

AUBURN SCHOOL BOARD MEETING
Tuesday, February 8, 2022 6:00 p.m.
Auburn Village School Media Center

- I. CALL TO ORDER** – Alan Villeneuve, Board Chair
- II. PLEDGE OF ALLEGIANCE**
- III. PROOF OF POSTING** – William Rearick
- IV. PINKERTON LIAISON** – Mary Lachance
- V. APPROVAL OF MINUTES**
 - A. Minutes of the Auburn School Board Meeting on January 11, 2022* (action required)
 - B. Sealed, Non-Public Meeting Minutes on January 11, 2022* (action required)
- VI. OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**
- VII. SUPERINTENDENTS UPDATES***
- VIII. REPORTS**
 - A. Administrator’s Reports*
 - B. Standing Committees
- IX. OLD BUSINESS**
 - A. Strategic Planning
 - B. MOA with Auburn Education Association
- X. NEW BUSINESS**
 - A. Public Relations Proposal*
- XI. FINANCIAL**
 - A. Manifest Approval
 - B. Expenditure Report*
- XII. POLICIES**
 - A. Second Reading*-Policies DG Depository of Funds, DI Fiscal Accounting and Reporting, KDC Expense Reimbursement, DGA Check Writing, and JICD Student Conduct, Discipline and Due Process
- XIII. INFORMATIONAL ITEMS AND CORRESPONDENCE, and/or MISCELLANEOUS INFORMATION**
 - Enrollments*

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, March 8, 2022 at 6:00 p.m. at the Auburn Village School Media Center.

There will be an SAU Board meeting on February 16, 2022 at 6:30 p.m. the David R. Cawley Middle School.

**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
JANUARY 11, 2022 AT 6:00 P.M.
AUBURN VILLAGE SCHOOL MEDIA CENTER**

These minutes have not been approved.

Alan Villeneuve, Board Chair, called the meeting to order at 6:02 p.m. Those in attendance were members Jason Tyburski, Janice Baker, Adrian Newton and Derek Berger. Also in attendance were Principal, Lori Collins; Assistant Principal, Lindsay Murray; Director of Student Services, Deena Jensen; Middle School Grade Leader, Kerry Boles; Superintendent William (Bill) Rearick; and Assistant Superintendent, Marge Polak.

PLEDGE OF ALLEGIANCE

Becki McCarthy led the attendees in the Pledge of Allegiance.

PROOF OF POSTING

Bill Rearick provided proof of posting.

SCHOOL DISTRICT MODERATOR AND CLERK

School District Moderator, Tom Lacroix was in attendance. Alan Villeneuve stated that the budget was the only warrant article. Some discussion ensued relative to mask-wearing at the Deliberative Session.

PINKERTON LIAISON – Mary Lachance

Mary spoke to the Board on activities happening at Pinkerton which included:

- Pinkerton's Got Talent
- Winter sports have begun; Athletes don't wear masks while playing, but do so when on the sidelines
- Extra flex time has begun and does not seem to be very popular
- The number of positive COVID cases have skyrocketed; having no remote option, those who are out have to make work up after they return

APPROVAL OF MINUTES

Motion by Janice Baker, seconded by Derek Berger, to approve the December 14, 2021 Board meeting minutes, and the motion carried unanimously.

Motion by Derek Berger, seconded by Adrian Newton, to approve the December 14, 2021 sealed, non-public meeting minutes, and the motion carried unanimously.

OPPORTUNITY FOR PUBLIC INPUT

Resident and AVS parent Troy Shurtleff stated his support for the indoor mask requirement and urged the Board to reconsider the metrics they use in determining when to require masks in school.

SUPERINTENDENT'S UPDATES

Bill Rearick summarized his report which was in the packet for review. He passed out new guidance from the Department of Health and Human Services regarding changes in quarantine requirements. Bill said AVS had to close today due to staffing issues. He added that though there are plans in place to allow for a classroom or the entire school to switch to remote learning, it wasn't feasible today. If they were to make a switch, it would be as consistent as possible. Everything depends on the availability of staff.

Bill added that COVID is impacting attendance of teachers, paraprofessionals, food service, custodians, and bus drivers. He said everyone is doing their best to keep the doors open. Bill also reported that Human Resources Director, Michele Garon, is leaving for a position in Concord. Her replacement, Joyce Fishwick, is currently in training.

REPORTS

Reports of Administrators

Reports of Administrators were reviewed.

Reports of Standing Committees

Derek Berger asked Marge Polak when the security audit would be done, to which Marge stated it would most likely be done in mid-February, and the report would be before the Board in a non-public session in April or May. Janice Baker asked Marge what assessments she felt were most relevant, to which Marge answered 'DIBELS' as it measures oral reading fluency which is the foundation for learning.

Considerable discussion ensued relative to assessments and instruction.

Alan Villeneuve reported that Bonnette, Page and Stone walked the school and grounds and have fixed the softball drainage issue. He said both the baseball and softball fields will be ready for play in the spring. Alan also said two brand new boilers cracked. The Board commended Scott Dube for fixing the boilers. Doug Proctor from the Turner Group will be invited to the next Board meeting to discuss possible Media Center renovations.

Janice Baker said the Budget Committee's public hearing will be held on Thursday. She said that is the last time the budget committee can make changes.

Adrian Newton reported that the PTA will be meeting next week.

OLD BUSINESS

Health and Safety MOU

Motion by Derek Berger, seconded by Janice Baker, to approve the Health and Safety MOU as presented, and the motion carried unanimously.

NEW BUSINESS

Warrant Articles and Who Will Speak to Them

Janice Baker will speak to the warrant article.

FINANCIAL

Manifest Approvals

Motion by Janice Baker, seconded by Derek Berger, to approve the manifest in the amount of \$749,826.74, and the motion carried unanimously.

Expenditure Report

The expenditure report was in the packet for review.

Motion by Jason Tyburski, seconded by Derek Berger, to amend the agenda to review the draft 2022/2023 school calendar, and the motion carried unanimously.

Motion by Jason Tyburski, seconded by Janice Baker, to approve the 2022/2023 school calendar as revised and presented, and the motion carried unanimously.

POLICIES

Motion by Janice Baker, seconded by Jason Tyburski, to accept the second reading of Policies ECAF Audio and Video Surveillance on School Buses, EEAA Audio and Video Surveillance on School Property and the elimination of GBA Equal Opportunity, and the motion carried unanimously.

Motion by Derek Berger, seconded by Jason Tyburski, to accept the first reading of Policies DG Depository of Funds, DI Fiscal Accounting and Reporting, DKC Expense Reimbursement, DGA Check Writing, and JICD Student Conduct, Discipline and Due Process, with a few language changes, and the motion carried unanimously.

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

At 7:35 p.m., motion by Jason Tyburski, seconded by Janice Baker, to enter into a non-public session under RSA 91-A:3 Section II c. A roll call vote was taken. With all in favor, the motion carried unanimously.

The Board re-entered into a public session at 8:00 p.m.

Motion by Derek Berger, seconded by Janice Baker, to seal the non-public minutes in perpetuity, and the motion carried unanimously.

INFORMATIONAL ITEMS AND CORRESPONDENCE, and/or MISCELLANEOUS INFORMATION

Enrollments

ADJOURNMENT

Motion by Jason Tyburski, seconded by Derek Berger, to adjourn at 8:00 p.m., and the motion carried unanimously.

The next Auburn School Board Meeting will be Tuesday, February 8, 2022 at 6:00 p.m. at the Auburn Village School Media Center.

The SAU Board will meet on February 16, 2022 at 6:30 p.m. at the David R. Cawley Middle School Media Center.

Respectfully submitted.

Rebecca SJ McCarthy
School Board Recording Secretary

New Hampshire School Administrative Unit #15

90 Farmer Road
Hooksett, New Hampshire 03106-2125
Telephone (603) 622-3731 Fax (603) 669-4352

VII.

Margaret W. Polak
Assistant Superintendent

William J. Rearick
Superintendent of Schools

Amy R. Ransom
Business Administrator

Auburn School Board Update

February 8, 2022

- On January 14th I met with the SAU 15 principals. The purpose of this meeting was to review the new guidance from DHHS regarding the changes of how long a person needs to quarantine when they contract COVID or are considered a close household contact. I wanted to ensure that the new guidance was being interpreted the same way in all three districts. We also agreed on what information would be sent home to parents.
- On January 25th I met with Lori to discuss possible solutions to the ongoing problems with the buses as a result of the bus driver shortage. Lori proposed that we look at the bus routes to see if we could find efficiencies to reduce the amount of time the buses currently take to pick up and drop off students.
- On January 28th we received an email from the bus company's regional manager informing us that they have purchased a software program to assist with the scheduling the bus routes. Lori has submitted the information requested by the bus company who is in the process of updating the routes.

The regional manager also informed us that four additional bus drivers are expected to begin working within the next week. Once these drivers start working, we should no longer need to double-up on our bus routes.

I have also requested an in-person meeting with the regional manager to discuss the current problems the bus driver shortage is having on our students and their families.

- On February 2nd I met with Scott so he could show me the problems that we are experiencing with the sprinkler lines freezing up in the boys' and girls' bathrooms located across from the main office. Scott has been working on trying to resolve this problem for a couple of weeks. Representatives from BPS have been on site and have recommended blowing in additional insulation above both bathrooms. This work is scheduled to take place on Saturday February 5th.

VIII.A.

Auburn School Board Meeting Assistant Superintendent Report 2/8/22

ESSER Funds Update

On 1/27/22, the NH DOE held a webinar to remind districts of the requirement to update plans for the use of ESSER funds. The next update will be due on 3/9/22. A detailed form for the documentation of state and federal requirements was introduced to the group.

This update will specifically address ARP ESSER III funds (\$78,502) available through September 30, 2024. In addition to specific COVID expenses, districts are encouraged to target funding on activities that support remote learning, Title grant activities, wellness/mental health activities, and summer and supplemental learning.

Once this document is submitted to the NHDOE, it will also be posted on the website at <https://auburn.sau15.net/covid-19-protocols-and-esser-funds/> along with a section for public comment.

South Central Meeting

The last meeting of the south-central assistant superintendents took place virtually on January 21st. Tom White, Coordinator of Outreach, Cohen Center, Keene State College was in attendance to share resources on holocaust and genocide education to address the new law/requirement for schools. This spring, middle school social studies teachers throughout the SAU will determine the scope and sequence for this topic in grades 6-8.

Other topics included the role of elementary technology teachers, retention of middle school students, and procedures in response to objections to course/library materials.

Pinkerton Curriculum Meeting

On February 17th, I will attend the curriculum meeting at Pinkerton Academy with other sending school representatives. Topics will include curricular priorities, updates to program of studies, and annual transition to high school. Sending schools also highlight their programming and curricular initiatives for the year. Shared summer professional development offerings will also be discussed.

Updates

SAU 15 Professional Development Committee	
	<ul style="list-style-type: none">• The SAU15 Professional Development Committee met on 2/2/22• The group is in the process of reviewing and updating the PD Master Plan. This plan details the overall goals of professional development and the process and procedures for certified faculty and administrators to seek recertification.• The plan is expected to be finalized in March 2022.
Tutoring	
	<ul style="list-style-type: none">• The Before and After-School Tutoring Program has been in place for the last few months• More opportunities have occurred for students at the elementary level based on teacher availability• Evidence of student progress will be gathered during the next few weeks.



Auburn School District

Principal's Report

February 8, 2022

VIII.A.

2021-2022 Current Enrollment

Grade	Enrollment	Teachers	Av.Class Sizes
K	70	4	17
1	61	4	16
2	63	3	21
3	84	4	21
4	76	4	19
5	77	4	21
6	70	3	24
7	74	4	18
8	55	4	14
Total	630	34	

Current Staffing:

Grade K: 4 full day sections, C. Kaake, K. Moynihan, M. Jerome, M. McAlpine
 Grade 1: 4 sections, L. Podbelski, E. McDonald, B. Mullen, M. Prunier
 Grade 2: 3 sections, N. Dupont, S. Nusbaum, S. Smith
 Grade 3: 3 sections, J. O'Toole, G. Lewis, J. Strabone, M. Pampel
 Grade 4: 4 sections, B. Boucher, J. Duffy, K. Fortier, E. Royce
 Grade 5: 4 sections, N. Blanchard, C. Cohen, J. Kyzer, C. Spain
 Grade 6: 3 sections, A. Joaquin, K. Roggenbuck, L. Villeneuve
 Grade 7: 3 sections, S. Poulin, D. Nee, W. Smith, A. Rankin
 Grade 8: 4 sections: P. Joy, J. Wheeler, K. Huston, J. Paraskevas
 UA: M. Leary, D. Ashness, L. Reinelt, C. Ouellette, M. Szopa, S. Tewksbury, A. O'Neil, M. Sheehan

2022-2023 Projected Enrollment

Grade	Enrollment	Teachers	Av.Class Sizes
K	60*	3/4	20/17
1	70	4	17
2	61	3	20
3	62	3	21
4	83	4	21
5	76	4	19
6	77	4	19
7	73	4	18
8	75	4	19
Total	637	34	

Events at AVS for February 2022

Feb 5- Deliberative Session
 Feb 8 - School Board Meeting
 Feb 10- Invention Convention
 Feb 14-Feb 19- PTA Theatre
 Feb 28- March 4- February Vacation

Athletics

Our regular season basketball games are complete! Both boys' and girls' basketball teams finished their seasons with 9 wins and 3 losses. Both basketball teams finished their regular season in 3rd place. We will begin playoffs Friday February 4th. We will be hosting back to back games, boys at 4:00 V Hillsboro-Deering, girls at 5:30 V Henry Moore (Candia). Admission fees for all playoff games are \$3 for adults, \$2 for seniors, students, and children, \$8 per family. More details will come after all Tri-County League games are complete by February 1, so stay tuned! Good luck to both teams in the playoffs! Parents and coaches celebrated our graduating 8th graders at the last game of the regular season this past Monday. Good luck next year to all of our 8th grade athletes!

