gellar wished her the best in her future endeavors, the Board will sorely miss her, but they want the best for her. He added that it has been an honor and a privilege.

Mr. Wilkerson stated that the students that just graduated finished their twelfth year this year. He mentioned that the only way to enumerate what Ms. Larson had done was to list off all the students when she started and all the students who were cued up after them as she left. Mr. Wilkerson commented that it has always been evident that the students were her driving concern. He noted that as a Board member and person, he has benefited from her focus. Mr. Wilkerson stressed that Ms. Larson will be missed, and she is a model for what it means to be a Board member.

Mr. Gellar made a motion with regret to accept the resignation of Megan Larson as a School Board member. Mr. Wilkerson, with regret, seconded the motion. The motion passed (5-0-0).

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Roll Call:

Chair Troy Bressette – Yes
Vice Chair Megan Larson – Yes
Thomas Gellar – Yes
Darlene Greenwood – Yes
David Wilkerson – Yes

Mr. Bressette noted that the Board had some tokens for Ms. Larson, but they would wait until the end of the meeting.

Dr. McGee stated that the District has three great nominations. Dr. McGee noted that he was excited about one of the nominations for returning a Math Teacher, an experienced Speech and Language Pathologist, and a new School Counselor.

Mr. Gellar made a motion to approve the nominations as presented. Mr. Wilkerson seconded the motion. The motion passed (5-0-0).

Roll Call:

Chair Troy Bressette – Yes
Vice Chair Megan Larson – Yes
Thomas Gellar – Yes
Darlene Greenwood – Yes
David Wilkerson – Yes

IX. Future Agenda Planning:

a. No Future Agenda Planning

X. Future Meetings:

a. 07/12/2023 – 6:30 pm School Board Meeting @ PES Library
b. 08/14/2023 – 5:00 pm School Board Retreat

XI. Non-Public:

Mr. Bressette proposed that the Board table the Non-Public Session regarding a student matter.

Mr. Wilkerson made a motion to table the Non-Public Session regarding a student matter. Mr. Gellar seconded the motion. The motion passed (5-0-0).

Roll Call:

Chair Troy Bressette – Yes
Vice Chair Megan Larson – Yes
Thomas Gellar – Yes
Darlene Greenwood – Yes
David Wilkerson – Yes

XII. Adjournment:

Mr. Gellar made a motion to adjourn the School Board Meeting at 8:17 pm. Mr. Gellar seconded the motion. The motion passed (5-0-0).

Roll Call:

Chair Troy Bressette – Yes

451	Vice Chair Megan Larson	– Yes
452	Thomas Gellar	– Yes
453	Darlene Greenwood	– Yes
454	David Wilkerson	– Yes
455		
456		
457	Respectfully Submitted,	
458	Matthew Sullivan	
459	School Board Recording Secretary	

Pelham School Board Meeting
Non-Public Session
June 21, 2023
Pelham Elementary School

In Attendance:

School Board Members: Troy Bressette, Chair; Megan Larson, Vice-Chair; Thomas Gellar; Darlene Greenwood (remote); and David Wilkerson

Enter Non-Public Session:

Ms. Larson made a motion to enter a Non-Public Session under RSA 91-A:3 II (c) – Student Matter at 6:03 pm. Ms. Greenwood seconded the motion. The motion passed (3-0-0). (Mr. Gellar and Mr. Wilkerson were not present.)

Roll Call:

Chair Troy Bressette	– Yes
Vice Chair Megan Larson	– Yes
Darlene Greenwood	– Yes

Non-Public Session:

The Board met with a family and discussed a student matter. No action was taken.

Mr. Wilkerson entered the meeting at 6:12 pm.

Mr. Gellar entered the meeting at 6:24 pm.

Adjourn Non-Public Session:

Mr. Wilkerson made a motion to adjourn the non-public session at 7:10 pm. Mr. Gellar seconded the motion. The motion passed (5-0-0).

Roll Call:

Chair Troy Bressette	– Yes
Vice Chair Megan Larson	– Yes
Thomas Gellar	– Yes
Darlene Greenwood	– Yes
David Wilkerson	– Yes

Respectfully Submitted,
Matthew Sullivan
SB Recording Secretary

PELHAM SCHOOL DISTRICT PAYROLL VOUCHER

Voucher No: 328

Voucher Date: 6/29/2023

Prepared By: Meghan Deschenes

Generated Date: 6/28/2023

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$77,978.05 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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. Murphy

Eric McGee

ERIC MCGEE

SUPERINTENDENT OF SCHOOLS

Troy Bressette

TROY BRESSETTE

SCHOOL BOARD CHAIR

THOMAS GELLAR

SCHOOL BOARD

DARLENE GREENWOOD

SCHOOL BOARD

Megan Larson

MEGAN LARSON

SCHOOL BOARD VICE CHAIR

G. David Wilkerson

G. DAVID WILKERSON

SCHOOL BOARD

PELHAM SCHOOL DISTRICT

PATRICIA MURPHY, TREASURER

	AMOUNT
DIRECT DEPOSIT	\$54,255.26
CHECKS	\$363.67
MANUAL	\$6,470.41
VOID	-\$6,673.60
FEDERAL TAXES	\$23,099.13
MASS TAXES	\$463.18
TOTAL:	\$77,978.05

SUNGARD K-12 EDUCATION
DATE: 06/27/2023
TIME: 14:18:11

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 328 FY23-6/29/2023

PAGE NUMBER: 1
MODULE NUM: PAYCHK33
PAY PERIOD END 06/22/2023
CHECK DATE 06/29/2023

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
507366	2088	O'CONNOR, TIMOTHY	.00	88.12
507367	481	ROGERS, LAURA	.00	275.55
V171853	2100	ROBITO, MADISON	203.17	.00
V171854	379	ANDREWS, CHERYL A	188.65	.00
V171855	1690	BASINAS, KELLY A	200.23	.00
V171856	1944	BEER, THOMAS	2,238.86	.00
V171857	2038	BETTENCOURT, ALICIA	140.67	.00
V171858	2039	BOUTIN, MELISSA A	210.39	.00
V171859	1984	BUSHEY, HANNAH M	179.23	.00
V171860	977	BYRNE, ELIZABETH REINHARDT	179.23	.00
V171861	2086	CAMPBELL, ELLEN	40.67	.00
V171862	2068	COLEMAN, YVONNE S	298.72	.00
V171863	1250	COSTA, BRIANA L	335.09	.00
V171864	1459	CUNHA, KRISTEN L	151.91	.00
V171865	411	DAILEY, DONNA L	275.55	.00
V171866	2040	DEMERS, DESIREE B	59.33	.00
V171867	1798	DESMARAIS, ASHLEY R	202.06	.00
V171868	1406	DESMARAIS, DEBRA C	131.00	.00
V171869	1732	DESMARAIS, NICOLE E	529.52	.00
V171870	1388	DONOVAN, JENNIFER J	463.19	.00
V171871	1057	DROUIN, KRISTEN ROSE	298.72	.00
V171872	2062	FALLON, MACKENZIE	192.50	.00
V171873	763	GALLAGHER, KIERA M	901.01	.00
V171874	314	GETTY, DEBRA J	126.72	.00
V171875	1479	GLUCK, JESSICA D	38.25	.00
V171876	1446	GOLDSACK, SARAH C	238.98	.00
V171877	1749	GORDON, STACY M	207.33	.00
V171878	2002	GOULET, KYLA M	106.50	.00
V171879	1972	HAMILTON, ALICIA A	191.88	.00
V171880	590	HASKINS, NANCY E	247.23	.00
V171881	893	HENDERSON, WENDY	144.72	.00
V171882	1052	HICKEY, JANET	199.48	.00
V171883	1722	HIGGINS, ELAINA M	173.72	.00
V171884	2113	HOGAN, RACHEL A	96.41	.00
V171885	1106	HUSSEY, TRACY A	4.49	.00
V171886	161	JONES, JODI J	82.40	.00
V171887	543	KEARNEY, KIM	17.33	.00
V171888	926	KOBRENSKI, KRISTIN P	251.81	.00
V171889	57	KOSIK, TANYA A	119.04	.00
V171890	447	KUBIT, LINDA C	216.08	.00
V171891	2051	LACASSE, SHAWNA M	298.72	.00
V171892	1786	LIAKOS, DAVID A	42.40	.00
V171893	251	LOMBARDO, KATHLEEN M	149.23	.00
V171894	1340	LYNDE, DIANNE C	298.72	.00
V171895	2053	MAHONEY-BARNETT, MIRANDA R	263.72	.00
V171896	117	MASIELLO, KELLY A	298.72	.00
V171897	563	MCCARTY, VALERIE	259.32	.00
V171898	2084	MENESES, NINA M	225.41	.00
V171899	2082	MILLER, KELLY A	48.91	.00
V171900	1044	MILNER, KRISTINE	27.13	.00
V171901	1546	MILSOP, SHANNON M	80.27	.00
V171902	1800	MONDEJAR, MADISON V	188.69	.00
V171903	1815	MONTANILE, LAURA A	286.37	.00
V171904	63	MORAN, NANCY T	255.00	.00
V171905	1648	MULLEN, KATHLEEN A	211.08	.00
V171906	828	NOTTEBART, MARY T	167.74	.00

