

**AUBURN SCHOOL BOARD MEETING**  
**Tuesday, September 8, 2020 at 6:00 p.m.**  
**LOCATION OF MEETING: Auburn Village School Media Center**

**\*\*\*MASKS MUST BE WORN WHEN 6' DISTANCE CANNOT BE MAINTAINED\*\*\***

- I. CALL TO ORDER** – Alan Villeneuve, Board Chair
- II. PLEDGE OF ALLEGIANCE**
- III. PROOF OF POSTING** – William Rearick, Superintendent of Schools
- IV. APPROVAL OF MINUTES**
  - A. Minutes of the Auburn School Board Meeting on August 11, 2020\* (action required)
  - B. Non-Public (sealed) Auburn School Board Minutes of July 28, 2020 (action required)
- V. OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**
- VI. UPDATES\* - Bill Rearick, Superintendent of Schools**
- VII. REPORTS**
  - A. Assistant Superintendent's Report\*
  - B. Principal's Report\*
  - C. Director of Student Services Report\*
- VIII. OLD BUSINESS**
  - A. Standing Committees
  - B. Land Sale-Update
- IX. NEW BUSINESS**
  - A. Request for Recycling of Materials\*
  - B. Handbook Changes\*
- X. FINANCIAL-Manifest Approvals**
  - A. August 21, 2020 Manifest
  - B. August 21, 2020 Construction Manifest
- XI. POLICIES**
  - A. First Reading\*
- XII. PERSONNEL**
  - A. Co-Curricular Nomination Ratification\*
  - B. Board Member Resignation\*
- XIII. INFORMATIONAL ITEMS AND CORRESPONDENCE, and/or MISCELLANEOUS INFORMATION**
  - A. Budget Calendars\* – September-February
  - B. NHSBA Call for Resolutions\*

**XIV. NON-PUBLIC SESSION: RSA 91-A:3 Section II (a-k) (if necessary)**

**XV. ADJOURNMENT (action required)**

The next regularly scheduled meeting of the Auburn School Board will be on Tuesday, October 13, 2020 at 6:00 p.m. at the Auburn Village School Media Center.

The SAU #15 Board will meet on Wednesday, September 16, 2020 at 6:30 p.m. It will a remote meeting conducted via Zoom.

*\*Materials provided in packet*

Please note: In addition to the items listed on the agenda, the Board may consider other matters not on the posted agenda and they may enter a non-public session or convene in non-meeting session in accordance with RSA 91-A if the need arises

**AUBURN SCHOOL BOARD MEETING  
AUGUST 11, 2020 AT 6:00 P.M.  
AUBURN VILLAGE SCHOOL CAFETERIA**

**These minutes have not been approved.**

Board Vice Chair, Janice Baker called the meeting to order at 6:05 p.m. Those attending were Board members Barbara Carpenter, and Jason Tyburski. Samantha Belcourt was in attendance via telephone. Also in attendance was Principal, Lori Collins; Assistant Principal, Lindsay Murray; Director of Student Services, Deena Jensen; Technology Director, Bob Strobel; and Maintenance Director, Scott Dube; Superintendent William (Bill) Rearick; Assistant Superintendent, Marge Polak; and Business Administrator, Amy Ransom.

Janice Baker led the attendees in the Pledge of Allegiance

**PROOF OF POSTING**

Superintendent Rearick provided proof of posting.

**All votes taken were poll votes.**

**APPROVAL OF MINUTES**

Motion by Barbara Carpenter, seconded by Jason Tyburski, to approve the sealed Board meeting minutes of March 9, 2020. A poll vote was taken. With Samantha Belcourt abstaining, all others in favor, the motion carried.

Motion by Barbara Carpenter, seconded by Jason Tyburski, to approve the sealed Board meeting minutes of July 28, 2020. A poll vote was taken. With two abstentions, there was no majority vote. The minutes will be before the Board at their next regularly scheduled meeting.

Motion by Barbara Carpenter, seconded by Jason Tyburski, to approve the Board meeting minutes of July 28, 2020 with the following amendment:

Under Old Business, Paragraph 1 should read- When asked by Samantha Belcourt what criteria would be used to switch plans, Mr. Rearick stated that they would look at the number of local ~~cases and the percentage of those cases which are positive.~~ **positive cases and if the percentage exceeds 5%, they would switch.**

A poll vote was taken. With Barbara Carpenter abstaining, all others in favor, the motion carried.

**OLD BUSINESS**

**Re-Entry Update**

Bill Rearick reviewed the draft protocols which included health and safety, cleaning and sanitizing, arrivals and dismissals, playground, recess and food service procedures. He said the committee used information from various sources, such as the Center of Disease Control, the NH Department of Health, and the American Academy of Pediatrics. He stressed that all protocols are fluid and will change when/if necessary. Lori Collins stated that face coverings will be encouraged in K-1 and required in grades 2-8, on the bus, and during any type of transition. She said parents are being encouraged to drive their children to school, so buses shouldn't be as full as in the past. There will be mask breaks and children will stay with their cohorts when possible. Lori said the custodial staff is on Board on how to 'COVID clean'. K-1 will be 6' apart and 2-8 will be 3'. The 3' distance is the recommendation by the American Academy of Pediatrics. Students will face forward at desks appropriately spaced. Recess and arrival and dismissal times will be staggered, and hand sanitizing will be routine. Lunches will be prepackaged and eaten in the classroom. Both hot and cold lunches will be offered. Lori explained that the remote learning plan is still a work in process as they do not have solid numbers of parents' plans. She said there is a chance there may be multi-age remote learning. Barbara Carpenter asked if they would be able to start remote learning immediately if it were necessary to close. Bill Rearick stated that is the goal. Parents would be notified via email and BrightArrow. Jason Tyburski asked if the school would be shut down upon a positive COVID test, to which Mr. Rearick stated it would. Citing reports that suggest young children need not wear masks, Jason asked why K-1 is encouraged to wear them. Bill stated they are trying to mitigate the spread, but would strike that verbiage if that was the will of the Board. Samantha Belcourt asked if air quality and air vents have been tested. Bill Rearick stated

