

AUBURN SCHOOL BOARD MEETING
Tuesday, August 22, 2023 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, Superintendent of Schools
- IV. APPROVAL OF MINUTES**
 - A. Minutes of the Auburn School Board Meeting on June 13, 2023* (action required)
- V. OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**
- VI. SUPERINTENDENT’S UPDATES**
- VII. NEW BUSINESS**
 - A. Handbook Changes*
 - B. SRO-Discussion
 - C. Lego Robots Donation*
 - D. IT Recycling*
 - E. Volleyball-Discussion
- VIII. POLICIES**
 - A. Revision to Policies Referencing ‘Assistant Superintendent’*-AC Non-Discrimination, BBBH Record of Organization and Operation of the SAU Board, GBAA Sexual Harassment Violence-Employee, GBEAB Code of Conduct Reporting, GBJA Health Insurance Portability and Accountability ACT (HIPPA), IJOA-R Request for Educational Field Trip, JBAA Sexual Harassment Violence-Students, and JICI-R Modification of a Weapons Expulsion
 - B. Second Reading* (tabled at June meeting) Second Reading* GBCD Background Investigation and Criminal Records Check, IHBG Home Education, IHBG-R Home Education/Dual Enrollment, BEDH Public Participation at Board Meetings, EBCA Emergency Response Plan, EEA Student Transportation Services and BCB Board Member Conflict of Interest
- IX. FINANCIAL**
 - A. Expenditure Report*
 - B. Manifest Approvals
- X. PERSONNEL**
 - A. Ratification of Superintendent’s Nomination(s)*
- XI. INFORMATIONAL ITEMS AND CORRESPONDENCE, and/or MISCELLANEOUS INFORMATION**
 - Upcoming: Reports of Administrator’s, Standing Committees
 - Informational: Board Meeting Dates/List of Standing Committees
- XII. NON-PUBLIC SESSION: RSA 91-A:3 Section II (a)**
- XIII. ADJOURNMENT (action required)**

The next regularly scheduled School Board Meeting will be on Tuesday, September 12, 2023, at 6:00 p.m. at the Auburn Village School Media Center.

The SAU #15 Board will meet on September 27, 2023 at 6:30 p.m. at the David R. Cawley Middle School Media Center in Hooksett.

**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
JUNE 13, 2023 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 6:00 p.m. Those in attendance were members Janice Baker, Adrian Newton, and Derek Berger. Also in attendance was Principal, Lori Collins, Assistant Principal Lindsay Murray, Assistant Principal Jennifer Barnhill, Director of Student Services Tracy Griffenhagen, Math Coordinator Jen Bordis, Technology Director Adam Hollins, Maintenance Director Scott Dube; Superintendent William (Bill) Rearick, Director of Curriculum, Instruction and Assessments (7/1/23) Meg Largy, and Business Administrator, Cory Izbicki.

PLEDGE OF ALLEGIANCE

Seventh graders Elli Hakoun and Charlie Olsen led the attendees in the Pledge of Allegiance.

PROOF OF POSTING

Bill Rearick provided proof of posting.

APPROVAL OF MINUTES

Motion by Janice Baker, seconded by Adrian Newton, to approve the May 9, 2023 Board meeting minutes, and the motion carried unanimously.

Motion by Derek Berger, seconded by Janice Baker, to approve the June 2, 2023 Board Retreat minutes, adding Meg Largy's name, and the motion carried as amended unanimously.

OPPORTUNITY FOR PUBLIC INPUT

Resident Jeff Moynihan asked the Board to vote on adding Trinity as an MOU as an option for high schoolers. Kids should have an option. Won't open up mass exodus.

SUPERINTENDENT'S UPDATES

Bill Rearick stated that he met with Lori, Jen Bordis and Meg Largy to continue work on the last stages of the strategic plan. Bill also attended the 4th grade wax museum and was impressed by the costumes and the student's knowledge of the historical figures they represented.

REPORTS

Reports of the Administrators were reviewed.

Lori Collins stated there will be four kindergarten classes in the fall.

The Board asked Cory Izbicki what the current fund balance is, to which Cory stated it is approximately \$450,000. Scott Dube said propane in failed anodes need to be done over the summer. Scott added that his two new employees are a great addition to his team and that he is still one person short. Lori Collins said she is waiting for quotes on playground upgrades.

Adrian Newton said the last PTA meeting was on May 16, when a new board was elected. She said Teacher Appreciation Week was a huge success. She said there will be full-time options for summer camps. Bill Rearick said that the summer camps will be under the AVS summer school program for insurance purposes, but will be operated and maintained by the PTA.

Derek Berger stated that the Pinkerton Start Time Committee met and that many members felt the start time should change, but that a survey will be sent out to faculty and staff for their opinions. The committee will meet again in October.

OLD BUSINESS

Finalize Strategic Plan

Janice Baker said the Board and Administrators met and advanced goals and strategic initiatives. She reiterated the fact that no changes were made to the intents. A draft is with administration and will be distributed to the Board in hopes for an approval in August.

High School Selection

Alan Villeneuve gave a history of how Auburn came to have Pinkerton as their high school of record and stated that changes must be made to the contract if the Board were to entertain entering into an MOU with another

school. He said the process of revising language to the contract has begun, and a draft of the changes will be sent to the full Board tomorrow. Bill Rearick stated that Attorney Gordon Graham was in attendance at the June Hooksett Board meeting, and said that the ruling in the State of Maine, allowed parents to send their children to private schools if they had no high school. The Auburn School Board may to enter into an agreement with a private or sectarian school, but are not obligated to do so. If they chose to, certain criteria must be met such as health and fire safety requirements, it must be an approved school, it must provide the opportunity for all students to an adequate education, and must have nationally recognized assessments of progress. Goals need to mirror public school goals. Bill said his main concern is funding. Though tuition may be currently lower at Trinity, there are no funds available for students have not been accounted for in the budget. Bill Rearick said Pinkerton is considered by the state as a public high school and must follow NH laws. Private schools are under no such obligation. Private schools do not have to follow 504 Plans or Special Education Laws. Discussion also included high school lottery, attendance of siblings, program offerings, and equity issues regarding private/sectarian schools. The Board must be guaranteed necessary services could be provided. Alan Villeneuve stated that are a lot of unknowns.

OPPORTUNITY FOR PUBLIC INPUT

Resident Jennifer Aldredge asked if there is no MOU, could the parent take their child's allotted funds and choose a high school, to which Alan Villeneuve stated they may not. He said the only place for our students to attend is our high school of record-Pinkerton. He said the current contract requires 95% of our students attend Pinkerton and that that could be one of the items in the contract they could negotiate. Discussion ensued relative to manifest education hardships, special education placements, and individual case-by-case circumstances. Mr. Moynihan asked for next steps, to which Alan Villeneuve stated that right now, there is nothing in the budget to do anything, but this subject will be on the Board's September or October agenda.

NEW BUSINESS

PTA Donation-Book Vending Machine

Jennifer Aldredge, PTA secretary, requested that the Board accept a donation of a book vending machine. She said 100% is covered by the PTA, including warranty, tokens and books. She said it is a rewards-based system and is appropriate for all grades. She said after the 2-year extended warranty runs out, the school district would be responsible at a cost of approximately \$400 every two years.

Motion by Derek Berger, seconded by Adrian Newton to accept the book vending machine with gratitude, and the motion carried unanimously.

Data Governance Manual/Technology Plan/Annual Technology Policy Review

The Data Governance Manual, Technology Plan and related technology policies were reviewed by the Board. Adam Hollins stated that only one change was made, and that was to the SDPC, as it is now being built into the AVS site. He suggested policy JICM be eliminated as it is no longer necessary and poses potential security issues.

Motion by Derek Berger, seconded by Adrian Newton to approve the Governance Manual and Technology Plan as revised by Mr. Hollins, and the motion carried unanimously.

Motion by Derek Berger, seconded by Janice Baker, to eliminate Auburn School District Policy JICM, and the motion carried unanimously. All other technology policies were reviewed and no changes were made.

Policy KF-Use of Facilities

Alan Villeneuve stated that Auburn School District Policy KF states a \$100 fee for use of fields and grounds. Alan Villeneuve stated it is expected that the fields will be used quite a bit over the summer, and he suggested increasing the rate and determining time frames. Before adjusting the charge, Janice Baker wanted to know what other district's charge. Some discussion ensued.

Motion by Derek Berger, seconded by Adrian Newton, to increase the fields and grounds fee from \$100 to \$150 for up to 3 hours and \$300 per day. With Janice Baker opposed, all others in favor, the motion carried.

Authorize Superintendent to Hire Non-Teaching Personnel/Accept All Resignations

Motion by Janice Baker, seconded by Derek Berger, to approve the Superintendent the ability to hire non-teaching personnel and to accept all resignations, and the motion carried unanimously.

FINANCIAL

Manifest Approvals

Motion by Derek Berger, seconded by Janice Baker, to approve the manifest in the amount of \$963,172.40, and the motion carried unanimously.

Expenditure Report

The expenditure report was in the packet for review.

When asked by Janice Baker what amount could be spent, Cory Izbicki stated that amount is currently \$232,879.34

PERSONNEL

Superintendent's Nomination

Alan Villeneuve and the Board welcomed Meg Largy to the meeting. Meg will begin as the Director of Curriculum, Instruction and Assessment beginning July 1.

Motion by Janice Baker, seconded by Adrian Newton, to approve the Superintendent's four nominations as presented, and the motion carried unanimously.

Cory Izbicki stated there is \$145,413 left from the Capital Improvement Bond and that there is \$450,000 in the fund balance.

Considerable discussion ensued.

Motion by Janice Baker, seconded by Derek Berger, to close out the Capital Improvement Bond and to put it in the fund balance to be encumbered for windows facing the courtyard and room renovations (team space) on the second floor, and the motion carried unanimously.

Bill Rearick summarized maintenance items.

More discussion ensued relative to items to be purchased or renovated.

Motion by Derek Berger, seconded by Adrian Newton to expend up to \$211,000 to cover the cost of gas anodes (6,500), two scoreboards (up to 50,000), fire system (13,500) playground and furniture (up to 20,000), replace a portion of the windows (up to 60,000) and create team space (28,000), and the motion carried unanimously.

POLICIES

Second Reading

Motion by Janice Baker, seconded by Adrian Newton to table the policies until the next meeting, and the motion carried unanimously.

INFORMATIONAL ITEMS AND CORRESPONDENCE, and/or MISCELLANEOUS INFORMATION

Enrollments

ADJOURNMENT

Motion by Derek Berger, seconded by Janice Baker, to adjourn the meeting at 8:25 p.m., and the motion carried unanimously.

The next Auburn School Board Meeting will be Tuesday, August 8, 2023, at 6:00 p.m. at the Auburn Village School Media Center.

Respectfully submitted.

Rebecca SJ McCarthy
School Board Recording Secretary

“Every child between 6 and 18 years of age shall attend the public school within the district or a public school outside the school district to which he/she is assigned or an approved private school during all times the public schools are in session, unless he/she has been excused from attending on the grounds that his/her physical or mental condition is such as to prevent his/her attendance, or to make it undesirable”. (See NH RSA: 193.1)

“Every person having the custody of a child shall cause the child to attend such a school during all times the public schools are in session”. (See NH RSA: 193.2)

ATTENDANCE POLICY

Education is a process whereby significant learning occurs through the interaction of students and teachers. Students need to be present in school to succeed. After school help and assignments sent home cannot duplicate the learning that takes place within the classroom during regularly scheduled classes. Absences for family vacations or other discretionary reasons are discouraged, because much of the classroom experience cannot be made up. **Students who are absent due to family vacations or extended vacations are required to obtain their missing work from teachers when they return to school. Work will not be provided ahead of time.** Any such absences should be discussed in advance with the principal. Absences shall be classified as either excused or unexcused as determined by the principal/designee. A half-day absence is defined as a student missing more than two hours of instructional time and less than three and one-half hours of instructional time. Any absence of more than three and one-half hours of instructional time shall be considered a full-day absence. **Extended absences may have a negative impact on student learning, and should be avoided. Frequent absences or tardies will be reflected on the student's report card.**

Excused absences shall include:

1. Personal illness of student; after three (3) consecutive days, or excessive, repeated absences, a note from a physician may be required.
2. Illness of immediate family member which requires the student's help at home;
3. Death in the family;
4. Religious observances;
5. School sponsored or school endorsed activities
6. Summons, subpoena, or court order;
7. Circumstances which in the judgment of the principal create emergencies over which the student has no control.

DISMISSALS

END OF DAY DISMISSAL

Students who will be picked up at the end of the day should report to the Parent Pick Up area, which is located on the Eaton Hill Road side of the building. Dismissal for middle school students is at 2:30 p.m. Dismissal for elementary school students is at 3:25 p.m. Dismissal for Kindergarten and First Grade students and their siblings will begin at 3:15 pm.

When a student is dismissed from school at the end of the day, he/she is expected to leave the school grounds and proceed home immediately. If a student wishes to go somewhere other than home, the parent must log the dismissal change in PickUp Patrol.



Students may ride a bus not assigned to them to travel to another student's house depending on the availability of seating on the bus. Students must have a bus pass from the office to give to the driver. To use a different bus or get off at a different location, please indicate the change in Pick-Up Patrol before dismissal change cut off times. A bus note can be picked up from the office before dismissal ~~will be printed from Pick-Up Patrol and given to the student.~~ Students will not be allowed to ride without a bus pass and default transportation will be followed or a student will be returned to school for pickup. Due to limited seating on a bus, students should not use bus transportation to arrange for more than 2 students to ride a different bus. Please use Parent Pick Up for multiple students.

A grade 5-8 student, who wishes to walk, or ride a bicycle home, must have permission to do so documented in Pick-Up Patrol. A biker-walker form needs to be completed by the student's guardians and they must also sign-out in the office before leaving school. Failure to comply with these regulations will result in the suspension of the privilege. *(See XI. Bicycles & Walkers)*

Children may not ride home with anyone except their parents unless a note stating such is on file in the office. This change in dismissal should be documented in Pick-Up Patrol.

EARLY DISMISSAL

Students are not permitted to leave the school grounds from the time they report to school

in the morning until the time they are scheduled to leave in the afternoon. **If it is necessary for a student to leave school during the day, he/she must have written permission by the parent or guardian** stating the time of dismissal and the individual who will be providing transportation. *Please use Pick-Up Patrol for early dismissals.* At the time the student is being dismissed, he/she should wait in his/her classroom until being called to report to the main office for checkout. The person authorized to pick up the student is required to report to the main office to sign-out the student. In the event of an emergency, a dismissal request may be made by phone, but the sign-out procedure remains the same. Students will not be allowed to wait outside under any circumstances.

ACADEMIC INFORMATION

PLACEMENT OF STUDENTS

Careful consideration is given to the placement of students in classrooms. Many factors are considered for the academic and social-emotional needs of the students in the classrooms. Teachers take care to consider the needs of each child when creating classes. However, if parents have specific concerns for their child, such requests must be made in writing to the Principal by May 1 of the prior school year. Requests for specific teachers may not be honored but will be considered. **The overall makeup of a classroom will overrule teacher requests.**

GRADING SYSTEMS

The evaluation of student achievement is determined triannually by each of the student's teachers. Grades are based on a student's performance on tests, quality and completion of class and homework assignments, and effort. Auburn Village School's grading system for Middle School students is as follows:

GRADE SCALE 6-8

The NEW grade scale will be:

| | |
|------|----------|
| A+ = | 98 - 100 |
| A = | 93 - 97 |
| A- = | 90 - 92 |
| B+ = | 88 - 89 |
| B = | 83 - 87 |
| B- = | 80 - 82 |
| C+ = | 78 - 79 |
| C = | 73 - 77 |
| C- = | 70 - 72 |
| D+ = | 68 - 69 |
| D = | 65 - 67 |
| F = | Below 65 |

| Descriptors for Grades |
|---|
| A - Students at this level demonstrate a comprehensive and in-depth understanding of rigorous subject matter and provide sophisticated solutions to complex problems |
| B - Student performance demonstrates a strong understanding of the knowledge and skills expected at this grade level |
| C - Student performance demonstrates an understanding of the knowledge and skills expected at this grade level |
| D - Student performance demonstrates a limited understanding of the knowledge and skills expected at this grade level |
| F - Student performance is yet to demonstrate understanding of the knowledge and skills expected at this grade level |

- Students may re-submit a homework assignment based on teacher procedures set at the start of the school year.
- Homework can be submitted for late credit up to one week after the due date.
- Students are expected to record daily assignments in the assignment book provided. Parents are encouraged to use the assignment book as a reference.
- Teachers will notify parents if problems arise with homework completion.

MAKE-UP WORK

Students will be given an opportunity to make-up missing assignments if they are absent from school. In general, make-up work is due not later than one week from the last date of absence. The time allowed for make-up will be proportional to the time missed with long-term absences given special consideration. If the absence is due to a family trip, it is not required that teachers prepare assignments in advance of the absence, and school textbooks will not be sent on the trip. Work will be reserved for the students upon their return. **Students in grades 6-8 who are absent during an in-class assessment will be required to schedule a make-up time with the teacher within 2 days of returning to school. This may require students to remain after school, or test during lunch or recess in order to make up the missed assessment in a timely manner.**

LATE WORK AND RETAKES FOR GRADES 6 – 8

LATE WORK

Homework and classwork assignments are due on the date specified by the teacher. Middle school work study practices state that students will “demonstrate effective time management”. Adhering to timelines is one way for students to show proficiency with this competency. Teachers may accept completed classwork and homework assignments after the assigned completion date; however, students must coordinate a plan for late submission with the teacher prior to the original due date. The assignment must fulfill the requirements set forth by the classroom teacher.

RETAKES

The purpose of retaking an assessment is for students to demonstrate a deeper understanding of content than previously shown. If a student would like the opportunity

to retake an assessment or other major assignment, they will need to complete a “Request to Retake Form”. Once the student submits the retake form, the teacher and student will work together to develop a plan to further student understanding before retaking the assessment/assignment. Timelines will be determined by the teacher. If you have any questions regarding the requirements, please contact your child’s teacher.

SCHOOL PROGRAMS

SPECIAL SERVICES

It is the policy of the Supervisory Union #15 school districts provide free and appropriate educational services for students with special needs in compliance with NHRSA 186-C and Title 20 USC, Sections 1400-1415.

Special educational services for handicapped special needs students are provided in accordance with federal and state laws providing for the education of such students. The State of New Hampshire recognized three general types of handicaps: physical, intellectual, and emotional. Within these broad categories are breakdowns of specific handicapping with criteria specified for each.

Any student thought to have special educational needs as described above will be referred to the special education evaluation/placement team. Parents, teachers, or any person who bears a responsibility for the student may make such a referral by completing a form called Referral for Evaluation/Placement Team Review. Further information is available through the Special Education Office.

SECTION 504 - REHABILITATION ACT OF 1973

Auburn Village School complies with the Rehabilitation Act of 1973 (See appendix.) Any concerns or questions regarding the need for an individual 504 plan for a student should be directed to the appropriate assistant principal, the 504 Building Coordinator.

REMEDIAL READING SUPPORT

Reading support is offered through our school budget in grades kindergarten through eight. Selection is determined on the basis of academic need. Reading support supplements reading instruction in the regular classroom. Instruction is in a small group setting.

card, that student is placed on academic probation.

Academic probation has three stages:

Stage one (Week 1):

- The student will not participate in meetings of the co-curricular activity and must demonstrate improvement.

Stage two (Week 2):

- If improvement has been demonstrated, the student may return to the activity.
 - The student will remain on probationary status.
- If improvement has not been demonstrated, the student has one more week to show improvement.

Stage Three (Week 3):

- If the grade has been brought into passing range (65 and above), **the student will be reinstated**.
 - The student will remain on probationary status.
 - At any time thereafter that academic performance is unsatisfactory; the student may be removed from the activity for the remainder of the school year.
- If the grade has not been brought into passing range (65 and above), **the student will be removed from the activity for the remainder of the school year**.

CONDUCT REQUIREMENTS:

All students involved in Auburn Village School co-curricular will be required to exhibit proper conduct and good citizenship to be eligible to participate. If a student receives **three detentions during the course of a trimester or three month period for year long clubs**, that student will be placed on conduct probation. (Suspensions, internal or external, will be counted as two detentions per day.)

Conduct probation has three stages:

- **Stage one (Week 1):**

LEVEL III BEHAVIORS & CONSEQUENCES

Level III behaviors will be handled by a building administrator.

Behaviors at this level include, but are not limited to:

| Disruptive Behavior | Unethical Behavior | Irresponsible Behavior |
|--|------------------------------|-----------------------------------|
| Group Disruption | Theft | Purposeful damage to property |
| Unsafe Behavior | False alarms-fire, 911 | Harassment |
| Throwing objects with intent to hurt | False reporting | Destroying school property |
| Fighting | Tampering with defibrillator | Defiant Behavior (Refusal) |
| The purchase, possession, distribution or use of any tobacco product | Unkind Behavior | Refusal to leave an assigned area |
| Disrespectful Behavior | Bullying | Repetition of Level II Behaviors |
| Inappropriate language/gestures directed at a supervising adult | Use of a racial slur | |
| | Sexual harassment | |

Consequences at this level include but are not limited to:

- Support Strategy
- ½ Day Internal Suspension
- Full Day Internal Suspension
- Multiple Day Internal Suspension
- External Suspension- up to 10 days
- Financial Restitution

RESTITUTION: Student will pay for or replace damaged property.

INTERNAL SUSPENSION: The student may be assigned to an internal suspension, which would be held at school during regular school hours. He/she will be isolated from his/her peers and supervised by school personnel while he/she completes daily assignments.

EXTERNAL SUSPENSION: Students may be suspended externally from school at the discretion of the principal or assistant principal, as authorized by the superintendent. These external suspension periods would not exceed ten (10) school days, unless the severity of the student's behavior, as determined by the Superintendent of Schools, warrants a longer stay out of school. Schoolwork will be assigned and due upon the student's return. **(Students are not allowed on school grounds during an external suspension.)** If a student with an Individualized Education Plan is suspended for 10 days or more, the Special Education team will meet to determine if the behavior is a manifestation of the student's disability. When the behavior is determined to be a manifestation of the child's disability, the district's procedure is to review the IEP and consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior. Upon return to school, students will participate in a reintroduction meeting and potentially receive a referral for school counseling services.

PLAYGROUND RULES (PRIMARILY GRADES K-6)

- Obey the adults on duty.
- Respect each other's rights and personal space.
- Stay within the designated areas for your grade level.
- Do not eat or drink on the playground. Finish your lunch before coming to recess.
- Do not play games that involve body contact, pulling of clothes, or roughness. Football may only be one hand touch.
- Tag, football and soccer games are only to be played on the grassy areas, not the blacktop.
- Do not fight- real or imaginary.
- Equipment:
 - o No hockey sticks, tennis rackets, baseball bats, hard balls, batons or recorders are to be brought to recess.
 - o Safe equipment like Nerf balls, tennis balls, jump ropes and yo-yo's are permitted.
- Use all playground equipment as intended. Do not try gymnastics or stunts on the equipment.

- Play fairly, follow the game rules, and take turns.
- Stay a safe distance from all equipment in use and all games in progress.
- **Students must be wearing proper winter apparel to play in the snow during winter months.**
- **Students without proper footwear may not walk in snow covered areas.**
- Stay out of “Off Limits” areas: the trees next to the playground, along the side of the school building not adjacent to the grass. Do not climb on or crawl under fences.
- **Above all, don’t intentionally hurt another student. Be a friend to everyone on the playground.**

Act safely, responsibly, and respectfully to the adults on duty and the other students sharing the playground with you. Then everyone will have fun!

