

BROOKLINE SCHOOL BOARD
APRIL 21, 2021
MEETING MINUTES

A regular meeting of the Brookline School Board was conducted on Wednesday, April 21, 2021 at 6:01 p.m. at the Captain Samuel Douglass Academy.

Kenneth Haag, Chairman, presided:

Members of the Board Present: Erin Sarris, Vice Chairman (arrived at 6:10 p.m.)
 Karen Jew, Secretary
 Rebecca Howie
 Alison Marsano

Members of the Board Absent:

Also in Attendance: Andrew Corey, Superintendent

There being no objection, the Board went out of the regular order of business by moving committee appointments to follow public input.

AGENDA ADJUSTMENTS

Superintendent Corey provided Board members with a copy of the General Assurances, Requirements and Definitions for Participation in Federal Programs document for FY22 (copy attached), and requested the agenda be adjusted to include Board action on the General Assurances as the last item under Deliberation.

There being no objection, the agenda was amended as requested.

CORRESPONDENCE/RESIGNATIONS/NOMINATIONS

Superintendent Corey noted the New Hampshire Statewide Assessment System (SAS) testing is being conducted. The remote option identified on the State testing website was investigated; however, the district does not have the staffing required to utilize that option. It would require a supervisor for individual students at home and would literally require the district to put on a secure browser. Last year the district learned families are uncomfortable with a different browser. Testing will be conducted in school, and alternative times provided for remote students to come into the building. If any parent is uncomfortable, there is the option of electing to fill out the form indicating they will not do the State testing this year.

The Board was provided with a copy of the Diversity, Equity, and Inclusion (DEI) statement that was completed by the DEI Advisory Committee (copy attached). Superintendent Corey stated his recommendation for the Board to address the statement in a workshop model meeting next month.

Superintendent Corey informed the Board of the resignation of Shannon Dwyer, Grade 2 Teacher at the Richard Maghakian Memorial School (RMMS) effective at the end of the contracted school year. In her letter Ms. Dwyer states, during her time at Hollis Brookline she has had the privilege of working alongside a dedicated and thoughtful staff, and she is fortunate to have served with each of them.

MOTION BY MEMBER MARSANO TO ACCEPT, WITH REGRET, THE RESIGNATION OF SHANNON DWYER AS A GRADE 2 TEACHER AT THE RICHARD MAGHAKIAN MEMORIAL SCHOOL, EFFECTIVE AT THE END OF THE CONTRACTED SCHOOL YEAR

MOTION SECONDED BY MEMBER JEW

MOTION CARRIED

4-0-0

Superintendent Corey informed the Board of a letter of resignation received from Nichole Palmer, 5th grade Teacher at the Captain Samuel Douglass Academy (CSDA). In her letter, she states her students have given her great pleasure over the years, and the families have been a wonderful support in the classroom.

MOTION BY MEMBER HOWIE TO ACCEPT, WITH REGRET, THE RESIGNATION OF NICHOLE PALMER AS A GRADE 5 TEACHER AT THE CAPTAIN SAMUEL DOUGLASS ACADEMY, EFFECTIVE AT THE END OF THE CONTRACTED SCHOOL YEAR

MOTION SECONDED BY MEMBER JEW

MOTION CARRIED

4-0-0

Superintendent Corey informed the Board of the resignation letter received from Suzanne Tetrault, Technology Integration Specialist.

MOTION BY MEMBER MARSANO TO ACCEPT, WITH REGRET, THE RESIGNATION OF SUZANNE TETRAULT AS THE TECHNOLOGY INTEGRATION SPECIALIST WITH THE BROOKLINE SCHOOL DISTRICT, EFFECTIVE AT THE END OF THE CONTRACTED SCHOOL YEAR

MOTION SECONDED BY MEMBER JEW

MOTION CARRIED

4-0-0

Superintendent Corey informed the Board of receipt of a letter of resignation from Shawna Cutler, Pre-K Teacher/Case Manager at RMMS. In her letter, Ms. Cutler remarks she will be getting married in a few short weeks and wishes to focus her attention on family and home.

MOTION BY MEMBER HAAG TO ACCEPT, WITH REGRET, THE RESIGNATION OF SHAWNA CUTLER AS A PRE-K TEACHER/CASE MANAGER AT THE RICHARD MAGHAKIAN MEMORIAL SCHOOL, EFFECTIVE AT THE END OF THE CONTRACTED SCHOOL YEAR

MOTION SECONDED BY MEMBER JEW

MOTION CARRIED

4-0-0

Superintendent Corey informed the Board of the resignation of Amanda Finigan as Special Education Teacher at RMMS. In her letter, she thanked the children for making her time here thoroughly enjoyable and rewarding.

MOTION BY MEMBER HAAG TO ACCEPT, WITH REGRET, THE RESIGNATION OF AMANDA FINIGAN AS A SPECIAL EDUCATION TEACHER AT THE RICHARD MAGHAKIAN MEMORIAL SCHOOL, EFFECTIVE AT THE END OF THE CONTRACTED SCHOOL YEAR

MOTION SECONDED BY MEMBER MARSANO

MOTION CARRIED

4-0-0

Superintendent Corey informed the Board of a letter of resignation received from Sally Barnett, Reading Specialist, CSDA.

MOTION BY MEMBER HAAG TO ACCEPT, WITH REGRET, THE RESIGNATION OF SALLY BARNETT AS A READING SPECIALIST AT THE CAPTAIN SAMUEL DOUGLASS ACADEMY, EFFECTIVE AT THE END OF THE CONTRACTED SCHOOL YEAR

MOTION SECONDED BY MEMBER MARSANO

MOTION CARRIED

4-0-0

Chairman Haag read into the record a communication received from Valérie D. Rearick, Town Planner.

“Brookline School Board members,

At a meeting last night, the Planning Board discussed the composition of the School and Town Services Committee consistent with Article 2 of the Special Town Meeting held on March 29th. They would like to have a member of the School Board or representative of the Brookline School District on it. This position would serve as a Liaison between this committee and the Facilities Study Committee the Brookline School District needs to establish.

The Planning Board feels it is very important for both committees to communicate findings and share work to reach the goals set at the special Town meeting. The Planning Board is looking at the Schools and Town Services Committee’s work being focused in May-June through September.

Could you please let me know which member of the Brookline School Board or its representative will serve on the committee? The final composition of the committee will be discussed at the May 20, 2021 Planning Board meeting.”

APPROVAL OF MINUTES

Brookline School Board – **Organizational Meeting** [March 24, 2021](#)

The following amendments were offered:

Page 7, Line 43; delete “the” before “PreK-6”

Page 8, Line 3; insert “a” before \$66 million price tag”

Page 8, Lines 12-13; delete “. That would have”

Page 8, Line 13; replace “being” with “would be”

MOTION BY MEMBER MARSANO TO ACCEPT, AS AMENDED

MOTION SECONDED BY MEMBER JEW

MOTION CARRIED

5-0-0

Facilities Committee [March 31, 2021](#)

MOTION BY MEMBER SARRIS TO ACCEPT, AS PRESENTED

MOTION SECONDED BY MEMBER MARSANO

MOTION CARRIED

5-0-0

PUBLIC INPUT – None

APPOINTMENTS

Chairman Haag announced the following committee assignments:

Brookline Finance Committee	Karen Jew
SAU 41 Governing Board Policy Committee	Erin Sarris
SAU 41 Governing Board Budget Sub-Committee	Alison Marsano
Teacher Luncheon	Rebecca Howie/Erin Sarris
School and Town Services Committee	Kenneth Haag

PRINCIPALS' REPORT

Superintendent Corey spoke of the reports provided with the [agenda](#). The NH SAS testing is going very well. The district is making accommodations for remote students and the in-person students are just giving it their all in what has been a very difficult year for them.

An enrollment breakdown was provided as part of the report. A number of staff, because of the vaccinations, will be returning to the buildings. Some teachers will continue to teach remotely as parents are selecting that option. He thanked Carrie Marsh, Human Resources Director, for her efforts to coordinate all the pieces associated with that.

Superintendent Corey highlighted the information provided on the RMMS Food Pantry Project. He commended Principal Molinari for making a school-wide program that incorporates math skills and establishes the connection of responsibility to your community. The project began on October 1st (established 2 years ago). The students at RMMS as well as the students that originally started the program (now 5th grade students at CSDA) participated. It is a school-wide effort that results in monthly donation drives. Principal Molinaro, working with his staff, take the pieces of food over to the food pantry which has historically provided a list of most needed items. Our families have been tremendous with their responses.

