

**HILLSBORO-DEERING SCHOOL BOARD  
REGULAR MEETING**

**Monday, February 5, 2024 - 6:00pm**

**H-D Middle School Cafetorium**

*The mission of the Hillsboro-Deering School Board is to articulate and develop the educational goals of the community and to allocate community resources effectively and responsibly. It strives to create, with educational professionals, a dynamic learning environment in which all students are inspired to realize their individual potential, learn critical academic skills, develop intellectual curiosity and moral courage, and prepare to be active citizens.*

**MINUTES**

**In Attendance:**

**Board Members:**

**Chris Bober - Chair**

**Jessica Morris - Vice  
Chair**

**Paul Plater**

**Heidi Welch**

**Michael Kenney**

**Administration:**

**Jennifer Crawford,  
Superintendent**

**Grant Geisler, Business  
Manager**

**Stacey Vazquez, Director of  
Student Support Services**

**Jeni Laliberte, Director of  
Curriculum Instruction and  
Assessment**

**Jim O'Rourke, HS Principal**

**Marc Peterson, MS Principal**

**Robin Whitney, Lower H-  
DES Principle**

**Nicole Barton, Upper H-DES  
Principal**

**A. Call Meeting to Order**

- a. Chair Bober called the meeting to order at 6:00pm

**B. Pledge of Allegiance and Moment of Silence**

- a. Public announcement – There is a presence of a quorum, and the meeting is being video audio recorded and will be on the district website, [www.hdsd.org](http://www.hdsd.org) .

**C. Review Hillsboro-Deering School Board Norms**

- a. The Board reviewed the School Board Norms.

## **D. Recognitions**

- a. None

## **E. Correspondence**

- a. None

## **F. Public Comment**

- a. Chair Bober opened public comment at 6:02pm
- a. No comments given
- b. Chair Bober moved the meeting on at 7:03pm

## **G. Consent Agenda**

- a. Minutes-January 11, 2024 meeting
- b. Appointments, Leaves and Resignations
  - i. Resignation: Alicia Parenteau, Speech & Language Asst.; eff. 2/22/24
  - ii. Appointments:
    - 1. Kate Griffin, Tutor (1.5 hours/day – one day/week; \$35.00 hour; eff. 1/6/24-6/2/24 ESSER III grant funded
    - 2. Dan Forrester, HDHS Mentor; \$500 stipend eff. 2/1/24-6/30-24 TITLE IIA grant funded.
    - 3. Jill Cover, ELA Curriculum subcommittee; eff. 2/1/24-6/30/24 \$35/hour
    - 4. Jon Young, Tech Committee; eff. Immediately; up to 10 hours total at \$35/hour
    - 5. Shannon Adamo, Tech Committee; eff. Immediately; up to 10 hours total at \$35/hour
- c. Facilities Use Requests
  - i. June 15, 2024 Craft Fair
  - ii. April – June Murder at the Banquet
  - iii. October 19, 2024 Skate Night
- d. Updated Policies
  - i. GCC Staff Leaves and Absences

## **e. VOTE**

- i. Kenney moved to approve the consent agenda as presented. Welch seconds. Motion passed 5-0-0

## **H. Superintendent's Report**

- a. General Update
  - i. New Student Representative - Mason Ferwerda
    - 1. Is the Vice President of the Senior Class
  - ii. The Middle School Basketball team made the playoffs!
  - iii. The mid-year diagnostic testing has begun
- b. Lions Club Donation
  - i. Has generously donated \$3,000 to help offset school lunch balances.
  - ii. The Board needs to vote to accept the donation.

## **I. Board Discussion**

- a. Deliberative Presentation
  - i. There are a few articles by petition
    - 1. Makes 12 warrant articles that need to be voted on.

**J. Action Items**

- a. Accept Lion’s Club Donation
  - i. Bober moved to approve the acceptance of the \$3,000 donation from the Lions Club to help offset the school lunches.