that the maintenance team will bring in air quality people. Scott Dube stated that there are annual preventive maintenance checks on air quality. Samantha asked if there was enough staff to cover those who opt out or need to quarantine. Bill said subs are always an issue; the Board could consider raising the sub rate. He said if too many teachers are out they may have to shift to remote learning. He said flexibility is key. Samantha asked how fire drills and lockdown procedures would work, to which Lori Collins stated that because there is more area outside now, she felt each student could maintain 6' distancing. Samantha asked about bus guidelines, to which Bill stated they will be disinfecting after every run. Referring to State of NH Emergency Order #48, Samantha asked Deena Jensen if the Special Education department will be reaching out to families regarding compensatory services. Deena said they need to meet with families within the first 30 days of school. All students will receive services in person or by remote instruction. Janice Baker asked what rest room procedures would be. Lori Collins said that most classrooms have restrooms. Grades 4, 7, and 8 will have to use community bathrooms, but only two people may enter at a time. Lori added that lockers will not be used. Food Service Director Sarah Belanger encouraged parents to use 'MySchoolBucks' to prepay their child's lunches to eliminate the exchange of money. Janice Baker asked if administration was comfortable with the number of staff to manage the building, to which Bill Rearick stated that there is a need for additional custodial staff and that he would like to look into hiring an LNA to assist in nursing needs. Janice asked Lori Collins to explain how remote learning would look. Lori said she really needs to see how many students will be using that instruction, but that See Saw offers a great deal of interactive lessons for students. She would like a teacher at each grade level. If so, there would be no prerecorded lessons. Jason Tyburski asked if a student starts remote instruction, must they stay remote. Bill Rearick stated that there needs to be a policy drafted regarding remote learning as they don't have the capacity to allow for random shifting. Jason asked if siblings of a student suspected of being positive would be sent home as well. Bill said that is no longer a requirement, so unless they have symptoms, they would be allowed to stay.

#### **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

Resident Heather Lockwood asked if her child stayed home with a headache, would they be allowed to go to remote learning, Bill said no, they would be absent. She asked if parents would be told if there was a positive COVID test in the school. Bill Rearick stated that parents would be notified if there was a confirmed case, but the only information given would be if it were a student or staff member.

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to approve the Re-Opening Protocols as presented with the following amendment: add a notation that the 3' distance is not following CDC guidelines. A poll vote was taken. With all in favor, the motion carried.

Bill Rearick requested latitude for purchasing items and/or services prior to the next Board meeting.

#### **2020-2021 School Calendar**

Discussion ensued relative to which day to add for professional development.

Motion by Barbara Carpenter, seconded by Samantha Belcourt, to approve the 2020-2021 school calendar, adding June 14, 2021 as a professional development day. A poll vote was taken. Janice Baker and Jason Tyburski voted no. Samantha Belcourt and Barbara Carpenter voted yes. The motion did not carry.

Motion by Jason Tyburski, seconded by Samantha Belcourt, to approve the 2020-2021 school calendar, adding September 8, 2020 as a professional development day. A poll vote was taken. With all in favor, the motion carried.

#### **Construction Update**

Janice Baker stated that the work being done by BPS is nearly complete. Field work will continue as will other projects such as doors, fire alarms, kitchen work, striping, paving, gym floor installation and lighting.

Samantha Belcourt expressed her frustration at the lack of subcommittee minutes online.

Janice Baker thanked the Auburn Recreational League for their donation of new scoreboards.

#### **PERSONNEL**

Motion by Barbara Carpenter, seconded by Jason Tyburski, to approve the Superintendent's nomination of Michaila Sheehan as presented. A poll vote was taken. With all in favor, the motion carried.

**NEW BUSINESS**

**Instructional Time Schedule**

Motion by Barbara Carpenter, seconded by Jason Tyburski, to approve the Instructional Minutes as presented. A poll vote was taken. With all in favor, the motion carried.

**Participation in Sports**

The Board reviewed a letter from the Tri-County Athletics President. No action was taken, however Bill Rearick stated that all students enrolled in-person or remotely may participate in sports.

**FINANCE**

Motion by Barbara Carpenter, seconded by Samantha Belcourt, to approve the July 24, 2020 manifest in the amount of \$141,942.25. A poll vote was taken. With all in favor, the motion carried.

Motion by Barbara Carpenter, seconded by Samantha Belcourt, to approve the August 7, 2020 manifest in the amount of \$188,003.14. A poll vote was taken. With all in favor, the motion carried.

Motion by Barbara Carpenter, seconded by Samantha Belcourt,, to approve the August 7, 2020 construction manifest in the amount of \$151,359.51. A poll vote was taken. With all in favor, the motion carried.

**NON-PUBLIC SESSION: RSA 91-A:3 Section II (a-k) (if necessary)**

Not necessary.

**ADJOURNMENT**

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to adjourn the meeting at 8:25 p.m. A poll vote was taken. With all in favor, the motion carried.

The next meeting of the Auburn School Board will be Tuesday, September 8, 2020 at 6:00 p.m. at the Auburn Village School.

Respectfully submitted.

