

APRIL 2026
AGENDA
SAU 67 BOARD MEETING
Monday, April 6, 2026 – Dunbarton Elementary School - 5:00 pm

- I. OPENING:**
 - A. Call to Order
 - B. Pledge of Allegiance
- II. ELECTION OF BOARD OFFICERS**
- III. COMMITTEE MEMBERSHIP**
- IV. MINUTES (HANDOUTS PROVIDED)**
 - A. December 8, 2025
- V. SPECIAL PRESENTATIONS / EDUCATIONAL FOCUS: NONE**
- VI. PUBLIC COMMENT**
- VII. ADMINISTRATORS' REPORTS – (HANDOUTS PROVIDED)**
 - A. Superintendent's Report
 - B. Business Administrator's Report
- VIII. ACTION AGENDA - (HANDOUTS PROVIDED)**
 - A. Manifests and Vouchers
 - B. September 8, 2026 Primary Day request
 - C. Appoint Treasurer - Mike Lessard
 - D. 2026-27 Meeting Dates
 - E. Nomination of Administration (to be acted on after non-public)
- IX. PUBLIC COMMENT**
- X. NON PUBLIC MEETING: RSA 91-A:3II(c)**
- XI. ADJOURNMENT**

SAU 67 BOARD VISITOR ORIENTATION TO MEETINGS

Welcome to the SAU Board meeting. If you wish to be heard by the Board, please note **Public Comment** at the beginning, middle, and end of the agenda. The Comments section of the agenda may not exceed thirty (30) minutes **in total**, regardless of the number of speakers, unless extended by vote of the Board. Consistent with RSA 187:74 the board chair may impose reasonable time limits for each speaker, provided the time limits are equal for all speakers. Occasionally, the Board may 'suspend its rules' to allow visitor participation at the time an issue of specific interest is being addressed.

Speakers may offer comments on such school operations and programs as concern them. In public session, however, the Board will not hear personal complaints of school personnel nor complaints against any person connected with the school system. Other channels are provided for Board consideration and disposition of legitimate complaints involving individuals, which should be referred to the Superintendent for appropriate action.

The Board vests in its Chairperson or other presiding officer authority to terminate the remarks of any individuals when they do not adhere to the rules established above as to content or time limitation. Persons appearing before the Board are reminded, as a point of information, that members of the Board are without authority to act independently as individuals in official matters. Thus, questions may be directed to individual Board members, but answers must be deferred pending consideration by the full Board.

Visitors should not expect a Board response to their comments or questions under the above since the Board may not have discussed or taken a position on the matter. The Superintendent, without speaking for the Board, may offer clarification as appropriate. When the Board has taken a position, the Chair may state the Board's position.

Information Regarding Non Public Session

Per the provisions of NH State Law RSA 91-A:3 II, the Board may enter Non Public Session for the following reasons:

- The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (a) has a right to a meeting and (b) requests that the meeting be open in which case the request will be granted.
- The hiring of any person as a public employee.
- Matters, which if discussed in public, would likely adversely affect the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.
- Consideration of the acquisition, sale or lease of real property or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency of any sub-division thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled.

Reference: SAU 67 Board Policy BEDH

MINUTES
BUDGET PUBLIC HEARING and SAU 67 BOARD MEETING
December 8, 2025
Bow High School – 5:00 PM

SAU 67 Board Members Present:

Bow: Chair Jenna Reardon, Board Secretary Melynie Klunk, Bryce Larrabee, and Angela Hubbard.

Dunbarton: Vice Chair Nicole Sloane (5:15 PM), Clem Madden, Lori Wamser, Holly Barcroft and Ryanne Roy.

Board Members Absent: Martin Osterloh.

Administrators Present:

Superintendent Marcy Kelley, Business Administrator Duane Ford, Director of Student Services Jessica Brown and Director of Curriculum Owen Harrington.

Public Present – Joe Rider.

I. Opening

- A. Call to Order – Chair Reardon called the Public Hearing to order at 5:00 PM with a quorum of members present.
- B. Pledge of Allegiance – All stood and recited the Pledge of Allegiance.

The Chair called for anyone wishing to be heard regarding the proposed 2026-27 SAU 67 Budget. No members of the public spoke. She called for a motion to close the Public Hearing at 5:10 PM with the provision the public hearing would be reopened if additional members of the public arrived and wished to be heard. Clem Madden moved to close the public hearing at 5:10 PM with the stated provision. Angela Hubbard seconded the motion. There being no comments or questions on the motion, Chair Reardon called for a vote. **Motion carried 8-0-0.**
Public Hearing closed at 5:10 PM.

II. Minutes (Handouts Provided)

- A. November 3, 2025 SAU Board Meeting Minutes
Chair Reardon asked for a motion to approve the minutes of November 3, 2025. Clem Madden moved and Lori Wamser seconded. The Chair asked for any comments or corrections. Sensing none, she called for a vote.
Motion carried 9-0-0.

III. Special Presentations/Educational Focus – None.

IV. Public Comment – None.

V. Administrators' Reports – (Handouts Provided)

- A. Superintendent's Report – No additions.
- B. Business Administrator's Report – No additions.

VI. Action Agenda – (Handouts Provided)

- A. Manifests and Vouchers
Clem Madden moved to approve the Register for the period ending October 31, 2025 in the amount of \$109,234.29. Lori Wamser seconded. The Chair called for questions or comments. Sensing none, she called for a vote. **Motion carried 9-0-0.**

B. Policy Adoption

i. AA, ABB, AC, ADB, BBAA, BDD, BEDH, BFE, BGB, BIE.

Superintendent Kelley stated there were no new changes to the policies. Chair Reardon called for a motion to approve. Clem Madden moved to approve policies: AA, ABB, AC, ADB, BBAA, BDD, BEDH, BFE, BGB, BIE as presented. Motion was seconded by Jenna Reardon. There being no comments or questions, the Chair called for a vote. **Motion carried 9-0-0.**

C. 2026 – 2027 Budget Adoption

At 5:18 PM Clem Madden moved and Angela Hubbard seconded the motion to go into a non-public meeting as per RSA 91-A-3, II (a). A roll call vote was taken. Reardon – aye, Klunk – aye, Larrabee - aye, Hubbard – aye, Sloane – aye. Madden - aye, Wamser - aye, Barcroft – aye and Roy – aye.

At 5:52 PM Bryce Larrabee moved and Angela Hubbard seconded to come out of non-public session. A roll call vote was taken. Reardon – aye, Klunk – aye, Larrabee - aye, Hubbard – aye, Sloane – aye. Madden - aye, Wamser - aye, Barcroft – aye and Roy – aye.

The SAU Board meeting resumed. Clem Madden moved to approve the 2026 – 2027 SAU 67 Budget as presented. The motion was seconded by Holly Barcroft. The Chair called for a vote. **Motion carried 9-0-0. Budget approved as presented.**

D. 2026-2027 School Year Calendar

The Board discussed lengthening the school day by some number of minutes (i.e. 10 minutes) per day to shorten the school year. Roughly calculated, an additional 15 minutes per day would save a week. Any change would have to be renegotiated with teachers and staff. The Board discussed sending a survey out to gauge interest.

There being no further discussion, Chair Reardon called for a motion. Clem Madden moved to approve the 2026 – 2027 School Year Calendar as presented. Lori Wamser seconded the motion. The Chair called for a vote. **Motion carried 9-0-0.**

VII. **Public Comment** – No additional members of the public arrived, so the Public Hearing remained closed and meeting adjourned.