EIGHTH GRADE END OF YEAR ACTIVITIES

Eighth grade students participate in several special activities during the final months of the school year. Those activities include class field trips, the 8th Grade Celebration (dinner and dance) and the graduation ceremonies. Participation in all of these activities is a privilege dependent upon appropriate behavior during the school hours and events. Student conduct during the last trimester of school can mean the difference between attendance and non-attendance at the planned functions. The final months at AVS are a time of high energy, great expectations and celebration. We want all graduating students to participate fully and appropriately.

DRESS FOR SCHOOL

While the dictates of fashion may pressure students to wear certain items of clothing, these items may, in fact, be disruptive in a school setting. Clothing should also be age appropriate to a classroom setting, especially in warmer weather. The administration will issue additional directives on inappropriate apparel as the need arises. Parents are urged to assist and support the school’s monitoring of clothing. We must strive to maintain an appropriate educational environment. The dress code is in place for meeting state and federal health and safety regulations and setting a professional tone for students to achieve academically. It is not the intent of the dress code to infringe upon the expression of culture, race, or identity of any individual or group. The enforcement of the following regulations is at the discretion/interpretation of building administration.

Examples of unacceptable clothing include, but are not limited to:

bus that cannot be carried on the student's lap.

11. Students are not allowed to bring pets, skate boards and large sports equipment on the bus.
12. **Cell phones or any other electronics should be turned off and stored in the student's backpack while on the bus.**

Student's whose conduct on the school bus is unsatisfactory may be denied the use of bus transportation by the building principal as per NH RSA 189:9-A. The first offense will generally result in a warning. A parent conference to include the student and the bus driver may be required. In a circumstance where a student's behavior constitutes a safety hazard, suspension will be considered immediately after necessary due process.

DISCIPLINARY ACTIONS

First Write Up:

Consequences will range from a written/[verbal](#) notification to parents, up to a three (3) day suspension of school bus privileges.

Second Write Up:

Consequences will range from a three (3) – five (5) day suspension of school bus privileges.

Third Write Up:

Consequences will range from a five (5) – ten (10) day suspension of school bus privileges.

Fourth Write Up:

Consequences will range from a ten (10) – twenty (20) day suspension of school bus privileges.

In accordance with [RSA 189:9-A](#), the suspension shall not begin until the next school day following the day of parent/guardian notification. A bus suspension is not to be interpreted as dismissal from school. Should a bus suspension occur, transportation to and from school becomes the responsibility of the parents.

If a student has been denied the right to ride a school bus for disciplinary reasons, the parent or guardian of that student has a right of appeal within 10 days of suspension to the authority that suspended that student's right. Until the appeal is heard, or if the suspension of the student's right to ride the bus is upheld, it shall be the parent's responsibility to provide transportation to and from school for that student for the period of suspension.

Students who continue to behave inappropriately may be suspended for the remainder of the school year in accordance with the provisions of RSA 189:9-A.

Students are expected to exercise care in their use of all school facilities and equipment. Damage to any of these will be reported to the office. Purposeful damage to AVS facilities and equipment will not be tolerated. Students responsible for such damage will be subject to disciplinary action that will include, but is not limited to, restitution in the form of replacement or funds to repair the damage done.

Textbooks and Chromebooks are furnished free of charge to students and must be returned in their original condition. Students, or their parents, will be held responsible for books or equipment lost, destroyed or damaged.

LOCKERS

Some grade levels will utilize lockers to store student materials throughout the day. Each student in these grade levels will be issued a locker. Students may choose to bring in a lock to use with their locker. It is the student's responsibility to know the combination. Students are expected to secure their personal possessions and school supplies in their locker during the school day. Backpacks are to be left in the lockers and not carried from class to class. Students will be given time to visit lockers and get the supplies they need for upcoming classes. They are expected to plan ahead and refrain from disrupting a class to visit their lockers.

The student lockers are the sole property of the Auburn School District and are made available for the convenience of students and are not their private property. Consistent with this policy, they are subject to search for any reason without prior warning to the students who use them.

PERSONAL PROPERTY

The Auburn Village School is not responsible for lost or stolen property. Students are discouraged from bringing distracting items to school. Radios, MP3 players, electronic games, rollerblades, toys, skateboards, and other such expensive equipment should not be brought to school unless they are being used for a classroom project and have the approval of a teacher. Such items, if used during school time, will be taken by the teacher and returned to the student at the end of the day. Parents will be contacted if this behavior is repeated and may be required to pick up the items at school.

Toys resembling weapons of any kind (guns, knives, swords, etc.) are not allowed in school at any time. If a toy resembling a weapon is brought to school and used in a threatening manner, even playfully, the student may be subject to disciplinary action including but not limited to after school detentions, internal suspensions, or external suspensions.

Students who use fidgets as a mode of concentration must have a prior arrangement with the teacher or administrators before use in class. Fidgets can be useful tools, but if they are used inappropriately as toys, or are passed around to other students, they can become a distraction and as such may be confiscated and returned at the end of the day.

LOST AND FOUND

Lost and Found is located in the back lobby by the cafeteria for easy access during off school hours. Due to the amount of lost and found items, we encourage parents to label all student belongings. Auburn Village School is not responsible for items that have been misplaced or stolen. Students are urged to check regularly for lost items. Unclaimed items will be donated to charity three times during each trimester.

DANCES

Dances are scheduled throughout the year for students in grades 6 to 8. Attendance at a dance is a privilege. Student conduct can impact a student's eligibility to attend dances. All dances will start at 6:30pm and will end promptly at 9:00pm. The date for each dance will be announced at least one week in advance. **Students must be in attendance at school on the day of a dance in order to attend.** Students who are absent part of the day due to a previously arranged appointment may request permission to attend the dance by submitting a note from their parent or guardian to the administration for consideration. All school rules regarding conduct and appropriate dress are in effect during these events. An administrator, teachers, and parents will be chaperones for all dances.

All students must have a signed permission slip and transportation to and from the dance. Students attending the dance will enter the cafeteria immediately upon arrival to check in at the desk and are required to remain in the gym or cafeteria throughout the event. No student will be allowed outside of the school during the dance. Parents must come into the cafeteria to get their child/children at the end of each dance. Students will not be allowed to leave the building without an adult to accompany them.

The dances are restricted to Auburn Village Middle School students. **In the event that an AVS student would like to bring a guest from another school, the following steps need to be taken:**

2. A written request must be made to the Assistant Principal **at least three days prior to the event.** (Usually by 2:15 on Wednesday afternoon for a Friday

STUDENT CHROMEBOOK CONDITION FORM

Chromebooks are an integral classroom tool and are provided for students in grades K-8 for use at school. This form is to be completed by each student at the beginning of each new school year immediately upon receiving a school owned Chromebook. Each student has the responsibility to care for their individual, school issued Chromebook. If damage to your Chromebook is determined to be caused by abuse or intent, payment for the cost of repairs will be the responsibility of the student and/or their household. New Chromebooks have a 1 year warranty which covers manufacturer defects and wear. It does not cover damage from accidents or abuse.

Answer each question below with as much detail as possible so that you will not be held responsible for any apparent damage to your Chromebook when you receive it.

Student's First and Last Name: _____

Advisor/Homeroom Teacher: _____

Year of Graduation: _____

Chromebook Make/Model: _____

Serial Number (On silver label): _____

Condition of Chromebook: (Observe the current condition of your Chromebook and place a checkmark beside each item that needs repair, or print and attach a photo)

- ☐ Keyboard _____ (list missing keys here or photograph the keyboard)
☐ Screen ☐ Touchpad Other _____ (Explain damage)

If damage to Chromebook is determined to be caused by abuse or intent, payment for repairs will be the responsibility of the student or their household.

Parts Pricing:

- Screen \$~~5075~~
- Keyboard Assembly \$~~3050~~ (note that individual keys will NOT be replaced)
- Charger/Adapter \$~~2520~~
- Replacement Chromebook \$250 (subject to change based upon continued research)

Student's Signature

Date

Parent's Signature

Date

MEMORANDUM

Date: May 25, 2023

To: Dr. Lori Collins and the School Board - Auburn Village School

From: Linda T. Reinelt, 21st Century STEAM and Computer Teacher

Re: First Lego League - Donate EV3 Robots

I'm sending you this email seeking your approval to donate the EV3 robots and mission playing fields to First of Manchester, NH. They have a FRC (Federation of Red Cross) Team that collects robots and other pieces of technology, and sends them to underserved communities in Africa and other locations.

The NHDOE Robotics Grant has allowed me to purchase fourteen (14) new Lego Education SPIKE robotics kits. They will be used with my fifth and sixth grade 21st Century STEAM classes. I will no longer need the EV3s for my program.

Below please find a table that outlines our cost when the EV3s and playing fields were purchased new versus purchasing them used.

| Item | New | Used <i>(prices on ebay.com)</i> |
|--------------------------|----------------------------------|---|
| | | |
| 15 LEGO EV3 Kits | \$5250.00 <i>(\$350 each)</i> | \$3750.00 <i>(\$250 each)</i> |
| 4 Mission Playing Fields | \$1650.00 <i>(\$412.50 each)</i> | \$ 555.52 <i>(\$138.88 each)</i> |
| | | |
| Total of Donation | \$6,900.00 | \$4,305.52 |

Please feel free to contact me should you have any questions or concerns about this request.

Thank you for your time and consideration of my request.

7/5/2023

IT Recycling List

- 71 Chromebooks End of Life/Broken (Replaced with new model chromebooks per cycle)
- 50 access points End of Life (Recently replaced with new access points)
- Projector mounting kits (Older kits that do not fit our current or future projectors)
- 10 obsolete and/or broken windows laptops

| | | | |
|-------------------------------|---------------------------------------|---|----------------|
| | | | VIII.A. |
| Housekeeping' Policies | | | |
| | | Board Review Date | 8/8/2023 |
| CURRENT CODE | POLICY TITLE/CATEGORY | Change 'Assistant Superintendent' to 'Director of Curriculum, Instruction and Assessment' | |
| AC | Non-Discrimination.... | | |
| BBBH | Rec. of Organization and Operation... | | |
| GBAA | Sexual Harassment-Employee | | |
| GBEAB | Code of Conduct Reporting | | |
| GBJA / GBJA-R | Health Insurance Portability... | | |
| IJOA-R | Request for Field Trip | | |
| JBAA | Sexual Harassment-Student | | |
| JICI-R | Modification of a Weapon Expulsion | | |

**AUBURN SCHOOL DISTRICT
NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-
DISCRIMINATION POLICY**

Education is a protected civil right in New Hampshire. As such, it is the policy of the School Board that there will be no discrimination on the basis of age, sex, gender, gender identity, race, creed, color, religion, familial status, marital status, sexual orientation, national or ethnic origin, economic status, or disability, or any other classes protected under RSA 354-A, for employment in, participation in, admission/access to, or operation and administration of any educational program or activity in the School District.

The District will not discriminate against any student or employee who is a victim of domestic violence, harassment, sexual assault, or stalking.

The Superintendent or his/her designee will receive all inquiries, complaints, and other communications relative to this policy and the applicable laws and regulations concerned with non-discrimination.

This policy of non-discrimination is applicable to all persons employed or served by the District. Any complaints or alleged infractions of the policy, law or applicable regulations will be processed through the grievance procedure. This policy implements PL 94-142, Section 504 of The Rehabilitation Act of 1973, Title II of The American with Disabilities Act, Title VI or VII of The Civil Rights Act of 1964, Title IX of The Education Amendments of 1972, and the laws of New Hampshire pertaining to non-discrimination.

The Superintendent shall develop and provide to the Board for approval, a coordinated written District Anti-Discrimination Plan (the "Plan") to include guidelines, protocols and procedures intended to prevent, assess the presence of, intervene in, and respond to incidents of discrimination.

Complaint and Reporting Procedures

Any person who believes that he or she has been discriminated against, harassed, or bullied in violation of this policy by any student, employee, or other person under the supervision and control of the school system, or any third person who knows or suspects conduct that may constitute discrimination, harassment, or bullying, should contact the District Human Rights Officer, or otherwise as provided in the policies referenced below under this same heading.

Any employee who has witnessed, or who has reliable information that another person may have been subjected to discrimination, harassment, or bullying in violation of this policy has a duty to report such conduct to his/her immediate supervisor, the District Human Rights Officer, or as provided in one of the policies or administrative procedures referenced below under this same heading. Additionally, employees who observe an incident of harassment or bullying are expected to intervene to stop the conduct in situations in which they have supervisory control over the perpetrator and it is safe to do so. If an employee knows of an incident involving discrimination, harassment, or bullying and the employee fails to report the conduct or take proper action or knowingly provides false information in regard to the incident, the employee will be subject to disciplinary action up to, and including, dismissal.

Investigations and resolution of any complaints shall be according to the policies listed below and related administrative procedures or regulations. Complaints or reports regarding matters not covered in one or the other of those policies should be made to the District Human Rights Officer.

1. Reports or complaints of sexual harassment or sexual violence by employees or third party contractors should be made under Board policy GBAA;
2. Reports or complaints of sexual harassment or sexual violence by students should be made under Board policy JBAA;

3. Reports or complaints of discrimination on the basis of disability should be made under Board policy ACE, except for complaints regarding facilities accessibility by disabled non-students or employees, which should be made under Board policy KED; and
4. Reports or complaints of bullying or other harassment of pupils should be made under Board policy JICK.

Alternative Complaint Procedures and Legal Remedies

At any time, whether or not an individual files a complaint or report under this Policy, an individual may file a complaint with the Office for Civil Rights ("OCR"), of the United States Department of Education, or with the New Hampshire Commissioner for Human Rights.

1. Office for Civil Rights, U.S. Department of Education, 5 Post Office Square, 8th Floor, Boston, MA 02109-3921; Telephone number: (617) 289-0111; Fax number: (617) 289-0150; Email: OCR.Boston@ed.gov
Note: Complaints to OCR must be filed in writing no later than 180 days after the alleged act(s) of discrimination. OCR may waive its 180 day time limit based on OCR policies and procedures.

2. New Hampshire Commission for Human Rights, 2 Industrial Park Drive, Concord, NH 03301; Telephone number: (603) 271-2767; Email: humanrights@nh.gov

Notwithstanding any other remedy, any person may contact the police or pursue a criminal prosecution under state or federal criminal law.

Retaliation Prohibited

No reprisals or retaliation of any kind will be taken by the Board or by any District employee against the complainant or other individual on account of his or her filing a complaint or report or participating in an investigation of a complaint or report filed and decided pursuant to this policy, unless that person knew the complaint or report was false or knowingly provided false information.

The Superintendent shall ensure that District and or building personnel are assigned to the positions listed below:

Human Rights Officer –Human Resources Director
(90 Farmer Road, Hooksett, NH 03106 622-3731 x18)

Title IX Coordinator – ~~Assistant Superintendent~~ **Director of Curriculum, Instruction and Assessment**

(90 Farmer Road, Hooksett, NH 622-3731 x12)

504 Coordinator –Assistant Principal

(Auburn Village School 11 Eaton Hill Road, Auburn, NH 483-2769 x 1001)

Legal References:

RSA 354-A:6 Opportunity for Employment without Discrimination a Civil Right

RSA 354-A:7 Unlawful Discriminatory Practices, The Age Discrimination in Employment Act of 1967, Title VII of The Americans with Disabilities Act of 1990, Title VII of The Civil Rights Act of 1964 (15 or more employees), RSA 186:11, XXXIII, Discrimination, RSA 275:71, Prohibited Conduct by Employer, ED 306

Adopted: November 8, 1989

Revised: September 10, 1992, June 8, 1999, March 16, 2001, March 13, 2007, December 11, 2018, December 10, 2019, July 28, 2020

Reviewed: June 8, 2021, May 10, 2022, May 4, 2023

**AUBURN SCHOOL DISTRICT
RECOGNITION OF ORGANIZATION AND OPERATION OF THE
SCHOOL ADMINISTRATIVE UNIT (SAU) SCHOOL BOARD**

A. **SAU School Districts:** The School Districts of Auburn, Candia, and Hooksett shall constitute SAU #15.

B. **SAU Board:** The combined school boards of the School Districts.

C. **Voting Rights:**

RSA 189:45 Representation. Every School District maintaining one or more public schools shall be entitled to three votes on the joint board of School Administrative Units, plus additional votes as provided in RSA 189:46. Districts not maintaining schools shall have one representative on said joint board who shall be entitled to one vote. Each School District board member present shall be entitled to have a proportionate share of the School District's votes provided that the total votes per district shall be equally divided among said district's board members present and cast as each member present decides on any issue.

RSA 189:46 Weighted Voting. In all votes regarding School Administrative Unit affairs, including organizing of such unit school board and selection of officers, each district shall be entitled to one additional vote for each 16 pupils residing in that district and enrolled in schools under the administrative unit. A balance of eight or more students shall entitle that district to one additional vote. Less than eight students would have no net effect on a district's vote. Enrollments shall be based in the average daily membership, as determined by the Department of Education's General Fall Report (currently Form A12A).

A weighted vote can be called if requested by "a majority of the members of any board present and voting in the School Administrative Unit."

D. **Powers and Duties:** The SAU Board is empowered to:

1. Elect, when necessary, a Superintendent.
2. Act upon the Superintendent's nominations for SAU professional staff.
3. Fix the salaries of all SAU personnel.
4. Adopt a budget for the expenses of the SAU.
5. Adopt policies affecting the SAU.

E. **Vacancy on the Board:** Any vacancy on the SAU Board shall be filled in accordance with the statute governing the Board of the School District of the resigned member.

- F. **Election of SAU Professional Staff:** When a vacancy occurs in the SAU professional staff, the Superintendent shall establish a screening committee, and serve as its Chairperson (except if the Superintendent's position is being vacated).
- G. **Employment of Office Personnel:** All other SAU personnel shall be recommended for employment by their immediate supervisor and approved by the Superintendent of Schools.
- H. **Meetings:**

1. **Annual:** The SAU Board shall meet annually between April 1 and June 1 each year, at a time and place fixed by the Chairperson. The Board shall organize by electing the following officers:
 - a. Chairperson
 - b. Vice-Chair
 - c. Treasurer
 - d. Secretary

The Board shall elect the professional staff members for the next fiscal year and fix the salaries of all SAU personnel.

2. **Semi-Annual:** The SAU Board shall hold a meeting between October 15 and December 15 each year for the purpose of preparing a recommended budget for the next fiscal year for the expenses of the SAU.
3. **Budget Hearing – Public:** There shall be held within the SAU, at a time and place specified by the SAU Board Chairperson, a public hearing upon the recommended budget. The SAU Board shall adopt a budget, following the public hearing, for the next fiscal year.
4. **Special Meetings:** The SAU Board may hold special meetings at the call of the Chairperson or at the request of any one of the member school boards.
5. **Notification of Meetings and Procedure:**
 - a. Except in emergencies, written notice of each meeting is expected from the Superintendent's Office well in advance of the appointed time and legally post in accordance with RSA 91-A:2.
 - b. The public budget hearing shall be held in an appropriate facility centrally located.
 - c. An agenda shall be prepared by the Superintendent of Schools for each board member prior to the meeting. Items will not be included for action of the SAU Board at a meeting unless submitted to the Superintendent of Schools four days prior to the day of the meeting.
 - d. The SAU Board may go into executive session by a majority vote of the members, in accordance with RSA 91-A:3.

- e. A caucus of reasonable duration may be called by any one of the member school boards. The SAU Board will recess while individual Boards are holding a caucus.
- *I. **Annual Audit:** The SAU Board shall authorize an audit of the SAU accounts every other year.
- J. **Non-Discriminatory Policy:** The SAU Board does not discriminate on the basis of race, religion, color, sex, age, marital status, disability, sexual orientation, or national origin in the educational programs or activities which it operates and that are required by Titles VI and IX.
- K. **Administrative Authority:** The Superintendent of Schools is the chief executive officer of the School Districts and, in his/her absence, ~~an Assistant Superintendent~~ **the Director of Curriculum, Instruction and Assessment** will act as deputy chief administrative officer with the same power and responsibilities as vested in the Superintendent.

See also AA School District Legal Status

*To be decided by full SAU Board. Not required by law.

**AUBURN SCHOOL DISTRICT
SEXUAL HARASSMENT AND SEXUAL VIOLENCE-EMPLOYEES**

SEXUAL DISCRIMINATION, HARASSMENT AND VIOLENCE

I. PURPOSE

The purpose of this policy is to maintain a working environment that is free from sexual discrimination, harassment and violence, or other improper or inappropriate behavior that may constitute harassment as defined below.

Sexual discrimination, harassment, and violence are against the law and school board policy. Any form of sexual discrimination, harassment or violence is strictly prohibited.

It is a violation of this policy for any employee to harass a student, employee or person within the District through conduct or communication of a sexual nature as defined by this policy. It is a violation of this policy for any employee to be sexually violent toward another employee, or person within the District.

The District will investigate all formal complaints of sexual harassment, discrimination, or sexual violence in accordance with the grievance procedures in this policy, and will discipline any employee who sexually discriminates, harasses or is sexually violent toward another person within the District. For all complaints the District will offer supportive measures to both complainants and respondents

II. TITLE IX COORDINATOR

The District's Title IX Coordinator is: The District's Title IX Coordinator is: **Assistant Superintendent the Director of Curriculum, Instruction and Assessment**, 90 Farmer Rd., Hooksett, NH 03106, mpolak@sau15.net, mlargy@sau15.net 603-322-3731 x 4012.

The Title IX Coordinator is responsible for coordinating the District's efforts to comply with Title IX, including coordinating the effective implementation of supportive measures and effective implementation of remedies.

The Title IX Coordinator's responsibilities include establishing a process to notify applicants for employment and admission, employees, and all unions of the Title IX Coordinator's name or title, office address, e-mail address and telephone number.

The District shall post the Title IX Coordinator's title or name, office address, e-mail address and telephone number in conspicuous places throughout school buildings, on the District's website, and in each handbook.

III. SEXUAL DISCRIMINATION, HARASSMENT/SEXUAL VIOLENCE DEFINED

Sexual discrimination is discrimination based on sex in the District's education programs or activities and extends to employment and admissions.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature that satisfies one or more of the following:

1. An employee of the District conditions the provision of an aid benefit, or service on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
3. Sexual assault as defined in 20 U.S.C. §1092(f)(6)(A)(v) dating violence as defined in 34 U.S.C. §12291(a)(10), domestic violence as defined in 34 U.S.C. §12291(a)(8) or stalking as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may include, but is not limited to:

1. Verbal harassment and/or abuse of a sexual nature;
2. Subtle pressure for sexual activity;
3. Inappropriate patting, pinching or other touching;
4. Intentional brushing against a person's body;
5. Demanding sexual favors accompanied by implied or overt threats;
6. Demanding sexual favors accompanied by implied or overt promises of preferential treatment;
7. Any sexually motivated unwelcome touching; or
8. Sexual violence that is a physical act of aggression that includes a sexual act or sexual purpose.

Throughout this policy reference to sexual harassment includes sexual discrimination and violence.