The students love the food pantry math, which is something that has tied it in and made it something a lot larger from an academic standpoint. Donations are sorted by item; food versus non-food, and that is tallied. Total food ounces are calculated, total ounces are converted to pounds, and pounds converted to meals.

A lot of times children do not make the connection between ounces and pounds, but when you turn it into a community project, and they see we ended up giving X number of meals to the food pantry, suddenly the ounces become a much more fluid math concept. In October, they provided 59 meals, November 86 meals, December 281, February 108, and March 202. Even during this pandemic you can see not only the generosity

of our families, but also how our staff has maintained as many normal activities for our students as they can, which is crucial for that social emotional piece.

December was the Cans for Kindness Challenge where all 3rd grade classes, including remote students, competed to see who could bring in the most donations. Principal Molinari worked hard to ensure the donations from remote classes were done safely, and each of the cans for kindness earned a leaf on the holiday wreath. Those visuals are huge for our youngest learners.

Superintendent Corey thanked the elementary community for all their support, the staff and administration who first donate items and then give of their own time, families who donated generously and sent donations, and the PTO for their Amazon Smiles shopping list; an activity that makes donations easier for our families as well as communicates this project for us through social media.

Superintendent Corey expressed gratitude to Principals Molinari and Bouley for the outstanding job they have done with the policies and procedures around COVID. He thanked the families and children; a lot of families wondered if kids could wear masks, and they have been outstanding.

Vice Chairman Sarris commented the Food Pantry Project is a great example in terms of academics and community involvement. She would love to see an equivalent, especially if you have kids coming from RMMS, to have a year-long project similar that serves the community at CSDA. It gives tremendous buy-in. Mrs. Winters with the math program uses her accelerated students for such projects. She would like to see that carried through. She believes it can draw more students to math involvement.

Chairman Haag questioned if all of RMMS is in-person now. Superintendent Corey clarified everyone who wanted to be in-person is in-person across the entire district. Those who wish to continue with remote learning are able to.

Member Marsano spoke of the size of the 3rd grade class and plans for the coming year; accommodating them coming into CSDA next year. She questioned if the district is ready to accommodate 5 classes. Superintendent Corey stated he does not believe there is a concern from the aspect of class size. Between retirements and teacher turnover, there will likely be available funding to allocate an additional teacher to that grade. This growth will continue to be seen. Another place where it is believed growth will be seen is in Kindergarten. Principal Molinari informed him that we already have a number in the mid-60s for Kindergarten registration.

Vice Chairman Sarris commented that is big for 1st grade where we have traditionally done a good job of keeping 1st grade at a lower class size. Superintendent Corey commented as we go further along, the Administration will have suggestions for staffing to meet the Board's class size specifications. There is awareness of move-outs that will be occurring. There will be a lot of movement as many companies are asking employees to relocate. He believes numbers will continue to increase, but that it will not be as drastic as it appears on paper at this time.

DISCUSSION

- Informational Update; Superintendent's update Diversity, Equity, Inclusion

Superintendent Corey noted information provided the Board (copy attached) regarding the equity and inclusion initiative. It was during an SAU41 Governing Board meeting where the boards were initially approached by a group of citizens in the fall. At that point, he made the decision that he did not believe the Administration had the bandwidth to tackle COVID and DEI at the same time. The COOP School Board received a communication

from a group of students who had seen the discussion and brought forward concerns from the students' point of view. The minute we get into something coming from students, it is his job to react and support them to validate their concerns.

The Superintendent's DEI Advisory Committee was formed to allow the boards to be free to deal with COVID as, at that time, we had no idea where we would be, e.g., what the numbers would be or what we would be asked to do. He reached out to a group of residents from both communities that came together from diverse backgrounds and participated in a series of meetings (12-20 hours) to arrive at the statement. The intent, at this time, was to provide the statement and schedule a workshop time as part of the agenda for next month's meeting to allow the Board the opportunity to review the statement and be prepared to present questions or any desired changes. Superintendent Corey will bring forward recommendations that come out of the Committee; more of a self-reflection and what we need to improve upon.

It became a Petition Warrant Article at the COOP Annual Meeting. Superintendent Corey remarked somewhere along the way the term critical race theory came into play, which is not something that is supported by him or the Committee. He wished for those who may be watching to understand that is not the direction this is taking and that was never the intention. His intention was to gather information and try to make incremental changes over time that will enhance what we do. A lot of this will come under the Social Emotional Learning (SEL) Initiative. The district is already utilizing a program called Choose Love, which has expanded to include this initiative. He will be discussing those changes with representatives of that program to gain a better understanding of their work. He has been speaking with his colleagues and others regarding another program, Character.org. It is more of an approach of what we can look at from a community standpoint. He spoke of being pleased with the amount of dialogue. He wished it were not always through social media or a negative back and forth exchange, but the dialogue and the conversations that have gone on have allowed us the ability to now move forward. When you have 500 people stay after a 9-hour meeting to vote on an initiative, that speaks of the importance of it.

There is no timeframe associated with this in terms of completion; we may decide things next month and into June or over the summer for incorporation into the school year. Input from the public will be welcome as we move forward. He expressed the desire for community members to understand it is not the intent to change curriculum. He does not have that power; the School Board is the only entity that can determine what curriculum is used, and those 5 elected officials are the only ones who can decide policy. As part of this is the direction of looking to the New Hampshire School Board Association to conduct a policy review. When they come in to do that work, they will be asked to take a critical look at our policies for the items around this topic. This is work that is beginning in many districts across the State.

Our teachers are prepared, have been exposed to Choose Love, and have a very solid foundation. It may be something that we can build off. Currently, COVID is moving in a positive direction, but we have a whole summer and fall to go through. There will be a balancing act as he will not put too much on a teacher's plate.

He spoke of some of the changes he has heard from the Committee, which he believes are fairly simple to make. Some members of the Committee have adopted their children and some of the assignments that we do as a school ask children to tell why they were named what they were named, e.g., how did you get that first name, etc. It sounds simple, except when you are the adoptive parents, and you have no knowledge of that. It is more that our teachers need to start to learn how we incorporate all children into what is an assignment intended to promote family and things like that. Some of the comments made are more complex. One that came up at the high school level was the Committee recognizes that everybody brings their personality and what they have to the table, and when talking about a difficult topic, we need to figure out some way to balance that perception; How do you teach a difficult topic if you have a belief on one side of that topic already.

While the Committee has been doing this work, Assistant Superintendent Bergskaug has been working with the COOP School Board on what we call the Portrait of a Graduate. That will be a backwards by design model where we will identify this is where we want our students to be when they graduate 12th grade and what that means for grades 9-12, grades 7-8, etc. A meeting is scheduled for this Friday during which the Portrait of a Graduate should be finalized. There will be two simultaneous efforts that will, at some point, come together and identify measurable goals and objectives so that the School Board and community can know where we are going and expect deliverables.

Member Marsano noted the State has a huge component that they have developed into Choose Love. It is completely free and saves the district and the State funding in the long run, e.g., something along the lines of every dollar that is invested in it has a return of \$20 in savings in outcomes for the State and districts.

Superintendent Corey reiterated all programing pieces will come to the Board and the Board will act so that everyone will be aware of what is taking place. People in the community have raised concerns about critical race theory being taught in the schools. That is not our curriculum or our intent. If having a concern, community members should reach out to the Administrators and/or the Superintendent.

Superintendent Corey commented one of the things he was most proud of was the way our community presented and represented their thoughts and comments during the discussion that took place on Article 15. Everybody, whether for or against this, was looking at it through the lens of children. As a result, we will end up in a very good place.

- Facilities Committee Update

To ensure the community will take the journey with us, the Board's agenda packets will include, and the Board will be asked to approve, the minutes of the meetings of the BSD Facilities Study Committee.

The next step is the coordination of building tours with Mike Davey, EEI Services. They are working with the architect and the Administration to provide them enrollment trends and projections from NESDEC. One of the things he has cautioned the Committee on is that we are so used to our buildings that we see them as they are. When you have professionals who are not involved in those buildings, they see space for what it could become.