VIII. **Non-Public Meeting: RSA 91-A3II(c) – see above**

IX. **Adjournment**

There being no further business before the Board, the Chair entertained a motion to adjourn. Bryce Larrabee moved and Melynne Klunk seconded a motion to adjourn the meeting at 5:55 PM. **Motion carried 9-0-0.**

Respectfully submitted,

Wendy Gilman, Recording Secretary

School Administrative Unit 67
Bow and Dunbarton, New Hampshire School Districts
55 Falcon Way
Bow, NH 03304-4219

Ms. Marcy Kelley
Superintendent of Schools

Mr. Duane C. Ford
Business Administrator

Ms. Jessica Brown
Director of Student Services

Mr. Owen Harrington
Director of Curriculum

Superintendent's Report for the April 6, 2026 SAU 67 School Board Meeting

Board Reorganization

The April SAU Board meeting begins with board elections for chairperson, vice chairperson and secretary as well as appointment to the finance committee and policy committee. Presently, Jenna Reardon is Chair and Nicole Sloane is Vice Chairperson. Bow and Dunbarton alternate each year for chair of the SAU Board and this year it is Dunbarton's turn. The executive committee consists of the chairs of each board (Bow, Dunbarton and SAU).

Currently, the finance committee's members are Jenna Reardon, Melynie Klunk and RYANNE ROY. The policy committee members are Melynie Klunk and RYANNE ROY (former member Bryce Larrabee was also on this committee).

Appointments

The SAU Board also needs to appoint a treasurer. I propose that Mike Lessard be appointed as our treasurer with a stipend of \$300. He has done this for us for the last several years now and is the elected Dunbarton treasurer. Greg Colby can be appointed as assistant treasurer with no stipend and would only operate in an emergency situation.

Primary Day

September 8, 2026 is the Primary elections and in Bow, the elections have returned to BMS. Peter Imse reached out wondering if we could consider alternative options for that day due to anticipated high voter turnout. Would we consider a remote day for BMS or BES & BMS on that day?

June Meeting

Our strategic planning process will be complete in June and I will be presenting the plan to you in June for your approval. I'd like to suggest Monday June 15 or 22 at 5pm.

Proposed 2026-27 SAU Meeting schedule

Monday, November 9, 2026 @ Bow High School

- Discuss Proposed Budget
- Superintendent evaluation process
- 2027-2028 School Calendar draft

Monday, December 7, 2026 @ Dunbarton Elementary School

- Budget Hearing/adoption
- SAU 67 Calendar adoption

Monday, April 12, 2027 @ Bow High School

- Board reorganization
- Nominations and compensation
- Set future meeting dates

Respectfully submitted,

Marcy Kelley

Superintendent of Schools



School Administrative Unit 67
Bow and Dunbarton School Districts

Ms. Marcy Kelley
Superintendent of Schools

Mr. Duane C. Ford
Business Administrator

Ms. Jessica Brown
Director of Student Services

Mr. Owen Harrington
Director of Curriculum

BUSINESS ADMINISTRATOR REPORT
APRIL BOARD MEETING
April 6, 2025

Nomination of Staff

The nomination of certified SAU 67 staff will take place at the April meeting. Once staff are confirmed, we will issue contracts to all SAU 67 staff, certified and non-certified.

Treasurer

By SAU 67 policy, the Board will need to nominate and approve a Treasurer for SAU 67. Mike Lessard is the current Treasurer and has done a great job. I would recommend that he be reappointed to this position at a budget approved stipend of \$300.

SCHOOL ADMINISTRATIVE UNIT 67
SCHOOL BOARD REGISTER
For Period Ending
November 30, 2025

Date	Description		Manifest #		Amount
11/06/25	Payroll	#19	670	\$	23,071.49
11/20/25	Payroll	#23	671	\$	23,223.10
11/06/25	Accounts Payable	#20	001563-00	\$	229.00
11/06/25	Accounts Payable	#21	001565-00	\$	11,175.29
11/20/25	Accounts Payable	#22	001569-00	\$	3,477.40
10/31/25	Accounts Payable	TAX	001574-00	\$	34,364.68
Total				\$	95,540.96

Angela Hubbard, Bow School Board

Melynie Klunk, Bow School Board

Bryce Larrabee, Bow School Board

Martin Osterloh, Bow School Board

Jenna Reardon, Bow School Board

Holly Barcroft, Dunbarton School Board

Clement Madden, Dunbarton School Board

Ryanne Roy, Dunbarton School Board

Nicole Sloane, Dunbarton School Board

Lori Wamser, Dunbarton School Board

Marcy Kelley
 Superintendent of Schools

SCHOOL ADMINISTRATIVE UNIT 67
SCHOOL BOARD REGISTER
For Period Ending
December 31, 2025

Date	Description		Manifest #		Amount
12/04/25	Payroll	#24	672	\$	25,616.95
12/18/25	Payroll	#26	673	\$	23,200.01
12/04/25	Accounts Payable	#25	001573-00	\$	11,581.77
12/18/25	Accounts Payable	#27	001577-00	\$	6,736.99
12/31/25	Accounts Payable	#29	001582-00	\$	550.81
12/31/25	Accounts Payable	TAX	001583-00	\$	35,979.27
Total				\$	103,665.80

Angela Hubbard, Bow School Board

Melynie Klunk, Bow School Board

Bryce Larrabee, Bow School Board

Martin Osterloh, Bow School Board

Jenna Reardon, Bow School Board

Holly Barcroft, Dunbarton School Board

Clement Madden, Dunbarton School Board

Ryanne Roy, Dunbarton School Board

Nicole Sloane, Dunbarton School Board

Lori Wamser, Dunbarton School Board

Marcy Kelley
 Superintendent of Schools

SCHOOL ADMINISTRATIVE UNIT 67
SCHOOL BOARD REGISTER
For Period Ending
January 31, 2026

Date	Description		Manifest #		Amount
01/01/26	Payroll	#28	674	\$	23,095.02
01/15/26	Payroll	#30	675	\$	22,891.07
01/29/26	Payroll	#32	676	\$	22,891.07
01/15/26	Accounts Payable	#31	001583-00	\$	15,752.36
01/29/26	Accounts Payable	#33	001590-00	\$	1,077.84
01/31/26	Accounts Payable	TAX	001591-00	\$	43,670.33
Total				\$	129,377.69

Angela Hubbard, Bow School Board

Melynie Klunk, Bow School Board

Bryce Larrabee, Bow School Board

Martin Osterloh, Bow School Board

Jenna Reardon, Bow School Board

Holly Barcroft, Dunbarton School Board

Clement Madden, Dunbarton School Board

Ryanne Roy, Dunbarton School Board

Nicole Sloane, Dunbarton School Board

Lori Wamser, Dunbarton School Board

Marcy Kelley
 Superintendent of Schools

SCHOOL ADMINISTRATIVE UNIT 67
SCHOOL BOARD REGISTER
For Period Ending
February 28, 2026

Date	Description		Manifest #		Amount
02/12/26	Payroll	#34	677	\$	22,627.07
02/26/26	Payroll	#36	678	\$	22,627.07
02/12/26	Accounts Payable	#35	001593-00	\$	13,211.06
02/26/26	Accounts Payable	#37	001598-00	\$	13,182.84
02/28/26	Accounts Payable	TAX	001600-00	\$	41,131.99
Total				\$	112,780.03

Angela Hubbard, Bow School Board

Melynie Klunk, Bow School Board

Bryce Larrabee, Bow School Board

Martin Osterloh, Bow School Board

Jenna Reardon, Bow School Board

Holly Barcroft, Dunbarton School Board

Clement Madden, Dunbarton School Board

Ryanne Roy, Dunbarton School Board

Nicole Sloane, Dunbarton School Board

Lori Wamser, Dunbarton School Board

Marcy Kelley
 Superintendent of Schools

A C T U A L & A N T I C I P A T E D R E V E N U E S

Report Sequence =

Account = First thru Last; Mask = 1-####-##-###-##-#-####

Level of Detail = Transaction Detail; Level = 9

Fund: General Fund

Period: July 2025 to June 2026

		Prior Year	Current Year	Current Year	Current Year	Balance	Percent
Account Number	Account Name	Ptd Revenues	Ptd Revenues	Budgeted	Ytd Revenues	Uncollected	Left
1-1120-00-000-00-0-00000	ASSESSMENT - BOW	921598.00	827169.75	1102893.00	827169.75	275723.25	25.00
1-1121-00-000-00-0-00000	ASSESSMENT - DUNBARTON	206394.00	185637.75	247517.00	185637.75	61879.25	25.00
1-1200-00-000-00-0-00000	INDIRECT COST	15331.71	1591.41	10797.00	1591.41	9205.59	85.26
1-1990-00-000-00-0-00000	MISC REVENUE	24947.96	59.03	23376.00	59.03	23316.97	99.75
TOTAL General Fund		1168271.67	1014457.94	1384583.00	1014457.94	370125.06	26.73