The Tri-County League Cheerleading Tournament will take place on Thursday February 24th at 4:30 PM at Nashua South High School (Snow Date: Friday February 25). Doors open at 4:00. Admission fees are \$3 for adults, \$2 for seniors, students, and children, \$8 per family. Good luck, AVS Cheer!

School Counseling News

The Great Kindness Challenge ran from January 25th-29th. Students were challenged to complete kind acts within our community. They wrote cards and did fundraisers to support different programs.

Curriculum

We continue to have curriculum meetings for content areas at the middle school level, and grade levels in elementary. Our tutoring in the morning and afternoons has commenced and approximately 40 of our

elementary students are participating. Our middle school numbers are a bit lower with approximately 25 students taking part in afternoon sessions. Our grade level meetings have focused on students concerns as well as small reading group instruction.

8th Grade Invention Convention

The 8th graders have been gearing up for the Invention Convention to be held on February 10th by learning about the invention process and examining new ways to solve problems. Students are participating in the Young Inventors' Program and were challenged to design and build an airplane capable of flying "bean" passengers. Parents and friends will be invited to tour the 8th grade classroom to enjoy and vote on the best inventions.

APD-Active threat training

The Auburn Police Department did active threat trainings at our two staff meetings in January. We discussed the fact that we must quickly determine the most reasonable way to protect our own lives and that our students are likely to follow the lead of their teachers. We also reviewed what information should be given to the 911 operator and how to act when law enforcement arrives.

Auburn Village Musical Update

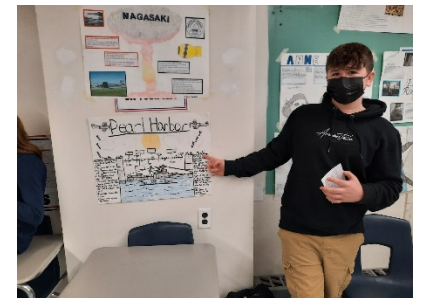
The musical, *Golly Gee Whiz*, was performed in the AVS gymnasium on February 1st. The play was set in the Great Depression when the residents of Happyville, USA are down in the dumps. They all decide to pitch in together, they can do something good for the town and raise some money to help out the local businesses! By working together, they put on such a great show that folks come from miles around to see it, and re-establish Happyville as the bustling town that it once was. The 8th graders did a wonderful job overcoming absences and quarantines to perform the show. Thank you to Crissy Ouellette, Linda Reinelt, and Andrea O'Neil for making sure the show went on without a hitch!

NAEP Testing

On February 16th and 22nd, eighth and fourth grade, respectively will be participating in NAEP Testing. The National Assessment of Educational Progress (NAEP)—a congressionally mandated large-scale assessment administered by the National Center for Education Statistics (NCES)—consists of print and digital assessments in various subject areas. Two of these subjects—mathematics and reading—are assessed most frequently and reported at the state and select district level, usually for grades 4 and 8. The Nation's Report Card provides results on student performance based on gender, race/ethnicity, public or nonpublic school, teacher experience, and hundreds of other factors. NCES conducts secondary analyses of NAEP results. These studies focus on unique populations of students, including students of different racial/ethnic groups, ages, grades, and those in different types of schools and geographic regions.

World War II Projects

The AVS 8th graders shared their wonderful World War 2 projects on December 21st in Mr. Wheeler's room. Several visitors from 5th, 6th, 7th, and 8th grade stopped by to observe these projects. The 8th graders were able to "think outside the box" by adjusting their presentations to different age groups. Great work 8th graders!



Monthly Math Games at Home

Grades K-5 have been sending math games home to showcase their math skills to their parents and siblings. Here are some pictures of First Grade families that enjoyed playing our Monthly Math Games! December's Game was "Roll It, Find It, Cover It!" and January's Game was "Beep! Beep!"

February School Board Report

Deena Jensen, Director of Student Services

Tuesday, 2.02.2022

Special Education News and Updates

Staffing:

- As of the writing of this report we do not have any open paraprofessional positions. This is the first time in over 18 months that we have had no openings.

Miscellaneous Updates:

Pinkerton LEA Meetings:

- I was able to attend the Pinkerton LEA meeting on 1/26. Here are some discussions of note:
 - IEP begin dates will start at least 10 days following the IEP meeting to align with best practices
 - Pinkerton may be raising their paraprofessional hourly rate for next year. If this passes, it will raise the cost for districts. This cost to districts is unknown at this time.

Child Find:

- The details for this spring's child find will be forthcoming. Child find is for families who have children between 3-6 years old, who are not already enrolled in school, who they suspect may have a disability and require services. Of course, parents are also welcome to reach out to us at any time to share their concerns regarding their children.

Extended School Year (ESY):

- Special education teachers will be collaborating with classroom teachers and service providers to help determine the students who show signs of regression over breaks of instruction. This will help us determine the number of students requiring ESY programming this summer. We will be having parent meetings in April to discuss ESY with families. These are typically quick, 15 minute meetings.
 - Staffing will be secured following an idea of how many students will require ESY programming this summer.
 - ESY will run from July 11th-July 29th, Monday through Friday, from 8:30-11:30.
-

This month we have been hard at work completing approximately 45 submitted tickets from our spiceworks portal, which are estimated to represent about 40% of the total “tickets” we receive as everyone is still adjusting to the new system.

As reported last month, we received ECF funding towards teacher chromebooks. We have received the 85 of these devices we had ordered, and they have been distributed to teachers. So far they have been very well received, with some teachers opting to turn in older devices they no longer see a need for. It has also led teachers to begin asking for other technology in their rooms that work well with these new devices, such as Chromecasts for wirelessly displaying on their room’s projector.

We are continuing to work with PowerSchool Enrollment Express, in preparation for Kindergarten registration which is coming in March. Nancy Banner and I completed the required training regiments on Friday January 28, and have since been working to ensure forms are accurate, and properly mapped to our PowerSchool SIS for a seamless flow. Once the registration forms are complete and registration is underway, my attention will turn towards the same process for all forms slated to be sent out to all students in August immediately prior to the start of the school year. It is our hope that at that time we will be able to have all beginning of year paperwork done electronically, as well as confirming that we have accurate contact, medical, and student info on file for every student.

On Tuesday January 25th, the Technology Committee met both in person and remotely. Most members were in attendance. We spent a few minutes updating on the current state of the department, as well as any ongoing projects. Some time was spent reviewing the survey results of the Staff Technology Survey conducted in December. However, the main focus of the meeting was to review items in regards to the Technology Plan. I came across a newer version of an AVS Tech Plan, which was confirmed to have been drafted by Bob Strobel last year and approved by the School Board in May of 2021. The Technology Committee’s consensus was that the change in Technology Director would be a good opportunity to review this document and if necessary submit any changes in the form of amendments, without rebuilding the entire document. A couple of points discussed that we will be on the lookout for as we review this newer Tech Plan version are:

- Clearly addressing the, “Base Classroom,” as a list of technology needs/expectations in each classroom (i.e. projectors, wifi access points, phones, intercoms, etc.)
- Clearly identifying the, “Base Teacher,” model (i.e. Windows Laptop, Chromebook, Document Camera, etc.)
- Addressing the life expectancy of various devices with a main emphasis on the standard 11” chromebooks issued to students.

Otherwise, we continue to work as quickly and effectively as possible to address technology items as they come up to help the students and teachers of AVS.



Proposal to SAU 15



About JGPR:

John Guilfoil Public Relations LLC is a full-service public relations and communications agency specializing in municipal governments, police and fire departments and schools. We provide content, social media management, press releases, media relations, branding, crisis management and other communications services to more than 300 government agencies, non-profits, and small businesses in eight states.

Our work is vital to the communications efforts of school leaders in New Hampshire. We are a Diamond Level Partner of the New Hampshire School Administrators Association.

We have a proven track record of success. John Guilfoil is a former Boston Globe reporter and former deputy press secretary to the late former Boston Mayor Thomas M. Menino. He is the 2015 and 2016 PR News National Public Affairs Professional of the Year, the 2016 National Crisis Manager of the Year, 2017 Runner Up for National Crisis Manager of the Year and 2018 Runner Up for National Government Communicator of the Year.

Jordan Mayblum is a former award-winning news reporter who transitioned to public relations in 2017. He is the Account Manager for JGPR's operations north of Boston and oversees a team that includes Account Executive Kelsey Bode and Copywriter Melissa Proulx (both former community journalists as well). All three have extensive experience covering on school issues and advising school clients.

Services Offered:

Public Relations

- Up to 10 pieces of content written and distributed on any topic per month, shared among all schools and the district
 - These can include press releases, letters home to parents on sensitive issues, memos to staff, outreach materials on district initiatives, etc. (Also includes content items that correspond to one another).
- Strategic communications planning and execution
 - JGPR emphasizes the promotion of positive programming taking place in classrooms, whole-school events, and district initiatives (such as 1:1 technology programs, expanded lunch programs, teacher and student recognitions, etc.)
 - JGPR can help emphasize and appropriately communicate the district's major priorities as they arise, including facilities upgrades, major capital expenditures and operating budgets, in order to keep the public informed as decisions are being made.
 - JGPR can serve as a liaison between the district and local media, aggressively pitching news to the press while providing critical support should a crisis arise.
- 24/7 availability for work or direct, in-person response for incidents or crisis management
- Unlimited telephone consultations
- Crisis management/Crisis communications services
 - JGPR has extensive experience managing a variety of school crises and is prepared to address any that may arise.
 - JGPR can provide general media training to the superintendent and her designee(s), while also providing real-time support via hands-on management of incidents and staging of press, as well as by providing written talking points to guide her interactions with media.
- Logistical support and press staging/management during events, as needed
- All media inquiries can forward to JGPR for processing via a direct hotline, and JGPR will coordinate all outreach and response to media.
- Reviewing all sensitive information that is released to parents and preparing a corresponding media statement, when appropriate. All information shared with JGPR is presumed to be confidential until it is released publicly.
- Close collaboration with JGPR's Marketing Team and Video Team to facilitate image-building through public relations initiatives and awareness campaigns.
- PR as Policy: JGPR will provide policy recommendations as appropriate to support the district's efforts to further build credibility among its diverse set of stakeholders.

Price: \$950/month, paid annually, with a 12-month commitment plus:

- \$75 per hour for in-person response, with one pre-planned event per quarter covered in-person free of charge
- \$150 per hour for any work done on a state or federal holiday (four-hour minimum)
- *These will be billed separately, as emergency projects*

Video

JGPR also proposes extensive video work with SAU 15, which can help the district tell individual stories in a more visual way, utilizing our team of video professionals, including a former producer with experience at multiple television news stations.

SAU 15 can opt to add professionally shot and produced video content to its annual contract at a discounted rate over the a la carte video rates. Video typically costs \$1,000 per minute (\$3,000 for a three minute video).

Price: 6 videos up to 3 minutes each per year for an additional \$1,125/month

- \$850/minute of finished video beyond those six
- Videos should center on topics rather than events
 - Event-based videos are permissible pending staffing availability and may be subject to an additional charge if the event is outside of business hours. After hours charges for video services start at \$150 per hour on-site.
- On-site video production should be completed in a single day for a single video. Additional visits or visits outside of normal business hours may be subject to additional charges
- Client will be billed separately for mileage, parking, tolls and/or additional transportation-related expenses, with provider to give receipts. Expenses may be added to future invoices to avoid additional small invoices.
- Client will be responsible for external editing and production expenses such as professional voice over or translation services if desired/requested.

District Website

JGPR will design a standalone, user-friendly and mobile responsive modernized website for the district with automatic social media broadcasting and email subscription opt-in, which will enable to the district to provide regular updates on its own digital platform, with automated posting to applicable social pages.

Website would feature:

- Incorporation of (or creation of) all district social media accounts and automatic posting of content to social media from website via built-in news blog
- HTML-5 Responsive Design
- Mobile compatibility (80 percent of website traffic today is from a mobile device)
- WordPress software
- Complete social media integration, incorporating individual school building Twitter and Facebook pages for auto-posting
- One day of professional photography for website and future use
- Updated software, firmware and security
- Lifetime security updates and daily backups
- Free hosting of site
- Free technical support for website (changing pages, updating documents, etc.)

Price: \$21,500 one-time fee, with **free** hosting for as long as the district remains a PR client.

All JGPR-created content will be posted to the blog by JGPR staff, while district staff will be provided accounts and trained to post updates of their own at their discretion.

Websites are subject to a \$250/year SSL fee and applicable domain registration fees.

Recommended: Photo session with superintendent, principals, and schools – for website, social media, and PR use: \$1,000 one-time fee. Unlimited use of photos.

