

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, October 1, 2013

School Board Meeting

7:00 p.m.

SAU #1

BOARD

Stewart Brock, Rich Cahoon,
Matthew Craig, Butch Estey,
Joel Green, Jon Ingram,
David Martz, Linda Quintanilha,
Pierce Rigrod, Crista Salamy,
Myron Steere, Fiona Tibbetts,
Erik Thibault

Gil Morris, CVEA

ADMINISTRATION

Dr. Brendan Minnihan, Supt.
Kimberly Saunders, Asst. Supt.
Marian Alese, B.A.
Tim Markley, H.R.
Dr. Rick Matte, Student Services
Tim Grossi, Facilities
Dr. Cathy Higgins, Tech.
Ann Allwarden, AES/BES
Dr. Noreen McAloon, FES/GES/HES
Anne O'Bryant, SMS
Jim Elder, GBS
Ben Loi, PES
Niki McGettigan, TPS
Brian Pickering, CVHS

1. Call to Order and Pledge of Allegiance

Butch Estey called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. Minutes (Board Vote Required)

a. September 17, 2013

Matthew Craig moved to accept the minutes of September 17, 2013. Stewart Brock second.

Myron Steere amended the minutes to reflect a change from "Myron Alese" to read "Marian Alese" on page 4 under section (d.)

Erik Thibault amended the minutes to reflect that "Myron Steere" and not "Erik Thibault" second the first motion in bold on page eight.

Unanimous as amended.

3. Chairman's Recognition Award

Butch Estey recognized Micky Johnson for the Chairman's Award for the position of Teacher and shared that Ann Allwarden reports that in this individual's new role as the TES grade 1/2 teacher, Micky Johnson has absolutely (and enthusiastically) plunged head first into getting ready for the challenge that lies ahead of her, as well as providing support and encouragement to the other multiage teachers in the district. She rallied everyone together as she spearheaded identifying, planning, organizing, and facilitating a professional development day for multiage teachers. She pulled together--as well as created--a tremendous amount of resources for the teachers, which they will continue to use to guide their work in their multiage PLC this year. I am just constantly amazed and in awe of Micky's passion and commitment. She loves what she does and gives it 100%. (And based on the number of emails she has copied me in on over the last couple of months, she certainly gave 110% this summer!) For this reason, Ann nominated Micky Johnson!!

Mr. Estey also shared the interaction that he has had personally with Ms. Johnson during contract negotiation periods.

Mr. Estey also recognized Dr. Rick Matte for the position of Administrator and shared that Rick Matte joined ConVal in 2011 as Director of Student Services. In his role, Rick has been directly involved with Special

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.

Education, Homeless, Nurses, and has been involved in the Autism Program. Rick is also the Administrator directly assigned to the Wellness Committee. Just this past weekend, Rick, along with committee members, helped orchestrate, with all of his gusto, a ConVal Community "Walk for Wellness" to promote healthy living. Rick could be seen organizing, setting up, walking with family, and overseeing much of the activity in this organized walk. He connected with and encouraged staff and students to participate in the walk as well. Kudos to Rick for "walking the walk"!

4. Points of Pride

Dr. Minnihan shared the following points of pride:

CVHS

ConVal art teacher Mary Goldthwaite-Gagne and her husband Eric have been nominated for New Hampshire's Stay Work Play "Civic Leader of the Year Award."

They were chosen by community members because of their efforts to promote art and music events in the Monadnock Region, such as the "The Thing in the Spring" mixed media art event in Peterborough.

The Rising Stars Awards are an initiative of Stay Work Play, in partnership with New Hampshire Public Radio, to celebrate and recognize New Hampshire's remarkable young professionals.

Congratulations, Mary and Eric, on receiving the nomination!

The National Council of Teachers of English is pleased to announce that ConVal English Teacher, Angela Hartmann, will be speaking at their Annual Convention in Boston in November.

Ms. Hartmann will present as a member of the panel "Using the Past to Reinvent the Future: Critical Examination of Historical Artifacts in a Study of Space". The National Council of Teachers of English is dedicated to improving the teaching and learning of English and the language arts at all levels of education.

