CANDIA SCHOOL BOARD
Thursday, September 3, 2026– 6:00 p.m.
Henry W. Moore School Media Center
AGENDA

I. CALL TO ORDER – Stephanie Helmig, Board Chair

II. PROOF OF POSTING – Superintendent Bill Rearick

III. MINUTES
A. Approval of Board Meeting of June 3, 2026*
B. Approval of Retreat Minutes of June 13, 2026*

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

V. SUPERINTENDENT'S UPDATE*

-Parent Request for Bus Stop Appeal to Board-

VI. OLD BUSINESS
A. Facilities Update
B. Strategic Plan-Discussion

VII. NEW BUSINESS
A. Board Vacancy*
B. Handbook Changes (including Policy EHAG)*
C. Candia Bus Transportation
D. Policy JICK*
E. Adjusted Calendar*
F. Instructional Time Schedule*
G. Topics for Discussion at Pinkerton Sending Towns October Meeting

VIII. FINANCIAL
A. 25/26 Financial Update
B. Manifest Approval

IX. PERSONNEL (if needed)

X. OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

XI. NON-PUBLIC SESSION RSA 91-A 3 Sections II (a-k) (if necessary)

XII. INFORMATIONAL/UPCOMING AGENDA ITEMS
Informational: Board Meeting Schedule*
Standing Committee Assignments*
SAU #15 Meeting Schedule*

XI. ADJOURNMENT
The next regularly scheduled Candia School Board Meetings will be held on Thursday, October 1, 2026 at 6:00 p.m. at the Henry W. Moore School Media Center. **New Teacher Meet and Greet?**

There will be an SAU Board Meeting on September 24, 2026 at 6:30 p.m. at the Cawley Middle School.

**Materials enclosed for Board review prior to meeting*

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

CANDIA SCHOOL BOARD MEETING
WEDNESDAY, JUNE 3, 2025
HENRY W. MOORE SCHOOL MEDIA CENTER

These minutes have not been approved.

Board Vice Chair, Merideth Wilson, opened the meeting at 6:00 p.m. Those in attendance were Board members Mark Chalbeck, Heather Tremblay and Kate Knowles (6:07 p.m.). Also in attendance was Principal, Becky Wing, Director of Student Services, Stacey Eaton, Superintendent William (Bill) Rearick and Business Administrator, Cindy Bourgeault.

3rd grader Florence Cloutier led the attendees in the Pledge of Allegiance.

Bill Rearick provided proof of posting.

Pinkerton Liaison
Rebecca Gill, the Board's liaison with Pinkerton Academy, updated the Board of events at Pinkerton which included:

- Senior Banquet
- Senior Awards
- Graduation 6/12/26

Approval of Minutes
Motion by Heather Tremblay, seconded by Merideth Wilson, to approve the Candia Board Minutes of May 7, 2026. With Mark Chalbeck abstaining, all others in favor, the motion carried.
Motion by Heather Tremblay, seconded by Mark Chalbeck, to approve the Candia Board Non-Public Minutes of May 7, 2026, and the motion carried unanimously.
Motion by Mark Chalbeck, seconded by Heather Tremblay, to approve the Candia Board Sealed, Non-Public Minutes of April 2, 2026, and the motion carried unanimously.

Public Participation
No participation

Superintendent's Updates
Bill Rearick stated that he had nothing to add, but that Open Enrollment was up for discussion in Concord tomorrow.

Principal Report
The principal's report was reviewed.

Barn Lease Agreement
Bill Rearick stated that there were a few changes for the Board to review.
Motion by Mark Chalbeck, seconded by Heather Tremblay, to accept the changes to the lease agreement, and to authorized the Superintendent to send it to Patriot Plumbing, and the motion carried unanimously.

Annual Policy Review
The Board reviewed Board policies AC-ACA, ACA-R (Non Discrimination) DFA (Investment) EHAA Computer Security, GBEF (R) School Internet-Staff, and JICL (R) School Internet-Students.
Motion by Kate Knowles, seconded by Heather Tremblay, to authorize the Superintendent to hire non-teaching personnel/accept all resignations, and the motion carried unanimously.

Personnel
Bill Rearick stated that Don Beaupre's resignation was in the packet, but that he will stay until a replacement has been found.
Motion by Mark Chalbeck, seconded by Heather Tremblay, to accept, with regret, the resignations as presented, and the motion carried unanimously.

Financials
Motion by Heather Tremblay, seconded by Mark Chalbeck, to approve the manifest in the amount of $543,973.57, and the motion carried unanimously.

Policies
Policies EFA Availability and Distribution of Healthy Foods, GBEBB Employee-Student Relations, JLCE/EBBC First Aid & Emergency Medical Care were in the packet for review.
Motion by Kate Knowles, seconded by Heather Tremblay, to approved policies EFA and GBEBB and to waive the second reading, and the motion carried unanimously. Policy JLCE/EBBC will be updated and approved at the Board's retreat on June 13.

Motion by Heather Tremblay, seconded by Mark Chalbeck, to adjourn the meeting at 6:30 p.m., and the motion carried unanimously.

The next regularly scheduled Candia School Board Meeting will be on September 3, 2026, at 6:00 p.m. at the Henry W. Moore School Media Center.

Respectfully submitted,
Rebecca McCarthy, Recording Secretary

CANDIA SCHOOL BOARD RETREAT **III.B.**
JUNE 13, 2026
GEORGE B. WHITE SCHOOL, CANDIA, NH

These minutes have not been approved.

