

PITTSFIELD SCHOOL BOARD

MEETING AGENDA

5:30 p.m., Thursday, January 21, 2021

PMHS Lecture Hall

Pittsfield Middle High School

1. CALL THE MEETING OF THE SCHOOL BOARD TO ORDER

- All speakers are to conduct themselves in a civil manner. Obscene, libelous, defamatory, or violent statements will be considered out of order and will not be tolerated. The Board Chairperson may terminate the speaker's privilege or address if the speaker does not follow this rule of order. (Pittsfield School Board Policy BEDH)

2. AGENDA REVIEW

3. ACTION ON AMENDED AGENDA

4. APPROVE MINUTES: January 7, 2021

5. PUBLIC INPUT & PUBLIC ACCESS– Comments from community members, guests, and faculty. The public may join the meeting remotely using the following information.

<https://us02web.zoom.us/j/9624435282?pwd=ZncvcW1VcUo1KzZEejk5SkNGVnZpQT09>

Meeting ID: 962 443 5282

Passcode: Harvey

Dial by your location:

1(312)626-6799

1(929)205-6099

6. STUDENT REPRESENTATIVE – Oral Report

7. PES REPORT

Action

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Information & Discussion

- Attendance
- PES Clubs/Activities
- COVID Tracking
- Playground Equipment
- Free and Reduced Lunch Program
- School Usage
- FLEX Room
- Basketball Hoops

8. PMHS PRINCIPAL REPORT

Action

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Information & Discussion

- School Calendar
- School District Newsletter
- Site Council Proposal

9. PMHS ASSISTANT PRINCIPAL REPORT

Action

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Information & Discussion

- Program of Studies
- Concord Regional Technical Center
- Senior Financial Aid Night
- *I am College Bound/I Applied* Event

- Homeschool Students

10. DIRECTOR OF STUDENT SERVICES

Action

-

Information & Discussion

- Medicaid

11. SUPERINTENDENT OF SCHOOLS

Action

-

Information & Discussion

- 2021-2022 Budget Update
- 2021-2022 Draft Calendar

12. SCHOOL BOARD

Action

-

Information & Discussion

-

13. COMMITTEE ASSIGNMENTS

- | | | |
|----|----------------------------------|---------|
| A) | Budget Committee Representative: | TM |
| B) | Drake Field & Facilities: | AG |
| C) | Negotiating Team: | BD & HA |
| D) | Foss Foundation: | JD |

14. PUBLIC INPUT

15. PLAN AGENDA FOR NEXT MEETING: February 4, 2021

16. NON-PUBLIC SESSION – if required under RSA 91-A:3

17. ADJOURNMENT

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #51
PITTSFIELD SCHOOL BOARD**

MINUTES

Pittsfield School Board Meeting
January 07, 2021
Pittsfield Middle High School

I. CALL TO ORDER

Members Present: Bea Douglas, Chairperson
Heidi Asdot, Vice Chairperson
Jessica Drouin
Adam Gauthier
Ted Mitchell

Others Present: John Graziano, Interim Superintendent of Schools
Jessica Bickford, Director of Student Services
Melissa Brown, PMHS Assistant Principal
Derek Hamilton, PMHS Principal
Danielle Harvey, PES Principal
Kathy LeMay, PES Assistant Principal
Members of the Public

Ms. Douglas called the meeting to order at 5:30 p.m.

II. AGENDA REVIEW

The following items was added to the agenda:

- Building Use (Mr. Gauthier)
- Home-School 2020-2021 Count (Ms. Brown)
- 19-20 Cost Survey (Ms. Bickford)
- FY Special Education Aid (Ms. Bickford)

III. ACTION ON AMENDED AGENDA

On a motion made by Ms. Asdot and seconded by Mr. Gauthier, the Board voted unanimously to approve the agenda as amended.

IV. APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Mr. Mitchell and seconded by Mr. Gauthier to approve the minutes of the public meeting on December 3, 2021 as written. The motion was passed unanimously to approve the minutes.

V. PUBLIC INPUT

Jesse McGlashling read a statement requesting that winter athletics, given the precautions that are being taken, be allowed to continue.

Becky Burke introduced herself to the Board as she has assumed a role on the High School Tuition Committee.

Justin Clough reiterated support for the continuation of winter sports. He commented on how important sports are for students.

Jesse McGlashling spoke in support of winter sports continuing, given the precautions being taken to keep students safe.

Tammy Beliveau stated her concern for the mental health of children while they are engaged in remote learning during the pandemic.

Jah Gordon pleaded with the Board to continue allowing students to play basketball, commenting on how important it is to him and his friends. He assured the Board that precautions would be in place to keep athletes safe.

Tracy Roode stated that it is important for her son to continue to play basketball and sees the precautions as sufficient to keep students safe.

Ben Marcotte stated his opinion on how important playing basketball is to him and his peers.

Ryan Stephens stated that he felt it was important to continue playing basketball; he spoke of the importance of the sport in his life.

VII. STUDENT REPRESENTATIVE

Site Council faculty advisor Dan Courtney introduced Dalton Swenson. Mr. Swenson explained the community service requirement, which is being considered by the Site Council. The proposal will decrease the community service hour requirement by 30 hours due to the pandemic. The Site Council passed this proposal with 80% majority.

A motion was made by Mr. Gauthier and seconded by Ms. Drouin to approve the proposal to decrease community service. Mr. Gauthier stated that he is not in favor of decreasing the requirement, but would be willing to make accommodations for students with underlying health conditions. Ms. Douglas stated that there are restrictions on what

activities are approved. Mr. Gauthier suggested tabling the topic until the Board can look at the guidelines and reconsider the vote at the next meeting. The Board agreed to do so.

Mr. Courtney provided accolades to Dalton Swenson for his student leadership of Site Council.

VIII. PES PRINCIPAL

A. Attendance

Ms. Harvey reported attendance statistics and assured the Board that the PES administrators are reaching out to families who are not participating in their remote work with offers of support. Ms. Douglas applauded the efforts to reach out to families.

B. COVID Tracking

Ms. Harvey provided statistics on COVID-19 related absences and cases at PES.

C. Homeschool Numbers

According to Ms. Harvey, there are twenty students from PES being homeschooled by their families.

D. First Quarter Academics

Ms. Harvey provided the Board with an academic grading report for each grade level. She reported that there is a greater number of students scoring “one” than usual.