GBS

Great Brook School 8th grade student, Mya Polochov, received the Jack Kent Cooke Young Scholarship this year. There were more than 2000 applicants, and only 62 were selected. Students selected for this award have demonstrated positive school behavior as evidenced by grades, extracurricular participation, and teacher recommendations. Applicants are asked to write a series of essays, an application, and participate in several interviews. Recipients of this award are assigned a life-coach, along with financial support for selected enrichment opportunities.

Lastly, Dr. Minnihan reported that a recent food drive resulted in the district collecting over 3,000 canned items to be distributed throughout the district.

5. Public Comment

None.

6. Consent Agenda

a. Personnel

Discussed in non-public session and noted at the end of this report.

7. Superintendent's Report and Presentation of Business

a. October 1st Enrollment

Tim Markley shared the October 1st enrollment information. Mr. Markley reported that Dublin Consolidated now has a para in K/1. This report will go to the State for the official October 1st count. Total enrollment is up by three.

b. Monthly Events Calendar

A change was made to the Selectmen's Advisory Committee Meeting scheduled on October 10th to reflect a start time of 7:00 p.m. as opposed to 6:30 p.m. In addition, the School Board Induction Series meeting scheduled for October 15th will discuss Student Services and not Curriculum. Lastly, the District Study Committee will meet on Thursday, November 14th at 7:00 p.m. at the SAU Office.

c. Accept Gift/Donation (Board Vote Required)

- 1) South Meadow School Special Olympics and ConVal High School Special Olympics requests the authorization to accept a gift/donation totaling \$1949.58 to be split evenly in the amounts of \$974.79

from Tim & Sarah Grossi, Peterborough, for the purpose of contributing to the Special Olympics Programs in both South Meadow School and ConVal High School in honor of Dylan Coyne.

Dr. Minnihan shared the information above with regard to a donation and invited both student, Dylan Coyne, and Director of Facilities, Tim Grossi up. Dylan Coyne presented Dr. Minnihan with a check in the amount of \$1,949.58 for the purposes stated from Tim and Sarah Grossi. Tim Grossi shared that the money is his stipend from coaching baseball. After seeing the ear to ear smile that Dylan had on his face after returning from Special Olympics, Mr. Grossi made the decision to donate the money with the hope that other students could have a similar experience and quite possibly pay it forward in the future.

Rich Cahoon moved to accept the gift as read. Matthew Craig second. Unanimous.

8. Assistant Superintendent's Report

a. NECAP Science

Kimberly Saunders shared NECAP Science results. Ms. Saunders reported that grade four test results have been flat 08/09 to 09/10. Year 10/11 Grade 4 results reflect a 69% proficiency rate. Overall scores were shared. There has been a focus on science and moving the curriculum which has resulted in changes in test scores. Test results reflect that grade 4 students struggle with inquiry. If we do not increase our science time, we cannot increase our inquiry understanding. Ms. Saunders reported that 68% of fourth grade students receive perfect scores in physical science, 57% in earth space science, 62% in life science and 25% received perfect scores in inquiry in 2012/2013. Inquiry is the only area of the test that addresses skills needed to be a scientist and requires critical thinking skills. Ms. Saunders said that our scores mirror the state average scores somewhat with the exception of inquiry where ConVal scores substantially below.

How much time is currently spent in science and how much more is needed? Approximately 30 minutes every other day is spent on science; which varies from school to school. Ms. Saunders reported that ConVal's elementary school day is short compared to other districts.

Matthew Craig requested that the raw data be placed on our website. Ms. Saunders said that she can share the data she is sharing tonight on our website. Mr. Craig said that it would be interesting to see which school knocks it out of the park in reading and other subjects. Ms. Saunders reported that she would be hesitant to do that because in Temple, for example, we are talking about seven children. Ms. Saunders will provide Matt Craig with the data. Eighth grade student proficiency scores as well as eleventh grade results were shared. The state has not made a decision on how they will approach science in the future.

