

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, April 19, 2016**

**School Board Meeting**

**SAU Office**

**7:00 pm**

**BOARD**

Rich Cahoon, Richard Dunning,  
Bernd Foecking, Janine Lesser,  
David Martz, Stephan Morrissey,  
Linda Quintanilha, Kristen Reilly,  
Pierce Rigrod, Crista Salamy,  
Myron Steere

**ADMINISTRATION**

Kimberly Saunders, Asst. Supt.  
Marian Alese, B.A.  
Tim Markley, H.R.  
Dr. Rick Matte, Student Services  
Dr. Ann Allwarden, AES/Pierce

River Marmorstein, Student Rep.

**1. Call to Order and Pledge of Allegiance**

**Myron Steere called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.**

**2. Acceptance of School Board Meeting Minutes (Board Vote Required)**

**a. April 5, 2016**

**Stephan Morrissey moved to accept the minutes of April 5, 2016. Dick Dunning second. Linda Quintanilha abstained. Motion carried.**

**3. Points of Pride**

Kimberly Saunders shared Points of Pride as reported to her from administrators throughout the schools.

**4. Public Comment**

None.

**5. Consent Agenda**

**a. Personnel**

Tim Markley reported that the candidate being nominated for School Psychologist has withdrawn their interest. Tim Markley referenced the June 2016 resignation of Aidan Holding as .5 German Teacher.

**Dick Dunning moved to accept the resignation as read. Stephan Morrissey second. Crista Salamy abstained. Unanimous.**

**6. Superintendent's Report and Presentation of Business**

**a. Monthly Events Calendar**

Budget & Property Committee will meet on Tuesday, May 10<sup>th</sup> at 7:00 p.m. at the SAU.

Kimberly Saunders referenced and shared copies of her entry plan. The plan is a 180 day plan as interim.

**7. Reports**

**a. Student Representative – River Marmorstein**

River Marmorstein reported that last week was "Spirit of Kindness" week. A speaker was present to share his story of having two sons die from overdoses. In addition, Dan Habib videotaped recently at the high school.

**b. Teacher Representative – Patrick Cogan**

None.

*MISSION STATEMENT*

*The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens.*

**c. Strategic Plan Committee – Pierce Rigrod**

1) The statement of the problem (**Board Vote Required**)

*“An excellent education, as outlined in the Strategic Plan, includes providing guaranteed, viable curriculum that is equitable in terms of learning opportunities and available services. Our current organizational structure poses significant challenges to the district’s ability to provide every child with an excellent and equitable education every day.”*

Pierce Rigrod referenced the statement as an umbrella statement in terms of the challenges before us. The intent is to all be on the same page.

At the last meeting, a project management tool was shared to track the progress of the plan.

**Dick Dunning moved to accept this as the statement of the problem. Janine Lesser second.**

Stephan Morrissey suggested dropping the last two words “every day” from the statement.

**Stephan Morrissey moved to eliminate the last two words “every day”. Bernd Foecking second.**

Linda Quintanilha said that she likes the language because we do provide summer services and support for all kids all of the time. She likes the attitude and suggested keeping the language.

**In favor: 6**

**Opposed: 3**

**Dave Martz abstained.**

**Motion carried to eliminate the two words and approve statement as amended.**

**d. Budget & Property Committee – Richard Dunning**

1) Facility Fee Use Schedule (**Board Vote Required**)

Dick Dunning reported that a vote will not be taken tonight on the facility fee schedule. A draft fee schedule is included in tonight’s back up. A final draft will be forthcoming. He suggested a 5% of gross fee for all for profit organizations.

Town agreements on use of facilities need further investigation before finalizing.

Rich Cahoon asked 2% of what on the other fees. Marian said that it needs to be clear. It is 2% of the daily rate of the cost to run the building.

2) Security Project (**Board Vote Required**)

Dick Dunning reported that a bid of \$225K from one bid and a second for \$57K has been received. Very impressed with the second bid. Dick requested a positive vote to go with the second bid and use remaining funds to add more to the original proposal or to look at the two middle schools and high school to implement measures. Dick spoke about the access that would be provided and future recommendations.