E. Conference Participation

Ms. Harvey provided documentation of conference participation for the fall virtual teacher conferences. Ms. Douglas asked if the attendance at conferences was down because of the access they have to teachers during remote learning. Ms. Harvey answered in the affirmative and said that another reason was parents not returning messages teachers left to make appointments.

F. Red Status

According to Ms. Harvey, there are five PES students in the building during red status. Additionally, some students are allowed in for evaluations with the school psychologist.

G. December Outreach

Ms. Harvey reviewed the ways in which teachers reached out to their students in December, including drive through events, door-to-door delivery of materials, and gifting students with books. She highlighted the efforts of teachers. The Board thanked Ms. Harvey for the extra work involved in the outreach to families during December.

IX. PMHS PRINCIPAL

A. Building Inspections

According to Mr. Hamilton, the Pittsfield Fire Department will not be conducting the annual building inspections at this time, due to COVID-19.

B. Fall Conference Data

Mr. Hamilton provided the Board with statistics relative to attendance of parents at conferences. The middle school staff offered parent-teacher conferences, while the high school staff offered student-led conferences.

C. Stipend Positions

Mr. Hamilton provided the Board with a list of the clubs and teams. He made note of some activities that have been remote and some that have been postponed due to COVID-19. On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board approved the payment of stipends for all activities.

D. Pandemic Report

Mr. Hamilton provided an update on state and local data regarding COVID-19, including numbers of affected students and staff.

E. Red Status Details

Mr. Hamilton explained the movement from orange to red status beginning on January 4, 2021, with anticipation of pivoting back to orange on January 18, 2021. He explained the implications relative to staffing. According to Mr. Hamilton, the District Leadership Team (DLT) is recommending that the red status be maintained for an additional five weeks. Ms. Douglas expressed her concern about the extension of the red status given the circumstances. Ms. Drouin stated her concern regarding the wellness of students. Ms. Douglas asked Dr. Graziano to weigh in, which he did. Dr. Graziano acknowledged the difficult position the Board is in, but felt that for the safety of staff and students, red status is warranted. He suggested shortening the recommended time if that would make the Board feel more confident in making a decision. Ms. Douglas opened the floor for public comment.

Tracy Roode spoke in favor of moving back to orange status and provided an example of another community who has remained open for hybrid learning.

Ms. Harvey stated that staffing is the most challenging issue. When teachers and students have to move back and forth due to quarantines, it creates a tumultuous situation for students and families. For reasons of consistency and gaining momentum with the curriculum, she feels that the red status is, in the long run, better for students. Ms. Harvey opined that an anticipated spike after the holidays would occur around January 18, 2021, therefore extending the red status would be warranted.

Justin Clough stated that although the primary concern is academics, that peer interactions is also being disadvantaged. He made suggestions for how students may be provided opportunities for peer interactions, such as community service.

Tammy Beliveau expressed her concern for her son's education when the school is in red status.

Kathy LeMay stated that the District Leadership Team (DLT) decided on the February date to make planning by families easier.

Ms. Douglas stated that she thought extending the red status until the end of February is too long. Ms. Asdot and Mr. Gauthier agreed. Ms. Asdot suggested extending the red status until February 8, 2021. The DLT will meet on February 3, 2021 and there will be a Board meeting on February 4, 2021. Ms. Douglas suggested the administration look at similar communities in the area to see how they are faring and sharing that information with DLT.

On a motion made by Ms Asdot and seconded by Mr. Gauthier, the Board approved staying in red status until February 8, 2021 and to revisit the decision at the February 4, 2021 Board meeting.

F. Athletics

Jay Darrah, athletic director, provided data based on responses from other schools on a survey relative to athletics. Approximately 90% of schools are allowing athletics to continue, providing protocols are used and precautions are taken. He stated that high school athletics are in stage two and middle school athletics are in stage one. They will not play any teams not wearing masks. Coaching staff are flexible so can make accommodations if a coach is quarantined. Ms. Asdot stated that she is concerned about the inconsistency between school and athletics, but understands the social-emotional impact of losing athletics. Ms. Douglas also is concerned about the social-emotional impact on students and feels that athletics, when executed with appropriate precautions, can bring some positivity to their lives. Ms. Drouin was undecided and Mr. Mitchell stated he was inclined to

allow the athletic program to try playing. Mr. Gauthier stated that he thinks the older students are having some peer contact with friends and in their jobs.

A motion was made by Mr. Gauthier to pause winter athletics. There was no second.

Mr. Mitchell stated that there are many schools allowing their students to participate in sports, which is why he is leaning toward being in favor of allowing it. Mr. Darrah said that the situation will be constantly monitored and changes will be made, when necessary. Mr. Darrah, when asked by Ms. Drouin, reviewed the procedures that are being used to keep students safe. These procedures are all consistent with Center for Disease Control and Prevention (CDC) and New Hampshire Interscholastic Athletics Association (NHIAA) recommendations.

On a motion made by Ms. Douglas with a second by Mr. Mitchell, the Board approved keeping sports open with Ms. Douglas, Ms. Asdot, Ms. Drouin, and Mr. Mitchell voting in the affirmative and Mr. Gauthier voting in opposition of the motion.

XI. DIRECTOR OF STUDENT SERVICES

A. 2019-2020 Cost Survey

Ms. Bickford distributed a cost survey giving the Board comparative data on the cost of educating students with disabilities.

B. 2020 Special Education Aid Report

Ms. Bickford distributed the 2020 Special Education Aid report and provided an explanation of the formula for receiving assistance.

C. Special Education Plans During Orange Status

Ms. Bickford provided an explanation of the programs that have been created for students with disabilities when the schools are in orange status.

D. Paraprofessionals

Ms. Bickford provided an update on her quest to fill vacant paraprofessional positions.

E. Medicaid

Ms. Bickford explained the efforts being made to optimize Medicaid reimbursement by the special education team. A mock audit will be conducted to ensure that best practices have successfully been put in place.

XII. INTERIM SUPERINTENDENT OF SCHOOLS

A. High School Tuition Study Committee

Dr. Graziano explained that the Socio-Economic Sub-Committee has been added to the process. He listed the schools that are willing to accept Pittsfield students. The next meeting is scheduled for January 19, 2021.

B. Good to Great Team

The Good to Great Team has decided to put their process on hiatus during this very stressful time for students and teachers. The next meeting is May 11, 2021.

