

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

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, May 17, 2016**

**School Board Meeting**

**Great Brook School**

**7:00 pm**

**BOARD**

Rich Cahoon, Richard Dunning,  
Bernd Foecking, Tom Kelly,  
Janine Lesser, David Martz,  
Stephan Morrissey, Kristen Reilly,  
Pierce Rigrod, Myron Steere

Patrick Cogan, CVEA  
River Marmorstein, Student Rep.

**ADMINISTRATION**

Dr. Brendan Minnihan, Supt.  
Kimberly Saunders, Asst. Supt.  
Marian Alese, B.A.  
Tim Markley, H.R.  
Dr. Rick Matte, Student Services  
Jim Elder, GBS  
Anne O'Bryant, SMS  
Colleen Roy, GES  
Nicky Fraley, FES  
Dr. Ann Allwarden, AES/Pierce  
Nicole Pease, DCS  
Amy Janoch, HES

**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. May 3, 2016**

**Dick Dunning moved to accept the minutes of May 3, 2016. Stephan Morrissey second. Unanimous.**

**3. Points of Pride**

Dr. Minnihan shared various Points of Pride as reported to him from administrators.

**4. Public Comment**

Myron Steere reported that anyone from the public may speak for 2 minutes. There was no Public Comment.

**5. Consent Agenda**

**a. Personnel**

**1) Nominations**

Tim Markley referenced an amended list of nominations which included Alexcina Smith, Grade 2 Teacher, Ann Catherine Keating, Grade 8 Math Teacher, Melissa Mucha, Elementary School Counselor, and Benjamin Moenter, School Psychologist. In addition, an SMS Tech Integrator was added.

**Stephan Morrissey moved to accept the nominations as shared. Dick Dunning second. Unanimous.**

**2) June 2016 Resignations**

June 2016 resignations for Cynthia Bradshaw and Deborah Dionne were shared.

**Dick Dunning moved with regret to accept the resignations. Janine Lesser second. Unanimous.**

Mr. Markley shared a Culture Monitor Job Description for a first read.

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

**a. Monthly Events Calendar**

**1) School Board Retreat**

June 21<sup>st</sup> and August 27<sup>th</sup> were the board retreat dates selected.

*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.*

In addition, Policy Committee will meet on June 7<sup>th</sup> at 5:30 p.m. rather than at 6:00 p.m.  
Strategic Plan Committee will meet on Thursday, June 9<sup>th</sup> at 6:30 p.m. at the SAU.  
Budget & Property Committee will meet on Tuesday, June 14<sup>th</sup> at 7:00 p.m. at the SAU.

## 7. Reports

### a. Student Representative – River Marmorstein/Lily Denehy

River Marmorstein reported that the prom is this Saturday at Keene State College. The senior trip on Friday, June 3<sup>rd</sup> will be camping in the Loon Mountain area and zip lining the following day. Cost of trip is \$100 with provisions to cover students who cannot afford to attend.

Lily Denehy, reported the ConVal Literary Magazine “Link” received a journalism award recently. Ann Henry received an individual award as well.

River shared pictures from Project Crash which took place last Friday. He reported that the Social Media regarding this event has made an impact on decisions for this weekend. The program was beneficial and influenced our students to make positive decisions.

Both Richard Dunning and Dr. Minnihan shared their perspective from having attending this event.

### b. Teacher Representative – Patrick Cogan

Patrick Cogan reported that eight of Laura Doell’s students won a poetry contest. Eric Rothhaus and Shannon Dunning will hold the 3<sup>rd</sup> annual poetry night this weekend. TES Teachers reported students are learning through the community connection Cornucopia Project.

### c. Education Committee – Crista Salamy

#### 1) Sabbatical Proposal (**Board Vote Required**)

Kimberly Saunders reported that on the recommendation of the Education Committee she requests that the board approve a sabbatical request to hike the Appalachian Trail

**Dick Dunning motioned to approve the Sabbatical Proposal as recommended. Rich Cahoon second.**

Kimberly Saunders outlined the process to request a sabbatical.

**Unanimous.**

#### 2) Summer Program Transportation (**Board Vote Required**)

Kimberly shared the request to approve up to \$7K for summer transportation from GBS to Peterborough for Summer Program.

**Dick Dunning moved to approve up to \$7K for summer transportation. Stephan Morrissey second.**

**Unanimous.**

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

#### 1) Superintendent Search (**Board Vote Required**)

**Stephan Morrissey moved to allow up to \$50K to hire a company to conduct a Superintendent search. Janine Lesser second.**

Rich Cahoon called Point of Order. Rules about following the process.

Manchester just allocated \$25K to conduct this search. Why do we need \$50K? Why are we ending up with this again?

Dick Dunning said that there weren’t funds allocated to conduct a search. Funds are needed to search. This search would begin as soon as possible. If last year, October were too late to start the search, he suspected we would want to begin as soon as possible. The figure is “up to” \$50K.”

Rich thought that we would begin next winter. Rich suggested addressing this in non-public.

**David Martz moved to table a vote until after non-public session. Stephan Morrissey second. Unanimous.**

#### 2) Food Service Contract (**Board Vote Required**)

Dick Dunning requested a vote on the Food Service Contract. Information on summer programming must be out by June 10<sup>th</sup>.

**David Martz moved to approve the contract. Stephan Morrissey second.**

Pierce Rigrod asked about a reduction in the management to cover the deficit.

Marian said that the subsidy is for approximately \$75K that includes the management fee. If it is more than that, the management fee would be reduced. This subsidy is separate but the same as the management fee. The budget includes a management fee which is included in the budget. We will likely not be paying a management fee this year.

Discussion took place about consistency in language.