Those in attendance were Board members Stephanie Helmig, Merideth Wilson, Mark Chalbeck, Heather Tremblay and Kate Knowles. Also in attendance were Principal Becky Wing, Superintendent William (Bill) Rearick, Interim Assistant Superintendent Heather Cummings, and Business Administrator Cindy Bourgeault.

Motion by Stephanie Helmig, seconded by Merideth Wilson, to hire Kevin Lange as Maintenance Director and Alanna Langley as World Language Teacher, and the motion carried unanimously.

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Motion by Stephanie Helmig, seconded by Heather Tremblay, to approve the amended goals and the motion carried unanimously.

Motion by Heather Tremblay, seconded by Mark Chalbeck, to implement a Family and Consumer Science course and to hire a candidate for that position, if the World Language teacher chooses not to accept that position, and the motion carried unanimously.

Cindy Bourgeault reviewed the 25/26 budget and discussed the current fund balance. Becky Wing provided a list of items for the Board to consider purchasing with fund balance. Some discussion ensued relative to funding a new reading program and to establish a Strategic Plan.
Motion by Heather Tremblay, seconded by Kate Knowles, to approve $173,565 to be used out of the fund balance for miscellaneous items (the full list will be added to these minutes). With Merideth Wilson voting no, all others in favor, the motion carried.

Heather Cummings exited the meeting at 9:40 a.m.

Mark Chalbeck exited the meeting at 10:15 a.m.

Cindy Bourgeault reported that the food service is $5,000 in the red of which $3,600 of that is from negative lunch balances. Cindy proposed creating an ‘Angel Fund’, that would allow parent to make donations to help offset negative lunch balances.
Motion by Merideth Wilson, seconded by Heather Tremblay, to authorize Cindy Bourgeault to establish an ‘Angel Fund’, and the motion carried unanimously.

Cindy then spoke to the need for an additional part time person in the kitchen. This person would work 4 hours a day, 5 days a week.
Motion by Stephanie Helmig, seconded by Merideth Wilson, to approve a part time food service worker. With Merideth Wilson voting no, all others in favor, the motion carried.

The Board discussed the feasibility of adding a warrant article to replace two boilers. No action was taken.

Motion by Stephanie Helmig, seconded by Merideth Wilson, to approve the policies as presented and amended, and the motion carried unanimously.

The Board reviewed the Trust Fund balances.

At 10:56 p.m., motion by Merideth Wilson, seconded by Stephanie Helmig, to adjourn the meeting, and the motion carried unanimously.

Respectfully submitted.

William J. Rearick

New Hampshire School Administrative Unit #15

V.

90 Farmer Road
Hooksett, New Hampshire 03106-2125

Candia Board Update

September 3, 2026

Critical Incident Mapping Initiative

The New Hampshire Department of Education (NHED) has started a new statewide school safety initiative. Following a competitive RFP process and contract approval from the Governor and Executive Council, Critical Response Group (CRG) has been selected to develop standardized, GIS-enabled critical incident mapping data for every public school in New Hampshire. This multi-year initiative represents one of the most significant statewide investments in school emergency preparedness in our history.

Through this partnership, public schools will receive, at no cost, field-validated, high-accuracy mapping data designed to ensure that school leaders, dispatchers, law enforcement, fire, and EMS personnel all operate from the same trusted information during an emergency. These maps will integrate directly into the public safety and school security platforms already used across the state. Importantly, this opportunity comes at no cost to school districts.

I have already been in contact with a representative from CRG and forwarded copies of our building plans. Last month, our new Maintenance Director Kevin Lane gave a tour of the school with the representatives who will be creating the critical incident map.

SAU Administrators' Professional Development Day

On August 10th, SAU 15 administrators gathered for a full-day professional development session designed to strengthen leadership practices and foster collaboration across the district. Attorneys from Drummond Woodsum reviewed legislation passed during the spring legislative session and discussed how these new laws will impact school districts during the upcoming school year.

Strategic Plan Update

The first step towards developing the district's Strategic Plan, will be to hold a District Leadership Retreat which is scheduled for Monday**, September 14th, from 6:00 to 8:00 p.m.** at the HMS Media Center. The meeting will be facilitated by our two NHSBA consultants, Mark Dolan and Kathy Cuddy-Egbert.

Legislative Updates

Here is an update on the status of several important bills that we were tracking at the end of last year

HB 564 – This bill pertains to the adoption of SAU budgets. Districts will need to add a separate warrant article asking them to approve the SAU budget. If a SAU has multiple districts, then the majority of voters in each community are needed to approve the budget. The budget needs to be approved in each community that comprises an SAU. **This bill was signed by the governor**.

HB 656 – This bill will require districts to list the name of each federal grant along with a brief to be included in a School Board's annual report. This bill has been sent to the governor for approval. **This bill was signed by the governor**.

HB 751 / SB 101 – An Act authorizing parents to enroll their children in any public school in the state and creating a limited exemption from parental consent requirements for certain recordings under the parental bill of rights. **This bill was vetoed by the governor.**

HB 1300 – This bill establishes a biennial school district local tax cap question and related limitations on central office administrative expenses in school districts. This bill would require every community to vote on a school tax cap every two years in the November general election. This question will automatically appear on the ballot without requiring a warrant article or separate local legislative approval.

