Official Posting/Notice of Meeting
The Newport School District/SAU43
603-865-9500 ~ www.sau43.nh.gov
We Encourage you to Attend
Location and Time
Sugar River Valley Regional Technical Center
243 N. Main St.~ Newport, New Hampshire 03773
November 5, 2026
5:30 PM

I. Call to Order - Roll Call
II. Pledge of Allegiance
III. Presentations:
    a. FFA page 3
IV. Public Comment
    a. The purpose of public comments is to give the residents of Newport the opportunity to address the Board. Any comments must be directed to the Chair. All people wishing to speak will come forward to the microphone, clearly state their name and address when recognized to give their comments.
    b. If there is no one else present wishing to speak a motion is in order to take all comments under advisement and further to receive and file any written documentation present and to table the remaining minutes for public comment to the end of the meeting for those that have not already spoken.
    c. Response to Public Comment (Note: Motions limited to placing items on a future agenda)
V. Adjustments to the Agenda
VI. Approval of Minutes
VII. Student Representative Report
VIII. Consent Agenda:
    1. AP page 4
    2. 1054 - $136,015.94
    3. 1060 - $77,390.91
    4. Total: $213,406.85
    5. Payroll:
    6. 12 - $17,127.09
    7. 1055 - $ 593.75
    8. 1056 - $85,909.29
    9. 1057 - $287,371.56
    10. 1058 - $2,566.00
    11. 1059 - $2,779.50
    12. Total: $396,347.19
IX. Information:
    a. Policy CA Administration Goals First Read page 5
    b. Policy EH Public Access to School District Records First Read page 14
    c. Policy JJJ Access to Public School Programs by Nonpublic, Charter School and Home Educated Pupils First Read page 22
    d. Towle Building page 35
    e. Energy Audit page 37
X. Action
XI. Tabled Items
XII. Personnel Reports
XIII. Committee Report Outs
XIV. Public Comment - Goals 2 & 3
XV. Superintendent Communications
    a. Robert Wargo, Interim Superintendent
    b. Kate O'Connor, Business Administrator
    c. Darlene Ayotte, Director of Student Services

XVI. Board Communications

XVII. Items for Next Agenda

XVIII. Non-public session

a. A motion is in order to go into non-public session under the provisions of RSA 91-A:3 II

- _____A: the dismissal, promotion or compensation of any public employee;
- _____B: the hiring of any person as a public employee;
- _____C: matters, which if discussed in public, would likely affect adversely the reputation of any person;
- _____D: consideration of the acquisition, sale or lease of real or personal property;
- _____E:consideration of negotiation of pending claims or litigation;
- _____I: consideration of matters relating to the preparation for and the carrying out of emergency functions
- _____J: consideration of confidential, commercial or financial information that is exempt from public disclosure
- _____K: consideration by a school board of entering into a student or pupil tuition contract;
- _____L: consideration of legal advice provided by legal counsel, either in writing or orally.

XIX. Adjournment

School Board Goals

1. Budget and Fiscal Responsibility
2. Policy Development and Governance
3. Strategic Alignment and Accountability

Notice Posted ___11/2/26_____ - Posted at Richards Elementary, Newport Middle and High School, SRVRTC, Richards Free Library and Town of Newport Office, and on-line @ www.sau43.org Please reference NSB Policy BEDH - Public Participation at Board Meetings - Persons appearing before the Board are reminded that members of the Board are without authority to act independently as individuals in official matters. Thus, in most instances, any board response will be deferred pending consideration by the full Board. However, the Board reserves the right to meet and to adjourn or recess a meeting at any time to discuss such matters as are properly considered in non-public session in accordance with RSA 91-A:3.1

NEWPORT SCHOOL DISTRICT

TITLE: FFA Presentation

POLICY COMMITTEE MEETING OF: 11/5//26

ACTION _____ CONSENT:_____ INFORMATION: __X____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: AP and Payroll Manifests

SCHOOL BOARD MEETING OF: 11/5/26

ACTION _____ CONSENT: X INFORMATION: _____

BACKGROUND:

AP:
1054 - $136,015.94
1060 - $77,390.91
Total: $213,406.85

Payroll:
12 - $17,127.09
1055 - $ 593.75
1056 - $85,909.29
1057 - $287,371.56
1058 - $2,566.00
1059 - $2,779.50
Total: $396,347.19

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: Policy CA

Policy MEETING OF: 11/5/26

ACTION _____ CONSENT:_____ INFORMATION: ___X____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve Policy CA first read and forward to second read and approval.

NEWPORT SCHOOL BOARD

CA
Category: Recommended

ADMINISTRATION GOALS

Proper administration of the schools is vital to a successful educational program. The general purpose of the Administration shall be to coordinate and supervise learning and teaching, under the policies of the School Administrative Unit and the Board, and congruent with Board goals while creating and operating an environment that promotes effective student learning. Administrative duties and functions should be evaluated in terms of the contribution made to improving instruction and learning. Administration shall have the authority and responsibility necessary to carry out the duties of their specific administrative assignments. The Board will rely on the Superintendent to provide the professional administrative leadership necessary.

The Superintendent, each principal, and all other administrators will have the authority and responsibility necessary for his/her specific administrative assignment. Each administrator will be accountable for the effectiveness with which his/her administrative assignment is carried out. The Board will be responsible for specifying requirements and expectations of the Superintendent, then holding the Superintendent accountable by evaluating how well those requirements and expectations have been met. In turn, the Superintendent will be responsible for clearly specifying requirements and expectations for all other administrators, then for holding each accountable by evaluating how well requirements and expectations have been met.

Major goals of the Administration will be to assure the best and most effective instructional program by:

a. Providing opportunities to keep abreast of current educational trends.

b. Establishing staff development programs which support instruction and student achievement.

c. Coordinating cooperative efforts to improve learning programs and facilities, as well as, continually updating equipment and instructional materials.

d. Providing opportunities for collaborative decision making with staff, students, parents and members of the community.

e. Ensuring that different needs and talents of students are considered when planning educational programs.

f. To manage the District's various departments, units, budgets, and programs effectively.

g. To provide professional advice and counsel to the Board and its advisory

committees. Where feasible, this will be done through reviewing alternatives, analyzing the advantages and disadvantages of each, and recommending appropriate action from among the alternatives.

h. To implement and manage functions that assure the best and most effective learning programs, through achieving such goals as: (a) providing leadership in keeping abreast of current educational developments; (b) arranging for the staff development necessary in order to establish and provide learning programs that better meet learner needs; (c) coordinating cooperative efforts to improve learning programs, facilities, equipment, and materials; (d) encouraging improvement ideas and decision-making among staff, students, parents, and others; and (e) implementing procedures to ensure that differing needs and talents of students are fully considered when planning educational programs.

The Board shall rely on its chief executive officer, the Superintendent, to provide the professional leadership, vision, initiative and resourcefulness, as well as, collaboration with staff members, students, parents and community members. The Board shall be responsible for specifying requirements and expectations of the Superintendent and shall hold the Superintendent accountable by annual written evaluation. The Superintendent, in turn, shall be responsible for clearly specifying, in writing, the requirements and expectations for all other administrators and shall hold them accountable using an annual evaluation process. On or before September 1st of each year, the Superintendent will present to the Newport School Board his/her current year and long-range goals for SAU #43 including the methods of assessment of progress. The Superintendent will review his/her progress on these goals with the Newport School Board on/or before November 30th and March 1st of each year. At the end of the year, summative reports will be reviewed with the Board by May 30th.

On a yearly basis, each principal shall develop or renew administrative goals as approved by the Superintendent. The Superintendent will present to the Board each Principal's current year and long-range goals with a recommendation for approval by the Board. The Board may delete or add to these goals. The goals must include a method of assessment of progress. The Superintendent will review with the Board the progress on the formative assessment update reports on or before November 30th and March 1st.