Rebecca SJ McCarthy,  
Recording Secretary

**Auburn School District  
Superintendent's Report  
September 8, 2020**

- On August 26<sup>th</sup> I welcomed the staff back to school via a Zoom call. Unfortunately, I could not meet in person due to our social distancing protocols. I thanked the staff for all their hard work in making our distance learning initiative so successful last spring. I provided background on how the Return to School Plans and Health and Safety Protocols were developed. I recognized that many staff members might be apprehensive or anxious about returning to school, but I assured them that our Health and Safety Protocols were well researched. I also emphasized the importance of trying to make the classroom experience as “normal” as possible. This will hopefully make the transition easier for students and staff.
- I visited AVS on the first day of school. I visited kindergarten, first, fifth, sixth and seventh grade classrooms. Several middle school teachers were teaching students who were in class and online at the same time. The teachers appeared to be adapting well to this change. I visited a sixth grade classroom where the teacher was teaching remotely to her class. The students were assisted by a paraprofessional while the teacher communicated with them online. Students in grades K-1 were seated 6ft apart and many were wearing their masks. The students and staff members in grades 5-7 were all wearing their masks.
- I am planning on making a second visit to AVS prior to the next Board meeting.

**Auburn School Board Meeting  
Assistant Superintendent Report  
9/8/20**

**Summer Professional Development and Preparing for the 2020-21 School Year**

Administrators and teachers had a busy summer preparing for the 2020-21 school year. Goal/focus areas included:

- Development and implementation of the school reentry plan consistent with federal and state guidelines – COVID 19 Preparedness Plan
- Preparing for the implementation of the Wonders K-6 Reading Program
- Enhancement of online and remote learning
- Identifying essential grade level skills and preparing to address 2019-2020 learning gaps

<b>Wonders Reading</b>	
July – August	<ul style="list-style-type: none"> <li>• Self-paced overview sessions.</li> <li>• 8/3 Overview of online program resources with consultant</li> <li>• 8/24 Grade span sessions with consultant planning for the first few weeks of school</li> <li>• 8/27 Q&amp;A with consultant</li> </ul>
Ongoing 20-21	<ul style="list-style-type: none"> <li>• Ongoing training, support and consultation</li> </ul>

<b>Online &amp; Remote Learning</b>	<b>Schoology, Seesaw, PearDeck</b>
July – August	<ul style="list-style-type: none"> <li>• 7/20-21 Administrator training</li> <li>• 8/4-8/21 Teacher leader training and creation of lesson exemplars. Work with others in small groups</li> <li>• 8/4-8/21 Determine skills for the first few weeks of school</li> <li>• 8/24-9/1 All teachers trained in online resources and work to create lessons</li> <li>• 8/15-9/1 Livestream preparation for middle school</li> </ul>
Ongoing 20-21	<ul style="list-style-type: none"> <li>• Ongoing lesson and unit development</li> <li>• Enhance online teaching strategies</li> </ul>

<b>Social Emotional Learning</b>	
August	<ul style="list-style-type: none"> <li>• Review new curriculum components of the Choose Love Program</li> <li>• Effects of Trauma</li> <li>• Teacher/Staff Self-Care</li> </ul>
Ongoing 20-21	<ul style="list-style-type: none"> <li>• Implement Choose Love Program</li> <li>• Continue to support students and staff</li> </ul>

<b>School Reentry - COVID 19</b>	
May - August	<ul style="list-style-type: none"> <li>• Team creates plans and protocols</li> </ul>
Ongoing	<ul style="list-style-type: none"> <li>• Update plan based on new guidelines and changing conditions</li> </ul>

**CARES Act Update: Auburn Allocation \$24,046.95**

Funds have been allocated in the following approved categories.

Facilities:	\$1,796.50.	Electric Mister
Software:	\$2,655.11.	Seesaw \$936.14; Pear Deck \$1,718.97
Preparing For 20-21:	\$19,595.34	Social Distancing (\$10,078.50) – Dividers, Sneeze Guards, Tables Online Learning (\$2,972.40) – Tablet Stands & Carrying Cases. PPE (\$4,544.44) – Kid masks, Gloves, Face Shield, Goggles.



# Auburn School District

## Principal's Report

### September 2020 (as of 8/31)

#### Enrollment

Remote learning numbers are as follows:

	enrollment	in person	remote	VLACS	K/1	Gr. 2	Gr. 3/4
Kind	52	47	6		17	21+4 VLACS	28
Grade 1	63	52	11				
Grade 2	83	62	21	4			
Grade 3	71	64	7				
Grade 4	78	57	21				
Grade 5	69	51	18				
Grade 6	80	66	15				
Grade 7	61	46	15				
Grade 8	69	56	12				
	500	626	126				
updated 8/31							

#### Current Staffing:

Grade K: 4 half-day sections, C. Kaake, K. Moynihan, 1 remote K. Cloutier

Grade 1: 4 sections, S. McDaniel, E. McDonald, B. Mullen, M. Prunier 1 remote K. Cloutier

Grade 2: 3 sections, N. Dupont, S. Nusbaum, L. Podbelski 1 remote S. Smith

Grade 3: 3 sections, J. O'Toole, C. Spain, J. Strabone 1 remote M. Pampel

Grade 4: 4 sections, B. Boucher, J. Duffy, K. Fortier, S. Moore 1 remote M. Pampel

Grade 5 3 sections, N. Blanchard, C. Cohen, J. Kyzer teaching remotely

Grade 6: 4 sections, G. Lewis (Cote in for Lewis), A. Joaquin, K. Roggenbuck, L. Villeneuve

Grade 7: 3 sections, A. Blanchard, D. Nee, W. Smith

Grade 8: 4 sections: M. Dalzell, J. DeGraffe, P. Joy, J. Wheeler

UA: C. Ouellette will be teaching from home and will remote back into the classrooms. All other UA teachers will be in school.

Grades 5-8: Each teacher will be teaching a minimum of one/two sections to both in class and remote students while some will be teaching three.

