

Frank Edelblut
Commissioner



Christine M. Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
25 Hall Street
Concord, NH 03301
TEL. (603) 271-3495
FAX (603) 271-1953

August 24, 2023

Daniel Black
Superintendent, SAU 12
6A Kitty Hawk Landing, Suite 101
Londonderry, NH 03053

Dear Superintendent Black:

This letter is to summarize and report on the May 16, 2023 FY23 ESSER programmatic monitoring of Londonderry School District. I want to thank your team for the cooperation and hard work leading up to the monitoring.

Enclosed is a comprehensive summary of the FY23 programmatic ESSER monitoring at Londonderry School District. As there are no findings or corrective actions needed, the report also serves as **Final Determination of Compliance for FY23 ESSER Programmatic Monitoring.**

Report Summary				
Requirement	Status	Page Number	Corrective Action Plan Due	Evidence Submission Due
1. Allowability	Met Requirements	2	N/A	N/A
2. Learning Loss	Met Requirements	2-3	N/A	N/A
3. Equitable Services	Met Requirements	3	N/A	N/A
4. Continued Payment	Met Requirements	3	N/A	N/A
5. Maintenance of Equity	Met Requirements	4	N/A	N/A
6. Construction	N/A	4	N/A	N/A
Activity Review	Met Requirements	5	N/A	N/A

We consider this process a partnership. Please do not hesitate to seek technical assistance from me or from anyone within the Division of Learner Support. The goal is to make sure that students and staff are receiving the benefits of the COVID-19 Education Programs in accordance with requirements and regulations in an effective response to the challenges of the COVID-19 pandemic.

Sincerely,

Ellen C. Podgorski

Ellen C. Podgorski
Program Specialist, COVID-19 Education Programs

Cc: Whitney Vaillancourt, NHED Administrator of COVID-19 Education Programs
Jeanette Evans, Federal Funds Bookkeeper, SAU 12

FY23 ESSER Programmatic Monitoring Report on Required Evidence of Compliance

**SAU 12 Londonderry School District (“LEA”)
Monitoring Review Date: 5/16/23**

**Reviewer: Ellen Podgorski (“EP”)
Final LEA Report Date: August 24, 2023**

1. Requirement of Allowable Activities 2.C.F.R.200.403-475

Summary and Analysis:

Monitoring review staff assessed the LEA’s efforts to demonstrate that the LEA’s ESSER-funded activities are allowable, reasonable, and necessary and undertaken to prevent, prepare for, and respond to COVID-19.

LEA presented and EP reviewed:

- 10/5/21 school board meeting agenda, which notes presentation to the Board on use of ESSER funds.
- Memo from Business Administrator to Superintendent regarding ESSER III, which includes intended use of funds: math interventionists, additional teaching time, PPE, cleaning supplies, touchless faucets and flush valves, and ventilation system assessment.
- 9/27/21 budget for COVID relief spending, which includes planned/actual expenditures.
- Excerpts from 10/5/21, 1/18/22, 2/14/23, 5/10/22 school board minutes, which include public comment regarding ESSER III and discussion regarding using cameras for learning loss, math academy, busses, additional nurse, teacher, custodial cleaning costs.
- 1/19/22 school board agenda, which references open public hearing on ARP federal grant.
- Information regarding the LEA’s development of math interventions in response to learning loss; the LEA stated that the decisions to provide more time for math instruction and in smaller groups using math interventionists during the school year and the creation of Summer Math Academy are anchored by research from What Works Clearinghouse.

Findings: None

Evidence of Correction Needed: N/A

Corrective Action Plan Due Date: N/A

2. Requirement to Address Learning Loss: Public Law 117-2 Sec. 2001

Summary and Analysis:

Monitoring review staff assessed the LEA’s compliance with the use of at least 20% of ARP ESSER funds to address learning loss.

LEA presented and EP reviewed:

- 4/19/22 memo from Business Administrator to Superintendent regarding ESSER funding, which references using ESSER III funds for addressing learning gaps associated with disruption in education, health and safety guidelines, facility related costs, additional staffing to address health and safety guidelines; includes attached budget with planned and budgeted expenditures.
- 2/14/23 school board meeting agenda, which includes information on COVID relief expenditures including curriculum, summer school, computers, staffing, tutoring, math supplies, transportation, PPE, floor graphics, HVAC controller, HVAC cafeteria, automatic faucets and flushers, video conferencing, touchscreens, and keyboards for music instruction.
- Grades 1-5 roster for Summer Math Academy 2022.
- Invoice for Summer Math Academy bus transportation and accompanying narrative stating that the LEA provided transportation so that all students that needed to attend were able to attend.



- Contracts for nine 2022-2023 math interventionists and accompanying narrative stating that the LEA provided access to extra math tutoring during the school year to all students in grades 1-8 that needed extra help.
- iReady winter 2021 math, iReady spring 2021 math, iReady spring 2021 reading, iReady spring 2022 math, and iReady spring 2022 reading data for the LEA’s schools.
- LEA stated that iReady scores beginning in winter 2021 through spring 2022 show improvement since LEA started the programs.