Example:

<https://www.kingphilip.org/>

District Communications Plan:

JGPR will assist SAU 15 with the creation of a general school district communications plan, which outlines the district's policies and procedures for communicating with stakeholders and serves as a roadmap for current and future district staff. The communications plan includes, but is not limited to:

- Identifying appropriate spokespeople for the district
- Message distribution on appropriate channels, including protocols for crafting of press releases, memos to staff, emergency broadcast messages, social media content, letters to families and more
- Guidelines for coordination with local partner agencies, including public health, Town Halls and police and fire
- Guidelines for communicating in crises, including incorporation of JGPR staff in easing burden of rapid response work during a crisis as a PR client

Price: \$9,500 one-time fee

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1100-1-01-00 5112 REG ED TEACHER SALARIES	2,716,592.73	94,339.82	1,221,449.84	1,260,300.24	234,842.65
11-1100-1-01-00 5114 REG ED PARAPROFESSIONAL	87,973.09	4,211.17	42,347.89	43,035.29	2,589.91
11-1100-1-01-00 5120 REG ED SUBSTITUTE SALARIES	37,500.00	6,320.58	3,040.00	50,722.28	-16,262.28
11-1100-1-01-00 5122 REG ED HEALTH INSURANCE BUYOUT	25,000.00	.00	.00	24,000.00	1,000.00
11-1100-1-01-00 5211 REG ED HEALTH INSURANCE	670,055.92	59,034.76	254,639.12	382,683.79	32,733.01
11-1100-1-01-00 5212 REG ED DENTAL INSURANCE	15,695.58	1,210.82	1,044.18	5,964.01	8,687.39
11-1100-1-01-00 5213 REG ED LIFE INSURANCE	3,149.17	330.00	611.91	2,537.26	.00
11-1100-1-01-00 5214 REG ED DISABILITY INSURANCE	7,272.33	640.11	2,347.39	4,924.94	.00
11-1100-1-01-00 5220 REG ED FICA	195,247.37	7,590.10	96,511.19	100,804.00	-2,067.82
11-1100-1-01-00 5232 REG ED NHRS PROFESSIONAL	499,825.32	19,681.05	252,579.90	262,870.42	-15,625.00
11-1100-1-01-00 5240 REG ED TUITION REIMBURSEMENT	30,000.00	.00	3,961.50	7,573.50	18,465.00
11-1100-1-01-00 5241 REG ED WORKSHOP REIMB PROF	12,480.00	.00	760.00	4,101.68	7,618.32
11-1100-1-01-00 5242 REG ED WORKSHOP REIMB SUPPORT	200.00	.00	.00	.00	200.00
11-1100-1-01-00 5250 REG ED UNEMPLOYMENT INSURANCE	4,840.00	.00	.00	767.02	4,072.98
11-1100-1-01-00 5260 REG ED WORKER'S COMPENSATION	7,512.24	.00	.00	4,151.25	3,360.99
11-1100-1-01-00 5339 REG ED STUDENT TEAM BUILDING	2,600.00	.00	.00	5,800.00	-3,200.00
11-1100-1-01-00 5610 REG ED SUPPLIES	34,790.90	196.39	4,862.58	19,762.84	10,165.48
11-1100-1-01-00 5642 REG ED ELECTRONIC INFORMATION	.00	.00	.00	.00	.00
11-1100-1-01-00 5643 REG ED INFORMATION ACCESS FEES	27,958.27	.00	.00	15,570.84	12,387.43
11-1100-1-01-00 5737 REG ED REPLACEMENT FURNITURE &	13,000.00	1,910.13	.00	36,076.03	-23,076.03
11-1100-1-01-06 5610 FOREIGN LANGUAGE SUPPLIES	362.46	.00	108.24	.00	254.22
11-1100-1-01-06 5641 FOREIGN LANGUAGE TEXTBOOKS	143.58	.00	.00	95.87	47.71
11-1100-1-01-08 5610 ART SUPPLIES	5,370.73	245.30	250.09	5,219.05	-98.41
11-1100-1-01-08 5739 ART OTHER EQUIPMENT	1,923.09	.00	1,480.46	.00	442.63
11-1100-1-01-15 5610 LANGUAGE ARTS SUPPLIES	3,039.43	156.60	244.07	2,841.47	-46.11
11-1100-1-01-15 5641 LANGUAGE ARTS TEXTBOOKS	.00	.00	.00	.00	.00
11-1100-1-01-15 5643 LANGUAGE ARTS INFORMATION ACCES	1,950.00	.00	.00	1,618.00	332.00
11-1100-1-01-15 5645 LANGUAGE ARTS PRACTICE BOOKS	627.15	30.68	.00	168.74	458.41
11-1100-1-01-18 5610 HEALTH SUPPLIES	1,104.44	181.23	.00	1,041.09	63.35
11-1100-1-01-20 5610 TECH ED SUPPLIES	939.62	.00	.00	380.60	559.02
11-1100-1-01-20 5643 TECH ED INFORMATION ACCESS FEES	960.15	.00	.00	467.00	493.15
11-1100-1-01-20 5810 TECH ED DUES & FEES	.00	.00	.00	.00	.00
11-1100-1-01-23 5610 MATH SUPPLIES	2,939.12	.00	.00	2,156.33	782.79
11-1100-1-01-23 5641 MATH TEXTBOOKS	.00	.00	.00	.00	.00
11-1100-1-01-23 5643 MATH INFORMATION ACCESS FEES	6,039.55	.00	.00	220.50	5,819.05
11-1100-1-01-23 5645 MATH PRACTICE BOOKS	21,907.71	.00	.00	33,444.65	-11,536.94
11-1100-1-01-24 5610 MUSIC SUPPLIES	2,974.03	61.53	222.36	1,025.00	1,726.67
11-1100-1-01-24 5739 MUSIC OTHER EQUIPMENT	461.82	80.00	.00	260.00	201.82
11-1100-1-01-24 5810 MUSIC DUES & FEES	410.50	.00	.00	235.00	175.50
11-1100-1-01-25 5610 PHYS ED SUPPLIES	2,161.14	.00	774.95	1,383.03	3.16
11-1100-1-01-27 5610 READING SUPPLIES	.00	.00	.00	.00	.00
11-1100-1-01-27 5645 READING PRACTICE BOOKS	10,860.88	.00	321.73	15,880.64	-5,341.49
11-1100-1-01-27 5737 READING REPLACEMENT FURNITURE &	.00	.00	.00	.00	.00
11-1100-1-01-29 5610 SCIENCE SUPPLIES	6,599.55	192.16	559.67	2,111.57	3,928.31
11-1100-1-01-29 5643 SCIENCE INFORMATION ACCESS FEES	3,408.00	.00	.00	1,499.00	1,909.00
11-1100-1-01-30 5610 SOCIAL STUDIES SUPPLIES	454.48	.00	.00	229.72	224.76

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1100-1-01-33 5610 TECH INTEGRATION SUPPLIES	859.99	.00	.00	1,331.14	-471.15
11-1100-1-01-33 5643 TECH INTEGRATION INFORMATION AC	702.65	.00	.00	.00	702.65
11-1100-1-01-40 5610 DRAMA SUPPLIES	2,495.50	.00	.00	700.00	1,795.50
TOTAL LEVEL - ELEMENTARY	4,470,388.49	196,412.43	1,888,117.07	2,303,953.79	278,317.63
TOTAL FUNCTION - REGULAR EDUCATION	4,470,388.49	196,412.43	1,888,117.07	2,303,953.79	278,317.63
11-1105-3-01-00 5561 REG ED HIGH SCHOOL TUITION OTHE	24,000.00	.00	36,750.00	.00	-12,750.00
11-1105-3-01-00 5563 REG ED HIGH SCHOOL TUITION PUBL	3,708,762.00	807,644.94	871,653.13	2,429,564.87	407,544.00
TOTAL LEVEL - SECONDARY	3,732,762.00	807,644.94	908,403.13	2,429,564.87	394,794.00
TOTAL FUNCTION - REGULAR EDUCATION	3,732,762.00	807,644.94	908,403.13	2,429,564.87	394,794.00
11-1200-1-01-00 5111 SPED ADMIN/OTHER SALARIES	87,675.93	3,372.15	33,721.53	53,954.40	.00
11-1200-1-01-00 5112 SPED TEACHER SALARIES	273,660.00	9,396.12	122,149.44	122,674.56	28,836.00
11-1200-1-01-00 5114 SPED PARAPROFESSIONAL	223,225.75	10,412.76	120,840.44	100,896.16	1,489.15
11-1200-1-01-00 5115 SPED SECRETARIAL SALARIES	27,861.75	1,365.00	14,167.79	14,497.21	-803.25
11-1200-1-01-00 5122 SPED HEALTH INSURANCE BUYOUT	2,500.00	.00	.00	.00	2,500.00
11-1200-1-01-00 5211 SPED HEALTH INSURANCE	104,957.28	20,542.58	42,278.14	105,051.60	-42,372.46
11-1200-1-01-00 5212 SPED DENTAL INSURANCE	2,518.84	314.19	594.87	1,450.55	473.42
11-1200-1-01-00 5213 SPED LIFE INSURANCE	700.72	78.17	110.86	589.86	.00
11-1200-1-01-00 5214 SPED DISABILITY INSURANCE	1,065.94	81.18	402.06	663.88	.00
11-1200-1-01-00 5220 SPED FICA	47,041.67	1,769.59	22,161.75	21,307.35	3,572.57
11-1200-1-01-00 5231 SPED NHRS SUPPORT	3,917.36	191.92	1,991.99	2,068.38	-143.01
11-1200-1-01-00 5232 SPED NHRS PROFESSIONAL	75,952.82	2,683.89	32,764.07	37,895.00	5,293.75
11-1200-1-01-00 5240 SPED TUITION REIMBURSEMENT	.00	.00	.00	.00	.00
11-1200-1-01-00 5241 SPED WORKSHOP REIMB PROF	800.00	.00	.00	.00	800.00
11-1200-1-01-00 5250 SPED UNEMPLOYMENT INSURANCE	2,200.00	.00	.00	.00	2,200.00
11-1200-1-01-00 5260 SPED WORKER'S COMPENSATION	1,812.76	.00	.00	1,001.73	811.03
11-1200-1-01-00 5330 SPED OTHER PROF SVCS	120,000.00	1,815.00	116,747.68	41,844.21	-38,591.89
11-1200-1-01-00 5335 SPED TUTORING	5,000.00	.00	.00	.00	5,000.00
11-1200-1-01-00 5336 SPED MEDICAID SERVICE PROVIDER	12,963.00	.00	.00	.00	12,963.00
11-1200-1-01-00 5531 SPED TELEPHONE	360.00	.00	180.00	180.00	.00
11-1200-1-01-00 5534 SPED POSTAGE	200.00	.00	.00	.00	200.00
11-1200-1-01-00 5564 SPED TUITION TO PRIVATE SCHOOL	10,000.00	.00	3,823.72	1,986.28	4,190.00
11-1200-1-01-00 5580 SPED MILEAGE REIMBURSEMENT	4,000.00	176.85	.00	1,637.90	2,362.10
11-1200-1-01-00 5610 SPED SUPPLIES	1,471.00	.00	.00	470.55	1,000.45
11-1200-1-01-00 5641 SPED TEXTBOOKS	.00	.00	.00	.00	.00
11-1200-1-01-00 5643 SPED INFORMATION ACCESS FEES	.00	.00	.00	.00	.00
11-1200-1-01-00 5645 SPED PRACTICE BOOKS	1,051.00	.00	.00	.00	1,051.00
11-1200-1-01-00 5650 SPED SOFTWARE	.00	.00	.00	.00	.00
11-1200-1-01-00 5733 SPED NEW FURNITURE	.00	.00	.00	.00	.00

SUNGARD K-12 EDUCATION
 DATE: 02/03/2022
 TIME: 10:21:04

AUBURN SCHOOL DISTRICT
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
 EXPSTA11