Timeline for Goals:

Board Goals presented at the 2nd Meeting in July

Superintendent Goals presented at the 1st Meeting in August

Principals' Goals presented at the 1st Meeting in September

Legal References:

N.H. Code of Administrative Rules Section Ed 302, Duties of School Superintendents

N.H. Code of Administrative Rules Section Ed 303, Duties of School Boards
N.H. Code of Administrative Rules Section Ed 304, Duties of School Principal

History:
Reviewed by the Policy Committee 7/28/08
Newport School Board 1st Reading 8/14/08
Newport School Board 2nd Reading & Approval 8/28/08
Newport School Board 1st Reading 9/12/19
Newport School Board 2nd Reading & Approval 9/26/19
Reviewed by the Policy Committee 7/1/2020
Adopted by the Newport School Board 7/1/2020

Policy CA: Administration Goals **Status:** ADOPTED

Original Adopted Date: 11/01/1999 | **Last Revised Date:** 05/15/2024 | **Last Reviewed Date:** 05/15/2024

Category: Recommended

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ADOPTION/REVISION NOTES

Text between the highlighted lines "~ ~ ~", and highlights in this sample should be removed prior to adoption.

a. *General – As with all sample policies, NHSBA recommends that each district carefully review this sample prior to adoption/revision to assure suitability with the district's own specific circumstances, internal coding system, current policies, and organizational structures*
b. *Highlighted language or blank, underscored spaces indicate areas which Boards should review, change or complete to reflect local personnel titles, internal/ external policy references, duty assignments etc.*
c. *{**} indicates a reference to another NHSBA sample policy. A district should check its own current policies and codes to assure internal consistency.*
d. *Withdrawn & earlier versions of revised policies should be maintained separately as part of the permanent records of the District.*

NHSBA history: Revised - May 2024, Sept. 2008, Feb. 2005, March 2004, Nov. 1999

NHSBA revision notes: May 2024, Minor correction only, changed the classification from "Required" to "Recommended".

Proper administration of the schools is vital to a successful educational program. The general purpose of the Administration is to coordinate and supervise, under the policies of the School Administrative Unit and each Board, the creation and operation of an environment that promotes effective student learning. The Board will rely on the Superintendent to provide the professional administrative leadership necessary.

The Superintendent, each principal, and all other administrators will have the authority and responsibility necessary for his/her specific administrative assignment. Each administrator will be accountable for the effectiveness with which his/her administrative assignment is carried out. The Board will be responsible for specifying requirements and expectations of the Superintendent, then holding the Superintendent accountable by evaluating how well those requirements and expectations have been met. In turn, the Superintendent will be responsible for clearly specifying requirements and expectations for all other administrators, then for holding each accountable by evaluating how well requirements and expectations have been met.

Major goals of administration are:

1. To manage the District's various departments, units, budgets and programs effectively.

2. To provide professional advice and counsel to the Board and its advisory committees. Where feasible, this will be done through reviewing alternatives, analyzing the advantages and disadvantages of each, and recommending appropriate action from among the alternatives.

3. To implement and manage functions that assure the best and most effective learning programs, through achieving such goals as: (a) providing leadership in keeping abreast of current educational developments; (b) arranging for the staff development necessary in order to establish and provide learning programs that better meet learner needs; (c) coordinating cooperative efforts to improve learning programs, facilities, equipment, and materials; (d) encouraging improvement ideas and decision-making among staff, students, parents, and others; and (e) implementing procedures to ensure that the differing needs and talents of students are fully considered when planning educational programs.

District Policy History

*First reading:*_____

*Second reading/adopted:*_____

District revision history:

Legal References Disclaimer: *These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

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NH Dept of Ed Regulation	Description
N.H. Code Admin. Rules Ed 302	Duties of School Superintendents
N.H. Code Admin. Rules Ed 303	Duties of School Boards
N.H. Code Admin. Rules Ed 304	Duties of School Principal

proposed

Newport School Board

CA

Category: Recommended

ADMINISTRATION GOALS

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The Superintendent, each principal, and all other administrators will have the authority and responsibility necessary for his/her specific administrative assignment. Each administrator will be accountable for the effectiveness with which his/her administrative assignment is carried out. The Board will be responsible for specifying requirements and expectations of the Superintendent, then holding the Superintendent accountable by evaluating how well those requirements and expectations have been met. In turn, the Superintendent will be responsible for clearly specifying requirements and expectations for all other administrators, then for holding each accountable by evaluating how well requirements and expectations have been met.

Major goals of administration are:

1. To manage the District's various departments, units, budgets and programs effectively.

2 To provide professional advice and counsel to the Board and its advisory committees. Where feasible, this will be done through reviewing alternatives, analyzing the advantages and disadvantages of each, and recommending appropriate action from among the alternatives.

3 To implement and manage functions that assure the best and most effective learning programs, through achieving such goals as: (a) providing leadership in keeping abreast of current educational developments; (b) arranging for the staff development necessary in order to establish and provide learning programs that better meet learner needs; (c) coordinating cooperative efforts to improve learning programs, facilities, equipment, and materials; (d) encouraging improvement ideas and decision-making among staff, students, parents, and others; and (e) implementing procedures to ensure that the differing needs and talents of students are fully considered when planning educational programs.

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proposed

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NH Dept of Ed Regulation	**Description**
N.H. Code Admin. Rules Ed 302	Duties of School Superintendents
N.H. Code Admin. Rules Ed 303	Duties of School Boards
N.H. Code Admin. Rules Ed 304	Duties of School Principal

History ;

Reviewed by the Policy Committee 7/28/08 Newport School Board 1st Reading 8/14/08
Newport School Board 2nd Reading & Approval 8/28/08 Newport School Board 1st Reading 9/12/19
Newport School Board 2nd Reading & Approval 9/26/19
Reviewed by the Policy Committee 7/1/2020
Adopted by the Newport School Board 7/1/2020
Newport School Board 1st Reading
Newport School Board 2nd Reading & Approval

NEWPORT SCHOOL DISTRICT

TITLE: Policy EH

Policy MEETING OF: 11/5/26

ACTION _____ CONSENT:_____ INFORMATION: ___X____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve Policy EH first read and forward to second read and approval.

NEWPORT SCHOOL BOARD

EH
Category: Recommended
See also BEDG, EHB, JRA, EH-R & EHB-R

PUBLIC ACCESS TO SCHOOL DISTRICT RECORDS

The Superintendent is hereby designated the custodian of all "District records", which term shall have the same meaning as "governmental records" as that terms is defined in the state's Right to Know law, RSA 91-A:1-a. Without limiting that meaning, District records shall include board or board committee minutes, documents, writings, letters, memoranda, e-mails, images, or other information of any kind kept or maintained by the District in any physical form (written, visual, electronic, digital, etc.).

The Superintendent shall develop written procedures concerning all requests by the public to inspect or obtain copies of school district records (i.e., "governmental records"). The procedures shall conform in all respects to the Right to Know Law. The written procedures should contain provisions clearly indicating personnel responsible for processing any request for District records, as well as the cost for providing requested copies. No fee or expense shall be charged other than as allowed under RSA 91-A:4.

The Superintendent shall review such procedures annually and make such changes as are required as a result of legislative changes to the Right to Know or other applicable law or regulations, or as s/he may deem appropriate. Any changes to the written procedures should be provided to all appropriate personnel and to the School Board.

All District records shall be retained, deleted or destroyed in accordance with Board policy EHB, and Administrative Procedures EHB-R. Minutes of school board meetings, and materials used to prepare the same, shall also be made available in accordance with Board policy BEDG.

The Superintendent is authorized to contact the District's attorney for any matter related to requests for public records and/or the development of the written procedures required under this policy.