Findings: None

Evidence of Correction Needed: N/A

Corrective Action Plan Due Date: N/A

3. Requirement to Provide Equitable Services *Applies to ESSER I funds only. *Public Law 116-136 Sec. 18005*

Summary and Analysis:

Monitoring review staff assessed the LEA’s compliance with providing equitable services in accordance with federal requirements.

LEA presented and EP reviewed:

- Documentation to show that the LEA sent communications to Southern NH Montessori Academy and Victory Baptist School on June 30, 2020 regarding the availability of CARES-ESSER funding. The forms were not signed by the non-public school.
- A narrative explanation stating the following: “We currently have 2 private schools in our district. For at least the last 13 years they have never requested to participate in any of our federal grants. We send certified letters for all of our grants with a letter and the Equitable Services form for them to complete, but they do not return it or contact us for further information.”

Findings: None

Evidence of Correction Needed: N/A

Corrective Action Plan Due Date: N/A

4. Requirement for Continued Payment to Employees: *Public Law 116-136 Sec. 18006; Public Law 116-260 Sec. 315*

Summary and Analysis:

Monitoring review staff assessed the LEA’s compliance with federal requirements for continued payments to employees and contractors.

LEA presented and EP reviewed:

- Attestation from Superintendent stating that “The Londonderry School District attests that we will continue to pay our employees during any disruptions or closures related to COVID-19 should they occur.”

Findings: None

Evidence of Correction Needed: N/A

Corrective Action Plan Due Date: N/A

5. Requirement for Maintenance of Equity: Public Law 117-2 Sec. 2004**Summary and Analysis:**

Monitoring review staff assessed the LEA's compliance with Maintenance of Equity requirements.

EP reviewed the LEA's FY22 Maintenance of Equity data, which shows that the LEA maintained equity in its high-poverty schools. NHED monitors each LEA's compliance with the Maintenance of Equity requirement through a parallel process, which tracks spending across schools in each district. NHED will review the district's final FY23 financial data when it is available in fall 2023 to determine whether or not the district has maintained compliance with the FY23 Maintenance of Equity requirement.

Findings: None

Evidence of Correction Needed: N/A

Corrective Action Plan Due Date: N/A

6. Construction Requirements: 2 C.F.R.200, 34 C.F.R. 75.600-617, Davis-Bacon Act**Summary and Analysis:**

Monitoring review staff assessed the LEA's compliance with ESSER construction requirements.

- The LEA has not undertaken any ESSER-funded construction projects.

Findings: N/A

Evidence of Correction Needed: N/A

Corrective Action Plan Due Date: N/A

Activities Selected for Further Programmatic Review

Summary and Analysis:

Monitoring review staff selected ESSER-funded activities for which the LEA requested reimbursement for further review.

ARP ESSER Activity 126564 Reimbursement Requested August 2022: The LEA submitted a reimbursement request for the amount of \$24,797.10 for a classroom management and social emotional expert. LEA presented and EP reviewed 5/23/22 contract between LEA and Polly Bath for dates of service 8/17/22-4/4/2023 for Behavior Training and Consulting for the total amount of \$43,200; checks paid 8/4/22, 9/1/22 and associated invoices for Polly Bath for amounts totaling \$8,100; 8/1/22-8/31/22 Flexible Period Earnings Report for 94 staff members for pay totaling \$16,697.10; and time and effort report for 94 staff members showing time spent on 8/17/22 training. The amounts paid match the reimbursement request amount.

ARP ESSER Activity 129593 Reimbursement Requested August 2022: The LEA submitted a reimbursement request for the amount of \$1,847.46 for an additional nurse to address health and safety guidelines. LEA presented and EP reviewed a contract for the nurse for 8/2022-6/2023 and the LEA flexible earnings report for 8/1/22-8/31/22 showing payment in the amount of \$1,847.46 for the nurse. The amount paid matches the reimbursement request amount.

ARP ESSER Activity 129604 Reimbursement Requested February 2023: The LEA submitted a reimbursement request for the amount of \$6,000 for an additional administrator to streamline, update, and organize curriculum. LEA presented and EP reviewed the 2022-2023 contract for the Curriculum Coordinator and the LEA flexible period earnings report for 2/1/23-2/28/23, which includes a payment in the amount of \$6,000 to the Curriculum Coordinator. The amount paid matches the reimbursement request amount.

ARP ESSER Activity 129608 Reimbursement Requested February 2023: The LEA submitted a reimbursement request for the amount of \$14,358.40 for math interventionists to address learning loss. LEA presented and EP reviewed contracts for eight math interventionists for 2022-2023 and the LEA flexible period earnings report for 2/1/23-2/28/23, which includes payments totaling \$14,358.40 for the math interventionists. The amounts paid match the reimbursement request amount.

Findings: None

Evidence of Correction Needed: N/A

Corrective Action Plan Due Date: N/A