**K. Recess to Deliberative Session**

- a. Bober moved to recess the meeting to the Deliberative Session. Morris seconds. Motion passed 5-0-0 @ 6:08pm

**L. Call back to Order following the Deliberative Session**

- a. Chair Bober called the meeting back to order at 10:06pm

**M. Action Items**

- a. Approve FY25 Proposed Budget and each Warrant Article for vote as discussed and approved in the Deliberative Session
  - 1. Article 1
    - a. Welch moved to approve Article 1 for vote as discussed and approved in the Deliberative Session. Morris seconds. Motion passed 5-0-0.
  - 2. Article 2
    - a. Welch moved to approve Article 2 for vote as discussed and approved in the Deliberative Session. Morris seconds. Motion passed 5-0-0.
  - 3. Article 3
    - a. Welch moved to approve Article 3 for vote as discussed and approved in the Deliberative Session. Morris seconds. Motion passed 5-0-0.
  - 4. Article 4
    - a. Welch moved to approve Article 4 for vote as discussed and approved in the Deliberative Session. Plater seconds. Motion passed 5-0-0.
  - 5. Article 5
    - a. Welch moved to recommend Article 5 for vote as discussed and approved in the Deliberative Session. Plater seconds. Motion passed 5-0-0.
  - 6. Article 6
    - a. Welch moved to recommend Article 6 for the vote as discussed and approved in the Deliberative Session. Plater seconds. Motion passed 5-0-0.
  - 7. Article 7
    - a. Welch moved to recommend Article 7 for vote as discussed and approved in the Deliberative Session. Morris seconds. Motion passed 5-0-0.
  - 8. Article 8
    - a. Welch moved to recommend Article 8 for vote as discussed and approved in the Deliberative Session. Plater seconds. Motion passed 5-0-0.
  - 9. Article 9
    - a. Welch moved to recommend Article 9 for vote as discussed and approved in the Deliberative Session. Morris seconds. Motion passed 5-0-0.
  - 10. Article 10
    - a. Welch moved to not recommend Article 10 for vote as discussed and approved in the Deliberative Session. Morris seconds. Motion passed 4-1-0. (Kenney opposed)
  - 11. Article 11

- a. Welch moved to not recommend Article 11 for vote as discussed and approved in the Deliberative Session. Bober seconds. Motion passed 4-1-0. (Kenney Opposed).
12. Article 12
- a. Bober moved to not recommend Article 10 for vote as discussed and approved in the Deliberative Session. Plater seconds. Motion passed 3-1-1. (Kenney - No, Morris abstained).

**N. Adjournment**

- a. Welch moved to adjourn. Plater seconds. Motion passed 5-0-0 @ 10:11pm

78 School Street  
Hillsboro, NH  
03244-2190

# S A U #34

603-464-4466  
FAX 603-454-4053  
[www.hdsd.org](http://www.hdsd.org)

*Soaring to Excellence*

*Jennifer L. Crawford, Ed.D.  
Superintendent of Schools*

*Jeni M. Laliberte, M.Ed., CAGS  
Director of Curriculum, Instruction and Assessment*

*Stacey L. Vazquez, Ed.S.  
Director of Student Support Services*

*Grant G. Geisler, M.S.  
Business Manager*

To: Members, Hillsboro-Deering School Board  
From: Dr. Jennifer Crawford, Superintendent of Schools  
Date: February 5, 2024  
Re: Appointments, Leaves and Resignations - Teachers & Administrators

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The following resignations, leaves, and appointments of teachers have occurred since the January 11, 2024 School Board meeting:

**RESIGNATIONS: None**

**LEAVES: None**

**TRANSFERS/CHANGE OF ASSIGNMENTS: None**

**APPOINTMENTS:**

**Kate Griffin**, Tutor, 1.5 hours/day, 1 day/week, \$35.00/hour; effective 1/6/24-6/12/24.  
(ESSER III funded)

**Dan Forrester**, HDHS Mentor, \$500 stipend, effective 2/1/24-6/30/24, (Title IIA grant funded):

**HDS District Technology Committee** - \$35.00/hour as needed, effective 7/2023 through 6/2024:

**Shannon Adamo**

**Jon Young**

**HDES ELA Curriculum Sub-Committee** - \$35.00/hour up to 6 hours, effective 2/1/24 through 6/30/24:

**Jill Cover**

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*Director of Curriculum, Instruction and Assessment*

*Grant G. Geisler, M.S.*  
*Business Manager*

To: Hillsboro-Deering School Board Members  
From: Dr. Jennifer Crawford, Superintendent of Schools  
RE: **For Information Only** – Appointments, Leaves & Resignations of Staff  
Date: February 5, 2024