SUNGARD K-12 EDUCATION
DATE: 06/27/2023
TIME: 14:18:11

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 328 FY23-6/29/2023

PAGE NUMBER: 2
MODULE NUM: PAYCHK33
PAY PERIOD END 06/22/2023
CHECK DATE 06/29/2023

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
V171907	1554	PALINGO, LINDA R	208.70	.00
V171908	1883	PARKHURST, TRACY J	297.53	.00
V171909	1603	PILATO, DANIELLE L	431.05	.00
V171910	1896	PORTALLA, ANGELA J	65.52	.00
V171911	1582	ROCK, KATE LINDSAY	179.23	.00
V171912	2076	SILVA, KASSIDY M	116.81	.00
V171913	2056	SLOSSAR, EMILIE R	186.71	.00
V171914	2042	SORENSEN, KRISTENE E	143.64	.00
V171915	494	SPRACKLIN, LINDA J	190.49	.00
V171916	1939	ST. AUBIN, BETHANY K	137.23	.00
V171917	1639	SULLIVAN, MEGHAN K	179.23	.00
V171918	2103	TEED, KERRY A	159.63	.00
V171919	506	WEIGLER, LAURA J	379.78	.00
V171920	1621	WEIR, NICOLE S	179.23	.00
V171921	306	ZIDEK, JILL E	79.23	.00
V171922	1538	AGOSTINO, DAWN M	134.13	.00
V171923	1318	BARR, MEGAN T	627.70	.00
V171924	669	BRAY, CYNTHIA	257.52	.00
V171925	395	BYRNE, KATHRENE M	844.70	.00
V171926	1186	CARMODY, KAITLIN M	855.46	.00
V171927	1602	DECINTO, BRYAN C	117.88	.00
V171928	1814	DEXTER, KIMBERLY R	179.23	.00
V171929	1872	DOWDLE, BELINDA D	402.23	.00
V171930	2073	EMMETT, HOLLY L	425.44	.00
V171931	1783	ENGLISH, AMELIA R	198.20	.00
V171932	2081	ERELLI, ERICA N	202.50	.00
V171933	2072	FITZPATRICK, LEO J	628.26	.00
V171934	2070	FOX, MICHELLE L	281.22	.00
V171935	153	GOUPIL, SHARON A	1.69	.00
V171936	1695	HENDERSON, ERIN P	399.11	.00
V171937	1856	HOGUE, LARA P	149.36	.00
V171938	1031	HURLEY, THOMAS	227.01	.00
V171939	2069	HUSBY, TRISTAN K	179.23	.00
V171940	1869	JIANG-DEMETRION, DARLENE E	44.36	.00
V171941	449	KRESS, HEATHER LAGASSE	497.00	.00
V171942	1045	KUBIT, KIMBERLY	192.97	.00
V171943	549	LALIBERTE, ALLISON	606.47	.00
V171944	2074	LARSON, SHANNON L	260.22	.00
V171945	1739	LEONDIRES, DEBORAH K	683.82	.00
V171946	1633	LIMERICK, THOMAS F	286.37	.00
V171947	227	LYON, SANDRA F	.00	.00
V171948	530	MARTIN, LORRIE A	280.51	.00
V171949	1731	MASSAHOS, LISA A	598.84	.00
V171950	1992	MEUSE, JILL A	595.32	.00
V171951	1450	PARENT, JESSICA L	179.23	.00
V171952	2096	QUICK, LAURIE	186.41	.00
V171953	2083	SANCHIS, BERNARD	106.32	.00
V171954	567	SCANLON, IRENE	245.15	.00
V171955	568	SCANZANI, LOUISE	160.25	.00
V171956	2087	SCANZANI, WILLIAM	410.93	.00
V171957	2064	ST. PETER, GAIL A	107.70	.00
V171958	1733	TANDY, DIANE L	1,038.62	.00
V171959	1904	THERRIEN, GARY D	327.50	.00
V171960	309	TOBIN, JEFFREY	585.92	.00
V171961	1752	WATERS, PETER C	149.36	.00
V171962	1378	BELIVEAU, EILEEN M	.00	.00

SUNGARD K-12 EDUCATION
DATE: 06/27/2023
TIME: 14:18:11

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 328 FY23-6/29/2023

PAGE NUMBER: 3
MODULE NUM: PAYCHK33
PAY PERIOD END 06/22/2023
CHECK DATE 06/29/2023

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
V171963	534	BRANCO, AMY L	179.23	.00
V171964	1494	BREAULT, STEPHANIE L	117.24	.00
V171965	42	CARTEN, KARENA S	179.23	.00
V171966	27	CASAVANT, DIANE T	277.33	.00
V171967	1547	CHATEL, CATHY F	86.30	.00
V171968	163	COUTU, RANDY R	562.95	.00
V171969	1474	CURFMAN, CHARLES L	420.27	.00
V171970	215	ERNST, CATHLEEN A	269.97	.00
V171971	110	GERVAIS, KELLEY A	167.84	.00
V171972	148	GRIFFIN, ANGELA M	271.99	.00
V171973	45	JEAN, KELLY A	280.51	.00
V171974	1812	KELLY, EILEEN B	339.61	.00
V171975	445	KIVIKOSKI, JEAN M	970.61	.00
V171976	450	LAMONTAGNE, PATRICIA A	339.61	.00
V171977	1879	LEMERISE, KELLY R	281.22	.00
V171978	1721	LEWIS, KEITH L	179.23	.00
V171979	2090	MARTIN, ALICIA M	107.70	.00
V171980	1836	MARVIN, MELISSA E	193.46	.00
V171981	1773	MURPHY, RONALD P	200.83	.00
V171982	1993	OROZCO UMANA, LESLIE G	39.29	.00
V171983	1612	RALLS, KATIE E	9.74	.00
V171984	1957	RAYMOND, KELLEY A	181.16	.00
V171985	491	SHANTELER, JUDITH L	179.23	.00
V171986	1788	STECK, JENNIFER M	193.62	.00
V171987	1203	STEVENS, LISA A	997.46	.00
V171988	133	TAYLOR, LAURA J	151.54	.00
V171989	91	TESSIER, KELLY A	179.23	.00
V171990	96	VANTI, LINDA R	264.80	.00
V171991	2122	BARKDOLL, TONI M	2,637.18	.00
V171992	1305	HOFFMAN, BRENDAN W	14,425.23	.00
TOTAL		142 CHECKS ISSUED	54,255.26	363.67

Sarah Marandis
6/27/23

SUNGARD K-12 EDUCATION
DATE: 06/27/2023
TIME: 14:19:12

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER(CONCISE)

PAGE NUMBER: 2
PAYREP83

SELECTION CRITERIA: checkhis.pay_run='326'
MANUAL, VOID CHECKS

REISSUE

PAYRUN: 326
DATE: 06/29/2023

CHECK NUMBER	DEPOSIT AMOUNT	CHECK AMOUNT	MAN/VOID	-----EMPLOYEE-----	ID NUMBER
507365	.00	6,470.41	MANUAL	FOUNTAIN, KEEGHAN	1955
PAYRUN TOTAL CHECK: 1	.00	6,470.41			
TOTAL CHECKS: 2	.00	6,470.41			

Sarah Marandis
6/27/23

SUNGARD K-12 EDUCATION
DATE: 06/27/2023
TIME: 14:19:12

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER(CONCISE)

PAGE NUMBER: 1
PAYREP83

SELECTION CRITERIA: checkhis.pay_run='326'
MANUAL, VOID CHECKS

VOID

PAYRUN: 326
DATE: 06/15/2023

CHECK NUMBER	DEPOSIT AMOUNT	CHECK AMOUNT	MAN/VOID	-----EMPLOYEE-----	ID NUMBER
507352	.00	6,470.43	VOID	FOUNTAIN, KEEGHAN	1955
507352	.00	-6,470.43	VOID	FOUNTAIN, KEEGHAN	1955
PAYRUN TOTAL					
CHECK: 1	.00	.00			

This is a void and reissue of a lost paycheck--there is a minor discrepancy due to a rounding issue with FICA. The original check was the balloon check and issued in a pay run with 5 separate cycles. The replacement had to be processed as a manual in 1 cycle. The system does not allow for multiple cycles for manual checks, and we were not able to process the replacement in a pay run due to the deductions that had been taken during the balloon.

CRL 6-27-2023

Sarah Marando
6/27/23

SUNGARD K-12 EDUCATION
DATE: 06/28/2023
TIME: 08:51:44

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER(CONCISE)

PAGE NUMBER: 1
PAYREP83

SELECTION CRITERIA: checkhis.pay_run='314'
VOID CHECKS

PAYRUN: 314
DATE: 01/05/2023

CHECK NUMBER	DEPOSIT AMOUNT	CHECK AMOUNT	MAN/VOID	-----EMPLOYEE-----	ID NUMBER
507162	.00	203.17	VOID	ROBITO, MADISON	2100
507162	.00	-203.17	VOID	ROBITO, MADISON	2100
PAYRUN TOTAL CHECK: 1	.00	.00			
TOTAL CHECKS: 1	.00	.00			

Void check for lost outstanding check reissued within
pay run on 6-29-2023. Employee now has direct
deposit and replacement check could be issued within
pay run. CRL 6-27-23

DMahmey
6/28/23

TAXPAYER NAME: PELHAM SCHOOL DISTRICT

TIN: xxxxx0676

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:	270358003926171
-----------------------------	-----------------

PLEASE NOTE

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

Payment Information	Entered Data
Taxpayer EIN	xxxxx0676
Tax Form	941 Employers Federal Tax
Tax Type	Federal Tax Deposit
Tax Period	Q2/2023
Payment Amount	\$23,099.13
Settlement Date	06/29/2023
Subcategories:	
1 Social Security	\$11,902.78
2 Medicare	\$2,783.96
3 Tax Withholding	\$8,412.39
Account Number	xxxxxx6612
Account Type	CHECKING
Routing Number	011401533
Bank Name	CITIZENS BANK NA



Mass.gov



MassTaxConnect

[Payment Options](#)

Payment - Confirmation

- **Confirmation Number:** 1-461-888-032
- **Submitted Date and Time:** 6/28/2023 9:45:56 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 6/29/2023. You can delete your pending scheduled payment until 4:00pm on 6/28/2023.

