

**Inter-Lakes Special School Board Meeting**  
**Humiston Building – Conference Room\***  
**103 Main Street, Meredith NH**  
**September 27, 2022**  
**Meet & Greet New Staff @ 5:30 PM**  
**Special Board Meeting @ 6:00 PM**  
*\*Additional Public Access via Google Meet*

**AGENDA**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. RECORD ROLL
  - Members Present:
  - Members Absent:
  - Others Present:
- IV. PUBLIC COMMENT #1 (*Agenda Items Only*)  
Please clearly state your name and town of residence.
- V. INTER-LAKES STUDENT BOARD REPRESENTATIVE - Paolo Cao
- VI. MINUTES
  - A. Regular Meeting – September 13, 2022 (Action Item) Mrs. Moriarty, Superintendent of Schools (*Attachment #1*)  
  
**Motion to approve the minutes of the September 13, 2022 Regular Board Meeting.**  
  
Moved by: \_\_\_\_\_ Second: \_\_\_\_\_  
Vote: \_\_\_\_\_
- VII. CURRENT BILLS PAYABLE
  - A. General Operating Expenses (Action Item) Mrs. Temperino, Assistant Superintendent (*Attachment #2*)  
  
**Motion to approve the payment of bills, manifest # 3009.**  
  
Moved by: \_\_\_\_\_ Second: \_\_\_\_\_  
Vote: \_\_\_\_\_
- VIII. SUPERINTENDENT/ASSISTANT SUPERINTENDENT REPORT
  - A. Staffing Update (Information Item) Mrs. Moriarty
- IX. CORRESPONDENCE – Superintendent, Board Secretary, Board Members
- X. NEW BUSINESS
  - A. School Board 2023-2024 Budget Goals (Discussion Item) Mrs. Moriarty / Mrs. Temperino

- B. Contribution Assurance Program (CAP for FY 2024-2026 for the Property & Liability Program (Discussion Item) Mrs. Temperino (*Attachment #3*)
- C. Donation (Action Item) Mrs. Moriarty (*Attachment #4*)
- Meade 8" LX200GPS Schmidt-Cassegrain Telescope from Jennifer Ferreira valued between \$2000 - \$3,000; to Inter-Lakes Middle/High School.

**Motion to approve the donation as presented.**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_

Vote: \_\_\_\_\_

- XI. OLD BUSINESS
- A. School Student Problem Identification and Resolution of Issues Together (School SPIRIT) Program Update (Information Item) Dr. Downing / SPIRIT Representatives
- XII. POLICY
- No action required.
- XI. ADDITIONAL BUSINESS
- A. Members of the Board
- B. Members of the Administration
- XII. ANNOUNCEMENTS
- A. **Tuesday, October 11, 2022**  
Inter-Lakes School Board @ Humiston Building – Conference Room
- Regular School Board Meeting – **6:00 p.m.**
- B. **Tuesday, October 25, 2022**  
Inter-Lakes School Board @ Humiston Building – Conference Room
- Special School Board Meeting – **6:00 p.m.**
- C. **Tuesday, November 8, 2022**  
Inter-Lakes School Board @ Humiston Building – Conference Room
- Special School Board Meeting – **6:00 p.m.**
- XIII. ADJOURNMENT (Action Item)
- Motion to adjourn the meeting at \_\_\_\_\_ p.m.**
- Moved by: \_\_\_\_\_ Second: \_\_\_\_\_
- Vote \_\_\_\_\_

**INTER-LAKES SCHOOL DISTRICT**  
**Inter-Lakes School Board Regular Meeting**  
**Humiston Building – Conference Room**  
**103 Main Street, Meredith NH**  
**September 13, 2022**

**DRAFT****MINUTES****I. CALL TO ORDER**

School Board Chair Merrill called the meeting to order at 6:00 p.m.

**II. PLEDGE OF ALLEGIANCE****III. RECORD ROLL****Members Present:**

Ms. Lisa Merrill, Chair  
 Mr. Mark Billings, Vice-Chair  
 Mr. Howard Cunningham  
 Mr. Duncan Porter-Zuckerman  
 Ms. Nancy Starmer  
 Mr. Craig Baker (arr 6:13 p.m.)