**Resignations:**

**Alicia Parenteau**, HDES Speech and Language Assistant, effective 2/22/24

**Leaves: None**

**Transfers/Change of Assignments: None**

**Appointments: None**

APPENDIX KF-R

**Hillsboro-Deering School District  
Facilities Use Request Form**

<b>Facility Requested: (Check one)</b> HDES HDMS <input checked="" type="checkbox"/> HDHS	
<b>Room/Space Requested:</b> Hillsboro-Deering Middle School Cafetorium	
<b>Dates:</b> April 30, May 30, June 2	
<b>Times:</b> 5:00 p.m. until 9:00 p.m. for each date	
<b>Name of Event/Activity:</b> Murder at the Banquet	
<b>Name of Event/Activity Contact:</b> Becky Johnson / Hillsborough Community Center	
<b>Phone:</b> 603-848-4282	<b>Email:</b> director@hccnh.org
<b>Address:</b> PO Box 202, Hillsborough, NH 03244	
<b>Description of Activity:</b> Theatrical production: "Murder at the Banquet" a family-friendly comedy mystery.	
<b>Set up requests: # of chairs</b> <u>150</u> <b># of Tables</b> <u>5</u> (attach any special configuration of chairs and tables)	
<b>Technology/AV Requests (organizations must provide their own laptops, adaptors &amp; power strips):</b> <b>Projector</b> _____ <b>Microphone</b> <input checked="" type="checkbox"/>	
Lighting and sound system access	
<b>Kitchen</b> <u>No</u> (Will be closed to the public unless a district food service employee is present. See fees on page 2.)	
<b>Estimated Attendance:</b> <u>150</u>	<b>Will an admission fee be charged? Yes <input checked="" type="checkbox"/> No ___</b> <b>Amount?</b> _____ <small>\$10 general admission, \$5 for kids and senior citizens</small>
<b>Check all that apply to this event/activity:</b> <input type="checkbox"/> School-sponsored <input type="checkbox"/> School Related <input type="checkbox"/> Community <input type="checkbox"/> Outside District <input type="checkbox"/> Profit <input checked="" type="checkbox"/> Non-Profit	
<b>Is Building Use Waiver requested? Yes <input checked="" type="checkbox"/> No ___</b>	<b>Is Custodial fee Waiver requested? Yes <input checked="" type="checkbox"/> No ___</b>
<b>PLEASE EXPLAIN REASON FOR WAIVER REQUEST. SCHOOL BOARD MUST APPROVE ALL WAIVERS.</b> Non-profit fundraiser for future regional community center.	

**IT IS AGREED** that in consideration for allowing the rental of the Hillsboro-Deering School District's owned facilities and in full recognition of its fiduciary to protect publicly owned property and assets, the Lessee hereby covenants and agrees to at all times hold harmless the Hillsboro-Deering School District, its officers and employees. To the fullest extent permitted by law, from any and all claims, damages, losses and expenses, including, but not limited to, reasonable attorney's fees and legal costs, arising out of the use of these rental premises and all facilities by the Lessee, its officers, employees, agents, representatives, contractors, customers, guests, and invitees.

- The Lessee will provide a Certificate of Insurance reflecting Commercial General Liability coverage with limits of no less than \$1 million per occurrence, naming the Hillsboro-Deering School District as an Additional Insured. Certificate of Insurance attached \_\_\_\_\_
- Any flyers, social media or advertising of any kind must contain the following: "Not a school-sponsored event"
- It is understood that school events/functions have priority for the use of the school district's facilities and as such, outside groups may be bumped or displaced.

**Signature:** Becky Johnson  
**Printed Name:** Becky Johnson **Date:** 01/09/2024

Hillsboro-Deering School District  
Facilities Use Request Form

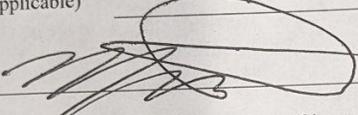
You will be contacted by the approving agent upon acceptance of this request at the above listed contact phone/ email. Do not assume this event is approved until you receive confirmation.

Approval Section:

1. Recipient: (SAU, ES, MS or HS Main Office)  Yes  No  
Certificate of Insurance \_\_\_\_\_  
Initial \_\_\_\_\_

2. Building principal: Confirm that facility in your building is available as requested  
Or Athletic Director: Confirm that athletic field is available as requested

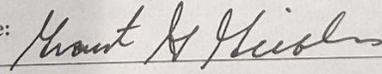
Building Facility Reserved on: 4/30, 5/30, 6/2 (6/2 is a Sunday)  
Room being used: Cafe + stage  
Use approved (circle one)  Approved  Disapproved  
Reason for Denial (if applicable) \_\_\_\_\_

Principal Signature: 