IV. REPORTING PROCEDURES

Any employee who believes he or she has been the victim of sexual harassment should report the alleged act(s) immediately to their immediate supervisor. That employee shall then report the allegation immediately to an appropriate District official, as designated by this policy. The District encourages the reporting employee to use the report form available from the Principal of each building or available from the Superintendent's office.

1. In each building, the Principal is the person responsible for receiving oral or written reports of sexual harassment. Upon receipt of a report, the Principal must notify the Title IX Coordinator immediately without screening or investigating the report. If the report was given verbally, the Principal shall reduce it to written form within twenty-four (24) hours and forward it to the Title IX Coordinator. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action. If the complaint involves the building Principal or designee the complaint shall be filed directly with the Title IX Coordinator.
2. The designated person to receive any report or complaint of sexual harassment and sexual violence is the Title IX Coordinator. If the complaint involves the Title IX Coordinator, the complaint shall be filed directly with the Superintendent.
3. Any person may also report sexual harassment in person, by mail, telephone or e-mail to the Title IX Coordinator at any time including non-business hours.
4. Submission of a complaint or report of sexual harassment will not affect the employee's standing in school, future employment, or work assignments.

V. DISTRICT'S RESPONSE TO ALL COMPLAINTS OF SEXUAL HARASSMENT

The District will respond promptly and in a manner that is reasonable in light of the known circumstances when it has actual knowledge of sexual harassment in its education programs or activities. Actual knowledge means notice to any employee of the District. Education programs or activities are locations, events, or circumstances over which the District exercised substantial control over both the alleged perpetrator of sexual harassment (the respondent) and the context in which the sexual harassment occurs.

The District will treat complainants and respondents equitably by offering supportive measures and following the grievance process before the imposition of any disciplinary sanctions or other non-supportive measures against the respondent. The District may place an employee on administrative leave during the pendency of the grievance process.

The District may remove a respondent from its education programs or activities on an emergency basis based upon an individualized safety and risk analysis that determines that the respondent poses an immediate threat to the physical health or safety of any employee or other individual arising from the allegations of sexual harassment. The District shall provide the respondent with notice and an opportunity to challenge the decision immediately upon removal.

The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

These provisions do not modify rights under the IDEA, Section 504, or the ADA.

The District's response shall not restrict rights protected by the United States Constitution including the First, Fifth, and Fourteenth Amendments.

VI. SUPPORTIVE MEASURES

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed which are designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, shadowing, mutual restrictions on contact between parties, changes in work or school locations, leaves of absence, increased security and monitoring of certain areas of the school, and other similar measures.

The District will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the District to provide the supportive measures.

VII. FORMAL COMPLAINTS

A formal complaint is a document filed by a person who is alleged to be the victim of conduct that could constitute sexual harassment (the complainant) or signed by the Title IX Coordinator and requesting that the District investigate the allegation of sexual harassment. The formal complaint may be filed with the Title IX Coordinator in person, by mail, or e-mail and must contain the

complainant's physical or digital signature or otherwise indicate that the complainant is the person filing the formal complaint.

Parents or legal guardians may file complaints on behalf of their children.

The complainant's wishes with respect to investigating a complaint should be respected unless the Title IX Coordinator determines that the Title IX Coordinator's signing a formal complaint over the complainant's wishes is not clearly unreasonable in light of the known circumstances.

The Title IX Coordinator may in his/her discretion consolidate formal complaints where the allegations arise out of the same facts.

In response to a formal complaint, the District will follow the grievance procedures in this policy.

VIII. GRIEVANCE PROCEDURE FOR FORMAL COMPLAINTS

A. Notice of Allegations

The Title IX Coordinator upon receipt of a formal complaint shall provide written notice to the complainant and respondent of the following:

1. The allegations including the date and location of the alleged incident, if known;
2. A statement that the respondent is presumed not responsible for the alleged conduct and a determination of responsibility will be made at the conclusion of the grievance process;
3. The complainant and respondent may have an advisor of their choice who may but is not required to be an attorney and may inspect and review evidence during the investigation;
4. Provisions in the District's code of conduct that prohibit knowingly making false statements or knowingly submitting false information;
5. A copy of this Title IX policy.

B. Grievance Procedure Requirements

1. Both the complainant and respondent shall have an equal opportunity to submit and review evidence throughout the investigation;
2. The District will use trained Title IX personnel to objectively evaluate all relevant evidence without prejudgment of the facts at issue and free from conflicts of interest or bias for or against either party.
3. The District will protect the parties' privacy by requiring a party's written consent before using the party's medical, psychological or similar treatment records during a grievance process.
4. The District will obtain the parties' voluntary written consent before using any kind of informal resolution process, such as mediation or restorative justice, and not use an informal process where an employee allegedly sexually harassed a student.
5. The District will apply a presumption that the respondent is not responsible during the grievance process so that the District bears the burden of proof and the standard of

evidence is applied correctly.

6. The District will use the preponderance of the evidence standard for formal complaints against students and employees.
7. The District will ensure the decision-maker for determining responsibility is not the same person as the investigator or the Title IX Coordinator.
8. The District will permit the parties to submit written questions for the other parties and witnesses to answer before determining responsibility.
9. The District will protect all complainants from inappropriately being asked about prior sexual history.
10. The District will not restrict the parties' ability to discuss the allegations under investigation or to gather and produce relevant evidence.
11. The District will send both parties a written determination regarding responsibility explaining how and why the decision-maker reached conclusions.
12. The District will effectively implement remedies for a complainant if a respondent is found responsible for sexual harassment.
13. The District will offer both parties an equal opportunity to appeal.
14. The District will protect all individuals, including complainants, respondents, and witnesses, from retaliation for reporting sexual harassment, or participating or refusing to participate in any Title IX grievance process.
15. The District will make all materials used to train Title IX personnel publicly available on the District's website.
16. The District will document and keep records of all sexual harassment complaints, investigations, and training for seven (7) years.

IX. INVESTIGATION

The Title IX Coordinator (or the Superintendent, if the Title IX Coordinator is the subject of the complaint), upon receipt of a formal complaint alleging sexual harassment shall immediately authorize an investigation. This investigation may be conducted by District officials or by a third party designated by the District. The investigating party shall provide a written report of the status of the investigation within ten (10) working days to the Title IX Coordinator. If the Title IX Coordinator is the subject of the complaint, the report shall be submitted to the Superintendent.

In determining whether alleged conduct constitutes sexual harassment, the District should consider the surrounding circumstances, the nature of the sexual advances, relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment or sexual violence requires a determination based on all the facts and surrounding circumstances.

The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

If during the investigation, the District decides to investigate allegations not in the formal complaint, the Title IX Coordinator shall provide written notice to the parties of the additional allegations.

The District shall provide to a party whose participation is invited or expected written notice of the date, time, location, participants and purposes of all investigative interviews, other meetings, or hearings with sufficient time for the party to prepare to participate.

Prior to the conclusion of the investigation, the investigator shall provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations in the formal complaint including evidence that the investigator does not intend to rely upon. Each party shall have an opportunity to respond to the evidence.

Prior to the completion of the investigation report, the investigator must send to each party and the party's advisor, if any, either in electronic format or hard copy the evidence subject to inspection and review. The parties shall have at least ten (10) days to submit a written response.

The investigator shall create an investigation report fairly summarizing the relevant evidence. The investigator shall send each party and the party's advisor, if any, a copy of the investigation report either in electronic format or hard copy. The parties have ten (10) days to review the investigation report and file a written response.

X. DETERMINING RESPONSIBILITY

A decision-maker who is not the Title IX Coordinator or investigator must issue a written determination regarding responsibility based on a preponderance of evidence.

Before reaching a determination, the decision-maker must provide each party the opportunity to submit written, relevant questions of any party or witness provide both parties with the answers, and allow for additional, limited follow-up questions. If the decision-maker determines a question is not relevant, the decision-maker must provide a written explanation to the party proposing the question.

XI. WRITTEN DETERMINATION OF RESPONSIBILITY

The decision-maker's written determination must include:

1. An identification of the allegations potentially constituting sexual harassment;
2. A description of the procedural steps taken by the District from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather other evidence;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the District's code of conduct to the facts;
5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the District imposes on the respondent, and whether remedies designed to restore or preserve equal access to the District's education program or activity will be provided by the District to the complainant; and
6. The District's procedures and permissible bases for the complainant and respondent to appeal.

The District must provide the written determination to the parties simultaneously.

The responsibility determination becomes final either on the date that the District provides the parties with the written determination of the result of the appeal, if an appeal is filed; or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

XII. DISMISSAL OF FORMAL COMPLAINT

A. Mandatory Dismissal

If the allegations in the formal complaint are not sexual harassment even if proved; or did not occur in the District's education program or activity; or did not occur against a person in the United States, the District will dismiss the formal complaint.

B. Permissive Dismissal

The District may dismiss the formal complaint, or any allegations, if at any time during the investigation a complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint, or any allegations therein; or the respondent is no longer enrolled or employed by the District; or specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

The District shall promptly send to the parties simultaneously written notice of the dismissal and reasons.

XIII. APPEALS

Within ten (10) days of the receipt of the written determination, the complainant and respondent may appeal to the Superintendent the dismissal of a formal complaint or any allegations; or the determination of responsibility for the following reasons:

1. Procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
3. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

The Superintendent shall notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties.

In the appeal, both parties shall have a reasonable, equal opportunity to submit a written statement in support of, or challenging the outcome. The Superintendent shall issue a written decision describing the result of the appeal, the rationale for the result, and provide the written decision simultaneously to both parties within ten (10) days of receiving all information submitted by the parties.

XIV. REPRISAL/RETALIATION

No person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this part. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not

involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, constitutes retaliation.

The District will keep confidential the identity of any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA, or as required by law, or to carry out Title IX, including the conduct of any investigation, hearing of judicial proceeding arising thereunder.

Complaints alleging retaliation may be filed according to the grievance procedures for sex discrimination.

The exercise of rights protected under the First Amendment does not constitute retaliation.

XV. ALLEGED CONDUCT NOT PROHIBITED UNDER TITLE IX

Allegations of conduct that are not prohibited by Title IX may be investigated under the District's other policies and rules of conduct.

XVI. SEXUAL HARASSMENT OR SEXUAL VIOLENCE AS CHILD ABUSE OR SEXUAL ABUSE

Under certain circumstances, sexual harassment or sexual violence may constitute child abuse or sexual abuse under New Hampshire law. In such situations, the District shall comply with said laws including any reporting obligations.

XVII. DISCIPLINE

The School District will take such disciplinary action it deems necessary and appropriate, including warning, suspension or immediate discharge to end sexual harassment and sexual violence and prevent its recurrence.

XVIII. ALTERNATIVE COMPLAINT PROCEDURES, LEGAL REMEDIES, AND INQUIRIES ABOUT TITLE IX

At any times, whether or not an individual files a complaint or report under this policy, an individual may file a complaint with the Office for Civil Rights ("OCR"), of the United States Department of Education, or with the New Hampshire Commission for Human Rights.

1. Office for Civil Rights, U.S. Department of Education, 5 Post Office Square, 8th Floor, Boston, MA 02019-3921; Telephone number (617) 289-0111; Fax number (617) 289-0150; E-mail OCR.Boston@ed.gov.
2. New Hampshire Commission for Human Rights, 2 Industrial Park Drive, Concord, NH 03301; Telephone number (603) 271-2767; E-mail humanrights@nh.gov.

Notwithstanding any other remedy, any person may contact the police or pursue a criminal prosecution under state or federal criminal law.

Inquiries about the application of Title IX may be referred to the Title IX Coordinator, the Assistant

Secretary of the United States Department of Education, or both.

XIX. RECORD KEEPING

The District must maintain all records relating to a sexual harassment complaint, investigation, and training for seven (7) years.

Legal Reference:

Title IX

NH Code of Administrative Rules, Section Ed. 303.01(j), Substantive Duties of School Boards; Sexual Harassment Policy

NH Code of Administrative Rules, Section 306.04(a)(9), Sexual Harassment

Adopted: January 12, 1985

Adopted: June 13, 2000

Revised: June 8, 2021

**AUBURN SCHOOL DISTRICT
MANDATORY CODE OF CONDUCT REPORTING**

A. General.

The Code of Conduct for New Hampshire Educators, sections 510.01- 510.05 of the N.H. Dept. of Education Administrative Rules (the "NH Code of Conduct") imposes various reporting requirements upon each "Credential Holder" as that term is defined by N.H. Dept. of Ed. Administrative Rule 501.02 (h). The reporting requirements include, among others:

1. reporting any "suspected violation of the code of conduct" (see NH Code of Conduct at Ed 510.05 (a)); and
2. self-reporting within five (5) days any arrest for violations of crimes enumerated in RSA 189:13-a, V ("Section V Offenses") (see NH Code of Conduct, at Ed 510.01 (b)(2)).

By way of District Policy GBEB, the Board has adopted the provisions of the NH Code of Conduct as employment rules and standards applicable to all employees and consultant/independent contractor, irrespective of whether or not such persons are Credential Holders. Consequently, each District employee designated volunteer, or contracted service provider (collectively referred to in this policy as a "Covered Individual"), is required to report certain acts, incidents and misconduct as provided in this policy.

Reports under this Policy are in addition to other reports as may be mandated by law or other policies (e.g., abuse or neglect of children, required by RSA 169-C:29 and Policy KFA; acts of "theft, destruction, or violence" as defined under RSA 193-D:4, I (a), incidents of "bullying" per Board Policy JICK, and hazing under RSA 671:7).

B. Reports by Covered Individuals of Suspected Misconduct or Violations.

1. Any Covered Individual having reason to suspect that any other district or SAU employee, designated volunteer, or third party consultant/contractor has violated any provision of the NH Code of Conduct, and or District Policy GBEB, whether on or off duty, shall report the same to such Covered Individual's building principal, or to the Superintendent.

If the person who is the subject of the alleged misconduct/violation is the Superintendent, then the Covered Individual shall report the suspected violation to the ~~Assistant Superintendent~~ **the Director of Curriculum, Instruction and Assessment**, Business Administrator, or Human Resources Director, who is hereby granted authority to consult with the District's attorney on the matter.

Additionally, if the Covered Individual is also a Credential Holder, he/she shall report the Superintendent's suspected violation/misconduct directly to the N.H. Department of Education. Likewise, if a Credential Holder has made a report to the Principal and/or the Superintendent, and believes that the District's reporting procedures as expressed in this Policy have not been followed, the Credential Holder shall so notify the New Hampshire Department of Education directly.

2. Any initial report made relative to A.1 or A.2 above, may be made orally in the first instance, but must be supplemented with a written report as soon as practicable after the initial report, but in no

event longer than two business days. Upon request of the Covered Individual, the recipient of the report shall provide a copy of said report to the Covered Individual with a signed "received" annotation, such that the Covered Individual may document his/her State mandated obligation to report.

C. Self-Reporting of Certain Crimes.

Self-reports of the Section V Offenses as described in A.2 above, shall be made in the same manner as reports under B, above. Because the list of Section V Offences is subject to change by the N.H. Legislature, employees, etc. who are arrested for any reason should promptly review the then statute, which may be found online at:

<http://www.gencourt.state.nh.us/rsa/html/XV/189/189-13-a.htm>

D. Provisions Applicable to Principals.

Upon receiving a report of suspected violation of GBEB, or the NH Code of Conduct, or otherwise has knowledge of a violation, the Principal or any other administrator shall immediately report the same to the Superintendent. If the Superintendent is the subject of report, then the Principal's report shall be made in the same manner as described in B.2, above.

E. Superintendent's Report to the Department Regarding Credential Holders.

The Superintendent shall report misconduct by Credential Holders to the N.H. Department of Education in accordance with section 510.05 (c) of the NH Code of Conduct.

F. Procedures.

The Superintendent may establish such administrative procedures, forms, etc. as he/she may deem necessary or appropriate to implement this policy.

G. Dissemination.

The content or a copy of this policy shall be included in the handbook, and/or otherwise provided annually to every covered individual.

Legal References:

N.H. Dept. of Education Administrative Rule – Ed 510.01- 510.05, Code of Conduct for NH Educators

Adopted: December 10, 2019

AUBURN SCHOOL DISTRICT
HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

The Auburn School Board directs the Superintendent or designee to take steps to ensure compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA), which grants individuals the right to receive notice of the uses and disclosures of their protected health information that may be made by the district, and sets forth the individual's rights and the Auburn School District's legal obligations with respect to protected health information.

Confidentiality of Individually Identifiable Health Information

The Auburn School District and its employees will not use or disclose (to parties not employed by the district) an individual's protected health information for any purpose without the properly documented consent or authorization of the individual or his/her authorized representative unless required or authorized to do so under state or federal law or this policy, unless an emergency exists or the information has been sufficiently de-identified that the recipient of the information would be unable to link the information to a specific individual.

Prior to releasing any protected health information for the purposes set forth above, the Auburn School District representative disclosing the information shall verify the identity and authority of the individual to whom disclosure is made. This verification may include the examination of official documents, badges, driver's licenses, workplace identity cards, credentials or other relevant forms of identification or verification.

All employees of the Auburn School District are expected to comply with the administration of this policy. Any violation of the HIPAA privacy or security standards or this policy shall constitute grounds for disciplinary action, up to and including termination of employment.

Any employee of the Auburn School District who believes that there has been a breach of the integrity or confidentiality of any person's protected health information shall immediately report such breach to his/her immediate supervisor or **Assistant Superintendent the Director of Curriculum, Instruction and Assessment**. Any employee involved in retaliatory behavior or reprisals against another individual for reporting an infraction of this policy is subject to disciplinary action up to and including termination of employment.

If the **Assistant Superintendent the Director of Curriculum, Instruction and Assessment** determines that there has been a breach of this privacy policy or of the procedures of the Auburn School District, he/she shall make a determination of the potentially harmful effects of the unauthorized use or disclosure and decide upon a course of action to minimize the harm. Any individual responsible for the unauthorized use or disclosure is referred to the Superintendent or designee for appropriate disciplinary measures.

Notice

The Auburn School District shall distribute a Notice of Privacy Practices within one month of the initial adoption of this policy, and thereafter to all employees at the time of their enrollment in their health plan and within 60 days of any material revision. The notice shall also be posted in a clear and prominent location in each building in the Auburn School District and be printed in staff

handbooks. The Auburn School District will also notify individuals covered by the health plan of the availability of and how to obtain the notice at least once every three years.

Training

All employees shall receive training regarding the Auburn School District's privacy policies and procedures as necessary and appropriate to carry out their job duties. Training shall also be provided when there is a material change in the district's privacy practices or procedures.

Documentation

Documentation shall be required in support of the policies and procedures of the Auburn School District and all other parts of the HIPAA privacy regulations that directly require documentation, including, but not limited to, all authorizations and revocations of authorizations, complaints and disposition of complaints. All documentation shall be kept in written or electronic form for a period of six years.

Legal Reference:

Public Law 104-191, Health Insurance Portability and Accountability Act of 1996

Adopted: May 24, 2005

**AUBURN SCHOOL DISTRICT
HEALTH INSURANCE PORTABILITY AND ACCOUNT ABILITY ACT (HIPAA)**

NOTICE OF PRIVACY PRACTICES

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. Please review it carefully.

If you have any questions about this notice, please contact the **Assistant Superintendent the Director of Curriculum, Instruction and Assessment** at SAU #15 at (603) 622-3731.

Who Will Follow the Requirements of This Notice

This notice describes the Auburn School District's practices and those of its employee. The Auburn School District employees may share medical information with each other for the purposes of treatment, payment or other operations of the district as described in this notice.

Privacy of Health Information

We understand that medical information about you and your health is personal. This notice tells you about the ways in which we may use and disclose medical information about you. We also describe your rights and certain obligations that we have regarding the use and disclosure of medical information. We are required by law to:

1. Assure the medical information that identifies you is kept private;
2. Give you this notice of our legal duties and privacy practices with respect to medical information about you; and
3. Follow the terms of the notice that is currently in effect.

Use and Disclosure of Medical Information

The following describes the different ways that we may use and disclose medical information. Generally, private health information may be released without your authorization for the purposes of treatment, payment, or other health care operations of the Auburn School District. Medical information may also be released for the following purposes:

1. As required by law;
2. Public health services;
3. In connection with the investigation of abuse, neglect, or domestic violence;
4. Health oversight agencies in connection with health oversight activities;
5. Judicial and administrative proceedings;
6. Law enforcement;
7. Coroners, medical examiners, and funeral directors;
8. Research if a waiver of authorization has been obtained;
9. Prevent serious and imminent harm to the health or safety of a person or the public;
10. Specialized governmental functions;
11. Military and veteran activities;
12. National security and intelligence; or
13. Worker's compensation if necessary to comply with the laws relating to workers compensation and other similar programs.

You have the following rights regarding medical information that we maintain about you:

Right to Inspect and Copy

You have the right to inspect and copy medical information that may be used to make decisions about you, including medical and billing records. To inspect and copy medical information about you, you must submit your request in writing to the ~~Assistant Superintendent~~ **the Director of Curriculum, Instruction and Assessment**. If you request a copy of this information, we may charge a fee for the costs of copying, mailing, or other supplies associated with your request. We may deny your request to inspect and copy in certain, limited circumstances. If you are denied access to medical information, you may request that the denial be reviewed.

Right to Amend

If you feel that the medical information we have about you is incorrect or incomplete, you may ask us to amend the information. You have the right to request an amendment for as long as the information is kept by or for the Auburn School District. To request an amendment, your request must be made in writing and submitted to the ~~Assistant Superintendent~~ **the Director of Curriculum, Instruction and Assessment**. In addition, you must provide a reason that supports your request. We may deny your request if the information:

1. Is not in writing or properly supported by a reason;
2. Is not part of the medical record kept by the district; or
3. Is not accurate and complete.

Right to Accounting of Disclosures

You have the right to request an "accounting of disclosures." This is a list of the disclosures we have made of medical information about you. To request this list, you must submit your request in writing to the ~~Assistant Superintendent~~ **the Director of Curriculum, Instruction and Assessment**. Your request must state a time period that may not be longer than six years and may not include dates before April 14, 2003. Your request must also indicate in what form you want the list (for example on paper or electronically). The first list you request within a 12-month period is free. For additional lists, we may charge you for the cost of providing the list. We will notify you of the cost involved and you may choose to withdraw or modify your request before any cost is incurred.

Right to Request Restrictions

You have the right to request a restriction or limitation on the medical information that we use or disclose about you for treatment, payment, or health care operations. You also have the right to request a limit on the medical information that we disclose about you to someone who is involved in your care or the payment for your care. However, we are not required to agree to your request. If we do agree, we will comply with your request unless the information is needed to provide you with emergency treatment. To request restrictions, you must make a written request to the ~~Assistant Superintendent~~ **the Director of Curriculum, Instruction and Assessment** telling us what information you want to limit; whether you want to limit our use, disclosure or both; and to whom you want the limits to apply, for example disclosures to your spouse.

Right to Request Confidential Communications

You have the right to request that we communicate with you about medical matters in a certain way or at a certain location, for example by mail or only at work. To request confidential communications, you must make your request in writing to the **Assistant Superintendent the Director of Curriculum, Instruction and Assessment** and specify how or where you wish to be contacted. We will not ask you the reason for your request and will accommodate all reasonable requests.

Right to a Paper Copy of this Notice

You have the right to a paper copy of this notice. You may ask us to give you a copy of this notice at any time. Even if you have agreed to receive this notice electronically, you are still entitled to a paper copy. You may obtain a copy of this notice by contacting the **Assistant Superintendent the Director of Curriculum, Instruction and Assessment**.