If adopted, the local tax cap will limit the amount raised by local school district taxes to the prior fiscal year's amount, adjusted for inflation and new construction, while excluding costs for bonded capital projects. Additionally, the central office administrative budget of the school administrative unit (SAU) is capped at 6% of the combined appropriations of the school districts within the SAU, also excluding bonded capital costs. In addition, HB 1300 also introduces provisions for a maximum allowable levy based on prior fiscal year property tax levies adjusted for inflation and new taxable property growth, while excluding market appreciation. It allows for a three-fifths majority vote to override the caps and mandates that no municipal tax rate can exceed certified limits. The Department of Revenue Administration will ensure compliance with these caps and may reduce certified budgets that exceed established limits. **This bill was signed by the governor.**

HB 1503 – This bill would allow the NH Department of Education to allocate funds to districts in order to create a database of maps of public schools which would be accessed by first responders in the event of emergency. **This bill was signed by the governor.**

HB 1514 – This bill will require the NH Department of Education and the Department of Revenue to send school financial monitoring reports to relevant school officials and School Boards. These updates may contain compliance concerns or deviation from industry standards. **This bill was signed by the governor.**

HB 1573- This bill directs the NHDOE to approve parents' appeals of a manifest educational hardship. **This bill was signed by the governor.**

HB 1575 – This bill is relative to the determination of the default budget by the budget committee. Here is the language that is contained in the bill.

"This bill amends the process for determining the default budget in local political subdivisions that have adopted the official ballot referenda form of meeting and a municipal budget committee. Specifically, it establishes that the budget committee, rather than the governing body, will be responsible for determining the default budget. The bill repeals and reenacts RSA 40:14-b to reflect this change, and it also amends RSA 32:16, I to remove the previous authorization for the governing body to determine the default budget. Additionally, it modifies the definitions and calculations related to the default budget in RSA 40:13, IX(b) and XI(a)-(b), ensuring that the provisions of RSA 40:14-b apply to the calculation and presentation of the default budget.
Furthermore, the bill clarifies that the default budget must be disclosed at the first budget hearing and outlines the requirements for the governing body to complete a default budget form created by the department of revenue administration. It specifies that the default budget amount cannot be amended by the legislative body but can be adjusted by the governing body based on new information before the ballots are printed.
The bill also includes provisions for political subdivisions with separate funds for water or sewer systems, allowing the budget committee to determine the default amount for appropriations related to these funds if RSA 40:14-b applies. The act will take effect 60

days after its passage.” **This bill was signed by the governor.**

SB 434 - New Hampshire SB434 (the "Right To Challenge Act") was passed both the House and Senate in May 2026. It mandates that local school boards adopt and publicly post a formalized complaint process by November 1, 2027, to address challenges regarding school materials deemed harmful to minors, age-inappropriate, or offensive. **This bill was vetoed by the governor.**

POSTING

CANDIA SCHOOL DISTRICT
CANDIA SCHOOL BOARD VACANCY

Due to the resignation of a School Board member, a vacancy exists on the Candia School Board. In accordance with New Hampshire State Statutes, the Candia Board will appoint a replacement to serve from _____ 2026 until the March 2027 School District election. Any Candia resident who is a registered voter and not an employee of the school district is eligible. If you would like to be considered for this position, please provide a letter of intent and information on relevant experience to:

Candia School Board Vacancy
SAU #15
William J. Rearick
90 Farmer Road
Hooksett, NH 03106

All letters must be received at the SAU #15 office no later than _____
Please include your contact information. The Board will review all letters and appoint an individual at their _____ Board Meeting.

Henry W. Moore School
2026-2027 Student & Family Handbook
Updates

VII.B.

All dates and times were updated to the new school year including the school calendar; links were tested to ensure that they were still active and going to the most recent information. Other updates are outlined below.

PAGE 11-12
Emergency and Evacuation Drills:

- Updated information regarding ALICE active shooter response

PAGE 22
Academic Support Programs

- Added information regarding Title I funding

PAGE 32
Pediculosis (Lice) Control

- Updated the language to match policy

PAGE 35-37
Minors and Majors Behaviors Definitions

- Updated the table for clarity

PAGE 37
Definitions of Possible Consequences and Interventions

- Added progressive discipline language to align with legal requirements

PAGE 39
Bullying

- Updated bullying information to meet new legal requirements

PAGE 48
Tobacco Products Ban

- Added to included “oral nicotine pouch”

PAGE 52
Bus Expectations

- Added “Repeated transportation discipline referrals may result in a bus suspension.”

PAGE 52
Bus Discipline Procedures

- Added language to reinforce the authority of the bus driver on school buses.

PAGE 53
Artificial Intelligence (AI)

- Newly added section to the handbook

PAGE 58
Bring Your Own Device

- Removed this section from the handbook

Henry W. Moore School
2026-2027 Student & Family Handbook
Updates

PAGE 59
Animals/Pets in School

- Added “The Henry W. Moore School recognizes that specially trained therapy/comfort animals can provide educational benefits for students. Therefore, therapy/comfort animals may be made available to students according to Candia School Board policies.”

PAGE 60
Dress for School

- Added “Tops without sleeves or straps (tube tops) are not appropriate for school.”

PAGE 60
Lost and Found / Personal Property

- Added “At the end of each month remaining lost and found items will be donated.”

PAGE 61-63

- Deleted sections referencing CSD File: EEAA and EEAB
- Added summary of updated CSD File: ECAF

PAGE 63
Snack Time

- Added “The sharing of snacks between students is not permitted.”