We are making last minute plans to welcome the face-to-face students back to school. Our training days were utilized to the fullest. Our in house team of, M. Avellino, J. Langevin, Z. Stamoulis, A. Parker and A. Johnson did a thorough job of supporting our teachers in socio emotional learning. The topics that were covered included Trauma and the Brain, Staff Self

Care, Trauma and relationship building; Trauma- Physical Needs Trauma- Classroom Management and Social-Emotional Activities. We also spent a great deal of time on trainings that are required by law to be done annually. Some of these included bullying, Title ix, discrimination, blood borne pathogens, suicide, and FEMA. We had a three-hour staff meeting to review our Reentry Plan and then followed up this meeting with a report from grade levels in regards to logistics and protocol implementation.

We are currently working with the Auburn Police Department to develop traffic patterns and logistics for our parent drop off and dismissal. We plan to use two lanes for cars and the third lane for the bus lane. As with any change, this will be a transition for everyone and the Auburn Police Department plans to spend the first two weeks of school supporting the shift.

Teachers are working on the logistics of streaming lessons; however, as of this report all the equipment has not been received. We are hoping that we have everything so that teachers can effectively implement their lessons.

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# September 2020 School Board Report

Deena Jensen-Director of Student Services

## Special Education Updates and News

### Executive Order #48

- Per executive order #48 school districts are required to have IEP meetings for all students within the first 30 days of school. This presents some logistical challenges; however, I have reached out to our families to assist in determining the need for a meeting so quickly in the academic year. These meetings will assist in determining if students qualify for compensatory services. Compensatory services are only used in rare cases where students do not receive a free and appropriate public education. We continued to provide special education and related services to all of our students during remote learning. We do not anticipate the need for compensatory services for many students. It is also important to note that these services cannot be conducted during the normal academic day. They are in addition to current services, not in place of their services. After school, weekends and during vacations are examples of when these services can be provided.

### Beginning of the Year

- The special education department has been working hard to get things set up for the beginning of this school year. We have new protocols for cleaning and how group work can be conducted. There have been some scheduling challenges this year that are completely novel to all of us. Our special education teachers and service providers will be providing in-person services, remote services and also having remote students participate in live groups virtually. All of our special education students participating in remote learning have been given the option to come into the building for their services and some of our families have chosen this option. Everyone is eager to see their students again!
  - The special education department continues to remain short staffed; however, we have had a few students choose to remain remote allowing staff to be shifted to work with other students. This may change after the first trimester. Our paraprofessionals have done an amazing job being flexible, allowing us to find coverage for things such as duties and remote classrooms! place of their services. After school, weekends and during vacations are examples of when these services can be provided.
  - We have been lucky enough to be able to find transportation for our students who are at out-of-district placement or who require specialized transportation. This was no easy task for the bus company as every school has a different plan to start the year. For example, one school is in-person for nine days and then remote until Thanksgiving, another school has students assigned to class two days per week and Pinkerton has a rotating schedule (meaning the days a student attends class is different each week)!
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# Auburn School District

**AUBURN SCHOOL BOARD**

School Administrative Unit No. 15  
90 Farmer Road  
Hooksett, NH 03106  
Telephone 603-622-3731

**Superintendent**

William Rearick, CAGS

**Assistant Superintendent**

Marge Polak, CAGS

**Business Administrator**

Amy Ransom

**AUBURN VILLAGE SCHOOL**

11 Eaton Hill Road  
Auburn, NH 03032  
Telephone 603-483-2769  
www.auburn.sau15.net

**Principal**

Lori Collins, Ed.D.

**Assistant Principal**

Lindsay Murray, M.Ed.

**Director of Student Services**

Deena Jensen, CAGS

**Instructional Coach**

Cheryl Violette, M.Ed.

August 4, 2020

Dear Ms. Ransom,

I am writing on behalf of Auburn Village School regarding the transition of our reading materials. With the purchase of the new reading program, we are looking to give the no longer needed books to students for at home supplemental reading. Providing students with these anthologies will give students a reading resource that is at their grade level. In addition, we are seeking to recycle the supplemental materials and teachers' editions that no longer serve a purpose with our program.

Sincerely,

Cheryl Violette

Curriculum Coordinator/Instructional Coach

Auburn Village School

Besides updating dates and Staff members, only two adjustments were made to the handbook. A statement at the beginning of the handbook stating that information in the AVS Guidance for Opening of School may overrule information that is in the handbook.

Also a statement was added at the beginning of Open Homework stating that it was not available to start the year.

## SCHOOL OPERATING PROCEDURES

### SPECIAL CIRCUMSTANCES 2020-2021

Due to the COVID-19 pandemic, the information in this handbook may not be the most current information regarding procedures, policies and regulations. For the most current information regarding changes due to COVID-19, please refer to the [Auburn Village School Guidance for Opening of School](#).

### ENTRANCE AGE

(see other side)

## OPEN HOMEWORK ROOM

Due to COVID-19 and creating cohorts of students, Open Homework Room will not be available to start the year. If Open Homework becomes available later in the year, the following will apply.

Teachers volunteer to offer Open Homework Room to middle school students after school to provide a space for students to complete assignments in a quiet environment. Open Homework Room is available for students Monday-Thursday until 3:15 pm. Students who stay for Open Homework may take the elementary bus home. **Because teachers volunteer to host Open Homework Room, there may be days that Open Homework Room is not available. Students need to be prepared with alternate plans on these days.**

While attending Open Homework Room, students are expected to adhere to the following

1. The classroom is expected to be silent and all students should be working independently.
2. Students are expected to arrive with all of the materials that are needed at the beginning of the period. Students cannot be wandering through the building during this time.
3. If students need to get a drink or to use the restroom, students need to do so before entering the homework room.
4. If a student does not have homework, be prepared with an independent reading book.
5. Use of cell phones is prohibited in line with our No Cell Phone policy.
6. Students who are staying after to await sports event will not be dismissed early unless they are on a team and are required to be somewhere.
7. Students are expected to listen to the announcements for dismissal procedures.