3. Business Administrator: Set fees, approve event (Signer is responsible to confirm event with requestor)

Use of Building Fee	(see fees on page 6)		\$ 195
Custodial Fees	# Custodians	<u>1 (6/2)</u>	\$ 175
\$35/hr per custodian	Hours per custodian	<u>5</u>	\$ 0
Kitchen Fees	# Cafeteria Staff		\$ 0
\$25/hr per staff member	Hours per person		\$ 0
Total Fees			\$ 370

*4/30 + 5/30 are regular custodian hours*

Business Administrator Signature: 

4. School Board:  
Fee waiver Granted:  Yes  No  
Amount of waiver requested: \$ \_\_\_\_\_  
Amount waived: \$ \_\_\_\_\_

School Board Signature: \_\_\_\_\_

5. Scheduling (SAU Office)  
Entered in School Calendar \_\_\_\_\_

APPENDIX KF-R

Hillsboro-Deering School District  
Facilities Use Request Form

Facility Requested: (Check one) HDES HDMS <input checked="" type="checkbox"/> HDHS	
Room/Space Requested: Hillsboro-Middle School Gym and Cafetorium	
Dates: October 19, 2024	
Times: 4:00 p.m. until 9:00 p.m.	
Name of Event/Activity: Family Skate Night	
Name of Event/Activity Contact: Becky Johnson (Hillsborough Community Center), Jocelynn Drew (Monadnock Roller Derby)	
Phone: 603-848-4282	Email: director@hccnh.org
Address: PO Box 202, Hillsborough, NH 03244	
Description of Activity: Community skate night	
Set up requests: # of chairs <sup>3</sup> # of Tables <sup>3</sup> (attach any special configuration of chairs and tables)	
Technology/AV Requests (organizations must provide their own laptops, adaptors & power strips): Projector _____ Microphone <sup>Yes</sup> _____	
Kitchen <sup>No</sup> _____ (Will be closed to the public unless a district food service employee is present. See fees on page 2.)	
Estimated Attendance: <sup>75</sup> _____	Will an admission fee be charged? Yes <input checked="" type="checkbox"/> No _____ Amount? \$ <sup>10</sup> _____
Check all that apply to this event/activity: <input type="checkbox"/> School-sponsored <input type="checkbox"/> School Related <input type="checkbox"/> Community <input type="checkbox"/> Outside District <input type="checkbox"/> Profit <input checked="" type="checkbox"/> Non-Profit	
Is Building Use Waiver requested? Yes <input checked="" type="checkbox"/> No _____	Is Custodial fee Waiver requested? Yes <input checked="" type="checkbox"/> No _____
PLEASE EXPLAIN REASON FOR WAIVER REQUEST. SCHOOL BOARD MUST APPROVE ALL WAIVERS.	

Non-profit fundraiser for future regional community center.

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- The Lessee will provide a Certificate of Insurance reflecting Commercial General Liability coverage with limits of no less than \$1 million per occurrence, naming the Hillsboro-Deering School District as an Additional Insured. Certificate of Insurance attached \_\_\_\_\_
- Any flyers, social media or advertising of any kind must contain the following: "Not a school-sponsored event"
- It is understood that school events/functions have priority for the use of the school district's facilities and as such, outside groups may be bumped or displaced.

Signature: Becky Johnson

Printed Name: Becky Johnson Date: 01/09/2024

**Hillsboro-Deering School District  
Facilities Use Request Form**

You will be contacted by the approving agent upon acceptance of this request at the above listed contact phone/ email. Do not assume this event is approved until you receive confirmation.

**Approval Section:**

1. Recipient: (SAU, ES, MS or HS Main Office)  Yes  No  
 Certificate of Insurance \_\_\_\_\_  
 Initial \_\_\_\_\_

2. Building principal: Confirm that facility in your building is available as requested  
 Or Athletic Director: Confirm that athletic field is available as requested

Building Facility Reserved on: 10/19/2024  
 Room being used: Gym + Cafe  
 Use approved (circle one) Approved Disapproved  
 Reason for Denial (if applicable) \_\_\_\_\_

**Principal Signature:** \_\_\_\_\_

3. Business Administrator: Set fees, approve event (Signer is responsible to confirm event with requestor)

Use of Building Fee	(see fees on page 6)	\$	<u>130</u>
Custodial Fees	# Custodians		<u>1</u>
\$35/hr per custodian	Hours per custodian	\$	<u>175</u>
Kitchen Fees	# Cafeteria Staff		<u>0</u>
\$25/hr per staff member	Hours per person	\$	<u>0</u>
Total Fees		\$	<u>305</u>