C. 2021-2022 School District Budget

Dr. Graziano reviewed rules for holding public meetings such as the School District Deliberative Session. Ms. Douglas asked the Board for their opinion on how the meeting should be executed. Discussion ensued regarding the advantages and disadvantages of having the meetings face-to-face. On a motion made by Mr. Gauthier and seconded by Ms. Asdot, the Board voted unanimously to have the Deliberative Session face-to-face and the public hearing in a hybrid format, allowing both face-to-face and Zoom options, following CDC guidelines and in the gymnasium.

Dr. Graziano distributed proposed warrant articles for the Board's consideration. Mr. Gauthier asked how much is in the capital improvement fund, to which Dr. Graziano responded approximately \$200,000.

The Board reviewed the articles and provided Dr. Graziano feedback. He will revise the proposal and bring it back to the Board at the next meeting.

D. 2021-2022 School District Calendar

Dr. Graziano distributed a draft of the 2021-2022 for the Board's consideration. Mr. Gauthier suggested that the two voting days be made remote learning days to allow the Town to use the school for voting, without disrupting student learning. Ms. Harvey and Mr. Hamilton reminded the Board that this would be dependent on students having one-to-one devices and that the remote learning platforms are funded. Dr. Graziano will continue to work on the calendar and will meet with the Education Association of Pittsfield (EAP).

XIII. SCHOOL BOARD

A. Facilities Use

Mr. Gauthier suggested allowing the Town to use the buildings for upcoming Deliberative Sessions and Public Hearings, to which the remaining Board members agreed.

B. Superintendent Search

Ms. Douglas stated that the superintendent search should be initiated, to which the remaining Board members were in agreement.

XIV. COMMITTEE ASSIGNMENTS

- A. Budget Committee - Mr. Mitchell
- C. Drake Field & Facilities - Mr. Gauthier
- D. Negotiations – Ms. Asdot and Ms. Douglas
- E. Foss Family Scholarship Foundation – Ms. Drouin

XVI. PUBLIC INPUT

Bob Schiferle provided a summary of the most recent Budget Committee meeting. He reviewed the Budget Committee's expectations of the superintendent. Mr. Schiferle stated that he would like a Board member to be available to speak to the point of the funding shortfall. Mr. Schiferle stated that the Committee is trying to distribute information to ensure the community is well informed. Mr. Mitchell suggested information about the school funding decrease be provided to the community.

Justin Clough congratulated the athletes who spoke to the Board about their opinions relative to the athletic programs.

Danielle Johns-Densky, via the Zoom chatbox, stated that she feels more effective as a teacher when fully remote.

XVII. NEXT MEETING

The next meeting of the Board is scheduled for Thursday, January 21, 2021 at 5:30 in the Pittsfield Middle High School Lecture Hall.

XVIII. ADJOURNMENT

On a motion made by Mr. Mitchell and seconded by Ms. Asdot, the meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Tobi Gray Chassie
Recording Secretary

Pittsfield School District

To: Pittsfield School Board

From: PES Administration, Danielle Harvey and Kathy LeMay

Subject: Board Meeting – January 21, 2021

Date: January 14, 2021

ACTION

None at this time.

INFORMATION

1. Attendance: In the days since the holiday break, PES has averaged 34 absences per day, with more than 1/3 coming from PreK-K. We have been researching best practices for engaging with students/families who are not participating in remote learning, as it is a widespread problem that reaches beyond Pittsfield. New strategies for sharing data with families and increased outreach of support are being tried.
2. PES Clubs/Activities: As we all know, the pandemic is not only affecting our students academically, but social/emotionally as well. In order to support our student's mental and physical health, PES will soon begin implementing clubs and activities. The goal of these activities is to have fun, interact with peers in a safe environment, and to improve the connections with school staff (which research shows leads to increased academic engagement). We plan to begin with three offerings: Get Outside Walking Club (in-person), Guitar Fun (on Zoom), and Kindness Club (on Zoom).
3. COVID Tracking: Since we are in red status, there isn't much to share here. One of our in person paraprofessionals did have symptoms so stayed at home.
4. Playground Equipment: There are two pieces of the playground at PES which we feel need replacing this year. The web climbing net has holes which create large gaps. one of the bridges has a hole. We are including two options to replace the web, which they no longer make. The Pod Hopper is preferred since it will be something younger students can climb and it's not like another piece of equipment presently on the playground. The second choice is the Fossil Bluff Climber. It is slightly different from the other rock wall climber that we have, but is rated for older children than the pod climber.

Whichever is chosen, we would recommend installation. Then we can be assured it will match with the other equipment. We are only providing Miracle quotes since that is who made our playground so we know they are compatible replacements. Although this could be under \$5,000, we would prefer the Pod Hopper and install, which would make it over \$5000. If you can support the first choice, we can move this to action.

5. Free and Reduced Lunch Program: As you know, we are trying to increase the number of returned forms for the free and reduced lunch program. The following was posted to facebook and emailed to PES families.

As you may know, State Adequacy and various grants are allocated in whole or part by the free and reduced numbers. While the program to provide free school meals to children during the pandemic is awesome, it has caused a decline in the return rate of the applications for free and reduced lunch.

In addition to our normal outreach, we followed up with additional reminders and a direct mailing to families in December who received free or reduced meals in the past but did not sign up this year.

If you have received this mailing please fill out the application and return it. If you haven't but think you may qualify for free or reduced meals, please call the office at the school and we will send you one.

The more we receive from the State Adequacy Grant, the less you have to pay in property taxes.

From the DOE:

Relative to State Funding:

At this time, adequacy and other state funding for the school year 2021-2022 would still need to be calculated using actual free and reduced enrollments from either applications or direct certification determinations collected this year, the school year 2020-2021. However, there is a variety of State legislation being proposed to change this and as such, we would advise you to work with your local state legislators.

The legislators for Pittsfield are below:

john.reagan111@gmail.com

carol@mcguire4house.com

John.Klose@leg.state.nh.us

JC.Allard@leg.state.nh.us

6. School Usage: We did approve Revolution Basketball to hold the recreation basketball practices and games at PES. We requested that they follow the same guidelines as the PMHS basketball program and they agreed. The teams are no more than 10 players with two coaches.

Additionally, Concord YMCA Kystop is looking to offer something in person. I am waiting to hear back from them. They have an interest in offering full day programs for hybrid learner home days, but they are struggling with a location that isn't the school.

7. FLEX Room: The Flex room in PES has a cool down space. We would like to make that space safer and more hygienic. It is currently carpet, which is difficult to clean of bodily fluids, with metal edging that students can pull on. We would like to replace the carpet with gym mats for the walls and floor. Pricing this has been difficult since we haven't been able to get comparable quotes.
- Dave Ayotte & Associates has quoted us at \$5,207.00 for the walls, door and floor. This is our preferred quote.