Myron Steere said that we encumbered \$225K and would use \$57K leaving funds to do the middle schools and/or high school.

**Stephan Morrissey moved to accept the proposal from Once Source for \$57K. David Martz second.**

Rich Cahoon asked what steps were taken to obtain a third bid as policy dictates. Marian said that the bid was sent out to 4 or 5 known companies.

Tim Grossi will be asked to ask the sales rep to further supply quotes for the middle schools and high school.

Pierce Rigrod asked that the district look at a standard of implementation rather than rely on the company for a recommendation of what is needed.

Dick Dunning said that this immediately provides security in our elementary schools. The people in the buildings that were toured to look at the security are those who impressed the committee. Ease of add-ons is meaningful.

Marian Alese said that there have been multiple visits to school districts over the years, conversations with insurance companies etc. The policy is with the policy committee and is awaiting procedures.

Crista Salamy asked the rationale to begin with the elementary schools. Marian said that the high school is more complicated and likely more expensive. The idea was to start with the elementary schools.

Rich Cahoon asked for consideration of what is detailed in the bids. He wanted to know what the detail is that makes up the difference in the two bids.

**In favor: Dick Dunning, Bernd Foecking, Janine Lesser, David Martz, Kristen Reilly, Stephan Morrissey, Linda Quintanilha, Pierce Rigrod.**

**Rich Cahoon and Crista Salamy abstained.**

**Motion carried.**

3) Peterborough Withdrawal Study Facilitator Request (**Board Vote Required**)

Dick Dunning spoke about bringing on a facilitator should the vote to withdraw in Peterborough pass. It would be at little or no cost. The vote requested is to move forward with a facilitator to discuss the withdrawal study. If the vote does not pass, one would be needed to help with the Strategic Plan.

**Stephan Morrissey moved to allow authorization for Marian Alese to investigate a facilitator. Second.**

Marian said that she can investigate as far as the board would like her to go. Inquire or inquire and commit, etc. The role of a facilitator for a withdrawal study would be to keep the work on track. Not to make decisions but to keep the work moving. The study must be complete within 180 days from the vote.

**Stephen Morrissey withdrew his motion. Pierce Rigrod withdrew his second.**

**Motion to authorize Marian Alese to secure services in the event of a withdrawal study and investigate a facilitator for the Strategic Plan. David Martz second. Unanimous.**

Dick Dunning reported on a presentation on a pilot program "Pick Up Patrol" which allows electronic communication of changes for after school plans for students. If a child with be going somewhere other than where they normally would, Pick Up Patrol is a program to assist in communicating those changes. It replaces handwritten notes. The goal is to use the system throughout the district. It cost nothing until 2018.

Dick also shared that looking at funds that have been unspent to offset items that were reduced was also discussed at the Budget & Property Committee meeting.

Marian Alese reported being denied a request for Capital Reserve Funds from the Trustees. She will report back in May after hearing from Counsel.

## **8. Old Business**

### **a. Expenditure Report – Marian Alese**

Marian Alese reported that Line 11 reflects a transfer to the unreserved line previously approved by the board, unanticipated electrical and HVAC, and \$500K encumbered for transfers to trust accounts. A Public Hearing on use of the Daniels Fund will be required.

Rich Cahoon asked about if paras would be covered with a salary delta. Marian confirmed.

### **b. NESDEC Affiliation (Board Vote Required)**

Myron Steere shared a bill from NESDEC to provide forecasts for the district.

Stephan Morrissey was not in favor of contracting with NESDEC.

Rich Cahoon said that we have a policy to make a projection every fifth year. We did receive information last year.

Kimberly Saunders said that it is an affiliation fee in which you get the demographic information from as well. When we reach out to do national searches for hiring, NESDEC is one of the places that we stop.

Tim Markley reported that the last time we asked NESDEC to conduct a Superintendent search they declined.