A C T U A L & B U D G E T E D E X P E N S E S & E N C U M B R A N C E

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 1-####-##-###-##-#-#####

Level of Detail = Fed Funds Project; Level = 9

Fund: General Fund

Period: July 2025 to June 2026

Account Number	Account Name	Current Year Budgeted	Period Expenditures	Current Year Expenditures	Encumbrances	Balance Remaining	Percent Left
SALARIES AND BENEFITS							
1-2320-00-110-00-0-00000	EMPLOYEE WAGES	878446.00	683344.55	683344.55	0.00	195101.45	22.21
1-2320-00-211-00-0-00000	HEALTH INSURANCE	157425.00	106808.83	106808.83	0.00	50616.17	32.15
1-2320-00-212-00-0-00000	DENTAL INSURANCE	13752.00	11461.10	11461.10	0.00	2290.90	16.66
1-2320-00-213-00-0-00000	LIFE INSURANCE	2713.00	1961.10	1961.10	0.00	751.90	27.71
1-2320-00-214-00-0-00000	LONG TERM DISABILITY INSUR	1728.00	862.11	862.11	0.00	865.89	50.11
1-2320-00-220-00-0-00000	FICA/MEDICARE	67201.00	52485.80	52485.80	0.00	14715.20	21.90
1-2320-00-231-00-0-00000	NHRS/RETIREMENT MATCH	165080.00	78673.39	78673.39	0.00	86406.61	52.34
1-2320-00-260-00-0-00000	WORKERS COMP INSURANCE	1761.00	1660.00	1660.00	0.00	101.00	5.74
TOTAL SALARIES AND BENEFITS		1288106.00	937256.88	937256.88	0.00	350849.12	27.24
STAFF SUPPORT							
1-2321-00-241-00-0-00000	COURSE REIMBURSEMENT	2250.00	1030.00	1030.00	0.00	1220.00	54.22
1-2321-00-242-00-0-00000	STAFF DEVELOPMENT	2500.00	76.64	76.64	0.00	2423.36	96.93
1-2321-00-580-00-0-00000	ADMINISTRATION/STAFF TRAVE	4100.00	0.00	0.00	0.00	4100.00	100.00
1-2321-00-581-00-0-00000	SPECIAL EDUCATION TRAVEL	3000.00	0.00	0.00	0.00	3000.00	100.00
1-2321-00-582-00-0-00000	CONFERENCE EXPENSES	14145.00	8490.19	8490.19	0.00	5654.81	39.98
1-2321-00-811-00-0-00000	PROFESSIONAL ASSOC DUES	6129.00	5977.13	5977.13	0.00	151.87	2.48
TOTAL STAFF SUPPORT		32124.00	15573.96	15573.96	0.00	16550.04	51.52
ADMINISTRATIVE SERVICES							
1-2322-00-310-00-0-00000	MEETING EXPENSES	1000.00	0.00	0.00	0.00	1000.00	100.00
1-2322-00-320-00-0-00000	CONTRACTED CURRICULUM SUPP	0.00	0.00	0.00	0.00	0.00	0.00
1-2322-00-330-00-0-00000	AUDIT	7650.00	5740.00	5740.00	0.00	1910.00	24.97
1-2322-00-341-00-0-00000	SOFTWARE SUPPORT FINANCIAL	19554.00	21363.00	21363.00	0.00	(1809.00)	(9.25)
1-2322-00-540-00-0-00000	ADVERTISEMENTS	775.00	946.10	946.10	0.00	(171.10)	(22.08)
1-2322-00-734-00-0-00000	NEW/REPLACEMENT EQUIPMENT	2400.00	472.89	472.89	0.00	1927.11	80.30
TOTAL ADMINISTRATIVE SERVICES		31379.00	28521.99	28521.99	0.00	2857.01	9.10
ADMINISTRATIVE OPERATIONS							
1-2323-00-442-00-0-00000	COPIER LEASE	3188.00	1397.48	1397.48	0.00	1790.52	56.16
1-2323-00-534-00-0-00000	POSTAGE/POSTAGE SUPPLIES	3230.00	2480.60	2480.60	0.00	749.40	23.20
1-2323-00-610-00-0-00000	GENERAL SUPPLIES	5750.00	3814.36	3814.36	0.00	1935.64	33.66
1-2323-00-611-00-0-00000	COPIER SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
1-2323-00-612-00-0-00000	CONSUMABLE SUPPLIES	1500.00	2494.98	2494.98	0.00	(994.98)	(66.33)

A C T U A L & B U D G E T E D E X P E N S E S & E N C U M B R A N C E

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = 1-####-##-###-##-#-#####

Level of Detail = Fed Funds Project; Level = 9

Fund: General Fund

Period: July 2025 to June 2026

Account Number	Account Name	Current Year Budgeted	Period Expenditures	Current Year Expenditures	Encumbrances	Balance Remaining	Percent Left
=====							
TOTAL	ADMINISTRATIVE OPERATIONS	13668.00	10187.42	10187.42	0.00	3480.58	25.47
OTHER EXPENSES							

1-2324-00-321-00-0-00000	IN-SERVICE TRAINING	4200.00	1571.66	1571.66	0.00	2628.34	62.58
1-2324-00-331-00-0-00000	CONSULTANTS	3695.00	1695.00	1695.00	0.00	2000.00	54.13
1-2324-00-340-00-0-00000	CRIMINAL RECORDS CHECK	7250.00	3000.00	3000.00	0.00	4250.00	58.62
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TOTAL	OTHER EXPENSES	15145.00	6266.66	6266.66	0.00	8878.34	58.62
UTILITIES							

1-2622-00-320-00-0-00000	PROPERTY/LIABILITY INSURAN	2361.00	2361.00	2361.00	0.00	0.00	0.00
1-2622-00-531-00-0-00000	TELEPHONE	1800.00	1284.50	1284.50	0.00	515.50	28.64
		-----	-----	-----	-----	-----	-----
TOTAL	UTILITIES	4161.00	3645.50	3645.50	0.00	515.50	12.39
CONTINGENCY							

1-2990-00-002-00-0-00000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
		-----	-----	-----	-----	-----	-----
TOTAL	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
		-----	-----	-----	-----	-----	-----
TOTAL	General Fund	1384583.00	1001452.41	1001452.41	0.00	383130.59	27.67

SAU 67 BOARD MEETING SCHEDULE 2026 -2027 SCHOOL YEAR

2026

Monday, November 9, 2026

Bow High School

5 p.m.

Monday, December 7, 2025

Dunbarton Elementary School

5 p.m.

2027

Monday, April 12, 2027

Bow High School

5 p.m.