- Porter Equipment; Robert H Lord and Co. quoted us at \$6,448.00 for the walls and door only.
- BSN quoted \$3361 but the install and freight aren't included in that cost. They bundled the freight and cost with the Basketball hoop project below for a total of \$8912.00 and that's only if they do both jobs at once.

Porter Equipment and Dave Ayotte both came quickly and are more local than BSN. Happy to field any questions, or move to action if you are ready.

8. Basketball Hoops: The 20-21 budget includes the replacement of the basketball hoops at PES. The hoops are not adjustable, which causes an issue for our young students.
 - Dave Ayotte & Associates has quoted us at \$7,392.00
 - Porter Equipment; Robert H Lord and Co. quoted us at \$6,849.00. This is the preferred quote.
 - BSN quoted \$3966 but the install and freight aren't included in that cost. They bundled the freight and cost with the Flex Room project for a total of \$8912.00 (freight and install) and that's only if they do both jobs at once.

Porter Equipment and Dave Ayotte both came quickly and are more local than BSN. Happy to field any questions, or move to action if you are ready.



PO Box 660176
Dallas, Tx 75266-0176
Phone: 800-527-7510 Fax: 800-899-0149
Visit us at www.bsnsports.com

Contact Your Rep

Rick Minchello Email: rminchello@bsnsports.com | Phone: 781-706-9912

Sold to
1714549
Pittsfield Elementary School
34 BOW ST
PITTSFIELD NH 03263-3421
USA

Ship To
1714549
Pittsfield Elementary School
34 BOW ST
PITTSFIELD NH 03263-3421
USA

Payer
1714549
Pittsfield Elementary School
34 BOW ST
PITTSFIELD NH 03263-3421
USA

Quote

Quote #: 21250575
Purchase Order #: Gym Remodel
Cart Name:
Quote Date: 01/05/2021
Quote Valid-to: 01/30/2021
Payment Terms: NT30
Ship Via:
Ordered By:

Item Description	Qty	Unit Price	Total
00208000 Backboard Item # - NSPHG	2 EA	\$ 794.00	\$ 1,588.00
600506 Height Adjuster Item # - NSPHG	2 EA	\$ 996.00	\$ 1,992.00
236154 Powr Flex Competition Rim Item # - NSPHG	2 EA	\$ 193.00	\$ 386.00
Custom Padding 40' x 8' Item # - NSPHG	1 EA	\$ 2,231.00	\$ 2,231.00
Custom 1" Wrestling Mat 8'11" x 9'6.25" Item # - NSPHG	1 EA	\$ 1,130.00	\$ 1,130.00
Optional Installation - Non Union Wages Item # - NSPINSTALL	1 EA	\$ 8,912.00	\$ 8,912.00

Subtotal:	\$16,239.00
Other:	\$0.00
Freight:	\$512.89
Sales Tax:	\$0.00
Order Total:	\$16,751.89
Payment/Credit Applied:	\$0.00
Order Total:	\$16,751.89

Optional Installation quoted using non union, non prevailing wages

no licenses

no permits

ALL ELECTRIC TO BE PERFORMED BY OTHERS

Remove 2 existing backboards and rims, replace with 2 bison boards, rims
and height adjusters

Pricing assumes new equipment will attach and fit properly to existing
structure

securely mount pads to walls and floor of time out room

includes all furring strips and hardware

includes any cuts in pads to make pads fit around plugs and handles

Installation pricing based on all work being performed on same trip

QUOTATION

DAVE AYOTTE & ASSOCIATES

119 Drum Hill Rd. #321

Chelmsford MA 01824

978 -808-9871

daveayotteassociates@gmail.com

DATE: 11/17/20

QUOTE TO: *Pittsfield Elementary School*

34 Bow St.

Pittsfield NH 03263

SHIP TO: SAME

CONTACT: Sue Barrett

sbarrett@pittsfieldnhschools.org

603 435-8432

PROJECT : Backboard Replacement

We are pleased to submit the following cost estimate:

QUANTITY	DESCRIPTION	PRICE	TOTAL
2	Draper 72" x 42" Rectangular Glass Backboard for Direct Goal Attachment	\$747.00	\$1,494.00
2	Draper 8' - 10" Height Adjuster- Manual Rectangular	\$626.00	\$1,252.00
2	Breakaway Goal	\$209.00	\$418.00
2	Bolt on Edge Padding	\$180.00	\$360.00
2	Custom Hardware to Mount Height Adjuster for Non Standard Structure or Board	\$119.00	\$238.00
	Installation Includes the Following		\$2,800.00
	Receive, Inspect and Transport Materials to Site		
	Remove and dispose of existing backboards		
	Mount and Level Backboards & Height Adjusters		
	Work Area will be left Broom Clean		
	Lift Rental (Waived if the school provides lift)		\$500.00
Shipping			\$330.00
Total			\$7,392.00

QUOTATION

DAVE AYOTTE & ASSOCIATES

119 Drum Hill Rd. #321

Chelmsford MA 01824

978 -808-9871

daveayotteassociates@gmail.com

DATE: 11/17/20

QUOTE TO: Pittsfield Elementary School
34 Bow St.
Pittsfield NH 03263

SHIP TO:

CONTACT: Sue Barrett
sbarrett@pittsfieldnhschools.org
603 435-8432

PROJECT : Wall Padding for Quiet Room

We are pleased to submit the following cost estimate:

QUANTITY	DESCRIPTION	PRICE	TOTAL
	Resilite Custom Guardian Conventional Wall Padding		
	Color - Royal Blue		
15	2' x 8'	\$127.00	\$1,905.00
3	2' x 1'	\$127.00	\$381.00
1	36" H x 33" W Door Panel		\$110.00
1	80" H x 28" W Door Panel		\$162.00
1	Resilite Light Weight Floor Mat 10'x 10'		\$799.00
	Includes Resi Lock Zip Connection		
	Color - Royal Blue		
	Installation and mounting materials		\$1,200.00
	Receive, inspect and transport materials		
	Cut wall pads to appropriate size to fit wall to wall		
	Mount and secure pads to the wall & doors		
	Cut floor mat to fit tightly to the all walls		
	Notes:		
	All obstructions (electrical boxes, conduit , vent etc.) must be removed		
	must be removed by school personnel		
	Doors must be cut by school personnel to accommodate floor mat		
	Trash receptacle (dumpster) must be available for debris removal		
	Shipping		\$650.00
	Total		\$5,207.00



ROBERT H LORD CO.