PAGE 64
Volunteer Program

- Updated language for clarity

PAGE 65
Parental Bill of Rights

- Newly added section in the handbook

PAGE 65-66
Policies

- CSD File: AB: New Hampshire Parental Bill of Rights - Added
- CSD File: AC - Nondiscrimination Policy Notice - Added
- CSD File: ADC (and CSD File: GBED) Tobacco Products Ban - Added
- CSD File: EBCH: Chemical Safety and Chemical Hygiene Plan - Added
- CSD File: EEAEC - Student Conduct on School Buses - Added
- CSD File: IHAMA - Teaching About Alcohol, Drugs and Tobacco - Added
- CSD File: JICJ - Communication Devices - Changed Title
- CSD File: JICM - Personal Device Usage Policy - Removed
- CSD File: JLF/JLF-F: Reporting Child Abuse - Added

Google: Link to DRAFT Student and Family Handbook 2026-2027

PDF: Link to DRAFT Student and Family Handbook 2026-2027

HOOKSETT SCHOOL DISTRICT
PUPIL SAFETY AND VIOLENCE PREVENTIONS - BULLYING

A **Purpose and Intent.** The Candia School District is committed to providing a safe and respectful learning environment for all students. Through education, prevention, and consistent enforcement, we aim to eliminate bullying and promote positive peer relationships for all of our students. This policy defines and prohibits bullying and related conduct, and establishes clear procedures for reporting, investigating, and responding to incidents.

1 Prohibition of Bullying or Cyberbullying of a Student **RSA 193-F:4, II (a)** This policy is intended to comply with and implement RSA 193-F. Bullying, in any form—whether physical, verbal, social, or cyber—is strictly prohibited and will not be tolerated. The prohibition against bullying and cyberbullying, also applies to conduct that occurs on, or is delivered to, school property or a school-sponsored activity or event on or off school property, or occurs off school property or outside of a school-sponsored activity or event, if the conduct interferes with a student's educational opportunities or substantially disrupts the orderly operations of the school or any school-sponsored activity or event.

2 Protection of all School Aged Children **RSA 193-F:4, II (c)** This policy shall apply to all students and school-aged persons on school district grounds and participating in school district functions, whether or not such school-aged person is a student within the District and regardless of status under the law.

3 Prohibition of Retaliation and False Accusations **RSA 193-F:4 II (b)** This policy further prohibits retaliation or false threats against a victim, witness, or anyone else who, in good faith, provides information about an act of bullying or cyberbullying.

B Definitions RSA 193-F:3

1 "Bullying" means a single significant incident or a pattern of incidents involving a written, verbal, or electronic communication, or a physical act or gesture, or any combination thereof, directed at any student which:

a. Physically harms a student or damages the student's property;

b. Causes emotional distress to a student;

c. Interferes with a student's educational opportunities;

d. Creates a hostile educational environment;

e. Substantially disrupts the orderly operation of the school; or

f. occurs on, is delivered to, school property or a school-sponsored activity or event on or off school property.

2 "Cyberbullying" means conduct defined above as bullying committed or undertaken through the use of electronic devices. Unless the context indicates otherwise, the term "bullying" as used in this policy will include acts of cyberbullying.

Additional examples of cyberbullying conduct include, but are not limited to:

a. "Doxxing" - sharing through digital means another student's private information, such as their address(es), telephone number, images with the intent to cause embarrassment or damage to personal reputation.

b. "Cyberstalking" — repeatedly contacting another student through electronic devices, repeatedly attempting or requesting a connection on social media or messaging apps when that other student has requested not to be contacted or in any other manner that causes fear or distress.

c. "Catfishing" - creating fake accounts or pretending to be another student.

d. Sharing of "deepfakes" - distributing or communicating through electronic devices digitally altered images, video, audio or other content that impersonates another student, misrepresents facts, harasses, embarrasses or otherwise causes or is intended to cause reputational harm. See Board Policy EHAG.

3 "Electronic devices" includes, but is not limited to, telephones, cellular or smartphones, computers, pagers, or any other device which is used for or can transmit: voice calls or messages; electronic mail; text/instant or other verbal messaging; images or videos; and websites.

4 "Parent" means a person who has legal custody of a minor child as a natural or adoptive parent, as a legal guardian, or who is functioning in a parental role if the actual parent or guardian is absent from the child's daily life. Additionally, "parent" may include students who have been emancipated, either by age or legal process. The term "parent", shall not, however, include a parent as to whom the parent-child relationship has been terminated by judicial decree or voluntary relinquishment.

5 "Perpetrator" means a student who engages in bullying or cyberbullying.

6 "Principal" shall mean and include the building Principal or other senior building administrator of a school, as well as any "designee" (qualified person) designated by the Principal to carry out all or some Principal functions as described in this policy.

7. "Retaliation" means and includes such conduct as intimidation, threats, coercion, harassment, or discrimination in response to (or an effort to prevent) a victim, witness or other person, who in good faith provides information about an act or conduct that the person providing the information believes is bullying or cyberbullying.

8. "School property" means all real property and all physical plant and equipment used for school purposes, including public or private school buses or vans.

9. "Staff" means and includes all district, school or SAU employees, bus drivers, coaches, designated volunteers (as defined in Board policy GBCD) or other volunteers who are regularly on school property, or who have significant contact with students, and any contracted consultants or employees of a company under contract to the District or SAU who provide services on school property.

10. "Student" shall have the same meaning as "pupil" as used in RSA 193-F and this or any other Board policy.

11. "Superintendent" means the Superintendent (Senior Education Official) or other person designated by the Superintendent to carry out all or some Superintendent functions as described in this policy.

12. "Victim" means a student against whom bullying or cyberbullying has been perpetrated.

C. Retaliation & False Accusations RSA 193-F:4, II (b)

Retaliation or false accusations related to bullying or cyberbullying shall be deemed a violation of this policy. Upon receiving any report of bullying or cyberbullying, the Principal will immediately assess the need to develop a plan or take steps to protect the alleged victim or any witnesses against retaliation. The same assessment shall be made at any point upon a report of retaliation or false accusations made during or after a bullying/cyberbullying investigation.