The use of Open Homework Room by students is a privilege. Many students use Open Homework Room as an essential part of their school success. Any disruptions affect the ability for students to remain focused. Students who are not respectful of the rules of Open Homework Room will lose the privilege of attending.

<b>AUBURN POLICIES 1st Reading</b>			
2nd Reading Date: October 13, 2020 1st Reading Date: September 8, 2020 Committee Mtg: August 21, 2020			
<b>POLICY TITLE/CATEGORY</b>	<b>CURRENT CODE</b>	<b>LAST REVIEWED</b>	<b>Committee Recommendations</b>
Pandemic School Plan	EBCF	2006	Review. Changed language to be less epidemic-specific.
Community Use of Facility	KF	2011	Language added regarding event of public health crisis and sanitizing protocols.
Remote Learning	TBD	NEW	Drafted to address remote learning

**AUBURN SCHOOL DISTRICT**  
**INFLUENZA EPIDEMIC/PANDEMIC PREVENTION AND RESPONSE PLAN**

**NEW LANGUAGE**

The School Board recognizes that an epidemic is a serious threat that stands to affect students, staff, and the community as a whole. The Board establishes this policy in the event the town/ municipality and/or school district is affected by an epidemic. At all times the health, safety and welfare of the students shall be the first priority. The District shall follow the advice and recommendations provided by the Center of Disease Control and the New Hampshire Department of Health.

The Superintendent and Building Administrators will develop Health and Safety Protocols, which would include, but not limited to: cleaning, arrival/dismissal, recess, and food service. Those protocols will be approved by the Board. The Superintendent will also develop a plan of alternate means of educating students in the event of prolonged school closings and/or extended absences.

Two issues related to influenza are currently of public health concern. The regular influenza, also known as flu, for which there is currently a preventative vaccine, and the potential for Avian Flu, also known as bird flu, for which there is no vaccine at this time.

**Regular Influenza Information from the National Center for Disease Control**

**What is influenza (flu)?**

Influenza, commonly called "the flu," is caused by the influenza virus, which infects the respiratory tract (nose, throat, lungs). It can cause mild to severe illness, and at times can lead to death.

**How does the flu spread?**

The main way that influenza viruses are spread is from person to person in respiratory droplets of coughs and sneezes. (This is called "droplet spread.") This can happen when droplets from a cough or sneeze of an infected person are propelled (generally up to 3 feet) through the air and deposited on the mouth or nose of people nearby. Though much less frequent, the viruses also can be spread when a person touches respiratory droplets on another person or an object and then touches their own mouth or nose (or someone else's mouth or nose) before washing their hands.

**What are the symptoms of the flu?**

Influenza is a respiratory illness. Symptoms of flu include fever, headache, extreme tiredness, dry cough, sore throat, runny or stuffy nose, and muscle aches. Children can have additional gastrointestinal symptoms, such as nausea, vomiting, and diarrhea, but these symptoms are uncommon in adults. Although the term "stomach flu" is sometimes used to describe vomiting, nausea, or diarrhea, these illnesses are caused by certain other viruses, bacteria, or possibly parasites, and are rarely related to influenza.

**How long is a person with flu virus contagious?**

The period when an infected person is contagious depends on the age and health of the person. Studies show that most healthy adults may be able to infect others from 2 days prior to becoming sick and for 5 days after they first develop symptoms. Some young children and people with weakened immune systems may be contagious for longer than a week.

### **~~What is the difference between a cold and the flu?~~**

The flu and the common cold are both respiratory illnesses but they are caused by different viruses. Because these two types of illnesses have similar flu-like symptoms, it can be difficult to tell the difference between them based on symptoms alone. In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. Colds are usually milder than the flu. People with colds are more likely to have a runny or stuffy nose. Colds generally do not result in serious health problems, such as pneumonia, bacterial infections, or hospitalizations.

**ASD File: EBCF**

### **~~How can you tell the difference between a cold and the flu?~~**

Because colds and flu share many symptoms, it can be difficult (or even impossible) to tell the difference between them based on symptoms alone. Special tests that usually must be done within the first few days of illness can be carried out, when needed to tell if a person has the flu.

### **~~What are the symptoms of the flu versus the symptoms of a cold?~~**

In general, the flu is worse than the common cold, and symptoms such as fever, body aches, extreme tiredness, and dry cough are more common and intense. Colds are usually milder than the flu. People with colds are more likely to have a runny or stuffy nose. Colds generally do not result in serious health problems, such as pneumonia, bacterial infections, or hospitalizations.

### **~~What are influenza antiviral medications?~~**

Influenza antiviral medications are drugs that suppress the ability of influenza viruses to reproduce. When used correctly, they can reduce the duration of symptoms and some complications from influenza virus infection.

### **~~At what age should a child be vaccinated?~~**

To protect their health, all children 6 months to 23 months old should be vaccinated against the flu. Children 2 years old or older who have an underlying, long-term illness (such as heart or lung disease [like asthma], metabolic disease [like diabetes], kidney disease, a blood disorder, or a weakened immune system) should get a flu shot. The flu shot is not approved for use in children less than 6 months old.

### **~~What can I do to protect myself against the flu?~~**

By far, the single best way to prevent the flu is for individuals, especially people at high risk for serious complications from the flu, to get a vaccination each fall. However, there are other good health habits that can help prevent the flu. These are:

- Avoid close contact with people who are sick. When you are sick, keep your distance from others to protect them from getting sick too.