**Administrators Present:**

Mrs. Mary Moriarty, Superintendent  
 Mrs. Trish Temperino, Assistant Superintendent  
 Mr. Michael Bryant, ILES Principal  
 Mr. Jeremy Hillger, SCS Principal  
 Dr. Amanda Downing, ILM/HS Principal  
 Mr. Mark Parsons, Technology Director

**Members Absent:**

Mr. Charles Hanson\*  
 \*with notice

**Others Present:**

Mr. Chris Mega, Video Recorder

**IV. PUBLIC COMMENT #1 (Agenda Items Only)**

*Open at 6:01 p.m.*

**V. MINUTES****A. Special Board Meeting – August 23, 2022**

Mr. Billings moved, seconded by Mr. Porter-Zuckerman, to approve the minutes of the August 23, 2022 Special Board Meeting. The motion passed 5-0-1; Ms. Starmer abstained.

**VI. CURRENT BILLS PAYABLE****A. General Operating Expenses**

Mr. Cunningham moved, seconded by Mr. Billings, to approve the payment of bills, manifest #3007, #3008. The motion passed 6-0.

**VII. SUPERINTENDENT/ASSISTANT SUPERINTENDENT REPORT****A. Enrollment**

Mrs. Moriarty reported that enrollment is down; a detailed review of the enrollment report was provided.

**B. School Opening Update**

We have just completed day 6 of school with students, it has been a very positive more traditional start to the school year. There were three very full-days with staff and an additional day with new staff prior to the first day of school for students. Mrs. Moriarty commended administrators for doing some very deep and intentional planning for the staff days, bringing everyone back together as a community.

We are now currently down two bus drivers; six Paraeducators at ILM/HS; and four Paraeducators at ILES. We are seeing more traffic for applicants and will be interviewing later this week. More people are applying for Substitute Teacher and Paraeducator positions, we are in a much better place than we were last year at this time.

**C. DOE-25 Financial Report for the 2021-2022 School Year**

Mrs. Temperino informed the Board the End of Year financial report for the Department of Education and Department of Revenue have been completed and uploaded. We have an unassigned fund balance of \$176,585; if we do not receive any comments from the Department of Education that will be a firm number. A summary report will be presented at the October meeting. Mrs. Moriarty commended Mrs. Temperino and the entire Finance Office for working to pull these reports together to be submitted on time.

**VIII. CORRESPONDENCE** None

**IX. NEW BUSINESS**

**A. Field Trip Approval – Sandwich Central School Upper Multiage Class to Camp Hale**

Mr. Porter-Zuckerman moved, seconded by Mr. Cunningham, to approve the overnight field trip for the SCS Upper Multiage Class to Camp Hale September 19-20, as presented. The motion passed 6-0.

**B. Donation**

Mr. Billings moved, seconded by Mr. Cunningham, to approve the donation from Sandwich Central School Association for School and Community (ASC) in the amount of \$12,821.11 to support student activities. The motion passed 6-0.

**C. New England Association of Schools and Colleges, Inc. (NEASC) Accreditation Process Overview (December 5 – 6, 2022)**

Dr. Downing provided an overview of the planning that is underway, a lot of credit is to be given to Erica Pappalardo, Curriculum Coordinator and Sue Noyes for working to create an amazing process for gathering all the information required for the self-study. A lot of educators gave up time to write and work on developing the study. There was a great collaborative process that pulled all the data together. The visit was moved from November to December. We are awaiting the due dates for the Self-Study; and then we will move on to booking accommodations and getting ready for visit in December.

The last visit was in 2011; we were due for visit for last year but an extension was applied for and given by NEASC. The process has been streamlined a great deal over the past eleven years. The process this year is going through grades 7 – 12; in the past the accreditation process was for grades 9-12.

**D. Nomination of Professional Teaching Staff for the 2022-2023 School Year**

Mr. Billings moved, seconded by Mr. Porter-Zuckerman, to approve the nomination of Professional Teaching Staff for the 2022-2023 school year as presented. The motion passed 6-0.