Reports of retaliation or false accusations relating to a bullying/cyberbullying report may be made in the same manner as for reports of bullying/cyberbullying as provided in this policy.

Investigations, and responses (i.e., interventions, supportive measures, disciplinary consequences) to reports of retaliation or false accusations may be made as provided in the same manner as provided in Sections E-H for reports or incidents of bullying/cyberbullying, or in accordance with procedures and provisions set forth in the Student/Family Handbook.

D. Procedures for Reporting Bullying, Cyberbullying, Retaliation or False Accusations RSA 193-F:4, II (f)-(h)

The Principal is responsible for receiving reports or complaints of bullying or cyberbullying.

1. Student Reporting. Any student who believes he or she has been the victim of bullying/cyberbullying, retaliation, or false accusations should report the alleged acts immediately to the Principal, or to a school district employee or volunteer that the student feels more comfortable making the report.

2 Staff Reporting. Any school employee or volunteer who receives a report of, witnesses, or has knowledge or belief that bullying/cyberbullying or retaliation may have occurred, shall inform the Principal as soon as possible, but no later than the end of that school day.

3 Parent Reporting. Parents and other adults are also encouraged to report any concerns about possible bullying/cyberbullying or retaliation of students to the Principal.

4 Anonymous Reports. The Principal may develop a system or method for receiving anonymous reports of bullying within the building. Although students, parents, volunteers and visitors may report anonymously, an investigation based upon such reports may by necessity be incomplete. More significantly, formal disciplinary action may not be based solely on an anonymous report, and, likewise, other remedial or supportive measures may require some form of evidentiary verification.

5 Reports Involving Students from Different Districts. Reports of bullying which relate to students from different districts should, when possible, be made to the Principal of the school in which the victim(s) is enrolled/attending, otherwise to the Principal of the school in which the perpetrator is enrolled/attending.

6 Report Forms. The administration may develop student reporting forms to assist students and staff in filing such reports. An investigation shall still proceed even if a student is reluctant to fill out the designated form and chooses not to do so.

E Actions Upon Receipt of Report of Bullying or Cyberbullying.

1 Notice when Allegations Involve Students from Other Districts/Schools/States **RSA 193-F:4, II(k)** When a report of bullying involves conduct across multiple districts or students from multiple school districts, the Principal/designee will immediately inform the Principal(s) of each of the other schools/districts. Additionally, if the report concerns bullying across state lines, the Principal/designee will inform the New Hampshire Attorney General's office.

2 Information to Alleged Victim **RSA 193-F:F:4, II(i)** Upon a receipt of a report of bullying, the Principal/designee shall provide the alleged victim with a written copy of their rights, protections, and support services available.

3 Parental Notice of Bullying Report RSA 193-F:4, II(i) Within 48 hours of receiving a report of bullying, the Principal will notify the parents of any student reported as a victim of bullying, as well as the parents of any student who has been reported as a perpetrator of bullying. The notification to parent(s)/guardian(s) will include the measures being taken to ensure the safety of the victim (alleged) and to prevent further acts of bullying. Such notification may be made by telephone, writing or personal conference. The date, time, method, and location (if applicable) of such notification and communication shall be included in the investigative report. Notifications shall be consistent with the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA) relative to the student privacy rights of each student indicated in the report.

RSA 193-F:4, II(j)
The Principal may request of the Superintendent designee a waiver of the parental notification requirement, which may be granted only if the Superintendent deems such a

waiver to be in the best interest of either the alleged victim or alleged perpetrator. Details of any request for a waiver and any grant of such request will be included in the investigative report. However, notification to parents/guardians may not be waived for longer than 5 school days except for reports of bullying across multiple school districts. **RSA 193-F:4, II (j)**

2 Receipt of Report. Upon receipt of a report of bullying, the Principal shall commence an investigation consistent with the provisions of Section F of this policy, and shall assess:

a. the need for a plan to protect students against retaliation,

b. whether the conduct may be construed as illegal discrimination or harassment related to a protected class as set forth in Board policy AC. If so, the Principal shall confer with the District staff member(s) charged with handling such discrimination or harassment to determine how to proceed (e.g., parallel or combined investigations); and

c. whether such conduct constitutes a safe schools violation requiring a report pursuant to RSA 193-D:4 and Ed 317.05.

F. Investigative Procedures RSA 193-F:4, II(k)

1 Upon receipt of a report of bullying, the Principal shall, within 5 school days, initiate an investigation into the alleged act. If the Principal is directly and personally involved with a complaint or is closely related to a party to the complaint, then the Superintendent shall direct another district employee to conduct the investigation.

2 Under state law, when bullying is alleged to occur across multiple New Hampshire school districts, the Principals/designees for each New Hampshire school involved are expected to collaborate and cooperate in the investigation. The Principal who first learns of the incident(s) is required to initiate the investigation.

3 The investigation should include documented interviews with the alleged victim, alleged perpetrator and any witnesses. All interviews shall be conducted privately, and shall be confidential to the extent permitted by law. Each individual will be interviewed separately and at no time will the alleged victim and perpetrator be interviewed together during the investigation.

4 The investigation should include review of any available surveillance recordings subject to the provisions of Board policy ECAF. Parents/guardians and students are notified that surveillance recordings with audio may occur on school buses if authorized under Board policy ECAF. **RSA 507A:12 II (k)**

5 If the alleged bullying was cyberbullying in whole or in part, the Principal may ask students and/or parents to provide the District with printed copies e-mails, text messages, website pages, or other similar electronic communications, consistent with Board policy JIH. The Principal may not, however, require or request a student to disclose or to provide access to a personal social media account through the student's user credentials.

