

LEA ARP ESSER Plan: "A Plan for the LEA's Use of ARP ESSER Funds"

Please submit in both Excel and PDF form to ESSER@doe.nh.gov by 1/13/2023.

The American Rescue Plan Elementary and Secondary School Emergency Relief ("ARP ESSER") Fund, authorized under the American Rescue Plan ("ARP") Act of 2021, provides New Hampshire over \$350 million to support schools in safely reopening and sustaining safe operations of schools while meeting the academic, social, emotional, and mental health needs of students resulting from the coronavirus disease 2019 ("COVID-19") pandemic.

This mandatory template is intended to collect all federally required information from an LEA in a convenient format and to assist LEAs in meeting the federal requirement that, requirement that, an LEA shall publish an LEA ARP ESSER Plan, which is often called a "school district use of funds plan." See the Department of Education's most current guidance posted here: <https://omb.report/icer/202201-1810-002/doc/117519100>.

For further context, please reference ARPA (<https://www.congress.gov/bill/117th-congress/house-bill/1319/text>) or the Interim Final Requirements of ARP ESSER in which the U.S. Department of Education established these requirements (<https://www.govinfo.gov/content/pkg/FR-2021-04-22/pdf/2021-08359.pdf>).

I. General Information

- 1) School District / Charter School Name: Bartlett → Cell C18 Must be Input for Formulas to Populate Correctly
- 2) District ID Number: 35 → Autopopulates upon Selection
- 3) SAU Number: 9 → Autopopulates upon Selection
- 4) Date of Publication: Revised January 2023
- 5) Approver Name -
(Superintendent / Head of School): Kevin Richard
- 6) Email & Telephone: krichard@sau9.org; 603-447-8368

II. Transparency and Accessibility

- 1) This plan for the LEA's Use of ARP ESSER funds was published and made publicly available online at the following specific web address:

Yes - Description Required

Description:

https://www.sau9.org/covid-19_information/e_s_s_e_r_use_of_funds_plans

- 2) The plan is in an understandable and uniform format (please choose one):

Yes - Description Required

Description:

The plan, as a pdf document, is posted on the home page of the SAU9 website.

- 3) The plan, to the extent practicable, is written in a language that parents can understand or, if not practicable to provide written translations to a parent with limited English proficiency, orally translated (please choose one):

Yes - Description Required

Description:

The plan is written in English, with language specifically chosen to ensure easy readability. Our demographics indicate that we have very few families who cannot access text in English. For those who are not able to access text in English, we have a Family Support Liaisons who works with families to ensure they have the support and resources they need. The document can be

- 4) The plan, upon request by a parent who is an individual with a disability, is provided in an alternative format accessible to that parent (please choose one):

Yes - Description Required

Description:

Josiah Bartlett Elementary School has a Family Support Liaison. That individual works with families to ensure they have access to the information needed in an appropriate format.

III. Stakeholder Engagement

Best Practices in Implementing ARP ESSER LEA Use of Funds Plan

- 1) How the LEA provided the public the opportunity to provide input in the development of the LEA's plan for the use of ARP ESSER funds:

Yes - Description Required

Description:

All School Board meetings provide individuals with opportunities for public comment. There is also a survey posted to the SAU9 website through which individuals can provide input as to the use of ARP ESSER funds.

- 2) How the LEA took public input into account regarding the development of the LEA's plan for the use of ARP ESSER funds (please choose one):

Yes - Description Required

Description:

The draft budget for the ARP ESSER funds was shared at a Bartlett School Board public meeting, with opportunity for public input. The Bartlett School district is gathering data from diverse stakeholders to develop a new Strategic plan. That data will be used to inform revisions to the Use of Funds Plan.