- ~~If possible, stay home from work, school, and errands when you are sick. You will help prevent others from catching your illness.~~
- ~~Cover your mouth and nose with a tissue when coughing or sneezing. It may prevent those around you from getting sick.~~
- ~~Washing your hands often will help protect you from germs.~~
- ~~Avoid touching your eyes, nose or mouth. Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth.~~

**Auburn Village School Prevention and Response Plan for Regular Flu**

The school nurse will:

- Provide education about symptoms, mode of transmission and prevention to parents, students and staff.
- Display reminder posters in the school to promote hand washing.
- Promote flu shots for all adults and children, especially those at high risk for complications.
- Organize and conduct a staff flu shot clinic in every school.
- Publicize public clinics.
- Monitor known cases of flu in the state and in their school, collaborating with public health officials when appropriate.
- Wear a mask when assessing ill students to protect self from exposure.
- Encourage staff or students with fevers greater than 100.4 and a cough to stay home from school, and exclude those with symptoms.
- Consult with local and state public health officials at the Department of Health and Human Services (DHHS) in order to advise the superintendent regarding possible need to cancel school events such as sporting events.
- Consult with local and state public health officials at DHHS in order to advise the superintendent regarding possible need to close school in the event of clusters of cases.

Classroom teachers will:

- Encourage hand washing, use of tissues to cover sneezes, and the use of hand sanitizer rubs in the classroom.
- Reinforce and remind children not to touch eyes, nose or mouth without first washing their hands.
- Take steps to clean and disinfect surfaces in the classroom; doorknobs, desks, keyboards, etc.

**Avian Flu (a.k.a. Bird Flu)**

Avian Flu is currently not spread human-to-human. It is a flu spread among birds. A few cases of bird-to-human transmission have occurred in Asia among poultry workers. The threat lies in the high probability that the virus will mutate and become capable of being transmitted human-to-human in the same mode of transmission as the regular flu, i.e. by droplet secretions from the nose and throat. There is currently no vaccine to prevent Avian Flu in humans. The symptoms are very similar to the regular flu, but it is expected that it would spread much more rapidly and more widely resulting in an epidemic or pandemic, because humans currently have no immunity and so the death rate could be high. Most public health efforts to prevent a pandemic are aimed at reducing the transmission among birds. Public health officials nationally, including those in New Hampshire, have advised schools to make additional preparations for the possibility of a pandemic of Avian Flu.

Auburn Village School Prevention and Response Plan for Avian Flu

In addition to the above steps outlined for regular flu, in the event of an outbreak of Avian Flu anywhere in the northeast the school nurse will:

- Monitor alerts from the DHHS.
- Isolate any students or staff with symptoms and exclude them from school with care guidelines as soon as possible.
- Keep records regarding those with symptoms and exclusion.
- Report confirmed cases to DHHS according to their guidelines.
- Wear a mask when assessing ill students to protect self from exposure.
- Triage students with minor complaints to another location and designee in order to avoid close proximity exposure in the nurse's office of uninfected students to potentially infected students.
- Monitor students and staff returning from travel to areas where Avian Flu is present.
- Encourage parents picking up children with suspected cases to call their primary care physician or Emergency Room prior to arrival to allow them to maintain proper infection control.
- Consult with local and state public health officials at DHHS in order to advise the superintendent regarding possible need to close school in the event of clusters of cases.

-

The school district will:

- Close school for DHHS recommended number of days if there are any known or suspected cases of Avian Flu in the school population.

**AUBURN SCHOOL DISTRICT**  
**COMMUNITY USE OF SCHOOL BUILDINGS AND GROUNDS**

It is the desire of the Auburn School Board to encourage the responsible use of school facilities to those individuals, organizations, or groups who are members of the local community. This does not alter the fact that it is the responsibility of the Auburn School Board to require the establishment of necessary regulations to protect the students and employees of the school, the users of the school facilities, the school board, the community, and the physical investment of the school district.

In order to insure the safety and security of all, the school building's security system is to be armed during all non-user time. Custodial services will be required for the initial opening and final closing of the building, including those times when the custodian is not working regularly scheduled hours. Requirements for custodial services are to be reflected in the Application for Use of School Facilities form. Private, profit-making organizations requiring custodial services beyond regular hours are to assume the cost of those services per the attached fee schedule.

By both precedent and design, certain events shall receive first consideration during each school year. These events include school district meetings, town meetings, school board meetings, and municipal, state, and federal elections.

Facility use will be granted to organizations based on the following priority:

- A. School Organizations: those that are recognized by the School Board as directly related to school activities (no fees to be assessed).
- B. Government Organizations: those agencies which are authorized under the laws of the United States, the State of New Hampshire, the county of Rockingham, the Auburn School District, or the town of Auburn (no fees to be assessed).
- C. Non-profit Organizations: those that are social, service, fraternal, or religious in nature and serve the community on a non-profit basis. Youth organizations will receive priority in this section.
- D. Private Groups or Organizations: refer to fee schedule on next page.
- E. For-profit organizations that apply for extended use of school facilities will be charged a fee negotiated on a case-by-case basis.

Applications for the use of facilities (buildings and grounds) must be approved by the Principal and/or designee.

Smoking is prohibited in the Auburn Village School as per RSA 155:64, New Hampshire Indoor Smoking Act and RSA 126-K:7, Use of Tobacco Products on Public Educational Facility Grounds Prohibited.

For events where alcohol will be served, there must be adherence to #7 of the Application Procedures.