NOMINATION LIST - SAU 67 ADMINISTRATION

2026 - 2027

Presented to the SAU 67 Board on April 6, 2026

ADMINISTRATORS	CONTRACT TERM
Marcy Kelley, Superintendent of Schools	3 Year - 2026 - 2029
Duane Ford, Business Administrator	1 Year - 2026 - 2027
Owen Harrington, Director of Curriculum	1 Year - 2026 - 2027
Jessica Brown, Director of Student Services	1 Year - 2026 - 2027
Beth Corkum, Multi Tiered Systems Coordinator	1 Year - 2026 - 2027
NON NOMINATIONS - ADMINISTRATORS	TITLE

**SUPERINTENDENT OF SCHOOLS CONTRACT
BETWEEN
MARCY KELLEY
SUPERINTENDENT OF SCHOOLS
AND
SCHOOL ADMINISTRATIVE UNIT #67
2026-27 – 2028-29**

1. **Preamble.** This Agreement is entered into **this first day of July 2026** between the Board of School Administrative Unit #67, hereinafter called "SAU." and **MARCY KELLEY**, hereinafter called "Superintendent."
2. **Employment and Term.** The SAU agrees to employ the Superintendent, and the Superintendent agrees to accept employment in the position of Superintendent of Schools, for a three-year term commencing on **the first day of July, 2026, and extending through the thirtieth day of June 2029.**
3. **Salary.** The Superintendent shall receive a base salary during this Agreement of **ONE HUNDRED SEVENTY-FOUR THOUSAND NINE HUNDRED SEVENTY-FOUR (\$171,974 Base Salary + \$3,000 Longevity)**, for the **2026-2027** school year, payable in no fewer than twenty-six installments and subject to such deductions as may be authorized or as may be required by law. When an adjustment is made in salary, it shall be upon vote of the Board of the SAU at a duly constituted meeting, and the minutes recording that vote shall be attached to this Agreement and become a part of this Agreement. Any adjustment will not be less than the previous year's annual salary.
4. **Authority and Responsibility.** The Superintendent agrees to administer and supervise the schools of the School Administrative Unit in accordance with the laws of the State of New Hampshire and in accordance with the rules and regulations of the State Board of Education, of the School Administrative Unit, and of the local district School Boards within the School Administrative Unit. As stipulated in Section 203.01 of the New Hampshire Code of Administrative rules, the Superintendent shall have the authority to organize, reorganize, and arrange the administrative and supervisory staff in such a way as, in the Superintendent's best judgment, best serves the School Administrative Unit or the individual School district within the School Administrative Unit. The Superintendent shall be responsible for the nomination, placement and transfer of personnel.
5. **Certification.** The Superintendent shall be required to hold for the life of this Agreement a valid certificate for Superintendent of Schools, properly registered and issued by the State of New Hampshire.
6. **Renewal of Agreement.** If the SAU does not intend to renew this Agreement, it will notify the Superintendent in writing no later than one hundred fifty (150) days prior to the expiration of this Agreement.
7. **Termination for Cause.** This Agreement may be terminated by the SAU at any time for immorality, incompetence, insubordination, or failure on the part of the Superintendent to conform to the laws of the State of New Hampshire, the rules and regulations of the State

Board of Education, of the School Administrative Unit and of the local School Boards within the School Administrative Unit. If a conflict arises, the rules and regulations established by the SAU Board will prevail.

In the event of termination of the Agreement for one or more of these reasons, the Superintendent shall, upon request, receive written notification with reasons specified. Unless the Superintendent submits to the SAU, within twenty (20) days of receipt of such notification, a written request for a hearing before the Board of the SAU, the Agreement is considered terminated as of the date specified in the notification. If the Superintendent requests a hearing, the SAU shall hold this hearing within twenty (20) days beyond receipt of this request. The SAU shall render a written decision to the Superintendent within ten (10) days of the hearing. If the SAU's decision remains in favor of termination, the Superintendent may, within ten (10) days of receipt of notification, submit a written request for a hearing before the Commissioner of Education. Unless the Superintendent requests this hearing, the Agreement is considered terminated as of the date, which falls thirty (30) days beyond the Superintendent's receipt of the SAU's reaffirmation of its decision to terminate the Agreement. If the Superintendent, within a ten (10) day period, does request a hearing, the Commissioner shall conduct such hearing within twenty (20) days beyond receipt of the Superintendent's request. The Commissioner shall render a decision within ten (10) days following the hearing, and that decision shall be binding upon both the School Administrative Unit and the Superintendent. If that decision supports the School Administrative Unit, the Agreement is considered terminated thirty (30) days after the date of the Commissioner's decision. Hearings held pursuant to sections 6 and 7 herein must adhere to the procedures described in New Hampshire's Administrative Procedure Act, RSA 541-A:16-20.

8. Termination with Payment. If the decision rendered by the Commissioner (in Section 7) supports the Superintendent, or if at any time the SAU in its discretion shall so determine, the SAU may relieve the Superintendent of her duties under the Agreement, provided that the SAU continues to pay for the duration of the Agreement, and any extension thereof, full salary and economic benefits accorded the Superintendent under the provisions of the Agreement, reduced by any compensation or benefits earned by the Superintendent following termination which she was not earning prior to termination.

9. Termination by Mutual Consent. This Agreement may be terminated or modified at any time by mutual consent of the SAU and the Superintendent. If the Superintendent initiates this request, the Board must be given 90 days' notice prior to the date of termination or modification.

10. Vacation Leave. The Superintendent is entitled to twenty-five days' (25) vacation leave, or that proportional part of twenty-five (25) days that her employment is of a twelve-month period. Vacation leave must be taken during the contract year in which it is accrued except that up to ten (10) vacation days may be used in the summer following their accrual, if needed. Vacation leave is neither cumulative nor transferable. Additional vacation time may be assigned at the Board's discretion.

11. Sick Leave. Sick leave with full pay shall be granted at a rate of one and one-half (1-1/2) days per month cumulative to one hundred twenty (**120**) days. In the case of absence for sickness or injury beyond five (5) working days, the SAU may, at its discretion and its cost, require the Superintendent to submit medical evidence substantiating the need for the

extended absence.

12. **Bereavement Leave.** The Superintendent is entitled to **five (5)** bereavement leave days at any one time in the event of death of the Superintendent's spouse, child, parent, or spouse's parent or three (3) days in the event of the death of any relative not listed above or any member of the Superintendent's immediate household. Additional days may be granted by application to the Board.

13. **Economic Benefits.** The SAU will extend to the Superintendent the following benefits:

- Medical Insurance – Full medical coverage as provided by School Administrative Unit 67 up to and including a family plan.
- Life insurance equivalent to \$25,000.00 plus 3X salary equivalent to the nearest \$1,000.00
- 100% of the cost of dental insurance, family plan
- If the Superintendent waives participation in the School Administrative Unit 67's health and / or dental insurance plans, the Superintendent shall be paid an amount equal to 25 percent of the insurance costs for which they would be eligible.
- Long-Term Disability insurance provided for all administrators of School Administrative Unit 67
- The Superintendent shall receive longevity based on the following SAU 67 Administrator longevity schedule:
 - After Completion of 5-9 Years of Service as an SAU 67 Administrator - \$3,000.00
 - After Completion of 10-14 Year of Service as an SAU 67 Administrator - \$6,000
 - After Completion of 15-19 Years of Service as an SAU 67 Administrator - \$9,000
 - After Completion of 20-24 Years of Service as an SAU 67 Administrator - \$12,000
 - After Completion of 25 or more Years of Service as an SAU 67 Administrator - \$15,000
- The Superintendent, after completing **ten (10) years** of service in School Administrative Unit 67, and written notice of intent to retire is provided to the School Administrative Unit 67 Board Chair no later than November 1 of the year prior to the date of anticipated retirement, shall be paid **\$1,000.00** for each year of service to the SAU upon actual retirement.
- After completing **fifteen (15) years** of service in School Administrative Unit 67, and written notice of intent to retire is provided to the School Administrative Unit 67 Board Chair no later than November 1 of the year prior to the date of anticipated retirement, shall be paid **\$1,500.00** for each year of service to the SAU upon actual retirement.
- The Superintendent, after completing **twenty (20) years** of service in School Administrative Unit 67, and written notice of intent to retire is provided to the School Administrative Unit 67 Board Chair no later than November of the year prior to the date of the anticipated retirement, shall be paid **\$2,000.00** for each year of service to the SAU upon actual retirement.

- The Superintendent shall be entitled to **three (3)** personal leave days provided she follow the current SAU procedures for taking personal days. The Board may request reasons for such leave and that the personal leave is unavoidable and cannot be taken care of at any time other than during the regular workday. In the event of an emergency, the Superintendent may follow the normal sick leave procedures.
- One and one-half (1-1/2) days per month of sick leave or eighteen days per year (18), cumulative to 120 working days. On June 30 of each year covered by this Agreement, any unused sick days more than 120 days will be purchased by School Administrative Unit 67 at the rate of \$50.00 per day. The Superintendent, after completion of five (5) years of service to School Administrative Unit 67, upon resignation and/or retirement, shall be paid \$50.00 per day for unused sick days up to 120 days.
- The Superintendent's children may attend the School Administrative Unit 67 schools at no cost to the Superintendent. The Superintendent currently has a daughter who will be attending Bow High School for the school year 2024-2025 at no cost to the Superintendent. In the event that the Superintendent's contract is not renewed at the end of the term, the Superintendent's daughter may continue her education at Bow High School until her graduation in June 2027 at no cost to the Superintendent.