Superintendent Corey spoke of being excited with the group that has come together. At this stage of the study, there is no cost to the district. If getting to a point where materials will be required for presentations, the Administration would come before the Board seeking allocation of funds for a study.

The Administration has discussed conducting a similar study with the COOP School Board. These students will be at the middle school in a short time. The Union Leader had a story last night that will help people understand the magnitude of what is being discussed. The Amherst School District is putting forth a new elementary building; approximately 500 students and a cost of \$66 million. Our goal is not to spend that or anywhere near that kind of money but instead to take two very functional buildings and prudently do upgrades and changes that will provide many years of useful life. We are coming to the end of the tunnel with the Hollis buildings, which are very similar. The front façade of the Hollis Primary School (HPS) was changed and went from an insulation factor of approximately 0-1 to almost 40. Solar was installed on the roof and both schools generate nearly all the electricity needed. At the Hollis Upper Elementary School (HUES), they converted from oil to propane, and that will be done at HPS to get the tanks out of the ground. At some point we will look at propane in the Brookline School District as it will provide for greater buying power.

There are exciting things happening. It is believed the work will ramp up during the summer, the district will be ready for recommendations to the Planning Board and able to prepare for both short and long-term needs.

Chairman Haag remarked the discussion was previously slanted more towards RMMS, and now the Committee is looking at the district as a whole. The talking points from the previous discussion were discussed by the Committee. The previous discussions of the Board resulted in the selection of a vendor, which has started the district on this journey. He commented on the positive aspect of the different boards communicating.

- COVID 19 – Update

Superintendent Corey remarked it continues to go well. Yes, we are wearing masks, lunches are in the gymnasium, it is different, but it goes well. A significant number of staff is returning to in-person having been vaccinated. Some will still teach remotely but will be with their peers. We have been fortunate in Brookline in that we have not seen an uptick in cases. The only place an uptick is being seen is at the high school, and it is more because those students are more independent socially and the nature of spring and everything that goes on with being a high school student at this time of year. Our students are doing fabulous work in the building. All cases have been able to be traced back to an event that occurred outside the building that anyone's child could have been involved in. They are not making wrong choices. In many ways they are doing the exact opposite; our athletes are reminding each other that one case on a team could cost them games, the National Honor Society is doing a great job in reminding each other and really trying to, for the last 40 days, stay as strong as we can and get through this.

- Informational – Tentative Last Day of School, End of year activities

An in-person 6th grade promotion graduation ceremony is being planned at CSDA. The soccer field will be used along with the model used at the high school for social distancing. The field will be sectioned off in grids. Those grids will contain three chairs for the parents and student and will include all materials needed. Parents will present the child with their promotion certificate. A photographer has been hired for the day. The photographer will go pod to pod and make sure they get a nice photo opportunity.

There will be meetings during the May, June, and July timeframe to talk about opening next year. The intent, at this time, is to open 100% in-person. Accommodations would be made for anyone having unique circumstances and unable to come to school. Those will be addressed on a case-by-case basis and the Administration will assist those families any way it can. It is not known if masks will be required in the fall. Superintendent Corey stated he is watching the trend and waiting to see if the State does anything with schools. We seem to be taking a different path with outdoor activities and at some point, depending on data, school boards, etc., we may look at something like that for the end of the year, which he believes would be a powerful piece for a child that you have kind of succeeded.

Superintendent Corey remarked a lot of people have read stories across the State about roadblocks being put up, but our unions have not approached this that way. They have brought concerns, but when they have brought a concern, they have sat down at the table and they have worked with us in trying to come up with solutions. They, as much as the Administration, are responsible for whatever success we have had.

Fridays in June will most likely be utilized by staff to identify potential gap areas. We do not know where there will and will not be gaps. The SAS testing and other internal assessments will help in that effort. Also desired is to know some of the simple things, e.g., what teachers emphasized this year, what did they perhaps have to cover a little quicker than might have been the case in a normal year, etc. The intent is for the SAU Administration, working with the Principals, to create these grade level “here is what we know” documents so that when we come back in the fall, we are using the fall professional development with our teachers starting from a known point. In the budget, we had included some of the RtI Paras to look at gaps and how to help in math and reading. Assistant Superintendent Bergskaug has set up a very good plan, and it will just be a matter of getting this wealth of information.

For the next couple of years, this will be a regular exercise. The Administration may discuss with the Board an opportunity to utilize 1 or 2 early release days just to really be able to take 2-3 hours together with faculty. Another aspect that will be looked at is the potential for utilizing remote learning for snow days. That day would be somewhat different understanding the value of a traditional snow day. It would likely be an automatic late start to the day, an educational piece, and a play piece. That may be an option when in a situation where it is one of those storms that we know we will all get. As a teacher, if the storm is going to come in on a Thursday, you can prep everyone on a Wednesday and balance tech with non-tech so that should a family lose power there would still be opportunities for creative activities. That must be talked through further with the union, but it is something the Superintendent believes can be done and will start to give the district more of a concrete ending date every year.

Unless there is some drastic change, the last day of school will be a half day on Friday, June 18th. The 6th grade ceremony is planned for Thursday the 17th. The Principal may tell those students they do not have to attend on Friday the 18th. That is a decision left to the Principal.

The district will not be doing much with step-up day. It is likely class lists will be posted a little later as there will be the need to determine exactly where we will be regarding COVID, e.g., perhaps smaller rooms, less furniture, are we back to our old numbers. The Principals will work on those lists and get them out some time over the summer.

Superintendent Corey spoke of the generosity of the community in supporting the budget inserting dollars back into tech. ed. In many ways the district has advanced beyond some of the things we used to do because every teacher has increased their skills. To reduce class ratios, the decision may be made to fund a classroom teacher rather than the tech ed. By the May/June timeframe the Administration will be able to provide some input as to where staff may be added. There is a lot of discussion to be had, but he wished to ensure it is not a surprise should it be decided that is where the funding would come from.

Vice Chairman Sarris stated agreement that the technology piece is becoming more and more intuitive. It is important to be mindful that, especially for the younger students, there was a time when they were sort of intentionally taught some of the foundations that the teachers might have taken for granted within their regular curriculum. There should be some sort of standard instruction that every student gets for technology because there may be gaps created that we are unaware of related to that.

Chairman Haag stated his appreciation of the community’s support of the tech. ed. There was a great deal of discussion on how that position would sunset after this next year. We need to be thoughtful in that regard. Perhaps we could do that with some of the Multi-Tier Support System (MTSS) Paraprofessionals.

Vice Chairman Sarris questioned if there is a behavioral piece to the MTSS positions. Next year we can return to a normal year, but it will not be a normal year for anyone. The behavioral piece is going to be important in figuring out those gaps.

Superintendent Corey remarked the SAU is fortunate in that it has a few behavioral specialists. It may be intentionally doing more trainings with them leading. They typically spend most of their day with students who are on the spectrum or have significant impairments, but he agrees we do not know how students will react to this trauma. By utilizing their expertise we might be able to close gaps and utilize our guidance counselors in a different manner. As we go through the next couple of months, we might want to do a couple more workshops and walk our way through this so that we have a multi-pronged approach to be prepared even if the result is that not all aspects have to be used. He would rather be prepared and not use it than see a group of students struggling behaviorally.

Member Marsano questioned if the district has a collaboration with an organization such as the Greater Nashua Mental Health. Superintendent Corey responded the SAU is within their catchment. They do not tend to be able to offer us as much service as they would like because of limited manpower. They work from Nashua and branch out. They have provided support to the COOP district around mental health issues and things of that nature, so it is not that they do not want to, it is staffing and funding that are the big issues.

That may be something that we need to look at and it may be more at CSDA because of where those students are at developmentally. It will be interesting as sometimes younger children display their emotions so differently, you do not necessarily know why they are upset.

Chairman Haag stated his support of continuing with mask wearing even though the mask mandate went away; just because of numbers and trends. He fully supports that. We opened with that thought and he is glad we are sticking with it.

Superintendent Corey stated he would certainly make the Board aware before there was any change to something like that. Were he to think about changing it would be because of information he learns from Dr. Chan and NH DHHS. Either he or Assistant Superintendent Thompson are on those calls every week. He does believe there will be further discussion around masks. He is not looking at it from the internal environment, he is looking at what point do we start to talk about it with some of our sports teams, at what point do we start to talk about the potential of masks at recess or how we increase breaks, etc. We will end up getting into that hot/humid time again. He will be looking at alternatives for students so that masks are not on all day. That might be adding an extra 10 minutes to recess, but that 10 minutes is more of a quiet time where we know they are socially distanced and relaxing or reading a book, etc.