**Business Administrator Signature:** \_\_\_\_\_

4. School Board:  
 Fee waiver Granted: Yes  No   
 Amount of waiver requested: \$ \_\_\_\_\_  
 Amount waived: \$ \_\_\_\_\_

**School Board Signature:** \_\_\_\_\_

5. Scheduling (SAU Office)  
 Entered in School Calendar \_\_\_\_\_

APPENDIX KF-R

**Hillsboro-Deering School District  
Facilities Use Request Form**

<b>Facility Requested: (Check one)</b> HDES _____ HDMS _____ HDHS <input checked="" type="checkbox"/>	
<b>Room/Space Requested:</b> Hillsboro-Deering High School Gym	
<b>Dates:</b> June 15, 2024	
<b>Times:</b> 7:00 a.m. until 3:00 p.m.	
<b>Name of Event/Activity:</b> Craft Fair	
<b>Name of Event/Activity Contact:</b> Becky Johnson / Hillsborough Community Center	
<b>Phone:</b> 603-848-4282	<b>Email:</b> director@hccnh.org
<b>Address:</b> PO Box 202, Hillsborough, NH 03244	
<b>Description of Activity:</b> Community engagement event that features local artists and vendors	
<b>Set up requests: # of chairs</b> <u>3</u> <b># of Tables</b> <u>50</u> (attach any special configuration of chairs and tables) Layout will be similar to that of the Holiday Craft Fair.	
<b>Technology/AV Requests (organizations must provide their own laptops, adaptors &amp; power strips):</b> Projector _____ Microphone _____	
Kitchen <u>No</u> (Will be closed to the public unless a district food service employee is present. See fees on page 2.)	
<b>Estimated Attendance:</b> <u>150</u>	<b>Will an admission fee be charged? Yes ___ No <input checked="" type="checkbox"/> Amount?</b> _____
<b>Check all that apply to this event/activity:</b> <input type="checkbox"/> School-sponsored <input type="checkbox"/> School Related <input type="checkbox"/> Community <input type="checkbox"/> Outside District <input type="checkbox"/> Profit <input checked="" type="checkbox"/> Non-Profit	
<b>Is Building Use Waiver requested? Yes <input checked="" type="checkbox"/> No ___</b>	<b>Is Custodial fee Waiver requested? Yes <input checked="" type="checkbox"/> No ___</b>
<b>PLEASE EXPLAIN REASON FOR WAIVER REQUEST. SCHOOL BOARD MUST APPROVE ALL WAIVERS.</b> Non-profit fundraiser for future regional community center.	

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- It is understood that school events/functions have priority for the use of the school district's facilities and as such, outside groups may be bumped or displaced.

**Signature:** Becky Johnson

**Printed Name:** Becky Johnson **Date:** 01/09/2024

**Hillsboro-Deering School District  
Facilities Use Request Form**

You will be contacted by the approving agent upon acceptance of this request at the above listed contact phone/ email. Do not assume this event is approved until you receive confirmation.

**Approval Section:**

1. Recipient: (SAU, ES, MS or HS Main Office)  Yes  No  
 Certificate of Insurance \_\_\_\_\_  
 Initial \_\_\_\_\_

2. Building principal: Confirm that facility in your building is available as requested  
 Or Athletic Director: Confirm that athletic field is available as requested

Building Facility Reserved on: 6/15 (Saturday event)  
 Room being used: HS Gym  
 Use approved (circle one) Approved Disapproved  
 Reason for Denial (if applicable) \_\_\_\_\_

**Principal Signature:**

*[Handwritten Signature]*

3. Business Administrator: Set fees, approve event (Signer is responsible to confirm event with requestor)

Use of Building Fee	(see fees on page 6)	\$	<u>130</u>
Custodial Fees	# Custodians		<u>1</u>
\$35/hr per custodian	Hours per custodian	\$	<u>280</u>
Kitchen Fees	# Cafeteria Staff		<u>0</u>
\$25/hr per staff member	Hours per person	\$	<u>0</u>
Total Fees		\$	<u>410</u>

**Business Administrator Signature:**

*[Handwritten Signature]*

4. School Board:  
 Fee waiver Granted:  Yes  No  
 Amount of waiver requested: \$ \_\_\_\_\_  
 Amount waived: \$ \_\_\_\_\_

**School Board Signature:**

5. Scheduling (SAU Office)  
 Entered in School Calendar \_\_\_\_\_