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1200-1-01-00 5739 SPED OTHER EQUIPMENT	.00	.00	.00	.00	.00
11-1200-1-01-00 5810 SPED DUES & FEES	875.00	.00	.00	930.00	-55.00
TOTAL LEVEL - ELEMENTARY	1,011,810.82	52,199.40	511,934.34	509,099.62	-9,223.14
11-1200-2-01-00 5330 SPED MIDDLE OTHER PROF SVCS	.00	875.00	18,556.90	10,943.10	-29,500.00
11-1200-2-01-00 5564 SPED MIDDLE TUITION TO PRIVATE	93,191.90	26,021.82	.00	52,628.40	40,563.50
TOTAL LEVEL - MIDDLE	93,191.90	26,896.82	18,556.90	63,571.50	11,063.50
11-1200-3-01-00 5320 SPED HIGH SCHOOL PROFESSIONAL E	110,000.00	.00	62,195.23	40,904.77	6,900.00
11-1200-3-01-00 5330 SPED HIGH SCHOOL OTHER PROF SVC	.00	17.50	15,652.50	8,445.00	-24,097.50
11-1200-3-01-00 5563 SPED HIGH SCHOOL TUITION PUBLIC	1,140,335.36	209,921.10	244,629.53	670,040.47	225,665.36
11-1200-3-01-00 5564 SPED HIGH SCHOOL TUITION TO PRI	595,540.68	1,461.90	113,787.44	239,853.87	241,899.37
TOTAL LEVEL - SECONDARY	1,845,876.04	211,400.50	436,264.70	959,244.11	450,367.23
TOTAL FUNCTION - SPECIAL EDUCATION	2,950,878.76	290,496.72	966,755.94	1,531,915.23	452,207.59
11-1230-1-01-00 5112 ESY ELEMENTARY TEACHER SALARIES	16,000.00	.00	2,778.17	21,035.36	-7,813.53
11-1230-1-01-00 5114 ESY ELEMENTARY PARAPROFESSIONAL	6,000.00	.00	.00	6,375.00	-375.00
11-1230-1-01-00 5115 ESY ELEMENTARY SECRETARIAL SALA	1,296.00	.00	.00	1,734.00	-438.00
11-1230-1-01-00 5220 ESY ELEMENTARY FICA	1,782.14	.00	211.84	2,200.55	-630.25
11-1230-1-01-00 5231 ESY ELEMENTARY NHRS SUPPORT	1,025.82	.00	.00	243.80	782.02
11-1230-1-01-00 5232 ESY ELEMENTARY NHRS PROFESSIONA	3,363.20	.00	584.00	3,428.45	-649.25
11-1230-1-01-00 5330 ESY ELEMENTARY OTHER PROF SVCS	2,835.00	.00	.00	3,550.00	-715.00
11-1230-1-01-00 5563 ESY ELEMENTARY TUITION PUBLIC A	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	32,302.16	.00	3,574.01	38,567.16	-9,839.01
11-1230-2-01-00 5563 ESY MIDDLE TUITION PUBLIC ACADE	6,969.50	.00	.00	3,141.45	3,828.05
TOTAL LEVEL - MIDDLE	6,969.50	.00	.00	3,141.45	3,828.05
11-1230-3-01-00 5320 ESY HIGH SCHOOL PROFESSIONAL ED	.00	.00	.00	.00	.00
11-1230-3-01-00 5330 ESY HIGH SCHOOL OTHER PROF SVCS	.00	.00	.00	3,475.36	-3,475.36
11-1230-3-01-00 5564 ESY HIGH SCHOOL TUITION TO PRIV	11,937.28	.00	3,141.45	18,909.71	-10,113.88
TOTAL LEVEL - SECONDARY	11,937.28	.00	3,141.45	22,385.07	-13,589.24
TOTAL FUNCTION - EXTENDED SCHOOL YEAR	51,208.94	.00	6,715.46	64,093.68	-19,600.20
11-1260-1-01-00 5114 ELL PARAPROFESSIONAL	12,473.80	1,942.76	17,183.06	16,290.40	-20,999.66
11-1260-1-01-00 5220 ELL FICA	954.25	148.62	1,314.50	1,246.21	-1,606.46

SUNGARD K-12 EDUCATION
 DATE: 02/03/2022
 TIME: 10:21:04

AUBURN SCHOOL DISTRICT
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 4
 EXPSTA11

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-1260-1-01-00 5250 ELL UNEMPLOYMENT INSURANCE	110.00	.00	.00	.00	110.00
11-1260-1-01-00 5260 ELL WORKER'S COMPENSATION	36.92	.00	.00	20.40	16.52
TOTAL LEVEL - ELEMENTARY	13,574.97	2,091.38	18,497.56	17,557.01	-22,479.60
TOTAL FUNCTION - ELL	13,574.97	2,091.38	18,497.56	17,557.01	-22,479.60
11-1270-1-01-00 5561 ADV LEARNER TUITION OTHER LEA'S	.00	.00	.00	.00	.00
11-1270-1-01-00 5563 ADV LEARNER TUITION PUBLIC ACAD	16,000.00	2,281.50	2,285.50	6,844.50	6,870.00
TOTAL LEVEL - ELEMENTARY	16,000.00	2,281.50	2,285.50	6,844.50	6,870.00
TOTAL FUNCTION - ADVANCED LEARNER	16,000.00	2,281.50	2,285.50	6,844.50	6,870.00
11-1410-1-01-00 5117 COCURRICULAR CO-CURRICULAR SALA	18,500.00	.00	8,450.00	9,650.00	400.00
11-1410-1-01-00 5220 COCURRICULAR FICA	1,415.25	.00	645.16	717.32	52.77
11-1410-1-01-00 5232 COCURRICULAR NHRS PROFESSIONAL	3,888.70	.00	1,671.63	1,923.32	293.75
11-1410-1-01-00 5610 COCURRICULAR SUPPLIES	920.00	.00	.00	791.88	128.12
11-1410-1-01-00 5616 COCURRICULAR DI SUPPLIES	1,850.00	.00	1,225.00	325.00	300.00
TOTAL LEVEL - ELEMENTARY	26,573.95	.00	11,991.79	13,407.52	1,174.64
TOTAL FUNCTION - COCURRICULAR ACTIVITIES	26,573.95	.00	11,991.79	13,407.52	1,174.64
11-1420-1-01-00 5117 ATHLETICS CO-CURRICULAR SALARIE	18,300.00	.00	10,750.00	8,150.00	-600.00
11-1420-1-01-00 5220 ATHLETICS FICA	1,399.95	.00	822.36	623.47	-45.88
11-1420-1-01-00 5232 ATHLETICS NHRS PROFESSIONAL	3,846.66	.00	735.70	672.64	2,438.32
11-1420-1-01-00 5330 ATHLETICS OTHER PROF SVCS	7,000.00	.00	.00	7,000.00	.00
11-1420-1-01-00 5610 ATHLETICS SUPPLIES	1,623.73	.00	.00	139.99	1,483.74
11-1420-1-01-00 5735 ATHLETICS REPLACEMENT EQUIPMENT	2,197.54	.00	.00	1,795.71	401.83
11-1420-1-01-00 5739 ATHLETICS OTHER EQUIPMENT	3,023.35	.00	95.00	3,075.78	-147.43
11-1420-1-01-00 5810 ATHLETICS DUES & FEES	1,615.00	.00	.00	1,615.00	.00
TOTAL LEVEL - ELEMENTARY	39,006.23	.00	12,403.06	23,072.59	3,530.58
TOTAL FUNCTION - ATHLETICS	39,006.23	.00	12,403.06	23,072.59	3,530.58
11-1430-1-01-00 5112 SUMMER SCHOOL TEACHER SALARIES	7,500.00	.00	.00	9,500.00	-2,000.00
11-1430-1-01-00 5114 SUMMER SCHOOL PARAPROFESSIONAL	.00	.00	.00	.00	.00
11-1430-1-01-00 5220 SUMMER SCHOOL FICA	573.75	.00	.00	723.82	-150.07
11-1430-1-01-00 5232 SUMMER SCHOOL NHRS PROFESSIONAL	1,576.50	.00	.00	1,996.90	-420.40
11-1430-1-01-00 5610 SUMMER SCHOOL SUPPLIES	200.00	.00	.00	209.95	-9.95

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
TOTAL LEVEL - ELEMENTARY	9,850.25	.00	.00	12,430.67	-2,580.42
TOTAL FUNCTION - SUMMER SCHOOL	9,850.25	.00	.00	12,430.67	-2,580.42
11-1490-1-01-00 5112 SUMMER ENRICHMENT TEACHER SALAR	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	.00	.00	.00	.00	.00
TOTAL FUNCTION - SUMMER ENRICHMENT	.00	.00	.00	.00	.00
11-2120-1-01-00 5112 GUIDANCE TEACHER SALARIES	106,515.00	4,096.73	53,257.51	53,382.49	-125.00
11-2120-1-01-00 5122 GUIDANCE HEALTH INSURANCE BUYOU	.00	.00	.00	.00	.00
11-2120-1-01-00 5211 GUIDANCE HEALTH INSURANCE	38,354.16	3,268.72	15,021.64	23,751.74	-419.22
11-2120-1-01-00 5212 GUIDANCE DENTAL INSURANCE	498.52	41.71	159.79	217.12	121.61
11-2120-1-01-00 5213 GUIDANCE LIFE INSURANCE	133.15	13.51	25.07	108.08	.00
11-2120-1-01-00 5214 GUIDANCE DISABILITY INSURANCE	314.22	26.19	104.70	209.52	.00
11-2120-1-01-00 5220 GUIDANCE FICA	8,148.40	296.61	4,073.34	3,864.59	210.47
11-2120-1-01-00 5232 GUIDANCE NHRS PROFESSIONAL	22,389.45	861.13	11,194.73	11,220.96	-26.24
11-2120-1-01-00 5250 GUIDANCE UNEMPLOYMENT INSURANCE	220.00	.00	.00	.00	220.00
11-2120-1-01-00 5260 GUIDANCE WORKER'S COMPENSATION	315.28	.00	.00	174.22	141.06
11-2120-1-01-00 5330 GUIDANCE OTHER PROF SVCS	2,500.00	125.00	.00	125.00	2,375.00
11-2120-1-01-00 5610 GUIDANCE SUPPLIES	250.00	.00	.00	.00	250.00
11-2120-1-01-00 5617 GUIDANCE ASSESSMENT SUPPLIES	11,867.70	.00	.00	9,736.85	2,130.85
11-2120-1-01-00 5643 GUIDANCE INFORMATION ACCESS FEE	250.00	.00	.00	250.00	.00
11-2120-1-01-00 5810 GUIDANCE DUES & FEES	229.00	.00	.00	100.00	129.00
TOTAL LEVEL - ELEMENTARY	191,984.88	8,729.60	83,836.78	103,140.57	5,007.53
TOTAL FUNCTION - GUIDANCE SERVICES	191,984.88	8,729.60	83,836.78	103,140.57	5,007.53
11-2130-1-01-00 5112 NURSE TEACHER SALARIES	56,148.00	2,159.54	28,073.98	28,074.02	.00
11-2130-1-01-00 5120 NURSE SUBSTITUTE SALARIES	.00	.00	.00	625.00	-625.00
11-2130-1-01-00 5211 NURSE HEALTH INSURANCE	27,286.56	2,335.10	10,559.94	17,031.33	-304.71
11-2130-1-01-00 5212 NURSE DENTAL INSURANCE	498.52	48.86	.00	189.41	309.11
11-2130-1-01-00 5213 NURSE LIFE INSURANCE	70.19	7.13	13.15	57.04	.00
11-2130-1-01-00 5214 NURSE DISABILITY INSURANCE	165.64	13.80	55.24	110.40	.00
11-2130-1-01-00 5220 NURSE FICA	4,295.33	143.81	2,110.62	1,939.83	244.88
11-2130-1-01-00 5232 NURSE NHRS PROFESSIONAL	11,802.31	453.94	5,901.15	5,901.22	-.06
11-2130-1-01-00 5240 NURSE TUITION REIMBURSEMENT	1,350.00	.00	.00	.00	1,350.00
11-2130-1-01-00 5250 NURSE UNEMPLOYMENT INSURANCE	110.00	.00	.00	.00	110.00
11-2130-1-01-00 5260 NURSE WORKER'S COMPENSATION	166.20	.00	.00	91.84	74.36
11-2130-1-01-00 5330 NURSE OTHER PROF SVCS	3,000.00	.00	1,200.00	.00	1,800.00

SUNGARD K-12 EDUCATION
 DATE: 02/03/2022
 TIME: 10:21:04

AUBURN SCHOOL DISTRICT
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 6
 EXPSTA11