Vice Chairman Sarris asked for clarification the return of staff will have some staff members teaching remotely from the classroom and was told that is the case. She questioned if there would be some cases where teachers would have students with them in the classroom and be teaching remote. Superintendent Corey stated there is the potential for that. That is going on in select classrooms. As we all know, teachers become attached to their students so when teachers came back to help us with our increasing in-person numbers, many of them said that they did not want to lose their remote students, they would rather go room in zoom. The Administration sat down with the union because the Memorandum of Agreement talked about not doing that, and their position was since it is the decision of the teacher, they were not going to stand in the way of that. The other thing that changed is we have become adept at Zoom.

DELIBERATIONS

- To see what action the Board will take regarding the re-adoption of Policy [BCA](#) – Board Member Code of Ethics.

**MOTION BY MEMBER SARRIS THAT THE BOARD, BY ROLL CALL, STATE AGREEMENT TO ADHERE TO POLICY BCA – BOARD MEMBER CODE OF ETHICS
MOTION SECONDED BY MEMBER MARSANO**

A Viva Voce Roll was conducted, which resulted as follows:

Yea: Karen Jew, Rebecca Howie, Alison Marsano, Erin Sarris, Kenneth Haag

5

Nay:

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MOTION CARRIED

- To see what action the Board will take regarding the re-adoption of Policy [DFA](#) – Investment

The Board was informed of the State requirement to review the policy on a yearly basis. The intent is to provide an opportunity, at least yearly, to consider investments. In large districts that receive tax dollars in a single transfer, there may be a decision to invest as a means of generating revenue. As identified within the current policy, the School District Treasurer working in conjunction with the Superintendent and his/her designee and pursuant to RSA 197:23-a, is authorized to invest the funds of the District subject to specified objectives and standards of care.

**MOTION BY MEMBER MARSANO TO ADOPT POLICY DFA – INVESTMENT
MOTION SECONDED BY MEMBER JEW
MOTION CARRIED**

5-0-0

- To see what action the Board will take regarding authorizing the Board chair to sign the FY2022 General Assurances

MOTION BY MEMBER SARRIS TO AUTHORIZE THE BOARD CHAIRMAN TO REPRESENT THE SCHOOL BOARD, AND ACKNOWLEDGE THAT THE SUPERINTENDENT HAS CONSULTED WITH ALL MEMBERS OF THE SCHOOL BOARD, IN FURTHERANCE OF THE SCHOOL BOARD'S OBLIGATIONS, INCLUDING THOSE ENUMERATED IN RSA 189:1-A, AND PURSUANT TO THE SCHOOL BOARD'S OVERSIGHT OF FEDERAL FUNDS THE DISTRICT WILL BE RECEIVING AND OF THE GENERAL ASSURANCES, REQUIREMENTS AND DEFINITIONS FOR PARTICIPATION IN SAID FEDERAL PROGRAMS

MOTION SECONDED BY MEMBER HAAG

MOTION CARRIED

5-0-0

NON-PUBLIC SESSION

MOTION BY MEMBER SARRIS THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3, II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC EMPLOYEE

MOTION SECONDED BY MEMBER HOWIE

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Karen Kew, Rebecca Howie, Alison Marsano, Erin Sarris, Kenneth Haag

5

Nay:

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MOTION CARRIED

The Board went into non-public session at 7:09 p.m.

The Board came out of non-public session at 7:23 p.m.

ADJOURNMENT

MOTION BY MEMBER HAAG TO ADJOURN

SECONDED BY MEMBER HOWIE

MOTION CARRIED

5-0-0

The April 21, 2021 meeting of the Brookline School Board was adjourned at 7:24 p.m.

Date _____ Signed _____



Frank Edelblut
Commissioner

Christine Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
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April 6, 2021

TO: Superintendents

FROM: Timothy Carney, Administrator
Bureau of Federal Compliance

SUBJECT: General Assurances FY 2022

The New Hampshire Department of Education (NHDOE) has developed the attached "General Assurances, Requirements and Definitions for Participation in Federal Programs" document that must be signed by all agencies and organizations that receive federal funds through the NHDOE. The federally funded programs which flow money through the NHDOE require each applicant to file certain assurances. Some of these assurances apply to all programs and are therefore, considered "general assurances."

The submission of general assurances is required in part by:

- Federal regulation 34 CFR §76.301 of the Education Department General Administrative Regulations (EDGAR), which requires a general application for subgrantees/subrecipients for participation in federal programs funded by the U.S. Department of Education that meets the requirements of Section 442 of the General Education Provisions Act (GEPA).
- Applicable federal statutes.
- Applicable regulations of other federal agencies.

The NHDOE has consolidated the general assurances into one document which also now includes requirements and definitions in an effort to provide more guidance relative to implementation of the underlying assurances. NHDOE requests an annual submission for all of your Local Education Agencies (LEA's). This will simplify the collection of assurances and facilitate the requirement that the NHDOE Commissioner

of Education certify to the Secretary of Education the status of all LEAs. In New Hampshire both School Districts and School Administrative Units (SAUs) are considered LEA's. Individual program policy establishes which of these two entities may apply for federal funds. As such, both the Superintendent and the local School Board Chairperson are required to sign the certifications of the attached document.

I am requesting that you and the local School Board complete the certifications at the end of the enclosed general assurance document; initial each page in the spaces provided and return it in full to the attention of the Bureau of Federal Compliance. That office will notify the directors of all NHDOE programs approving federal funds to LEA's when they have received your assurances. The directors of the various federal programs are not to request additional copies from you, but to accept the Bureau of Federal Compliance list as the basis for determining compliance with these requirements as one item in their approval of proposals for funding. Other program specific assurances will still be requested from the LEA's by individual NHDOE programs.

Compliance with these general assurances will be subject to review by NHDOE staff during on-site federal compliance monitoring. Annual audits by CPA's in accordance with the Single Audit Act may also include compliance checks.

On the Certification page, please include the name and number of the SAU office and the name of the School District which will be applying for funds, both certifying parties are asked to execute the document, and return to the NHDOE Bureau of Federal Compliance office no later than **June 30, 2021**.

If you should have any questions regarding these general assurances, please contact Timothy Carney, Administrator of the Bureau of Federal Compliance at Timothy.Carney@doe.nh.gov or at 603-271-2634.

New Hampshire Department of Education

FY2022

GENERAL ASSURANCES, REQUIREMENTS AND DEFINITIONS FOR PARTICIPATION IN FEDERAL PROGRAMS

Subrecipients of any Federal grant funds provided through the New Hampshire Department of Education (NHDOE) must submit a signed copy of this document to the NHDOE Bureau of Federal Compliance prior to any formula grant application being deemed to be “substantially approvable” or any discretionary grant receiving “final approval”. Once a formula grant is deemed to be in substantially approvable form, the subrecipient may begin to obligate funds which will be reimbursed upon final approval of the application by the NHDOE (34 CFR 708).

Any funds obligated by the subrecipient prior to the application being in substantially approvable form will not be reimbursable even upon final approval of the application by the NHDOE.

This FY2022 general assurances document contains some differences from the FY2021 general assurances document. You are encouraged to do a side-by-side comparison of the two documents so that you thoroughly understand the requirements to which you are agreeing.

Following your review and acceptance of these General Assurances, Requirements and Definitions for Participation in Federal Programs please sign the certification statement on the appropriate page and then initial each of the remaining pages where indicated.

Please note that the practice of the School Board authorizing the Superintendent to sign on behalf of the School Board Chair is not acceptable to the NHDOE in this case and will be considered non-responsive.

Once the document is fully executed, you may either email or mail a copy of the entire document to:

New Hampshire Department of Education
Bureau of Federal Compliance
101 Pleasant Street
Concord, NH 03301
federalcompliance@doe.nh.gov

Should you have any questions please contact Timothy Carney at 603-271-2634, Lindsey Labonville at 603-271-3837, or Jessica Lescarbeau at 603-271-3808.