**X. POLICY**

**A. Policy Review Committee Minutes – August 30, 2022**

No action required.

**B. Category II Approval – Policy #8344 (BEDH), Public Participation at School Board Meetings**

Lengthy discussion ensued regarding online comments and amendments to the policy as presented. The consensus of the Board was to return Policy #8344 to the Policy Review Committee for further review and edits.

**C. First Reading**

Mr. Billings moved, seconded by Ms. Starmer, to approve first reading of the following policies as amended:

- Policy #1322 (JIG), Contests for Students
- Policy #4155 (GBCD), Background Investigation and Criminal Records Check
- Policy #5119 (JFA), Admission Requirements for Students Entering or Transferring into the Inter-Lakes School District
- Policy #5142 (JLCE/EBBC), Emergency Care and First Aid
- Policy #5147, JLDDB), Suicide Intervention
- Policy #6140 (IGE), Objections to Course Material
- Policy #6140.1 (IHAM), Health Education and Exemption from Instruction
- Policy #6171.2 (IHBAB), Special Education – Independent Educational Evaluation

The motion passed 6-0.

Mrs. Moriarty shared where the Suicide Prevention Plan could be found on the District website at <https://www.interlakes.org/> under Family Resources.

**D. Rescind**

Mr. Billings moved, seconded by Mr. Cunningham, to rescind Policy #1110, Communications; and Policy #3725, Emergency Care & First Aid as recommended. The motion passed 6-0.

**E. Policies Reviewed / No Action Required**

- Policy #3539 (EFAA), School Lunch Program Meal Charge
- Policy #5118 (JFAB), Non-Resident Admission
- Policy #5141.2 (JLCJ), Concussions and Head Injuries
- Policy #6154.3 (IHCD/ LEB), Community College System of NH – Dual and Concurrent Enrollment
- Policy #6161 (IMGA), Service Animals
- Policy #6171.3 (IHBAA), Evaluation Requirements for Children with Disabilities
- Policy #6175 (IFA), Instructional Needs of Each Individual Student

**XI. ADDITIONAL BUSINESS**

**A. Members of the Board** None

**B. Members of the Administration**

Dr. Downing shared with the School Board that she received notification from the NHIAA Division III Director that Sarah Dumais for being recognized as the Division III 2021-2022 Athletic Director of the Year. School Board members extended their congratulations.

**XII. ANNOUNCEMENTS**

**A. Tuesday, September 27, 2022**

Inter-Lakes School Board @ Humiston Building – Conference Room

- New Staff Reception – **5:30 p.m.**
- Special School Board Meeting – **6:00 p.m.**

**B. Tuesday, October 11, 2022**

Inter-Lakes School Board @ Humiston Building – Conference Room

- Regular School Board Meeting – **6:00 p.m.**

**C. Tuesday, October 25, 2022**

Inter-Lakes School Board @ Humiston Building – Conference Room

- Special School Board Meeting – **6:00 p.m.**

**XIII. PUBLIC COMMENT**

*Ms. Merrill closed Public Comment at 6:49 p.m. with no comments brought forward.*

**XIV. NON-PUBLIC**

Mr. Billings moved, seconded by Mr. Baker, to enter Non-Public Session at 6:50 p.m. in accordance with RSA 91-A:3 (b)(c)– The hiring of any person as a public employee; and matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this Board, unless such a person requests an open meeting. Mr. Baker called for a roll call vote as follows:

YES: Mr. Porter-Zuckerman, Ms. Starmer, Mr. Cunningham,  
Mr. Billings, Ms. Merrill, Mr. Baker

NO: --

The motion passed 6-0.

**Public Session**

Mr. Billings moved, seconded by Mr. Porter-Zuckerman to enter Public Session at 7:14 p.m. The motion passed 6-0.

Discussion ensued regarding Lakes Region Planning Commissions anticipated future project associated with road improvements and safe routes to school.

**XV. ADJOURNMENT**

Mr. Billings moved, seconded by Mr. Cunningham, to adjourn the meeting at 7:23 p.m. The motion passed 6-0.