- 3) How the LEA engaged in meaningful consultation with specific stakeholders, including, but not limited to:
a. Students (please choose one):

Yes - Description Required

1) Description:

Anecdotal feedback from students regarding their experiences during periods of quarantine and isolation resulting from COVID-19 diagnosis and exposure was used to structure budget development. Students also provide feedback during advisory periods. The school counselor and family support liaisons have worked with students to gather information about student needs and how we can best address them. Data from sources including standardized testing,

i) Number of total responses: unknown

ii) Uses consulted on: Student academic and SEL needs

iii) Description of feedback received: Disruptions in learning resulting from the pandemic have negatively impacted student engagement in school, academic achievement, and social emotional development. Students identified needs for changes in educational programming and access to reliable

Please indicate how consultation was:

2) Inclusive: All students have access to the school counselor, teachers, administration, and family support liaison

3) Widely advertised and available: Part of daily operations

4) Ongoing: Conversations are ongoing and revisions to budget plans are made accordingly

- b. Families (please choose one):

Somewhat - Description Required

1) Description:

Families have been invited to provide input during school board meetings, strategic plan focus groups and surveys, and through a survey specific to the use of ESSER funds posted on the SAU9 website. The LEA engaged with stakeholders to develop the plan for using ARP ESSER funds. During the summer of 2020, there were over 40 listening sessions across SAU9 to allow the public opportunity to share their thoughts and ideas regarding student needs and the

i) Number of total responses:

ii) Uses consulted on: Families provided feedback about programming needs, technology implementation, staff connectivity, and changes to

iii) Description of feedback received: Families expressed need for programming outside of the school day, reliable technology, and improved communication.

Please indicate how consultation was:

2) Inclusive: Opportunities to provide input are available to all families.

3) Widely advertised and available: Opportunities to provide input were shared through school message broadcasts and were posted on the SAU9 website.

4) Ongoing: The survey on the website is open and accepting responses. There is the opportunity for public comment at all school board meetings. Additionally, contact information for school administrators and SAU staff is publically available.

c. School and district administrators, including special education administrators (please choose one):

Yes - Description Required

1) Description:

The principal at JBES was directly involved in building the budget for the ARP ESSER funds, using data from stakeholders including students, families, and faculty members.

i) Number of total responses: 1

ii) Uses consulted on: All aspects of plan development

iii) Description of feedback received: The school principal shared need for social emotional support, mental health support, tutoring, access to programming outside of the school day and year, teachers to reduce the student/staff ratio for advisory periods.

Please indicate how consultation was:

2) Inclusive: The JBES principal was included in all aspects of plan development

3) Widely advertised and available: The JBES principal has the schedule for weekly meetings, and participation is possible remotely when necessary.

4) Ongoing: Meetings take place weekly

d. Teachers, principals, school leaders, other educators, school staff, and their unions (please choose one):

Yes - Description Required

1) Description:

All school staff were invited to provide input into the strategic planning process. During the spring of 2020 and through the fall of 2021 there were stakeholder meetings to design strategies for addressing the challenges COVID created. Staff are able to provide feedback specific to needs during faculty meetings. Additionally, the survey on the SAU9 website provides opportunities for staff to provide input into the way funds are budgeted.

i) Number of total responses:

ii) Uses consulted on: Student and staff needs

iii) Description of feedback received: I identified needs include social emotional support, mental health support, tutoring, access to programming outside of the school day and year, and provide additional learning opportunities.

Please indicate how consultation was:

2) Inclusive: All teachers are expected to attend faculty meetings. They all have access to the online survey.

3) Widely advertised and available: Schedules are distributed and the survey has been shared with staff

4) Ongoing: Meetings take place each month; The survey is open and collecting responses

e. Tribes, if applicable (please choose one):

- Please Select -

1) Description:

i) Number of total responses:

ii) Uses consulted on:

iii) Description of feedback received:

Please indicate how consultation was:

2) Inclusive:

3) Widely advertised and available:

4) Ongoing:

f. Civil rights organizations, including disability rights organizations (please check one):

Yes - Description Required

1) Description:

The Special Services Parent Engagement Council Leadership Team has been discussing the needs of students and families resulting from COVID-19. Additionally, the Out of School Time Career Pathways Grant leadership team focuses on ensuring students furthest from opportunity are effectively engaged and supported in their learning.

i) Number of total responses: 15

ii) Uses consulted on: Student needs

iii) Description of feedback received: Students furthest from opportunity are often unaware of opportunities that exist. They also experience different barriers, including transportation.