Changes to this Notice

We reserve the right to make changes to this notice and to make the revision or change applicable to medical information we already have about you. We will post a copy of the current notice in each building in the Auburn School District.

Complaints

If you believe your privacy rights have been violated, you may file a complaint with the Auburn School District. To file a complaint, please contact SAU #15, 90 Farmer Road, Hooksett, NH 03106, (603) 622-3731.

All complaints must be submitted in writing. You may also contact the Office for Civil Rights, U.S. Department of Health and Human Services, 200 Independence Avenue, S. W., Room 509F, HHH Building, Washington, D.C., 20201-0004, (800) 368-1019.

Other Uses of Medical Information

Other uses and disclosures of medical information not covered by this notice will be made only with your written permission. If you provide us with permission to use or disclose medical information about you, you may revoke that permission in writing at any time. If you revoke your permission, we will no longer use or disclose medical information about you for the reason covered by your written authorization. However, we will not be able to take back any disclosures that we already made during any period in which your permission was in effect.

Adopted: May 24, 2005

REQUEST FOR EDUCATIONAL FIELD TRIP

At least **four** weeks before the proposed day of any field trip the teacher shall supply the following information to the principal in duplicate.

Grade _____ School _____ Date _____

Trip _____

Date of Trip _____ Estimated Miles _____

Departure Time _____ Return by _____

Number of Pupils _____ Adults _____

Teacher _____

Number of Buses _____

Number of Chaperones _____

Cost to Student: _____

Educational Objectives:

Approved: _____ Date: _____

Principal

Approved: _____ Date: _____

Director of Curriculum, Instruction and Assessment

☐ Does Require School Board Approval* Date: _____

☐ Does Not Require School Board Approval

*See Policy IJOA * - "Any overnight or out-of-state field trips.."*

Adopted: June 9, 2009

**AUBURN SCHOOL DISTRICT
SEXUAL HARASSMENT AND SEXUAL VIOLENCE-STUDENTS**

SEXUAL DISCRIMINATION, HARASSMENT AND VIOLENCE

I. PURPOSE

The purpose of this policy is to maintain a learning environment that is free from sexual discrimination, harassment and violence, or other improper or inappropriate behavior that may constitute harassment as defined below.

Sexual discrimination, harassment, and violence are against the law and school board policy. Any form of sexual discrimination, harassment or violence is strictly prohibited.

It is a violation of this policy for any student to harass another student, employee or person within the District through conduct or communication of a sexual nature as defined by this policy. It is a violation of this policy for any student to be sexually violent toward another student, employee, or person within the District.

The District will investigate all formal complaints of sexual harassment, discrimination, or sexual violence in accordance with the grievance procedures in this policy, and will discipline any student who sexually discriminates, harasses or is sexually violent toward another person within the District. For all complaints the District will offer supportive measures to both complainants and respondents

II. TITLE IX COORDINATOR

The District's Title IX Coordinator is: The District's Title IX Coordinator is: **Assistant Superintendent the Director of Curriculum, Instruction and Assessment**, 90 Farmer Rd., Hooksett, NH 03106, mpolak@sau15.net, mlargy@sau15.net 603-322-3731 x12.

The Title IX Coordinator is responsible for coordinating the District's efforts to comply with Title IX, including coordinating the effective implementation of supportive measures and effective implementation of remedies.

The Title IX Coordinator's responsibilities include establishing a process to notify applicants for employment and admission, students, parents or legal guardians, employees, and all unions of the Title IX Coordinator's name or title, office address, e-mail address and telephone number.

The District shall post the Title IX Coordinator's title or name, office address, e-mail address and telephone number in conspicuous places throughout school buildings, on the District's website, and in each handbook.

III. SEXUAL DISCRIMINATION, HARASSMENT/SEXUAL VIOLENCE DEFINED

Sexual discrimination is discrimination based on sex in the District's education programs or activities and extends to employment and admissions.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature that satisfies one or more of the following:

1. An employee of the District conditions the provision of an aid benefit, or service on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
3. Sexual assault as defined in 20 U.S.C. §1092(f)(6)(A)(v) dating violence as defined in 34 U.S.C. §12291(a)(10), domestic violence as defined in 34 U.S.C. §12291(a)(8) or stalking as defined in 34 U.S.C. §12291(a)(30).

Sexual harassment may include, but is not limited to:

1. Verbal harassment and/or abuse of a sexual nature;
2. Subtle pressure for sexual activity;
3. Inappropriate patting, pinching or other touching;
4. Intentional brushing against a person's body;
5. Demanding sexual favors accompanied by implied or overt threats;
6. Demanding sexual favors accompanied by implied or overt promises of preferential treatment;
7. Any sexually motivated unwelcome touching; or
8. Sexual violence that is a physical act of aggression that includes a sexual act or sexual purpose.

Throughout this policy reference to sexual harassment includes sexual discrimination and violence.

IV. REPORTING PROCEDURES

Any student who believes he or she has been the victim of sexual harassment should report the alleged act(s) immediately to a school district employee. That employee shall then report the allegation immediately to an appropriate District official, as designated by this policy. The District encourages the reporting student to use the report form available from the Principal of each building or available from the Superintendent's office.

1. In each building, the Principal is the person responsible for receiving oral or written reports of sexual harassment. Upon receipt of a report, the Principal must notify the Title IX Coordinator immediately without screening or investigating the report. If the report was given verbally, the Principal shall reduce it to written form within twenty-four (24) hours and forward it to the Title IX Coordinator. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action. If the complaint involves the building Principal or designee the complaint shall be filed directly with the Title IX Coordinator.
2. The designated person to receive any report or complaint of sexual harassment and sexual violence is the Title IX Coordinator. If the complaint involves the Title IX Coordinator, the complaint shall be filed directly with the Superintendent.
3. Any person may also report sexual harassment in person, by mail, telephone or e-mail to the Title IX Coordinator at any time including non-business hours.
4. Submission of a complaint or report of sexual harassment will not affect the student's standing in school, grades, assignments, or right to attend school and receive and education. The use of formal reporting forms provided by the District is voluntary.

Certain students, especially younger children, may not be able to submit a written complaint. In such cases, the District will make available alternate methods of filing complaints.

V. DISTRICT'S RESPONSE TO ALL COMPLAINTS OF SEXUAL HARASSMENT

The District will respond promptly and in a manner that is reasonable in light of the known circumstances when it has actual knowledge of sexual harassment in its education programs or activities. Actual knowledge means notice to any employee of the District. Education programs or activities are locations, events, or circumstances over which the District exercised substantial control over both the alleged perpetrator of sexual harassment (the respondent) and the context in which the sexual harassment occurs.

The District will treat complainants and respondents equitably by offering supportive measures and following the grievance process before the imposition of any disciplinary sanctions or other non-supportive measures against the respondent. The District may place an employee on administrative leave during the pendency of the grievance process.

The District may remove a respondent from its education programs or activities on an emergency basis based upon an individualized safety and risk analysis that determines that the respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment. The District shall provide the respondent with notice and an opportunity to challenge the decision immediately upon removal.

When the complainant and/or respondent are minor students, notices shall be provided to the student's parent or legal guardian.

The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

These provisions do not modify rights under the IDEA, Section 504, or the ADA.

The District's response shall not restrict rights protected by the United States Constitution including the First, Fifth, and Fourteenth Amendments.

VI. SUPPORTIVE MEASURES

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed which are designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, shadowing, mutual restrictions on contact between parties, changes in work or school locations, leaves of absence, increased security and monitoring of certain areas of the school, and other similar measures.

The District will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the District to provide the supportive measures.

VII. FORMAL COMPLAINTS

A formal complaint is a document filed by a person who is alleged to be the victim of conduct that could constitute sexual harassment (the complainant) or signed by the Title IX Coordinator and requesting that the District investigate the allegation of sexual harassment. The formal complaint may be filed with the Title IX Coordinator in person, by mail, or e-mail and must contain the complainant's physical or digital signature or otherwise indicate that the complainant is the person filing the formal complaint.

Parents or legal guardians may file complaints on behalf of their children.

The complainant's wishes with respect to investigating a complaint should be respected unless the Title IX Coordinator determines that the Title IX Coordinator's signing a formal complaint over the complainant's wishes is not clearly unreasonable in light of the known circumstances.

The Title IX Coordinator may in his/her discretion consolidate formal complaints where the allegations arise out of the same facts.

In response to a formal complaint, the District will follow the grievance procedures in this policy.

VIII. GRIEVANCE PROCEDURE FOR FORMAL COMPLAINTS

A. Notice of Allegations

The Title IX Coordinator upon receipt of a formal complaint shall provide written notice to the complainant and respondent of the following:

1. The allegations including the date and location of the alleged incident, if known;
2. A statement that the respondent is presumed not responsible for the alleged conduct and a determination of responsibility will be made at the conclusion of the grievance process;
3. The complainant and respondent may have an advisor of their choice who may but is not required to be an attorney and may inspect and review evidence during the investigation;
4. Provisions in the District's code of conduct that prohibit knowingly making false statements or knowingly submitting false information;
5. A copy of this Title IX policy.

B. Grievance Procedure Requirements

1. Both the complainant and respondent shall have an equal opportunity to submit and review evidence throughout the investigation;
2. The District will use trained Title IX personnel to objectively evaluate all relevant evidence without prejudgment of the facts at issue and free from conflicts of interest or bias for or against either party.
3. The District will protect the parties' privacy by requiring a party's written consent before using the party's medical, psychological or similar treatment records during a grievance process.

4. The District will obtain the parties' voluntary written consent before using any kind of informal resolution process, such as mediation or restorative justice, and not use an informal process where an employee allegedly sexually harassed a student.
5. The District will apply a presumption that the respondent is not responsible during the grievance process so that the District bears the burden of proof and the standard of evidence is applied correctly.
6. The District will use the preponderance of the evidence standard for formal complaints against students and employees.
7. The District will ensure the decision-maker for determining responsibility is not the same person as the investigator or the Title IX Coordinator.
8. The District will permit the parties to submit written questions for the other parties and witnesses to answer before determining responsibility.
9. The District will protect all complainants from inappropriately being asked about prior sexual history.
10. The District will not restrict the parties' ability to discuss the allegations under investigation or to gather and produce relevant evidence.
11. The District will send both parties a written determination regarding responsibility explaining how and why the decision-maker reached conclusions.
12. The District will effectively implement remedies for a complainant if a respondent is found responsible for sexual harassment.
13. The District will offer both parties an equal opportunity to appeal.
14. The District will protect all individuals, including complainants, respondents, and witnesses, from retaliation for reporting sexual harassment, or participating or refusing to participate in any Title IX grievance process.
15. The District will make all materials used to train Title IX personnel publicly available on the District's website.
16. The District will document and keep records of all sexual harassment complaints, investigations, and training for seven (7) years.

IX. INVESTIGATION

The Title IX Coordinator (or the Superintendent, if the Title IX Coordinator is the subject of the complaint), upon receipt of a formal complaint alleging sexual harassment shall immediately authorize an investigation. This investigation may be conducted by District officials or by a third party designated by the District. The investigating party shall provide a written report of the status of the investigation within ten (10) working days to the Title IX Coordinator. If the Title IX Coordinator is the subject of the complaint, the report shall be submitted to the Superintendent.

In determining whether alleged conduct constitutes sexual harassment, the District should consider the surrounding circumstances, the nature of the sexual advances, relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment or sexual violence requires a

determination based on all the facts and surrounding circumstances.

The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator. Students who are interviewed may have a parent present during the interview.

If during the investigation, the District decides to investigate allegations not in the formal complaint, the Title IX Coordinator shall provide written notice to the parties of the additional allegations.

The District shall provide to a party whose participation is invited or expected written notice of the date, time, location, participants and purposes of all investigative interviews, other meetings, or hearings with sufficient time for the party to prepare to participate.

Prior to the conclusion of the investigation, the investigator shall provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations in the formal complaint including evidence that the investigator does not intend to rely upon. Each party shall have an opportunity to respond to the evidence.

Prior to the completion of the investigation report, the investigator must send to each party and the party's advisor, if any, either in electronic format or hard copy the evidence subject to inspection and review. The parties shall have at least ten (10) days to submit a written response.

The investigator shall create an investigation report fairly summarizing the relevant evidence. The investigator shall send each party and the party's advisor, if any, a copy of the investigation report either in electronic format or hard copy. The parties have ten (10) days to review the investigation report and file a written response.

X. DETERMINING RESPONSIBILITY

A decision-maker who is not the Title IX Coordinator or investigator must issue a written determination regarding responsibility based on a preponderance of evidence.

Before reaching a determination, the decision-maker must provide each party the opportunity to submit written, relevant questions of any party or witness provide both parties with the answers, and allow for additional, limited follow-up questions. If the decision-maker determines a question is not relevant, the decision-maker must provide a written explanation to the party proposing the question.

XI. WRITTEN DETERMINATION OF RESPONSIBILITY

The decision-maker's written determination must include:

1. An identification of the allegations potentially constituting sexual harassment;
2. A description of the procedural steps taken by the District from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather other evidence;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the District's code of conduct to the facts;

5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the District imposes on the respondent, and whether remedies designed to restore or preserve equal access to the District's education program or activity will be provided by the District to the complainant; and
6. The District's procedures and permissible bases for the complainant and respondent to appeal.

The District must provide the written determination to the parties simultaneously.

The responsibility determination becomes final either on the date that the District provides the parties with the written determination of the result of the appeal, if an appeal is filed; or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

XII. DISMISSAL OF FORMAL COMPLAINT

A. Mandatory Dismissal

If the allegations in the formal complaint are not sexual harassment even if proved; or did not occur in the District's education program or activity; or did not occur against a person in the United States, the District will dismiss the formal complaint.

B. Permissive Dismissal

The District may dismiss the formal complaint, or any allegations, if at any time during the investigation a complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint, or any allegations therein; or the respondent is no longer enrolled or employed by the District; or specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

The District shall promptly send to the parties simultaneously written notice of the dismissal and reasons.

XIII. APPEALS

Within ten (10) days of the receipt of the written determination, the complainant and respondent may appeal to the Superintendent the dismissal of a formal complaint or any allegations; or the determination of responsibility for the following reasons:

1. Procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
3. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

The Superintendent shall notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties.

In the appeal, both parties shall have a reasonable, equal opportunity to submit a written statement in support of, or challenging the outcome. The Superintendent shall issue a written decision describing the result of the appeal, the rationale for the result, and provide the written decision simultaneously to both parties within ten (10) days of receiving all information submitted

by the parties.

XIV. REPRISAL/RETALIATION

No person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this part. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, constitutes retaliation.

The District will keep confidential the identity of any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA, or as required by law, or to carry out Title IX, including the conduct of any investigation, hearing of judicial proceeding arising thereunder.

Complaints alleging retaliation may be filed according to the grievance procedures for sex discrimination.

The exercise of rights protected under the First Amendment does not constitute retaliation.

XV. ALLEGED CONDUCT NOT PROHIBITED UNDER TITLE IX

Allegations of conduct that are not prohibited by Title IX may be investigated under the District's other policies and rules of conduct.

XVI. SEXUAL HARASSMENT OR SEXUAL VIOLENCE AS CHILD ABUSE OR SEXUAL ABUSE

Under certain circumstances, sexual harassment or sexual violence may constitute child abuse or sexual abuse under New Hampshire law. In such situations, the District shall comply with said laws including any reporting obligations.

XVII. DISCIPLINE

The School District will take such disciplinary action it deems necessary and appropriate, including warning, suspension or immediate discharge to end sexual harassment and sexual violence and prevent its recurrence.

XVIII. ALTERNATIVE COMPLAINT PROCEDURES, LEGAL REMEDIES, AND INQUIRIES ABOUT TITLE IX

At any times, whether or not an individual files a complaint or report under this policy, an individual may file a complaint with the Office for Civil Rights ("OCR"), of the United States Department of Education, or with the New Hampshire Commission for Human Rights.

1. Office for Civil Rights, U.S. Department of Education, 5 Post Office Square, 8th Floor, Boston, MA 02019-3921; Telephone number (617) 289-0111; Fax number (617) 289-0150; E-mail OCR.Boston@ed.gov.
2. New Hampshire Commission for Human Rights, 2 Industrial Park Drive, Concord, NH 03301; Telephone number (603) 271-2767; E-mail humanrights@nh.gov.

Notwithstanding any other remedy, any person may contact the police or pursue a criminal prosecution under state or federal criminal law.

Inquiries about the application of Title IX may be referred to the Title IX Coordinator, the Assistant Secretary of the United States Department of Education, or both.

XIX. AGE-APPROPRIATE SEXUAL HARASSMENT POLICY

Ed 303.01(j) requires the school board to establish a policy on sexual harassment, written in age appropriate language and published and available in written form to all students. This policy is intended to apply to middle-school and high-school aged students.

The Superintendent and Building Principal(s) are charged with establishing policies, rules, protocols and other necessary age-appropriate information or materials for the District's elementary schools.

XX. RECORD KEEPING

The District must maintain all records relating to a sexual harassment complaint, investigation, and training for seven (7) years.

Legal Reference:

Title IX

NH Code of Administrative Rules, Section Ed. 303.01(j), Substantive Duties of School Boards; Sexual Harassment Policy

NH Code of Administrative Rules, Section 306.04(a)(8), Student Harassment

NH Code of Administrative Rules, Section 306.04(a)(9), Sexual Harassment

Adopted: January 12, 1985

Adopted: November 14, 2000

Revised: June 8, 2021

**AUBURN SCHOOL DISTRICT
MODIFICATION OF A WEAPONS EXPULSION**

Pursuant to RSA 193:13, IV, the Superintendent may, upon written application of an expelled pupil, recommend modification to the expulsion. Prior to the School Board's consenting to such a modification, the pupil shall be required to submit to the Superintendent sufficient evidence in the form of letters, work history or other documents or testimony demonstrating that it is in the school's best interest and the pupil's best interest to allow a modification. In making such a decision, due regard will be given to other pupils and staff whose safety and well-being shall be of paramount importance.

See policy JICI

**APPENDIX A
ADMINISTRATIVE PROCEDURE TO ACCOMPANY POLICY JICI-R**

An expelled pupil has the right to request a review of the expulsion prior to the start of each school year.

A request for review should be directed, by the pupil, to the Superintendent of Schools and should be received by the Superintendent on or before July 1. The request shall set forth each and all reasons why the pupil's right to attend school should be reinstated. Of particular importance would necessarily be such information as might convince school authorities that the conduct which led to the expulsion would not be repeated.

The Superintendent of Schools or ~~Assistant Superintendent~~ **the Director of Curriculum, Instruction and Assessment** and the Principal or an Assistant Principal at the applicable school shall direct written recommendation to the Board with a copy to the pupil.

The expulsion may be continued: the pupil may be reinstated without conditions; or the pupil may be required to meet certain conditions prior to reinstatement. A code of conduct and consequences may be established for a reinstated pupil that are more strict than for the general student population.

**APPENDIX B
ADMINISTRATIVE PROCEDURE TO ACCOMPANY POLICY JICI-R**

The mandatory 12-month expulsion from school for bringing or possessing a firearm in a safe school zone may be modified on a case-by-case basis in the sole discretion of the Superintendent of Schools in the following situations:

1. The Superintendent determines that possession of the firearm was inadvertent in that another person had left the firearm in the pupil's vehicle; and the pupil had not noticed that s/he was bringing the firearm within the safe school zone; or
2. The Superintendent determines that the pupil intended to use the firearm for sport immediately before or after school and had no intention to display the firearm to other students.

3. The pupil is in the fifth grade or lower grade and the Superintendent determines that the pupil did not properly understand the dangers of firearms when the firearm was brought to school.

4. The Superintendent determines that the firearm was not loaded; and that no ammunition was reasonably available; and that the pupil had no intention to display the firearm to other students.

Adopted: October 11, 2011
Reviewed: December 8, 2015

VIII.B.

| Policy Committee - Auburn | | | |
|---------------------------|---|-------------------------|--|
| | | 2nd Board Reading Date: | 6/13/2023 8/8/23 |
| | | 1st Board Reading Date: | 5/9/2023 |
| | | Committee Meeting Date: | 4/18/2023 |
| CURRENT CODE | POLICY TITLE/CATEGORY | NHSBA STATUS | Board Changes at 5/9/23 Meeting |
| GBCD | Background Investigation and Criminal Records Check | Required Policy | No changes made by Board |
| IHBG | Home Education | Recommended | No changes made by Board |
| IHBG-R | Home Education/Dual Enrollment | | Eliminate. |
| BEDH | Public Participation at Board Meetings | Recommended | Added language regarding individual comment time |
| EBCA | Emergency Response Plan | Recommended | No changes made by Board |
| BCB | Board Member Conflict of Interest | | Language changes made by Board |

AUBURN SCHOOL DISTRICT
BACKGROUND INVESTIGATION AND CRIMINAL RECORDS CHECK

Background Investigation

The Superintendent, or his/her designee, will conduct a thorough investigation into the past employment history, criminal history records, and other appropriate background of any applicant as defined in this policy. This investigation shall be completed prior to making a final offer of employment, approving the contract with an individual contracting directly with the District, or approving the assignment of an employee of a contractor, a student teacher, or designated volunteer to work within the District.

The Superintendent shall develop a background investigation protocol for use in completing a background investigation and shall keep a written record of all background investigations which have been done. For the purposes of this policy the term "applicant" shall include an applicant for employment by the District, an individual with whom the District may contract to provide services directly to students, any person identified by a contractor with the District whom the contractor proposes to assign to provide services directly to students, student teachers who are proposed to be placed in a District school, and designated volunteers. All applicants will be subject to a criminal records history check meeting the minimum requirements of law, however, the Superintendent's protocol may specify additional background check steps for specific groups of employees, such as verifying the educational achievements and employment history of an applicant for a teaching position. The Superintendent's protocol shall include a list of felonies and misdemeanors, in addition to those specified in RSA 189:13-a, V, convictions of which shall be disqualifying. The protocol shall require that an analysis be conducted of any pending charges or convictions for crimes not on the statutory list of disqualifying offenses to determine whether the applicant should be disqualified. The protocol shall take into consideration the time which has passed since the conviction, the facts and circumstances of the charge or conviction, evidence of successful rehabilitation and an extended period of lawful behavior. For charges pending disposition for offenses not on the statutory list of disqualifying offenses, which the applicant discloses or which come to light during the background check, the Superintendent shall consider all reliable information in assessing the applicant's suitability. The Superintendent shall assess whether, in light of the totality of the circumstances, the pending charges or convictions raise reasonable cause to doubt the applicant's suitability for the position.

As part of the application process, each applicant shall be asked whether he/she has ever been convicted of any crime **that has not been annulled** and whether there are any criminal charges pending against him/her at the time of application. The applicant will also be directed to report any criminal charges brought against him or her after the application is submitted and until either hired or notified that he or she will not be hired. The falsification or omission of any information on a job application, during the pendency of the application, or in a job interview, including, but not limited to, information concerning criminal convictions **that have not been annulled** or pending criminal charges, may be grounds for disqualification from consideration for employment or immediate discharge from employment.

Any applicant for employment for whom the Board requires a criminal history records check or their employer in the case of an employee of a contractor shall pay all fees and costs associated with the fingerprinting process and/or the submission or processing of the requests for the criminal history records check, unless otherwise determined by the Board. Fees or costs associated with a background check of a volunteer should be borne by the district.