6 The Principal or other investigator may consider all relevant facts and circumstances during the course of the investigation, including but not limited to:

a. Description of incident, including the nature of the behavior;

b. How often the conduct occurred;

c. Whether there were past incidents or past continuing patterns of behavior;

d. The characteristics of parties involved, (name, grade, age, etc.);

e. The identity and number of individuals who participated in bullying behavior;

f. Where the alleged incident(s) occurred;

g. Whether the conduct adversely affected any student's education or educational environment;

i. Whether the conduct violated any other District or school policies or rules.

7. **RSA 193-F:4, II(o)** In most instances, the Principal shall complete the investigation within 10 school days of receiving the initial report. If the Principal needs more than 10 school days to complete the investigation, the Superintendent may grant an extension of up to 7 school days. In the event such extension is granted, the Superintendent/designee shall notify in writing all parties involved of the granting of the extension and the reason for the extension. To the extent not previously communicated, the Superintendent shall ensure that the victim's parent(s) or guardian(s) are notified of the investigation, the extension, and the reason for the extension.

   Without limiting what might constitute sufficient cause for an extension under this paragraph, the Superintendent may consider the interests of the victim or alleged perpetrator related to any investigation into some or all of the same alleged conduct which other investigation includes procedures and timelines mandated by a regulation or statute other than RSA 193-F (e.g., Title IX, criminal investigations, etc.). Before waiving the time requirement on account of such other investigation, the Superintendent should confer with counsel and/or the District's Human Rights Officer.

8. In cases involving reports of bullying across multiple districts or states, the Principal(s) of any and all districts in New Hampshire involved shall collaborate with any other principals or districts involved.

G. **Completion of Investigation and Report**.

1. Investigative Determination and Report. Whether a particular action or incident constitutes bullying/cyberbullying, retaliation or other violation of this policy – requires review and consideration of available evidence of all facts and surrounding circumstances. The investigative determination along with a summary of the investigation, shall be included in a comprehensive report. If the determination is that the bullying allegation is substantiated, the report shall include provisions describing any disciplinary consequences, interventions, supportive measures or other assistance for the victim or perpetrator, and, when indicated, any steps appropriate to protect all students from retaliation of any kind. The report may also include policy, training or other recommendations for preventing future

bullying conduct within the school.

2 Communication with Students and Parents Upon Completion of Investigation **RSA 193-F:4, II (m)**

a. Within 10 school days, the Principal will notify the parents of the alleged victim and of the alleged perpetrator regarding the school's remedies and assistance, within the boundaries of applicable state and federal law. The initial communication may be in writing, in person or by telephone, but if verbally, the Principal will also send a letter confirming earlier determination to the parents within 2 school days confirming the earlier notification.

b. The Principal/Designee shall conduct a conference with each perpetrator, and the perpetrator's parents/guardians and applicable school personnel for age-appropriate discussion that includes at a minimum the impacts of bullying. The conference shall occur even if the parent or parents or guardian or guardians decline to participate or fail to attend. Information concerning the date, time, place and attendees of the conference, and any other information from the conference deemed pertinent by the Principal/designee shall be appended to the investigative report provided to the Superintendent.

c. If the victim's parents request, the Principal shall schedule a meeting with them to further explain the investigative determination.

d. In accordance with the Family Educational Rights and Privacy Act (FERPA) and other laws concerning student privacy, the District will not disclose educational records of other students, including the disciplinary consequences assigned to the perpetrator(s).

3 Appeals. A parent aggrieved by the investigative determination of the Principal may appeal the determination in accordance with the standards and procedures set forth for Level II and Level III appeals in Board policy ACA.

4 Additional Reporting Requirements.

a. Reporting Substantiated Incidents **RSA 193-F:4, II(n)** The Principal shall forward all substantiated reports of bullying or retaliation to the Superintendent upon completion of the Principal's investigation.

b. Department of Education Reports **RSA 193-F:6** The Principal shall be responsible for completing such reports/forms as required by the New Hampshire Department of Education (NHED) for all substantiated incidents of bullying. Irrespective of the time/date a form/report is due to be filed with NHED, the report/form or the information required for the report/form shall be completed/compiled within 10 school days following an investigative finding of a substantiated bullying/cyberbullying report. The Principal or designee shall retain a copy and shall forward one copy to the Superintendent. Hard copies are not necessary if the digital form/data is retained and accessible to both the building administration and SAU.

c. Reporting to NH Department of Education **RSA 193-F:6, 1** The Superintendent shall annually report the District's substantiated incidents of bullying to the New Hampshire Department of Education. Pursuant to FERPA, such reports shall not

contain any personally identifiable information pertaining to any student.

H Substantiated Instances of Bullying or Retaliation: Interventions, Remedial Measures and Disciplinary Consequences

While students who have been found to have committed an act of bullying/cyberbullying (i.e. perpetrators) shall face disciplinary consequences as provided in Paragraph H.2.a below, the Board encourages the administration and school district staff to explore additional measures, remedies and interventions to address the substantiated instances of bullying/cyberbullying, and prevent their reoccurrence.

1 Interventions and Other Remedial Measures. Examples of interventions and remedial measures include, but are not limited to:

a. Restitution,

b. Parent conferences,

c. Student counseling,

d. Behavior assessment,

e. Corrective instruction or other relevant learning experience,

f. Peer support group, and

g. Mediation (but only after the investigation has been completed).

Interventions and other remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim, and take corrective action for documented systematic problems related to bullying.