- **Paid For:** PELHAM SCHOOL DISTRICT
- **Account ID:** WTH-10997662-002
- **Paid From:** CITIZENS BANK NA ****6612
- **Payment Amount:** \$463.18
- **Filing Period:** 30-Jun-2023
- **Payment Effective Date:** 6/29/2023
- **Payment Type:** Return Payment

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

View Your Submission

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

Contact Us

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

OK

Print Confirmation



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PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: PAY328P

Voucher Date: 6/29/2023

Prepared By: Joyce Doucette

Printed: 6/27/2023

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$677,442.00** on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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

Troy Bressette

TROY BRESSETTE

SCHOOL BOARD CHAIR

THOMAS GELLAR

SCHOOL BOARD

DARLENE GREENWOOD

SCHOOL BOARD

Megan Larson

MEGAN LARSON

SCHOOL BOARD VICE CHAIR

G. David Wilkerson

G. DAVID WILKERSON

SCHOOL BOARD

PELHAM SCHOOL DISTRICT

PATRICIA MURPHY, TREASURER

FUND	DESCRIPTION	AMOUNT
10	GENERAL FUND/CHECKS	\$0.00
10	GENERAL FUND/EFT	\$677,442.00

TOTAL: **\$677,442.00**

POWERSCHOOL LLC
DATE: 06/27/2023
TIME: 15:06:55

PELHAM SCHOOL DISTRICT - SAU 28
CHECK AND VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/23

FUND - 10 - GENERAL FUND							
CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT	
V57168	A1010	06/29/23	3913 000388 - ASPIRE	L4730	DED:6019 ASPIRE	38.50	
V57169	A1010	06/29/23	7 EQUITABLE EQUI-VEST	L4730	DED:6000 AXA EQUIT	20,591.46	
V57169	A1010	06/29/23	7 EQUITABLE EQUI-VEST	L4730	DED:6001 AXA EQUIT	35.00	
			TOTAL VOUCHER			20,626.46	
V57170	A1010	06/29/23	8 FIDELITY-PLAN51251	L4730	DED:6002 FIDELITY	200.00	
V57170	A1010	06/29/23	8 FIDELITY-PLAN51251	L4730	DED:6003 FIDELITY	196.00	
			TOTAL VOUCHER			396.00	
V57171	A1010	06/29/23	6 HORACE MANN LIFE	L4730	DED:6006 HMANN	30.00	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1500 E RETIREMT	2,281.44	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1500 E RETIREMT	18,661.20	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1500 E RETIREMT	19,231.93	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	27,472.96	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	-2,307.22	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	2,307.21	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	145,809.28	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	428,841.06	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4760	DED:1501 T RETIREMT	13,433.18	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4880	DED:1550 E ADDL RET	25.00	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4880	DED:1550 E ADDL RET	25.00	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4880	DED:1551 T ADDL RET	60.00	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4880	DED:1551 T ADDL RET	300.00	
V57172	A1010	06/29/23	5 NEW HAMPSHIRE RETIREMENT	L4880	DED:1551 T ADDL RET	60.00	
			TOTAL VOUCHER			656,201.04	
V57173	A1010	06/29/23	2764 SECURITY BENEFIT CORPORAT	L4730	DED:6012 SEC BENEFIT	150.00	
			TOTAL FUND			677,442.00	
			TOTAL REPORT			677,442.00	

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: BFPMS44

Voucher Date: 6/28/2023

Prepared By: Joyce Doucette

Generated Date: 6/28/2023

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$13,991.13 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (period cannot overlap fiscal year end).

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

Debra L. Murphy

Eric McGee

ERIC MCGEE

SUPERINTENDENT OF SCHOOLS

Troy Bressette

TROY BRESSETTE

SCHOOL BOARD CHAIR

THOMAS GELLAR

SCHOOL BOARD

DARLENE GREENWOOD

SCHOOL BOARD

Megan Larson

MEGAN LARSON

SCHOOL BOARD VICE CHAIR

G. David Wilkerson

G. DAVID WILKERSON

SCHOOL BOARD

PELHAM SCHOOL DISTRICT

PATRICIA MURPHY, TREASURER

FUND	DESCRIPTION	AMOUNT
30	BUILDING FUND	<u>\$367.99</u>
30	EFT -BUILDING FUND	<u>\$13,623.14</u>
	TOTAL:	<u>\$13,991.13</u>

POWERSCHOOL LLC
DATE: 06/28/2023
TIME: 15:09:31

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/23

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
57174	L4020	06/28/23	5393 KEACH NORDSTROM ASSOCIATE	330	CIVIL/SITE ENGINEERING CO	367.99
TOTAL FUND						367.99
TOTAL REPORT						367.99

POWERSCHOOL LLC
DATE: 06/28/2023
TIME: 15:14:24

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/23

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V57175	L4020	06/28/23	4707 HARRIMAN ASSOCIATES	330	PELHAM MEMORIAL SCHOOL PH	12,345.14
V57176	L4020	06/28/23	327 THE LAWSON GROUP, LTD.	330	PMS CAULK BOARD ADHESIVE	1,278.00
TOTAL FUND						13,623.14
TOTAL REPORT						13,623.14

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: AP062823

Voucher Date: 6/28/2023

Prepared By: Joyce Doucette

Generated Date: 6/28/2023

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$206,923.38** on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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

Troy Bressette

TROY BRESSETTE

SCHOOL BOARD CHAIR

THOMAS GELLAR

SCHOOL BOARD

DARLENE GREENWOOD

SCHOOL BOARD

Megan Larson

MEGAN LARSON

SCHOOL BOARD VICE CHAIR

G. David Wilkerson

G. DAVID WILKERSON

SCHOOL BOARD

PELHAM SCHOOL DISTRICT

PATRICIA MURPHY, TREASURER

FUND	DESCRIPTION	AMOUNT
10	GENERAL FUND	\$157,361.74
21	FOOD SERVICE FUND	\$104.28
22	GRANTS FUND	\$11,648.27
25	OTHER SPECIAL FUND	\$799.09
10	EFT -GENERAL FUND	\$37,010.00
21	EFT -FOOD SERVICE FUND	\$0.00
22	EFT -GRANTS FUND	\$0.00
25	EFT -OTHER SPECIAL FUND	\$0.00
TOTAL:		\$206,923.38

POWERSCHOOL LLC
DATE: 06/28/2023
TIME: 15:39:33

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/23

FUND	FUND TITLE	AMOUNT
10	GENERAL FUND	157,361.74
21	FOOD SERVICE FUND	104.28
22	GRANTS FUNDS	11,648.27
25	OTHER SPECIAL FUND	799.09
TOTAL REPORT		169,913.38

POWERSCHOOL LLC
DATE: 06/28/2023
TIME: 15:37:35

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/23

FUND - 10 - GENERAL FUND							
CHECK NUMBER	CASH ACCT	DATE ISSUED		-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
57177	A1010	06/28/23	5536	ADVENTURELORE LLC	330	PO 231734	145.00
57177	A1010	06/28/23	5536	ADVENTURELORE LLC	330	PO 231734	145.00
57177	A1010	06/28/23	5536	ADVENTURELORE LLC	330	PO 231734	145.00
TOTAL CHECK							435.00
57178	A1010	06/28/23	3823	ASCENTRIA COMMUNITY SERVI	330	VIETNAMESE INTERPRETER FO	136.00
57179	A1010	06/28/23	4923	BALFOUR	890	PO 232872 HONOR CORDS	328.95
57180			3657	BMO MASTERCARD		VOID: MULTI STUB CHECK	
57181			3657	BMO MASTERCARD		VOID: MULTI STUB CHECK	
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	MONTHLY POSTAGE SERVICE F	29.99
57182	A1010	06/28/23	3657	BMO MASTERCARD	446	ZOOM SERVICE - UP TO 10 U	199.90
57182	A1010	06/28/23	3657	BMO MASTERCARD	580	HOTEL/AIRFARE FOR NATIONA	1,235.28
57182	A1010	06/28/23	3657	BMO MASTERCARD	580	CLOSED BUDGET ACCOUNT	1,160.00
57182	A1010	06/28/23	3657	BMO MASTERCARD	580	HOTEL/AIRFARE FOR NATIONA	1,140.00
57182	A1010	06/28/23	3657	BMO MASTERCARD	580	HOTEL/AIRFARE FOR NATIONA	1,160.00
57182	A1010	06/28/23	3657	BMO MASTERCARD	550	ESTIMATED SHIPPING/HANDLI	12.49
57182	A1010	06/28/23	3657	BMO MASTERCARD	550	PMS NOTE CARDS	115.55
57182	A1010	06/28/23	3657	BMO MASTERCARD	738	BMO HOME DEPOT DEEP FREEZ	354.00
57182	A1010	06/28/23	3657	BMO MASTERCARD	325	BRIEF-1 SELF REPORTS	97.20
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	SUPPLIES AND BOOKS FOR PH	529.88
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	POSTAGE FOR SPECIAL ED	399.95
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	AWARDS FOR ACADEMIC AWARD	189.00
57182	L4020	06/28/23	3657	BMO MASTERCARD	610	SAU WELLNESS LUNCHEON - S	335.50
57182	A1010	06/28/23	3657	BMO MASTERCARD	890	RETIREMENT GIFT AND OTHER	95.00
57182	A1010	06/28/23	3657	BMO MASTERCARD	890	ITEMS FOR SNACK SHAK FOR	334.28
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	SUPPLIES THAT MAY BE NEED	11.98
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	SUPPLIES THAT MAY BE NEED	33.53
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	SUPPLIES THAT MAY BE NEED	77.02
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	CHOICEWORKS, BEE VISUAL	59.97
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	POSTAGE ENCUMBERED FOR EO	260.00
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	POSTAGE ENCUMBERED FOR EO	243.44
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	ENCUMBER FOR ADDITIONAL C	1,154.00
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	ENCUMBER FOR EOF YEAR NEE	40.00
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	ENCUMBER FOR EOF YEAR NEE	30.11
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	ENCUMBER FOR EOF YEAR NEE	71.84
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	FUNDS FOR GRADUATION, ACA	37.60
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	FUNDS FOR GRADUATION, ACA	160.45
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	FUNDS FOR GRADUATION, ACA	141.79
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	FUNDS FOR GRADUATION, ACA	33.42
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	ESTIMATED SHIPPING/HANDLI	11.86
57182	A1010	06/28/23	3657	BMO MASTERCARD	534	NETSTAMPS LABELS, 50 SHEE	41.21
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	SAU WELLNESS EVENT JUNE 2	107.91
57182	L4020	06/28/23	3657	BMO MASTERCARD	610	SMOOTHIE BUS FOR PMS WELL	355.68
57182	A1010	06/28/23	3657	BMO MASTERCARD	890	REFRESHMENTS JUNE CPI TRA	97.54
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	FOR GROCERIES AND SUPPLIE	62.19
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	FOR GROCERIES AND SUPPLIE	95.69
57182	A1010	06/28/23	3657	BMO MASTERCARD	610	WIDE STACKABLE PLASTIC UT	167.88
57182	A1010	06/28/23	3657	BMO MASTERCARD	A1800	AIRFARE FOR NASSP TRIP -	1,151.05
57182	A1010	06/28/23	3657	BMO MASTERCARD	A1800	AIRFARE FOR NASSP CONF IN	1,151.05