General Assurances, Requirements and Definitions for Participation in Federal Programs

A. General Assurances

Assurance is hereby given by the subrecipient that, to the extent applicable:

- 1) The subrecipient has the legal authority to apply for the federal assistance, and the institutional, managerial, and financial capability (including funds sufficient to pay non-federal share of project costs, as applicable) to ensure proper planning, management, and completion of the project described in all applications submitted.
- 2) The subrecipient will give the awarding agency, the NHDOE, the Comptroller General of the United States and, if appropriate, other State Agencies, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- 3) The subrecipient will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. The subrecipient will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
- 4) The subrecipient will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
- 5) The subrecipient will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
- 6) The subrecipient will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- 7) The subrecipient will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- 8) The subrecipient will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
 - (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin;
 - (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex;
 - (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps;
 - (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age;
 - (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to

- nondiscrimination on the basis of drug abuse;
 - (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing;
 - (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- 9) The subrecipient will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.
 - 10) The subrecipient will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds. The subrecipient further assures that no federally appropriated funds have been paid or will be paid by or on behalf of the subrecipient to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant; the entering into of any cooperative agreement; and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
 - 11) The subrecipient will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported in whole or in part with federal funds.
 - 12) The subrecipient will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported in whole or in part with federal funds.
 - 13) The subrecipient will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
 - 14) The subrecipient will comply with all applicable requirements of all other federal laws, executive orders, regulations, and policies governing all program(s).
 - 15) The subrecipient will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR 200.501, Subpart F, "Audit Requirements," as applicable.
 - 16) The recipient will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a subrecipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.
 - 17) The control of funds provided to a subrecipient that is a Local Education Agency under each program, and title to property acquired with those funds, will be in a public agency, and a public agency will

administer those funds and property.

- 18) Personnel funded from federal grants and their subcontractors will adhere to the prohibition from text messaging while driving an organization-owned vehicle, or while driving their own privately owned vehicle during official Grant business, or from using organization-supplied electronic equipment to text message or email while driving. Recipients must comply with these conditions under Executive Order 13513, "Federal Leadership On Reducing Text Messaging While Driving," October 1, 2009 (pursuant to provisions attached to federal grants funded by the US Department of Education).
- 19) The subrecipient assures that it will adhere to the Pro-Children Act of 2001, which states that no person shall permit smoking within any indoor facility owned or leased or contracted and utilized for the provision of routine or regular kindergarten, elementary, or secondary education or library services to children (P.L. 107-110, section 4303[a]). In addition, no person shall permit smoking within any indoor facility (or portion of such a facility) owned or leased or contracted and utilized for the provision of regular or routine health care or day care or early childhood development (Head Start) services (P.L. 107-110, Section 4303[b][1]). Any failure to comply with a prohibition in this Act shall be considered to be a violation of this Act and any person subject to such prohibition who commits such violation may be liable to the United States for a civil penalty, as determined by the Secretary of Education (P.L. 107-110, section 4303[e][1]).
- 20) The subrecipient will comply with the Stevens Amendment.
- 21) The subrecipient will submit such reports to the NHDOE and to U.S. governmental agencies as may reasonably be required to enable the NHDOE and U.S. governmental agencies to perform their duties. The subrecipient will maintain such fiscal and programmatic records, including those required under 20 U.S.C. 1234f, and will provide access to those records, as necessary, for those Departments/agencies to perform their duties.
- 22) The subrecipient will assure that expenditures reported are proper and in accordance with the terms and conditions of any project/grant funding, the official who is authorized to legally bind the agency/organization agrees to the following certification for all fiscal reports and/or vouchers requesting payment [2CFR 200.415(a)].

"By signing this General Assurances, Requirements and Definitions for Participation in Federal Programs document, I certify to the best of my knowledge and belief that the reports submitted are true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purpose and objectives set forth in the terms and conditions of the Project Award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise."

- 23) If an LEA, the subrecipient will provide reasonable opportunities for systematic consultation with and participation of teachers, parents, and other interested agencies, organizations, and individuals, including education-related community groups and non-profit organizations, in the planning for and operation of each program.
- 24) If an LEA, the subrecipient shall assure that any application, evaluation, periodic program plan, or report relating to each program will be made readily available to parents and other members of the general public upon request.
- 25) If an LEA, the subrecipient has adopted effective procedures for acquiring and disseminating to teachers and administrators participating in each program, significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising

educational practices developed through such projects. Such procedures shall ensure compliance with applicable federal laws and requirements.

- 26) The subrecipient will comply with the requirements of the Gun-Free Schools Act of 1994.
- 27) The subrecipient will submit a fully executed and accurate Single-Audit Certification form to the NHDOE not later than March 31, 2022. The worksheet will be provided to each subrecipient by the NHDOE.
- 28) The subrecipient shall comply with the restrictions of New Hampshire RSA 15:5.
- 29) The subrecipient will comply with the requirements in 2 CFR Part 180, Government-wide Debarment and Suspension (Non-procurement).
- 30) The subrecipient certifies that it will maintain a drug-free workplace and will comply with the requirements of the Drug-Free Workplace Act of 1988.
- 31) The recipient will adhere to the requirements of Title 20 USC 7197 relative to the Transfer of Disciplinary Records.
- 32) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- 33) Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction sub-agreements.
- 34) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 35) Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 36) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 37) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-

1 et seq.).

- 38) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award (2 CFR 200.322).

B. Explanation of Grants Management Requirements

The following section elaborate on certain requirements included in legislation or regulations referred to in the "General Assurances" section. This section also explains the broad requirements that apply to federal program funds.

1. Financial Management Systems

Financial management systems, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award.

Specifically, the financial management system must be able to:

- a) Identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and federal award identification must include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and name of the pass-through entity, if any.
- b) Provide accurate, current, and complete disclosure of the financial results of each federal award or program.
- c) Produce records that identify adequately the source and application of funds for federally funded activities.
- d) Maintain effective control over, and accountability for, all funds, property, and other assets. The subrecipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- e) Generate comparisons of expenditures with budget amounts for each federal award.

2. Written Policies and Procedures

The subrecipient must have written policies and procedures for:

- a) Cash Management (2 CFR 200.302(b)(6) & 200.305)
- b) Determining the allowability of costs in accordance with 2 CFR 200 Subpart E—Cost Principles and the terms and conditions of the Federal award. (2 CFR 200.302(b)(7))
- c) Conflict of Interest (2 CFR 200.318(c))
- d) Procurement (2 CFR 200.320)
- e) Method for conducting Technical Evaluations of Proposals and Selecting Recipients (2 CFR 200.320(b)(20)(ii))
- f) Suspension and Debarment (2 CFR 200.214)
- g) Travel Costs (2 CFR 200.475)
- h) Equipment and Supplies (2 CFR 200.313(d), 200.314)

- i) Time and Effort (2 CFR 200.430(i))
- j) Record Keeping (2 CFR 200.334 and 200.335)

3. Internal Controls

The subrecipient must:

- a) Establish and maintain effective internal control over the federal award that provides reasonable assurance that the non-federal entity is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should be in compliance with the guidance outlined in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- b) Comply with federal statutes, regulations, and the terms and conditions of the federal awards.
- c) Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
- d) Take reasonable measures to safeguard and protect personally identifiable information and other information the federal awarding agency or pass-through entity designates as sensitive or the subrecipient considers sensitive consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.
- e) Maintain all accounts, records, and other supporting documentation pertaining to all costs incurred and revenues or other applicable credits acquired under each approved project in accordance with 2 CFR 200.334.

4. Allowable Costs

In accounting for and expending project/grant funds, the subrecipient may only charge expenditures to the project award if they are;

- a) in payment of obligations incurred during the approved project period;
- b) in conformance with the approved project;
- c) in compliance with all applicable statutes and regulatory provisions;
- d) costs that are allocable to a particular cost objective;
- e) spent only for reasonable and necessary costs of the program; and
- f) not used for general expenses required to carry out other responsibilities of the subrecipient.

5. Audits

This part is applicable for all non-federal entities as defined in 2 CFR 200, Subpart F.

- a) In the event that the subrecipient expends \$750,000 or more in federal awards in its fiscal year, the subrecipient must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR 200, Subpart F. In determining the federal awards expended in its fiscal year, the subrecipient shall consider all sources of federal awards, including federal resources received from the NHDOE. The determination of amounts of federal awards expended should be in accordance with the guidelines established by 2 CFR 200, Subpart F.
- b) In connection with the audit requirements, the subrecipient shall also fulfill the requirements relative to auditee responsibilities as provided in 2 CFR 200.508.
- c) If the subrecipient expends less than \$750,000 in federal awards in its fiscal year, an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F, is not required. In the event that the subrecipient expends less than \$750,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F, the cost of the

audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from subrecipient resources obtained from non-federal entities).