2 Disciplinary Consequences **RSA 193:F:4, ll(d), VI & VIII**

a. Students found to have committed one or more acts of bullying or retaliation shall receive disciplinary consequences. Such consequences for students shall be consistent with the Student/Parent Handbook for the conduct that constituted bullying/cyberbullying. Disciplinary consequences should be varied according to specific circumstances such as: the nature of the behavior, the developmental age of the student, the student's prior disciplinary history, or performance. Students will be afforded any due process applicable to the level of consequences as provided in Board policy JICD. **RSA 193:13/Ed 317**

b. Staff who fail to report bullying or retaliation as required by this policy, fail to adhere to the timelines described above, submit inaccurate or false information with respect to reports or investigations under this policy, or commit an act of retaliation against a reporter of bullying or any parent will be disciplined up to and including dismissal. Additionally, any such violation by an "educator" as defined by state law or regulation will constitute a violation of the Code of Conduct for New Hampshire Educators.

3 Additional Requirement of Principal(s)/Designee(s) Upon a determination that a bullying report is substantiated, the Principal or designee will, in addition to the specific interventions and disciplinary

responses described above, will, in appropriate circumstances, make recommendations to the Superintendent strategies for "protecting all pupils from retaliation of any kind."

I Dissemination of Policy and Bullying Prevention Education RSA 193-F:4,II (e) and 193:F:5

1 Staff, Coaches, Bus Drivers, Designated Volunteers, Employees of Contracted Companies/Contracted Consultants **RSA 193-F:5** All staff (see definition section above) will be provided with a copy of this policy annually. The Superintendent may determine the method of providing the policy (employee handbook, hard copy, website, workshops, etc.). The Superintendent will ensure that all school employees and volunteers receive annual training on bullying and related Board policies.

2 Students and Parents, and Student Handbooks **RSA 193-E:4, II (e)/(f)** Superintendent may determine the method of providing information about this policy to students and parents. Methods may include student handbooks, mailing, hard copy, website, etc. At the very least, all student/parent handbooks will include a summary of the prohibitions and other provisions of Sections A. 1-3, the definitions of bullying, cyberbullying and retaliation in Sections B.1, 2 and 3, and the verbatim language relating to the procedures found in Section D.1 for students and parents to report bullying/cyberbullying or retaliation. Additionally, that provision of the student handbook(s) will include information as to where the entirety of this policy may be found on the District's website.

3 Curriculum. Each year, all students will participate in programming that includes anti-bullying/cyberbullying materials presented in age-appropriate language. The materials and information should, among other things, describe expectations for student behavior, emphasize an understanding of what bullying/cyberbullying, harassment and intimidation is and looks like, the District's prohibition of such conduct and the reasons why the conduct is destructive, unacceptable, and how and when the conduct can lead to disciplinary consequences.

The Superintendent, in consultation with staff, will, to the extent reasonably possible, integrate student anti-bullying training and education into the district's curriculum, behavior programs and other violence prevention efforts.

The following two sentences may be deleted from this policy any time after March 15, 2027 without further action of the School Board. No later than December 15, 2026, the Superintendent shall cause a report or a link to a report on how the District's policy has been integrated into the school's curriculum, discipline policies, behavior programs, and other violence prevention efforts. Such report or link shall be provided to the office of the Commissioner of Education, the Chair of the State Board of Education, the President of the New Hampshire Senate, the Speaker of the New Hampshire House of Representatives, and to members of the New Hampshire House and Senate education committees.

4 Additional Notice and School District Programs. The Board may, from time to time, host or schedule public forums in which it will address this anti-bullying policy, discuss bullying in the schools, and consult with a variety of individuals, including teachers, administrators, guidance counselors, school psychologists and other interested persons.

J Summary of School Officials' Duties to Implement Policy RSA 193-F:4,II(p)

The Superintendent, as the person charged with supervision of all employees of the District, is responsible for the implementation of this policy. The School Principal(s) are expected and required by statute to implement this policy within their respective school buildings and ensure the procedures are followed.

Consistent with this Policy, the Principal(s) shall receive reports of alleged bullying or retaliation, investigate the alleged conduct, and communicate with the parties involved (including their parents) consistent with privacy laws, and communicate/report to the Superintendent. The Superintendent shall oversee the Principal(s) in their duties relative to this policy and shall ensure each school is compliant with this policy. Additionally, the Superintendent, will receive reports of substantiated incidents, review waivers and time extension requests, and communicate with the Principal(s), the School Board, and the NH Department of Education, all as provided in this policy.

K **Immunity and Liability** **RSA 193-F:7/9**

Under 193-F:7, employees, volunteers, students, parents and any other person covered by this policy will be immune from civil liability for good faith conduct arising from or pertaining to the reporting, investigation, findings, recommended response, or implementation of a recommended response under this policy.

Legal References:
RSA 189:70 Educational Institution Policies on Social Media, RSA 193-D:4 Written Report Required (Safe school Zones), RSA 193-F Pupil Safety and Violence Prevention, RSA 193-F:3 Definitions (Pupil Safety and Violence Prevention, RSA 193-F:7 Immunity (Pupil Safety and Violence Prevention), RSA 570-A:2 Capture of Audio Recordings ono School Buses Allowed
NH Code Admin Rules Ed 317.05, 204.01, 306.04(b)(7), 317, 317.04

Candia School District Calendar 2026/2027

VII.E.