**In the event of a public health crisis, such as a pandemic, community groups using the building must provide sanitizing protocols that have been approved by the Board. Building use may also be temporarily suspended by the Superintendent or his/her designee.**

### **APPLICATION PROCEDURES**

1. Those wishing to utilize school facilities may do so by first submitting a completed Application for Use of School Facilities Form to the Principal's Office.
2. Application forms for use during non-school hours should be submitted in advance of the utilization date with advance payment, if required, in the form of a check or money order attached, payable to the Auburn Village School. Completed application forms are to be submitted in a reasonable time for school personnel to act upon.
3. If a requested activity occurs at a time outside of custodial hours, a fee to open and close the building will be assessed to private organizations only. This fee should be payable to the Auburn Village School Facility Account and will be in accordance with the Use of School Facilities Fee Schedule.
- 4a. Non-Profit Organizations - The organization or party requesting the facilities must accept full financial and legal responsibility for any and all damages and/or claims of damages resulting from the use of the facilities. It is recommended that those non-profit organizations that do not have insurance coverage give consideration to the purchase of a short-term liability and property damage insurance policy to cover the scheduled event and possibly the activities surrounding the event i.e., set up and clean up.
- 4b. For-Profit Organizations and Private Groups – A copy of the organization's liability of insurance coverage must be provided at the time of submitting the Application for Use of Facilities. A copy of the organization's liability insurance coverage (one million dollar minimum) naming the Auburn School District as a co-insured must be provided at time of submitting Application for Use of School Facilities.
5. The premises are to be cleaned within twenty-four hours or prior to the start of the next school day, whichever comes first. Failure to do so in a satisfactory manner will jeopardize future use of the facility by the organization.
6. In accordance with RSA 126-K:7 and RSA 155:64, smoking is prohibited on both the facilities and grounds of the Auburn Village School.
7. Alcohol may only be available at events scheduled on Saturday evenings after 7:00 p.m., when youth organizations are not utilizing the building. At such events, at a minimum, one paid police officer must be present during the entire evening's activity. New Hampshire State Law regarding the legal drinking age must be obeyed and at no times may anyone be present at the event that is under the legal drinking age.

A copy of the organization's liability insurance coverage (one million dollar minimum) naming the Auburn School District, its officers, agents, and employees as co-insureds must be provided at the time of submitting the Application for Use of School Facilities.

It is the responsibility of the users to make certain that if alcohol is sold or served, all required permits are secured and copies provided to the District prior to the use of the facility.

8. Adult supervision is required for all groups at all times.
9. In accordance with the provisions of this policy, the Principal of the Auburn Village School will act upon each application as the School Board's designee. Applicants may appeal the Principal's decision to the Office of the Superintendent of Schools.

**Fee Schedule for Private Organizations**

Facility Opening	\$20.00
Facility Closing	\$20.00
Cleaning/Damage Deposit	\$50.00
Event Cleaning (by request)	\$20.00 per hour

**Room Rental Fees**

Gymnasium	\$50.00	Cafeteria	\$50.00
Classrooms	\$25.00 each	Cafeteria and Kitchen	\$75.00
Library	\$35.00	Fields and Grounds	\$25.00

Adopted: December 12, 1990  
 Adopted: August 10, 1999  
 Adopted: May 28, 2002  
 Adopted: October 7, 2002  
 Revised: February 13, 2007  
 Revised: June 10, 2008  
 Revised: April 14, 2009  
 Revised: May 12, 2011

**Legal Reference:**  
*RSA 126-K:7*  
*RSA 155:64*

## Remote Learning

The School Board recognizes that in extreme circumstances, regular in-class instruction may need be halted or suspended for the community's health, safety and welfare. In such instances, the District will provide quality education in the form of Remote Learning.

Remote Learning is instruction provided by the District to any group of students that are unable to attend class in person.

Synchronous Learning includes various forms of televisual, digital, and online learning in which students learn from instructors, colleagues, or peers in real time, but not in person.

Asynchronous Learning occurs when instruction and learning are not only in different locations, but also at different times. This can include recorded lessons or videos and emails between teacher and student.

The District will shift into Remote Learning when deemed necessary by the Superintendent. Remote Learning will provide instruction that will closely mirror what is/would be taught in the classroom and can occur synchronously or asynchronously.

### **Student Services**

Special Education requirements will continue to be met in accordance with IEPs regardless of method of instruction.

Remote Learners may participate in all the same extracurricular activities as those receiving in-class instruction.

### **Restrictions**

If the District offers both in-class and remote instruction, students may not switch from one method to the other within the marking period except for in extenuating circumstances that are approved by the Superintendent or his/her designee.

# XII.A.

## AUBURN SCHOOL DISTRICT 2020-2021

### CO-CURRICULAR ASSIGNMENT NOMINATIONS

LAST NAME	FIRST NAME	ACTIVITY	Compensation
DeGraffe	Jared	8th Grade Advisor (25%)	\$ 250.00
Joy	Patience	8th Grade Advisor (25%)	\$ 250.00
Dalzell	Megan	8th Grade Advisor (25%)	\$ 250.00
Wheeler	Jon	8th Grade Advisor (25%)	\$ 250.00
Roggenbuck	Kathy	Student Council Advisor	\$ 1,200.00
Cohen	Carly	National Junior Honor Society	\$ 1,000.00

### ATHLETIC ASSIGNMENT NOMINATIONS

LAST NAME	FIRST NAME	ACTIVITY	Compensation
Magnan	Amy	Athletic Director	\$ 2,500.00
Surette	Ryan	Boys' Soccer Coach	\$ 1,200.00
Ross	Kristin	Cross Country Coach	\$ 1,000.00
Lockwood	Anthony	Girls' Soccer Coach (50%)	\$ 600.00
Bethke	Sara	Girls' Soccer Coach (50%)	\$ 600.00

## **XII.B.**

Samantha Belcourt  
215 Rattlesnake Hill Road  
Auburn, NH 03032

September 8, 2020

Dear members of the Auburn School Board,

Please accept this letter as notification of my resignation as Clerk of the Auburn School Board. This is effective immediately at the adjournment of the September 8, 2020 meeting, as I will no longer be a resident of Auburn as of September 30<sup>th</sup>.