Criminal History Records Check

Each applicant must submit to a background check and a criminal history records check with the State of New Hampshire, including FBI national records **as required by RSA 189:13-a and RSA 189:13-b**. Refusal to provide the required criminal history records release form and any other required releases to authorize a background check will result in immediate disqualification and no further consideration for the position.

Volunteers

Designated Volunteers are subject to a background investigation/criminal records check and the provisions of this policy. "Designated Volunteers" are defined and so designated pursuant to Policy IJOC. Volunteers not categorized as "Designated Volunteers" per Policy IJOC will not be subject to a background investigation or criminal records check.

Bus Driver and Monitors

Bus drivers and bus monitors employed by contractors shall have their criminal history records checks processed by the New Hampshire Department of Education as require by RSA 189:13-a and RSA 189:13-b

Substitute Teachers in SAU

Substitute teachers working in other districts in SAU 15 who have undergone a criminal history records check within the last three years under RSA 189:123-a shall not be required to undergo an additional criminal history records check unless required by the Superintendent.

Conditional Offer of Employment

Persons who have been selected for employment may be given a conditional offer of employment, with the final offer subject to the successful completion of the background check, the State and FBI criminal history records check, and a determination that there are no disqualifying pending charges or convictions.

No applicant selected for employment shall be extended a conditional offer of employment until the Superintendent, or his/her designee, has initiated the formal State and FBI criminal history records check process and a background investigation.

Any person who is offered conditional employment, by way of individual contract or other type of letter of employment, will have clearly stated in such contract or letter of employment that his/her employment or approval to work within the District as a contractor or employee of a contractor is entirely conditioned upon the results of a criminal history records check and background check being satisfactory to the District.

Final Offer of Employment

A person who has been extended a conditional offer of employment or conditional approval to work within the District as a contractor or employee of a contractor may be extended a final offer of employment or final approval upon the completion of a criminal history records check and a background check which is satisfactory to the Superintendent.

No person with a conditional offer of employment shall be extended a final offer of employment if such person has charges pending or has been convicted of any crime listed in RSA 189:13-a, V; or where such person has been convicted of the same conduct in another state, territory, or possession of the United States; or where such person has been convicted of the same conduct in a foreign country.

In addition to the felonies listed as disqualifying in pertinent and applicable law, a person may be denied a final offer of employment if he/she has charges pending or has been convicted of any crime, either a misdemeanor or felony, provided the basis for disqualifying the candidate is job related for the position in question and is consistent with business necessity. Such determination will be made by the Superintendent in accordance with the established protocol and on a case-by-case basis. If the Superintendent chooses to nominate an applicant who has a history of conviction of a crime or with pending charges for a position that must be approved by the School Board, the School Board shall be informed that a criminal history exists, or that charges are pending.

The Superintendent, or designee, will transmit each applicant's Criminal Record Release Authorization Form and, where inked cards are used, the applicant's fingerprint cards to the State Police. The State Police will then conduct the criminal history records check and will provide the Superintendent with the applicant's criminal history record or confirmation that the individual does not have a record of being charged with or convicted of a crime. In accordance with RSA 189:13-a, III ~~only~~, the Superintendent **or designee (Assistant Superintendent, Human Resources Director, or Business Administrator) shall review the criminal history record form the State Police and shall destroy the document as required by RSA 189:13-a, III-a.** ~~will review the criminal history record received from the State Police and shall destroy that document as required by law.~~

When the District receives a notification of an employee, contractor, contractor's employee, or volunteer being charged with or convicted of a disqualifying offense under RSA 189:13-a, the Superintendent's protocol, or other crime which is evidence of the individual's unsuitability to continue in their role, the Superintendent shall take immediate appropriate action to remove the individual from contact with students. The Superintendent will then take appropriate employment or other action, consistent with law and any applicable employment agreement or contract to address the individual's ongoing relationship with the District. **If the applicant's criminal history indicates that the applicant has been charged pending disposition for or has been convicted of a crime listed in RSA 189:13-a, V, the Superintendent shall notify the New Hampshire Department of Education.**

Additionally, a person may be denied a final offer of employment if the Superintendent becomes aware of other conduct which he/she determines would render the person unsuitable to perform the responsibilities of the position involved. Such determinations shall be made on a case-by-case basis.

Additional Criminal Records Checks

The Board may require a criminal history records check of any employee, an individual with whom the District has contracted to provide services directly to students, any person identified by a contractor with the District who has been assigned to provide services directly to students, student teachers who are placed in a District school, and designated volunteers at any time.

Child Sexual Abuse Prevention Education and Training

Any person required to have a criminal background check under this policy shall be provided informational materials, training, or other education, either online or in person, concerning child abuse, or reporting mandates. The training must be completed within thirty days of employment or commencement of services to the district and renewed every two years.

Revised: January 1998

Adopted: November 10, 1998

Revised: January 13, 2009, December 13, 2016, January 10, 2017, January 9, 2018

Legal References:

RSA 189:13-a, School Employee and Volunteer Background Investigations, RSA 189:13-b, School Bus Driver and Transportation Monitor Criminal History Records Check

**AUBURN SCHOOL DISTRICT
HOME EDUCATION INSTRUCTION**

~~Parents who are residents of the district wishing to home educate their child(ren) shall conform to all applicable laws and rules of the State Board of Education regarding home education. Students with home education programs may participate in curricular activities at school subject to availability.~~

Parents who are residents of the district wishing to home educate their child(ren) shall conform to all applicable laws and rules of the State Board of Education regarding home education. Students with home education programs may participate in curricular activities at school subject to availability.

Home Education is an alternative to compulsory attendance at a public or private school and is an individualized form of instruction in accordance with New Hampshire RSA 193-A and Department of Education Rule Part 315 (Ed 315). Parents or guardians may establish a home education program for any child, including one who is an "educationally disabled child" as defined under RSA 186-C:2, I, whether or not such child is previously enrolled in a school of the District. When and how parents/guardians determine to commence a home education program, and other choices the parents/guardians make, determine whether and the extent to which the District will have responsibilities relative to the home educated child(ren).

This policy is intended to help District personnel and home education families within the District understand those responsibilities based upon the family's choices. Nothing in this policy, however, should be understood to infringe upon the parent's/guardian's right under the applicable statutes or Department of Education rules.

A. Parent/Guardian Selection of a Participating Agency.

- 1. Selection of a Participating Agency.** One of the most significant decisions the parents/guardians make relative to a home education program is the selection of a "participating agency" for home education program notification and support. This decision will also largely govern the District's obligations during the home education program.

The parent/guardian decides which participating agency to select, from the following:

- a. The Commissioner of the Department of Education;**
- b. The resident district Superintendent ("District"); or**
- c. The head of a nonpublic school.**

The selected participating agency shall work with the parents/guardians upon request to meet the essential requirements of a home education program as set out in RSA 193-A:4, I.

- 2. Changing Participating Agency.** At any time, the parents/guardians may select a different, valid, participating agency. To do so, the parents/guardians

must provide notice to the new participating agency in the same manner as outlined in Section B.2, below.

3. District Obligations Relative to Selection of Participating Agency. If the selected participating agency is the resident district Superintendent, the District shall provide evaluation services as discussed in Section C, below. If the resident district Superintendent is *not* selected as the participating agency, the District may, but is not obligated to, provide evaluation services. However, the District shall, "work with parents *upon request* to meet the requirements of [RSA 193-A:4]. (See RSA 193-A:4, II, emphasis added.)

B. Notices for Commencement of Home Education Program.

1. Notice For Students Withdrawing from District. State school attendance laws apply to each student unless and until a parent/guardian commences a home education program. Similarly, the District's attendance policies apply to all students enrolled in schools of the District.

Accordingly, when a parent/guardian of a child who is enrolled in a school of the District wishes to begin a home education program for the child, Ed Rule 315.05 (b) requires that on or before the date home education program begins, the parent/guardian must advise the Superintendent of the child's withdrawal from the District. The notice of withdrawal may be made in person, via telephone, email or other writing, at the parent/guardian's election.

2. Written Notice of Program Required. In addition to the less formal notice required for a child being withdrawn from the District, RSA 193-A and Ed 315 both require that the parent/guardian provide written notice of the commencement of a home education program to the selected participating agency. *The District only receives this notice if the parents/guardians are selecting the Superintendent as the participating agency.*

The only information required in this written notice of commencement is listed in RSA 193-A:5, II: the names, addresses, and birth dates of all children who are participating in the home education program. The parents/guardians shall also provide contact information and update the notification information as necessary. If selected by the parents/guardians as the participating agency, the Superintendent of the resident district shall acknowledge receipt of the notification of commencement of home education within 14 days of receiving such notification, along with a request for any information required by RSA 193-A:5, II that was not included in the original notice.

3. No Annual Notice Required. Once established, the home education program remains in effect unless terminated pursuant Ed 315.06. The parent/guardian is *not* required to provide annual notification of continuation of a home education program.

C. Evaluation & Assessment.

Under RSA 193-A:6, II, parents/guardians are required to provide for an annual educational evaluation for home educated children that documents "educational progress at a level commensurate with the child's age and ability." Both the statute and Ed 315.08 provide several options for parents/guardians to meet the statutory evaluation requirements, and the parents/guardians are free to select their preferred method.

1. **Evaluation with Assistance from the District.** If the District is selected as the participating agency, the District must provide evaluation services upon request of the parent/guardian. If the District is not selected as the participating agency, the District *may* aid in evaluation, but is not required to do so.

Parents/guardians seeking to utilize evaluation services through the District should contact the Superintendent's office as soon as practicable to ensure adequate time to prepare any necessary materials and accommodations.

While the parent/guardian may select any evaluation method outlined in RSA 193-A:6, II, as well as any other method agreed to by the parent/guardian and the participating agency, two methods merit further note:

- a. **State or Local Assessment Provided by the District.** If the evaluation method is a state or local assessment provided by the District, the parent/guardian must notify the Superintendent in writing as soon as practicable to provide the District adequate time to prepare and obtain the testing materials and prepare any necessary accommodations. Under this election, the District will not charge a fee for providing or administering the test. Reasonable academic proficiency is deemed demonstrated if the composite results place the child at or above the fortieth percentile.
 - b. **Portfolio Review.** If the District is the selected participating agency, the parent/guardian may request the District to perform a portfolio review, for which the District may charge a fee.
 - c. **Other "Valid Measurement Tool".** When the Superintendent is the participating agency, the parent/guardian and Superintendent may mutually agree upon any other valid measurement tool(s). A non-exclusive list of examples may be found in Ed 315.08(e).
2. **Evaluation Independent of the District.** As outlined in RSA 193-A:6, II, the parent/guardian may collaborate with the participating agency to find a mutually agreed upon method of evaluation as described in Ed 315.08(d) - (f).

D. Reports and Records.

1. **Parent/Guardian Requirements.** RSA 193-A:6, I requires the parent/guardian to maintain a portfolio of records and materials relative to the home education program. The portfolio shall consist of a log which designates by title the reading materials used, and also samples of writings, worksheets, workbooks, or creative materials used or developed by the child. Such portfolio, *which at all times remains the property of the parent*, shall be preserved by the parent for 2 years from the date of the ending of the instruction.

Parents/guardians need only provide the evaluation results/portfolio to the District to the extent necessary to demonstrate proficiency in order to participate in school programs, and co/extra-curricular activities as provided under RSA 193-A:6, III, and Ed 315.07(b). See also Board policy JJJ-R.

2. **District Requirements.**

- a. **District as Participating Agency.** On October 1 of each year, the Superintendent shall notify the Commissioner of the number of children for whom the Superintendent was selected as a participating agency since the previous year's report.

The District should maintain record of a student's enrollment and withdrawal from the school in the same manner as it would for a student transferring to another district. The District should maintain a record of its status as the participating agency for as long as it holds that status. While the parent/guardian keeps any portfolios and assessments conducted outside the District, the District should maintain record of any involvement it has in assessments as it would for any other student.

- b. District Not as Participating Agency. The District should maintain record of the student's enrollment and withdrawal from the school in the same manner as it would for a student transferring to another district.

E. Re-enrollment into School District & Notice of Termination of Home Education Program.

Parents deciding to re-enroll their children into the School District following a period of home education will make arrangements with the Principal for an evaluation to determine appropriate placement in the District's program.

Placements will be consistent with section B of Board policy JJJ governing home education and other non-enrolled district student program placements, and are subject to the same appeal process.

Parents should be attentive that when re-enrolling a student, there may be discrepancies between the home education level of achievement and the scope and sequence of the District's curriculum.

Also, in the event that a parent/guardian terminates a home education program, the parent/guardian is required under RSA 193-A:5, III to provide written notice within 15 days of the termination to *either* the N.H. Commissioner of Education, the resident district superintendent, *or* the non-public school principal.

F. Graduation/Diplomas.

The School Board will not award certificates or diplomas to home educated students. Students must enter the regular school program and complete all necessary graduation requirements of the District and the state to be eligible for a certificate or diploma.

G. Participation in School Curricular and Co/Extra-curricular Activities.

Information regarding the participation of home education students (as well as students of nonpublic or of public charter schools) in District curricular and co/extra-curricular programs is found in Board policy JJJ.

Adopted: November 14, 2000
Revised: November 10, 2009

Legal References:
*RSA 193-A, 193:1, RSA 193:1-a,
and 193:1-c
NH Admin Rules, Sec. Ed 315*

**AUBURN SCHOOL DISTRICT
HOME EDUCATION INSTRUCTION/DUAL ENROLLMENT**

The Board acknowledges the right of every parent to choose to home educate their child(ren) in compliance with RSA 193-A or to send them to a nonpublic school. Recognition of a home education program will be limited to students ages 6 to 18 years.

I. Participation in Classes/Activities

All requests by a home educated or nonpublic student for participation in an educational program or co-/extra-curricular activity shall be made in writing by the parent/guardian, in duplicate to the Principal of the appropriate school and to the Superintendent. After consulting with the Principal, who shall consult with appropriate staff, the Superintendent and/or designee shall, in writing, grant or deny the request.

A request by a home educated or nonpublic student for the following related services of physical therapy, occupational therapy, speech therapy, counseling, psychological, guidance, etc., and/or other special education services shall go through the appropriate process and procedure as defined by New Hampshire Standards for the Education of Students with Disabilities.

Resident home-educated or nonpublic students may enroll in specific classes or activities provided the following conditions are met:

A. General Participation

1. There is space available in the class/activity.
2. The admission of the student will not have an adverse affect on the class/activity.
3. There are no extra costs incurred by the district.
4. The class/activity is deemed to be developmentally and academically appropriate.
5. Prerequisite class/activity requirements are met.
6. Transportation, other than regularly scheduled school bus services, is provided by the parent/guardian.
7. No substantial administrative or staff burden is created.
8. There are no other factors impacting why the request should be granted or denied.

B. Participation in Regular Class

1. Reasonable notification of desire to participate is received by the Superintendent and school Principal in advance of the first class meeting. Requests will be processed on a first come first served basis.

2. Attendance is regular, behavior is appropriate, and the parent/guardian and student demonstrate a willingness to follow the district's/school's rules and regulations.
3. The student completes all assignments and tests as are required of other students in the class.
4. Credit/grade is granted only after the successful completion of the class.

**C. Participation in Co-Curricular Activities
(Field trips, assemblies, science fairs, etc.)**

1. Prior written permission has been given by the parent/guardian.
2. Prior written permission has been given by the Principal.
3. The student has agreed to abide by the same code of conduct as the regularly enrolled students participating in the activity.
4. The parent/guardian accepts responsibility for transportation to and from the school and/or activity.
5. Requests for participation in activities which are purely social, such as school dances, will be determined in accordance with the school's guest policies or practices.

**D. Participation in Extra-Curricular Activities
(Band, chorus, school clubs, intramural sports, etc.)**

1. The student meets the same academic, physical examination, age and eligibility requirements and standards as regularly enrolled students (documentation of such must be provided when requested by the Principal).
2. The transfer student from a home education program meets the same eligibility requirements as enrolled transfer students.
3. The student maintains the same code of behavior as required of other regularly enrolled school participants.
4. The student must follow the team's traveling procedures.
5. The student may not be enrolled in another school.

II. Use of Facilities and Equipment

Students may use school facilities and equipment on the same basis as regularly enrolled students provided the following conditions are met:

- A. The use does not disrupt regular student, staff, or special program use.
- B. The use has been approved by the Principal prior to use.

- C. The use will not create additional expense to the school district.
- D. The use is directly related to the home instruction educational program.
- E. The use does not involve removing furniture or equipment from the school premises.

III. Use of School Texts and Library Books/Materials

Students may be permitted to use school texts and library books/materials provided the following conditions are met:

- A. Sufficient copies are available.
- B. The text is appropriate to the student's age and grade.
- C. The text is signed out to the student and/or parent/guardian for a period of no longer than one year. A mandatory security deposit for replacement text is required.
- D. Library books are signed out according to the library loan policy.
- E. The student and/or parent/guardian agrees to pay the school district for all lost, damaged and/or non-returned texts and/or library books. The district may require a security deposit.

IV. Eighth Grade Diploma Eligibility

Home educated or nonpublic students are not eligible to receive a school diploma.

V. Evaluation

Students being home educated may participate in regularly scheduled, standardized testing program administered by the district or annual evaluation services provided the following conditions are met:

- A. The parent/guardian notifies the Principal as to the intention to participate at least 30 days in advance of the testing dates.
- B. The student attends the scheduled testing sessions/dates.
- C. The parent/guardian complies with state standards for home school annual evaluations.

Adopted: January 11, 1995
Adopted: November 14, 2000
Revised: November 10, 2009

**AUBURN SCHOOL DISTRICT
PUBLIC PARTICIPATION AT BOARD MEETINGS**

The School Board encourages citizens of the District to attend its sessions so that they may become better acquainted with the operation and programs of the schools and so that the Board may have an opportunity to hear the wishes and ideas of the public. All official meetings of the Board shall be open to the press and public. However, the Board reserves the right to meet and to adjourn or recess a meeting at any time to discuss such matters as are properly considered in non-public session in accordance with RSA 91-A:3.

In order to assure that persons who wish to appear before the Board may be heard and, at the same time, it may conduct its meetings properly and efficiently, the Board adopts as policy the following procedures and rules pertaining to public participation at Board meetings:

- 1. Appropriate time will be set aside for citizens to address the Board. The Board will provide a minimum of thirty minutes to hear public comment. This period may be extended by a majority vote of the Board. Additionally, the Board may include additional public comment periods for specific agenda items with a time limit for public comment specified on the pertinent agenda. If speakers do not fill the minimum 30 minute public comment period, the Board will move to table the remainder of the time until the end of the meeting. If insufficient speakers remain to fill the 30 minutes, the Board will close public comment.**
- 2. The Board reserves the right to limit individual comment time.**
3. When necessary an individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
4. Consistent with RSA 91-A:3, Policy BEDB, and the laws pertaining to student and family privacy rights, the Board will not place any matter on the public agenda that is to be properly discussed in a non-public session. Complaints regarding individual employees, personnel or students will be directed to the Superintendent in accord with Policies KE and KEB.
5. All speakers are to conduct themselves in a civil manner. Obscene, libelous, defamatory or violent statements will be considered out of order and will not be tolerated. The Board Chair may terminate the speaker's privilege of address if the speaker does not follow this rule of order.

The Board vests in its Chairperson or other presiding officer authority to terminate the remarks of any individuals when they do not adhere to the rules established above as to content or time limitation.

Persons appearing before the Board are reminded, as a point of information that members of the Board are without authority to act independently as individuals in official matters. Thus, as such, questions may not be directed to individual board members.

Legal References:

RSA 91-A:2, Meetings Open to the Public

RSA 91-A:3, Non-Public Sessions

Adopted: October 12, 1999

Revised: December 12, 2017

Reviewed: December 11, 2018

**AUBURN SCHOOL DISTRICT
EMERGENCY RESPONSE OPERATIONS PLANS**

The Superintendent and/or his/her designee shall ensure that a building Emergency **Response Operations** Plan is developed and is understood by staff, faculty, and students. The Emergency **Response Operations** Plans shall be developed in conjunction with local civic officials.

Adopted: April 11, 2000
Reviewed: December 11, 2018
Revised: February 10, 2021

**AUBURN SCHOOL DISTRICT
BOARD MEMBER CONFLICT OF INTEREST**

As elected officials, school board members owe a duty of loyalty to the general public in protecting the school district's interests. Therefore, the Board declares that a conflict of interest is a personal, pecuniary interest that is immediate, definite, and demonstrable and which is or may be in conflict with the public interest.

A board member who has a personal or private interest in a matter proposed or pending before the Board will disclose such interest to the Board, will not deliberate on the matter, will not vote on the matter, and will not attempt to influence other members of the Board regarding the matter. Additionally, Board members should refrain from engaging in conduct or actions that give the appearance of a conflict of interest, embarrass the Board, or personally embarrass another Board member.

It is not the intent of this policy to prevent the District from contracting with corporations or businesses with which a Board member is an employee. The policy is designed to prevent placing a Board member in a position where his/her interest in the public schools and his/her interest in his/her place of employment (or other indirect interest) might conflict, and to avoid appearances of conflict of interest even though such conflict may not exist.

Nepotism

The Board District may employ a teacher or other employee if that teacher or other employee is the father, mother, brother, sister, wife, husband, civil union partner, son, daughter, son-in-law, daughter-in-law, sister-in-law, or brother-in-law of the Superintendent, any member of the Board or any other person in a supervisory position. Such a relationship will not automatically disqualify a job applicant from employment with the school district.

However, the Superintendent, the Board member or person holding a supervisory position shall declare his/her relationship with the job applicant and will refrain from debating, discussing, or voting on a nomination or other issue, directly related to the applicant. The job applicant is expected to declare his/her relationship with the Board member as well.

This shall not apply to any person within such relationship or relationships who has been regularly employed by the Board District prior to the inception of the relationship, the adoption of this policy, or a Board member's election.