Legal Reference:
RSA 91-A, New Hampshire Right to Know Law

History:
Reviewed by the Policy Committee 11/17/03
Reviewed by the Policy Committee 3/15/04
Newport School Board 1st Reading 3/25/04
Newport School Board 2nd Reading & Approval 5/27/04

Newport School Board 1st Reading 11/15/18
Newport School Board 2nd Reading & Approval 12/20/18
Newport School Board 1st Reading 10/22/2020
Newport School Board 2nd Reading & Approval 11/5/2020

Policy EH: Public Access to School District Records **Status:** ADOPTED

Original Adopted Date: 07/01/1998 **| Last Revised Date:** 09/30/2024 **| Last Reviewed Date:** 09/30/2024

Category: Recommended

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ADOPTION/REVISION NOTES –
Text between the highlighted lines "~ ~ ~ ~", and highlights in this sample should be removed prior to adoption.

a. ***Special Note -*** *The revisions to this policy generally are the result of a comprehensive revision to EH-R, formally designated an administrative procedure that did not necessarily require Board approval. However, new language in RSA 91-A:4 (via HB1002) requires a "transparent policy" relative to certain components of what are otherwise procedures. Accordingly, we have revised both EH and EH-R, with the revisions generally intended to reflect that EH-R should now require Board approval as a "procedural policy".*
b. *General – As with all sample policies, NHSBA recommends that each district carefully review this sample prior to adoption/revision to assure suitability with the district's own specific circumstances, internal coding system, current policies, and organizational structures.*
c. *General – Highlighted language or blank, underscored spaces indicate areas which Boards should review, change or complete to reflect local personnel titles, internal/ external policy references, duty assignments etc.*
d. *General – {**} indicates a reference to another NHSBA sample policy. A district should check its own current policies and codes to assure internal consistency.*
e. *General – Withdrawn & earlier versions of revised policies should be maintained separately as part of the permanent records of the District.*

NHSBA history: Revised – Sept. 2024, Nov. 2019, Sept. 2017, Sept. 2008, Oct. 2005, Nov. 1999, July 1998

NHSBA revision notes: **September 30, 2024**, revisions generally intended to reflect that EH-R should now require Board approval as a "procedural policy" due to contemporaneous revisions to EH-R in response to 2024 amendments to 91-A:4 relative to fees for electronic communications. November 2019, the subject matter of the earlier version of this policy was merged with the content of the overlapping/redundant BEDG-R, and re-codified as new procedural document EH-R. BEDG-R has been withdrawn from the NHSBA sample policy/appendix manual. New sample EH-R is based on former BEDG-R, but also includes revisions to reflect legislative changes to RSA 91-A:4, IV by 2019 N.H. Laws Ch. 163 (HB 286) and Ch. 107 (HB 396), the most significant of which requires a written statement identifying the specific exemption under 91-A:5 or otherwise that applies when a record is withheld from disclosure (or redacted); **September 2017,** updated to conform with then current language of 91-A.

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The Superintendent is hereby designated the custodian of all "District records", which term shall have the same meaning as "governmental records" as that terms is defined in the state's Right to Know law, RSA 91-A:1-a. Without limiting that meaning, District records shall include board or board committee minutes, documents, writings, letters, memoranda, e-mails, images, or other information of any kind kept or maintained by the District in any physical form (written, visual, electronic, digital, etc.).

The Board has adopted procedural policy EH-R*{**}*, to serve as the minimum requirements for procedures governing all requests by the public to inspect or obtain copies of school district records (i.e., "governmental records") and the District's responses to those requests. The Superintendent should develop additional written administrative procedures to ensure appropriate implementation of this policy and procedural policy EH-R*{**}*, Such administrative procedures shall conform in all respects to the Right to Know Law. They should contain provisions clearly indicating personnel responsible for processing any request for District records, as well as a method for logging and tracking both the requests and the responses, and may contain provisions for including a log on the District's website.

The Superintendent shall review such procedures annually and make such changes as are required as a result of legislative changes to the Right to Know or other applicable law or regulations, or as the Superintendent deems appropriate. Any changes to the written procedures should be provided to all appropriate personnel and to the School Board.

All District records shall be retained, deleted or destroyed in accordance with Board policy EHB*{**}*, and Administrative Procedures EHB-R*{**}*. Minutes of school board meetings, and materials used to prepare the same, shall also be made available in accordance with Board policy BEDG*{**}*.

The Superintendent or designee is authorized to contact the District's attorney for any matter related to requests for public records and/or the development of the written procedures required under this policy.

District Policy History:

First reading: ______________________________
Second reading/adopted: ___________________

District revision history:

***Legal References Disclaimer**: These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

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NH Statutes	**Description**
RSA 189-B:4	Parental Rights
RSA 189:27	Register [pupil/student]
RSA 189:27-a	Computerization of Pupil Registers
RSA 189:27-b	Retention of Pupil Registers
RSA 194-C:4 II (a)	Superintendent Services
RSA 91-A	New Hampshire Right To Know Law ("Access to Governmental Records and Meetings)
RSA 91-A:1-a	Definitions

Federal Statutes	**Description**
5 U.S.C. §552	The Freedom of Information Act

Cross References

Code	**Description**
BEDG	Meeting Minutes
EHB	Data/Records Retention
EHB-R(1)	Data/Records Retention - Local Records Retention Schedule
EHLB	Subpoenas Involving District Students, Officials, Employees and/or Records
JRA	Student Records and Access (FERPA)
JRA-R(1)	Student Records and Access (FERPA)

Proposed

NEWPORT SCHOOL BOARD

EH

Category: Recommended
See also BEDG, EHB, JRA, EH-R & EHB-R

PUBLIC ACCESS TO SCHOOL DISTRICT RECORDS

The Superintendent is hereby designated the custodian of all "District records", which term shall have the same meaning as "governmental records" as that terms is defined in the state's Right to Know law, RSA 91-A:1-a. Without limiting that meaning, District records shall include board or board committee minutes, documents, writings, letters, memoranda, e-mails, images, or other information of any kind kept or maintained by the District in any physical form (written, visual, electronic, digital, etc.).

The Board has adopted procedural policy EH-R, to serve as the minimum requirements for procedures governing all requests by the public to inspect or obtain copies of school district records (i.e., "governmental records") and the District's responses to those requests. The Superintendent should develop additional written administrative procedures to ensure appropriate implementation of this policy and procedural policy EH-R, such administrative procedures shall conform in all respects to the Right to Know Law. They should contain provisions clearly indicating personnel responsible for processing any request for District records, as well as a method for logging and tracking both the requests and the responses, and may contain provisions for including a log on the District's website.

The Superintendent shall review such procedures annually and make such changes as are required as a result of legislative changes to the Right to Know or other applicable law or regulations, or as the Superintendent deems appropriate. Any changes to the written procedures should be provided to all appropriate personnel and to the School Board.

All District records shall be retained, deleted or destroyed in accordance with Board policy EHB, and Administrative Procedures EHB-R. Minutes of school board meetings, and materials used to prepare the same, shall also be made available in accordance with Board policy BEDG.

The Superintendent or designee is authorized to contact the District's attorney for any matter related to requests for public records and/or the development of the written procedures required under this policy.

***Legal References Disclaimer**: These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.*

	Description
NH Statutes	
RSA 189-B:4	Parental Rights
RSA 189:27	Register [pupil/student]
RSA 189:27-a	Computerization of Pupil Registers
RSA 189:27-b	Retention of Pupil Registers

RSA 194-C:4 II (a)	Superintendent Services
RSA 91-A	New Hampshire Right To Know Law ("Access to Governmental Records and Meetings)
RSA 91-A:1-a	Definitions

Federal Statutes	**Description**
5 U.S.C. §552	The Freedom of Information Act

Cross References

Code	**Description**
BEDG	Meeting Minutes
EHB	Data/Records Retention
EHB-R(1)	Data/Records Retention - Local Records Retention Schedule
EHLB	Subpoenas Involving District Students, Officials, Employees and/or Records
JRA	Student Records and Access (FERPA)
JRA-R(1)	Student Records and Access (FERPA)

Legal Reference:
RSA 91-A, New Hampshire Right to Know Law

History:
Reviewed by the Policy Committee 11/17/03
Reviewed by the Policy Committee 3/15/04
Newport School Board 1st Reading 3/25/04
Newport School Board 2nd Reading & Approval 5/27/04
Newport School Board 1st Reading 11/15/18
Newport School Board 2nd Reading & Approval 12/20/18
Newport School Board 1st Reading 10/22/2020
Newport School Board 2nd Reading & Approval 11/5/2020
Newport School Board 1st Reading
Newport School Board 2nd Reading & Approval

NEWPORT SCHOOL DISTRICT

TITLE: JJJ Access to Public School Programs by Nonpublic, Charter School and Home Educated Pupils

POLICY COMMITTEE MEETING OF: 11/5/26

ACTION _____ CONSENT:_____ INFORMATION: ___X____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

It is recommended the School Board approve Policy JJJ first read and forward to second read and approval.

NEWPORT SCHOOL BOARD

JJJ
Category: Required
See Also AB, IHBG, IK, JFAA, JG, JJA, JJIC

Access to Public School Programs by Nonpublic, Charter School and Home Educated Pupils

All pupils residing in the District, whether they are home educated, or are attending public chartered school or nonpublic schools (collectively, "non-enrolled district students"), shall have access to curricular courses and co/extra-curricular programs offered by the District in accordance with RSA 193:1-c.