POWERSCHOOL LLC
DATE: 06/28/2023
TIME: 15:37:35

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 2
VENCHK11
ACCOUNTING PERIOD: 12/23

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
57182	A1010	06/28/23	3657 BMO MASTERCARD	610	OFFICE CHAIR FOR KAREN CH	1,176.10
57182	A1010	06/28/23	3657 BMO MASTERCARD	610	2 EZ UP TENTS FOR PHS EVE	1,370.00
57182	A1010	06/28/23	3657 BMO MASTERCARD	325	ESTIMATED SHIPPING/HANDLI	12.31
57182	A1010	06/28/23	3657 BMO MASTERCARD	325	WIAT-4 BOOKLETS 25-COUNT	205.20
57182	A1010	06/28/23	3657 BMO MASTERCARD	610	CROWN TROPHY - NAME PLATE	49.25
57182	A1010	06/28/23	3657 BMO MASTERCARD	AL800	NHASEA SUMMER CONFERENCE	325.92
57182	A1010	06/28/23	3657 BMO MASTERCARD	610	HANNAFORD, FACS FOOD SUPP	139.52
57182	A1010	06/28/23	3657 BMO MASTERCARD	890	CRYSTAL VASE FOR ML	109.98
57182	A1010	06/28/23	3657 BMO MASTERCARD	610	HANNAFORD, FACS FOOD SUPP	88.51
57182	A1010	06/28/23	3657 BMO MASTERCARD	890	PRESIDENT'S EDUCATION AWA	41.67
57182	A1010	06/28/23	3657 BMO MASTERCARD	890	WATER AND SNACKS FOR SAU	32.75
57182	A1010	06/28/23	3657 BMO MASTERCARD	890	FLOWERS FOR NEW SAU MEMBE	75.00
57182	A1010	06/28/23	3657 BMO MASTERCARD	534	CERTIFIED MAIL TO MAINE S	20.90
57182	A1010	06/28/23	3657 BMO MASTERCARD	890	ESTIMATE MEMORIES AT MEMO	156.25
57182	A1010	06/28/23	3657 BMO MASTERCARD	610	PELHAM BLUE GALLON PAINT	42.98
57182	A1010	06/28/23	3657 BMO MASTERCARD	890	ICE, DRINKS, SNACKS FOR S	37.62
57182	L4020	06/28/23	3657 BMO MASTERCARD	630	HANNAFORD - EOY CATERING	30.72
57182	A1010	06/28/23	3657 BMO MASTERCARD	610	HANNAFORD, FACS FOOD SUPP	152.47
57182	L4020	06/28/23	3657 BMO MASTERCARD	630	EOY DISTRICT CATERING ITE	36.11
57182	L4020	06/28/23	3657 BMO MASTERCARD	630	EOY DISTRICT - CATERING B	37.45
TOTAL CHECK						16,507.91
57183	A1010	06/28/23	3022 BOB'S TEES	610	DISTRICT POLO SHIRTS FOR	335.00
57183	A1010	06/28/23	3022 BOB'S TEES	610	IT JACKET FOR TESSA LEPPA	72.00
TOTAL CHECK						407.00
57184	L4020	06/28/23	834 GAMETIME	734	CERTIFIED INSTALLER	2,000.00
57184	L4020	06/28/23	834 GAMETIME	734	ESTIMATED SHIPPING/HANDLI	1,663.27
57184	L4020	06/28/23	834 GAMETIME	734	QUOTE 110343-01-01	6,643.00
TOTAL CHECK						10,306.27
57185	A1010	06/28/23	3778 BRENDAN W HOFFMAN	580	MILEAGE REIMBURSEMENT OOD	135.59
57186	A1010	06/28/23	4053 EILEEN M KALINOWSKI	580	ROUNDTRIP MILEAGE FROM PE	35.91
57187	A1010	06/28/23	5204 M.E. O'BRIEN & SONS, INC.	734	PK ADAPTIVE SWING -WITH H	142.00
57187	L4020	06/28/23	5204 M.E. O'BRIEN & SONS, INC.	734	PK ADAPTIVE SWING -WITH H	1,342.00
TOTAL CHECK						1,484.00
57188	A1010	06/28/23	4092 MOUNT PROSPECT ACADEMY	569	OOD RESIDENTIAL TUITION F	6,355.10
57188	A1010	06/28/23	4092 MOUNT PROSPECT ACADEMY	569	TUITION FOR ACADEMIC	2,603.60
TOTAL CHECK						8,958.70
57189	A1010	06/28/23	196 REGIONAL SERVICES & EDUCA	564	GROUP SLP	56.18
57189	A1010	06/28/23	196 REGIONAL SERVICES & EDUCA	564	PLANNING AND MEETINGS	670.39
TOTAL CHECK						726.57
57190	A1010	06/28/23	60 SCHOOL HEALTH CORPORATION	610	NITRILE EXAM GLOVE, 100/8	282.50
57190	A1010	06/28/23	60 SCHOOL HEALTH CORPORATION	610	NITRILE EXAM GLOVE, 100/8	282.50
57190	A1010	06/28/23	60 SCHOOL HEALTH CORPORATION	610	NITRILE EXAM GLOVE, 100/8	169.50
57190	A1010	06/28/23	60 SCHOOL HEALTH CORPORATION	610	NITRILE EXAM GLOVE, 100/8	56.50
TOTAL CHECK						791.00
57191	A1010	06/28/23	3240 STUDENT TRANSPORTATION OF	519	CTE ROUTE BUS 1	3,007.76
57191	A1010	06/28/23	3240 STUDENT TRANSPORTATION OF	519	CTE ROUTE BUS 2	5,639.55
57191	A1010	06/28/23	3240 STUDENT TRANSPORTATION OF	519	CTE ROUTE BUS 3	375.97

POWERSCHOOL LLC
 DATE: 06/28/2023
 TIME: 15:37:35

PELHAM SCHOOL DISTRICT - SAU 28
 CHECK REGISTER

PAGE NUMBER: 3
 VENCHK11
 ACCOUNTING PERIOD: 12/23

FUND - 10 - GENERAL FUND									
CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----			ACCT	-----DESCRIPTION-----	AMOUNT	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	REGULAR BUS ROUTES - 15 B		73,911.60	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	ADDT IN-DISTRICT TRANSPOR		13,809.95	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	PK BUS (11 STUDENTS) AM/P		876.98	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	OOD TRANSPORTATION		3,278.16	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	MCKINNEY VENTO TRANSPORTA		1,092.72	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	MCKINNEY VENTO TRANSPORTA		3,278.16	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	OOD TRANSPORTATION		4,097.70	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	OOD TRANSPORTATION		3,824.52	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	OOD TRANSPORTATION		4,917.24	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	OOD TRANSPORTATION		3,551.34	
57191	A1010	06/28/23	3240	STUDENT TRANSPORTATION OF	519	OOD TRANSPORTATION		121,661.65	
TOTAL CHECK									
57192	A1010	06/28/23	5577	TECH SOLUTIONS GROUP, LLC	650	EOY - SECOND SCOREBOARD S		1,285.00	
57192	A1010	06/28/23	5577	TECH SOLUTIONS GROUP, LLC	650	ESTIMATED SHIPPING/HANDLI		30.00	
TOTAL CHECK									1,315.00
57193	A1010	06/28/23	5217	THISTLE COMMUNICATIONS	890	SCREEN FOR 8TH GR MEMORIE		2,500.00	
57194	A1010	06/28/23	3884	US BANK EQUIPMENT FINANCE	442	PHS - CANON - 500-0568600		430.83	
57194	A1010	06/28/23	3884	US BANK EQUIPMENT FINANCE	442	PHS - CANON - 500-0659539		275.00	
TOTAL CHECK									705.83
57195	A1010	06/28/23	4469	VARSITY SCOREBOARDS	738	EOY - SECOND SCOREBOARD F		3,478.00	
TOTAL FUND									169,913.38
TOTAL REPORT									169,913.38