14. Travel and Expense Reimbursement. The Superintendent shall be reimbursed for travel and other expenses for the business of the SAU inside or outside of the geographic boundaries of the SAU. The Superintendent shall also be reimbursed for other expenses incurred in professional development activities and attendance at national, regional, or state professional conferences seminars, workshops or committee meetings provided all such expenses are within SAU approved budgets.

15. Professional Associations. The SAU shall pay the Superintendent's fees and dues to the American Association of School Administrators, the New Hampshire School Administrators Association, the Regional New Hampshire School Administrators Association, and such other professional associations as may be mutually determined by the Board and the Superintendent.

16. Transmittal of Agreement to SAU. By **November 30 of each year**, the Superintendent shall transmit a copy of this Agreement to each member of the SAU Board with a reminder regarding the annual performance evaluation provisions of Section 18 and the renewal provisions of Section 6.

17. Performance Evaluation. The SAU may provide the Superintendent with at least one written evaluation each year of the Superintendent's performance under this Agreement. This evaluation shall be related but not limited to a written position description and to written goals and objectives established by the SAU and/or individual School districts. In the absence of such evaluation by the SAU Board, the Superintendent's performance shall be presumed satisfactory.

18. Professional Activities. Upon written approval by School Administrative Unit 67 Board, the Superintendent may engage in activities such as teaching, lecturing, or consulting, in addition to employment with School Administrative Unit 67 Board, provided that, in the opinion of the SAU, these activities do not interfere with the Superintendent's performance of responsibilities

under this Agreement.

19. **Savings Clause.** This Agreement is subject to all applicable laws, rules, and regulations of the State of New Hampshire. Invalidity of any portion of this Agreement under the Laws of the State of New Hampshire or of the United States shall not affect the validity of the remainder of the Agreement.

20. **Annuity.** The Board will provide an annual Tax Shelter Annuity up to **\$13,498.00**.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT THIS

_____ DAY OF _____ 2026.

Marcy Kelley
Superintendent of Schools

Date Signed

SAU 67 Board Chair

Date Signed

CONTRACT
Between
DUANE FORD, Business Administrator
and the
School Administrative Unit 67 Board

2025 - 2026 SY

THIS EMPLOYMENT CONTRACT is entered into by and between **DUANE FORD** and the Board of **SCHOOL ADMINISTRATIVE UNIT 67** for a period of **ONE** school year, which will **commence on July 1, 2026, and end June 30, 2027**. The aforementioned Administrator will faithfully perform the duties of the **Business Administrator** as set forth in applicable New Hampshire Statutes and State Board Policy and Regulations, and any relevant job description as prepared by, and on file with, the School Administrative Unit 67, Bow, New Hampshire; and perform his/her duties under the supervision and direction of the Superintendent of Schools in compliance with local Board policies and regulations. The Administrator's work year shall be twelve (12) months. In all instances, the **Business Administrator** shall be responsible for performing the duties assigned by the Superintendent and/or the Board.

This contract shall be interpreted under New Hampshire Law.

TERMS AND CONDITIONS

A. Term/Termination/Non-Renewal

1. The SAU 67 Board reserves the right to terminate this contract without notice at any time for cause related to the health, safety and welfare of the students and staff of School Administrative Unit 67, provided that such termination will reserve to the administrator all rights set forth in the New Hampshire RSA 189:13 and 14 and amendments.

2. The parties hereto have entered into this contract with the clear understanding that said contract shall continue for the contract year in full force and effect except as modified or terminated by mutual agreement or as terminated in accordance with New Hampshire statutes, provided the Board is given at least sixty (60) days written notice prior to the date of termination.

3. In the event this contract is not renewed, the Administrator will be so advised by March 31. Nothing in this paragraph shall in any way limit or waive the rights otherwise available to the Administrator under any statutory protections which are applicable.

4. This contract may be terminated by mutual written agreement between the Administrator and the Board without penalty or prejudice against either the Administrator or the Board.

B. Reassignment

In the event that the Administrator is reassigned during the term of his/her contract, the Administrator shall receive all economic benefits for the remainder of the contract term. In the ensuing year(s), the Administrator shall receive full credit for years of service in School Administrative Unit 67, regardless of the number of years of service in School Administrative Unit 67, and providing they are full years of service.

C. Evaluation of Administrative Personnel

The Board agrees that the Superintendent, or his/her designee, provide an annual written evaluation of the Administrator's job performance in a timely manner. In the event the Superintendent determines that the performance of the Administrator is unsatisfactory in any respect, the evaluation shall include written recommendations as to how improvements can be made.

D. Salary and Supplemental Benefits

1. The salary shall be **One Hundred Fifty-Two Thousand Seven Hundred Thirteen Dollars (\$152,713)** for the year **July 1, 2026 - June 30, 2027** to be paid in accordance with the School Administrative Unit 67 payment policies and procedures. Salary includes \$140,713 of salary and \$12,000 of longevity.

2. In addition to the salary to be paid, as stated above, the **Business Administrator** shall receive

as compensation for services rendered, the following:

- (a) **Vacation -- Twenty-five (25) working days' vacation leave** to be taken with the permission of the Superintendent. Annual vacation leave is neither cumulative nor transferable. Vacation leave must be taken during the contract year in which it is accrued except that up to five (5) vacation days may be used in the summer following the accrual, if needed.
- (b) **Sick Leave -- One and one-half (1-1/2) days per month of sick leave, cumulative to 120 working days.** On June 30 of each year covered by this agreement, any unused sick days in excess of 120 days will be purchased by School Administrative Unit 67 at the rate of **\$50.00** per day.
- (c) **Medical Insurance -- Full medical coverage as provided by School Administrative Unit 67** up to and including a family plan.
- (d) **Dental Insurance -- as provided by School Administrative Unit 67** up to and including a family plan at no expense to the **Business Administrator**.
- (e) **Life Insurance --** School Administrative Unit 67 shall provide **100% of the cost of term life insurance and accidental death and dismemberment** policy equal to \$25,000.00, plus three (3) times the **Business Administrator's** salary equivalent to the nearest \$1,000.00.
- (f) **Personal Leave --** The **Business Administrator** shall be entitled to **three (3) personal leave days** provided s/he notifies the Superintendent in writing at least 3 days in advance prior to the taking of such leave, stating that the reasons for such leave is unavoidable and cannot be taken care of at any time other than during the regular working day. In the event of an emergency, the **Business Administrator** may follow the normal sick leave procedure.
- (g) **Bereavement Leave --** The **Business Administrator** is entitled to **five (5) Bereavement leave days** at any one time in the event of death of the **Business Administrator's** spouse, child, parent, or spouse's parent, or three (3) days in the event of the death of any relative not listed above or any member of the **Business Administrator's** immediate household. Additional days may be granted by application to the Superintendent.
- (h) **Long-Term Disability Insurance -- Full coverage for long-term disability insurance** providing 66-2/3% of his/her salary after a 90-day elimination period or exhaustion of accumulated sick leave, whichever is greater, up to Five Thousand Dollars (\$5,000.00) per month.
- (i) **Retirement Benefits --** If the **Business Administrator** retires with at least **10 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1 of the year prior to the date of anticipated retirement, and the effective retirement date of the notice of intent is June 30, he shall receive payment as follows:
 - For each year of serving as an Administrator in School Administrative Unit 67, seven hundred fifty dollars (**\$750.00**)

If the **Business Administrator** retires with at least **15 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1, of the year prior to the date of anticipated retirement, and the effective retirement date of the notice of intent is June 30, he shall receive payment as follows:

- For each year of serving as an Administrator in School Administrative Unit 67, one thousand dollars (**\$1,000.00**)

If the **Business Administrator** retires with at least **20 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1 of the year prior to the date of anticipated retirement, and the effective date of the notice is June 30, shall receive payment as follows:

- For each year of serving as an Administrator in School Administrative Unit 67, one thousand five hundred dollars (**\$1,500.00**)
- (j) School Administrative Unit 67 will provide a **Business Administrator's** contribution to a **Tax-Sheltered Annuity up to a total of \$5,616.00.**
- (k) **Business Memberships** – School Administrative Unit 67 will pay the cost of the **Business Administrator's** membership to the New Hampshire Association of School Business Officials and the New Hampshire School Administrators' Association.
- (l) The **Business Administrator** shall receive longevity based on the following SAU 67 Administrator longevity schedule:
 - After Completion of 5-9 Years of Service as an SAU 67 Administrator - \$3,000
 - After Completion of 10-14 Year of Service as an SAU 67 Administrator - \$6,000
 - After Completion of 15-19 Years of Service as an SAU 67 Administrator - \$9,000
 - After Completion of 20-24 Years of Service as an SAU 67 Administrator - \$12,000
 - After Completion of 25 or more Years of Service as an SAU 67 Administrator - \$15,000

The Administrator acknowledges that he/she has read the within contract and accepts the terms herein as a complete and full statement of the consideration for employment as described in this agreement.

This agreement shall be binding on School Administrative Unit 67 only upon the acceptance by the Administrator and the affirmative vote of the Board and not until executed by the Chairperson of the Board on behalf of School Administrative Unit 67.

Dated this _____ day of _____, 2026.

Business Administrator

Accepted on behalf of School Administrative Unit 67 this _____ day of _____ 2026.

School Administrative Unit 67 Board Chair

CONTRACT
Between
OWEN HARRINGTON
DIRECTOR OF CURRICULUM, INSTRUCTION AND ASSESSMENT
and the
School Administrative Unit 67 Board

2026 - 2027 SY

THIS EMPLOYMENT CONTRACT is entered into by and between **OWEN HARRINGTON** and the Board of **SCHOOL ADMINISTRATIVE UNIT 67** for a period of **ONE** school year, which will **commence on July 1, 2026 and end June 30, 2027**. The aforementioned Administrator will faithfully perform the duties of the **Director of Curriculum, Instruction and Assessment** as set forth in applicable New Hampshire Statutes and State Board Policy and Regulations, and any relevant job description as prepared by, and on file with, the School Administrative Unit 67, Bow, New Hampshire; and perform his/her duties under the supervision and direction of the Superintendent of Schools in compliance with local Board policies and regulations. The Administrator's work year shall be twelve (12) months. In all instances, the **Director of Curriculum, Instruction and Assessment** shall be responsible for performing the duties assigned by the Superintendent and/or the Board.

This contract shall be interpreted under New Hampshire Law.

TERMS AND CONDITIONS

A. Term/Termination/Non-Renewal

1. The SAU 67 Board reserves the right to terminate this contract without notice at any time for cause related to the health, safety and welfare of the students and staff of School Administrative Unit 67, provided that such termination will reserve to the administrator all rights set forth in the New Hampshire RSA 189:13 and 14 and amendments.

2. The parties hereto have entered into this contract with the clear understanding that said contract shall continue for the contract year in full force and effect except as modified or terminated by mutual agreement or as terminated in accordance with New Hampshire statutes, provided the Board is given at least sixty (60) days written notice prior to the date of termination.

3. In the event this contract is not renewed, the Administrator will be so advised by March 31. Nothing in this paragraph shall in any way limit or waive the rights otherwise available to the Administrator under any statutory protections, which are applicable.

4. This contract may be terminated by mutual written agreement between the Administrator and the Board without penalty or prejudice against either the Administrator or the Board.

B. Reassignment

In the event that the Administrator is reassigned during the term of his/her contract, the Administrator shall receive all economic benefits for the remainder of the contract term. In the ensuing year(s), the Administrator shall receive full credit for years of service in School Administrative Unit 67, regardless of the number of years of service in School Administrative Unit 67, and providing they are full years of service.

C. Evaluation of Administrative Personnel

The Board agrees that the Superintendent, or his/her designee, provide an annual written evaluation of the Administrator's job performance in a timely manner. In the event the Superintendent determines that the performance of the Administrator is unsatisfactory in any respect, the evaluation shall include written recommendations as to how improvements can be made.

D. Salary and Supplemental Benefits

1. The salary shall be **One Hundred Forty Thousand Five Hundred Seventeen Dollars (\$140,517)** for the year **July 1, 2026 - June 30, 2027** to be paid in accordance with the School Administrative Unit 67 payment policies and procedures. Salary includes \$134,517 of salary and \$6,000 of

longevity.

2. In addition to the salary to be paid, as stated above, the **Director of Curriculum, Instruction and Assessment** shall receive as compensation for services rendered, the following:
- (a) **Vacation -- Twenty-five (25) working days' vacation leave** to be taken with the permission of the Superintendent. Annual vacation leave is neither cumulative nor transferable. Vacation leave must be taken during the contract year in which it is accrued except that up to five (5) vacation days may be used in the summer following the accrual, if needed.
 - (b) **Sick Leave -- One and one-half (1-1/2) days per month of sick leave, cumulative to 120 working days.** On June 30 of each year covered by this agreement, any unused sick days in excess of 120 days will be purchased by School Administrative Unit 67 at the rate of **\$50.00** per day.
 - (c) **Medical Insurance -- Full medical coverage as provided by School Administrative Unit 67** up to and including a family plan.
 - (d) **Dental Insurance -- as provided by School Administrative Unit 67** up to and including a family plan at no expense to the **Director of Curriculum, Instruction and Assessment**.
 - (e) **Life Insurance --** School Administrative Unit 67 shall provide **100% of the cost of term life insurance and accidental death and dismemberment** policy equal to \$25,000.00, plus three (3) times the **Director of Curriculum, Instruction and Assessment's** salary equivalent to the nearest \$1,000.00.
 - (f) **Personal Leave --** The **Director of Curriculum, Instruction and Assessment** shall be entitled to **three (3) personal leave days** provided s/he notify the Superintendent in writing at least 3 days in advance prior to the taking of such leave, stating that the reasons for such leave is unavoidable and cannot be taken care of at any time other than during the regular working day. In the event of an emergency, the **Director of Curriculum, Instruction and Assessment** may follow the normal sick leave procedure.
 - (g) **Bereavement Leave --** The **Director of Curriculum, Instruction and Assessment** is entitled to **five (5) Bereavement leave days** at any one time in the event of death of the **Director of Curriculum, Instruction and Assessment's** spouse, child, parent, or spouse's parent, or three (3) days in the event of the death of any relative not listed above or any member of the **Director of Curriculum, Instruction and Assessment's** immediate household. Additional days may be granted by application to the Superintendent.
 - (h) **Long-Term Disability Insurance -- Full coverage for long-term disability insurance** providing 66-2/3% of his/her salary after a 90-day elimination period or exhaustion of accumulated sick leave, whichever is greater, up to Five Thousand Dollars (\$5,000.00) per month.
 - (i) **Retirement Benefits --** If the **Director of Curriculum, Instruction and Assessment** retires with at least **10 years of service in** School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1 of the year prior to the date of anticipated retirement, and the effective retirement date of the notice of intent is June 30, he shall receive payment as follows:
 - For each year of serving as an Administrator in School Administrative Unit 67, seven hundred fifty dollars (**\$750.00**)

If the **Director of Curriculum, Instruction and Assessment** retires with at least **15 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1, of the year prior to the date of anticipated retirement, and the effective retirement date of the notice of intent is June 30, he shall receive payment as follows:

- For each year of serving as an Administrator in School Administrative Unit 67, one thousand dollars (**\$1,000.00**)

If the **Director of Curriculum, Instruction and Assessment** retires with at least **20 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1 of the year prior to the date of anticipated retirement, and the effective date of the notice is June 30, shall receive payment as follows:

- For each year of serving as an Administrator in School Administrative Unit 67, one thousand five hundred dollars (**\$1,500.00**)
- (j) School Administrative Unit 67 will provide a **Director of Curriculum, Instruction and Assessment's** contribution to a **Tax-Sheltered Annuity up to a total of \$5,616.00.**
- (k) The **Director of Curriculum, Instruction, & Assessment** may have his/her children attend the Bow School District at no cost to him.
- (l) The **Director of Curriculum, Instruction and Assessment** shall receive longevity based on the following SAU 67 Administrator longevity schedule:
 - After Completion of 5-9 Years of Service as an SAU 67 Administrator - \$3,000
 - After Completion of 10-14 Year of Service as an SAU 67 Administrator - \$6,000
 - After Completion of 15-19 Years of Service as an SAU 67 Administrator - \$9,000
 - After Completion of 20-24 Years of Service as an SAU 67 Administrator - \$12,000
 - After Completion of 25 or more Years of Service as an SAU 67 Administrator - \$15,000

The Administrator acknowledges that he/she has read the within contract and accepts the terms herein as a complete and full statement of the consideration for employment as described in this agreement.