Please indicate how consultation was:

2) Inclusive: Peer to peer invitations, website development, social media

3) Widely advertised and available: Peer to peer invitations, website development, social media

4) Ongoing: Meetings occur monthly

- g. Stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children and youth in foster care, migratory students, children who are incarcerated, and other underserved students (please choose one):

Yes - Description Required

1) Description:

Educators, administrators, and parents of students with disabilities, English learners, children experiencing homelessness, youth in foster care, and those who are often underserved have been engaged to identify needs and ways to address them. We have contracted with NH Parent Information Center for ongoing support and consultation. We also engage with our Out of District Coordinator/Court Liaison, Family Support Liaisons, our Learning Through Connections

i) Number of total responses: We have engaged more than 25 individuals to elicit information specific to this population of students.

ii) Uses consulted on: Needs specific to students within this population

iii) Description of feedback received: Many of these students require access to support beyond the school day to address gaps in learning resulting from the pandemic. They also are in need of support to develop social emotional learning skills.

Please indicate how consultation was:

2) Inclusive: Meetings are open to the public. All educators and administrators have been provided opportunities to share ideas/feedback.

3) Widely advertised and available: A survey is posted to the website to ensure access. Public comment at school board meetings has allowed many parents and community members the space to share their thoughts about our use of ARP ESSER funds.

4) Ongoing: There is an open survey posted to the website. Public comment is a standing School Board agenda item. Agendas are posted publicly.

- h. Community-based organizations, including partnerships to promote access to before and after-school programming (please choose one):

Yes - Description Required

1) Description:

Before and after-school programming through ESSER funds was coordinated with Bartlett Recreation. Funds were used to support enrichment and remedial work. The Out of School Time Career Pathways grant team provided feedback.

i) Number of total responses:

ii) Uses consulted on: Student needs beyond the school day/year

iii) Description of feedback received: Students require access to enriching programming beyond the school day and year. As a result, funds were allocated to allow students to access different "camp" experiences during vacation periods including School to Career Camps and STEM experiences

Please indicate how consultation was:

2) Inclusive: All School Board meetings are open to the public with opportunity to provide feedback and comments; The Bartlett School Board Chair also serves as the Chair of the Career Tech Advisory Board which provides enrichment for students during the summer months - those are public meetings

3) Widely advertised and available: Survey posted on website providing opportunity for feedback.

4) Ongoing: Survey posted on website providing opportunity for feedback.

- i. Early childhood education providers and families, including partnerships to ensure access to and continuity of care for families with children of different ages, particularly as they transition to school (please check one):

Yes - Description Required

1) Description:

The Director of Special Services for SAU9 collaborates closely and regularly with early childhood programs within the community. Bartlett provides publically funded early childhood education at Josiah Bartlett Elementary School.

i) Number of total responses: unknown

ii) Uses consulted on: the needs of early childhood students

iii) Description of feedback received: Many of these students had disjointed ECE experiences. As a result there are gaps in social emotional and academic skill among our youngest learners.

Please indicate how consultation was:

2) Inclusive: Any person is able to provide feedback using the survey posted to our website.

3) Widely advertised and available: Survey is posted on the website. Special Services coordinator and Early Childhood Special Educator visited each site.

4) Ongoing: Special Services coordinator and service providers visit each site regularly, providing opportunity to offer feedback. All feedback is considered.