A. Equal Access to District Courses and Programs.

Non-enrolled district students will have the same access as do enrolled students to the District's courses and programs. Non-enrolled district students shall not be subject to any policies, procedures or standards with respect to participation in the District's courses or programs that are more restrictive than those governing the District's enrolled students. Non-enrolled district students, however, must meet the same eligibility criteria as the District's students as described in paragraph B below.

The district allows non-enrolled district students to participate on an equal basis in courses and programs offered by the district provided they meet the eligibility requirements for participation (e.g., deadlines for registration, academic progress/performance, parental permission, third party (e.g., NHIAA) requirements, physical exams/health requirements, etc).

In the event that a course or program has reached capacity, selection between enrolled students and non-enrolled district students must be made using the same criteria, such as registration deadlines, registration dates, audition/tryout, seniority by grade, etc. If, after applying such criteria the course/program remains overenrolled, the determination should be made randomly.

If a student or their parent/guardian believes that they have not been given equal opportunity for participation in district programs, then they may appeal as outlined in Board policy JJA.

B. <u>Participation in Curricular Courses</u>.

In order to participate in the District's curricular courses, non-enrolled district students must meet the eligibility criteria that applies to students enrolled in the school district. The building Principal will provide this eligibility criteria to parents or guardians of non-enrolled district students upon request.
Parents/guardians shall submit requests for participation in District courses in writing to the building Principal consistent with Board procedures JJJ-R. The building Principal will verify that the eligibility standards are the same as those that apply to students enrolled in the school district.
The Principal will determine if a non-enrolled district student has satisfied eligibility criteria and prerequisites in the same manner as s/he would:

1. for determining whether a course satisfies requirements for awarding credits (Board policy (IK) and

2. for assigning to classes or grade levels and for students transferring from other schools (Board policy JG).

In making the determination, the Principal should consider home education evaluation materials (see RSA 193-A:6, III), course descriptions, syllabi, and/or any other relevant information offered by the parent/guardian of the student.

Requests for the related services including, but not limited to, physical therapy, occupational therapy, speech therapy, counseling, psychological, guidance, and/or special education services shall be referred to the Student Services Director. If a dispute arises between the parent/guardian and the District as to the pupil's right to these services, the Student Services Director shall inform the Superintendent, who shall consult the District's attorney for a legal opinion.

C. <u>Use of School Texts, Students Receiving EFA Funds Subject to the Process with Associated Costs and Fees, and Library Materials</u>.

Non-enrolled district students will be permitted to use the school library, borrow school texts and borrow library materials and school equipment under the same conditions and rules as pupils enrolled in the District.

D. <u>Participation in Activities and Co/extra-curricular Programs</u>.

Requests by non-enrolled district students for participation in District co-curricular/extra-curricular activities or programs ("activities") shall be made in writing by

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1. Meet the eligibility criteria for participation in the activity that apply to students enrolled in the school district, with the exception of school attendance;

2. Meet any tryout criteria or their equivalent for participation in the activity that apply to students enrolled in the school district (see Board policy JJA); and

3. Comply with all policies, rules and regulations or their equivalent of the governing organization of the activity (see Board policy JJA).

Non-enrolled district students participating in district co-curricular and extra-curricular activities are subject to the same fees charged enrolled students for the activity.

E. <u>Appeals</u>.

Any student/parent/guardian who believes that the district's policies/regulations or the State's laws/regulations pertaining to a non-enrolled district student's access to a course or program have not been appropriately or fairly interpreted may appeal as follows:

If the original decision being appealed was made by the Principal, then the "Principal" as used in steps 1-4 shall refer to the "Superintendent", and the Superintendent's decision shall be final. Step 5 shall not apply.

1. Submit a letter to the building Principal stating the nature of the concern and requesting a hearing.

2. Within five (5) school days the Principal will convene a meeting with him/herself, the student and/or parents, the coach/advisor, and a teacher(s).

3. The student/parent will be given an opportunity to explain why they believe the student should be eligible for participation. Additionally, the student/parent may present information, documents or other material in support of their position. The Principal shall prepare minutes of the meeting.

4. The Principal will consider all information available and will make a final decision within three (3) school days following the meeting. The Principal will notify and inform the student/parents of his/her decision in writing via email. When time is of the essence, the Principal should first convey the basic conclusion as soon as practicable via telephone or email.

5. The student/parent/guardian may within 3 days of the Principal's email of the decision submit a written request for further review by the Superintendent. The written request should describe why the Principal's decision should not be upheld. The Superintendent may decide without further information to uphold the Principal's decision, or may determine a further meeting is necessary. In either event, the Superintendent's decision will be final. If the parent/guardians do not request a review by the Superintendent, then the Principal's decision will be final as of the fourth day after the Principal's written decision was transmitted to the parents/guardians.

F. <u>Administrative Regulations or Procedures</u>.

The Superintendent or designee may adopt such administrative regulations or procedures as s/he deems appropriate in order to implement this policy.

History:
Newport School Board 1st Reading 12/4/25
Newport School Board 2nd Reading and Approval 12/18/25

NEWPORT SCHOOL BOARD

JJJ
Category: Required
See Also AB, IHBG, IK, JFAA, JG, JJA, JJIC

Access to Public School Programs by Nonpublic, Charter School and Home Educated Pupils

All pupils residing in the District, whether they are home educated, or are attending public chartered school or nonpublic schools (collectively, "non-enrolled district students"), shall have access to curricular courses and co/extra-curricular programs offered by the District in accordance with RSA 193:1-c.

A. Equal Access to District Courses and Programs.

Non-enrolled district students will have the same access as do enrolled students to the District's courses and programs. Non-enrolled district students shall not be subject to any policies, procedures or standards with respect to participation in the District's courses or programs that are more restrictive than those governing the District's enrolled students. Non-enrolled district students, however, must meet the same eligibility criteria as the District's students as described in paragraph B below.

The district allows non-enrolled district students to participate on an equal basis in courses and programs offered by the district provided they meet the eligibility requirements for participation (e.g., deadlines for registration, academic progress/performance, parental permission, third party (e.g., NHIAA) requirements, physical exams/health requirements, etc).

In the event that a course or program has reached capacity, selection between enrolled students and non-enrolled district students must be made using the same criteria, such as registration deadlines, registration dates, audition/tryout, seniority by grade, etc. If, after applying such criteria the course/program remains overenrolled, the determination should be made randomly.

If a student or their parent/guardian believes that they have not been given equal opportunity for participation in district programs, then they may appeal as outlined in Board policy JJA.

B. Participation in Curricular Courses.

In order to participate in the District's curricular courses, non-enrolled district students must meet the eligibility criteria that applies to students enrolled in the school district. The building Principal will provide this eligibility criteria to parents or guardians of non-enrolled district students upon request.
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History:
Newport School Board 1st Reading 12/4/25
Newport School Board 2nd Reading and Approval 12/18/25

Proposed

NEWPORT SCHOOL BOARD

JJJ
Category: Required
See Also AB, IHBG, IK, JFAA, JG, JJA, JJIC

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History:
Newport School Board 1st Reading 12/4/25
Newport School Board 2nd Reading and Approval 12/18/25

NEWPORT SCHOOL DISTRICT

TITLE: Towle Building

SCHOOL BOARD MEETING OF: 11/5/26

ACTION _____ CONSENT:_____ INFORMATION: ___X____

BACKGROUND:

AP Manifest page

Payroll Manifest

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

NEWPORT SCHOOL DISTRICT

TITLE: Energy Audit

POLICY COMMITTEE MEETING OF: 11/5//26

ACTION _____ CONSENT:_____ INFORMATION: ___X____

BACKGROUND:

FISCAL IMPACT:

FISCAL VERIFICATION: _____

RECOMMENDATION:

ENERGY EFFICIENT INVESTMENTS

NEWPORT SCHOOL DISTRICT (SAU 43)
BUILDING AUDIT & ENERGY REPORT



EEI
ENERGY EFFICIENT INVESTMENTS

EXECUTIVE SUMMARY

- Energy Efficient Investments (EEI) was procured by the Newport, NH School District (SAU 43) to perform an energy audit. The buildings that were toured, modeled and analyzed were Towle Elementary School, Richards School and Newport Middle/High School.
- Carrier HAP (Hourly Analysis Program) Version 6.4 software was used to model each building and simulate energy usage. Actual building construction materials and HVAC equipment found in the building are placed in the model. This software uses historical data from local weather stations to approximate outside air conditions. Scheduling is used mimic energy consumption. Definition of these many variables allows the program accurately estimate energy use and is used to size equipment to meet the maximum loading demands for both cooling and heating.
- Large scale options to reconfigure the HVAC systems in each of these buildings have been included in this report. The goal of these modifications is to maximize the comfort level in each building while minimizing energy use. This will be achieved by increasing/expanding the quantity of outside air being introduced to each building, using energy recovery devices to capture thermal energy from outgoing air streams and by installing new high efficiency heating & cooling equipment.