**Stephan Morrissey moved not to contract with NESDEC this year. Rich Cahoon second.**

Rich Cahoon asked if we paid \$15K last year for consultant services what the amount was of last year's check to NESDEC.

Kimberly Saunders asked if other companies that provide these services might be investigated.

**Dave Martz moved this discussion to continue at Budget & Property Committee.**

**Rich Cahoon suggested non-public.**

**Stephan Morrissey withdrew his motion as did David Martz.**

Further discussion was tabled to non-public session tonight.

### **c. ATC Agreement (Board Vote Required)**

Rich Cahoon said that a committee negotiated the agreement with Jaffrey-Rindge. That committee voted to agree to the language.

Pierce Rigrod asked about a "Craft Committee" and its purpose. What is the purpose?

Rich Cahoon reported that the Craft Committees do not currently exist.

Kimberly said that they are program advisory. People in the field and community members would advise teachers in the program to assure being up to date. There is a process to set up committees by region. They are DOE guidelines.

The agreement states that it must be signed by December 2016.

David Martz asked about the funding formula. What if we don't agree? Rich Cahoon said that it is set by the state. David reminded that this is a 20 year agreement.

**Linda Quintanilha moved to sign the ATC Agreement tonight. Second.**

Rich Cahoon reminded that this is a regional agreement; we administer a regional center. Jaffrey-Rindge is not a customer, they are our partner.

Pierce Rigrod recommended gaining clarity on how this agreement and the committee will function in the future.

Rosie and John are very aware of the committee structure; it will happen.

**Stephan Morrissey called the vote:**

**In favor: Rich Cahoon, Dick Dunning, Bernd Foecking, Janine Lesser, Stephan Morrissey, Linda Quintanilha, Kristen Reilly, Pierce Rigrod, and Crista Salamy**

**Opposed: David Martz**

**Motion carried.**

**d. 2<sup>nd</sup> Read/Adoption (Board Vote Required)**

- JJA: Student Activities & Organizations

**Rich Cahoon moved to adopt this policy as read. David Martz second. Unanimous.**

- JJIB: Interscholastic Athletics

**Rich Cahoon moved to adopt this policy as amended. Dick Dunning second. Unanimous.**

- JLA: Student Insurance Program

**Rich Cahoon moved to adopt this policy as amended. Stephan Morrissey second. Unanimous.**

- KMB: Relations with Booster Organizations

**Rich Cahoon moved to adopt this policy as read. Dick Dunning second. Unanimous.**

- IJOA: K-12 Field Trips

**Stephan Morrissey moved to adopt this policy as read. Dick Dunning second. Unanimous.**

**9. New Business**

**a. 1<sup>st</sup> Read Policies**

- GBAA: Sexual Harassment – Employees/Staff

Rich Cahoon referenced this policy as a first read.

- JLIE: Student Automobile Use

Rich Cahoon noted that this policy is being pulled and not for a first read tonight.

**10. Public Comment**

None.

**11. Approval of Manifests (Board Vote Required)**

Marian Alese certified that manifests listed totaling \$534,822.94 have been reviewed by her and found to be proper charges against the Contoocook Valley School District for goods and or services received and have been properly processed prior to their submittal to the School Board.

**Stephan Morrissey moved to approve the manifests as read. Dick Dunning second. Unanimous.**

**12. Non-Public Session: RSA 91-A:3,II (If Required)**

**a. Personnel**

**Stephan Morrissey motioned to enter into non-public session in accordance with RSA 91-A:3,II for negotiations at 8:25 p.m. Unanimous on a roll call vote.**

**Dick Dunning motioned to exit non-public session at 8:41 p.m. Second. Unanimous.**

**Dick Dunning motioned to give directions to the SAU to find companies that provide demographics over time and to find a company to conduct national searches. Pierce Rigrod second. Unanimous.**

**Stephan Morrissey motioned to adjourn at 8:41 p.m. Second. Unanimous.**

Respectfully submitted,

Brenda Marschok