The subrecipient assures it will implement the following audit responsibilities;

- a) Procure or otherwise arrange for the audit required by this part in accordance with auditor selection regulations (2 CFR 200.509), and ensure it is properly performed and submitted no later than nine months after the close of the fiscal year in accordance with report submission regulations (2 CFR 200.512).
- b) Provide the auditor access to personnel, accounts, books, records, supporting documentation, and other information as needed so that the auditor may perform the audit required by this part.
- c) Prepare appropriate financial statements, including the schedule of expenditures of federal awards in accordance with financial statements regulations (2 CFR 200.510).
- d) Promptly follow up and take corrective action on audit findings, including preparation of a summary schedule of prior audit findings and a corrective action plan in accordance with audit findings follow-up regulations (2 CFR 200.511(b-c)).
- e) Upon request by the NHDOE Bureau of Federal Compliance (BFC), promptly submit a corrective action plan using the NHDOE template provided by the BFC for audit findings related to NHDOE funded programs.
- f) For repeat findings not resolved or only partially resolved, the subrecipient must provide an explanation for findings not resolved or only partially resolved to the BFC for findings related to all NHDOE funded programs. The BFC will review the subrecipient's submission and issue an appropriate Management Decision in accordance with 2 CFR 200.521.

6. Reports to be Submitted

Audits/Management Decisions

Copies of reporting packages for audits conducted in accordance with 2 CFR 200, Subpart F shall be submitted, by or on behalf of the recipient directly to the following:

- a) The Federal Audit Clearinghouse (FAC) in 2 CFR 200, Subpart F requires the auditee to electronically submit the data collection form described in 200.512(b) and the reporting package described in 200.512(c) to FAC at: [https://harvester.census.gov/facides/\(S\(mqamohbpfj0hmyh1r45p1po1\)\)/account/login.aspx](https://harvester.census.gov/facides/(S(mqamohbpfj0hmyh1r45p1po1))/account/login.aspx)

Copies of other reports or management decision letter(s) shall be submitted by or on behalf of the subrecipient directly to:

- a) New Hampshire Department of Education
Bureau of Federal Compliance
101 Pleasant Street
Concord, NH 03301
- b) In response to requests by a federal agency, auditees must submit a copy of any management letters issued by the auditor, 2 CFR 200.512(e).

Any other reports, management decision letters, or other information required to be submitted to the NHDOE pursuant to this agreement shall be submitted in a timely manner.

Single Audit Certification

An executed and accurate Single-Audit Certification form shall be submitted to the NHDOE no later than

March 31, 2022. A copy of the form will be provided to each subrecipient by the NHDOE.

7. Debarment, Suspension, and Other Responsibility Matters

As required by Executive Orders (E.O.) 12549 and 12689, Debarment and Suspension, and implemented at 2 CFR Part 180, for prospective participants in primary covered transactions, as defined in 2 CFR 180.120, 180.125 and 180.200, no contract shall be made to parties identified on the General Services Administration's *Excluded Parties List System* as excluded from Federal Procurement or Non-procurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension." This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractors declared ineligible under statutory or regulatory authority other than E.O. 12549. Contractors with awards that exceed the small purchase threshold shall provide the required certification regarding their exclusion status and that of their principal employees.

The federal government imposes this requirement in order to protect the public interest, and to ensure that only responsible organizations and individuals do business with the government and receive and spend government grant funds. Failure to adhere to these requirements may have serious consequences – for example, disallowance of cost, termination of project, or debarment.

To assure that this requirement is met, there are four options for obtaining satisfaction that subrecipients and contractors are not suspended, debarred, or disqualified. They are:

The subrecipient certifies that it and its principals:

- a) Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any federal Department or agency.
- b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes; commission of embezzlement; theft, forgery, bribery, falsification, or destruction of records; making false statements; or receiving stolen property.
- c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in this certification.
- d) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Where the subrecipient is unable to certify to any of the statements in this certification, they shall attach an explanation to this document.

8. Drug-Free Workplace (Grantees Other Than Individual)

As required by the Drug-Free Workplace Act of 1988 and implemented in 34 CFR 84.200 the subrecipient certifies that it will continue to provide a drug-free workplace by:

- a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance (34 CFR 84.610) is prohibited in the subrecipient's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- b) Establishing, as required by 34 CFR 84.215, an ongoing drug-free awareness program to inform employees about:
 - o The dangers of drug abuse in the workplace.

- The recipient's policy of maintaining a drug-free workplace.
 - Any available drug counseling, rehabilitation, and employee assistance programs.
 - The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- c) Requiring that each employee engaged in the performance of the project is given a copy of this statement.
- d) Notifying the employee in the statement that, as a condition of employment under the project, the employee will:
- Abide by the terms of the statement.
 - Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
- e) Notifying the agency in writing within 5 calendar days after receiving notice of an employee's conviction of a violation of a criminal drug statute in the workplace, as required by 34 CFR 84.205(c)(2), from an employee or otherwise receiving actual notice of employee's conviction. Employers of convicted employees must provide notice, including position title to:

Director, Grants and Contracts Service
 U.S. Department of Education
 400 Maryland Avenue, S.W. [Room 3124, GSA – Regional Office Building No. 3]
 Washington, D.C. 20202-4571

(Notice shall include the identification number[s] of each affected grant).

- f) Taking one of the following actions, as stated in 34 CFR 84.225(b), within 30 calendar days of receiving the required notice with respect to any employee who is convicted of a violation of a criminal drug statute in the workplace.
- Taking appropriate personnel action against such an employee, up to and including termination consistent with the requirements of the Rehabilitation Act of 1973, as amended.
 - Requiring such employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
- g) Making a good-faith effort to maintain a drug-free workplace through implementation of the requirements stated above.

9. General Education Provisions Act (GEPA) Requirements - Section 427 (Federal Requirement) Equity for Students, Teachers, and Other Program Beneficiaries

The purpose of Section 427 of GEPA is to ensure equal access to education and to promote educational excellence by ensuring equal opportunities to participate for all eligible students, teachers, and other program beneficiaries in proposed projects, and to promote the ability of such students, teachers, and beneficiaries to meet high standards. Further, when designing their projects, grant applicants must address the special needs and equity concerns that might affect the ability of students, teachers, and other program beneficiaries to participate fully in the proposed project.

Program staff within the NHDOE must ensure that information required by Section 427 of GEPA is included in each application that the Department funds. *(There may be a few cases, such as research grants, in which Section 427 may not be applicable because the projects do not have individual project*

beneficiaries. Contact the Government Printing Office staff should you believe a situation of this kind exists).

The statute highlights **six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, and age.** Based on local circumstances, the applicant can determine whether these or other barriers may prevent participants from access and participation in the federally assisted project, and how the applicant would overcome these barriers.

These descriptions may be provided in a single narrative or, if appropriate, may be described in connection with other related topics in the application. Subrecipients should be asked to state in the table of contents where this requirement is met.

NHDOE program staff members are responsible for screening each application to ensure that the requirements of this section are met before making an award. If this condition is not met, after the application has been selected for funding the program staff should contact the subrecipient to find out why this information is missing. Documentation must be in the project file indicating that this review was completed before the award was made. If an oversight occurred, the program staff may give the applicant another opportunity to satisfy this requirement, but must receive the missing information before making the award, 34 CFR 75.231.

All applicants for new awards must satisfy this provision to receive funding. Those seeking *continuation* awards do not need to submit information beyond the descriptions included in their original applications.

10. Gun Possession (Local Education Agencies (LEAs) only)

As required by Title XIV, Part F, and Section 14601 (Gun-Free Schools Act of 1994) of the Improving America's Schools Act:

The LEA assures that it shall comply with the provisions of RSA 193:13 III.

RSA 193:13, III. Any pupil who brings or possesses a firearm as defined in section 921 of Title 18 of the United States Code in a safe school zone as defined in RSA 193-D:1 without written authorization from the Superintendent or designee shall be expelled from school by the local school board for a period of not less than 12 months.