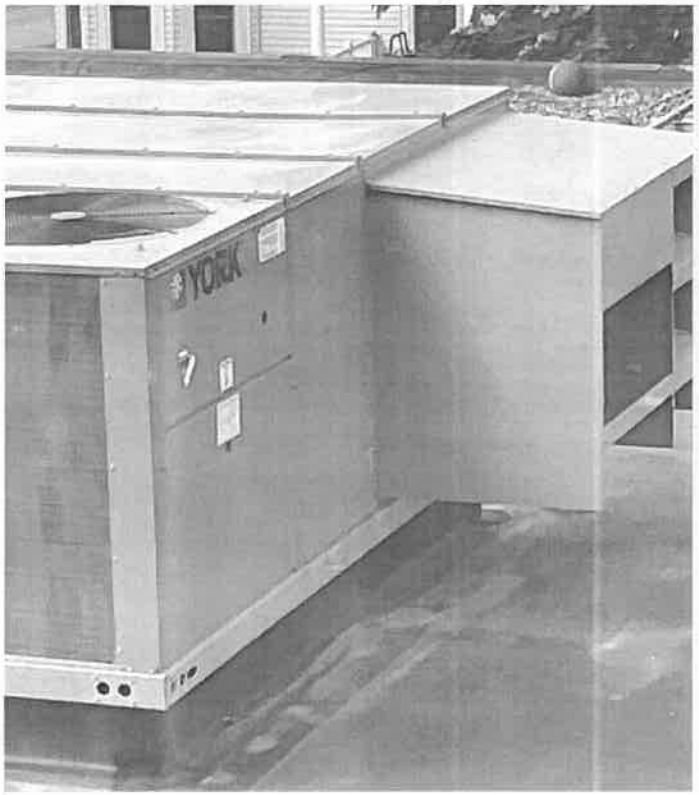
TOWLE ELEMENTARY SCHOOL

- Towle Elementary School is a 3 level building built in 1923. The building is approximately 30861 Sq Feet in area.
- The lower and second floors are primarily used for elementary education. The first floor houses administrative offices for school district employees. There is a large gymnasium that was constructed as an addition to the original building.
- The exterior masonry and installed windows are in good shape.
- Access to the roof was not possible during the building tour. Information pertaining to the Roof Top Units (RTU) and Variable Refrigerant Flow (VRF) systems could not be obtained by direct observation. Much of the required information used during this evaluation was available per review of construction drawings located in the Facilities Office.



TOWLE ELEMENTARY SCHOOL
EXISTING CONDITIONS

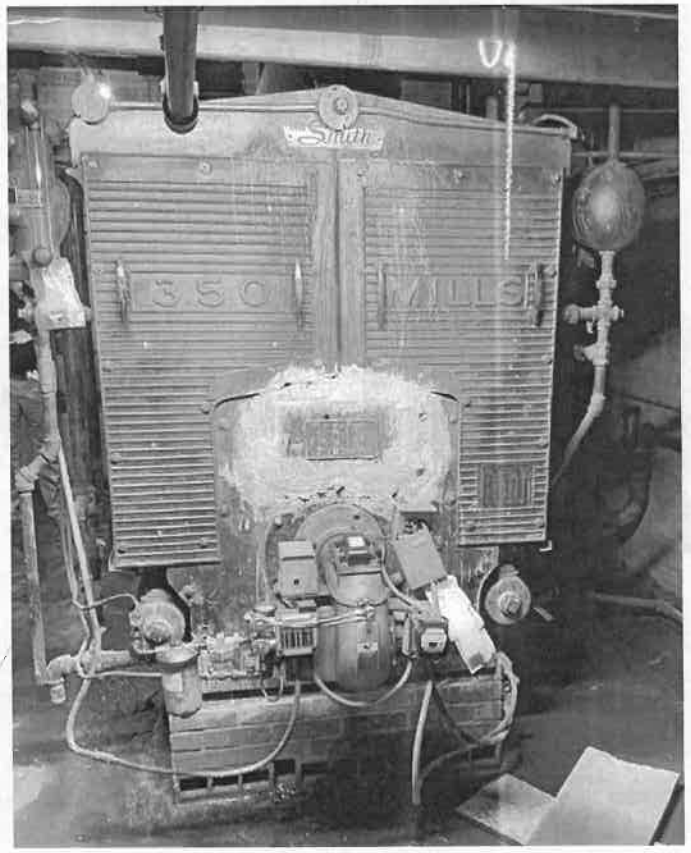
- A steam boiler to provides primary and supplemental heat to the majority of the building. This boiler uses fuel oil combustion to convert water to steam. Steam is distributed to radiators located around the building. The design boiler output is 8670 Sq Feet of steam which is equivalent to 2,080,000 BTU/Hr (2080 MBH). Component efficiently reduces this value significantly.
- Two 15 Ton YORK RTUs were installed in 2021 (approximate). These RTU Units supply heating, cooling and fresh air to the gymnasium. The air is heated in these units by a propane furnace. Cooling is achieved using a refrigeration system.
- There are 2 independent VRF systems (12 Ton each) that were installed in 2021 (approximate). These systems provide heating and cooling to most office spaces and conference rooms on the first floor. These systems also provide heating and cooling to 2 classrooms on the lower floor.
- There is a sperate VRF system (1.5 Ton) installed in 2021 (approximate) that provides heating and cooling to 2 offices on the first floor.
- There are 2 additional VRF systems that appear to serve 3 classrooms on the second floor. The components associated with these systems could not be inspected during the tour of the building. Drawings showing details associated with these system have not been located. The combined capacity of these systems was approximated (7.5 Tons).



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TOWLE ELEMENTARY SCHOOL
CONCERNS WITH EXISTING CONDITIONS

- The original building was designed with 2 steam boilers installed to provide heat to the building. In 2008, one of these boilers failed and it was subsequently removed from the boiler room. The remaining boiler is thought to be 100 years old and well past its' expected service life. There is no redundancy with respect to heat for a large percentage of the building.
    - The steam radiators found in most of the building are single pipe design. These components use the same pipe to transfer both the steam to the radiator and the condensed water back to the boiler. The direct interaction of steam and water negatively impacts efficiency and leads to uneven heating throughout the building.
- Four space heaters are present in the gymnasium. These heaters are believed to have been the primary source of heat to the gymnasium prior to installation of the RTUs. These units were piped exclusively to the removed steam boiler and are no longer functional.
- Apart from the Gymnasium, there is no mechanical ventilation found in Towle. Mechanical ventilation systems improve the quality of the indoor air in a building. These systems provide a reliable source of filtered outdoor air to the building. Stale air is removed and the concentration of carbon dioxide is reduced, desirable humidity levels can achieved and maintained. Energy Recovery Ventilators (ERV) use minimal energy to transfer thermal energy from the exhaust air to condition the incoming outdoor air leading to significant energy savings.