Adopted: October 12, 1999
Revised: November 10, 2009

Legal References:

Marsh v. Hanover, 113 NH 667 (1973)
Atherton v. Concord, 109 NH 164 (1968)

Auburn School District
General Fund
Expenditure Report - July 2023

IX.A.

| | | | | | | EXPENDITURES PLUS YTD | | AVAILABLE |
|----------------------|---------------------------------------|--|--|--|--|--------------------------|-----------------------------|------------------|
| | | | | | | EXPENDITURES | BALANCE | |
| ACCOUNT | TITLE | | | | | BUDGET | ENCUMBRANCES OUTSTANDING | YEAR TO DATE EXP |
| 11 1100 1 01 00 5108 | REG ED MATH COORDINATOR | | | | | 86,700.00 | 79,615.38 | 6,923.08 |
| 11 1100 1 01 00 5109 | REG ED RETIREMENTS | | | | | 30,000.00 | 0.00 | 30,000.00 |
| 11 1100 1 01 00 5112 | REG ED TEACHER SALARIES | | | | | 2,558,071.06 | 2,232,546.00 | 1,706.25 |
| 11 1100 1 01 00 5114 | REG ED PARAPROFESSIONAL | | | | | 111,941.70 | 0.00 | 0.00 |
| 11 1100 1 01 00 5120 | REG ED SUBSTITUTE SALARIES | | | | | 90,000.00 | 0.00 | 150.00 |
| 11 1100 1 01 00 5122 | REG ED HEALTH INSURANCE BUYOUT | | | | | 33,750.00 | 0.00 | 0.00 |
| 11 1100 1 01 00 5211 | REG ED HEALTH INSURANCE | | | | | 635,699.76 | 581,768.02 | 58,900.26 |
| 11 1100 1 01 00 5212 | REG ED DENTAL INSURANCE | | | | | 15,194.27 | 11,456.01 | -909.38 |
| 11 1100 1 01 00 5213 | REG ED LIFE INSURANCE | | | | | 3,453.58 | 3,566.88 | 0.00 |
| 11 1100 1 01 00 5214 | REG ED DISABILITY INSURANCE | | | | | 7,884.05 | 6,727.68 | 0.00 |
| 11 1100 1 01 00 5220 | REG ED FICA | | | | | 222,650.40 | 175,802.79 | 2,922.52 |
| 11 1100 1 01 00 5232 | REG ED NHRS PROFESSIONAL | | | | | 519,433.03 | 439,833.58 | 7,586.80 |
| 11 1100 1 01 00 5240 | REG ED TUITION REIMBURSEMENT | | | | | 30,000.00 | 6,177.88 | 960.00 |
| 11 1100 1 01 00 5241 | REG ED WORKSHOP REIMB PROF | | | | | 12,480.00 | 125.00 | 0.00 |
| 11 1100 1 01 00 5242 | REG ED WORKSHOP REIMB SUPPORT | | | | | 200.00 | 0.00 | 0.00 |
| 11 1100 1 01 00 5250 | REG ED UNEMPLOYMENT INSURANCE | | | | | 1,971.03 | 0.00 | 0.00 |
| 11 1100 1 01 00 5260 | REG ED WORKER'S COMPENSATION | | | | | 7,209.94 | 7,757.80 | 0.00 |
| 11 1100 1 01 00 5339 | REG ED STUDENT TEAM BUILDING | | | | | 5,800.00 | 0.00 | 0.00 |
| 11 1100 1 01 00 5430 | REG ED REPAIRS & MAINT SERVICES | | | | | 0.00 | 15,366.04 | 0.00 |
| 11 1100 1 01 00 5442 | REG ED RENTAL OF EQUIPMENT | | | | | 0.00 | 6,830.88 | 0.00 |
| 11 1100 1 01 00 5610 | REG ED SUPPLIES | | | | | 33,698.51 | 5,425.64 | 0.00 |
| 11 1100 1 01 00 5642 | REG ED ELECTRONIC INFORMATION | | | | | 0.00 | 0.00 | 0.00 |
| 11 1100 1 01 00 5643 | REG ED INFORMATION ACCESS FEES | | | | | 19,916.66 | 1,863.00 | 0.00 |
| 11 1100 1 01 00 5737 | REG ED REPLACEMENT FURNITURE & F | | | | | 16,334.15 | 14,640.00 | 0.00 |
| 11 1100 1 01 06 5610 | FOREIGN LANGUAGE SUPPLIES | | | | | 342.87 | 0.00 | 0.00 |
| 11 1100 1 01 06 5641 | FOREIGN LANGUAGE TEXTBOOKS | | | | | 131.00 | 0.00 | 0.00 |
| 11 1100 1 01 08 5610 | ART SUPPLIES | | | | | 5,538.50 | 0.00 | 0.00 |
| 11 1100 1 01 08 5739 | ART OTHER EQUIPMENT | | | | | 1,749.28 | 0.00 | 0.00 |
| 11 1100 1 01 15 5610 | LANGUAGE ARTS SUPPLIES | | | | | 3,093.67 | 1,242.38 | 0.00 |
| 11 1100 1 01 15 5641 | LANGUAGE ARTS TEXTBOOKS | | | | | 3,925.00 | 0.00 | 0.00 |
| 11 1100 1 01 15 5643 | LANGUAGE ARTS INFORMATION ACCESS FEES | | | | | 1,950.00 | 0.00 | 0.00 |
| 11 1100 1 01 15 5645 | LANGUAGE ARTS PRACTICE BOOKS | | | | | 1,063.20 | 0.00 | 0.00 |
| 11 1100 1 01 18 5610 | HEALTH SUPPLIES | | | | | 1,099.53 | 0.00 | 0.00 |
| 11 1100 1 01 20 5610 | TECH ED SUPPLIES | | | | | 1,482.50 | 1,450.50 | 0.00 |
| 11 1100 1 01 20 5643 | TECH ED INFORMATION ACCESS FEES | | | | | 308.00 | 299.00 | 0.00 |
| 11 1100 1 01 20 5810 | TECH ED DUES & FEES | | | | | 0.00 | 0.00 | 0.00 |
| 11 1100 1 01 23 5610 | MATH SUPPLIES | | | | | 2,942.51 | 1,914.57 | 0.00 |
| 11 1100 1 01 23 5641 | MATH TEXTBOOKS | | | | | 0.00 | 0.00 | 0.00 |
| 11 1100 1 01 23 5643 | MATH INFORMATION ACCESS FEES | | | | | 6,635.00 | 0.00 | 0.00 |

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| | | | | | | EXPENDITURES | | | | |
|------------|------|-------------------------------|----|----|------|--|--------------|------------------|--------------|--------------|
| | | | | | | ENCUMBRANCES | | PLUS YTD | AVAILABLE | |
| ACCOUNT | | TITLE | | | | BUDGET | OUTSTANDING | YEAR TO DATE EXP | EXPENDITURES | BALANCE |
| 11 | 1100 | 1 | 01 | 23 | 5645 | MATH PRACTICE BOOKS | 23,221.24 | 20,317.20 | 0.00 | 2,904.04 |
| 11 | 1100 | 1 | 01 | 24 | 5610 | MUSIC SUPPLIES | 1,815.75 | 1,815.75 | 0.00 | 0.00 |
| 11 | 1100 | 1 | 01 | 24 | 5739 | MUSIC OTHER EQUIPMENT | 1,469.99 | 1,469.99 | 0.00 | 0.00 |
| 11 | 1100 | 1 | 01 | 24 | 5810 | MUSIC DUES & FEES | 450.00 | 450.00 | 0.00 | 0.00 |
| 11 | 1100 | 1 | 01 | 25 | 5610 | PHYS ED SUPPLIES | 2,349.75 | 0.00 | 0.00 | 2,349.75 |
| 11 | 1100 | 1 | 01 | 27 | 5610 | READING SUPPLIES | 0.00 | 5,217.28 | 0.00 | -5,217.28 |
| 11 | 1100 | 1 | 01 | 27 | 5645 | READING PRACTICE BOOKS | 10,860.88 | 434.00 | 0.00 | 10,426.88 |
| 11 | 1100 | 1 | 01 | 27 | 5737 | READING REPLACEMENT FURNITURE & F | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1100 | 1 | 01 | 29 | 5610 | SCIENCE SUPPLIES | 6,600.00 | 1,024.39 | 0.00 | 5,575.61 |
| 11 | 1100 | 1 | 01 | 29 | 5643 | SCIENCE INFORMATION ACCESS FEES | 5,690.75 | 0.00 | 0.00 | 5,690.75 |
| 11 | 1100 | 1 | 01 | 30 | 5610 | SOCIAL STUDIES SUPPLIES | 511.93 | 0.00 | 0.00 | 511.93 |
| 11 | 1100 | 1 | 01 | 33 | 5610 | TECH INTEGRATION SUPPLIES | 389.32 | 321.11 | 0.00 | 68.21 |
| 11 | 1100 | 1 | 01 | 33 | 5643 | TECH INTEGRATION INFORMATION ACCESS FEES | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1100 | 1 | 01 | 40 | 5610 | DRAMA SUPPLIES | 2,461.00 | 0.00 | 0.00 | 2,461.00 |
| 1100 Total | | REGULAR EDUCATION | | | | 4,528,469.81 | 3,625,458.75 | 108,239.53 | 3,733,698.28 | 794,771.53 |
| 11 | 1105 | 3 | 01 | 00 | 5561 | REG ED HIGH SCHOOL TUITION OTHER LEA'S | 15,408.00 | 0.00 | 0.00 | 15,408.00 |
| 11 | 1105 | 3 | 01 | 00 | 5563 | REG ED HIGH SCHOOL TUITION PUBLIC ACADEMIES | 3,636,288.00 | 0.00 | 0.00 | 3,636,288.00 |
| 11 | 1105 | 3 | 01 | 00 | 5564 | REG ED HIGH SCHOOL TUITION TO PRIVATE SCHOOL | 0.00 | 13,950.00 | 0.00 | -13,950.00 |
| 1105 Total | | REGULAR EDUCATION HIGH SCHOOL | | | | 3,651,696.00 | 13,950.00 | 0.00 | 13,950.00 | 3,637,746.00 |
| 11 | 1200 | 1 | 01 | 00 | 5111 | SPED ADMIN/OTHER SALARIES | 98,940.00 | 88,381.93 | 7,685.38 | 2,872.69 |
| 11 | 1200 | 1 | 01 | 00 | 5112 | SPED TEACHER SALARIES | 230,232.00 | 240,287.00 | 0.00 | -10,055.00 |
| 11 | 1200 | 1 | 01 | 00 | 5114 | SPED PARAPROFESSIONAL | 330,019.31 | 0.00 | 0.00 | 330,019.31 |
| 11 | 1200 | 1 | 01 | 00 | 5115 | SPED SECRETARIAL SALARIES | 43,469.81 | 0.00 | 2,354.23 | 41,115.58 |
| 11 | 1200 | 1 | 01 | 00 | 5122 | SPED HEALTH INSURANCE BUYOUT | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1200 | 1 | 01 | 00 | 5211 | SPED HEALTH INSURANCE | 235,384.32 | 215,761.30 | 21,796.14 | -2,173.12 |
| 11 | 1200 | 1 | 01 | 00 | 5212 | SPED DENTAL INSURANCE | 3,188.63 | 2,036.87 | -175.14 | 1,326.90 |
| 11 | 1200 | 1 | 01 | 00 | 5213 | SPED LIFE INSURANCE | 858.94 | 953.16 | 0.00 | -94.22 |
| 11 | 1200 | 1 | 01 | 00 | 5214 | SPED DISABILITY INSURANCE | 1,121.99 | 1,172.76 | 0.00 | -50.77 |
| 11 | 1200 | 1 | 01 | 00 | 5220 | SPED FICA | 42,859.23 | 24,965.69 | 705.77 | 17,187.77 |
| 11 | 1200 | 1 | 01 | 00 | 5231 | SPED NHRS SUPPORT | 5,881.47 | 0.00 | 316.15 | 5,565.32 |
| 11 | 1200 | 1 | 01 | 00 | 5232 | SPED NHRS PROFESSIONAL | 45,217.56 | 64,550.57 | 1,509.40 | -20,842.41 |
| 11 | 1200 | 1 | 01 | 00 | 5240 | SPED TUITION REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1200 | 1 | 01 | 00 | 5241 | SPED WORKSHOP REIMB PROF | 3,200.00 | 0.00 | 0.00 | 3,200.00 |
| 11 | 1200 | 1 | 01 | 00 | 5250 | SPED UNEMPLOYMENT INSURANCE | 881.57 | 0.00 | 0.00 | 881.57 |
| 11 | 1200 | 1 | 01 | 00 | 5260 | SPED WORKER'S COMPENSATION | 1,633.40 | 1,757.52 | 0.00 | -124.12 |
| 11 | 1200 | 1 | 01 | 00 | 5330 | SPED OTHER PROF SVCS | 175,910.00 | 0.00 | 0.00 | 175,910.00 |
| 11 | 1200 | 1 | 01 | 00 | 5335 | SPED TUTORING | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1200 | 1 | 01 | 00 | 5336 | SPED MEDICAID SERVICE PROVIDER | 10,000.00 | 0.00 | 0.00 | 10,000.00 |
| 11 | 1200 | 1 | 01 | 00 | 5430 | SPED REPAIRS & MAINT SERVICES | 0.00 | 190.32 | 0.00 | -190.32 |

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| | | | | | ENCUMBRANCES | | | EXPENDITURES PLUS YTD | | AVAILABLE | |
|------------|------|----------------------|----|----|--------------|--|-------------|-----------------------|--------------|--------------|------------|
| ACCOUNT | | | | | TITLE | BUDGET | OUTSTANDING | YEAR TO DATE EXP | EXPENDITURES | BALANCE | |
| 11 | 1200 | 1 | 01 | 00 | 5531 | SPED TELEPHONE | 360.00 | 360.00 | 0.00 | 360.00 | 0.00 |
| 11 | 1200 | 1 | 01 | 00 | 5534 | SPED POSTAGE | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 |
| 11 | 1200 | 1 | 01 | 00 | 5564 | SPED TUITION TO PRIVATE SCHOOL | 55,000.00 | 0.00 | 0.00 | 0.00 | 55,000.00 |
| 11 | 1200 | 1 | 01 | 00 | 5580 | SPED MILEAGE REIMBURSEMENT | 4,000.00 | 0.00 | 0.00 | 0.00 | 4,000.00 |
| 11 | 1200 | 1 | 01 | 00 | 5610 | SPED SUPPLIES | 1,500.00 | 52.76 | 0.00 | 52.76 | 1,447.24 |
| 11 | 1200 | 1 | 01 | 00 | 5641 | SPED TEXTBOOKS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1200 | 1 | 01 | 00 | 5643 | SPED INFORMATION ACCESS FEES | 1,728.00 | 0.00 | 0.00 | 0.00 | 1,728.00 |
| 11 | 1200 | 1 | 01 | 00 | 5645 | SPED PRACTICE BOOKS | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 11 | 1200 | 1 | 01 | 00 | 5650 | SPED SOFTWARE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1200 | 1 | 01 | 00 | 5733 | SPED NEW FURNITURE | 1,822.65 | 0.00 | 0.00 | 0.00 | 1,822.65 |
| 11 | 1200 | 1 | 01 | 00 | 5739 | SPED OTHER EQUIPMENT | 896.00 | 0.00 | 0.00 | 0.00 | 896.00 |
| 11 | 1200 | 1 | 01 | 00 | 5810 | SPED DUES & FEES | 995.00 | 0.00 | 0.00 | 0.00 | 995.00 |
| 11 | 1200 | 2 | 01 | 00 | 5330 | SPED MIDDLE OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1200 | 2 | 01 | 00 | 5564 | SPED MIDDLE TUITION TO PRIVATE SCHOOL | 58,556.00 | 3,572.25 | 0.00 | 3,572.25 | 54,983.75 |
| 11 | 1200 | 3 | 01 | 00 | 5320 | SPED HIGH SCHOOL PROFESSIONAL EDUCATIONAL | 60,087.44 | 0.00 | 0.00 | 0.00 | 60,087.44 |
| 11 | 1200 | 3 | 01 | 00 | 5330 | SPED HIGH SCHOOL OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1200 | 3 | 01 | 00 | 5563 | SPED HIGH SCHOOL TUITION PUBLIC ACADEMIES | 933,084.00 | 0.00 | 0.00 | 0.00 | 933,084.00 |
| 11 | 1200 | 3 | 01 | 00 | 5564 | SPED HIGH SCHOOL TUITION TO PRIVATE SCHOOL | 301,475.00 | 171,811.52 | 0.00 | 171,811.52 | 129,663.48 |
| 1200 Total | | SPECIAL EDUCATION | | | | 2,650,502.32 | 815,853.65 | 34,191.93 | 850,045.58 | 1,800,456.74 | |
| 11 | 1230 | 1 | 01 | 00 | 5112 | ESY ELEMENTARY TEACHER SALARIES | 22,000.00 | 100.00 | 5,225.00 | 5,325.00 | 16,675.00 |
| 11 | 1230 | 1 | 01 | 00 | 5114 | ESY ELEMENTARY PARAPROFESSIONAL | 6,000.00 | 8,113.75 | 2,534.50 | 10,648.25 | -4,648.25 |
| 11 | 1230 | 1 | 01 | 00 | 5115 | ESY ELEMENTARY SECRETARIAL SALARIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1230 | 1 | 01 | 00 | 5220 | ESY ELEMENTARY FICA | 2,142.00 | 628.43 | 593.60 | 1,222.03 | 919.97 |
| 11 | 1230 | 1 | 01 | 00 | 5231 | ESY ELEMENTARY NHRS SUPPORT | 811.80 | 0.00 | 0.00 | 0.00 | 811.80 |
| 11 | 1230 | 1 | 01 | 00 | 5232 | ESY ELEMENTARY NHRS PROFESSIONAL | 4,329.60 | 19.84 | 790.51 | 810.35 | 3,519.25 |
| 11 | 1230 | 1 | 01 | 00 | 5330 | ESY ELEMENTARY OTHER PROF SVCS | 5,500.00 | 3,418.00 | 0.00 | 3,418.00 | 2,082.00 |
| 11 | 1230 | 1 | 01 | 00 | 5563 | ESY ELEMENTARY TUITION PUBLIC ACADEMIES | 19,600.00 | 4,380.00 | 0.00 | 4,380.00 | 15,220.00 |
| 11 | 1230 | 2 | 01 | 00 | 5330 | ESY MIDDLE OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1230 | 2 | 01 | 00 | 5563 | ESY MIDDLE TUITION PUBLIC ACADEMIES | 3,298.00 | 0.00 | 0.00 | 0.00 | 3,298.00 |
| 11 | 1230 | 3 | 01 | 00 | 5320 | ESY HIGH SCHOOL PROFESSIONAL EDUCATIONAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1230 | 3 | 01 | 00 | 5330 | ESY HIGH SCHOOL OTHER PROF SVCS | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| 11 | 1230 | 3 | 01 | 00 | 5564 | ESY HIGH SCHOOL TUITION TO PRIVATE SCHOOL | 9,500.00 | 9,119.04 | 0.00 | 9,119.04 | 380.96 |
| 1230 Total | | EXTENDED SCHOOL YEAR | | | | 75,181.40 | 25,779.06 | 9,143.61 | 34,922.67 | 40,258.73 | |
| 11 | 1260 | 1 | 01 | 00 | 5112 | ELL TEACHER SALARIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1260 | 1 | 01 | 00 | 5114 | ELL PARAPROFESSIONAL | 33,929.54 | 0.00 | 0.00 | 0.00 | 33,929.54 |
| 11 | 1260 | 1 | 01 | 00 | 5220 | ELL FICA | 2,595.61 | 0.00 | 0.00 | 0.00 | 2,595.61 |
| 11 | 1260 | 1 | 01 | 00 | 5232 | ELL NHRS PROFESSIONAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 1260 | 1 | 01 | 00 | 5250 | ELL UNEMPLOYMENT INSURANCE | 40.07 | 0.00 | 0.00 | 0.00 | 40.07 |
| 11 | 1260 | 1 | 01 | 00 | 5260 | ELL WORKER'S COMPENSATION | 33.66 | 36.22 | 0.00 | 36.22 | -2.56 |

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| | | | | | | | EXPENDITURES | | |
|------------|------|-------------------|----|--------------|-------------|--------------------------------------|--------------|------------|--|
| ACCOUNT | | TITLE | | ENCUMBRANCES | | PLUS YTD | | AVAILABLE | |
| | | | | BUDGET | OUTSTANDING | YEAR TO DATE EXP | EXPENDITURES | BALANCE | |
| 1260 Total | | ELL | | 36,598.88 | 36.22 | 0.00 | 36.22 | 36,562.66 | |
| 11 | 1270 | 1 | 01 | 00 | 5561 | ADV LEARNER TUITION OTHER LEA'S | 0.00 | 0.00 | |
| 11 | 1270 | 1 | 01 | 00 | 5563 | ADV LEARNER TUITION PUBLIC ACADEMIES | 12,000.00 | 14,378.00 | |
| 1270 Total | | ADV LEARNER | | 12,000.00 | 14,378.00 | 0.00 | 14,378.00 | -2,378.00 | |
| 11 | 1410 | 1 | 01 | 00 | 5117 | COCURRICULAR CO-CURRICULAR SALARIES | 22,000.00 | 0.00 | |
| 11 | 1410 | 1 | 01 | 00 | 5220 | COCURRICULAR FICA | 1,683.00 | 0.00 | |
| 11 | 1410 | 1 | 01 | 00 | 5232 | COCURRICULAR NHRS PROFESSIONAL | 4,328.76 | 0.00 | |
| 11 | 1410 | 1 | 01 | 00 | 5610 | COCURRICULAR SUPPLIES | 920.00 | 0.00 | |
| 11 | 1410 | 1 | 01 | 00 | 5616 | COCURRICULAR DI SUPPLIES | 1,850.00 | 0.00 | |
| 1410 Total | | COCURRICULAR | | 30,781.76 | 0.00 | 0.00 | 0.00 | 30,781.76 | |
| 11 | 1420 | 1 | 01 | 00 | 5117 | ATHLETICS CO-CURRICULAR SALARIES | 20,500.00 | 0.00 | |
| 11 | 1420 | 1 | 01 | 00 | 5220 | ATHLETICS FICA | 1,568.25 | 0.00 | |
| 11 | 1420 | 1 | 01 | 00 | 5232 | ATHLETICS NHRS PROFESSIONAL | 4,033.52 | 0.00 | |
| 11 | 1420 | 1 | 01 | 00 | 5330 | ATHLETICS OTHER PROF SVCS | 7,000.00 | 0.00 | |
| 11 | 1420 | 1 | 01 | 00 | 5610 | ATHLETICS SUPPLIES | 1,622.34 | 932.79 | |
| 11 | 1420 | 1 | 01 | 00 | 5735 | ATHLETICS REPLACEMENT EQUIPMENT | 2,197.30 | 0.00 | |
| 11 | 1420 | 1 | 01 | 00 | 5739 | ATHLETICS OTHER EQUIPMENT | 3,022.75 | 0.00 | |
| 11 | 1420 | 1 | 01 | 00 | 5810 | ATHLETICS DUES & FEES | 1,615.00 | 0.00 | |
| 1420 Total | | ATHLETICS | | 41,559.16 | 932.79 | 0.00 | 932.79 | 40,626.37 | |
| 11 | 1430 | 1 | 01 | 00 | 5112 | SUMMER SCHOOL TEACHER SALARIES | 7,500.00 | 200.00 | |
| 11 | 1430 | 1 | 01 | 00 | 5114 | SUMMER SCHOOL PARAPROFESSIONAL | 0.00 | 0.00 | |
| 11 | 1430 | 1 | 01 | 00 | 5220 | SUMMER SCHOOL FICA | 573.75 | 15.36 | |
| 11 | 1430 | 1 | 01 | 00 | 5232 | SUMMER SCHOOL NHRS PROFESSIONAL | 1,476.00 | 39.46 | |
| 11 | 1430 | 1 | 01 | 00 | 5610 | SUMMER SCHOOL SUPPLIES | 200.00 | 0.00 | |
| 1430 Total | | SUMMER SCHOOL | | 9,749.75 | 254.82 | 2,949.49 | 3,204.31 | 6,545.44 | |
| 11 | 1490 | 1 | 01 | 00 | 5112 | SUMMER ENRICHMENT TEACHER SALARIES | 0.00 | 0.00 | |
| 1490 Total | | SUMMER ENRICHMENT | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 11 | 2120 | 1 | 01 | 00 | 5112 | GUIDANCE TEACHER SALARIES | 111,808.00 | 117,467.00 | |
| 11 | 2120 | 1 | 01 | 00 | 5122 | GUIDANCE HEALTH INSURANCE BUYOUT | 0.00 | 0.00 | |
| 11 | 2120 | 1 | 01 | 00 | 5211 | GUIDANCE HEALTH INSURANCE | 41,988.48 | 37,255.34 | |
| 11 | 2120 | 1 | 01 | 00 | 5212 | GUIDANCE DENTAL INSURANCE | 1,022.01 | 454.79 | |
| 11 | 2120 | 1 | 01 | 00 | 5213 | GUIDANCE LIFE INSURANCE | 139.76 | 169.56 | |
| 11 | 2120 | 1 | 01 | 00 | 5214 | GUIDANCE DISABILITY INSURANCE | 329.83 | 329.76 | |
| 11 | 2120 | 1 | 01 | 00 | 5220 | GUIDANCE FICA | 8,553.31 | 8,984.37 | |
| 11 | 2120 | 1 | 01 | 00 | 5232 | GUIDANCE NHRS PROFESSIONAL | 21,959.09 | 23,070.52 | |
| 11 | 2120 | 1 | 01 | 00 | 5250 | GUIDANCE UNEMPLOYMENT INSURANCE | 80.14 | 0.00 | |
| 11 | 2120 | 1 | 01 | 00 | 5260 | GUIDANCE WORKER'S COMPENSATION | 295.83 | 318.31 | |
| 11 | 2120 | 1 | 01 | 00 | 5330 | GUIDANCE OTHER PROF SVCS | 2,500.00 | 0.00 | |
| 11 | 2120 | 1 | 01 | 00 | 5610 | GUIDANCE SUPPLIES | 250.00 | 0.00 | |