Respectfully Submitted,

Marilyn G. Martell  
Recording Secretary

**Inter-Lakes Accounts Payable Manifest  
2022-2023 Fiscal Year**

Manifest #: 3009 Manifest Date: 9/27/2022 Prepared By: Kristin Currier

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The Inter-Lakes School District is hereby authorized to draw checks against Inter-Lakes School District fund for the sum of \$ 410,672.66 on account of obligations incurred for value received in services and materials as shown and dated on the following check listings:

**INTER-LAKES BOARD**

Craig Baker \_\_\_\_\_

Mark Billings, Vice Chairman \_\_\_\_\_

Howard Cunningham \_\_\_\_\_

Charley Hanson, Secretary \_\_\_\_\_

Lisa Merrill, Chairman \_\_\_\_\_

Duncan Porter-Zuckerman \_\_\_\_\_

Nancy Starmer \_\_\_\_\_

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Fund	Amount
GENERAL FUND	\$
FOOD SERVICE	\$
RESTRICTED DONATIONS	\$
FEDERAL FUNDS	\$
OTHER FUNDS	\$
	<u>\$ 410,672.66</u>

## Inter-Lakes School District

Date	9/27/2022			
Manifest #	3009		2022-2023	

CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	AMOUNT	DESCRIPTION
104163	09/27/2022	34833	ABSOLUTE DATA DESTRUCTION	71.50	September 2022 ILMHS Shredding Services
104164	09/27/2022	30834	ACOUSTICA	400.00	SY 22/23 MixCraft Electronic Access
104165	09/27/2022	33845	ADI	2,169.94	Security Camera Supplies and Maintenance
104166	09/27/2022	32145	ALEXANDRA ADRIANCE	15.13	August Meeting Mileage Reimbursement
104167	09/27/2022	34881	GABRIEL ANTHONY	90.00	8/30/22 Soccer Official
104168	09/27/2022	33361	RICHARD S ANTHONY	90.00	8/30/22 Soccer Official
104169	09/27/2022	30057	CAPITAL ONE TRADE CREDIT	373.40	Building Supplies
104170	09/27/2022	31771	ROBERT BARBARISI	90.00	9/3/22 Football Official
104171	09/27/2022	33059	BEN & JERRY'S	930.93	School Opening Staff Appreciation
104172	09/27/2022	30074	BENEFIT STRATEGIES, LLC	447.00	August FSA & HRA
104173	09/27/2022	34299	MAURICE BILODEAU	85.00	9/7/22 Football Official
104174	09/27/2022	31865	BARRY BOLDUC	150.00	9/7/22 Volleyball Official
104175	09/27/2022	34287	BRINE'S TEAM SALES	6,537.65	Spring Sports Athletic Supplies
104176	09/27/2022	34839	ANNE BROWN	15.13	August Meeting Mileage Reimbursement
104177	09/27/2022	34292	CAPITAL WELL	1,560.00	Water Treatment System Annual Services
104178	09/27/2022	32821	CENGAGE LEARNING - GALE	6,011.56	(4) "Gale in Context" Electronic Access Renewals 6/30/22-6/29/23
104179	09/27/2022	34860	CHILD1ST PUBLICATIONS	3,924.38	SCS Phonics and Spelling Kits
104180	09/27/2022	30149	CLEAN-O-RAMA	1,959.50	Custodial and Consumable Supplies
104181	09/27/2022	34426	CORNERSTONE PAINTING CONTRACTORS INC.	14,880.00	Misc. District Painting
104182	09/27/2022	32325	VALERIEANN CORREIA	1,260.00	Coursework Reimbursement
104183	09/27/2022	31671	CPI	200.00	10/26/22-10/26/23 Annual Membership Fee
104184	09/27/2022	34340	CSS CONSULTING LLC	4,000.00	SCS and ILES Literacy Support
104185	09/27/2022	31592	MARY HITCHCOCK MEMORIAL HOSPITAL	2,000.00	SY 22/23 ImPact Testing Annual Services
104186	09/27/2022	34215	ELAINE DODGE	130.03	Reimburse for Staff Notebooks
104187	09/27/2022	34869	KRISTINE DOW	63.75	Mileage Reimbursement for Mentoring