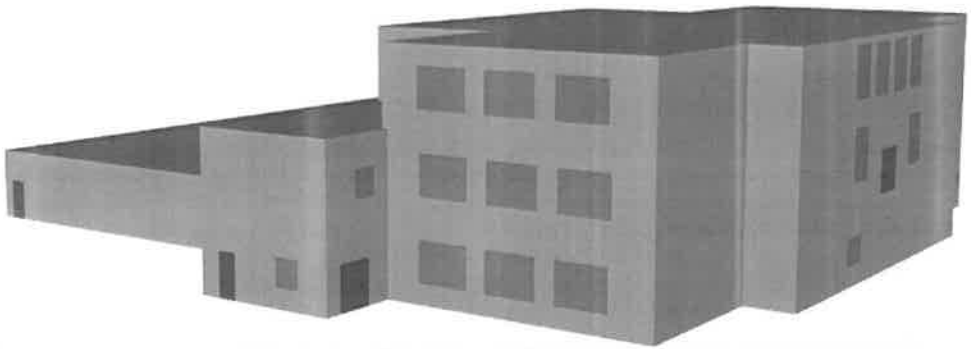


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TOWLE ELEMENTARY SCHOOL
ENERGY MODEL

Annual Energy Consumption & Cost Estimates				
	Utility Bills	Baseline 65% Boiler	Condensing 87% Boiler	Condensing Boiler with Controls
Electricity (kWh)	136140	133579	132236	125223
Electricity ($)	29567	29387	29091	27549
Fuel Oil (Gal)	5100	5293	0	0
Fuel Oil ($)	14025	14557	0	0
Propane (Gal)	6000	6534	11499	9559
Propane ($)	9900	10791	18990	15786
Total Energy Cost ($)	53492	54736	48082	43335

1. Steam boiler assumed to be 65% efficient
2. Condensing boiler yearly efficiency estimated as 87%
3. Electricity rate used 0.22 $/KWh
4. Fuel oil rate used 2.75 $/Gal
5. Propane rate used 1.65 $/Gal



- Baseline models were developed and manipulated using scheduling and component efficiency to match actual energy consumption. Utility usage information provided to EEI by the Newport School District. Additional models were created to estimate the potential reduction of energy expenditure if improvements to the buildings were made.

TOWLE ELEMENTARY SCHOOL
ENERGY MODEL (CONT.)

- Practical scheduling for an elementary school was used during all simulations. This scheduling places the maximum occupancy levels during weekdays between 8:00am to 3:00pm. Occupancy levels were reduced outside of this time frame, as were weekends, holidays and school breaks.
- The baseline model assigned an efficiency of 65% to the steam boiler which is reasonable for equipment of this style and age.
- The condensing boiler model replaced the steam boiler with a hydronic condensing boiler which uses propane as a fuel source and water to distribute heat. This eliminates the need to purchase and store fuel oil at Towle but increases the propane use.
    - Condensing boilers use "cold" return water to cool the associated exhaust. This causes water vapor in the exhaust to condense. This change from water in its gaseous state to liquid releases energy. This energy can be transferred to the return water, increasing its temperature which increases the efficiency of the boiler. Condensing boilers can achieve efficiency levels around 98%. This increased efficiency can only occur if the return water temperature is cold enough to support condensation of the water in the exhaust stream. During the winter months the supply temperature from the boiler is often increase to meet demand and the return water will as a result not support condensing. At this point the boiler efficiency is reduced to that similar to a non-condensing boiler (80%). An average annual efficiency of 87% is reasonable and was used for this model.
- The condensing boiler with controls model maximizes the efficiency of plant equipment using variable frequency drives to power fans and pumps. This system regulates the frequency sent to each motor so that they are operated at the speed required to meet the demand but not more. This limits energy consumption.

Table 1. Annual Costs

Component	Baseline Towle Elem School ($)	Cond Boiler ($)	Cond Boiler with Controls ($)
Air System Fans	5,878	4,220	2,999
Cooling	2,894	2,940	3,248
Heating	26,361	20,129	16,898
Pumps	0	1,191	587
Heat Rejection Fans	0	0	0
HVAC Sub-Total	**35,133**	**28,479**	**23,732**
Lights	8,357	8,357	8,357
Electric Equipment	11,245	11,245	11,245
Misc. Electric	0	0	0
Misc. Fuel Use	0	0	0
Non-HVAC Sub-Total	**19,602**	**19,602**	**19,602**
Grand Total	**54,736**	**48,082**	**43,335**

TOWLE ELEMENTARY SCHOOL
RECOMMENDATIONS

- If the Towle Elementary School building is in the long-term plans for the city of Newport, NH significant upgrades to the HVAC systems should take place.
    - Replacement of the inefficient steam boiler with high efficiency propane burning condensing boilers should be considered.
    - This change will require the removal of the single pipe steam radiators and installation of fin tube radiators.
    - This will also require the creation of a distribution system complete with new pumps, strainers, air separators, expansion tanks and various monitoring equipment.
    - To maximize efficiency, installation of an advanced controls system should be considered.
- To improve the quality of the environment inside the Towle School, outside air introduction should be considered. A Direct Outdoor Air System (DOAS) with an ERV can be coupled with FCUs to bring fresh air into the building. The boilers can be tied to heating coils to bring heat to the building when required.
- At a minimum, steam boiler should be replaced with a reliable model that will improve efficiency of the plant and provide reasonable protection against failure and loss of heat to the building in the near future.



RICHARDS ELEMENTARY SCHOOL

- The original building that is now Richards Elementary School is a 4 level building built in 1896. The 4th floor contains an old basketball court and a few small rooms. This floor is not heated or cooled and is currently being used for storage. A 3 story addition was built in the 1980s and a second 2 story section was added in 2008. The building is approximately 71190 Sq Feet in area.
- This building is used primarily for elementary education. There is a large gymnasium that was constructed as part of the 2008 addition.
- The exterior masonry and installed windows are in good shape.
- Information used during this evaluation pertaining to the RTU, AHU, Boilers and Fan Coils was obtained by direct observation and per review of construction drawings located in the Facilities Office.



RICHARDS ELEMENTARY SCHOOL
EXISTING CONDITIONS

- The roof above the 2008 addition houses a large RTU, a fresh air intake for an AHU located in a fan room and two outdoor units associated with Direct Expansion (DX) fan coils.
- The RTU can supply 11,140 CFM to the portion of the building constructed in 2008. This RTU delivers a minimum of 45% fresh air to the spaces served. It utilizes an Energy Recovery Wheel to transfer heat and moisture between the supply and exhaust air streams. This component also uses an economizer to bring unconditioned fresh air directly to the spaces when outdoor air conditions are desirable. The RTU does not contain heating or cooling coils. Heat is provided to the spaces using locally controlled heating coils.
- The AHU supplies a maximum of 6800 CFM with 5800 maximum outdoor air to the gym and adjacent theatre area. A heating coil is installed within this component. A cooling coil is also installed but is not in service.
- Both outdoor units on the 2008 addition roof are used for cooling only.
    - 1 unit is connected to a DX cooling coil located in a Unit Ventilator (UV). A hydronic heating coil is also installed in this UV. This UV has an outdoor air connection. This component provides heating, cooling and ventilation to an art room located on the 2nd floor of the original building.
    - The other outdoor unit is connected to a DX cooling coil in a Fan Coil Unit (FCU). This FCU contains a hydronic heating coil and has an outdoor air connection. This component provides heating, cooling and ventilation to spaces in the front section, 2nd floor of the original building.



RICHARDS ELEMENTARY SCHOOL
EXISTING CONDITIONS (CONT.)

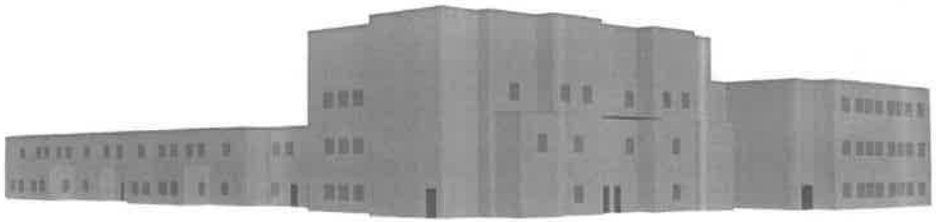
- 3 additional UVs provide heating and ventilation to the cafeteria, library and a music room.
- An outdoor unit located at the ground level and attached to the exterior gym wall interacts with a wall mounted unit to provide cooling to a server room.
- Energy Recovery Ventilators (ERV) provide ventilation to 10 rooms located in the 1980s addition section of the building.
- 2 Noncondensing Boilers 1497 MBH each were installed as part of the 2008 addition project. These boilers provide heat to the entire building through Fin Tube Radiation (FTR), heating fan coils installed in air distribution equipment and thermostatically controlled local heating coils.
- The installed HVAC equipment provides sufficient ventilation to most spaces associated with the 1980's and 2008 additions. Ventilation is also present in most of the 1st and 2nd floors of the original building. The 3rd floor has no ventilation aside from a small amount of exhaust that is present.