GYMNASIUM EQUIPMENT QUOTATION

To: Susan Barrett
From: Robert H. Lord Co.
Address: 220 Chapel Road
 Manchester, CT 06042
Phone: 860-645-8700
Fax: 860-645-9100
Bid Price: See Below

Date: 12/7/2020
Project: Pittsfield Elementary School
Address: 34 Bow Street
 Pittsfield, NH 03263
Architect: -
Addenda(s): -
Section(s): -

The Robert H. Lord Company, Inc. proposes to furnish, subject to the conditions below, excluding sales tax, Porter Athletic Equipment Co. standard style Gymnasium Equipment. Standards include, but are not limited to, construction, materials and/or finishes, unless otherwise noted.

Price Based on: Furnishing & Installing – Material below, using these wages: **Standard**

QTY.'S**BREAKDOWN PRICING****Time Out Room Padding**\$ 6,448.00

- 16 560-280 ImpactSafe Pad 2'-0" x 8'-0" x 2" with 1" Nailing Margin
 16 pads includes pads on doors, door handle cutouts performed on site.
 Pads installed complete. No outlet cutouts anticipated. Speaker and Phone Jack must be moved prior to our arrival. Carpet on walls must be removed prior to our arrival.

Basketball Backstop Height Adjusters\$ 6,849.00

- 2 506 Manual Height Adjuster
 2 208 Rect Glass Backboard 42" x 72"
 2 233 Power-Flex Goal
 2 326 Bolt On Backboard Edge Padding

Existing Backboards and material removed and placed into dumpster provided by PES
 Face of Backboard to Foul Line can not be tweaked since the structures are fixed units.

VOLUNTARY ALTERNATES:

None

BID CLARIFICATIONS:

1. Pad and Height Adjuster pricing listed above are their own entity.

Exclusions:

- Sales Tax, Performance, Materials and Payment Bonds, O.C.I.P. or C.C.I.P.
- Cost and responsibility of storing materials, if installation cannot be started at the time of delivery.
- Permits of any type.
- ~~Final Electrical Connection to be by others.~~
- Floor Protection.
- Pollution Insurance

Notes:

- All backstop and divider curtain structure to be FLAT BLACK POWDER COAT.
- ~~Quotation includes direct attachment of ceiling suspended item to the trusses with no interference with Ductwork~~
- Quote includes work performed during standard work hours, we will need uninterrupted access to the gym and/or 2 days each to complete our work.

Notes, Exclusions plus Terms Conditions outlined on page two are considered part of the quotation documents.

No Flex Rr
 Floor

4. If gymnasium equipment installation work must be done on the finished floor, the floor protection is by others.

~~5. Mat Hoist to be attached to steel supplied by others. All attachment steel must be approved by a structural engineer or the architect.~~

Warranty Information:

Wall Pads: 1 Year

Height Adjusters 1 Year

Terms and Conditions:

1. Shipment will be 60 to 90 days after receipt of all milestone information, i.e. -- Submittal approval, colors and field dimensions.
2. Quotation net prices will remain firm for 30 days for shipment on or before, 2/1/2021, after which we reserve the right to re-quote this project.
3. The above pricing does not include any Federal, State, Local, Manufacturers, Excise or other taxes unless specifically mentioned in the above quotation
4. Shop Drawings will be submitted within 4 to 6 weeks after acknowledgement of purchase order and/or contract.
5. This quotation is based on our submitting progress invoices, covering material as shipped and installation as completed. Terms for each invoice are NET 30 days from date of invoice and a finance charge of 1.5% (18% APR) per month will be assessed on all accounts that have a balance thirty or more days past due.
6. In the event of a default by non-payment and the institution of collection procedures, the customer and/or guarantor agree to be responsible for all costs of collection, including attorney's fees.
7. All parties hereto agree to submit to the jurisdiction of the State of Connecticut as the proper venue for any lawsuit filed to enforce collection of monies due or regarding any service and/or product dispute.
8. Delivery and installation based upon the nearest quarter or completion date on/or about: 2/28/2021
9. For any work beyond this period our quotation is **NOT** valid, and must be refigured. In the case of an later completion date, from what was specified in the bid documents, we reserve the right to review, with our manufacturer, what impact, if any, the revised date has on our quotation. Any cost increases will be passed on to you, to be processed as a contract addition by change order.
10. The General Contractor/Owner to supply elevator or hoist, if needed, at no charge to the **Robert H. Lord Company, Inc.**
11. The General Contractor/Owner to supply use of dumpsters at no charge to the **Robert H. Lord Company, Inc.**
12. The prices quoted in this proposal are an offer to do business with your firm subject to credit approval by the **Robert H. Lord Company, Inc.**, and in addition, approval of the contract forms.
13. The General Contractor/Owner is responsible for providing adequate lighting for installation.
14. The **Robert H. Lord Company, Inc.** will not accept any back charges unless prior written approval is obtained from the RHL project manager.
15. **THE ROBERT H. LORD QUOTATION FOR THIS PROJECT MUST BE MADE A PART OF THE CONTRACT.**

Please contact Roy McNally at (860) 512-2128 for price confirmation at the time of contract award.

Respectfully,

Mike Ward

Mike Ward

Sales Associate - (603)-341-6967 - Direct Line

Date: _____

Accepted: _____

Pittsfield School District

To: Pittsfield School Board
From: Derek Hamilton, PMHS Principal
Subject: Board Meeting – January 21, 2021
Date: January 15, 2020

INFORMATION

1. School Calendar. We recently approved the town's request to use the Pittsfield Middle High School gym for voting on Tuesday, March 9. We approved a similar request back in November and shifted Tuesday to a remote learning day and Wednesday to an in-person learning day. While our school status for March is still to be determined, we'll want to keep this date in mind, and potentially adjust our school district calendar.
2. School District Newsletter. Our most recent school district newsletter is enclosed. The topics include an update on our school status, an overview of the 2021-2022 school district budget, and the recently established Internet Assistance Program for Pittsfield families (I've also enclosed a copy of the Internet Assistance Program application for your information).
3. Site Council Proposal. Mrs. Brown shared a copy of the school district's community service policy as stated in our Student and Family Handbook with you by email. I've also enclosed a copy of it my Board report. The Site Council will be prepared to share further information and perspective on the proposal at the Board meeting. Also, I'm happy to share more information related to community service or answer any questions that Board members may have.