The LEA assures that it has adopted a policy, which allows the Superintendent or Chief Administrating officer to modify the expulsion requirement on a case by case basis. RSA 193:13, IV.

The LEA assures that it shall report to the NHDOE in July of each year, a description of the circumstances surrounding any expulsions imposed under RSA 193:13, III and IV including, but not limited to:

- a) The name of the school concerned;
- b) The grade of the student disciplined;
- c) The type of firearm involved;
- d) Whether or not the expulsion was modified, and
- e) If the student was identified as Educationally Disabled.

The LEA assures that it has in effect a policy requiring referral to the criminal justice or juvenile delinquency system of any student who brings a firearm or weapon to school.

Ed 317.03 Standard for Expulsion by Local School Board.

- a) A school board which expels a pupil under RSA 193:13, II or III, shall state in writing its reasons, including the act leading to expulsion, and shall provide a procedure for review as allowed under RSA 193:13, II.
- b) School boards shall make certain that the pupil has received notice of the requirements of RSA 193-D and RSA 193:13 through announced, posted, or printed school rules.
- c) If a student is subject to expulsion and a firearm is involved, the Superintendent shall contact local law enforcement officials whenever there is any doubt concerning:
 - 1) Whether a firearm is legally licensed under RSA 159; or
 - 2) Whether the firearm is lawfully possessed, as opposed to unlawfully possessed, under the legal definitions of RSA 159.
- d) If a pupil brings or possesses a firearm in a safe school zone without written authorization from the Superintendent, the following shall apply:
 - 1) The Superintendent shall suspend the pupil for a period not to exceed 10 days, pending a hearing by the local board; and
 - 2) The school board shall hold a hearing within 10 days to determine whether the student was in violation of RSA 193:13, III and therefore is subject to expulsion.

11. Lobbying

As required by Section 1352, Title 31, of the U.S. Code, and implemented in 34 CFR Part 82, for persons entering into a grant or cooperative agreement over \$100,000, as defined in 34 CFR 82.105 and 82.110, the applicant certifies that:

- a) No federally appropriated funds have been paid or will be paid by or on behalf of the subrecipient to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant; the entering into of any cooperative agreement; and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
- b) If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with federal grants or cooperative agreements, the subrecipient shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- c) The subrecipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, contracts under grants, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

New Hampshire RSA 15:5 - **Prohibited Activities.**

- I. Except as provided in paragraph II, no recipient of a grant or appropriation of state funds may use the state funds to lobby or attempt to influence legislation, participate in political activity, or contribute funds to any entity engaged in these activities.
- II. Any recipient of a grant or appropriation of state funds that wishes to engage in any of the activities prohibited in paragraph I, or contribute funds to any entity engaged in these activities, shall segregate the state funds in such a manner that such funds are physically and financially separate from any non-state funds that may be used for any of these purposes. Mere bookkeeping separation of the state funds from other moneys shall not be sufficient.

12. Subrecipient Monitoring

In addition to reviews of audits conducted in accordance with 2 CFR 200, Subpart F, subrecipient monitoring procedures may include, but not be limited to, on-site visits by NHDOE staff, limited scope audits, and/or other procedures. By signing this document, the subrecipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the NHDOE. In the event the NHDOE determines that a limited scope audit of the project recipient is appropriate, the subrecipient agrees to comply with any additional instructions provided by NHDOE staff to the subrecipient regarding such audit.

13. More Restrictive Conditions

Subrecipients found to be in noncompliance with program and/or fund source requirements or determined to be “high risk” shall be subject to the imposition of more restrictive conditions as determined by the NHDOE.

14. Obligations by Subrecipients

Obligations will be considered to have been incurred by subrecipients on the basis of documentary evidence of binding commitments for the acquisition of goods or property or for the performance of work, except that funds for personal services, for services performed by public utilities, for travel, and for the rental of facilities shall be considered to have been obligated at the time such services were rendered, such travel was performed, and/or when facilities are used (see 34 CFR 76.707).

15. Personnel Costs – Time Distribution

Charges to federal projects for personnel costs, whether treated as direct or indirect costs, are allowable to the extent that they satisfy the specific requirements of 2 CFR 200.430, and will be based on payrolls documented in accordance with generally accepted practices of the subrecipient and approved by a responsible official(s) of the subrecipient.

When employees work solely on a single federal award or cost objective, charges for their salaries and wages must be supported by personnel activity reports (PARs), which are periodic certifications (at least semi-annually) that the employees worked solely on that program for the period covered by the certification. These certifications must be signed by the employee or a supervisory official having firsthand knowledge of the work performed by the employee.

When employees work on multiple activities or cost objectives (e.g., more than one federal project, a federal project and a non-federal project, an indirect cost activity and a direct cost activity, two or more indirect activities which are allocated using different allocation bases, or an unallowable activity and a direct or indirect cost activity), the distribution of their salaries or wages will be supported by personnel activity reports or equivalent documents that meet the following standards:

- a) Reflect an after-the-fact distribution of the actual activity of each employee
- b) Account for the total activity for which each employee is compensated
- c) Prepared at least monthly and must coincide with one or more pay period
- d) Signed and dated by the employee

16. Protected Prayer in Public Elementary and Secondary Schools

As required in Section 9524 of the Elementary and Secondary Education Act (ESEA) of 1965, as amended by the No Child Left Behind Act of 2001, LEAs must certify annually that they have no policy that prevents or otherwise denies participation in constitutionally protected prayer in public elementary and secondary

schools.

17. Purchasing/Procurement

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and 2 CFR 200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

1. Informal procurement methods
 - a. Micro-purchases
 - b. Small purchases
2. Formal procurement methods
 - a. Sealed bids
 - b. Proposals
3. Noncompetitive procurement

18. Retention and Access to Records

Requirements related to retention and access to project/grant records, are determined by federal rules and regulations. Federal regulation 2 CFR 200.334, addresses the retention requirements for records that applies to all financial and programmatic records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal or Project award. If any litigation, claim, or audit is started before the expiration date of the retention period, the records must be maintained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.

Access to records of the subrecipient and the expiration of the right of access is found at 2 CFR 200.337 (a) and (c), which states:

- a) Records of non-Federal entities. The Federal awarding agency, Inspectors General, the Comptroller General of the United States, and the pass-through entity, or any of their authorized representatives [including but not limited to the NHDOE] must have the right of access to any documents, papers, or other records of non-Federal entity which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the non-Federal entity's personnel for the purpose of interview and discussion related to such documents.
- c) Expiration of right of access. The rights of access in this section are not limited to the required retention period but last as long as the records are retained.

19. The Stevens Amendment

All federally funded projects must comply with the Stevens Amendment of the Department of Defense Appropriation Act, found in Section 8136, which provides:

When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, all grantees receiving federal funds, including but not limited to state and local governments, shall clearly state (1) the percentage of the total cost of the program or project which will be financed with federal money, (2) the dollar amount of federal funds for the project or program, and (3) the percentage and dollar amount of the total costs of the project or program that will be funded by non-governmental sources.

20. Transfer of Disciplinary Records

Title 20 USC 7197 requires that the State have a procedure to assure that a student's disciplinary records, with respect to suspensions and expulsions, are transferred by the project recipient to any public or private elementary or secondary school where the student is required or chooses to enroll. In New Hampshire, that assurance is statutory and found at RSA 193-D:8.

The relevant portions of the federal and state law appear below.

- a) **Disciplinary Records** - In accordance with the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. 1232g), not later than 2 years after the date of enactment of this part, each State receiving Federal funds under this Act shall provide an assurance to the Secretary that the State has a procedure in place to facilitate the transfer of disciplinary records, with respect to a suspension or expulsion, by local educational agencies to any private or public elementary school or secondary school for any student who is enrolled or seeks, intends, or is instructed to enroll, on a full- or part-time basis, in the school.
- b) **193-D:8 Transfer Records; Notice** – All elementary and secondary educational institutions, including academies, private schools, and public schools, shall upon request of the parent, pupil, or former pupil, furnish a complete school record for the pupil transferring into a new school system. Such record shall include, but not be limited to, records relating to any incidents involving suspension or expulsion, or delinquent or criminal acts, or any incident reports in which the pupil was charged with any act of theft, destruction, or violence in a safe school zone.