Auburn School District
General Fund
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| EXPENDITURES | | | | | | | | | | | |
|--------------|------|----------------|----|----|--------------|--|-------------|------------------|--------------|------------|-----------|
| | | | | | ENCUMBRANCES | | PLUS YTD | | AVAILABLE | | |
| ACCOUNT | | TITLE | | | | BUDGET | OUTSTANDING | YEAR TO DATE EXP | EXPENDITURES | BALANCE | |
| 11 | 2120 | 1 | 01 | 00 | 5617 | GUIDANCE ASSESSMENT SUPPLIES | 12,360.20 | 8,910.00 | 0.00 | 8,910.00 | 3,450.20 |
| 11 | 2120 | 1 | 01 | 00 | 5643 | GUIDANCE INFORMATION ACCESS FEES | 450.00 | 0.00 | 0.00 | 0.00 | 450.00 |
| 11 | 2120 | 1 | 01 | 00 | 5810 | GUIDANCE DUES & FEES | 358.00 | 0.00 | 0.00 | 0.00 | 358.00 |
| 2120 Total | | GUIDANCE | | | | 202,094.65 | 196,959.65 | 3,735.07 | 200,694.72 | 1,399.93 | |
| 11 | 2130 | 1 | 01 | 00 | 5112 | NURSE TEACHER SALARIES | 72,100.00 | 72,100.00 | 0.00 | 72,100.00 | 0.00 |
| 11 | 2130 | 1 | 01 | 00 | 5120 | NURSE SUBSTITUTE SALARIES | 3,000.00 | 0.00 | 0.00 | 0.00 | 3,000.00 |
| 11 | 2130 | 1 | 01 | 00 | 5211 | NURSE HEALTH INSURANCE | 29,872.08 | 26,417.34 | 2,737.19 | 29,154.53 | 717.55 |
| 11 | 2130 | 1 | 01 | 00 | 5212 | NURSE DENTAL INSURANCE | 524.76 | 361.62 | -49.75 | 311.87 | 212.89 |
| 11 | 2130 | 1 | 01 | 00 | 5213 | NURSE LIFE INSURANCE | 73.68 | 105.00 | 0.00 | 105.00 | -31.32 |
| 11 | 2130 | 1 | 01 | 00 | 5214 | NURSE DISABILITY INSURANCE | 173.88 | 206.52 | 0.00 | 206.52 | -32.64 |
| 11 | 2130 | 1 | 01 | 00 | 5220 | NURSE FICA | 5,745.15 | 5,434.83 | 0.00 | 5,434.83 | 310.32 |
| 11 | 2130 | 1 | 01 | 00 | 5232 | NURSE NHRS PROFESSIONAL | 14,160.44 | 14,160.44 | 0.00 | 14,160.44 | 0.00 |
| 11 | 2130 | 1 | 01 | 00 | 5240 | NURSE TUITION REIMBURSEMENT | 1,350.00 | 0.00 | 0.00 | 0.00 | 1,350.00 |
| 11 | 2130 | 1 | 01 | 00 | 5241 | NURSE WORKSHOP REIMB PROF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2130 | 1 | 01 | 00 | 5250 | NURSE UNEMPLOYMENT INSURANCE | 40.07 | 0.00 | 0.00 | 0.00 | 40.07 |
| 11 | 2130 | 1 | 01 | 00 | 5260 | NURSE WORKER'S COMPENSATION | 155.94 | 167.79 | 0.00 | 167.79 | -11.85 |
| 11 | 2130 | 1 | 01 | 00 | 5330 | NURSE OTHER PROF SVCS | 3,000.00 | 1,382.00 | 0.00 | 1,382.00 | 1,618.00 |
| 11 | 2130 | 1 | 01 | 00 | 5610 | NURSE SUPPLIES | 4,944.83 | 0.00 | 0.00 | 0.00 | 4,944.83 |
| 11 | 2130 | 1 | 01 | 00 | 5650 | NURSE SOFTWARE | 565.50 | 0.00 | 0.00 | 0.00 | 565.50 |
| 11 | 2130 | 1 | 01 | 00 | 5735 | NURSE REPLACEMENT EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2130 | 1 | 01 | 00 | 5737 | NURSE REPLACEMENT FURNITURE & F | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2130 | 3 | 01 | 00 | 5330 | NURSE SVCS HIGH SCHOOL OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2130 Total | | NURSE | | | | 135,706.33 | 120,335.54 | 2,687.44 | 123,022.98 | 12,683.35 | |
| 11 | 2140 | 1 | 01 | 00 | 5112 | PSYCH SERVICES TEACHER SALARIES | 47,732.00 | 0.00 | 0.00 | 0.00 | 47,732.00 |
| 11 | 2140 | 1 | 01 | 00 | 5122 | PSYCH SERVICES HEALTH INSURANCE BUYOUT | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 11 | 2140 | 1 | 01 | 00 | 5213 | PSYCH SERVICES LIFE INSURANCE | 59.67 | 72.00 | 0.00 | 72.00 | -12.33 |
| 11 | 2140 | 1 | 01 | 00 | 5214 | PSYCH SERVICES DISABILITY INSURANCE | 282.96 | 140.88 | 0.00 | 140.88 | 142.08 |
| 11 | 2140 | 1 | 01 | 00 | 5220 | PSYCH SERVICES FICA | 3,766.25 | 0.00 | 0.00 | 0.00 | 3,766.25 |
| 11 | 2140 | 1 | 01 | 00 | 5232 | PSYCH SERVICES NHRS PROFESSIONAL | 9,669.16 | 0.00 | 0.00 | 0.00 | 9,669.16 |
| 11 | 2140 | 1 | 01 | 00 | 5250 | PSYCH SERVICES UNEMPLOYMENT INSURANCE | 38.85 | 0.00 | 0.00 | 0.00 | 38.85 |
| 11 | 2140 | 1 | 01 | 00 | 5260 | PSYCH SERVICES WORKER'S COMPENSATION | 126.29 | 135.88 | 0.00 | 135.88 | -9.59 |
| 11 | 2140 | 1 | 01 | 00 | 5330 | PSYCH SERVICES OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2140 | 1 | 01 | 00 | 5337 | PSYCH SERVICES DIAGNOSTIC TESTING | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| 11 | 2140 | 1 | 01 | 00 | 5610 | PSYCH SERVICES SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2140 Total | | PSYCH SERVICES | | | | 68,175.18 | 348.76 | 0.00 | 348.76 | 67,826.42 | |
| 11 | 2150 | 1 | 01 | 00 | 5112 | SPEECH SVCS TEACHER SALARIES | 151,332.00 | 155,871.00 | 0.00 | 155,871.00 | -4,539.00 |
| 11 | 2150 | 1 | 01 | 00 | 5122 | SPEECH SVCS HEALTH INSURANCE BUYOUT | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| 11 | 2150 | 1 | 01 | 00 | 5211 | SPEECH SVCS HEALTH INSURANCE | 22,915.80 | 20,359.00 | 2,027.55 | 22,386.55 | 529.25 |
| 11 | 2150 | 1 | 01 | 00 | 5212 | SPEECH SVCS DENTAL INSURANCE | 1,022.01 | 871.09 | -45.77 | 825.32 | 196.69 |

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| | | | | | | | ENCUMBRANCES | | EXPENDITURES PLUS YTD | | AVAILABLE |
|------------|------|------------------------|----|----|------|--|--------------|-------------|-----------------------|--------------|------------|
| ACCOUNT | | TITLE | | | | | BUDGET | OUTSTANDING | YEAR TO DATE EXP | EXPENDITURES | BALANCE |
| 11 | 2150 | 1 | 01 | 00 | 5213 | SPEECH SVCS LIFE INSURANCE | 189.17 | 228.12 | 0.00 | 228.12 | -38.95 |
| 11 | 2150 | 1 | 01 | 00 | 5214 | SPEECH SVCS DISABILITY INSURANCE | 446.43 | 446.40 | 0.00 | 446.40 | 0.03 |
| 11 | 2150 | 1 | 01 | 00 | 5220 | SPEECH SVCS FICA | 11,768.15 | 11,887.81 | 0.00 | 11,887.81 | -119.66 |
| 11 | 2150 | 1 | 01 | 00 | 5232 | SPEECH SVCS NHRS PROFESSIONAL | 30,212.60 | 30,613.06 | 0.00 | 30,613.06 | -400.46 |
| 11 | 2150 | 1 | 01 | 00 | 5250 | SPEECH SVCS UNEMPLOYMENT INSURANCE | 78.84 | 0.00 | 0.00 | 0.00 | 78.84 |
| 11 | 2150 | 1 | 01 | 00 | 5260 | SPEECH SVCS WORKER'S COMPENSATION | 400.39 | 430.81 | 0.00 | 430.81 | -30.42 |
| 11 | 2150 | 1 | 01 | 00 | 5330 | SPEECH SVCS OTHER PROF SVCS | 28,340.00 | 4,950.00 | 0.00 | 4,950.00 | 23,390.00 |
| 11 | 2150 | 1 | 01 | 00 | 5610 | SPEECH SVCS SUPPLIES | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 11 | 2150 | 2 | 01 | 00 | 5330 | SPEECH SVCS - MIDDLE OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2150 | 3 | 01 | 00 | 5330 | SPEECH SVCS - HIGH OTHER PROF SVCS | 1,800.00 | 0.00 | 0.00 | 0.00 | 1,800.00 |
| 2150 Total | | SPEECH SERVICES | | | | | 251,305.39 | 225,657.29 | 1,981.78 | 227,639.07 | 23,666.32 |
| 11 | 2160 | 1 | 01 | 00 | 5111 | THERAPY SVCS ADMIN/OTHER SALARIES | 75,108.00 | 0.00 | 0.00 | 0.00 | 75,108.00 |
| 11 | 2160 | 1 | 01 | 00 | 5211 | THERAPY SVCS HEALTH INSURANCE | 12,116.40 | 10,838.00 | 1,013.77 | 11,851.77 | 264.63 |
| 11 | 2160 | 1 | 01 | 00 | 5212 | THERAPY SVCS DENTAL INSURANCE | 498.52 | 454.79 | -15.89 | 438.90 | 59.62 |
| 11 | 2160 | 1 | 01 | 00 | 5213 | THERAPY SVCS LIFE INSURANCE | 93.89 | 0.00 | 0.00 | 0.00 | 93.89 |
| 11 | 2160 | 1 | 01 | 00 | 5214 | THERAPY SVCS DISABILITY INSURANCE | 221.57 | 220.08 | 0.00 | 220.08 | 1.49 |
| 11 | 2160 | 1 | 01 | 00 | 5220 | THERAPY SVCS FICA | 5,745.76 | 0.00 | 0.00 | 0.00 | 5,745.76 |
| 11 | 2160 | 1 | 01 | 00 | 5232 | THERAPY SVCS NHRS PROFESSIONAL | 14,751.21 | 0.00 | 0.00 | 0.00 | 14,751.21 |
| 11 | 2160 | 1 | 01 | 00 | 5250 | THERAPY SVCS UNEMPLOYMENT INSURANCE | 40.07 | 0.00 | 0.00 | 0.00 | 40.07 |
| 11 | 2160 | 1 | 01 | 00 | 5260 | THERAPY SVCS WORKER'S COMPENSATION | 197.40 | 212.40 | 0.00 | 212.40 | -15.00 |
| 11 | 2160 | 1 | 01 | 00 | 5331 | THERAPY SVCS OT CONTRACTED SVCS | 6,270.00 | 0.00 | 0.00 | 0.00 | 6,270.00 |
| 11 | 2160 | 1 | 01 | 00 | 5333 | THERAPY SVCS VISION CONTRACTED SVCS | 2,205.00 | 0.00 | 0.00 | 0.00 | 2,205.00 |
| 11 | 2160 | 1 | 01 | 00 | 5334 | THERAPY SVCS PT CONTRACTED SVCS | 10,800.00 | 0.00 | 0.00 | 0.00 | 10,800.00 |
| 11 | 2160 | 1 | 01 | 00 | 5610 | THERAPY SVCS SUPPLIES | 1,200.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |
| 11 | 2160 | 2 | 01 | 00 | 5330 | THERAPY SVCS - MIDDLE OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2160 | 2 | 01 | 00 | 5331 | THERAPY SVCS - MIDDLE OT CONTRACTED SVCS | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| 11 | 2160 | 2 | 01 | 00 | 5333 | THERAPY SVCS - MIDDLE VISION CONTRACTED SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2160 | 2 | 01 | 00 | 5334 | THERAPY SVCS - MIDDLE PT CONTRACTED SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2160 | 3 | 01 | 00 | 5330 | THERAPY SVCS - HS OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2160 | 3 | 01 | 00 | 5331 | THERAPY SVCS - HS OT CONTRACTED SVCS | 5,250.00 | 0.00 | 0.00 | 0.00 | 5,250.00 |
| 11 | 2160 | 3 | 01 | 00 | 5333 | THERAPY SVCS - HS VISION CONTRACTED SVCS | 2,205.00 | 0.00 | 0.00 | 0.00 | 2,205.00 |
| 11 | 2160 | 3 | 01 | 00 | 5334 | THERAPY SVCS - HS PT CONTRACTED SVCS | 1,200.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |
| 2160 Total | | THERAPY SERVICES | | | | | 139,402.82 | 11,725.27 | 997.88 | 12,723.15 | 126,679.67 |
| 11 | 2190 | 1 | 01 | 00 | 5610 | OTHER SUPPORT SERVICES SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2190 | 1 | 01 | 00 | 5810 | OTHER SUPPORT SERVICES DUES & FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2190 Total | | OTHER SUPPORT SERVICES | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2210 | 1 | 01 | 00 | 5111 | STAFF DEVELOPMENT ADMIN/OTHER SALARIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2210 | 1 | 01 | 00 | 5112 | STAFF DEVELOPMENT TEACHER SALARIES | 1,200.00 | 0.00 | 0.00 | 0.00 | 1,200.00 |
| 11 | 2210 | 1 | 01 | 00 | 5211 | STAFF DEVELOPMENT HEALTH INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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| | | | | | | | EXPENDITURES | | | | |
|------------|------|-------------------|----|----|------|--|--------------|-------------|------------------|--------------|-----------|
| | | | | | | | ENCUMBRANCES | | PLUS YTD | | AVAILABLE |
| ACCOUNT | | TITLE | | | | | BUDGET | OUTSTANDING | YEAR TO DATE EXP | EXPENDITURES | BALANCE |
| 11 | 2210 | 1 | 01 | 00 | 5212 | STAFF DEVELOPMENT DENTAL INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2210 | 1 | 01 | 00 | 5213 | STAFF DEVELOPMENT LIFE INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2210 | 1 | 01 | 00 | 5214 | STAFF DEVELOPMENT DISABILITY INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2210 | 1 | 01 | 00 | 5220 | STAFF DEVELOPMENT FICA | 91.80 | 0.00 | 0.00 | 0.00 | 91.80 |
| 11 | 2210 | 1 | 01 | 00 | 5232 | STAFF DEVELOPMENT NHRS PROFESSIONAL | 236.16 | 0.00 | 0.00 | 0.00 | 236.16 |
| 11 | 2210 | 1 | 01 | 00 | 5241 | STAFF DEVELOPMENT WORKSHOP REIMB PROF | 4,598.69 | 0.00 | 0.00 | 0.00 | 4,598.69 |
| 11 | 2210 | 1 | 01 | 00 | 5250 | STAFF DEVELOPMENT UNEMPLOYMENT INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2210 | 1 | 01 | 00 | 5260 | STAFF DEVELOPMENT WORKER'S COMPENSATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2210 | 1 | 01 | 00 | 5322 | STAFF DEVELOPMENT ORIENTATION | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 11 | 2210 | 1 | 01 | 00 | 5330 | STAFF DEVELOPMENT OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2210 | 1 | 01 | 00 | 5641 | STAFF DEVELOPMENT TEXTBOOKS | 80.00 | 0.00 | 0.00 | 0.00 | 80.00 |
| 2210 Total | | STAFF DEVELOPMENT | | | | | 6,706.65 | 0.00 | 0.00 | 0.00 | 6,706.65 |
| 11 | 2220 | 1 | 01 | 00 | 5111 | MEDIA ADMIN/OTHER SALARIES | 74,613.28 | 78,498.60 | 0.00 | 78,498.60 | -3,885.32 |
| 11 | 2220 | 1 | 01 | 00 | 5114 | MEDIA PARAPROFESSIONAL | 26,783.12 | 0.00 | 237.72 | 237.72 | 26,545.40 |
| 11 | 2220 | 1 | 01 | 00 | 5211 | MEDIA HEALTH INSURANCE | 35,032.20 | 32,514.00 | 3,038.32 | 35,552.32 | -520.12 |
| 11 | 2220 | 1 | 01 | 00 | 5212 | MEDIA DENTAL INSURANCE | 1,048.25 | 481.03 | -15.89 | 465.14 | 583.11 |
| 11 | 2220 | 1 | 01 | 00 | 5213 | MEDIA LIFE INSURANCE | 115.20 | 138.12 | 0.00 | 138.12 | -22.92 |
| 11 | 2220 | 1 | 01 | 00 | 5214 | MEDIA DISABILITY INSURANCE | 218.63 | 224.88 | 0.00 | 224.88 | -6.25 |
| 11 | 2220 | 1 | 01 | 00 | 5220 | MEDIA FICA | 7,717.00 | 5,970.66 | 18.19 | 5,988.85 | 1,728.15 |
| 11 | 2220 | 1 | 01 | 00 | 5232 | MEDIA NHRS PROFESSIONAL | 14,654.05 | 15,417.13 | 0.00 | 15,417.13 | -763.08 |
| 11 | 2220 | 1 | 01 | 00 | 5241 | MEDIA WORKSHOP REIMB PROF | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2220 | 1 | 01 | 00 | 5250 | MEDIA UNEMPLOYMENT INSURANCE | 80.14 | 0.00 | 0.00 | 0.00 | 80.14 |
| 11 | 2220 | 1 | 01 | 00 | 5260 | MEDIA WORKER'S COMPENSATION | 257.03 | 276.56 | 0.00 | 276.56 | -19.53 |
| 11 | 2220 | 1 | 01 | 00 | 5430 | MEDIA REPAIRS & MAINT SERVICES | 1,136.22 | 500.00 | 0.00 | 500.00 | 636.22 |
| 11 | 2220 | 1 | 01 | 00 | 5442 | MEDIA RENTAL OF EQUIPMENT | 0.00 | 1,282.20 | 0.00 | 1,282.20 | -1,282.20 |
| 11 | 2220 | 1 | 01 | 00 | 5610 | MEDIA SUPPLIES | 1,273.52 | 0.00 | 0.00 | 0.00 | 1,273.52 |
| 11 | 2220 | 1 | 01 | 00 | 5641 | MEDIA TEXTBOOKS | 5,785.43 | 311.68 | 0.00 | 311.68 | 5,473.75 |
| 11 | 2220 | 1 | 01 | 00 | 5642 | MEDIA ELECTRONIC INFORMATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2220 | 1 | 01 | 00 | 5643 | MEDIA INFORMATION ACCESS FEES | 9,289.13 | 439.00 | 0.00 | 439.00 | 8,850.13 |
| 11 | 2220 | 1 | 01 | 00 | 5644 | MEDIA PERIODICALS | 669.49 | 184.95 | 0.00 | 184.95 | 484.54 |
| 11 | 2220 | 1 | 01 | 00 | 5735 | MEDIA REPLACEMENT EQUIPMENT | 1,362.66 | 0.00 | 0.00 | 0.00 | 1,362.66 |
| 11 | 2220 | 1 | 01 | 00 | 5810 | MEDIA DUES & FEES | 149.00 | 0.00 | 0.00 | 0.00 | 149.00 |
| 2220 Total | | MEDIA | | | | | 180,184.35 | 136,238.81 | 3,278.34 | 139,517.15 | 40,667.20 |
| 11 | 2310 | 1 | 01 | 00 | 5111 | SCHOOL BOARD SERVICES ADMIN/OTHER SALARIES | 9,100.00 | 0.00 | 0.00 | 0.00 | 9,100.00 |
| 11 | 2310 | 1 | 01 | 00 | 5113 | SCHOOL BOARD SERVICES TREASURER SALARY | 2,300.00 | 0.00 | 0.00 | 0.00 | 2,300.00 |
| 11 | 2310 | 1 | 01 | 00 | 5115 | SCHOOL BOARD SERVICES SECRETARIAL SALARIES | 2,250.00 | 0.00 | 0.00 | 0.00 | 2,250.00 |
| 11 | 2310 | 1 | 01 | 00 | 5220 | SCHOOL BOARD SERVICES FICA | 1,044.23 | 0.00 | 0.00 | 0.00 | 1,044.23 |
| 11 | 2310 | 1 | 01 | 00 | 5231 | SCHOOL BOARD SERVICES NHRS SUPPORT | 304.43 | 0.00 | 0.00 | 0.00 | 304.43 |
| 11 | 2310 | 1 | 01 | 00 | 5330 | SCHOOL BOARD SERVICES OTHER PROF SVCS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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| | | | | | | EXPENDITURES PLUS YTD | | AVAILABLE |
|----------------------|---|--|--|--|--------|-----------------------------|-------------------|-------------------|
| ACCOUNT | TITLE | | | | | EXPENDITURES | BALANCE | |
| | | | | | BUDGET | ENCUMBRANCES OUTSTANDING | YEAR TO DATE EXP | |
| 11 2310 1 01 00 5332 | SCHOOL BOARD SERVICES AUDIT EXPENSES | | | | | 7,600.00 | 0.00 | 7,600.00 |
| 11 2310 1 01 00 5338 | SCHOOL BOARD SERVICES CRIMINAL RECORD CHECK | | | | | 1,500.00 | 1,500.00 | 0.00 |
| 11 2310 1 01 00 5341 | SCHOOL BOARD SERVICES LEGAL & CONSULTING | | | | | 20,000.00 | 10,000.00 | 10,000.00 |
| 11 2310 1 01 00 5342 | SCHOOL BOARD SERVICES DISTRICT MEETING SERVICES | | | | | 750.00 | 600.00 | 150.00 |
| 11 2310 1 01 00 5613 | SCHOOL BOARD SERVICES SCHOOL BOARD SUPPLIES | | | | | 275.00 | 0.00 | 275.00 |
| 11 2310 1 01 00 5614 | SCHOOL BOARD SERVICES DISTRICT MEETING SUPPLIES | | | | | 1,750.00 | 1,000.00 | 750.00 |
| 11 2310 1 01 00 5618 | SCHOOL BOARD SERVICES TREASURER SUPPLIES | | | | | 500.00 | 0.00 | 500.00 |
| 11 2310 1 01 00 5810 | SCHOOL BOARD SERVICES DUES & FEES | | | | | 0.00 | 3,779.31 | -3,779.31 |
| 2310 Total | SCHOOL BOARD SERVICES | | | | | 47,373.66 | 16,879.31 | 30,494.35 |
| 11 2320 0 01 00 5590 | SAU SERVICES SAU SERVICES | | | | | 413,738.00 | 209,222.00 | -4,706.00 |
| 2320 Total | SAU SERVICES | | | | | 413,738.00 | 209,222.00 | -4,706.00 |
| 11 2410 1 01 00 5111 | PRINCIPAL SERVICES ADMIN/OTHER SALARIES | | | | | 119,850.00 | 107,060.57 | 3,479.81 |
| 11 2410 1 01 00 5115 | PRINCIPAL SERVICES SECRETARIAL SALARIES | | | | | 81,457.33 | 43,010.80 | 32,863.83 |
| 11 2410 1 01 00 5118 | PRINCIPAL SERVICES ASSISTANT PRINCIPAL SALAR | | | | | 187,170.00 | 173,389.05 | -1,296.35 |
| 11 2410 1 01 00 5122 | PRINCIPAL SERVICES HEALTH INSURANCE BUYOUT | | | | | 750.00 | 0.00 | 750.00 |
| 11 2410 1 01 00 5211 | PRINCIPAL SERVICES HEALTH INSURANCE | | | | | 77,020.68 | 67,662.14 | 2,566.25 |
| 11 2410 1 01 00 5212 | PRINCIPAL SERVICES DENTAL INSURANCE | | | | | 2,857.32 | 1,271.20 | 1,667.65 |
| 11 2410 1 01 00 5213 | PRINCIPAL SERVICES LIFE INSURANCE | | | | | 424.42 | 451.68 | -27.26 |
| 11 2410 1 01 00 5214 | PRINCIPAL SERVICES DISABILITY INSURANCE | | | | | 948.40 | 818.64 | 129.76 |
| 11 2410 1 01 00 5220 | PRINCIPAL SERVICES FICA | | | | | 29,718.51 | 24,686.39 | 2,844.66 |
| 11 2410 1 01 00 5231 | PRINCIPAL SERVICES NHRS SUPPORT | | | | | 6,197.91 | 5,819.37 | -376.80 |
| 11 2410 1 01 00 5232 | PRINCIPAL SERVICES NHRS PROFESSIONAL | | | | | 60,298.73 | 55,080.31 | 428.82 |
| 11 2410 1 01 00 5240 | PRINCIPAL SERVICES TUITION REIMBURSEMENT | | | | | 5,000.00 | 0.00 | 5,000.00 |
| 11 2410 1 01 00 5241 | PRINCIPAL SERVICES WORKSHOP REIMB PROF | | | | | 1,350.00 | 0.00 | 1,350.00 |
| 11 2410 1 01 00 5244 | PRINCIPAL SERVICES SECRETARIAL WORKSHOP | | | | | 600.00 | 190.00 | 410.00 |
| 11 2410 1 01 00 5250 | PRINCIPAL SERVICES UNEMPLOYMENT INSURANCE | | | | | 200.36 | 0.00 | 200.36 |
| 11 2410 1 01 00 5260 | PRINCIPAL SERVICES WORKER'S COMPENSATION | | | | | 925.90 | 996.26 | -70.36 |
| 11 2410 1 01 00 5430 | PRINCIPAL SERVICES REPAIRS & MAINT SERVICES | | | | | 31,474.02 | 11,442.86 | 20,031.16 |
| 11 2410 1 01 00 5442 | PRINCIPAL SERVICES RENTAL OF EQUIPMENT | | | | | 22,524.00 | 0.00 | 22,524.00 |
| 11 2410 1 01 00 5531 | PRINCIPAL SERVICES TELEPHONE | | | | | 22,320.00 | 22,290.38 | -1,304.00 |
| 11 2410 1 01 00 5534 | PRINCIPAL SERVICES POSTAGE | | | | | 3,000.00 | 0.00 | 3,000.00 |
| 11 2410 1 01 00 5540 | PRINCIPAL SERVICES ADVERTISING | | | | | 750.00 | 0.00 | 750.00 |
| 11 2410 1 01 00 5550 | PRINCIPAL SERVICES PRINTING | | | | | 500.00 | 0.00 | 500.00 |
| 11 2410 1 01 00 5580 | PRINCIPAL SERVICES MILEAGE REIMBURSEMENT | | | | | 800.00 | 0.00 | 800.00 |
| 11 2410 1 01 00 5610 | PRINCIPAL SERVICES SUPPLIES | | | | | 1,800.00 | 300.00 | 1,500.00 |
| 11 2410 1 01 00 5735 | PRINCIPAL SERVICES REPLACEMENT EQUIPMENT | | | | | 4,400.00 | 0.00 | 4,400.00 |
| 11 2410 1 01 00 5737 | PRINCIPAL SERVICES REPLACEMENT FURNITURE & F | | | | | 1,208.86 | 0.00 | 1,208.86 |
| 11 2410 1 01 00 5810 | PRINCIPAL SERVICES DUES & FEES | | | | | 1,525.00 | 0.00 | 1,525.00 |
| 2410 Total | PRINCIPAL SERVICES | | | | | 665,071.44 | 514,469.65 | 104,855.39 |