**Stephan Morrissey moved to table the subject to non-public session. David Martz second.**

Rich Cahoon asked if we have to waive our bidding policy. Marian said that there are four annual renewals so it does not have to go back out to bid.

**In favor of tabling: Unanimous.**

Pierce Rigrod said that we have a policy on competitive foods. We did work to reduce the expense in this program. Time to look at competitive foods offered needs consideration.

Marian Alese said that competitive foods refers to foods served outside of the food service program.

**Pierce Rigrod moved to have the Wellness Committee confirm that competitive foods comply with food regulations.**

Rich Cahoon said that this is a follow up request for a report.

**Stephan Morrissey moved that this be discussed on this agenda at this time. Second. Unanimous.**

Kimberly Saunders reported that the Wellness Committee is a committee of staff.

**Pierce Rigrod moved to have the Wellness Committee make determinations if competitive foods meet compliance of USDA Guidelines.**

Kimberly said that these are foods sold outside of the food service program.

Rich said that USDA became less strict and as a result we relaxed as well.

**Pierce Rigrod revised his motion to include a review of the Food Service Program to be sure it is in compliance of regulations.**

Janine Lesser said that she would like the Wellness Committee to determine if the a la carte offerings meet wellness guidelines.

Rich said that we have a Food Service Director who is hired to do that. Unless we don't think that our vendor is not following the USDA Guidelines.

**Stephan Morrissey moved for a vote.**

Pierce asked if we have had monitoring reports.

Marian said that they have to follow government nutritional guidelines. Their menu information is available on line. If the question is about the availability of a la carte items, that is a different question. What they are serving in a la carte is in line with the standards.

Kimberly Saunders said that the Wellness Committee does not have a dietician on their committee. Performing a study is outside their area of expertise.

Every menu is signed off by a registered dietician.

Marian suggested an Advisory Committee look at the offerings.

Rich said that we expect the Food Service comply with a certain level.

Rick Matte will report back on what type of forum will address this.

**David Martz moved to table vote. Stephan Morrissey second. Unanimous.**

3) Fuel Purchase Authorization **(Board Vote Required)**

**Stephan Morrissey moved to allow Marian Alese to negotiate fuel. David Martz second. Unanimous.**

**8. Old Business**

**a. Expenditure Report – Marian Alese**

Line 1 has a delta due to staffing changes.

\$500K was transferred from line 11 for unreserved fund balances.

Pupil Services is as a result of student driven services; a transfer will be requested.

Department of Labor inspection results in a balance

Curriculum supplies in the amount of \$100K have been encumbered.

\$500k will be used to reduce taxes.

Pierce Rigrod asked for an update on the return of monies. Marian confirmed that an update would be forthcoming.

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

- KFA: Public Conduct on School Property

**Stephan Morrissey moved this policy for adoption. David Martz second. Unanimous.**

**c. Rescind/Waive Policies (School Board Vote Required)**

- IHBCA: Pregnant Students

**Stephan Morrissey moved to rescind this policy. David Martz second. Unanimous.**

**9. New Business**

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

- BDB: Board Officers

- JLCE: Emergency Care and First Aid

Rich Cahoon asked that feedback on the above two policies be directed to the policy committee; copying Kimberly Saunders.

**b. School Board Priorities – Pierce Rigrod (Board Vote Required)**

Pierce Rigrod referenced a list of Board priorities.

**Myron Steere moved to remove item #7 (food service) from the list. Stephan Morrissey second.**

Pierce Rigrod said that the idea is to review this list for an upcoming retreat rather than a vote.

**Stephan Morrissey moved to table this until after the retreat. Second. Unanimous.**

#### **10. Public Comment**

None.

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

Marian Alese certified that manifests listed totaling \$257,270.22 and Payroll 23 totaling \$733,223.01 have been reviewed by her and found to be proper charges against Contoocook Valley School District for goods and/or services received and have been properly processed prior to their submittal.

**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 read the reasons for entering into Non-Public Session and sealing minutes of such.

Kimberly Saunders shared a list of Program Changes to the Professional Evaluation Program. A vote will be needed at the next School Board Meeting. Send questions to Kimberly by email.

**Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of negotiations at 8:12 p.m. Unanimous on a roll call vote.**

**Stephan Morrissey moved to exit non-public session at 8:35 p.m. Second. Unanimous.**

**Stephan Morrissey moved to seal the minutes of non-public session for 10 years. Second. Unanimous.**

**Stephan moved to vote in favor of approving the food service contract acceptance. Dick Dunning second. Unanimous.**

**Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:36 p.m. for matters of personnel. Second. Unanimous.**

**Stephan motioned to exit non-public session at 8:46 p.m. David Martz second. Unanimous on a roll call vote.**

**Stephan Morrissey moved to agree to waive all days in the matter discussed. Tom Kelly second. Unanimous.**

**Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:47 p.m. for matters of personnel. Unanimous on roll call vote.**

**Motion to exit non-public session at 9:04 p.m. Second. Unanimous.**

**Stephan Morrissey moved to seal the minutes of non-public session for 10 years for matters of reputation. Second. Unanimous.**

**Stephan Morrissey moved to table the matter until the next meeting.**

**Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of personnel. Unanimous on a roll call vote.**

**Stephan Morrissey motioned to exit non-public session at 9:19 p.m. Second. Unanimous.**

**A motion to seal the minutes of this non-public session for three years for negotiations was made. Second. Unanimous.**

**Dick Dunning moved to authorize the SAU administration to search for a company to do a Superintendent search with parameters of up to, but not more than \$50K. Stephan Morrissey second. Unanimous.**

**Stephan Morrissey moved to adjourn at 9:21 p.m. Second. Unanimous.**

Respectfully submitted,

Brenda Marschok