POWERSCHOOL LLC
DATE: 06/28/2023
TIME: 15:46:31

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/23

FUND	FUND TITLE	AMOUNT
10	GENERAL FUND	37,010.00
TOTAL REPORT		37,010.00

POWERSCHOOL LLC
DATE: 06/28/2023
TIME: 15:45:53

PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/23

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V57196	A1010	06/28/23	4967 AMAZON CAPITAL SERVICES,	A1800	ESTIMATED SHIPPING/HANDLI	3.99
V57196	A1010	06/28/23	4967 AMAZON CAPITAL SERVICES,	A1800	PCM SUMMER SKILLS SUPPLIE	199.76
V57196	A1010	06/28/23	4967 AMAZON CAPITAL SERVICES,	A1800	PCM BIG BROTHER BIG SISTE	227.27
V57196	A1010	06/28/23	4967 AMAZON CAPITAL SERVICES,	610	SUPPLIES AND BOOKS FOR PH	535.80
TOTAL VOUCHER						966.82
V57197	A1010	06/28/23	4888 ARTS ACADEMY OF NEW HAMPS	332	ADDT FUNDS JUNE SERVICES	97.50
V57197	A1010	06/28/23	4888 ARTS ACADEMY OF NEW HAMPS	332	SERVICES FOR CHARTER STUD	240.00
V57197	A1010	06/28/23	4888 ARTS ACADEMY OF NEW HAMPS	332	ADDT FUNDS JUNE SERVICES	12.50
V57197	A1010	06/28/23	4888 ARTS ACADEMY OF NEW HAMPS	330	COUNSELING INDIVIDUAL	134.67
V57197	A1010	06/28/23	4888 ARTS ACADEMY OF NEW HAMPS	332	SERVICES FOR CHARTER STUD	190.33
TOTAL VOUCHER						675.00
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	SLP SERVICES PK -K M.DOD	4,072.01
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS NEEDED TILL JU	509.00
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	SLA SERVICES 5TH GRADE -	232.69
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	SLPA - GRADES K-5 PROVIDE	2,549.83
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS NEEDED TILL JU	4,351.96
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS JUNE 2023 SERV	2,519.55
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	SCHOOL PSYCHOLOGY SERVICE	1,499.99
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	SCHOOL PSYCHOLOGY SERVICE	187.50
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS FOR SCHOOL PSY	4,062.47
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS MAY - JUNE 202	812.53
V57198	A1010	06/28/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS FOR SCHOOL PSY	500.00
TOTAL VOUCHER						21,297.53
V57199	A1010	06/28/23	1265 BOYDENS LANDSCAPING, LLC	433	6/5/2023 REPLACE ZONE VAL	1,130.00
V57200	A1010	06/28/23	665 BULLARD CONSULTING LLC	330	CONSULTING SERVICES FOR T	1,175.00
V57201	A1010	06/28/23	360 CONTROL TECHNOLOGIES	433	ROOT TOP CONDENSER ON TOP	502.79
V57202	A1010	06/28/23	5537 FAMILY FOCUS LLC	330	THERAPEUTIC COUNSELING &	555.00
V57202	A1010	06/28/23	5537 FAMILY FOCUS LLC	330	THERAPEUTIC COUNSELING &	740.00
TOTAL VOUCHER						1,295.00
V57203	A1010	06/28/23	535 FLINN SCIENTIFIC	734	DEMINEALIZER CARTRIDGE.	153.00
V57203	A1010	06/28/23	535 FLINN SCIENTIFIC	734	DEMINEALIZER TO ENSURE T	1,372.50
V57203	A1010	06/28/23	535 FLINN SCIENTIFIC	734	HOT PLATE FOR BIOLOGY LAB	670.50
V57203	A1010	06/28/23	535 FLINN SCIENTIFIC	734	MELTING POINT APPARATUS.	1,723.50
V57203	A1010	06/28/23	535 FLINN SCIENTIFIC	610	BROMTHYMOL BLUE INDICATOR	3.29
V57203	A1010	06/28/23	535 FLINN SCIENTIFIC	610	HEAT RESISTANT GLOVES	202.50
V57203	A1010	06/28/23	535 FLINN SCIENTIFIC	610	PIEZOELECTRIC IGNITER	95.28
TOTAL VOUCHER						4,220.57
V57204	A1010	06/28/23	5478 GOLDEN EDUCATION CONSULTI	332	SERVICES CHARTER STUDENT	525.00
V57204	A1010	06/28/23	5478 GOLDEN EDUCATION CONSULTI	332	ADDT SERVICES FOR APR-MAY	450.00
V57204	A1010	06/28/23	5478 GOLDEN EDUCATION CONSULTI	332	SERVICES FOR CHARTER STUD	318.75
TOTAL VOUCHER						1,293.75
V57205	A1010	06/28/23	956 VICTORIA L HANSEN	580	MILEAGE REIMBURSEMENT HOM	307.56
V57206	A1010	06/28/23	4050 HEAR TO LEARN, LLC	330	AUDIOLOGY SERVICES FOR PS	937.50
V57206	A1010	06/28/23	4050 HEAR TO LEARN, LLC	330	ESTIMATED TRAVEL & MILEAG	20.31
TOTAL VOUCHER						957.81

POWERSCHOOL LLC
 DATE: 06/28/2023
 TIME: 15:45:53

PELHAM SCHOOL DISTRICT - SAU 28
 VOUCHER REGISTER

PAGE NUMBER: 2
 VENCHK11
 ACCOUNTING PERIOD: 12/23

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
V57207	A1010	06/28/23	4504 LEARNWELL SERVICES	330	TUTOR SERVICES FOR PMS ST	65.84
V57208	A1010	06/28/23	99 MCGRAW-HILL EDUCATION, IN	640	ESTIMATED SHIPPING/HANDLI	39.48
V57208	A1010	06/28/23	99 MCGRAW-HILL EDUCATION, IN	640	GR 2 DECODABLE READERS	451.89
TOTAL VOUCHER						491.37
V57209	A1010	06/28/23	3819 OT WORKS 4 KIDZ	330	PO 231072	440.00
V57209	A1010	06/28/23	3819 OT WORKS 4 KIDZ	330	PO 230635	297.50
TOTAL VOUCHER						737.50
V57210	A1010	06/28/23	5408 BRIAN T SANDS	890	END OF THE YEAR LUNCHEON	219.83
V57211	A1010	06/28/23	4276 SIGNET ELECTRONIC SYSTEMS	330	(5) ITZ-24D-3(BK)TEL	1,443.08
V57212	A1010	06/28/23	2815 JESSICA VAN VRANKEN	330	CPR ONLINE CLASS REIMBURS	19.50
V57213	A1010	06/28/23	475 WB MASON COMPANY, INC.	610	8 1/2 X 11 NOTEBOOKS	24.70
V57213	A1010	06/28/23	475 WB MASON COMPANY, INC.	610	BOTTLE DEPOSIT	30.00
V57213	A1010	06/28/23	475 WB MASON COMPANY, INC.	610	FILE FOLDERS	8.47
V57213	A1010	06/28/23	475 WB MASON COMPANY, INC.	610	SPRING WATER	58.95
V57213	A1010	06/28/23	475 WB MASON COMPANY, INC.	610	STENO PADS	12.40
V57213	A1010	06/28/23	475 WB MASON COMPANY, INC.	1800	ESY CLASSROOM SUPPLIES	13.19
V57213	A1010	06/28/23	475 WB MASON COMPANY, INC.	1800	ESY CLASSROOM SUPPLIES	87.34
V57213	A1010	06/28/23	475 WB MASON COMPANY, INC.	610	BOTTLE DEPOSIT	-24.00
TOTAL VOUCHER						211.05
TOTAL FUND						37,010.00
TOTAL REPORT						37,010.00

Signature Certificate

Reference number: AR5NV-CZWV8-HBCZ6-JDKME

Signer

Timestamp

Signature

Deborah Mahoney

Email: dmahoney@pelhamsd.org

Sent:

28 Jun 2023 21:57:40 UTC

Viewed:

28 Jun 2023 21:57:43 UTC

Signed:

28 Jun 2023 21:58:33 UTC



IP address: 216.107.201.146

Location: Derry, United States

G. David Wilkerson

Email: dwilkerson@pelhamsd.org

Sent:

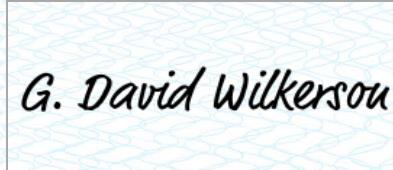
28 Jun 2023 21:57:40 UTC

Viewed:

28 Jun 2023 22:05:29 UTC

Signed:

28 Jun 2023 22:05:59 UTC



IP address: 71.232.110.77

Location: Pelham, United States

Recipient Verification:

✓ Email verified

28 Jun 2023 22:05:29 UTC

Megan Larson

Email: mlarson@pelhamsd.org

Sent:

28 Jun 2023 21:57:40 UTC

Viewed:

28 Jun 2023 22:08:01 UTC

Signed:

28 Jun 2023 22:09:17 UTC



IP address: 24.60.236.44

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Page 1 of 2



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Troy Bressette

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29 Jun 2023 11:13:12 UTC



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IP address: 64.222.117.183

Location: Greenfield, United States

Eric McGee

Email: emcgee@pelhamsd.org

Sent:

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Viewed:

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Page 2 of 2



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PELHAM SCHOOL DISTRICT PAYROLL VOUCHER

Voucher No: 451
 Voucher Date: 7/6/2023
 Prepared By: Meghan Deschenes
 Generated Date: 7/5/2023

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$139,772.17 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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
	TROY BRESSETTE	SCHOOL BOARD CHAIR
	THOMAS GELLAR	SCHOOL BOARD
	DARLENE GREENWOOD	SCHOOL BOARD
	G. DAVID WILKERSON	SCHOOL BOARD

PELHAM SCHOOL DISTRICT

		AMOUNT
	DIRECT DEPOSIT	\$95,125.99
	CHECKS	\$8,002.42
	MANUAL	\$0.00
	VOID	\$0.00
	FEDERAL TAXES	\$35,989.74
	MASS TAXES	\$654.02
	TOTAL:	\$139,772.17

Arlanna Garcia, TREASURER

SUNGARD K-12 EDUCATION
DATE: 07/03/2023
TIME: 15:26:07

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 451 FY24-07/06/2023

PAGE NUMBER: 1
MODULE NUM: PAYCHK33
PAY PERIOD END 06/29/2023
CHECK DATE 07/06/2023

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
507369	1864	SULLIVAN, MATTHEW J	.00	92.29
507370	2128	MACDONALD, TARA N	.00	2,500.04
507371	1973	MACKAY, ROBERT C	.00	1,163.89
507372	1591	NESKEY, STEPHEN J	.00	958.95
507373	2123	NOYES, KIMBERLY E	.00	3,287.25
V171993	1291	GARCIA, ARLANNA	230.87	.00
V171994	2105	KEATING, EMILY M	903.82	.00
V171995	1969	BELANGER, ZACHARY S	1,435.38	.00
V171996	512	BIANCHI, SUSAN J	1,321.74	.00
V171997	2036	BROWN, JOSEPH W	1,000.38	.00
V171998	538	COVART, NICOLE	2,518.80	.00
V171999	1459	CUNHA, KRISTEN L	86.81	.00
V172000	2017	DELANGIE, CULLEN	1,214.03	.00
V172001	145	HANSEN, VICTORIA L	1,241.04	.00
V172002	256	LABONTE, KELLY L	2,604.68	.00
V172003	1981	NAVA, GUADALUPE	1,377.79	.00
V172004	84	STRUTH, KERRY A	2,745.70	.00
V172005	2031	TEMMALLO, TARYN C	1,927.79	.00
V172006	1097	VAN AUKEN, BRUCE	1,111.95	.00
V172007	1030	VAN VRANKEN, JESSICA	2,958.77	.00
V172008	1912	ARSENEAULT, JACOB M	947.88	.00
V172009	381	BABAIA, THOMAS C	2,770.83	.00
V172010	1806	BARRIERE, ADAM J	2,773.95	.00
V172011	1651	BRUNELLE, CYNTHIA S	1,348.00	.00
V172012	1186	CARMODY, KAITLIN M	2,716.86	.00
V172013	1551	CHURCHILL, KAREN A	1,405.48	.00
V172014	1589	CURTIN, CHRISTOPHER B	2,004.10	.00
V172015	2021	DAILEY, JOSEPH A	1,349.70	.00
V172016	1495	GRIFFIN, PAUL D	969.79	.00
V172017	446	KRESS, TODD W	2,806.70	.00
V172018	1678	KRUMLAUF, SHANNON	1,142.81	.00
V172019	2110	LEPPANEN, TESSA M	1,019.26	.00
V172020	1702	MEAD, DAWN M	3,371.43	.00
V172021	1905	NESKEY, KAREN R	902.87	.00
V172022	1978	SANDS, BRIAN T	2,862.05	.00
V172023	508	WILKINS JR, RAYMOND T	1,595.12	.00
V172024	2037	ZILIFIAN, VAHRAM A	1,362.49	.00
V172025	1832	AYOTTE, KENNETH D	1,256.80	.00
V172026	1237	LORENTZEN, CHRISTOPHER	1,111.21	.00
V172027	1164	MAGHAKIAN, STACY L	3,083.73	.00
V172028	1977	MEDLOCK, ZACHARY BRIAN	2,892.07	.00
V172029	2060	NORTHROP, CHERYL	2,761.74	.00
V172030	1426	PERRY, BEVERLY M	1,110.36	.00
V172031	1694	PRAETZ, DANIEL J	1,468.21	.00
V172032	2058	SECCARECCIO, MICHELLE L	1,271.94	.00
V172033	2061	TATE, STEPHANIE	1,143.96	.00
V172034	2122	BARKDOLL, TONI M	3,478.88	.00
V172035	1960	DESCHENES, MEGHAN	835.33	.00
V172036	1294	DOUCETTE, JOYCE P	2,018.87	.00
V172037	1965	KELLEY, KIM M	1,545.94	.00
V172038	1440	LAVACCHIA, CHRISTINE R	1,699.95	.00
V172039	2044	LORD, KEITH A	2,894.87	.00
V172040	1293	MAHONEY, DEBORAH A	2,722.62	.00
V172041	1609	MARANDOS, SARAH E	3,244.93	.00
V172042	1362	MAZZARIELLO, ERIN M	1,405.36	.00
V172043	1866	MCGEE, ERIC S	3,661.12	.00

SUNGARD K-12 EDUCATION
DATE: 07/03/2023
TIME: 15:26:07

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER
PAY RUN 451 FY24-07/06/2023

PAGE NUMBER: 2
MODULE NUM: PAYCHK33
PAY PERIOD END 06/29/2023
CHECK DATE 07/06/2023

CHECK NO	EMPLOYEE NUMBER	-----EMPLOYEE-----	DEPOSIT AMOUNT	CHECK AMOUNT
V172044	1361	RODRIGUE, KRISTEN A	1,489.23	.00
TOTAL		57 CHECKS ISSUED	95,125.99	8,002.42


7/3/2023

TAXPAYER NAME: PELHAM SCHOOL DISTRICT

TIN: xxxxx0676

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:	270358831010632
-----------------------------	-----------------

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	Q3/2023
Payment Amount	\$35,989.74
Settlement Date	07/07/2023
Subcategories:	
1 Social Security	\$17,625.64
2 Medicare	\$4,122.16
3 Tax Withholding	\$14,241.94
Account Number	xxxxxx6612
Account Type	CHECKING
Routing Number	011401533
Bank Name	CITIZENS BANK NA



Mass.gov



MassTaxConnect

[Payment Options](#)

Payment - Confirmation

- **Confirmation Number:** 0-921-703-456
- **Submitted Date and Time:** 7/5/2023 7:22:16 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 7/7/2023. You can delete your pending scheduled payment until 4:00pm on 7/6/2023.

- **Paid For:** PELHAM SCHOOL DISTRICT
- **Account ID:** WTH-10997662-002
- **Paid From:** CITIZENS BANK NA ****6612
- **Payment Amount:** \$654.02
- **Filing Period:** 30-Sep-2023
- **Payment Effective Date:** 7/7/2023
- **Payment Type:** Return Payment

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

View Your Submission

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

Contact Us

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

[OK](#)[Print Confirmation](#)

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PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: PAY451P Voucher Date: 7/6/2023 Prepared By: Joyce Doucette
 Printed: 7/6/2023

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of **\$3,765.26** on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

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

ERIC MCGEE SUPERINTENDENT OF SCHOOLS
 TROY BRESSETTE SCHOOL BOARD CHAIR
 THOMAS GELLAR SCHOOL BOARD
 DARLENE GREENWOOD SCHOOL BOARD
 G. DAVID WILKERSON SCHOOL BOARD
 SCHOOL BOARD

PELHAM SCHOOL DISTRICT

ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
10	GENERAL FUND/CHECKS	\$0.00
10	GENERAL FUND/EFT	\$3,765.26
TOTAL:		<u><u>\$3,765.26</u></u>

POWERSCHOOL LLC
DATE: 07/06/2023
TIME: 11:27:57

PELHAM SCHOOL DISTRICT - SAU 28
CHECK AND VOUCHER REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 1/24

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED		-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V57214	A1010	07/06/23	3913	000388 - ASPIRE	L4730	DED:6218 ASPIRE	1,200.00
V57215	A1010	07/06/23	12	COREBRIDGE FINANCIAL	L4730	DED:6214 VALIC	400.00
V57216	A1010	07/06/23	7	EQUITABLE EQUI-VEST	L4730	DED:6000 AXA EQUIT	200.00
V57216	A1010	07/06/23	7	EQUITABLE EQUI-VEST	L4730	DED:6200 AXA EQUIT	200.00
				TOTAL VOUCHER			400.00
V57217	A1010	07/06/23	8	FIDELITY-PLAN51251	L4730	DED:6002 FIDELITY	280.00
V57217	A1010	07/06/23	8	FIDELITY-PLAN51251	L4730	DED:6202 FIDELITY	1,101.00
V57217	A1010	07/06/23	8	FIDELITY-PLAN51251	L4730	DED:6203 FIDELITY	189.26
				TOTAL VOUCHER			1,570.26
V57218	A1010	07/06/23	6	HORACE MANN LIFE	L4730	DED:6206 HMANN	75.00
V57219	A1010	07/06/23	2764	SECURITY BENEFIT CORPORAT	L4730	DED:6212 SECBENEFIT	120.00
				TOTAL FUND			3,765.26
				TOTAL REPORT			3,765.26