This agreement shall be binding on School Administrative Unit 67 only upon the acceptance by the Administrator and the affirmative vote of the Board and not until executed by the Chairperson of the Board on behalf of School Administrative Unit 67.

Dated this _____ day of _____, 2026.

Director of Curriculum, Instruction and Assessment

Accepted on behalf of School Administrative Unit 67 this _____ day of _____ 2026.

School Administrative Unit 67 Board Chair

CONTRACT
Between
JESSICA BROWN
DIRECTOR OF STUDENT SERVICES
and the
School Administrative Unit 67 Board

2026 - 2027 SY

THIS EMPLOYMENT CONTRACT is entered into by and between **JESSICA BROWN** and the Board of **SCHOOL ADMINISTRATIVE UNIT 67** for a period of **ONE** school year, which will **commence on July 1, 2026 and end June 30, 2027**. The aforementioned Administrator will faithfully perform the duties of the **Director of Student Services** as set forth in applicable New Hampshire Statutes and State Board Policy and Regulations, and any relevant job description as prepared by, and on file with, the School Administrative Unit 67, Bow, New Hampshire; and perform his/her duties under the supervision and direction of the Superintendent of Schools in compliance with local Board policies and regulations. The Administrator's work year shall be twelve (12) months. In all instances, the **Director of Student Services** shall be responsible for performing the duties assigned by the Superintendent and/or the Board.

This contract shall be interpreted under New Hampshire Law.

TERMS AND CONDITIONS

A. Term/Termination/Non-Renewal

1. The SAU 67 Board reserves the right to terminate this contract without notice at any time for cause related to the health, safety and welfare of the students and staff of School Administrative Unit 67, provided that such termination will reserve to the administrator all rights set forth in the New Hampshire RSA 189:13 and 14 and amendments.

2. The parties hereto have entered into this contract with the clear understanding that said contract shall continue for the contract year in full force and effect except as modified or terminated by mutual agreement or as terminated in accordance with New Hampshire statutes, provided the Board is given at least sixty (60) days written notice prior to the date of termination.

3. In the event this contract is not renewed, the Administrator will be so advised by March 31. Nothing in this paragraph shall in any way limit or waive the rights otherwise available to the Administrator under any statutory protections, which are applicable.

4. This contract may be terminated by mutual written agreement between the Administrator and the Board without penalty or prejudice against either the Administrator or the Board.

B. Reassignment

In the event that the Administrator is reassigned during the term of his/her contract, the Administrator shall receive all economic benefits for the remainder of the contract term. In the ensuing year(s), the Administrator shall receive full credit for years of service in School Administrative Unit 67, regardless of the number of years of service in School Administrative Unit 67, and providing they are full years of service.

C. Evaluation of Administrative Personnel

The Board agrees that the Superintendent, or his/her designee, provide an annual written evaluation of the Administrator's job performance in a timely manner. In the event the Superintendent determines that the performance of the Administrator is unsatisfactory in any respect, the evaluation shall include written recommendations as to how improvements can be made.

D. Salary and Supplemental Benefits

1. The salary shall be **One Hundred Thirty-Four Thousand Five Hundred Seventeen Dollars (\$134,517)** for the year **July 1, 2026 - June 30, 2027** to be paid in accordance with the School Administrative Unit 67 payment policies and procedures.

2. In addition to the salary to be paid, as stated above, the **Director of Student Services** shall

receive as compensation for services rendered, the following:

- (a) **Vacation -- Twenty-five (25) working days' vacation leave** to be taken with the permission of the Superintendent. Annual vacation leave is neither cumulative nor transferable. Vacation leave must be taken during the contract year in which it is accrued except that up to five (5) vacation days may be used in the summer following the accrual, if needed.
- (b) **Sick Leave -- One and one-half (1-1/2) days per month of sick leave, cumulative to 120 working days.** On June 30 of each year covered by this agreement, any unused sick days in excess of 120 days will be purchased by School Administrative Unit 67 at the rate of **\$50.00** per day.
- (c) **Medical Insurance -- Full medical coverage as provided by School Administrative Unit 67** up to and including a family plan.
- (d) **Dental Insurance -- as provided by School Administrative Unit 67** up to and including a family plan at no expense to the **Director of Student Services**.
- (e) **Life Insurance --** School Administrative Unit 67 shall provide **100% of the cost of term life insurance and accidental death and dismemberment** policy equal to \$25,000.00, plus three (3) times the **Director of Student Services** salary equivalent to the nearest \$1,000.00.
- (f) **Personal Leave --** The **Director of Student Services** shall be entitled to **three (3) personal leave days** provided s/he notify the Superintendent in writing at least 3 days in advance prior to the taking of such leave, stating that the reasons for such leave is unavoidable and cannot be taken care of at any time other than during the regular working day. In the event of an emergency, the **Director of Student Services** may follow the normal sick leave procedure.
- (g) **Bereavement Leave --** The **Director of Student Services** is entitled to **five (5) Bereavement leave days** at any one time in the event of death of the **Director of Student Services** spouse, child, parent, or spouse's parent, or three (3) days in the event of the death of any relative not listed above or any member of the **Director of Student Services** immediate household. Additional days may be granted by application to the Superintendent.
- (h) **Long-Term Disability Insurance -- Full coverage for long-term disability insurance** providing 66-2/3% of his/her salary after a 90-day elimination period or exhaustion of accumulated sick leave, whichever is greater, up to Five Thousand Dollars (\$5,000.00) per month.
- (i) **Retirement Benefits --** If the **Director of Student Services** retires with at least **10 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1 of the year prior to the date of anticipated retirement, and the effective retirement date of the notice of intent is June 30, he shall receive payment as follows:
 - For each year of serving as an Administrator in School Administrative Unit 67, seven hundred fifty dollars (**\$750.00**)

If the **Director of Student Services** retires with at least **15 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1, of the year prior to the date of anticipated retirement, and the effective retirement date of the notice of intent is June 30, he shall receive payment as follows:

- For each year of serving as an Administrator in School Administrative Unit 67, one thousand dollars (**\$1,000.00**)

If the **Director of Student Services** retires with at least **20 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1 of the year prior to the date of anticipated retirement, and the effective date of the notice is June 30, shall receive payment as follows:

- For each year of serving as an Administrator in School Administrative Unit 67, one thousand five hundred dollars (**\$1,500.00**)
- (j) School Administrative Unit 67 will provide a **Director of Student Services** contribution to a **Tax-Sheltered Annuity up to a total of \$5,616.00.**
- (k) The **Director of Student Services** may have her children attend the Bow School District at no cost to her.
- (l) The **Director of Student Services** shall receive longevity based on the following SAU 67 Administrator longevity schedule:
 - After Completion of 5-9 Years of Service as an SAU 67 Administrator - \$3,000
 - After Completion of 10-14 Year of Service as an SAU 67 Administrator - \$6,000
 - After Completion of 15-19 Years of Service as an SAU 67 Administrator - \$9,000
 - After Completion of 20-24 Years of Service as an SAU 67 Administrator - \$12,000
 - After Completion of 25 or more Years of Service as an SAU 67 Administrator - \$15,000

The Administrator acknowledges that he/she has read the within contract and accepts the terms herein as a complete and full statement of the consideration for employment as described in this agreement.