C. Definitions (2 CFR 200.1)

- 1) **Audit finding** - *Audit finding* means deficiencies which the auditor is required by 2 CFR 200.516 (a) to report in the schedule of findings and questioned costs.
- 2) **Management decision** - *Management decision* means the Federal awarding agency's or pass-through entity's written determination, provided to the auditee, of the adequacy of the auditee's proposed corrective actions to address the findings, based on its evaluation of the audit findings and proposed corrective actions.
- 3) **Pass-through entity** - *Pass-through entity (PTE)* means a non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal program.
- 4) **Period of performance** - *Period of performance* means the total estimate time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions, or budget periods. Identification of the Period of Performance in the Federal award per 2 CFR 200.211(b)(5) does not commit the awarding agency to fund the award beyond the currently approved budget period.
- 5) **Subaward** - *Subaward* means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

- 6) **Subrecipient** - *Subrecipient* mean an entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a Federal award; but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

CERTIFICATION

Instructions: The Superintendent, or other Qualifying Administrator, if the School District or School Administrative Unit (SAU) does not have a Superintendent, (*See* RSA 194-C:5, II) **must** consult with the School Board for the School District/SAU by informing said School Board about the District's/SAU's participation in Federal Programs and the terms and conditions of the General Assurances, Requirements and Definitions for Participation in Federal Programs. The Superintendent or other Qualifying Administrator and the Chair of the School Board **must** sign this certification page (and initial the remaining pages) as described below and return it to the NHDOE. **No payment for project/grant awards will be made by the NHDOE without a fully executed copy of this General Assurances, Requirements and Definitions for Participation in Federal Programs on file.** For further information, contact the NHDOE Bureau of Federal Compliance.

Superintendent or other Qualifying Administrator Certification:

We the undersigned acknowledge that [a] person is guilty of a violation of R.S.A. § 641:3 if [h]e or she makes a written or electronic false statement which he or she does not believe to be true, on or pursuant to a form bearing a notification authorized by law to the effect that false statements made therein are punishable; or (b) With a purpose to deceive a public servant in the performance of his or her official function, he or she: (1) Makes any written or electronic false statement which he or she does not believe to be true; or (2) Knowingly creates a false impression in a written application for any pecuniary or other benefit by omitting information necessary to prevent statements therein from being misleading; or (3) Submits or invites reliance on any writing which he or she knows to be lacking in authenticity; or (4) Submits or invites reliance on any sample, specimen, map, boundary mark, or other object which he or she knows to be false.

Accordingly, I, the undersigned official legally authorized to bind the named School District/SAU hereby apply for participation in federally funded education programs on behalf of the School District/SAU named below. I certify, to the best of my knowledge, that the below School District/SAU will adhere to and comply with these General Assurances, Requirements and Definitions for Participation in Federal Programs (pages 1 through 17 inclusive). I further certify, as is evidenced by the Minutes of the School Board Meeting held on _____, _____, _____, that I have informed the members of the School Board of the federal funds the District/SAU will be receiving and of these General Assurances, Requirements and Definitions for the Participation in Federal Programs for the District's/SAU's participation in said programs.

SAU Number: _____ District or SAU Name: _____

Typed Name of Superintendent
or other Qualifying Administrator

Signature

Date

School Board Certification:

I, the undersigned official representing the School Board, acknowledge that the Superintendent, or other Qualifying Administrator, as identified above, has consulted with all members of the School Board, in furtherance of the School Board’s obligations, including those enumerated in RSA 189:1-a, and pursuant to the School Board’s oversight of federal funds the District will be receiving and of the General Assurances, Requirements and Definitions for Participation in Federal Programs in said programs.

Typed Name of School Board Chair (on behalf of the School Board)	Signature	Date

Please email or mail a copy of the entire document to:

New Hampshire Department of Education
Bureau of Federal Compliance
101 Pleasant Street
Concord, NH 03301

federalcompliance@doe.nh.gov

Hollis-Brookline Diversity, Equity and Inclusion Initiative

SAU41 is committed to nondiscrimination and strives to be an inclusive community. The district recognizes that issues of diversity, equity, and inclusion affect all members of the Hollis-Brookline community regardless of their background.

NH Senate Bill 263 came into effect in September 2019 including:

Section 193:39 Discrimination Prevention Policy Required. Each school district and chartered public school shall develop a policy that guides the development and implementation of a coordinated plan to prevent, assess the presence of, intervene in, and respond to incidents of discrimination on the basis of age, sex, gender identity, sexual orientation, race, color, marital status, familial status, disability, religion, national origin or any other classes protected under RSA 354-A.

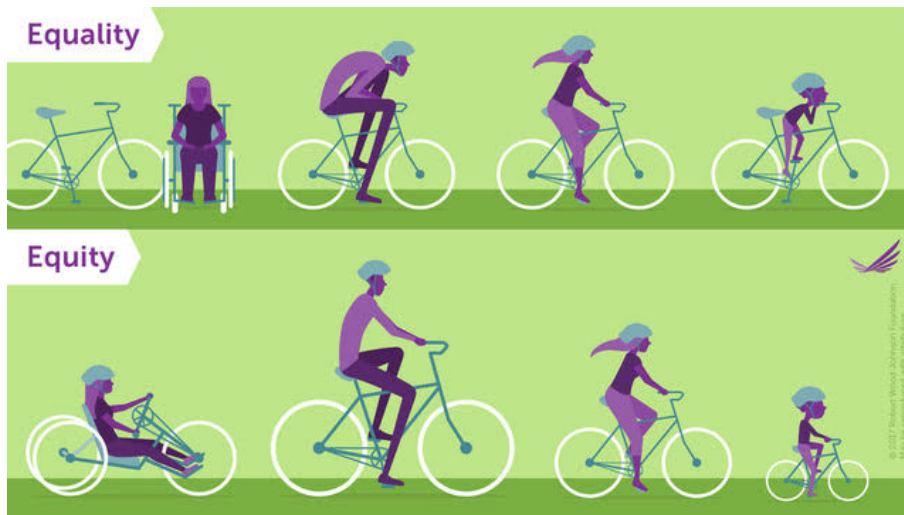
While this law is a benchmark, we are committed to create an even better environment for all students in the Hollis-Brookline community. HB Class of 2020 President, Joshua Ide, said in his graduation speech “I encourage you not just to be tolerant but seek to understand other people. It’s only then they will be willing to listen to your ideas.”

In envisioning the Hollis Brookline graduates of the future, it is the intention of the District to be explicit in the cultivation of a culture that values, respects and encourages our students to engage in difficult conversations with the goal of understanding each other and the world around them. We affirm freedom of speech, logic, reason, debate, and civil discourse and aim to graduate young adults who value those qualities and seek to be known for the content of their character.

For SAU #41, Diversity, Equity and Inclusion are defined as:

Diversity: We commit to honoring diversity, which is expressed in many forms, including race and ethnicity, gender and gender identity, sexual orientation, socioeconomic status, language, culture, national origin, religious commitments, age, (dis)ability status, physical appearance, cultural and personal experience, and political perspective. While group identity is important, we affirm the centrality of the individual student who is ultimately responsible for his or her own thoughts and actions.

Equity: Our vision of equity is best displayed in a visual.



Equity provides fairness in resources and opportunities so that all individual students get what they need. As a district, we seek to provide equality of opportunity (not outcomes) to each of our students, helping them access their education in the best way possible for their individual needs and allowing our students to excel to the best of their abilities going forward to prepare to enter a competitive world. We are committed to a policy of equal opportunity for all persons and do not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, (dis)ability, religion, height, weight, or medical condition. Whether our students experience safe, nurturing home environments or are impacted by physical, economic or developmental challenges, our community recognizes that our schools can play an integral role in the facilitation of a student's experience by modeling positive interactions. We understand that creating a culture of mutual respect and value of perspectives can plant seeds of positive change in a child's life.

Inclusion: We commit to pursuing deliberate efforts to ensure that our school community is a place where differences are welcomed, different perspectives are respectfully heard and where every individual feels a sense of value, belonging, and inclusion. We know that by creating a vibrant climate of inclusiveness, we can more effectively leverage the resources of diversity to advance our collective capabilities.

Therefore, may it be resolved that:

1. The SAU #41 school districts will make diversity, equity, and inclusion a strategic priority by actively supporting such efforts.
2. SAU #41 will review its policies and procedures relative to diversity, equity, and inclusion and release a plan to address its findings as a part of SAU #41's strategic five year plan to be developed and voted on by the school boards in 2021.