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: BFPMS45 Voucher Date: 7/12/2023 Prepared By: Joyce Doucette
Generated Date: 7/12/2023

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$12,840.13 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

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

ERIC MCGEE	SUPERINTENDENT OF SCHOOLS
TROY BRESSETTE	SCHOOL BOARD CHAIR
THOMAS GELLAR	SCHOOL BOARD
DARLENE GREENWOOD	SCHOOL BOARD
G. DAVID WILKERSON	SCHOOL BOARD
	SCHOOL BOARD

PELHAM SCHOOL DISTRICT

ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
30	BUILDING FUND	\$495.00
30	EFT -BUILDING FUND	\$12,345.13
	TOTAL:	\$12,840.13

POWERSCHOOL LLC
DATE: 07/12/2023
TIME: 12:07:15

PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 1/24

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
57220	L4020	07/12/23	695 PENNICHUCK WATER WORKS, I	890	APPLICATION FOR SERVICE I	495.00
TOTAL FUND						495.00
TOTAL REPORT						495.00

POWERSCHOOL LLC
DATE: 07/12/2023
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PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
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FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V57221	L4020	07/12/23	4707 HARRIMAN ASSOCIATES	330	ADDT ENGINEERING SERVICES	6,500.00
V57221	L4020	07/12/23	4707 HARRIMAN ASSOCIATES	330	PELHAM MEMORIAL SCHOOL PH	5,845.13
TOTAL VOUCHER						12,345.13
TOTAL FUND						12,345.13
TOTAL REPORT						12,345.13

PELHAM SCHOOL DISTRICT VOUCHER

Voucher No: AP071223

Voucher Date: 7/12/2023

Prepared By: Joyce Doucette

Generated Date: 7/12/2023

PELHAM SCHOOL DISTRICT is hereby authorized to draw warrants against PELHAM SCHOOL DISTRICT funds for the sum of \$3,785,009.09 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end).

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

ERIC MCGEE

SUPERINTENDENT OF SCHOOLS

TROY BRESSETTE

SCHOOL BOARD CHAIR

THOMAS GELLAR

SCHOOL BOARD

DARLENE GREENWOOD

SCHOOL BOARD

G. DAVID WILKERSON

SCHOOL BOARD

SCHOOL BOARD

PELHAM SCHOOL DISTRICT

ARLANNA GARCIA, TREASURER

FUND	DESCRIPTION	AMOUNT
10	GENERAL FUND	\$50,521.99
21	FOOD SERVICE FUND	\$0.00
22	GRANTS FUND	\$2,416.14
25	OTHER SPECIAL FUND	\$0.00
10	EFT -GENERAL FUND	\$3,720,117.43
21	EFT -FOOD SERVICE FUND	\$11,953.53
22	EFT -GRANTS FUND	\$0.00
25	EFT -OTHER SPECIAL FUND	\$0.00
	TOTAL:	\$3,785,009.09

POWERSCHOOL LLC
DATE: 07/12/2023
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PELHAM SCHOOL DISTRICT - SAU 28
CHECK REGISTER

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FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
57222	A1010	07/12/23	4171 ABSOLUTE DATA DESTRUCTION	421	EOY DISTRICT WIDE SPED -	48.00
57222	A1010	07/12/23	4171 ABSOLUTE DATA DESTRUCTION	433	PES SHREDDING FOR YEAR EN	150.00
57222	A1010	07/12/23	4171 ABSOLUTE DATA DESTRUCTION	421	EOY DISTRICT WIDE SP ED S	132.00
57222	A1010	07/12/23	4171 ABSOLUTE DATA DESTRUCTION	421	SHREDDING OF ACCOUNTS PAY	26.40
TOTAL CHECK						356.40
57223	A1010	07/12/23	5536 ADVENTURELORE LLC	564	ESY CAMP PHS STUDENT AH -	1,895.00
57224	A1010	07/12/23	5573 YVONNE S COLEMAN	273	PEA WK : EDUCATOR SUMMIT	50.00
57225	A1010	07/12/23	1944 NICOLE COVART	580	MEALS FOR CONFERENCE IN D	229.60
57226	A1010	07/12/23	4602 EDUCATIONAL DATA MANAGEME	446	504 DATA MANAGEMENT SOFTW	2,000.00
57227	L4020	07/12/23	4665 ERIN P HENDERSON	330	REIMB REGISTRATION FOR IS	385.00
57228	A1010	07/12/23	5556 JESSE KILLION	519	CTE MILEAGE FOR 2022-2023	324.00
57229	A1010	07/12/23	2080 KELLY L LABONTE	580	MEALS FOR 5 DAYS/\$50 DAY	200.29
57229	A1010	07/12/23	2080 KELLY L LABONTE	580	MEALS FOR 5 DAYS/\$50 DAY	23.71
TOTAL CHECK						224.00
57230	A1010	07/12/23	5553 LAUREN LACOSS	519	CTE TRANSPORTATION 2022-2	364.50
57231	A1010	07/12/23	3444 LIBERTY UTILITIES	622	ELECTRIC USAGE 5/24 - 6/2	288.99
57231	A1010	07/12/23	3444 LIBERTY UTILITIES	622	ELECTRIC USAGE 5/24 - 6/2	5,546.09
57231	A1010	07/12/23	3444 LIBERTY UTILITIES	622	ELECTRIC USAGE 5/24 - 6/2	8,261.92
57231	A1010	07/12/23	3444 LIBERTY UTILITIES	622	ELECTRIC USAGE 5/24 - 6/2	13,552.91
TOTAL CHECK						27,649.91
57232	A1010	07/12/23	4884 LIBERTY UTILITIES - NG	625	NATURAL GAS ESTIMATE - 5/	141.86
57232	A1010	07/12/23	4884 LIBERTY UTILITIES - NG	625	NATURAL GAS ESTIMATE - 5/	328.86
57232	A1010	07/12/23	4884 LIBERTY UTILITIES - NG	625	NATURAL GAS ESTIMATE - 5/	611.12
57232	A1010	07/12/23	4884 LIBERTY UTILITIES - NG	625	NATURAL GAS ESTIMATE - 5/	690.13
TOTAL CHECK						1,771.97
57233	A1010	07/12/23	195 NHASEA	275	REGISTRATION FY24 SUMMER	698.00
57233	A1010	07/12/23	195 NHASEA	275	REGISTRATION FY24 SUMMER	698.00
TOTAL CHECK						1,396.00
57234	A1010	07/12/23	4537 PIF TECHNOLOGIES	446	DOCUMENT MANAGING MONTHLY	3,300.00
57235	A1010	07/12/23	644 SALEM SCHOOL DISTRICT	561	SALEM CAREER & TECHNICAL	3,837.40
57236	A1010	07/12/23	901 KERRY A STRUTH	580	MEALS FOR 5 DAYS/\$50 A DA	205.27
57237	A1010	07/12/23	4055 SUN LIFE FINANCIAL	L4850	JULY 2023 LIFE, ADD, LTD,	427.38
57237	A1010	07/12/23	4055 SUN LIFE FINANCIAL	L4870	JULY 2023 LIFE, ADD, LTD,	533.32
57237	A1010	07/12/23	4055 SUN LIFE FINANCIAL	L4860	JULY 2023 LIFE, ADD, LTD,	2,465.84
57237	A1010	07/12/23	4055 SUN LIFE FINANCIAL	L4780	JULY 2023 LIFE, ADD, LTD,	3,491.40
TOTAL CHECK						6,917.94
57238	L4020	07/12/23	1949 JEANNA WAGNER	580	HOTEL FOR 2 (ERIN H ALSO)	1,646.14
57238	L4020	07/12/23	1949 JEANNA WAGNER	330	REIMB REGISTRATION FOR IS	385.00
TOTAL CHECK						2,031.14

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

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
TOTAL FUND						52,938.13
TOTAL REPORT						52,938.13

POWERSCHOOL LLC
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PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

PAGE NUMBER: 1
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ACCOUNTING PERIOD: 1/24

FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	TGIF BIG BROTHER BIG SIST	14.99
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	30.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	30.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	30.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	85.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	120.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
V57239	A1010	07/12/23	4967 AMAZON CAPITAL SERVICES,	610	DISTRICT AMAZON PRIME MEM	121.00
TOTAL VOUCHER						793.99
V57240	A1010	07/12/23	3489 AXSESS GROUP	330	ENERGY CONSULTANT SERVICE	850.00
V57241	A1010	07/12/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS JUNE 2023 SERV	101.80
V57241	A1010	07/12/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS JUNE 2023 SERV	1,221.60
V57241	A1010	07/12/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS MAY - JUNE 202	281.25
V57241	A1010	07/12/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS JUNE 2023 SERV	3.84
V57241	A1010	07/12/23	1173 BOOTHBY THERAPY SERVICES,	330	ADDT FUNDS NEEDED TILL JU	180.66
TOTAL VOUCHER						1,789.15
V57242	A1010	07/12/23	465 CONSOLIDATED COMMUNICATIO	531	INTERNET SERVICE	791.20
V57242	A1010	07/12/23	465 CONSOLIDATED COMMUNICATIO	531	PO 230503 JUN30 BAL	1,723.01
TOTAL VOUCHER						2,514.21
V57243	A1010	07/12/23	360 CONTROL TECHNOLOGIES	432	REPAIR PUMP #1(REBUILD)	2,575.40
V57243	A1010	07/12/23	360 CONTROL TECHNOLOGIES	432	REPLACE BOILER PRESSURE R	1,747.40
TOTAL VOUCHER						4,322.80
V57244	A1010	07/12/23	3008 CONWAY OFFICE SOLUTIONS	430	QUARTERLY MAINTENANCE FEE	3,564.95
V57244	A1010	07/12/23	3008 CONWAY OFFICE SOLUTIONS	433	PHS - CH669 - KONICA - A1	193.69
V57244	A1010	07/12/23	3008 CONWAY OFFICE SOLUTIONS	433	PHS - CR880 - KONICA - A6	9.00
V57244	A1010	07/12/23	3008 CONWAY OFFICE SOLUTIONS	433	PHS - CR883 - KONICA - A6	2.95
V57244	A1010	07/12/23	3008 CONWAY OFFICE SOLUTIONS	433	PHS - CR883 - KONICA - A6	53.62
TOTAL VOUCHER						3,824.21
V57245	A1010	07/12/23	2249 EMS LINQ INC.	330	DISTRICT WEBSITE - ADA CO	787.50
V57245	A1010	07/12/23	2249 EMS LINQ INC.	330	DISTRICT WEBSITE - CMC HO	2,697.03
V57245	A1010	07/12/23	2249 EMS LINQ INC.	330	DISTRICT WEBSITE - ESV2GO	2,100.00
V57245	L4020	07/12/23	2249 EMS LINQ INC.	446	MENU PLANNING W/ NUTRITIO	1,395.00
V57245	L4020	07/12/23	2249 EMS LINQ INC.	446	POINT OF SERVICE TPOS100-	1,560.00
V57245	L4020	07/12/23	2249 EMS LINQ INC.	446	PRODUCTION RECORDS (TPRO1	1,485.00
V57245	L4020	07/12/23	2249 EMS LINQ INC.	446	STUDENT MANAGEMENT W/ APP	1,935.00
TOTAL VOUCHER						11,959.53
V57246	A1010	07/12/23	4375 FIRST AMERICAN EQUIPMENT	442	CHROMEBOOK LEASE - CONTRA	42,332.61
V57246	A1010	07/12/23	4375 FIRST AMERICAN EQUIPMENT	442	CHROMEBOOK LEASE - CONTRA	31,624.63
TOTAL VOUCHER						73,957.24
V57247	A1010	07/12/23	3883 FRONTLINE TECHNOLOGIES GR	446	ABSENCE & SUBSTITUTE MANA	13,399.49
V57248	L4020	07/12/23	97 GOVCONNECTION, INC.	738	6 DISTRICT WIDE NUTRITION	2,619.00
V57248	L4020	07/12/23	97 GOVCONNECTION, INC.	738	6 DISTRICT WIDE NUTRITION	192.00
V57248	L4020	07/12/23	97 GOVCONNECTION, INC.	738	6 DISTRICT WIDE NUTRITION	1,599.00
TOTAL VOUCHER						4,410.00

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PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

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FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
V57249	A1010	07/12/23	463 HEALTH TRUST	212	INV 1468111 - 113; \$27013	517.03
V57249	A1010	07/12/23	463 HEALTH TRUST	211	INV 1468111 - 113; \$27013	10,280.90
V57249	A1010	07/12/23	463 HEALTH TRUST	L4750	INV 1468111 - 113; \$27013	20,925.69
V57249	A1010	07/12/23	463 HEALTH TRUST	L4740	INV 1468111 - 113; \$27013	351,182.40
		TOTAL VOUCHER				382,906.02
V57250	A1010	07/12/23	378 HUDSON SCHOOL DISTRICT	561	CAREER AND TECHNICAL ED T	6,512.15
V57251	A1010	07/12/23	5024 INTRADO INTERACTIVE SERVI	446	SCHOOL MESSENGER COMPLETE	3,739.68
V57251	A1010	07/12/23	5024 INTRADO INTERACTIVE SERVI	446	SCHOOL MESSENGER SECURE F	1,236.06
		TOTAL VOUCHER				4,975.74
V57252	A1010	07/12/23	3744 JP PEST SERVICES INC.	433	MONTHLY PEST SERVICE ON I	78.00
V57252	A1010	07/12/23	3744 JP PEST SERVICES INC.	433	MONTHLY PEST SERVICE - IN	287.00
		TOTAL VOUCHER				365.00
V57253	A1010	07/12/23	5477 K-TOWN DISPOSAL	421	TRASH DISPOSAL SERVICES -	2,099.00
V57253	A1010	07/12/23	5477 K-TOWN DISPOSAL	421	TRASH DISPOSAL SERVICES -	1,899.00
V57253	A1010	07/12/23	5477 K-TOWN DISPOSAL	421	TRASH DISPOSAL SERVICES -	1,899.00
		TOTAL VOUCHER				5,897.00
V57254	A1010	07/12/23	5547 MSB SCHOOL SERVICES, LLC	810	MEDICAID BILLING FY23	5.59
V57255	A1010	07/12/23	175 PEARSON EDUCATION	325	Q-INTERACTIVE SUB TESTS	6.30
V57255	A1010	07/12/23	175 PEARSON EDUCATION	325	Q-INTERACTIVE SUB TESTS	60.67
V57255	A1010	07/12/23	175 PEARSON EDUCATION	325	Q-INTERACTIVE SUB TESTS	60.68
		TOTAL VOUCHER				127.65
V57256	A1010	07/12/23	3684 NEW HAMPSHIRE MUNICIPAL B	830	BOND PAYMENT - INTEREST F	254,737.50
V57256	A1010	07/12/23	3684 NEW HAMPSHIRE MUNICIPAL B	910	BOND PAYMENT - PRINCIPAL	1,040,000.00
V57256	A1010	07/12/23	3684 NEW HAMPSHIRE MUNICIPAL B	830	BOND PAYMENTS - INTEREST	521,707.50
V57256	A1010	07/12/23	3684 NEW HAMPSHIRE MUNICIPAL B	910	BOND PAYMENTS - PRINCIPAL	1,375,000.00
		TOTAL VOUCHER				3,191,445.00
V57257	A1010	07/12/23	4104 POWERSCHOOL GROUP LLC	446	EFINANCE PLUS FINANCIAL A	3,660.85
V57258	A1010	07/12/23	4593 SCENARIO LEARNING LLC	446	VECTOR EVALUATIONS	6,441.60
V57258	A1010	07/12/23	4593 SCENARIO LEARNING LLC	446	VECTOR PD TRACKING	32.80
		TOTAL VOUCHER				6,474.40
V57259	A1010	07/12/23	4609 THE NEW ENGLAND CENTER FO	330	PHS COOPERATIVE MODEL CLA	6,437.50
V57259	A1010	07/12/23	4609 THE NEW ENGLAND CENTER FO	330	ADDT FUNDS MAY - JUNE 202	1,625.00
V57259	A1010	07/12/23	4609 THE NEW ENGLAND CENTER FO	330	BCBA SUPPORT TO PK	875.00
		TOTAL VOUCHER				8,937.50
V57260	A1010	07/12/23	205 TOWN OF PELHAM	626	FUEL FOR DISTRICT VEHICLE	67.62
V57261	A1010	07/12/23	3718 U.S. OMNI	330	COMMON REMITTER AND COMPL	45.00
V57262	A1010	07/12/23	2815 JESSICA VAN VRANKEN	580	REIMBURSEMENT FOR RENT A	595.38
V57262	A1010	07/12/23	2815 JESSICA VAN VRANKEN	580	MEALS FOR 5 DAYS/\$50 PER	205.19
		TOTAL VOUCHER				800.57
V57263	A1010	07/12/23	838 VERIZON WIRELESS	531	DISTRICT CELL PHONE SERVI	539.41
V57263	L4020	07/12/23	838 VERIZON WIRELESS	531	NUTRITION CELL PHONE SERV	60.60
		TOTAL VOUCHER				600.01

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PELHAM SCHOOL DISTRICT - SAU 28
VOUCHER REGISTER

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FUND - 10 - GENERAL FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
V57264	A1010	07/12/23	475 WB MASON COMPANY, INC.	610	WATER/PAPER	340.31
V57264	A1010	07/12/23	475 WB MASON COMPANY, INC.	610	WATER/PAPER	-18.00
V57264	L4020	07/12/23	475 WB MASON COMPANY, INC.	610	REST OF YEAR PAPER GOODS	286.90
V57264	L4020	07/12/23	475 WB MASON COMPANY, INC.	610	REST OF YEAR PAPER GOODS	623.92
V57264	L4020	07/12/23	475 WB MASON COMPANY, INC.	610	REST OF YEAR PAPER GOODS	197.11
TOTAL VOUCHER						1,430.24
TOTAL FUND						3,732,070.96
TOTAL REPORT						3,732,070.96

PELHAM SCHOOL DISTRICT, SAU28

Professional Nomination

Academic Year: 2023-24

School Board Meeting 07/12/2023

NAME	POSITION LOCATION	SALARY GRADE / STEP	POSITION ASSIGNMENT
Tara MacDonald	District	\$90,000	Assistant Director of SS
Karen Emery	PMS	\$72,472 CD2M Step 24	Reading Specialist
Noah Huizenga	PMS	\$43,397 B+0 Step 2	Music Teacher
Kristin Descheneaux	PMS	\$63,041 M+0 Step 15	English Language Arts