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-2130-1-01-00 5610 NURSE SUPPLIES	5,354.21	20.80	831.26	358.80	4,164.15
11-2130-1-01-00 5650 NURSE SOFTWARE	550.00	.00	.00	530.62	19.38
11-2130-1-01-00 5735 NURSE REPLACEMENT EQUIPMENT	.00	.00	.00	.00	.00
11-2130-1-01-00 5737 NURSE REPLACEMENT FURNITURE & F	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	110,796.96	5,182.98	48,745.34	54,909.51	7,142.11
11-2130-3-01-00 5330 NURSE SVCS HIGH SCHOOL OTHER PR	.00	.00	.00	.00	.00
TOTAL LEVEL - SECONDARY	.00	.00	.00	.00	.00
TOTAL FUNCTION - HEALTH SERVICES	110,796.96	5,182.98	48,745.34	54,909.51	7,142.11
11-2140-1-01-00 5112 PSYCH SERVICES TEACHER SALARIES	45,478.00	1,749.15	22,739.05	22,738.95	.00
11-2140-1-01-00 5213 PSYCH SERVICES LIFE INSURANCE	56.85	5.75	.00	121.78	-64.93
11-2140-1-01-00 5214 PSYCH SERVICES DISABILITY INSUR	134.16	11.18	.00	238.24	-104.08
11-2140-1-01-00 5220 PSYCH SERVICES FICA	3,593.82	133.81	1,739.57	1,739.53	114.72
11-2140-1-01-00 5232 PSYCH SERVICES NHRS PROFESSIONA	9,559.48	367.67	4,779.86	4,779.71	-.09
11-2140-1-01-00 5250 PSYCH SERVICES UNEMPLOYMENT INS	.00	.00	.00	.00	.00
11-2140-1-01-00 5260 PSYCH SERVICES WORKER'S COMPENS	.00	.00	.00	.00	.00
11-2140-1-01-00 5330 PSYCH SERVICES OTHER PROF SVCS	.00	.00	.00	.00	.00
11-2140-1-01-00 5337 PSYCH SERVICES DIAGNOSTIC TESTI	3,000.00	.00	.00	.00	3,000.00
11-2140-1-01-00 5610 PSYCH SERVICES SUPPLIES	2,445.00	.00	9.95	368.95	2,066.10
TOTAL LEVEL - ELEMENTARY	64,267.31	2,267.56	29,268.43	29,987.16	5,011.72
TOTAL FUNCTION - PSYCHOLOGICAL SERVICES	64,267.31	2,267.56	29,268.43	29,987.16	5,011.72
11-2150-1-01-00 5112 SPEECH SVCS TEACHER SALARIES	146,349.00	5,628.80	73,174.60	73,524.40	-350.00
11-2150-1-01-00 5122 SPEECH SVCS HEALTH INSURANCE BU	2,500.00	.00	.00	.00	2,500.00
11-2150-1-01-00 5211 SPEECH SVCS HEALTH INSURANCE	20,932.20	1,781.20	8,234.60	12,924.58	-226.98
11-2150-1-01-00 5212 SPEECH SVCS DENTAL INSURANCE	498.52	86.37	168.64	422.77	-92.89
11-2150-1-01-00 5213 SPEECH SVCS LIFE INSURANCE	182.93	18.38	90.67	92.26	.00
11-2150-1-01-00 5214 SPEECH SVCS DISABILITY INSURANC	431.73	35.98	251.35	180.38	.00
11-2150-1-01-00 5220 SPEECH SVCS FICA	11,386.95	420.00	5,581.62	5,487.91	317.42
11-2150-1-01-00 5232 SPEECH SVCS NHRS PROFESSIONAL	30,762.56	1,183.18	15,381.50	15,454.89	-73.83
11-2150-1-01-00 5250 SPEECH SVCS UNEMPLOYMENT INSURA	220.00	.00	.00	.00	220.00
11-2150-1-01-00 5260 SPEECH SVCS WORKER'S COMPENSATI	433.20	.00	.00	239.39	193.81
11-2150-1-01-00 5330 SPEECH SVCS OTHER PROF SVCS	16,000.00	.00	7,043.75	1,976.25	6,980.00
11-2150-1-01-00 5610 SPEECH SVCS SUPPLIES	965.00	54.95	.00	54.95	910.05
TOTAL LEVEL - ELEMENTARY	230,662.09	9,208.86	109,926.73	110,357.78	10,377.58
11-2150-2-01-00 5330 SPEECH THERAPY OTHER PROF SVCS	.00	.00	511.53	692.07	-1,203.60

SUNGARD K-12 EDUCATION
 DATE: 02/03/2022
 TIME: 10:21:04

AUBURN SCHOOL DISTRICT
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 7
 EXPSTA11

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
TOTAL LEVEL - MIDDLE	.00	.00	511.53	692.07	-1,203.60
11-2150-3-01-00 5330 SPEECH THERAPY OTHER PROF SVCS	.00	.00	5,293.18	2,796.16	-8,089.34
TOTAL LEVEL - SECONDARY	.00	.00	5,293.18	2,796.16	-8,089.34
TOTAL FUNCTION - SPEECH & AUDIOLOGY SERVIC	230,662.09	9,208.86	115,731.44	113,846.01	1,084.64
11-2160-1-01-00 5111 THERAPY SVCS ADMIN/OTHER SALARI	73,506.60	2,827.15	36,753.05	36,752.95	.60
11-2160-1-01-00 5211 THERAPY SVCS HEALTH INSURANCE	11,067.60	933.62	4,461.70	6,720.41	-114.51
11-2160-1-01-00 5212 THERAPY SVCS DENTAL INSURANCE	498.52	41.71	159.79	217.12	121.61
11-2160-1-01-00 5213 THERAPY SVCS LIFE INSURANCE	91.88	9.25	38.88	53.00	.00
11-2160-1-01-00 5214 THERAPY SVCS DISABILITY INSURAN	216.84	18.07	112.81	104.03	.00
11-2160-1-01-00 5220 THERAPY SVCS FICA	5,661.87	191.58	2,810.66	2,538.82	312.39
11-2160-1-01-00 5232 THERAPY SVCS NHRS PROFESSIONAL	15,556.06	594.27	7,725.12	7,725.51	105.43
11-2160-1-01-00 5250 THERAPY SVCS UNEMPLOYMENT INSUR	220.00	.00	.00	.00	220.00
11-2160-1-01-00 5260 THERAPY SVCS WORKER'S COMPENSAT	717.15	.00	.00	396.30	320.85
11-2160-1-01-00 5331 THERAPY SVCS OT CONTRACTED SVCS	5,949.10	.00	393.25	1,608.75	3,947.10
11-2160-1-01-00 5333 THERAPY SVCS VISION CONTRACTED	7,000.00	.00	.00	.00	7,000.00
11-2160-1-01-00 5334 THERAPY SVCS PT CONTRACTED SVCS	79,235.09	.00	5,017.50	1,732.50	72,485.09
11-2160-1-01-00 5610 THERAPY SVCS SUPPLIES	965.00	.00	.00	873.51	91.49
TOTAL LEVEL - ELEMENTARY	200,685.71	4,615.65	57,472.76	58,722.90	84,490.05
11-2160-2-01-00 5330 THERAPY SVCS OTHER PROF SVCS	.00	.00	.00	.00	.00
11-2160-2-01-00 5331 THERAPY SVCS OT CONTRACTED SVCS	.00	.00	1,754.20	1,425.00	-3,179.20
11-2160-2-01-00 5334 THERAPY SVCS PT CONTRACTED SVCS	.00	.00	.00	.00	.00
TOTAL LEVEL - MIDDLE	.00	.00	1,754.20	1,425.00	-3,179.20
11-2160-3-01-00 5330 THERAPY SVCS - HS OTHER PROF SV	.00	.00	2,099.20	143.00	-2,242.20
11-2160-3-01-00 5331 THERAPY SVCS - HS OT CONTRACTED	.00	.00	2,464.50	1,200.00	-3,664.50
11-2160-3-01-00 5334 THERAPY SVCS - HS PT CONTRACTED	.00	.00	19,376.62	8,941.58	-28,318.20
TOTAL LEVEL - SECONDARY	.00	.00	23,940.32	10,284.58	-34,224.90
TOTAL FUNCTION - PHYSICAL & OCCUPATIONAL T	200,685.71	4,615.65	83,167.28	70,432.48	47,085.95
11-2190-1-01-00 5610 OTHER SUPPORT SERVICES SUPPLIES	1,800.00	.00	2,366.20	.00	-566.20
11-2190-1-01-00 5810 OTHER SUPPORT SERVICES DUES & F	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	1,800.00	.00	2,366.20	.00	-566.20
TOTAL FUNCTION - OTHER SUPPORT SERVICES	1,800.00	.00	2,366.20	.00	-566.20

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-2210-1-01-00 5111 STAFF DEVELOPMENT ADMIN/OTHER S	82,805.64	.00	.00	.00	82,805.64
11-2210-1-01-00 5112 STAFF DEVELOPMENT TEACHER SALAR	1,200.00	.00	.00	.00	1,200.00
11-2210-1-01-00 5211 STAFF DEVELOPMENT HEALTH INSURA	27,286.56	.00	.00	3,020.73	24,265.83
11-2210-1-01-00 5212 STAFF DEVELOPMENT DENTAL INSURA	498.52	.00	.00	-60.02	558.54
11-2210-1-01-00 5213 STAFF DEVELOPMENT LIFE INSURANC	103.51	.00	103.51	.00	.00
11-2210-1-01-00 5214 STAFF DEVELOPMENT DISABILITY IN	244.28	17.57	139.67	104.61	.00
11-2210-1-01-00 5220 STAFF DEVELOPMENT FICA	6,334.63	.00	.00	.00	6,334.63
11-2210-1-01-00 5232 STAFF DEVELOPMENT NHRS PROFESSI	17,405.75	.00	.00	.00	17,405.75
11-2210-1-01-00 5241 STAFF DEVELOPMENT WORKSHOP REIM	2,000.00	.00	.00	492.00	1,508.00
11-2210-1-01-00 5250 STAFF DEVELOPMENT UNEMPLOYMENT	110.00	.00	.00	.00	110.00
11-2210-1-01-00 5260 STAFF DEVELOPMENT WORKER'S COMP	245.10	.00	.00	135.44	109.66
11-2210-1-01-00 5322 STAFF DEVELOPMENT ORIENTATION	500.00	.00	.00	500.00	.00
11-2210-1-01-00 5641 STAFF DEVELOPMENT TEXTBOOKS	80.00	.00	.00	.00	80.00
TOTAL LEVEL - ELEMENTARY	138,813.99	17.57	243.18	4,192.76	134,378.05
TOTAL FUNCTION - STAFF DEVELOPMENT	138,813.99	17.57	243.18	4,192.76	134,378.05
11-2220-1-01-00 5111 MEDIA ADMIN/OTHER SALARIES	72,439.51	2,808.39	36,509.83	37,009.07	-1,079.39
11-2220-1-01-00 5114 MEDIA PARAPROFESSIONAL	22,713.60	1,123.20	10,982.40	11,798.40	-67.20
11-2220-1-01-00 5211 MEDIA HEALTH INSURANCE	39,316.56	1,002.50	5,012.50	7,133.69	27,170.37
11-2220-1-01-00 5212 MEDIA DENTAL INSURANCE	1,023.28	43.73	.00	339.32	683.96
11-2220-1-01-00 5213 MEDIA LIFE INSURANCE	112.48	11.13	23.44	89.04	.00
11-2220-1-01-00 5214 MEDIA DISABILITY INSURANCE	212.22	17.95	68.62	143.60	.00
11-2220-1-01-00 5220 MEDIA FICA	7,279.21	283.78	3,617.39	3,535.87	125.95
11-2220-1-01-00 5232 MEDIA NHRS PROFESSIONAL	15,226.79	590.32	7,674.37	7,779.26	-226.84
11-2220-1-01-00 5250 MEDIA UNEMPLOYMENT INSURANCE	220.00	.00	.00	.00	220.00
11-2220-1-01-00 5260 MEDIA WORKER'S COMPENSATION	280.17	.00	.00	154.82	125.35
11-2220-1-01-00 5430 MEDIA REPAIRS & MAINT SERVICES	1,308.00	.00	.00	1,071.19	236.81
11-2220-1-01-00 5610 MEDIA SUPPLIES	1,277.63	.00	.00	555.73	721.90
11-2220-1-01-00 5641 MEDIA TEXTBOOKS	5,785.43	.00	1,874.00	1,563.51	2,347.92
11-2220-1-01-00 5642 MEDIA ELECTRONIC INFORMATION	.00	.00	.00	.00	.00
11-2220-1-01-00 5643 MEDIA INFORMATION ACCESS FEES	9,201.00	.00	.00	7,780.00	1,421.00
11-2220-1-01-00 5644 MEDIA PERIODICALS	635.00	.00	.00	415.00	220.00
11-2220-1-01-00 5735 MEDIA REPLACEMENT EQUIPMENT	1,362.66	.00	.00	109.29	1,253.37
11-2220-1-01-00 5810 MEDIA DUES & FEES	149.00	.00	.00	.00	149.00
TOTAL LEVEL - ELEMENTARY	178,542.54	5,881.00	65,762.55	79,477.79	33,302.20
TOTAL FUNCTION - EDUCATIONAL MEDIA SERVICE	178,542.54	5,881.00	65,762.55	79,477.79	33,302.20

