



### Quick Facts

#### Names & Roles:

Dr. Ann Forrest,  
Superintendent

Helfried Zrzavy, Technology  
Integration Specialist

#### School District:

Contoocook Valley School  
District,  
Peterborough, NH,

**Challenge:** Making hundreds  
of evolving school board  
policies easily searchable and  
accessible in multiple  
languages.

**Goal:** Increased transparency.  
When information is buried in  
PDFs, no one can find what  
they need and ESL community  
members are left behind.

**Solution:** DocMersion

**Results:** Streamlined  
workflows, real-time  
translation, and an improved  
user experience for staff,  
parents, and community  
members.

#### Contact:

SchoolBlocks  
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the SchoolBlocks team went to work on setup and implementation, delivering white-glove service so ConVal was up and running with DocMersion quickly and confidently.

From setup to launch to customization, SchoolBlocks partnered with ConVal every step of the way—tailoring DocMersion to their needs, answering questions, and ensuring a smooth rollout with support that continues today.

## Turning Complaints into Confidence with Searchable Policies

With DocMersion, policies became easy to search, translate, and share—eliminating frustration and restoring transparency and accessibility for ConVal School District.



*Dr. Ann Forrest,  
Superintendent*

A rural New Hampshire district, **Contoocook Valley School District** (ConVal) serves a broad community that has always valued education and transparency. With a 13-member school board working in conjunction with the New Hampshire School Board Association, the district manages nearly 450 policies that must be constantly updated in response to legislative changes.

**"Communication has always been key,"** says Helfried Zrzavy, ConVal's Technology Integration Specialist. "There are about 400 to 450 school board policies that need to be tracked and updated in response to legislative changes, most recently that apply to the statewide ban on smartphones in schools during school hours, and the use of generative AI."

### The Weight of 450 Policies

For years, ConVal's policies lived as static PDFs buried deep within the district website. This made them difficult to search, hard to keep updated, and nearly impossible for families who weren't fluent in English. Some, like the 27-page discipline policy, could be overwhelming even for native speakers.

Without translation tools, staff often had to prepare entire policy packets by hand—a process that was time-consuming, inconsistent, and unsustainable.

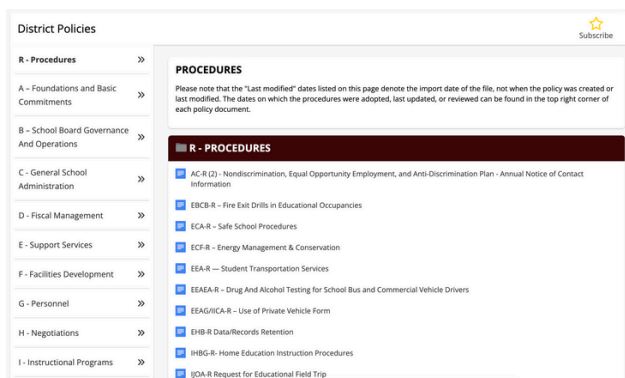
### From Paper Packets to Instant Access - Onboarding DocMersion

When ConVal came to SchoolBlocks with this issue, they found a solution that transformed the way policies were published and shared—DocMersion. Instead of being locked in PDFs, DocMersion enables policies to live directly on the district website where they are **searchable, up to date, and instantly translatable** into multiple languages.

To bring ConVal onboard with DocMersion, SchoolBlocks met with their team to review their document portfolio and learn more about their district, schools and specific needs. After gathering the large portfolio of documents

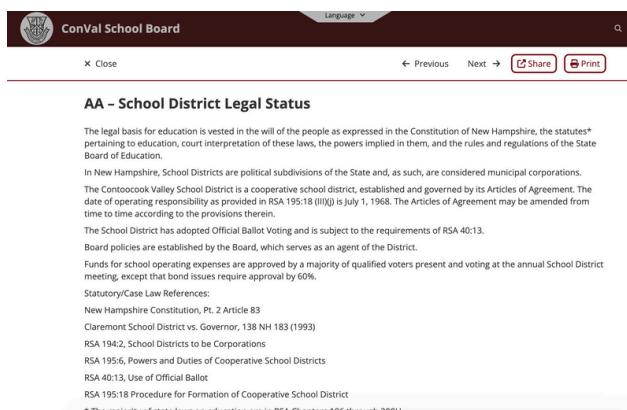
**“For us DocMersion has been a gamechanger. What was a cumbersome process before is now much easier to do, and faster, more efficient.”**

**— Helfried Zrzavy, Technology Integration Specialist, ConVal School District**



*Prior to adopting DocMersion, ConVal's policies were housed in static PDFs that were difficult to search and lacked translation options.*

**“For us, DocMersion has been a gamechanger,”** says Zrzavy. **“We have improved our workflow efficiency, and especially the experience our website visitors have. What was a cumbersome process before is now much easier to do, and faster, more efficient.”**

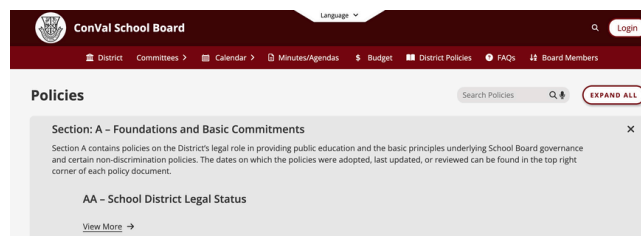


*Search and share functions create increased accessibility and transparency.*

## Saving Time, Building Trust

With DocMersion in place, the district no longer has to spend hours reprinting or preparing policy packets by hand. Visitors to the website can now search policies quickly and even discover related ones, making it easier to understand how the district's policies connect and overlap. Every update is reflected online immediately, ensuring families always have access to the most accurate version. Perhaps most importantly, parents can now read these policies in their **native languages**, creating a more inclusive experience and strengthening trust between the district and its community.

**“Having that translation feature available is a godsend to us,”** says Zrzavy. **“Having the ability for parents to read the policies in their native language is big.”**



*With DocMersion, the policies now live directly on the website and are easily translatable with SchoolBlocks language tool.*

## Seeing the Bigger Picture

Another benefit of DocMersion, Zrzavy explains, is the ability to uncover related policies during a search. In the past, users had to know exactly what to type in to find what they needed. Now, not only can they quickly locate a specific policy, but they can also see other policies connected to the same issue.

**“This is really important because now we can see the interconnectedness,”** he says.

As new legislation and technology continue to reshape education, ConVal now feels equipped to keep pace. Instead of scrambling to distribute new policies, the district can now respond quickly and confidently. Whether it's the introduction of AI guidelines, statewide device restrictions, or future policies yet to emerge, ConVal can ensure that families, staff, and the broader community are informed in real time.

Things change quickly in education. Backed by DocMersion, ConVal isn't just keeping up with change—they're ready for whatever comes next. ■