Table 1: Summary of Key Findings									
Area	Findings	Implications	Recommendations	Priority	Timeline	Responsible Party	Status	Next Steps	Review Date
Financial	Revenue growth of 15% over the last quarter.	Positive impact on overall profitability.	Continue current financial strategy.	High	Q3 2023	Finance Dept.	On Track	Monitor market trends.	Q4 2023
Operational	Efficiency improvements in production processes.	Reduced costs and faster turnaround times.	Implement new technologies.	Medium	Q1 2024	Operations Dept.	Delayed	Identify key areas for improvement.	Q2 2024
Human Resources	High employee satisfaction scores.	Increased productivity and retention.	Maintain current HR policies.	Low	Ongoing	HR Dept.	On Track	Regular communication.	Q1 2024
Marketing	Successful launch of new product line.	Increased market share and customer base.	Expand marketing efforts.	High	Q2 2024	Marketing Dept.	On Track	Monitor sales performance.	Q3 2024
Customer Service	Improved customer feedback scores.	Higher loyalty and repeat business.	Enhance training for staff.	Medium	Q4 2023	Customer Service Dept.	On Track	Implement new training modules.	Q1 2024
Legal & Compliance	All regulatory requirements met.	Reduced risk of fines and legal action.	Stay updated on industry regulations.	Low	Ongoing	Legal Dept.	On Track	Regular audits.	Q2 2024
IT & Technology	System downtime reduced by 20%.	Improved system reliability and security.	Invest in IT infrastructure.	Medium	Q3 2023	IT Dept.	On Track	Monitor system performance.	Q4 2023
Research & Development	Discovery of new patentable technology.	Competitive advantage in the market.	Accelerate R&D efforts.	High	Q1 2024	R&D Dept.	On Track	File patent applications.	Q2 2024
Supply Chain	Stable supply of raw materials.	Consistent production levels.	Diversify suppliers.	Medium	Q3 2023	Supply Chain Dept.	On Track	Monitor market prices.	Q4 2023
Environmental	Reduced carbon footprint by 10%.	Improved brand reputation and sustainability.	Implement green initiatives.	Medium	Q2 2024	Environmental Dept.	On Track	Monitor environmental impact.	Q3 2024

X. Authorization

**Please print and sign this page. Return a signed version with your completed packet to :*

ESSER@doe.nh.gov

K. R.

1/10/2023

Approver Signature - Superintendent / Head of School

Date

KEVIN RICHARD SUPERINTENDENT SAU9

Printed Name - Superintendent / Head of School

Appendix A: ARPA Statutory Excerpt

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(e) USES OF FUNDS.—A local educational agency that receives funds under this section—

(1) shall reserve not less than 20 percent of such funds to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs, and ensure that such interventions respond to students' academic, social, and emotional needs and address the disproportionate impact of the coronavirus on the student subgroups described in section 1111(b)(2)(B)(xi) of the Elementary and Secondary Education Act of 1965 (20U.S.C. 6311(b)(2)(B)(xi)), students experiencing homelessness, and children and youth in foster care; and

(2) shall use the remaining funds for any of the following:

(A) Any activity authorized by the Elementary and Secondary Education Act of 1965.

(B) Any activity authorized by the Individuals with Disabilities Education Act.

(C) Any activity authorized by the Adult Education and Family Literacy Act.

(D) Any activity authorized by the Carl D. Perkins Career and Technical Education Act of 2006.

(E) Coordination of preparedness and response efforts of local educational agencies with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to coronavirus.

(F) Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population.

(G) Developing and implementing procedures and systems to improve the preparedness and response efforts of local educational agencies.

(H) Training and professional development for staff of the local educational agency on sanitation and minimizing the spread of infectious diseases.

(I) Purchasing supplies to sanitize and clean the facilities of a local educational agency, including buildings operated by such agency.

(J) Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the Individuals with Disabilities Education Act and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.

(K) Purchasing educational technology (including hardware, software, and connectivity) for students who are served by the local educational agency that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and children with disabilities, which may include assistive technology or adaptive equipment.

(L) Providing mental health services and supports, including through the implementation of evidence-based full-service community schools.

(M) Planning and implementing activities related to summer learning and supplemental afterschool programs, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, children with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care.

(N) Addressing learning loss among students, including low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care, of the local educational agency, including by—

(i) administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiating instruction;

(ii) implementing evidence-based activities to meet the comprehensive needs of students;

(iii) providing information and assistance to parents and families on how they can effectively support students, including in a distance learning environment; and

(iv) tracking student attendance and improving student engagement in distance education.

(O) School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.

(P) Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and non-mechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacement.

(Q) Developing strategies and implementing public health protocols including, to the greatest extent practicable, policies in line with guidance from the Centers for Disease Control and Prevention for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff.

(R) Other activities that are necessary to maintain the operation of and continuity of services in local educational agencies and continuing to employ existing staff of the local educational agency.