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-2310-1-01-00 5111 SCHOOL BOARD SERVICES ADMIN/OTH	6,100.00	.00	2,450.00	3,050.00	600.00
11-2310-1-01-00 5113 SCHOOL BOARD SERVICES TREASURER	2,300.00	.00	1,150.00	1,150.00	.00
11-2310-1-01-00 5115 SCHOOL BOARD SERVICES SECRETARI	2,250.00	.00	.00	750.00	1,500.00
11-2310-1-01-00 5220 SCHOOL BOARD SERVICES FICA	814.73	.00	275.41	378.71	160.61
11-2310-1-01-00 5231 SCHOOL BOARD SERVICES NHRS SUPP	316.35	.00	.00	99.84	216.51
11-2310-1-01-00 5332 SCHOOL BOARD SERVICES AUDIT EXP	7,465.50	.00	.00	7,225.00	240.50
11-2310-1-01-00 5338 SCHOOL BOARD SERVICES CRIMINAL	1,500.00	.00	.00	1,000.00	500.00
11-2310-1-01-00 5341 SCHOOL BOARD SERVICES LEGAL & C	15,000.00	1,468.00	.00	19,285.00	-4,285.00
11-2310-1-01-00 5342 SCHOOL BOARD SERVICES DISTRICT	750.00	.00	448.35	.00	301.65
11-2310-1-01-00 5613 SCHOOL BOARD SERVICES SCHOOL BO	275.00	8.50	.00	8.50	266.50
11-2310-1-01-00 5614 SCHOOL BOARD SERVICES DISTRICT	1,750.00	.00	266.00	.00	1,484.00
11-2310-1-01-00 5618 SCHOOL BOARD SERVICES TREASURER	500.00	.00	.00	.00	500.00
11-2310-1-01-00 5810 SCHOOL BOARD SERVICES DUES & FE	4,500.00	.00	.00	4,055.97	444.03
TOTAL LEVEL - ELEMENTARY	43,521.58	1,476.50	4,589.76	37,003.02	1,928.80
TOTAL FUNCTION - SCHOOL BOARD SERVICES	43,521.58	1,476.50	4,589.76	37,003.02	1,928.80
11-2320-0-01-00 5590 SAU SERVICES SAU SERVICES	348,507.00	.00	.00	348,507.00	.00
TOTAL LEVEL - DISTRICT WIDE	348,507.00	.00	.00	348,507.00	.00
TOTAL FUNCTION - ADMINISTRATIVE SERVICES	348,507.00	.00	.00	348,507.00	.00
11-2410-1-01-00 5111 PRINCIPAL SERVICES ADMIN/OTHER	109,648.09	4,217.23	42,172.41	68,475.68	-1,000.00
11-2410-1-01-00 5115 PRINCIPAL SERVICES SECRETARIAL	65,747.48	2,937.16	30,486.59	38,526.07	-3,265.18
11-2410-1-01-00 5118 PRINCIPAL SERVICES ASSISTANT PR	85,692.55	6,510.45	65,104.51	97,738.04	-77,150.00
11-2410-1-01-00 5122 PRINCIPAL SERVICES HEALTH INSUR	750.00	.00	.00	19,500.00	-18,750.00
11-2410-1-01-00 5211 PRINCIPAL SERVICES HEALTH INSUR	58,083.36	4,963.84	23,693.63	35,033.85	-644.12
11-2410-1-01-00 5212 PRINCIPAL SERVICES DENTAL INSUR	1,737.02	153.81	413.84	579.18	744.00
11-2410-1-01-00 5213 PRINCIPAL SERVICES LIFE INSURAN	314.04	29.76	75.96	238.08	.00
11-2410-1-01-00 5214 PRINCIPAL SERVICES DISABILITY I	687.87	56.38	236.83	451.04	.00
11-2410-1-01-00 5220 PRINCIPAL SERVICES FICA	20,030.63	1,006.83	10,505.55	16,560.00	-7,034.92
11-2410-1-01-00 5231 PRINCIPAL SERVICES NHRS SUPPORT	9,244.10	401.72	4,286.41	5,468.44	-510.75
11-2410-1-01-00 5232 PRINCIPAL SERVICES NHRS PROFESS	41,060.60	2,254.95	22,549.65	34,938.00	-16,427.05
11-2410-1-01-00 5240 PRINCIPAL SERVICES TUITION REIM	5,000.00	.00	.00	300.00	4,700.00
11-2410-1-01-00 5241 PRINCIPAL SERVICES WORKSHOP REI	1,350.00	.00	.00	400.00	950.00
11-2410-1-01-00 5244 PRINCIPAL SERVICES SECRETARIAL	600.00	.00	.00	.00	600.00
11-2410-1-01-00 5250 PRINCIPAL SERVICES UNEMPLOYMENT	440.00	.00	.00	.00	440.00
11-2410-1-01-00 5260 PRINCIPAL SERVICES WORKER'S COM	772.82	.00	.00	427.06	345.76
11-2410-1-01-00 5430 PRINCIPAL SERVICES REPAIRS & MA	30,000.00	315.75	3,367.24	23,183.03	3,449.73
11-2410-1-01-00 5442 PRINCIPAL SERVICES RENTAL OF EQ	22,524.00	650.00	6,670.00	10,715.00	5,139.00
11-2410-1-01-00 5531 PRINCIPAL SERVICES TELEPHONE	22,320.00	4.16	9,415.84	15,020.16	-2,116.00
11-2410-1-01-00 5534 PRINCIPAL SERVICES POSTAGE	3,000.00	.00	.00	3,000.00	.00

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-2410-1-01-00 5540 PRINCIPAL SERVICES ADVERTISING	750.00	.00	62.20	.00	687.80
11-2410-1-01-00 5550 PRINCIPAL SERVICES PRINTING	1,500.00	.00	.00	338.69	1,161.31
11-2410-1-01-00 5580 PRINCIPAL SERVICES MILEAGE REIM	1,800.00	.00	262.08	447.72	1,090.20
11-2410-1-01-00 5610 PRINCIPAL SERVICES SUPPLIES	1,800.00	51.98	.00	1,243.61	556.39
11-2410-1-01-00 5735 PRINCIPAL SERVICES REPLACEMENT	4,400.00	.00	.00	4,383.00	17.00
11-2410-1-01-00 5737 PRINCIPAL SERVICES REPLACEMENT	1,216.75	.00	.00	399.96	816.79
11-2410-1-01-00 5810 PRINCIPAL SERVICES DUES & FEES	1,525.00	.00	59.00	1,359.00	107.00
TOTAL LEVEL - ELEMENTARY	491,994.31	23,554.02	219,361.74	378,725.61	-106,093.04
TOTAL FUNCTION - PRINCIPAL SERVICES	491,994.31	23,554.02	219,361.74	378,725.61	-106,093.04

11-2600-1-01-00 5111 MAINTENANCE ADMIN/OTHER SALARIE	80,681.46	3,103.13	31,031.38	49,650.08	.00
11-2600-1-01-00 5116 MAINTENANCE CUSTODIAL SALARIES	176,696.56	9,117.96	60,463.16	92,624.33	23,609.07
11-2600-1-01-00 5211 MAINTENANCE HEALTH INSURANCE	58,516.08	3,941.12	19,602.52	28,018.15	10,895.41
11-2600-1-01-00 5212 MAINTENANCE DENTAL INSURANCE	2,615.86	172.90	950.97	393.02	1,271.87
11-2600-1-01-00 5213 MAINTENANCE LIFE INSURANCE	308.23	28.13	83.19	225.04	.00
11-2600-1-01-00 5214 MAINTENANCE DISABILITY INSURANC	759.24	44.00	407.24	352.00	.00
11-2600-1-01-00 5220 MAINTENANCE FICA	19,688.63	932.38	6,998.72	10,843.17	1,846.74
11-2600-1-01-00 5231 MAINTENANCE NHRS SUPPORT	36,185.97	1,636.87	12,794.11	19,468.19	3,923.67
11-2600-1-01-00 5241 MAINTENANCE WORKSHOP REIMB PROF	450.00	.00	.00	.00	450.00
11-2600-1-01-00 5250 MAINTENANCE UNEMPLOYMENT INSURA	660.00	.00	.00	.00	660.00
11-2600-1-01-00 5260 MAINTENANCE WORKER'S COMPENSATI	4,489.89	.00	.00	2,481.10	2,008.79
11-2600-1-01-00 5360 MAINTENANCE CONTRACTED SERVICES	3,900.00	.00	.00	2,235.00	1,665.00
11-2600-1-01-00 5430 MAINTENANCE REPAIRS & MAINT SER	18,710.00	60.00	5,127.09	7,410.05	6,172.86
11-2600-1-01-00 5431 MAINTENANCE REPAIRS EQUIPMENT	560.00	.00	.00	231.70	328.30
11-2600-1-01-00 5432 MAINTENANCE REPAIRS BUILDINGS	13,500.00	800.00	957.75	11,024.17	1,518.08
11-2600-1-01-00 5433 MAINTENANCE REPAIRS GROUNDS	6,900.00	129.00	786.00	774.00	5,340.00
11-2600-1-01-00 5434 MAINTENANCE BUILDING IMPROVEMEN	30,000.00	550.00	5,150.00	15,812.72	9,037.28
11-2600-1-01-00 5435 MAINTENANCE SEC & SAFETY EQUIP	1,500.00	.00	184.00	259.00	1,057.00
11-2600-1-01-00 5437 MAINTENANCE GARBAGE REMOVAL	8,975.00	871.06	4,449.70	4,525.30	.00
11-2600-1-01-00 5438 MAINTENANCE GROUNDS MAINTENANCE	14,820.00	.00	2,800.00	6,200.00	5,820.00
11-2600-1-01-00 5439 MAINTENANCE LIFE SAFETY REPAIRS	5,750.00	.00	185.00	4,919.12	645.88
11-2600-1-01-00 5521 MAINTENANCE PROPERTY/LIABILITY	27,093.00	.00	.00	20,825.87	6,267.13
11-2600-1-01-00 5580 MAINTENANCE MILEAGE REIMBURSEME	750.00	.00	.00	112.00	638.00
11-2600-1-01-00 5610 MAINTENANCE SUPPLIES	18,650.00	1,182.09	1,229.19	10,437.92	6,982.89
11-2600-1-01-00 5612 MAINTENANCE MAINTENANCE SUPPLIE	9,000.00	.00	614.26	4,559.44	3,826.30
11-2600-1-01-00 5621 MAINTENANCE PROPANE	56,280.00	8,735.49	32,067.79	24,212.21	.00
11-2600-1-01-00 5622 MAINTENANCE ELECTRICITY	63,250.00	.00	29,082.50	34,461.20	-293.70
11-2600-1-01-00 5731 MAINTENANCE NEW EQUIPMENT	.00	.00	.00	.00	.00
11-2600-1-01-00 5735 MAINTENANCE REPLACEMENT EQUIPME	2,000.00	.00	.00	352.00	1,648.00
TOTAL LEVEL - ELEMENTARY	662,689.92	31,304.13	214,964.57	352,406.78	95,318.57
TOTAL FUNCTION - OPERATION & MAINTENANCE O	662,689.92	31,304.13	214,964.57	352,406.78	95,318.57

SUNGARD K-12 EDUCATION
 DATE: 02/03/2022
 TIME: 10:21:04

AUBURN SCHOOL DISTRICT
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 11
 EXPSTA11

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-2700-0-01-00 5517 REG ED TRANSPORTATION ATHLETIC	10,000.00	.00	7,830.05	2,169.95	.00
11-2700-0-01-00 5518 REG ED TRANSPORTATION FIELD TRI	7,500.00	.00	7,500.00	.00	.00
11-2700-0-01-00 5519 REG ED TRANSPORTATION TRANSPORT	491,835.20	.00	323,856.10	170,979.10	-3,000.00
11-2700-0-01-61 5519 SPED TRANSPORTATION TRANSPORTAT	420,000.00	3,000.00	208,741.33	144,717.02	66,541.65
TOTAL LEVEL - DISTRICT WIDE	929,335.20	3,000.00	547,927.48	317,866.07	63,541.65
TOTAL FUNCTION - STUDENT TRANSPORTATION	929,335.20	3,000.00	547,927.48	317,866.07	63,541.65
11-2814-0-00-00 5330 EVALUATION SERVICES OTHER PROF	.00	.00	.00	.00	.00
TOTAL LEVEL - DISTRICT WIDE	.00	.00	.00	.00	.00
TOTAL FUNCTION - EVALUATION SERVICES	.00	.00	.00	.00	.00
11-2835-1-01-00 5330 PRE EMPLOYMENT PHYSICALS OTHER	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	.00	.00	.00	.00	.00
TOTAL FUNCTION - HEALTH SERVICES	.00	.00	.00	.00	.00
11-2840-1-01-00 5111 IT ADMIN/OTHER SALARIES	76,406.98	2,938.46	29,384.64	47,015.36	6.98
11-2840-1-01-00 5114 IT PARAPROFESSIONAL	.00	690.00	14,830.00	6,050.00	-20,880.00
11-2840-1-01-00 5121 IT STAFFING TIME SALARIES	15,600.00	.00	.00	.00	15,600.00
11-2840-1-01-00 5122 IT HEALTH INSURANCE BUYOUT	.00	.00	.00	.00	.00
11-2840-1-01-00 5211 IT HEALTH INSURANCE	20,932.20	933.62	4,565.02	6,500.90	9,866.28
11-2840-1-01-00 5212 IT DENTAL INSURANCE	498.52	41.71	162.19	291.78	44.55
11-2840-1-01-00 5213 IT LIFE INSURANCE	95.51	9.63	28.10	67.41	.00
11-2840-1-01-00 5214 IT DISABILITY INSURANCE	225.40	18.78	93.94	131.46	.00
11-2840-1-01-00 5220 IT FICA	7,038.53	274.95	3,381.81	4,032.32	-375.60
11-2840-1-01-00 5231 IT NHRS SUPPORT	10,742.82	413.15	4,131.48	6,610.40	.94
11-2840-1-01-00 5241 IT WORKSHOP REIMB PROF	750.00	.00	.00	.00	750.00
11-2840-1-01-00 5250 IT UNEMPLOYMENT INSURANCE	110.00	.00	.00	.00	110.00
11-2840-1-01-00 5260 IT WORKER'S COMPENSATION	226.16	.00	.00	124.98	101.18
11-2840-1-01-00 5330 IT OTHER PROF SVCS	25,152.50	.00	12,644.82	8,100.80	4,406.88
11-2840-1-01-00 5431 IT REPAIRS EQUIPMENT	2,300.00	.00	.00	1,317.10	982.90
11-2840-1-01-00 5610 IT SUPPLIES	2,750.00	2,246.14	729.59	5,725.20	-3,704.79
11-2840-1-01-00 5641 IT TEXTBOOKS	.00	.00	.00	.00	.00
11-2840-1-01-00 5650 IT SOFTWARE	9,140.00	.00	9,990.00	14,403.08	-15,253.08
11-2840-1-01-00 5733 IT NEW FURNITURE	960.00	.00	.00	.00	960.00
11-2840-1-01-00 5734 IT NEW COMPUTER EQUIP	.00	.00	.00	.00	.00