SCHOOL ADMINISTRATIVE UNIT #51
23 Oneida Street, Unit 1
Pittsfield, New Hampshire 03263
Phone: (603) 435-5526 • Fax (603) 435-5331

INTERNET ASSISTANCE PROGRAM

The Pittsfield School District is now allocating funds to support those with new internet installations at their home for remote learning. Using federal relief funds by way of the ESSER grant (better known as the CARES Act), the school district is able to provide reimbursement for monthly internet costs. To apply for reimbursement, you must be a new subscriber between March 2020 and present day. The school district will provide reimbursement of monthly costs for Atlantic Broadband's internet assistance package for families with one school-age child or for the high speed internet package for families with two or more school-age children.

REIMBURSEMENT APPLICATION

Student Name(s): _____

Parent/Guardian Name: _____

Service Provider: Atlantic Broadband

Requesting Reimbursement for:

_____ Internet Assistance Package

_____ High Speed Internet Package

_____ Other

Month(s) of: _____

_____ Documentation enclosed

_____ Documentation will be forwarded separately

The Pittsfield School District will provide reimbursement for monthly internet bills as of November 2020 provided you meet the guidelines above. At the time of your initial request, please provide documentation that your internet connection was installed between March of 2020 and present day.

All applications and documentation can be dropped off at the SAU office or emailed to Sally Blanchette at sblanchette@pittsfieldnhschools.org



DISTRICT NEWSLETTER



School Status Update

This past Thursday the Pittsfield School Board extended the school district's *red status* through Friday, February 5. The red status means that students and staff will be fully remote during this time period. The decision to extend the remote period was primarily based on three reasons. First, the positivity rate of new COVID-19 cases is now higher than 10%, and the total number of cases in Pittsfield has nearly tripled in the past six weeks. If we moved back into orange or yellow status (hybrid), it is likely we would go back and forth between being open and closed. Finally, we believe this offers stability, consistency, and safety for students and staff during an unpredictable time. The School Board will reassess the school status at its meeting on February 4.



CRTC Virtual Assembly

On Tuesday, January 12, at 1:00 p.m. the Concord Regional Technical Center (CRTC) will be offering a virtual assembly for ninth and tenth grade students. The presentation will introduce students to the programs and offerings available at CRTC and walk students through the application process. Students will also have an opportunity to ask questions during the presentation. All ninth and tenth grade students are expected to attend. A link to the presentation has been shared to their student email address.

IMPORTANT DATES

School/Town Budget Public Hearing
PMHS Gym
January 14, 2021, 7:00 PM

Martin Luther King Day – No School
PES/PMHS
January 18, 2021

School Board Meeting
PMHS Lecture Hall
January 21, 2021, 5:30 PM

End of Quarter #2
PES/PMHS
January 22, 2021

Town Meeting: Deliberative Session
PMHS Gym
January 30, 2021, 10:00 AM

School Budget: Deliberative Session
PMHS Gym
February 3, 2021, 7:00 PM

School Board Meeting
PMHS Lecture Hall
February 4, 2021, 5:30 PM

Winter Break
PES/PMHS
February 22-26, 2021

The district calendar is available at:
www.pittsfieldnhschools.org

Meet Mrs. McNeil

Maryann McNeil is originally from Nashua but has lived in the Lakes Region for over 25 years. She graduated from Keene State College with an Associate's degree in Early Childhood Studies and Bachelor's degree in Elementary Education. She continued her education at Plymouth State University receiving a Master's in Education with the focus in Administration and Supervision. She has taught in both private and public school settings and at the collegiate level. When not teaching or coaching, Maryann enjoys reading, spending time with her family and speeding on the Jet Ski. She is excited to be working with the students and staff at Pittsfield Elementary School as a 3/4 multiage teacher.

School District Public Hearing

The Pittsfield School Board recently approved the proposed budget for the 2021-2022 school year. The proposed budget is only increasing by \$132,000 or 1.2%. The budget includes no new positions or programs. It reflects increases in health insurance (12.6%), teacher retirement (18%), and employee retirement (26%), costs which the school district has no control over. School administration cut \$191,681 from the initial budget in order to keep a "hard line" as directed by the Pittsfield School Board. The Pittsfield Budget Committee is currently reviewing the budget and will hold a public hearing on the proposed budget on Thursday, January 14, at 7:00 p.m. in the PMHS gym.

Internet Assistance Program

The Internet Assistance Program application is now available (see email attachment). The Pittsfield School District is now allocating funds to support those with new internet installations at their home for remote learning. Using federal relief funds by way of the ESSER grant (better known as the CARES Act), the school district is able to provide reimbursement for monthly internet costs. To apply for reimbursement, you must be a new subscriber between March 2020 and present day. The school district will provide reimbursement of monthly costs for Atlantic Broadband's internet assistance package for families with one school-age child or for the high speed internet package for families with two or more school-age children. Please send completed applications to Sally Blanchette at sblanchette@pittsfieldnhschools.org

HEALTH SERVICES CORNER

COVID-19 Priority Test Sites

In the email with our district newsletter and on our school websites, you'll see a link to testing locations with priority appointments within 24 hours for students and school employees with symptoms of COVID-19. The National Guard test site in Concord is the closest location to Pittsfield.

Is it COVID-19 or a Cold/Flu?

Another link included with our district newsletter and on our school websites is a chart shared by Wentworth-Douglass Hospital, outlining the symptoms of COVID-19, the common cold, and flu, to help distinguish between the three of them.

COMMUNITY SERVICE

Purpose: Community Service is work performed without monetary compensation intended to help the community in some way, be it through beautification, support, or participation at community events. Community Service is voluntary work performed to help people or a person. It is meant to connect us to the community where we live, work or to the global community. Because we are all citizens, it is our responsibility to learn about and help others. It is a way to pay it forward.

Community Service is also a way to pay back to the town, state, and country. During the 2015-2016 school year, it cost the town of Pittsfield approximately \$18,767.71 to educate a high school student for one year. The cost to Pittsfield taxpayers (47% after state and federal aid) was \$8,820.82.

Requirements: To receive a Pittsfield High School diploma, high school students are required to complete 40 hours of community service. All community service must be pre-approved by the advisor. The Assistant Principal has final say in all community service concerns.

*The completion of 40 hours of community service will be a requirement starting with the Class of 2021. All classes graduating before 2021 will require the original 37.5 hours, prorated for transfer students.

The number of Community Service hours required for graduation and the number of hours a student has logged will be printed on the transcript.