Auburn School District
General Fund
Expenditure Report - July 2023

| | | | | | ENCUMBRANCES | | | EXPENDITURES PLUS YTD | | AVAILABLE |
|---------------------------|--------------|-------|--|--|--------------|-------------|------------------|-----------------------|--------------|-----------|
| ACCOUNT | | TITLE | | | BUDGET | OUTSTANDING | YEAR TO DATE EXP | EXPENDITURES | BALANCE | |
| 11 | 2600 1 01 00 | 5111 | MAINTENANCE ADMIN/OTHER SALARIES | | 89,250.00 | 79,725.95 | 6,932.70 | 86,658.65 | 2,591.35 | |
| 11 | 2600 1 01 00 | 5116 | MAINTENANCE CUSTODIAL SALARIES | | 175,976.64 | 131,369.60 | 10,772.38 | 142,141.98 | 33,834.66 | |
| 11 | 2600 1 01 00 | 5211 | MAINTENANCE HEALTH INSURANCE | | 47,148.60 | 42,561.80 | 4,055.10 | 46,616.90 | 531.70 | |
| 11 | 2600 1 01 00 | 5212 | MAINTENANCE DENTAL INSURANCE | | 1,789.50 | 2,524.50 | -111.40 | 2,413.10 | -623.60 | |
| 11 | 2600 1 01 00 | 5213 | MAINTENANCE LIFE INSURANCE | | 303.29 | 274.56 | 0.00 | 274.56 | 28.73 | |
| 11 | 2600 1 01 00 | 5214 | MAINTENANCE DISABILITY INSURANCE | | 761.89 | 579.72 | 0.00 | 579.72 | 182.17 | |
| 11 | 2600 1 01 00 | 5220 | MAINTENANCE FICA | | 20,559.07 | 16,138.92 | 1,314.48 | 17,453.40 | 3,105.67 | |
| 11 | 2600 1 01 00 | 5231 | MAINTENANCE NHRS SUPPORT | | 36,361.36 | 25,056.42 | 2,109.70 | 27,166.12 | 9,195.24 | |
| 11 | 2600 1 01 00 | 5232 | MAINTENANCE NHRS PROFESSIONAL | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| 11 | 2600 1 01 00 | 5241 | MAINTENANCE WORKSHOP REIMB PROF | | 450.00 | 0.00 | 0.00 | 0.00 | 450.00 | |
| 11 | 2600 1 01 00 | 5250 | MAINTENANCE UNEMPLOYMENT INSURANCE | | 240.43 | 0.00 | 0.00 | 0.00 | 240.43 | |
| 11 | 2600 1 01 00 | 5260 | MAINTENANCE WORKER'S COMPENSATION | | 3,979.76 | 4,282.17 | 0.00 | 4,282.17 | -302.41 | |
| 11 | 2600 1 01 00 | 5360 | MAINTENANCE CONTRACTED SERVICES | | 3,900.00 | 9,600.00 | 0.00 | 9,600.00 | -5,700.00 | |
| 11 | 2600 1 01 00 | 5430 | MAINTENANCE REPAIRS & MAINT SERVICES | | 19,650.00 | 10,990.00 | 0.00 | 10,990.00 | 8,660.00 | |
| 11 | 2600 1 01 00 | 5431 | MAINTENANCE REPAIRS EQUIPMENT | | 560.00 | 0.00 | 0.00 | 0.00 | 560.00 | |
| 11 | 2600 1 01 00 | 5432 | MAINTENANCE REPAIRS BUILDINGS | | 14,850.00 | 2,995.00 | 0.00 | 2,995.00 | 11,855.00 | |
| 11 | 2600 1 01 00 | 5433 | MAINTENANCE REPAIRS GROUNDS | | 12,675.00 | 0.00 | 0.00 | 0.00 | 12,675.00 | |
| 11 | 2600 1 01 00 | 5434 | MAINTENANCE BUILDING IMPROVEMENTS | | 0.00 | 14,160.00 | 0.00 | 14,160.00 | -14,160.00 | |
| 11 | 2600 1 01 00 | 5435 | MAINTENANCE SEC & SAFETY EQUIP REPAIR | | 1,875.00 | 0.00 | 0.00 | 0.00 | 1,875.00 | |
| 11 | 2600 1 01 00 | 5437 | MAINTENANCE GARBAGE REMOVAL | | 11,220.00 | 1,150.00 | 0.00 | 1,150.00 | 10,070.00 | |
| 11 | 2600 1 01 00 | 5438 | MAINTENANCE GROUNDS MAINTENANCE CONTR | | 14,820.00 | 0.00 | 0.00 | 0.00 | 14,820.00 | |
| 11 | 2600 1 01 00 | 5439 | MAINTENANCE LIFE SAFETY REPAIRS | | 5,750.00 | 4,982.00 | 0.00 | 4,982.00 | 768.00 | |
| 11 | 2600 1 01 00 | 5521 | MAINTENANCE PROPERTY/LIABILITY INS | | 32,750.00 | 32,750.00 | 0.00 | 32,750.00 | 0.00 | |
| 11 | 2600 1 01 00 | 5531 | MAINTENANCE TELEPHONE | | 0.00 | 720.00 | 0.00 | 720.00 | -720.00 | |
| 11 | 2600 1 01 00 | 5580 | MAINTENANCE MILEAGE REIMBURSEMENT | | 750.00 | 0.00 | 0.00 | 0.00 | 750.00 | |
| 11 | 2600 1 01 00 | 5610 | MAINTENANCE SUPPLIES | | 20,515.00 | 983.53 | 0.00 | 983.53 | 19,531.47 | |
| 11 | 2600 1 01 00 | 5612 | MAINTENANCE MAINTENANCE SUPPLIES | | 9,000.00 | 29.96 | 99.81 | 129.77 | 8,870.23 | |
| 11 | 2600 1 01 00 | 5621 | MAINTENANCE PROPANE | | 55,000.00 | 0.00 | 0.00 | 0.00 | 55,000.00 | |
| 11 | 2600 1 01 00 | 5622 | MAINTENANCE ELECTRICITY | | 125,000.00 | 0.00 | 0.00 | 0.00 | 125,000.00 | |
| 11 | 2600 1 01 00 | 5731 | MAINTENANCE NEW EQUIPMENT | | 1,100.00 | 0.00 | 0.00 | 0.00 | 1,100.00 | |
| 11 | 2600 1 01 00 | 5735 | MAINTENANCE REPLACEMENT EQUIPMENT | | 1,500.00 | 385.00 | 0.00 | 385.00 | 1,115.00 | |
| 2600 Total MAINTENANCE | | | | | 707,735.54 | 381,259.13 | 25,172.77 | 406,431.90 | 301,303.64 | |
| 11 | 2700 0 01 00 | 5517 | REG ED TRANSPORTATION ATHLETIC TRANS | | 15,000.00 | 0.00 | 0.00 | 0.00 | 15,000.00 | |
| 11 | 2700 0 01 00 | 5518 | REG ED TRANSPORTATION FIELD TRIP TRANS | | 7,500.00 | 0.00 | 0.00 | 0.00 | 7,500.00 | |
| 11 | 2700 0 01 00 | 5519 | REG ED TRANSPORTATION TRANSPORTATION | | 789,998.40 | 0.00 | 0.00 | 0.00 | 789,998.40 | |
| 11 | 2700 0 01 61 | 5519 | SPED TRANSPORTATION TRANSPORTATION | | 400,000.00 | 880.32 | 0.00 | 880.32 | 399,119.68 | |
| 2700 Total TRANSPORTATION | | | | | 1,212,498.40 | 880.32 | 0.00 | 880.32 | 1,211,618.08 | |
| 11 | 2840 1 01 00 | 5111 | IT ADMIN/OTHER SALARIES | | 91,800.00 | 82,003.86 | 7,130.76 | 89,134.62 | 2,665.38 | |
| 11 | 2840 1 01 00 | 5114 | IT PARAPROFESSIONAL | | 16,000.00 | 1,887.50 | 400.00 | 2,287.50 | 13,712.50 | |

Auburn School District
General Fund
Expenditure Report - July 2023

| ACCOUNT | | TITLE | | | | ENCUMBRANCES | | EXPENDITURES PLUS YTD | | AVAILABLE |
|--------------------|------|-------------------------------|----|----|------|-------------------------------------|---------------------|-----------------------|---------------------|---------------------|
| | | | | | | BUDGET | OUTSTANDING | YEAR TO DATE EXP | EXPENDITURES | BALANCE |
| 11 | 2840 | 1 | 01 | 00 | 5121 | IT STAFFING TIME SALARIES | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2840 | 1 | 01 | 00 | 5122 | IT HEALTH INSURANCE BUYOUT | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2840 | 1 | 01 | 00 | 5211 | IT HEALTH INSURANCE | 12,116.40 | 20,359.00 | 2,027.55 | -10,270.15 |
| 11 | 2840 | 1 | 01 | 00 | 5212 | IT DENTAL INSURANCE | 524.76 | 454.79 | -15.89 | 85.86 |
| 11 | 2840 | 1 | 01 | 00 | 5213 | IT LIFE INSURANCE | 97.41 | 135.00 | 0.00 | -37.59 |
| 11 | 2840 | 1 | 01 | 00 | 5214 | IT DISABILITY INSURANCE | 229.89 | 265.56 | 0.00 | -35.67 |
| 11 | 2840 | 1 | 01 | 00 | 5220 | IT FICA | 8,246.70 | 6,387.84 | 550.04 | 1,308.82 |
| 11 | 2840 | 1 | 01 | 00 | 5231 | IT NHRS SUPPORT | 12,420.54 | 11,095.12 | 964.80 | 360.62 |
| 11 | 2840 | 1 | 01 | 00 | 5241 | IT WORKSHOP REIMB PROF | 750.00 | 0.00 | 0.00 | 750.00 |
| 11 | 2840 | 1 | 01 | 00 | 5250 | IT UNEMPLOYMENT INSURANCE | 40.07 | 0.00 | 0.00 | 40.07 |
| 11 | 2840 | 1 | 01 | 00 | 5260 | IT WORKER'S COMPENSATION | 547.66 | 589.28 | 0.00 | -41.62 |
| 11 | 2840 | 1 | 01 | 00 | 5330 | IT OTHER PROF SVCS | 29,523.66 | 9,709.20 | 2,074.00 | 17,740.46 |
| 11 | 2840 | 1 | 01 | 00 | 5431 | IT REPAIRS EQUIPMENT | 2,600.00 | 40.00 | 0.00 | 2,560.00 |
| 11 | 2840 | 1 | 01 | 00 | 5531 | IT TELEPHONE | 0.00 | 360.00 | 0.00 | -360.00 |
| 11 | 2840 | 1 | 01 | 00 | 5610 | IT SUPPLIES | 3,250.00 | 477.97 | 0.00 | 2,772.03 |
| 11 | 2840 | 1 | 01 | 00 | 5641 | IT TEXTBOOKS | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2840 | 1 | 01 | 00 | 5643 | IT INFORMATION ACCESS FEES | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | 2840 | 1 | 01 | 00 | 5650 | IT SOFTWARE | 28,923.00 | 8,463.40 | 12,615.93 | 7,843.67 |
| 11 | 2840 | 1 | 01 | 00 | 5733 | IT NEW FURNITURE | 75.00 | 0.00 | 0.00 | 75.00 |
| 11 | 2840 | 1 | 01 | 00 | 5734 | IT NEW COMPUTER EQUIP | 4,242.44 | 2,292.84 | 1,629.39 | 320.21 |
| 11 | 2840 | 1 | 01 | 00 | 5738 | IT REPLACE COMPUTERS | 59,400.00 | 51,662.40 | 0.00 | 7,737.60 |
| 11 | 2840 | 1 | 01 | 00 | 5810 | IT DUES & FEES | 970.00 | 0.00 | 340.00 | 630.00 |
| 2840 Total | | INFORMATION TECHNOLOGY | | | | 271,757.53 | 196,183.76 | 27,716.58 | 223,900.34 | 47,857.19 |
| 11 | 5110 | 1 | 01 | 00 | 5910 | PRINCIPAL OF DEBT PRINCIPAL OF DEBT | 745,000.00 | 745,000.00 | 0.00 | 0.00 |
| 5110 Total | | DEBT SERVICE PRINCIPAL | | | | 745,000.00 | 745,000.00 | 0.00 | 745,000.00 | 0.00 |
| 11 | 5120 | 1 | 01 | 00 | 5830 | DEBT SERVICE INTEREST | 432,110.00 | 432,110.00 | 0.00 | 0.00 |
| 5120 Total | | DEBT SERVICE INTEREST | | | | 432,110.00 | 432,110.00 | 0.00 | 432,110.00 | 0.00 |
| Grand Total | | | | | | 16,515,399.02 | 7,683,912.78 | 475,062.82 | 8,158,975.60 | 8,356,423.42 |

X.A.

AUBURN SCHOOL BOARD

August 22, 2023

Superintendent's Nominations

Kristen Seymour

School Psychologist

Rebecca Duquette

Teacher (Kindergarten)

| AUGUST | | | | |
|--------|----|----|----|---|
| M | T | W | T | F |
| PD | PD | 30 | 31 | |

2

August 28 - 29

August 30

September 4

September 29

October 9

November 7

November 10

November 22

November 23 - 24

December 25 - January 1

January 15

February 26 - March 1

March 12

April 10

April 22 - 26

May 27

June 13

End of Trimesters: 12/1, 3/15, 6/14

Professional Development

First Day of School

Labor Day

Professional Development

Columbus Day (Observed)

Parent/Teacher Conferences

Veteran's Day (Observed)

*Early Release

Thanksgiving Break

Winter Vacation

Martin Luther King Jr. Day

February Vacation

Professional Development

Parent/Teacher Conferences

April Vacation

Memorial Day

Last Scheduled Day *Early Release

| SEPTEMBER | | | | |
|-----------|----|----|----|----|
| M | T | W | T | F |
| | | | | 1 |
| H | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | PD |

19

| OCTOBER | | | | |
|---------|----|----|----|----|
| M | T | W | T | F |
| 2 | 3 | 4 | 5 | 6 |
| H | 10 | 11 | 12 | 13 |
| 16 | 17 | 18 | 19 | 20 |
| 23 | 24 | 25 | 26 | 27 |
| 30 | 31 | | | |

21

| NOVEMBER | | | | |
|----------|-----|-----|----|----|
| M | T | W | T | F |
| | | 1 | 2 | 3 |
| 6 | PTC | 8 | 9 | H |
| 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | 22* | H | H |
| 27 | 28 | 29 | 30 | |

18

H: Holiday

V: Vacation

PD: Professional Development (No School for Students)

PTC: Parent/Teacher Conferences (No School for Students)

| DECEMBER | | | | |
|----------|----|----|----|----|
| M | T | W | T | F |
| | | | | 1 |
| 4 | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| V | V | V | V | V |

16

| JANUARY | | | | |
|---------|----|----|----|----|
| M | T | W | T | F |
| V | 2 | 3 | 4 | 5 |
| 8 | 9 | 10 | 11 | 12 |
| H | 16 | 17 | 18 | 19 |
| 22 | 23 | 24 | 25 | 26 |
| 29 | 30 | 31 | | |

21

| FEBRUARY | | | | |
|----------|----|----|----|----|
| M | T | W | T | F |
| | | | 1 | 2 |
| 5 | 6 | 7 | 8 | 9 |
| 12 | 13 | 14 | 15 | 16 |
| 19 | 20 | 21 | 22 | 23 |
| V | V | V | V | |

17

| MARCH | | | | |
|-------|----|----|----|----|
| M | T | W | T | F |
| | | | | V |
| 4 | 5 | 6 | 7 | 8 |
| 11 | PD | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | 29 |

19

| APRIL | | | | |
|-------|----|-----|----|----|
| M | T | W | T | F |
| 1 | 2 | 3 | 4 | 5 |
| 8 | 9 | PTC | 11 | 12 |
| 15 | 16 | 17 | 18 | 19 |
| V | V | V | V | V |
| 29 | 30 | | | |

16

| MAY | | | | |
|-----|----|----|----|----|
| M | T | W | T | F |
| | | 1 | 2 | 3 |
| 6 | 7 | 8 | 9 | 10 |
| 13 | 14 | 15 | 16 | 17 |
| 20 | 21 | 22 | 23 | 24 |
| H | 28 | 29 | 30 | 31 |

22

| JUNE | | | | |
|------|----|----|-----|---|
| M | T | W | T | F |
| 3 | 4 | 5 | 6 | 7 |
| 10 | 11 | 12 | 13* | |

9

School Hours

Middle School 7:50 a.m. - 2:30 pm.

Elementary School 8:50 a.m. - 3:25 p.m.

*Early Release Times:

Middle School: 12:00 p.m.

Elementary School: 1:00 p.m.

186 Days (180 Teaching)

**AUBURN SCHOOL BOARD MEETINGS
2023/2024**

The Auburn School Board Meetings are held the 2nd Tuesday of each month beginning in August. Meetings are held at the Auburn Village School Media Center beginning at 6:00 p.m., unless otherwise posted. Special and/or rescheduled meetings are appropriately posted as needed.

2023

**August 8
September 12
October 10
November 14
December 12**

2024

**January 9
February 13
March 12
April 9
May 14
June 11**

Deliberative Session #1: February 3, 2024 at 9:00 a.m.

(Note: Deliberative Session #1 - between the first and second Saturday after the last Monday of January, inclusive of those Saturdays. Snow date must be scheduled within 72 hours of original date.