This agreement shall be binding on School Administrative Unit 67 only upon the acceptance by the Administrator and the affirmative vote of the Board and not until executed by the Chairperson of the Board on behalf of School Administrative Unit 67.

Dated this _____ day of _____, 2026.

Director of Student Services

Accepted on behalf of School Administrative Unit 67 this _____ day of _____ 2026.

School Administrative Unit 67 Board Chair

CONTRACT
Between
BETHANY CORKUM
MULTI-TIERED SYSTEMS COORDINATOR
and the
School Administrative Unit 67 Board

2026 - 2027 SY

THIS EMPLOYMENT CONTRACT is entered into by and between **BETHANY CORKUM** and the Board of **SCHOOL ADMINISTRATIVE UNIT 67** for a period of **ONE** school year, which will **commence on July 1, 2026 and end June 30, 2027**. The aforementioned Administrator will faithfully perform the duties of the **Multi-Tiered Systems Coordinator** as set forth in applicable New Hampshire Statutes and State Board Policy and Regulations, and any relevant job description as prepared by, and on file with, the School Administrative Unit 67, Bow, New Hampshire; and perform his/her duties under the supervision and direction of the Superintendent of Schools in compliance with local Board policies and regulations. The Administrator's work year shall be two hundred six (206) days. In all instances, the **Multi-Tiered Systems Coordinator** shall be responsible for performing the duties assigned by the Superintendent and/or the Board.

This contract shall be interpreted under New Hampshire Law.

TERMS AND CONDITIONS

A. Term/Termination/Non-Renewal

1. The SAU 67 Board reserves the right to terminate this contract without notice at any time for cause related to the health, safety and welfare of the students and staff of School Administrative Unit 67, provided that such termination will reserve to the administrator all rights set forth in the New Hampshire RSA 189:13 and 14 and amendments.

2. The parties hereto have entered into this contract with the clear understanding that said contract shall continue for the contract year in full force and effect except as modified or terminated by mutual agreement or as terminated in accordance with New Hampshire statutes, provided the Board is given at least sixty (60) days written notice prior to the date of termination.

3. In the event this contract is not renewed, the Administrator will be so advised by March 31. Nothing in this paragraph shall in any way limit or waive the rights otherwise available to the Administrator under any statutory protections, which are applicable.

4. This contract may be terminated by mutual written agreement between the Administrator and the Board without penalty or prejudice against either the Administrator or the Board.

B. Reassignment

In the event that the Administrator is reassigned during the term of his/her contract, the Administrator shall receive all economic benefits for the remainder of the contract term. In the ensuing year(s), the Administrator shall receive full credit for years of service in School Administrative Unit 67, regardless of the number of years of service in School Administrative Unit 67, and providing they are full years of service.

C. Evaluation of Administrative Personnel

The Board agrees that the Superintendent, or his/her designee, provide an annual written evaluation of the Administrator's job performance in a timely manner. In the event the Superintendent determines that the performance of the Administrator is unsatisfactory in any respect, the evaluation shall include written recommendations as to how improvements can be made.

D. Salary and Supplemental Benefits

1. The salary shall be **One Hundred Fifteen Thousand One Hundred Fifty-One Dollars (\$115,151)** for the year **July 1, 2026 - June 30, 2027** to be paid in accordance with the School Administrative Unit 67 payment policies and procedures.

2. In addition to the salary to be paid, as stated above, the **Multi-Tiered Systems Coordinator** shall receive as compensation for services rendered, the following:

- (a) **Sick Leave -- One and one-half (1-1/2) days per month of sick leave, cumulative to 120 working days.** On June 30 of each year covered by this agreement, any unused sick days in excess of 120 days will be purchased by School Administrative Unit 67 at the rate of **\$50.00** per day.
- (b) **Medical Insurance -- Full medical coverage as provided by School Administrative Unit 67** up to and including a family plan.
- (c) **Dental Insurance -- as provided by School Administrative Unit 67** up to and including a family plan at no expense to the **Multi-Tiered Systems Coordinator**.
- (d) **Life Insurance --** School Administrative Unit 67 shall provide **100% of the cost of term life insurance and accidental death and dismemberment** policy equal to \$25,000.00, plus three (3) times the **Multi-Tiered Systems Coordinator** salary equivalent to the nearest \$1,000.00.
- (e) **Personal Leave --** The **Multi-Tiered Systems Coordinator** shall be entitled to **three (3) personal leave days** provided s/he notify the Superintendent in writing at least 3 days in advance prior to the taking of such leave, stating that the reasons for such leave is unavoidable and cannot be taken care of at any time other than during the regular working day. In the event of an emergency, the **Multi-Tiered Systems Coordinator** may follow the normal sick leave procedure.
- (f) **Bereavement Leave --** The **Multi-Tiered Systems Coordinator** is entitled to **five (5) Bereavement leave days** at any one time in the event of death of the **Multi-Tiered Systems Coordinator** spouse, child, parent, or spouse's parent, or three (3) days in the event of the death of any relative not listed above or any member of the **Multi-Tiered Systems Coordinator** immediate household. Additional days may be granted by application to the Superintendent.
- (g) **Long-Term Disability Insurance -- Full coverage for long-term disability insurance** providing 66-2/3% of his/her salary after a 90-day elimination period or exhaustion of accumulated sick leave, whichever is greater, up to Five Thousand Dollars (\$5,000.00) per month.
- (h) **Retirement Benefits --** If the **Multi-Tiered Systems Coordinator** retires with at least **10 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1 of the year prior to the date of anticipated retirement, and the effective retirement date of the notice of intent is June 30, he shall receive payment as follows:
 - For each year of serving as an Administrator in School Administrative Unit 67, seven hundred fifty dollars (**\$750.00**)

If the **Multi-Tiered Systems Coordinator** retires with at least **15 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the Superintendent prior to November 1, of the year prior to the date of anticipated retirement, and the effective retirement date of the notice of intent is June 30, he shall receive payment as follows:

- For each year of serving as an Administrator in School Administrative Unit 67, one thousand dollars (**\$1,000.00**)

If the **Multi-Tiered Systems Coordinator** retires with at least **20 years of service** in School Administrative Unit 67, provided notice of intent to retire is given to the

Superintendent prior to November 1 of the year prior to the date of anticipated retirement, and the effective date of the notice is June 30, shall receive payment as follows:

- For each year of serving as an Administrator in School Administrative Unit 67, one thousand five hundred dollars (**\$1,500.00**)
- (j) The **Multi-Tiered Systems Coordinator** may have her children attend the Bow School District at no cost to her.
- (k) The **Multi-Tiered Systems Coordinator** shall receive longevity based on the following SAU 67 Administrator longevity schedule:
 - After Completion of 5-9 Years of Service as an SAU 67 Administrator - \$3,000
 - After Completion of 10-14 Year of Service as an SAU 67 Administrator - \$6,000
 - After Completion of 15-19 Years of Service as an SAU 67 Administrator - \$9,000
 - After Completion of 20-24 Years of Service as an SAU 67 Administrator - \$12,000
 - After Completion of 25 or more Years of Service as an SAU 67 Administrator - \$15,000

The Administrator acknowledges that he/she has read the within contract and accepts the terms herein as a complete and full statement of the consideration for employment as described in this agreement.

This agreement shall be binding on School Administrative Unit 67 only upon the acceptance by the Administrator and the affirmative vote of the Board and not until executed by the Chairperson of the Board on behalf of School Administrative Unit 67.

Dated this _____ day of _____, 2026.

Multi-Tiered Systems Coordinator

Accepted on behalf of School Administrative Unit 67 this _____ day of _____ 2026.

School Administrative Unit 67 Board Chair