104188	09/27/2022	34664	AMANDA DOWNING	135.00	Reimbursement for Book/Software Algebra 1
104189	09/27/2022	34238	SARAH DUMAIS	34.95	Athletic Supply Reimbursement
104190	09/27/2022	34851	DURGIN AND CROWELL LUMBER CO	2,000.00	Playground Chips
104191	09/27/2022	34827	FINALFORMS	635.00	5/1/22-9/15/22 Fall Sports Registration
104192	09/27/2022	33165	GARY L FINKLE	160.00	9/1 & 9/3/22 Football Official
104193	09/27/2022	33349	FIRSTLIGHT	3,401.29	September District Internet
104194	09/27/2022	30239	FLINN SCIENTIFIC, INC.	23.50	Science Supplies
104195	09/27/2022	31833	RICHARD FORGE	150.00	9/7/22 Volleyball Official
104196	09/27/2022	34492	FORMAX	2,800.00	August Copier Maintenance
104197	09/27/2022	30235	FW WEBB COMPANY	841.96	Plumbing Supplies
104198	09/27/2022	33949	DAIZHA GATHERUM	149.00	Reimbursement for a Acquisition Boot Camp Comprehensive Classroom Training Camp
104199	09/27/2022	30836	KAROLBETH GLOVER	459.00	Coursework Reimbursement
104200	09/27/2022	30254	GOVCONNECTION, INC.	12,027.25	Microsoft Software Agreement Renewal
104201	09/27/2022	30714	GRAINGER	745.16	Misc. Mechanical Hardware and Supplies
104202	09/27/2022	31413	GRANITE STATE GLASS	14,357.50	District Glass Repair and High Security Film Installation
104203	09/27/2022	34557	CORNERSTONE COMMUNICATIONS	595.86	September Telecommunications
104204	09/27/2022	34871	WENDY GREEN	30.13	August & September Meeting Mileage Reimbursement
104205	09/27/2022	30632	HANNAFORD	439.34	Threat Assessment Training Supplies
104206	09/27/2022	34862	HANSON GRANT LLC	2,799.92	Whiteboard Retrofit Film for Classrooms
104207	09/27/2022	31966	RICHARD HIGGINS	85.00	9/7/22 Football Official
104208	09/27/2022	30664	HOME DEPOT	801.97	Pressure Washer
104209	09/27/2022	30665	HONEYWELL INTERNATIONAL, INC.	852.00	(2) New Card Reader Installation
104210	09/27/2022	34123	IMPACT FIRE SERVICES, LLC	2,517.61	Sprinkler Inspections and Maintenance
104211	09/27/2022	30674	INNISFREE BOOKSHOP	2,169.20	Library Books
104212	09/27/2022	30682	IRVING OIL MARKETING, INC	117.77	Fuel for Trucks and Equipment
104213	09/27/2022	34314	SARAH JOHNSTON	15.12	August Meeting Mileage Reimbursement
104214	09/27/2022	30282	KAMCO SUPPLY CORP OF BOSTON	950.94	Building Materials and Supplies
104215	09/27/2022	34880	ROBERT KINSELLA	84.00	9/1/22 Football Official
104216	09/27/2022	33930	KATALIN KOVACS	960.00	Coursework Reimbursement
104217	09/27/2022	30301	LACONIA DAILY SUN	1,299.78	Advertising for RFP's and Educators
104218	09/27/2022	34875	JEREMIAH LAFLAMME	90.00	9/6/22 Soccer Official
104219	09/27/2022	32026	JEFFREY LANGEVIN	99.99	Reimbursement for EduCreations Electronic Access
104220	09/27/2022	32254	TIMOTHY J LEAFE	104.00	9/3/22 Football Official
104221	09/27/2022	33185	NATALIE LYONS	130.00	Coursework Reimbursement
104222	09/27/2022	34716	MAXIM HEALTHCARE SERVICES	660.00	August Behavioral Contracted Services
104223	09/27/2022	30354	MCGRAW- HILL SCHOOL EDUCATION HOLDINGS, I	66.66	Math Journals - SCS
104224	09/27/2022	30355	MCINTIRE BUSINESS PRODUCTS, INC.	639.80	ELS Laminator Film
104225	09/27/2022	30355	MCINTIRE BUSINESS PRODUCTS, INC.	2,195.00	ELS Laminator