It has been a pleasure and honor to represent the taxpayers of Auburn. I have been a long-time resident of Auburn and wish the best for this town and school district. Please continue to support the education, administration, the staff, teachers, and most importantly all the students of Auburn.

If I can be of any assistance during this transition, please let me know.

Sincerely,

Samantha Belcourt

# September

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 <b>Building level budgets due to SAU office</b>	2	3	4	5
6	7 <b>Holiday</b>	8 <b>Auburn School Board</b>	9	10	11	12
13	14	15 <b>Hooksett School Board</b>	16 <b>SAU Joint Board Budget Presentation</b>	17	18	19
20	21	22	23	24 <b>Candia School Board</b> <b>Hooksett BC Meeting</b>	25	26
27	28	29	30			

# October

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 <b>Candia School Board</b>	2	3
4	5	6	7	8	9	10
11	12 <b>Holiday</b>	13 <b>Auburn School Board</b>	14	15	16	17
18	19	20 <b>Hooksett School Board</b>	21 <b>SAU Joint Board Public Hearing on the budget</b>	22	23	24
25	26	27	28	29	30	31

# November

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5 <b>Candia School Board</b>	6 <b>Deliver budget to Hooksett Budget Committee?</b>	7
8	9	10 <b>Auburn School Board</b>	11 <b>Holiday</b>	12 <b>Hooksett Budget Committee?</b>	13 <b>Deliver budget to Auburn Budget Committee?</b>	14
15	16	17 <b>Hooksett School Board</b>	18	19 <b>Hooksett Budget Committee?</b>	20	21
22	23 <b>Deliver budget to Candia Budget Committee?</b>	24 <b>Auburn Budget Committee?</b>	25	26 <b>Holiday</b>	27 <b>Holiday</b>	28
29	30					

# December

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3 <b>Candia School Board Review w/ BC?</b>	4	5
6	7	8 <b>Auburn School Board</b>	9	10 <b>Candia Public Hearing?</b>	11	12
13	14	15 <b>Hooksett School Board</b>	16	17	18	19
20	21	22	23	24 <b>Holiday</b>	25 <b>Holiday</b>	26
27	28	29	30	31		

# January

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 <b>Holiday</b>	2
3	4	5	6	7 <b>Hooksett Public Hearing?</b> <b>Candia SB</b>	8	9
10	11	12 <b>Auburn School Board</b>	13	14 <b>Auburn Public Hearing?</b>	15	16
17	18 <b>Holiday</b>	19 <b>Hooksett School Board</b>	20	21	22	23
24	25	26	27	28 <b>Candia School Board</b>	29	30
31						

# February

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 <b>Candia Deliberative Session</b>	4	5 <b>Hooksett Deliberative Session</b>	6 <b>Auburn Deliberative Session</b>
7	8	9 <b>Auburn School Board</b>	10	11	12	13
14	15	16 <b>Hooksett School Board</b>	17 <b>SAU Joint Board</b>	18	19	20
21	22	23	24	25	26	27
28						

Becki McCarthy

**From:** The New Hampshire School Boards Association <bchristina@nhsba.org> on behalf of  
The New Hampshire School Boards Association  
**Sent:** Tuesday, September 1, 2020 7:05 AM  
**To:** bmccarthy@sau15.net  
**Subject:** NHSBA Reminder: 2021 Call for Resolutions/Delegate Assembly

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## **NHSBA Reminder: 2021 Call for Resolutions/Delegate Assembly**

Dear NHSBA Members -

NHSBA is now accepting submissions for our annual 2021 NHSBA Delegate Assembly. The 2021 Delegate Assembly is tentatively scheduled for Saturday January 23, 2021 at The Center at Triangle Park office building, 25 Triangle Park Drive, Concord, NH. Traditionally, the Delegate Assembly begins at 10:30am with two training sessions/workshop, with the Delegate Assembly beginning at 1pm.

Each NHSBA member-school board is allowed to submit one or more proposed Resolutions. Proposals may be a new Resolution or may seek to amend any current NHSBA Resolution. Each member-school board may send one voting Delegate. However, any and all board members are invited to attend.

All submitted and proposed Resolutions will be brought forward to the Delegation. Each and every proposal will be discussed, debated and ultimately voted on by those Delegates in attendance. These Resolutions and Statements of Belief guide NHSBA's state-wide advocacy efforts.

To submit a Resolution please [click here](#). In addition to this link, NHSBA recently mailed each district a hard-copy of the submission form. In addition to using the link above, proposed Resolutions may also be mailed, emailed or faxed to NHSBA. Current NHSBA Resolutions can be viewed [here](#).

The deadline for submitting proposals is the close of business on **Friday, November 6, 2020**.

**Important Note:** *At the time of this email, the NHSBA office building is still closed to visitors. The building is tentatively scheduled to re-open to outside visitors on September 30, 2020. Given the ongoing and ever-changing health and safety risks related to COVID-19, NHSBA is exploring alternatives to an in-person Delegate Assembly, if necessary. We will keep our members apprised as new information becomes available.*

Please contact NHSBA Executive Director, Barrett M. Christina, if you have any questions.

Thank you for your attention to this matter.

*Barrett M. Christina, Esq.*  
*NHSBA Executive Director*  
[bchristina@nhsba.org](mailto:bchristina@nhsba.org)  
603-228-2061

The New Hampshire School Boards Association, 25 Triangle Park Dr.,  
Ste 101, Concord, NH 03301

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