It is recommended that students accumulate community service hours as follows:

- 10 hours by the end of freshman year
- 20 hours by the end of sophomore year
- 30 hours by the end of junior year

Seniors going on the Senior Class trip must complete all of their hours prior to the established date as determined by the Senior Class advisors and the Principal.

Students who transfer to PMHS during their high school years will have their hours prorated. Students may complete this requirement individually or by working in groups. Students may earn community service hours while enrolled in grades 7-12. Students are expected to follow the PMHS Norms while working in the community.

To receive credit for the hours, students must submit the original copy of the completed Community Service Verification Form to the Guidance Office within 90 days of the date of service.

Community Service Reflection Example: *I spent the afternoon cleaning the town for Earth Day. We were able to show how much we care about the environment as well as our town. The residents of our town appreciate living in a place not littered with garbage. Removing trash from*

our sidewalks, roads, and public areas is not only beneficial for the environment, it makes our town a safer and more desirable place to live. Hopefully this will also encourage others to make an effort to keep it clean moving forward.

Examples of Community Service Opportunities:

- Town beautification (cleaning public areas such as sidewalks, playgrounds, athletic fields, public buildings)
- Landscaping for public locations (i.e. playgrounds, athletic fields, sidewalks/roads, libraries, community centers)
- Volunteer work (i.e. food pantries, soup kitchens, homeless shelters, nursing homes, community centers, child care centers, libraries)
- Mentor program
- Assisting in the summer recreational program
- Tutoring
- Environmental Committee
- Set up community and school events (i.e. graduation, drama productions, wellness fair, book fairs, concerts, athletic functions)
- Co-teaching learning studios

Community service *excludes*:

- Work that results in pay
- Personal service benefitting one individual/family (i.e. babysitting, stacking wood, mowing lawns, packing boxes/moving)

Pittsfield School District

To: Pittsfield School Board

From: Melissa Brown, PMHS Assistant Principal

Subject: Board Meeting – January 21, 2021

Date: January 14, 2021

ACTION

None at this time.

INFORMATION

1. Program of Studies (POS). Copies of the Program of Studies will be shared with all board members at our meeting for review. This will allow the board to examine the Program of Studies in order to provide feedback and suggestions for changes at the next meeting in February.
2. Concord Regional Technical Center. On Tuesday, January 12th the Concord Regional Technical Center (CRTC) offered a virtual assembly for ninth and tenth grade students. The presentation explained the incredible programs that the CRTC offers and walked students through the application process. Students also had an opportunity to ask questions during the presentation. This presentation was facilitated by CRTC Director, Steve Rothenberg, program instructors, and current PMHS students who are enrolled in the program. Students received a brochure in the mail that detailed each program, as well as completed a survey, letting the CRTC staff know which program they are most interested in. The staff will use the information from the survey to organize the students into groups when we tour the facility virtually in February. The students will have the opportunity to visit the program they are most interested in. The following 13 programs are offered at the CRTC:
 - Automotive Technology
 - Career Communications
 - Computer Engineering
 - Construction Trades
 - Cosmetology
 - Criminal Justice
 - Culinary and Pastry Arts
 - Education and Behavioral Science
 - Emergency Services
 - Graphic Design and Creative Media

- Health Science
- Summer Camp
- Theater and Film

Many of the programs offer multiple dual enrollment opportunities and significant certifications (i.e. Adobe, LNA, EMR, ServSafe, Homeland Security/Emergency Management, Paul Mitchell, OSHA, etc.).

3. Senior Financial Aid Night. In December, Angela Castonguay from the New Hampshire Higher Education Assistance Foundation (NHHEAF), presented an overview of financial aid information to several students and their families virtually. The presentation aimed to help families navigate through the federal financial aid process (FAFSA), explore what type of additional aid is available, review scholarship searches, and highlight the importance of meeting deadlines.
4. *I am College Bound/I Applied Event.* Pittsfield Middle High School participated in the *I Am College Bound-I Applied* college application event again this year. The seniors were successful in attending the event virtually. All college application fees for every NH college/university (public and private) were waived for students who submitted their applications on that day. Additionally, all students who submitted an application were entered into a drawing for a \$500 scholarship.
5. Homeschool Students. There have been seven letters submitted from families to homeschool their child in the 2020-2021 school year.

Pittsfield School District

To: Pittsfield School Board

From: Jess Bickford

Subject: Board Meeting – January 21, 2021

Date: January 15, 2021

INFORMATION

1. Medicaid:

Right before the holiday break in December there were additional changes made to the Medicaid Guidance and Rules from the Department of Health and Human Services (DHHS). These changes now include the need for a provider (speech, OT, PT, etc...) to review a Rehabilitative Assistant (Paraprofessional) every 30 days. The review form is included as an attachment. The IEP team (care plan team) must now determine who this reviewer will be during IEP meetings and document this decision. I have created a new form for doing this which is also included as an attachment.

Attached you will also find a Quick Reference Guide in regards to Medicaid billing. Because of the new rules we have to pay close attention on who is able to “order” a service and who can provide these services now.

I have included this information just to give you a snapshot into the highly regulated Medicaid process and some of the new rules we have to follow after many changes from DHHS. The special education team is in the process of finalizing these procedures and will have them in place following the February break, if not sooner.

Quick Reference Guide

BOOTHBY
THERAPY SERVICES

HELPING CHILDREN SUCCEED

MEDICAID TO SCHOOLS: *Quick Reference Guide*

Covered Service	Order	Order	Qualifications	Activities	Additional Documentation
Nursing	Care Plan	Order when required by scope of practice	NH APRN; RN; LPN; or in state practicing. LPN must act "under the direction"	Administer medications, positioning or repositioning, assistance with specialized feeding programs, management and care of specialized medical equipment, observation of students with chronic medical illnesses, other services determined by nurse to be medically necessary and appropriate. Private Duty Nursing must be delivered pursuant to the requirements of He-W 540	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
OT	Care Plan	Order: Physician, PA, APRN	NH OT and NBCOT or engaged in clinical experience necessary for NBCOT, COTA; or in state practicing and NBCOT	Medically necessary activities to develop or maintain adaptive skills necessary to achieve adequate and appropriate physical and mental functioning, including evaluations and treatment or assessments.	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
PT	Care Plan	Order: Physician, PA, APRN or other licensed clinician	NH PT and Approved Graduate Program, PTA; or in state practicing and Approved Graduate Program	Medically necessary evaluations to determine level of physical functioning and treatment services, evaluations or assessments that utilize therapeutic exercises or the modalities of heat, cold, water and electricity for the purpose of preventing, restoring or alleviating a lost or impaired physical function.	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
Psychiatric	Care Plan	Order: Physician, PA, APRN or other licensed clinician	NH Physician; or in state practicing; Board certified/eligible; or APRN with psychiatric specialty	Medically necessary services for the evaluation, assessment, diagnosis and treatment of mental or emotional conditions.	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
Psychological	Care Plan	Order: Physician, PA, APRN or other licensed clinician	Licensed Psychologist, Licensed Associate Psychologist in NH; or in state practicing; physician, APRN with psychiatric specialty, psychotherapists or MLADC	Medically necessary services for the evaluation, diagnosis, treatment and counseling of mental or emotional illnesses, symptoms or conditions.	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.