104226	09/27/2022	30356	MCMaster-CARR SUPPLY COMPANY	68.33	Building Supplies
104227	09/27/2022	30725	MIDDLETON BUILDING SUPPLY, INC.	142.24	Building Supplies
104228	09/27/2022	32257	JOHN W MORRIS	70.00	9/1/22 Football Official
104229	09/27/2022	30795	MSB	31.81	8/31/22 Medicaid
104230	09/27/2022	34717	NEWPORT NEWS BEHAVIORAL HEALTH CENTER	4,972.22	August Tuition
104231	09/27/2022	30408	NHASP	200.00	Dr. Downing & C. Femia NHASP Event Registration
104232	09/27/2022	31785	GARY NOYES	104.00	9/6/22 Soccer Official
104233	09/27/2022	34698	SUE NOYES	4,325.00	July & August 2022 ILMHS Support
104234	09/27/2022	33660	REBECCA OTIS	3,000.00	Coursework Reimbursement
104235	09/27/2022	30427	PAQUETTE SIGNS	2,190.00	ILES Front Entrance Signage
104236	09/27/2022	32265	NCS PEARSON, INC	451.56	Special Education Reports, Forms and Scoring Subscription
104237	09/27/2022	31765	PEDIATRIC PHYSICAL THERAPY, INC.	1,091.14	July/Aug 2022 Physical Therapy Services
104238	09/27/2022	30263	JENNIFER PETITTI	15.13	August Meeting Mileage Reimbursement
104239	09/27/2022	30456	PLUMBMASTER	1,773.00	Sloan Drop-in Kit
104240	09/27/2022	31452	PRESCOTT FARM ENVIRONMENTAL CENTER	3,038.00	2nd Half of Naturalist in Residence Program 21/22
104241	09/27/2022	31890	JAMES PRESHER	90.00	9/3/22 Football Official
104242	09/27/2022	34685	MARK REDMAN JR	84.00	9/1/22 Football Official
104243	09/27/2022	33359	ERNEST REHRIG	85.00	9/7/22 Football Official
104244	09/27/2022	33771	ROBERT HUSTON MASONRY	1,615.00	Various Districtwide Masonry Repairs
104245	09/27/2022	34642	RSEC ACADEMY	27,322.11	8/30/22-1/20/23 Tuition
104246	09/27/2022	30998	SCHOOLMART	1,423.32	Teacher Kit Packs
104247	09/27/2022	30530	SCHOOL NURSE SUPPLY	999.08	Nursing Supplies
104248	09/27/2022	30531	SCHOOL SPECIALTY LLC	284.39	Misc. School Supplies
104249	09/27/2022	31216	SERESC	1,871.25	August 2022 Student Evaluation
104250	09/27/2022	34475	SKR SITE SERVICES CORP	222,242.15	Storm Drain, Fence, Guardrail and Grounds Improvements and Repairs
104251	09/27/2022	31024	SPORTS IMPORTS	4,715.90	Volleyball Supplies
104252	09/27/2022	30564	STANLEY ELEVATOR COMPANY, INC.	270.00	ILHS Elevator Inspection
104253	09/27/2022	34514	ROBERT STANSBERRY	85.00	9/7/22 Football Official
104254	09/27/2022	30565	STAPLES BUSINESS ADVANTAGE	150.76	Office Supplies
104255	09/27/2022	30566	STATE OF NH-CRIMINAL RECORDS	428.50	Criminal Records Checks
104256	09/27/2022	34861	STUTTERING THERAPY RESOURCES	207.09	Manual and Response Forms
104257	09/27/2022	30583	SUN LIFE FINANCIAL	414.73	September Long Term Disability Insurance
104258	09/27/2022	30587	SUPER DUPER PUBLICATIONS	49.90	SCS Language Game
104259	09/27/2022	34245	BRIAN SWANKER	290.00	August Mileage and Sign Purchase Reimbursement
104260	09/27/2022	34270	TOSHIBA BUSINESS SOLUTIONS	178.74	8/15-9/15/22 Copier Maintenance
104261	09/27/2022	30622	TOWN OF MEREDITH	213.00	8/31/22 Police Detail
104262	09/27/2022	30622	TOWN OF MEREDITH	159.00	Transfer Station Fees
104263	09/27/2022	32247	RICHARD C TRACY	90.00	9/3/22 Football Official
104264	09/27/2022	33801	TSE DIGITALVOICE	6,246.25	Audible Safety Controls Updated and July VOIP Provider
104265	09/27/2022	34239	TH TURNKEY CONSTRUCTION	6,194.44	August Grounds Maintenance
104266	09/27/2022	34260	UNITED RENTALS	4,464.49	Genie Lift Repairs and Safety Inspection
104267	09/27/2022	33428	UNITED SITE SERVICES	1,044.70	September Portable Toilet Rental
104268	09/27/2022	34435	VERIZON WIRELESS	244.15	8/5-9/4/22 Jetpack Lease
104269	09/27/2022	30717	WASTE MANAGEMENT OF NEW HAMPTON	1,292.92	30 Yd Demo Container Rental
104270	09/27/2022	30712	WB MASON & CO., INC.	920.71	Cleaning Supplies
104271	09/27/2022	34863	STEVE WEDICK	334.95	STEAM Supplies Reimbursement
104272	09/27/2022	30986	WORTHINGTON DIRECT, INC	2,110.10	ILHS Classroom Chairs