Approved 2-5-26
Revised 5/7/26

AUGUST 2026						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	**PD**					

SEPTEMBER 2026						
S	M	T	W	Th	F	S
		PD	**PD**	**3**	4	5
6	**H**	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2026						
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25	26	27	28	29	30	31

NOVEMBER 2026						
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8	**C**	10	**H**	12	13	14
15	16	17	18	19	20	21
22	23	24	**H**	**H**	**H**	28
29	30					

DECEMBER 2026						
S	M	T	W	Th	F	S
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13	14	15	16	17	18	19
20	21	22	23	**V**	**V**	26
27	**V**	**V**	**V**	**V**		

JANUARY 2027						
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					V	2
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17	**H**	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2027						
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14	15	16	17	18	19*	20
21	**V**	**V**	**V**	**V**	**V**	27
28						

MARCH 2027						
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7	8	9	10	11	12	13
14	**PD**	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2027						
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11	12	13	14	15	16	17
18	19	20	21	22	23*	24
25	**V**	**V**	**V**	**V**	**V**	

MAY 2027						
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23	24	25	26	27	28*	29
30	**H**					

JUNE 2027						
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	7	8	9	10	11	12
	14	15	16	17	18	
	21*					

August 31 – September 2 Teacher Workshop

September (19)
- 3 First Day of School for Students
- 7 Labor Day

October (20)
- 2 Professional Development/No School for Students
- 12 Columbus Day (No school)

November (16)
- 9 Parent – Teacher Conferences (No School)
- 11 Veterans Day (Observed – No school)
- 25 - 27 Thanksgiving Break

December (17)
- 24 – 31 Winter Break

January (19)
- 1 Winter Break
- 18 Martin Luther King Jr/Civil Rights Day

February (15)
- 22 – 26 February Vacation

March (22)
- 15 Professional Development/No School for Students

April (17)
- 26 – 30 Spring Break

May (20)
- 31 Memorial Day

June (15)
- 21 Last day for students

H: Holiday
V: Vacation
PD: Professional Development (No School for Students)
C: Parent/Teacher Conferences (No School for Students)

*Early Release Days: 1/15/27, 2/19/27, 4/23/27, 5/28/27

INSTRUCTIONAL TIME SCHEDULE
2026-2027

School Name Henry W. Moore School SAU: 15

Town: Candia Grades: K-8

Ed 306.26 (b) requires that each elementary and middle school have an Instructional Time Schedule which indicates how much classroom time per week is to be spent on the following subjects.

The table below indicates the approximate amount of time (in minutes) spent per week on each subject at this school.

Subject	K	1	2	3	4	5	6	7	8
Art	45	45	45	45	45	45	45	45	45
Language Arts & Reading	575	575	575	575	575	325	325	325	325
Health	15*	15*	15*	15*	15*	20*	20*	20*	20*
Physical Education	30*	30*	30*	30*	30*	25*	25*	25*	25*
Information & Communication Technology	45	45	45	45	45	**0	**0	**0	**0
Math	450	450	450	450	450	325	325	325	325
Science	100	100	120	120	120	325	325	325	325
Social Studies	75	75	75	75	75	325	325	325	325
Family & Consumer Science	X	X	X	X	X	X	X	X	X
Technology Education	X	X	X	X	X	X	X	X	X

Notes: * Health and Physical Education are a combined 45 minute class
**Information & Communication Technology is integrated into core subject areas in grades 5 - 8

Principal Signature Becky L Wing Date: 8/26/26

Supt. Signature _____ Date:_____

CANDIA SCHOOL BOARD MEETINGS
2026/2027

The Candia School Board Meetings are held the *1st* Thursday of each month. Meetings are held in the Henry W. Moore School Media Center beginning at 6:00 p.m., unless otherwise posted. Special and/or rescheduled meetings are appropriately posted as needed.

2026

July/August TBD as needed
September 3
October 1
November 5
December 3

2027

January 7
February 4 (5:00 p.m. if having Deliberative Session same night)
March 4
April 1
May 6
June 3

***Deliberative Session #1 TBD**

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

CANDIA SCHOOL BOARD

STANDING COMMITTEES 2026/2027

CHAIR: Stephanie Helmig Vice-Chair: Merideth Wilson Clerk: Heather Tremblay

COMMITTEE		
Budget	Member:	Stephanie Helmig
	Alternate:	Merideth Wilson
Facilities*		Mark Chalbeck
NHSBA Delegate and Legislative Advocacy Network Representative		Mark Chalbeck
Policy*		Heather Tremblay and Kate Knowles
Transportation*		Merideth Wilson
Long-Term Planning*		Merideth Wilson
Wellness*		Kate Knowles
~~Negotiations~~		
Pinkerton Start Time		Merideth Wilson
Manifest	May/June/July	Heather Tremblay
	Aug/Sept./Oct.	Merideth Wilson
	Nov./Dec./Jan	Mark Chalbeck
	Feb./Mar./April	Kate Knowles

Must have postings, agenda and minutes for each meeting

SAU #15 BOARD MEETING SCHEDULE
2026-2027

Fall Meetings

Thursday, September 24, 2026 – 6:30 p.m.
2027/2028 SAU Budget Presentation
David R. Cawley Middle School - Hooksett

Thursday, October 22, 2026 – 6:30 p.m.
Public Hearing on 2027/2028 SAU Budget
Auburn Village School - Auburn

Winter Meeting

Thursday, February 18, 2027 – 6:30 p.m.
Superintendent's Evaluation
SAU Board Self-Evaluation
Henry W. Moore School - Candia

Spring Meeting

Thursday, May 20, 2027 – 6:30 p.m.
SAU Board Reorganization
David R. Cawley Middle School - Hooksett

Special and/or rescheduled meetings as appropriately posted.