MEDICAID TO SCHOOLS: Quick Reference Guide

Covered Service	Order	Order	Qualifications	Activities	Additional Documentation
Mental Health	Care Plan	Order: Physician, PA, APRN or other licensed clinician	NH Licensed Psychologist or Associate Psychologist, Licensed Social Worker, Counselor, Pastoral Psychotherapist, Marriage and Family Therapist, or in state practicing; NH APRN with psychiatric specialty, NH Physician	Medically necessary services other than psychiatric and psychological and include, but are not limited to, behavioral management; individual, group and family counseling and crisis intervention. For family counseling, the student must be present for 51% of the counseling session	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
Rehabilitative Assistance	Care Plan	Order: Physician, PA, APRN or other licensed clinician(s)	NH Paraeducator I or II or equivalent or other Licensed Clinician. Be cognizant of applicable "knowledge areas"	Medically necessary mobility assistance; communication assistance; assistance with the implementation of behavioral management plan; nutrition; cueing, prompting and guiding (ADLs, communication, behavior management); assistance with adaptive or assistive devices; assistance with use of DME; medication administration; personal care services; carry-over of therapy skills; observation and reporting of signs of distress; implementation of safe eating plans and g-tube feedings; maintaining a safe environment to assure student and staff safety; other remedial services, but excluding educational and social activities such as classroom instruction and academic tutoring	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
SLH	Care Plan	Order: Licensed Audiologist or Licensed Speech Pathologist	NH Audiologist, Speech Pathologist, SLA; or in state practicing and CCC or equivalent or acquiring work experience for CCC	Services medically necessary for the evaluation, diagnosis and treatment of speech, language and hearing disorders that result in communication disabilities	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
Vision	Care Plan	N/A	Ophthalmologists, Optometrists and Opticians	Services medically necessary for the prevention or rehabilitation of visual impairment or restoration of a student with a visual impairment to his or her best possible functional level	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.

MEDICAID TO SCHOOLS: *Quick Reference Guide*

Covered Service	Order	Order	Qualifications	Activities	Additional Documentation
Specialized Transportation	Care Plan	N/A	N/A	Specially adapted vehicle to serve the needs of the disabled child; provides access to other covered services	Service Delivery Documentation, Trip logs; Costs: Certification of Public Expenditures, Parental Consent.
Medical Evaluation	Care Plan	N/A	NH Physician, PA or APRN	Exam—single organ system including: documentation of complaint, physical exam and diagnosis of current illness, establish plan of management related to a specific problem; in-depth evaluation with development and documentation of medical data including: chief complaint, present illness, family history, medical history, personal history, system review and physical exam	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
EPSDT	Care Plan	EPSDT Assessment and Screening to determine medical necessity	Meet the state licensing or board certification requirements to provide medical or dental care	Provided in accordance with He-W 546	Service Delivery Documentation, Costs: Certification of Public Expenditures, Parental Consent.
SUD	Pursuant to He-W 513	Pursuant to He-W 513	Pursuant to He-W 513	Pursuant to He-W 513	Pursuant to He-W 513
			*Recall that all providers must be screened against the OIG Exclusions List at time of hire and monthly thereafter	*All services must be "Medically Necessary" He-W 589.02(o) defines the term as.... "reasonably calculated to prevent, diagnose, correct, cure, alleviate or prevent the worsening of conditions that endanger life, cause pain, result in illness or infirmity, threaten to cause or aggravate a handicap, or cause physical deformity or malfunction and no other equally effective course of treatment is available or suitable..."	*Service Delivery Documentation requirements have changed. Verify that Service Delivery Documentation systems reflect these changes

Pittsfield School District- Student Services

23 Oneida Street Pittsfield, NH 03263

(603)435-6701 Fax (603)435-7087

IDENTIFICATION OF 30 DAY REVIEWER

Student:

D.O.B.:

Grade:

Case Manager:

Date:

School:

The Individual Education Plan (IEP) or 504 Team has determined that a Rehabilitative Assistant is medically necessary in the area(s) of _____ in order for _____ to access their education.

The IEP/504 team has identified and designated _____, a licensed clinician in the area of _____ as the 30 day reviewer. The clinician will be responsible for oversight of the medical components of the IEP/504 plan and the carry-over tasks delegated to the Rehabilitative Assistant.

Please see administrative rule He-W 589.04 for the full rule and more information.

LEA Representative Signature

Date

Rehabilitative Assistance 30 Day Review Report

1. Planned date of 30-day review: _____
2. Whether the review was held **[circle one]** :
 - a. Yes
 - b. No (If review not completed, reason for cancellation: _____)
3. The type of contact between clinician and paraprofessional **[circle one]**:
 - a. Face to face
 - b. Observation
 - c. Telephone/Zoom call
4. Areas covered **[circle those that apply]**:
 - a. Duties and expectations
 - b. Skills development
5. List of trainings completed within past 30 days (**circle if applicable**)
 - a. Personal care and nutrition
 - b. Infection control and universal precautions to prevent transmission of infectious diseases
 - c. Safety and emergency procedures, including basic first aid and 911 protocols
 - d. Proper lifting techniques and/ or mobility techniques and skills
 - e. Speech/Language/ Communication techniques and skills
 - f. Behavior management techniques and skills
 - g. Other training (**if applicable**):
 - i. _____
6. Issues identified with the effectiveness of the rehabilitative assistance, **if applicable**, and action to be taken by the rehabilitative assistant to rectify, **if applicable**:
 - a. _____
 - b. _____
 - c. _____
7. Date of next 30-day review: _____

Name of Clinician

Date

Signature of Clinician

INTERIM SUPERINTENDENT OF SCHOOLS

A

The Interim Superintendent will provide an update of the 2021 2022 School District Budget

B

The interim Superintendent will provide an update of the 2021 2022 School District Calendar