410,672.66

September 21, 2022

Trish M. Temperino, Assistant Superintendent  
Inter-Lakes Cooperative School District  
SAU #2  
103 Main Street, Suite #2  
Humiston Building  
Meredith, NH 03253-5857

**RE: Contribution Assurance Program (CAP) for FY 2024 – FY 2026 for the Property & Liability Program**

Dear Trish:

Primex<sup>3</sup> is pleased to offer the **Inter-Lakes Cooperative School District** the option of participating in the **Contribution Assurance Program (CAP)** for the next three coverage period years. **For members who have demonstrated commitment to the Primex<sup>3</sup> pool, CAP provides stability by creating a limit on your Property & Liability contributions for future renewals.**

We are pleased to offer you a **CAP Agreement** that provides you budgetary assurance through **June 30, 2026**. (See enclosed **CAP Agreement and Resolution**.) **Please return your executed CAP Agreement and Resolution on or before July 21, 2022, to ensure your participation in CAP for the upcoming October 15, 2022 Renewal.**

The percentage listed is a maximum increase; actual increases will not exceed that percentage and may be lower, based on each member's performance. Performance still impacts contribution amounts, so it remains important for both Primex<sup>3</sup> and our members to leverage our partnership to effectively manage risks and any claims that occur.

Our goal has always been to provide members with the best programs at the best value. **CAP** provides predictable contributions in the Property & Liability Program that you and your taxpayers can count on for budgetary stability.

Please contact me or your Member Services Consultant with questions at 800-698-2364.

Sincerely,



Carl Weber  
Director of Member Services

**Trust. Excellence. Service.**

**Property & Liability  
Contribution Assurance Program (CAP) Agreement  
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT  
PLEASE READ CAREFULLY**

Primex<sup>3</sup> is offering members in our **Property & Liability Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **three (3) years** and Primex<sup>3</sup> agrees, with limited exception<sup>1</sup>, that your annual contribution increase will not exceed nine percent (9%) of the prior year's contribution. Because performance matters with Primex<sup>3</sup>, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex<sup>3</sup> programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a three-year commitment to participation in the Primex<sup>3</sup> Property & Liability Program.