SUNGARD K-12 EDUCATION
 DATE: 02/03/2022
 TIME: 10:21:04

AUBURN SCHOOL DISTRICT
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 12
 EXPSTA11

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
11-2840-1-01-00 5738 IT REPLACE COMPUTERS	44,950.00	26,275.00	.00	38,214.31	6,735.69
11-2840-1-01-00 5810 IT DUES & FEES	925.00	.00	.00	.00	925.00
TOTAL LEVEL - ELEMENTARY	218,803.62	33,841.44	79,941.59	138,585.10	276.93
TOTAL FUNCTION - INFORMATION MANAGEMENT SE	218,803.62	33,841.44	79,941.59	138,585.10	276.93
11-2900-1-01-00 5114 WAGE POOL PARAPROFESSIONAL	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	.00	.00	.00	.00	.00
TOTAL FUNCTION - SUPPORT SERVICES - OTHER	.00	.00	.00	.00	.00
11-3300-1-01-00 5330 USE OF FACILITY OTHER PROF SVCS	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	.00	.00	.00	.00	.00
TOTAL FUNCTION - USE OF FACILITY	.00	.00	.00	.00	.00
11-4100-1-01-00 5720 SITE ACQUISITION BUILDINGS	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	.00	.00	.00	.00	.00
TOTAL FUNCTION - SITE ACQUISITION SERVICES	.00	.00	.00	.00	.00
11-4300-1-01-00 5330 ARCHITECTURE & ENGINEERIN OTHER	.00	.00	.00	.00	.00
TOTAL LEVEL - ELEMENTARY	.00	.00	.00	.00	.00
TOTAL FUNCTION - ARCHITECT & ENGINEERING	.00	.00	.00	.00	.00
11-5110-1-01-00 5910 PRINCIPAL OF DEBT PRINCIPAL OF	670,000.00	.00	.00	670,000.00	.00
TOTAL LEVEL - ELEMENTARY	670,000.00	.00	.00	670,000.00	.00
TOTAL FUNCTION - PRINCIPAL OF DEBT	670,000.00	.00	.00	670,000.00	.00
11-5120-1-01-00 5830 DEBT SERVICE INTEREST	504,147.50	.00	243,531.25	504,147.50	-243,531.25
TOTAL LEVEL - ELEMENTARY	504,147.50	.00	243,531.25	504,147.50	-243,531.25

SUNGARD K-12 EDUCATION
 DATE: 02/03/2022
 TIME: 10:21:04

AUBURN SCHOOL DISTRICT
 DETAIL EXPENDITURE STATUS REPORT

PAGE NUMBER: 13
 EXPSTA11

SELECTION CRITERIA: fund = '11'
 ACCOUNTING PERIOD: 8/22

SORTED BY: FUND,FUNCTION,LEVEL
 TOTALED ON: FUND,FUNCTION,LEVEL
 PAGE BREAKS ON: FUND

FUND - 11 - GENERAL FUND

ORGANIZATION / ACCOUNT / TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE
TOTAL FUNCTION - INTEREST ON DEBT	504,147.50	.00	243,531.25	504,147.50	-243,531.25
11-5221-0-01-00 5930 FOOD SERVICE TRANSFER FUND TRAN	10,000.00	.00	.00	.00	10,000.00
TOTAL LEVEL - DISTRICT WIDE	10,000.00	.00	.00	.00	10,000.00
TOTAL FUNCTION - TRANSFER TO FOOD SERVICE	10,000.00	.00	.00	.00	10,000.00
11-5230-0-00-00 5930 CAPITAL PROJECTS FUND TRANSFERS	.00	.00	.00	.00	.00
TOTAL LEVEL - DISTRICT WIDE	.00	.00	.00	.00	.00
TOTAL FUNCTION - CAPITAL PROJECTS	.00	.00	.00	.00	.00
11-5252-0-00-00 5930 TRANSFER FROM EXPENDABLE FUND T	.00	.00	.00	.00	.00
TOTAL LEVEL - DISTRICT WIDE	.00	.00	.00	.00	.00
TOTAL FUNCTION - TRANSFER FROM EXPENDABLE	.00	.00	.00	.00	.00
TOTAL FUND - GENERAL FUND	16,306,796.20	1,428,006.28	5,554,607.10	9,606,067.22	1,146,121.88
TOTAL REPORT	16,306,796.20	1,428,006.28	5,554,607.10	9,606,067.22	1,146,121.88

XII.A.**AUBURN POLICIES Second Reading**

Second Reading: 2/8/2022

First Reading: 1/11/2022

Committee Mtg: 12/20/2021

POLICY TITLE/CATEGORY	CURRENT CODE	Changes made by Board at First Reading
Depository of Funds	DG	No changes made by Board
Fiscal Accounting and Reporting	DI	No changes made by Board
Expense Reimbursements	DKC	No changes made by Board
Authorized Signatures/Check-Writing Services	DGA	Slight changes to language
Student Discipline and Due Process	JICD	No changes made by Board

**AUBURN SCHOOL DISTRICT
DEPOSITORY OF FUNDS**

Supporting documentation of all income payable to the School District and all revenue received will be ~~deposited with~~ **forwarded to** the School Treasurer, ~~who will credit it to the appropriate account~~ **and posted appropriately to the general ledger.**

The Treasurer and Superintendent will recommend and request School Board approval when other depositories are needed.

Adopted: February 8, 2000

**AUBURN SCHOOL DISTRICT
FISCAL ACCOUNTING AND REPORTING**

The district's accounting system will be in conformance with the New Hampshire Financial Accounting Handbook published by the State Department of Education. An adequate system of encumbrance accounting will be maintained.

The School Board shall receive financial reports and statements showing the financial condition of the School District. These statements/reports shall be prepared on a scheduled basis during the school year, two of which shall contain estimates to project cost for the full year including actual encumbered expenses. The School Board may ask for a statement or report at any time.

**AUBURN SCHOOL DISTRICT
EXPENSE REIMBURSEMENTS**

District personnel and officials who incur expenses in carrying out their authorized duties may be reimbursed by the district upon submission of a properly filled out and approved voucher and such supporting receipts as required by the administrator responsible for business affairs. Such expenses may be approved and incurred in line with budgetary allocations for the specific type of expense.

When school business travel by personally owned vehicles has been authorized, mileage payment shall be made at the rate ~~currently approved~~ **provided** by the ~~Board~~ **Internal Revenue Service**.

Travel outside New Hampshire for courses, conferences, and workshops must have the written prior approval of the Superintendent.

**AUBURN SCHOOL DISTRICT
CHECK-WRITING SERVICES**

Checks drawn on the general fund or any special fund (with the exception of the building activity fund) will require the signature of the Auburn School District Treasurer, who is authorized to sign only after approval of manifests by the Auburn School Board. Checks drawn on an activity fund will require one signature **after approval by the advisor and designated building administrator.**

~~The checks by the Auburn School District will be pre-numbered.~~

Adopted: December 19, 2001

AUBURN SCHOOL DISTRICT
STUDENT CONDUCT, DISCIPLINE AND DUE PROCESS

CURRENT

Definitions

1. Disciplinary measures include, but are not limited to, removal from the classroom, detention, in-school suspension, out-of-school suspension, restriction from activities, probation, and expulsion.
2. Removal from the classroom means a student is sent to the building Principal's office. It is within the discretion of the person in charge of the classroom to remove the student.
3. A restriction from school activities means a student will attend school and classes, but will not participate in school extra-curricular activities.
4. Detention means the student's presence is required for disciplinary purposes before or after the hours when the student is assigned to be in class. The building Principal, or his/her designee, is authorized to establish guidelines or protocol for when detention shall be served (either before school or after school). Whether a student will serve detention, and the length of the detention, is within the discretion of the certified employee disciplining the student or the building Principal.
5. An in-school suspension means the student will attend school but will be temporarily removed from one or more classes while under supervision. An in-school suspension will not exceed ten consecutive school days.
6. An out-of-school suspension means the temporary denial of a student's attendance at school for a specific period of time for gross misconduct, for neglect, or refusal to conform to school rules or policies.
7. Expulsion means the permanent denial of a pupil's attendance at school for any of the reasons listed in RSA 193:13, II and III.

Standards for Removal from Classroom and Detention

Students may be removed from the classroom at the classroom teacher's discretion if the student refuses to obey the teacher's directives, becomes disruptive, fails to abide by school rules or policies, or otherwise impedes the educational purpose of the class.

Likewise, classroom teachers may assign students to detention for similar conduct.

The building Principal, or his/her designee, may assign students to detention under the same standard.

Standards for In-School Suspension or Restriction of Activities

The building Principal, or his/her designee, is authorized to issue in-school suspensions **or** restrictions of activities, for any conduct that causes material or substantial disruption to the school environment, interferes with the rights of others, presents a threat to the health and safety of students, employees, and visitors, violates other board Policies, is otherwise inappropriate, or prohibited by law.

Process for Out-of-School Suspension:

The power of suspension is authorized as follows:

The building Principal, or his/her designee, may be authorized to suspend a student for ten (10) school days or less for gross misconduct, for neglect, or refusal to conform to school district policies and rules. The Principal shall consult with the Superintendent prior to issuing any suspension.

Pursuant to Ed 317.04(a)(1), a suspension of ten (10) school days or less shall be considered a "short-term suspension" and may be issued for gross misconduct, for neglect, or refusal to conform to the reasonable policies and rules of the school under RSA 193:13, I.

As required by RSA 193:13(a), educational assignments shall be made available to the suspended pupil during the period of suspension.

The Superintendent is authorized to continue the suspension of a pupil for a period in excess of ten (10) school days. Prior to this extended suspension, the Superintendent will provide an informal hearing on the matter. The informal hearing need not rise to the level and protocol of an official hearing before the School Board, but must comply with the requirements of Department of Education Administrative Rule 317.04, Disciplinary Procedures, subsection (f)(3)g.

Pursuant to Ed 317.04(a)(2), a suspension in excess of ten (10) school days shall be considered a "long-term suspension."

A long-term suspension may be issued for an act of theft, destruction, or violence as defined in RSA Chapter 193-D, for possession of a pellet paint ball gun or BB gun or rifle as provided by RSA 193:13, II, or for any violation of any rule established using the authority granted by RSA 189:15, provided the rule includes notice that a student may receive a long-term suspension and/or may be expelled for violation of the rule and the rule has been recorded in the official records of the School Board.

Any suspension in excess of ten (10) school days, as described in Paragraph 2 of this Section, is appealable to the School Board, provided the Superintendent receives the appeal in writing within ten (10) days after the issuance of the Superintendent's decision described in Paragraph 2. Any suspension in excess of ten (10) school days shall remain in effect while this appeal is pending.

Due process standards for short-term suspensions (ten (10) days or less) will adhere to the requirements of Ed 317.04(f)(1).

Due process standards for long-term suspensions (more than ten (10) days) will adhere to the requirements of Ed 317.04(f)(2).

Process for Expulsion

Any pupil may be expelled by the School Board for an act of theft, destruction, or violence as defined in RSA Chapter 193-D, for possession of a pellet paint ball gun or BB gun or rifle as provided by RSA 193:13, II, or for any violation of any rule established using the authority granted by RSA 189:15, provided the rule includes notice that a student may receive a long-term suspension and/or may be expelled for violation of the rule and the rule has been recorded in the official records of the School Board.

Additionally, any pupil may be expelled by the School Board for bringing or possessing a firearm as defined in Section 921 U.S.C. Title 18 in a safe school zone, as defined in RSA 193-D:1, unless such pupil has written authorization from the Superintendent. Any expulsion under this provision shall be for a period of not less than twelve (12) months.

The District will ensure that the due process standards set forth in Ed 317.04(f)(3) are followed.

An expulsion will run until the School Board restores the student's permission to attend school. A student

seeking restoration of permission to attend school shall file a written request with the Superintendent, which details the basis for the request.

Students receiving special education services will be disciplined in accordance with the student's IEP and all applicable provisions of the Individual With Disabilities Education Act (IDEA).

This policy shall be printed in the student handbook.

Adopted: June 12, 2001

Adopted: November 18, 2002

Revised: November 9, 2010

Revised: April 10, 2018

Revised: January 14, 2020

Legal References:

RSA 89:15, Regulations, RSA 193:13, Suspension & Expulsion of Pupils, NH Admin Rules Section Ed 306.04(a)(3), NH Admin Rules, Section Ed 306.04(f), Student Discipline Policy, NH Admin Rules, Section Ed 317.04 Suspension and Expulsion of Pupils Assuring Due Process Disciplinary Procedures, New Hampshire Procedural Safeguards Handbook for Special Education

AUBURN SCHOOL DISTRICT
STUDENT DISCIPLINE AND DUE PROCESS

SUGGESTED

It is essential for schools to maintain a safe and orderly environment which supports student learning and achievement. All students are expected to conduct themselves with respect for others and in accordance with School Board policies, school rules, and applicable state and federal laws. Disciplinary action may be taken against students who violate policies, rules, or laws, and/or whose conduct directly interferes with the operations, learning environment or general welfare of the school.

Disciplinary consequences will range from a verbal warning for minor misconduct up to and including expulsion for the most serious offenses. The Auburn School District will follow the procedures set forth by state and federal law, specifically RSA 193:13 and Ed 317, in the discipline of students. The Auburn School Board does not review appeals of student disciplinary decisions unless a right to appeal is explicitly conferred by policy or by law.