RICHARDS ELEMENTARY SCHOOL
ENERGY MODEL

Annual Energy Consumption & Cost Estimates				
	Utility Bills	Baseline 80% Boiler	Condensing 87% Boiler – Propane	Condensing Boiler with Controls
Electricity (kWh)	237800	248987	248987	245975
Electricity ($)	52316	54777	54777	54114
Fuel Oil (Gal)	21800	23253	0	0
Fuel Oil ($)	59950	63949	0	0
Propane (Gal)	0	0	26945	24099
Propane ($)	0	0	44760	39799
Total Energy Cost ($)	112266	118726	99537	93913

1. Condensing propane boiler yearly efficiency estimated as 87%
2. Electricity rate used $0.22/KWh
3. Fuel oil rate used $2.75/Gal
4. Propane rate used $1.65/Gal



- Baseline models were developed and manipulated using scheduling and component efficiency to match actual energy consumption. Utility usage information provided to EEI by the Newport School District. Additional models were created to estimate the potential reduction of energy expenditure if improvements to the buildings were made.

RICHARDS ELEMENTARY SCHOOL
ENERGY MODEL (CONT.)

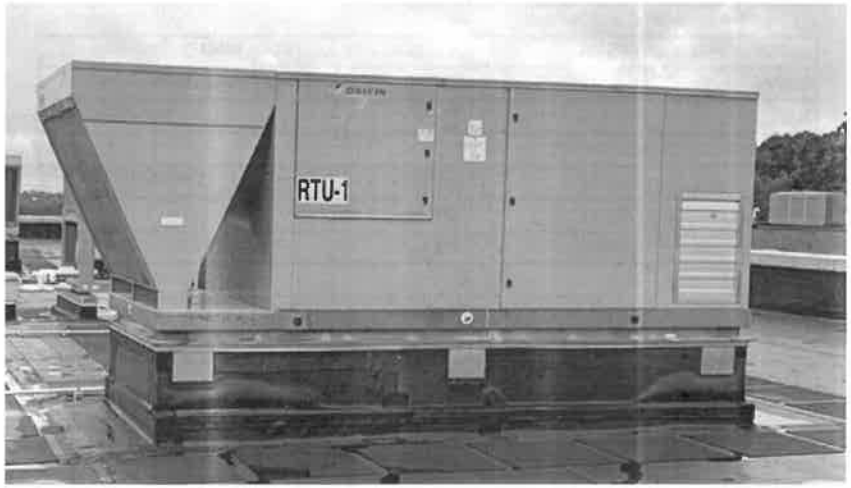
- Practical scheduling for an elementary school was used during all simulations. This scheduling places the maximum occupancy levels during weekdays between 8:00am to 3:00pm. Occupancy levels were reduced outside of this time frame, as were weekends, holidays and school breaks.
- The baseline model assigned an efficiency of 80% to the fuel oil hydronic boilers which is reasonable for equipment of this style and age.
- The propane boiler model simply replaced the noncondensing fuel oil boiler with condensing boiler which uses propane as a fuel source. An average annual efficiency of 87% is reasonable and was used for this model. This eliminates the need to purchase and store fuel oil at Richards School but requires the installation of a propane storage tank.
    - Propane has several advantages over fuel oil. Propane burns much cleaner than fuel oil. This reduces time spent maintaining equipment. A propane burner will not experience the same efficiency loss caused by soot and nozzle blockage.
    - Historically, fuel oil prices have been more volatile when compared to propane due to being directly tied to global crude oil markets and supply chains.
- The condensing boiler with controls model maximizes the efficiency of plant equipment using variable frequency drives to power fans and pumps. This system regulates the frequency sent to each motor so that they are operated at the speed required to meet the demand but not more. This limits energy consumption.

Table 1. Annual Costs

Component	Baseline Richards ($)	Propane Boiler ($)	Propane Boiler with Controls ($)
Air System Fans	12,482	12,482	11,771
Cooling	26	26	21
Heating	63,949	44,760	39,799
Pumps	7,291	7,291	7,344
Heat Rejection Fans	0	0	0
HVAC Sub-Total	**83,749**	**64,560**	**58,936**
Lights	11,565	11,565	11,565
Electric Equipment	23,414	23,414	23,414
Misc. Electric	0	0	0
Misc. Fuel Use	0	0	0
Non-HVAC Sub-Total	**34,979**	**34,979**	**34,979**
Grand Total	**118,728**	**99,539**	**93,915**

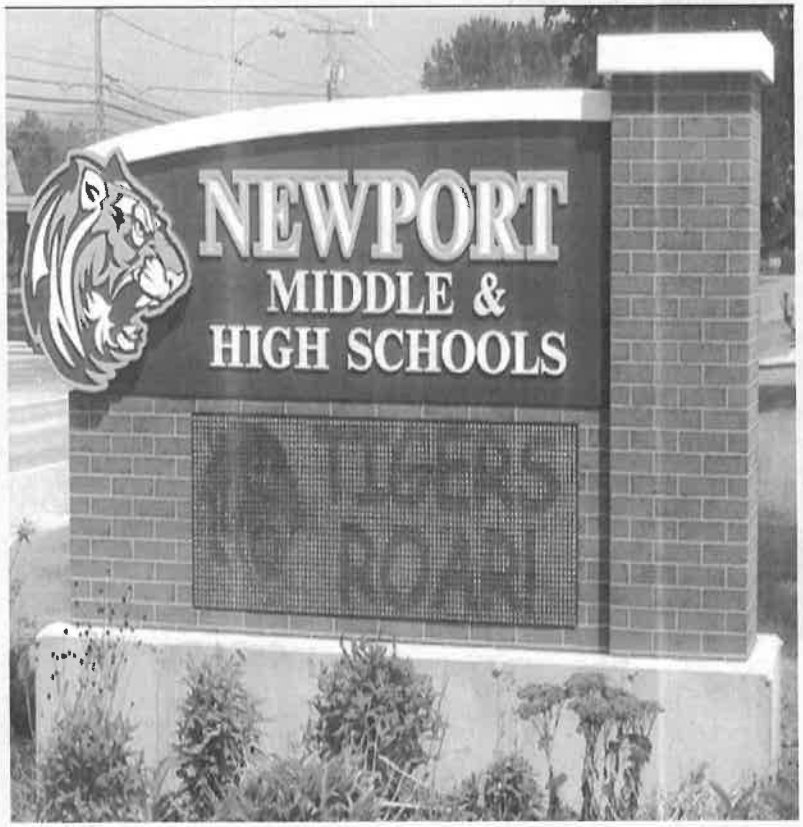
RICHARDS ELEMENTARY SCHOOL
UPGRADE RECOMMENDATIONS

- The installed RTU and AHU are in fair condition and are functioning properly. Replacement is not recommended.
- The boilers were installed in 2008. These boilers have not reached the end of their expected service life. Replacement with condensing boilers will increase efficiency and lower utility costs. The fuel used to operate these boilers, if replaced, would be propane which currently has advantages over fuel oil. Replacement should be considered.
- The outdoor units and mating DX cooling coils for FCU-1 and UV-4 were manufactured in 2008 and are at the end of life. Recommend replacement of this equipment.
- The outdoor unit that provides cooling to the server room appears to have been manufactured in 2016 and has not reached the end of its service life. Replacement is not recommended.
- A packaged RTU can be installed on the roof of the 2008 addition. This RTU can provide heating, cooling and ventilation to the spaces on the 3rd floor of the original building.
- A packaged RTU can be installed on the roof of the 1980s addition. This RTU can provide heating, cooling and ventilation to the spaces in the 1980s addition.



NEWPORT MIDDLE HIGH SCHOOL

- The Newport Middle High School (NMHS) was originally constructed in 1912 with a major expansion completed in 1968. This building is two stories. A large addition was recently added to this building. This addition houses the Sugar River Valley Regional Technical Center. The Technical Center was not modeled as part of this evaluation. NMHS was reconfigured with some shop spaces being moved to the technical center and those spaces being repurposed. NMHS is approximately 85873 Sq Feet in area.
- NMHS is used for middle and high school education. There is a large gymnasium that contains a basketball court contained in this building.
- The exterior masonry is in good condition. Most windows in this building appear to have been recently replaced. Large sections of opaque window like material is present throughout most of the building.
- Information used during this evaluation pertaining to the RTUs, ERVs, and Boilers was obtained by direct observation and per review of construction drawings located in the Facilities Office.