The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

**FY 2024 July 1, 2023 through June 30, 2024**

(maximum 9% increase over July 1, 2022 through June 30, 2023 contribution)

**FY 2025 July 1, 2024 through June 30, 2025**

(maximum 9% increase over July 1, 2023 through June 30, 2024 contribution)

**FY 2026 July 1, 2025 through June 30, 2026**

(maximum 9% increase over July 1, 2024 through June 30, 2025 contribution)

By signing this Agreement, the **Inter-Lakes Cooperative School District** agrees to extend its risk pool membership and participation in the Primex<sup>3</sup> **Property & Liability Program** for three coverage period years, through **June 30, 2026**. The **Inter-Lakes Cooperative School District** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

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<sup>1</sup> CAP protects the member from most contribution increases during the CAP period; i.e., those resulting from account underwriting, or directly caused by changes in the member's loss history, property and payroll exposures. For the protection of all members, CAP does not prevent Primex<sup>3</sup> from raising contributions across the pool/program to meet the actuary's reserve funding recommendations in response to catastrophic events, investment losses, severe adverse claim development, reinsurance failure, legislative enactments, judicial opinions and administrative orders. In the rare and unlikely event CAP maximum increase limits must be exceeded to adequately fund reserves, Primex<sup>3</sup> in fairness will provide members advance notice and the option of terminating the CAP Agreement.

The **Inter-Lakes Cooperative School District** agrees that the nine percent (9%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex<sup>3</sup> **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

The **Inter-Lakes Cooperative School District** further acknowledges that by extending its Membership Agreement for three (3) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) and year two (2) of the three (3) year term, as there is no right to cancel or terminate during year one (1) and year two (2) but shall be reinstated for the end of year three (3).

The **Inter-Lakes Cooperative School District** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool membership and continuation in the Primex<sup>3</sup> Property & Liability Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex<sup>3</sup> acknowledges that the **Inter-Lakes Cooperative School District** is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The **Inter-Lakes Cooperative School District** also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the **Inter-Lakes Cooperative School District** by notice to Primex<sup>3</sup> made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The **Inter-Lakes Cooperative School District**, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the **Inter-Lakes Cooperative School District** agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the **Inter-Lakes Cooperative School District** with legal authority to contractually bind the **Inter-Lakes Cooperative School District** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex<sup>3</sup> risk management pool and participation in the Property & Liability Program.

\_\_\_\_\_  
Authorized Representative of the  
Governing Body

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**Inter-Lakes Cooperative School District**  
June 6, 2022  
PL-2024-09-3



**RESOLUTION TO ENTER PRIMEX<sup>3</sup>**  
**Property & Liability Contribution Assurance Program (CAP)**

**RESOLVED:** To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) to enter into its **Property & Liability Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex<sup>3</sup> risk management pool membership during the term of the **Property & Liability Contribution Assurance Program (CAP)**. The coverage provided by Primex<sup>3</sup> in each year of membership shall be as then set forth in the Coverage Documents of Primex<sup>3</sup>.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the **Inter-Lakes Cooperative School District** adopted on \_\_\_\_\_.

Board: \_\_\_\_\_  
Title of Board

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_ duly authorized

Date: \_\_\_\_\_



# Inter-Lakes Middle/High School <sup>ATTACHMENT # 4</sup>

1 Laker Lane Meredith NH 03253 tel: 603-279-6162 fax: 603-279-5302

## MEMORANDUM

**Date:** September 21, 2022  
**To:** Inter-Lakes School Board  
**From:** Amanda Downing, Principal  
**Re:** Donations

Dear Inter-Lakes School Board,

I respectfully request that the Inter-Lakes School Board, accept the following donation from Jennifer Ferreira:

- Meade 8" LX200GPS Schmidt-Cassegrain Telescope, in excellent condition, that has a current resale value between \$2,000 - \$3,000.00.

Our middle school teachers, Mr. Dan Reidy and Mr. Jon Snyder are excited about the implications this donation has for integration into our curriculum and the excitement it will create for our students.

We would like to thank our donor for such a generous donation. We appreciate their support!

Respectfully submitted,

Amanda Downing, DA  
Principal  
Inter-Lakes Middle/High School

RECEIVED  
SEP 22 2022  
SAU #2 Supt. Office