Appendix B. Interim Final Requirements of ARP ESSER Excerpt

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(2) LEA ARP ESSER Plan.

(a) Each LEA that receives ARP ESSER funds must submit to the SEA, in such manner and within a reasonable timeline as determined by the SEA, a plan that contains any information reasonably required by the SEA. The plan, and any revisions to the plan submitted consistent with procedures established by the SEA, must describe—

(i) The extent to which and how the funds will be used to implement prevention and mitigation strategies that are, to the greatest extent practicable, consistent with the most recent CDC guidance on reopening schools, in order to continuously and safely open and operate schools for in-person learning;

(ii) How the LEA will use the funds it reserves under section 2001(e)(1) of the ARP Act to address the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs;

(iii) How the LEA will spend its remaining ARP ESSER funds consistent with section 2001(e) of the ARP Act; and

(iv) How the LEA will ensure that the interventions it implements, including but not limited to the interventions under section 2001(e)(1) of the ARP Act to address the academic impact of lost instructional time, will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students disproportionately impacted by the COVID-19 pandemic, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care, and migratory students.

(b) In developing its ARP ESSER plan, an LEA must—

(i) Engage in meaningful consultation—

(A) With stakeholders, including: Students; families; school and district administrators (including special education administrators); and teachers, principals, school leaders, other educators, school staff, and their unions; and

(B) To the extent present in or served by the LEA: Tribes; civil rights organizations (including disability rights organizations); and stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migratory students, children who are incarcerated, and other underserved students; and

(ii) Provide the public the opportunity to provide input and take such input into account.

(c) An LEA's ARP ESSER plan must be—

(i) In an understandable and uniform format;

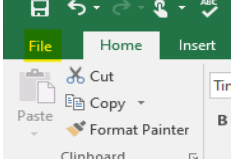
(ii) To the extent practicable, written in a language that parents can understand or, if it is not practicable to provide written translations to a parent with limited English proficiency, be orally translated for such parent;

(iii) Upon request by a parent who is an individual with a disability as defined by the ADA, provided in an alternative format accessible to that parent; and

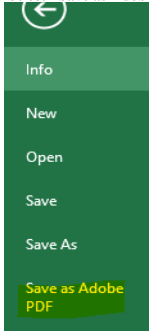
(iv) Be made publicly available on the LEA's website.

Please follow these steps once all tabs of your Districts Excel workbook are completed.

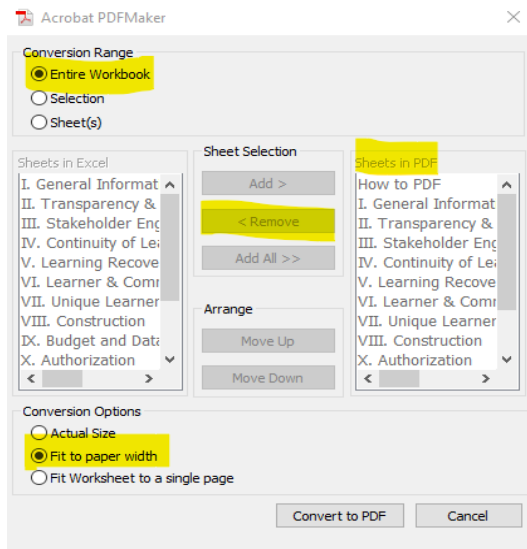
1) Go to File:



2) Select "Save as Adobe PDF":



3) Select "Entire Workbook" and "Fit to paper width." Locate the "IV. Budget and Data Reporting" tab from the list beneath "Sheets in PDF." Select "Remove." The reason is because this spreadsheet is so large, that the information will not easily transpose. The V. Authorization tab will need to be printed manually from Excel. The print range within the Excel workbook has been established for all tabs outlined.



3) Items due to the NHDOE by 01/13/2023:

- A. NH ARP ESSER LEA Fund Use - Excel Workbook
 - i. Print the "V. Authorization" tab from Excel file
 - ii. Manually print and sign the "V. Authorization" tab from Excel file
- B. NH ARP ESSER LEA Fund Use - PDF Version
- C. Return each item listed above in one email message to ESSER@doe.nh.gov (3 separate attachments)