Behavior that also violates the law may be referred to law enforcement authorities.

Temporary Removal from Classroom

Students may be temporarily removed from the classroom at the discretion of the classroom teacher. A student may be temporarily removed if the student refuses to follow the teacher's directions, fails to follow school policies or rules, disrupts the classroom environment, or otherwise engages in conduct that violates the Student Code of Conduct. During such removals, students will be sent to the Principal's office or designated area.

Teacher Detention

Students may be assigned a detention at the discretion of the classroom teacher. A student may receive a detention if the student refuses to follow the teacher's directions, fails to follow school policies or rules, disrupts the classroom environment, or otherwise engages in conduct which violates the Student Code of Conduct.

During such detentions, students will be required to remain at school during non-school hours; elementary students may serve a detention during their recess period(s). Parents will be notified at least twenty-four (24) hours prior to the detention. The length of the detention is left to the discretion of the classroom teacher and will generally not to exceed one (1) hour.

Administrative Detention

Students may be assigned a detention at the discretion of the Principal or designee. A student may receive a detention if the student refuses to follow the administrator's directions, fails to follow school policies or rules, disrupts the school environment, or otherwise engages in conduct which violates the Student Code of Conduct. During such detentions, students will be required to remain at school during non-school hours. Parents will be notified at least twenty-four (24) hours prior to the detention. The length of the detention is left to the discretion of the administration and will generally not to exceed one (1) hour.

In-School Suspension

Students may be assigned in-school suspension at the discretion of the Principal or designee. During such in-school suspensions, the student will attend school but will be removed from one or more classes and placed in a restricted and supervised room within the building. The student will be expected to remain of good behavior and work quietly on school work while serving the in-school suspension. Parents will be notified 24 hours prior to the in-school suspension.

Short-Term Out-of-School Suspension

The Principal or representative designated in writing by the Superintendent is authorized to suspend a student for a specific period of time, not to exceed ten (10) consecutive school days. A suspension may be imposed for:

- Behavior that is detrimental to the health, safety, or welfare of pupils or school personnel; or
- Repeated and willful disregard of the reasonable rules of the school that is not remediated through imposition of the districts graduated sanctions.

During such suspensions, unless otherwise stipulated in writing, a suspended student is not permitted to attend school classes or activities, school sponsored events, or be on school property for the duration of the suspension.

A student who is subject to a short-term suspension (ten school days or fewer) is entitled to the following due process:

1. The student will meet with the Principal or Assistant Principal to discuss the charges and the evidence against the student. The Principal or Assistant Principal will inform the student of the possibility of a short-term suspension.
2. The student will be given an opportunity to present his or her side of the story at this meeting.
3. The student and at least one of the student's parents/guardians will receive a written statement explaining any disciplinary action taken against the student.

Depending on the severity of the student's conduct, the Principal or designee may also refer or recommend the student to the Superintendent or to the School Board for further disciplinary consequences. Parents will be notified prior to the short-term out of school suspension.

Long-Term Out-of-School Suspension

The School Board, or the Superintendent, as the School Board's designee, may extend a student's suspension for up to an additional ten (10) consecutive school days. A long-term out- of-school suspension may be imposed for:

- An act of theft, destruction, or violence as defined in RSA 193-D;
- Bullying pursuant to school district policy, JICK when the student has not responded to targeted interventions and poses an ongoing threat to the safety or welfare of another student; or
- Possession of a firearm, BB gun, or paintball gun.

During such suspensions, unless otherwise stipulated in writing, a suspended student is not permitted to attend school classes or activities, school sponsored events, or be on school property for the duration of the suspension.

A student who is subject to a long-term suspension is entitled to the following due process:

1. Upon recommendation of a long-term suspension and prior to any hearing, there shall be a written communication to the student and at least one of the student's parents or guardians, **at least five calendar days prior to the hearing**, delivered in person or by mail to the

student's last known address, which states the charges and an explanation of the evidence against the student.

2. A hearing that meets the requirements of Ed 317.04(f)(3)(g).
 - a. The school officials shall present evidence in support of the charges and the student (or the student's parent/guardian) shall have an opportunity to present any defense or reply.
 - b. During the hearing, the student, parent/guardian shall have the right to examine any witnesses presented by school officials.
 - c. The hearing shall be either public or private and the choice shall be that of the student or the parent/guardian. Provided, nevertheless, that if the nature of the evidence will violate the privacy of other students or if the Superintendent or School Board determines that substantial harm to the pupil could result from an ill-conceived decision to hold the hearing in public, then the Board reserves the right and obligation to insist upon a private hearing.
 - d. The student may, together with a parent/guardian, waive the right to a hearing and admit to the charges.
3. The student is entitled to a written decision which includes the legal and factual basis for the conclusion that the student should be suspended.
4. The written decision shall include notice to the student that the decision may be appealed. For a long term suspension issued by Superintendent, the decision must be appealed in writing to the Auburn School Board within ten days after the issuance of the decision. The School Board will hold a hearing on the appeal but has the discretion to hear evidence or to rely upon the hearing conducted by the Superintendent.
5. For a long term suspension issued by the School Board, the decision must be appealed to the New Hampshire State Board of Education within 20 days after receipt of the decision.
6. The long-term suspension shall remain in effect while an appeal is pending unless the School Board stays the suspension.

Depending on the severity of the student's conduct, the Superintendent may also refer or recommend the student to the School Board for further disciplinary consequences.

Expulsion

The School Board may expel a student, which permanently denies a student's attendance at school. An expulsion may be imposed for an act that poses an ongoing threat to the safety of students or school personnel and that constitutes:

- A repeated act that would permit a long term suspension;
- Any act of physical or sexual assault that would be a felony if committed by an adult;
- Any act of violence that constitutes a "violent crime" pursuant to RSA 651:5, XIII; or
- Criminal threatening that constitutes a class B felony pursuant to RSA 631:4, II(a).

During an expulsion, unless otherwise stipulated in writing, a student is not permitted to attend school classes or activities, school sponsored events, or occasion school property.

A student who is subject to expulsion is entitled to the following due process:

1. Upon recommendation of an expulsion and prior to any hearing, there shall be a written notice to the student and at least one of the student's parents or guardians, delivered in person or by mail to the student's last known address, which states the date, time, and place for a hearing before the School Board. The notice shall be delivered to the student and at least one of the student's parents/guardians at least five calendar days prior to the hearing.
2. The School Board shall conduct the hearing in accordance with New Hampshire Administrative Rule Ed 317.04(f) (3) (g).
 - a. The school officials shall present evidence in support of the charges and the student (or the student's parent/guardian) shall have an opportunity to present any defense or reply.
 - b. During the hearing, the student, or the parent/guardian shall have the right to examine any witnesses presented by school officials.
 - c. The hearing shall be either public or private and the choice shall be that of the student or the parent/guardian. Provided, nevertheless, that if the nature of the evidence will violate the privacy of other students or if the Board determines that substantial harm to the pupil could result from an ill-conceived decision to hold the hearing in public, then the Board reserves the right and obligation to insist upon a private hearing.
 - d. The student may, together with a parent/guardian, waive the right to a hearing and admit to the charges.
3. Before expelling a student under this section the School Board shall consider each of the following factors:
 - a. The student's age;
 - b. The student's disciplinary history;
 - c. Whether the student has a disability;
 - d. The seriousness of the violation or behavior committed by the student;
 - e. Whether the school district has implemented positive behavioral interventions;
 - f. Whether a lesser intervention would properly address the violation or behavior committed by the student.
4. The School Board shall issue a written decision stating whether the student is expelled and, if so, the length of the expulsion. If the decision is to expel, the decision must include the legal and factual basis for the decision including the specific statutory reference prohibiting the act for which the student is expelled.
5. The expulsion shall run until the School Board reviews it and restores the student's permission to attend school. The written decision shall state any action that the student may take to be restored by the School Board. The decision shall also state that the student has the right to

appeal the decision to the New Hampshire State Board of Education at any time while the expulsion remains in effect.

Any expulsion shall be subject to review by the School Board, if requested, prior to the start of each school year. A student seeking restoration of permission to attend school shall file a written request with the Superintendent prior to the start of each school year which details the basis for the request.

Possession of a Firearm

Pursuant to RSA 193:13, IV, any student who brings or possesses a firearm (as defined in 18 U.S.C. § 921) in a safe school zone, as defined in RSA 193-D:1 without written authorization from the Superintendent or designee shall be expelled from school by the Auburn School Board for a period of not less than 12 months.

Pursuant to RSA 193:13, VI, a student who is expelled from school in another state under the provisions of the Gun Free School Zones Act of 1994 shall not be eligible to enroll in the Auburn School District during such expulsion. If the out of state expulsion is for an indefinite period of time, the student may petition the School Board for enrollment upon establishing residency.

As provided in RSA 193:13, VII, both of the above expulsions may be modified by the Superintendent upon review of the specific case in accordance with other applicable law. The expelled student must submit a written application to the Superintendent requesting modification of the expulsion, and the student will be required to submit sufficient evidence in the form of letters, work history, or other documents that it is in the school's best interest and the student's best interest to allow a modification.

Superintendent Authority

The School Board authorizes the Superintendent to reinstate a suspended or expelled pupil on a case by case basis.

Educational Assignments

The student's school will make all educational assignments available to the suspended student during the student's suspension.

The school district will provide alternative educational services to a student whenever the student is suspended in excess of twenty (20) cumulative days within any school year. Such alternative educational services will be determined by the school Principal or Assistant Principal and shall be designed to enable the student to advance from grade to grade.

No student shall be penalized academically solely by virtue of missing class due to suspension.

The School Board, in its discretion, may authorize educational services to be provided to an expelled student in an alternative setting on a case by case basis.

Behavior Intervention Plans

The student's school will develop an intervention plan for any student who has been suspended more than ten (10) cumulative school days in any school year. The intervention plan will be designed to proactively address the student's problematic behaviors.

Students with Disabilities

Discipline of students with identified or suspected disabilities will be in accordance with the Individuals with Disabilities Education Act of 2004, New Hampshire State Law on Special Education (RSA 186-C),

New Hampshire Standards for the Education of Children with Disabilities (Ed 1100), and Section 504 of the Rehabilitation Act of 1973.

Code of Conduct (Handbook)

The School Board authorizes the Superintendent to establish a Code of Conduct (Handbook) which will contain a system of supports and consequences designed to correct student misconduct and promote behavior within acceptable norms. The Code of Conduct will include a graduated set of age appropriate responses to misconduct and will set forth standards for short term suspensions up to five (5) school days, short term suspensions up to ten (10) school days, long term suspensions up to 20 school days, and expulsion. Such standards will make reference to the nature and degree of disruption caused to the school environment, the threat to the health and safety of pupils and school personnel, and the isolated or repeated nature of incidents forming the basis of disciplinary action.

Notice

This policy and school rules which inform the student body of the content of RSA 193:13 shall be included in the student handbook and made available on the District's website to students, parents, and guardians. The Principal or designated building administrator shall also inform the student body concerning this policy and school rules which address the content of RSA 193:13 through appropriate means, which may include posting and/or announcements.

The Principal shall make certain that the pupil has received notice of the requirements of RSA 193:13 and RSA 193-D:1 through announced, posted, or printed school rules at the beginning of each school year. The statutory text shall be printed in the school handbook to be distributed to each student at the beginning of the school year; and shall be announced, posted, and printed at other appropriate locations. Nothing herein shall prevent a school principal from printing, posting and/or announcing other rules applicable to the school.

Legal References:

18 U.S.C. § 921, Definition of Firearm RSA 189:15, Regulations

RSA 193:13, Suspension & Expulsion of Pupils

RSA 651:5, XIII, Annulment of Criminal Records - Violent Crimes RSA 631:4, II(a), Criminal Threatening

RSA Chapter 193-D, Safe School Zones

RSA Chapter 193-F, Pupil Safety and Violence Prevention

NH Code of Administrative Rules, Section Ed 306.04(a), Policy Development NH Code of Administrative Rules, Section Ed 306.04(f), Student Discipline

NH Code of Administrative Rules, Section Ed 317, Standards and Procedures for Suspension and Expulsion of Pupils Including Procedures Assuring Due Process

Adopted: June 12, 2001

Adopted: November 18, 2002

Revised: November 9, 2010

Revised: April 10, 2018

Revised: January 14, 2020

XIII.**School Administrative Unit #15
Auburn Pupil Accounting
Monthly Enrollment****DATE: February 1, 2022**

GRADE	SECTION	TOTAL 2021-2022	TOTAL 2020-2021	TOTAL 2019-2020	TOTAL 2018-2019
K	4	70	50	45	63
1	4	61	59	86	71
2	3	63	79	70	75
3	4	84	68	76	63
4	4	76	74	70	73
5	4	77	67	77	55
6	3	70	78	61	73
7	4	75	59	71	80
8	4	55	68	86	66
TOTAL	34	631	602	642	619

**School Administrative Unit #15
Auburn Pupil Accounting
High School Monthly Enrollment**

DATE: February 1, 2022

School	Grade 9	Grade 10	Grade 11	Grade 12	TOTAL
Pinkerton Academy	73	74	66	65	278
Londonderry High School	0	1	2	0	3
Other District Placements	11	6	3	9	29
TOTAL	84	81	71	74	310