NEWPORT MISSILE HIGH SCHOOL
EXISTING CONDITIONS

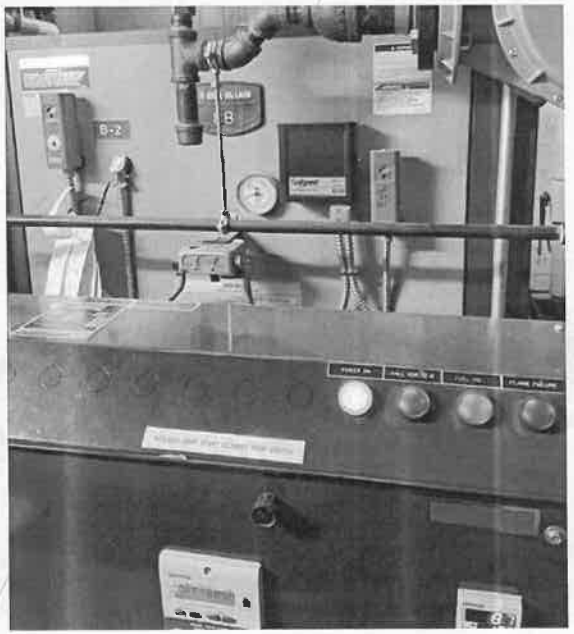
- The roof above section B of NMHS houses 3 RTUs. These packaged RTUs are cooling only with economizers installed. Ducted hydronic heating coils provide heat to the spaces serviced by these RTUs.
    - RTU 1 supplies up to 1995 CFM to a music room with a minimum of 15% outdoor air.
    - RTU 2 supplies up to 3720 CFM to a separate music room with a minimum of 15% outdoor air.
    - RTU 3 supplies up to 1980 CFM to a pair of art rooms with a minimum of 20% outdoor air.
- It appears that prior to the Covid pandemic, the RTUs were the only source of mechanical ventilation to NMHS. In an effort to increase the quantity of fresh air being introduced to NMHS, Mitsubishi Lossnay ERV units were added to most classrooms and office spaces.
    - These ERVs introduce fresh air into the building and exhaust stale air. They also transfer thermal energy from the leaving air stream to the incoming air using a specially designed core filter.
    - These components were installed with electrical duct heaters.
    - The ERVs should provide sufficient ventilation to most spaces if used. It has been reported that due to noise concerns and the electric duct heaters not heating the air sufficiently in the winter months these ERVs are frequently secured.





NEWPORT MIDDLE HIGH SCHOOL
EXISTING CONDITIONS (CONT.)

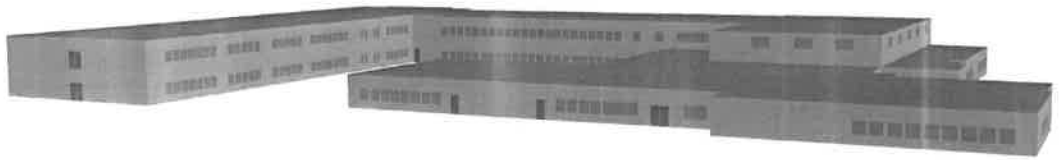
- An outdoor unit located at the ground level and attached to the exterior wall interacts in Section B of NMHS is attached to a wall mounted unit to provide cooling to a server room.
- 2 Noncondensing Boilers 3422 MBH each were installed in 2011. These boilers provide heat to the entire building through Fin Tube Radiation (FTR) and thermostatically controlled local heating coils.
- The NMHS plans provided to EEI show 2 ERV units located on the roof near the 3 RTUs. These ERV units have been removed from NMHS at some point and only the capped roof curbs where they were installed remain.



NEWPORT MIDDLE HIGH SCHOOL
ENERGY MODEL

Annual Energy Consumption & Cost Estimates				
	Utility Bills	Baseline 80% Boiler	Condensing 87% Boiler - Propane	Condensing Boiler with Controls
Electricity (kWh)	743000	756810	756810	755870
Electricity ($)	163460	166499	166499	166291
Propane (Gal)	59068	62486	50555	30789
Propane ($)	97462	103189	83485	50844
Total Energy Cost ($)	260922	269687	249988	217136

1. Condensing propane boiler yearly efficiency estimated as 87%
2. Electricity rate used $0.22/KWh. Several months missing from utility bill data.
3. Propane rate used $1.65/Gal



- Baseline models were developed and manipulated using scheduling and component efficiency to match actual energy consumption. Utility usage information provided to EEI by the Newport School District. Additional models were created to estimate the potential reduction of energy expenditure if improvements to the buildings were made.

NEWPORT MIDDLE HIGH SCHOOL
ENERGY MODEL (CONT.)

- Practical scheduling for a middle/high school was used during all simulations. This scheduling places the maximum occupancy levels during weekdays between 8:00am to 3:00pm. Occupancy levels were reduced outside of this time frame, as were weekends, holidays and school breaks.
- The baseline model assigned an efficiency of 80% to the propane burning hydronic boilers which is reasonable for equipment of this style and age.
- The condensing boiler model replaced the existing noncondensing boiler with condensing boiler. An average annual efficiency of 87% is reasonable and was used for this model.
- The controls condensing boiler model maximizes the efficiency of plant equipment using variable frequency drives to power fans and pumps. This system regulates the frequency sent to each motor so that they are operated at the speed required to meet the demand but not more. This limits energy consumption.

Table 1. Annual Costs

Component	Baseline NMHS ($)	Cond Boiler NMHS ($)	Controls NMHS ($)
Air System Fans	35,424	35,424	35,448
Cooling	16,212	16,212	16,286
Heating	103,189	83,485	50,844
Pumps	8,463	8,463	8,153
Heat Rejection Fans	0	0	0
HVAC Sub-Total	**163,289**	**143,585**	**110,732**
Lights	21,068	21,068	21,068
Electric Equipment	85,335	85,335	85,335
Misc. Electric	0	0	0
Misc. Fuel Use	0	0	0
Non-HVAC Sub-Total	**106,404**	**106,404**	**106,404**
Grand Total	**269,692**	**249,988**	**217,136**

- The ventilation provided by the Mitsubishi Lossnay ERVs and the 3 RTUs should be sufficient for the building.
    - The ERVs are not performing as desired and not being used to the extent intended.
    - In an effort to improve the appearance and reduce the distracting noise when running these ERVs, NMHS is attempting to hide the units above floating ceilings. This effort is costly and time consuming.
    - Alternate solutions would allow the removal of the ERVs and if recommended.
- The 3 RTU units were manufactured in 2008 and are nearing the end of their service life. Depending on future use of the spaces serviced by these RTUs, resizing may be required. Replacement of these units is recommended.
- The manufacturing date of the outdoor unit that provides cooling to the server room is unknown. It continues to function properly. Replacement is not recommended.
- The boilers were installed in 2011. These boilers have not reached the end of their expected service life. Replacement with condensing boilers will increase efficiency and lower utility costs. Replacement should be considered but is not an urgent need.



NEWPORT MIDDLE HIGH SCHOOL
UPGRADE RECOMMENDATIONS (CONT.)

- There is sufficient space available on the NMHS roof to install several packaged RTUs. These RTU can provide heating, cooling and ventilation to the spaces currently served by ERVs as well as other spaces not currently being supplied with fresh air.
- Removal of the ERVs and replacement of the aging RTUs would be accomplished if packaged RTUs were installed.
- NMHS was modeled with new packaged RTUs servicing all spaces currently without mechanical ventilation including the gym (exhaust only) and cafeteria. Upgraded condensing boilers and advanced controls were included in this model.
    - The utility expenditure for electricity and propane is similar to that of the baseline model and the actual cost per review of recent utility bills.

Annual Energy Consumption & Cost Estimates			
	Utility Bills	Baseline 80% Boiler	Condensing 87% Boiler – Propane and Packaged RTUs with Controls
Electricity (kWh)	743000	756810	983564
Electricity ($)	163460	166499	216384
Propane (Gal)	59068	62486	31340
Propane ($)	97462	103189	51756
Total Energy Cost ($)	260922	269687	268140

NEWPORT MIDDLE HIGH SCHOOL
UPGRADE RECOMMENDATIONS (CONT.)

- Installation of a Biomass boiler plant is an option at NMHS.
- These plants burn organic material (wood products) and are considered a renewable energy source.
- Biomass boiler systems have a high initial cost. Grants can bring this cost down significantly.
- Cost to install and operate through the service lifetime of a biomass boiler plant can be less than that of a comparable boiler plant using propane as an energy source.