9. Reports

a. Student Representative

Zach Letourneau reported that the past weekend Homecoming events ran successfully and safe. Mr. Letourneau reported raising over \$5,000 over the weekend. November 23rd is the date for the annual Craft Fair.

b. Teacher Representative

Gil Morris reported that the Pep rally and other Homecoming events were successful. Over 500 students attended the Homecoming Dance.

c. Budget & Property Committee – Matthew Craig

Matthew Craig reported that the focus of the last meeting was on the Antrim agreement; an ownership lease relationship with Antrim since incorporation and prior. It is a tangled web of legal paperwork. Antrim Select board and Recreation staff attended the meeting. The committee decided that a small group would work with the Town of Antrim to work out a binding agreement. David Martz, Rich Cahoon, and Ann Allwarden will serve on the committee. These three individuals will work to hammer out a good agreement with Antrim.

d. Education Committee – Crista Salamy

Crista Salamy reported that technology at the middle schools was discussed. Money within this budget for this purpose was discussed. More information will be forthcoming.

e. District Study Committee – Rich Cahoon

Rich Cahoon reported that the committee discussed the meeting schedule and decided to meet the second Thursday of each month. A project management approach was decided upon to break up the work into smaller tasks. Google Drive will be used to track progress. The primary focus will be information gathering as well as efficiencies and possible measures to increase enrollments. Listening sessions will be scheduled to hear what the community thinks. Various organizations and groups will be met with.

Communication: Stewart Brock reported that this committee is looking to get off the ground. Matthew Craig, Crista Salamy, Kimberly Saunders and he will make up the committee. Mr. Brock reported that he is looking to add one more board member to the committee. A deep and broad community reach will be sought.

10. Old Business

a. LGC Refund Update – Marian Alese

Insurance: Marian Alese reported that LGC states that there is no assessment at this point and no penalty for the money coming back. There is a pending lawsuit. Ms. Alese spoke to the DRA about giving only some of the towns their money back at their request. The DRA did not know the answer to that possibility. Ms. Alese reported that some employees who chose a plan other than the free plan may be due a refund. An adjustment in this current year's deduction will take place to compensate them. The total amount of money in rebates is approximately \$20,000. Ms. Alese asked the Board to acknowledge that piece of it.

David Martz asked if the money was asked to be returned would employees be asked to return the money. Ms. Alese was not sure what would happen.

Myron Steere said that the number of plans needs to be reduced in order to competitively bid the insurance out.

Butch Estey recommended sending out letters to the Select board and invite them to the next meeting as well as conduct a public hearing.

Ms. Alese said that a public hearing would allow the district to accept the money.

Myron Steere moved to adjust the payroll deductions, in this year, to compensate those employees that are due a refund. Rich Cahoon second.

David Martz amended the motion to notice those employees that there may be a change equal to that amount in the future. Second. Unanimous on the amendment.

Unanimous as amended.

b. Transportation Request Update – Marian Alese

Discussed in non-public session.

c. 2nd Read/Adoption Policies (School Board Vote Required)

CB: School Superintendent

Myron Steere moved to approve this policy. Linda Quintanilha second. This will soon match the evaluation criteria. Unanimous.

EBCA: Emergency Plans (rescind old EBC & EBC-E)

Myron Steere moved to approve this policy. Linda Quintanilha second. Unanimous.

Myron Steere moved to rescind EBC and EBC-E. Linda Quintanilha second. Unanimous.

EBCB: Fire Drills

Myron Steere moved to approve this policy. Linda Quintanilha second. Unanimous.

EBCD: Emergency Closings

Myron Steere moved to approve this policy. Linda Quintanilha second. Unanimous.

EBCE: School Closings

Myron Steere moved to approve this policy. Linda Quintanilha second. Unanimous.

EC: Building and Grounds

Myron Steere moved to approve this policy. Linda Quintanilha second. Unanimous.

GCN: Evaluation of Instructional Staff (rescind old GCM)

Myron Steere moved to approve this policy. Linda Quintanilha second. David Martz opposed. All else in favor. Motion carried.

Myron Steere moved to rescind policy GCM. Linda Quintanilha second. Unanimous.

JCA: Change of School or Assignment

Myron Steere moved to approve this policy. Linda Quintanilha second. Unanimous.

JFAB: Admission and Tuition of Nonresident Student

Myron Steere moved to approve this policy. Linda Quintanilha second. Unanimous.

d. Amended Policies (School Board Vote Required)

EHB: Data/Records Retention

Myron Steere moved to amend policy EHB. Linda Quintanilha second.

Erik Thibault asked that the amendments be highlighted in the future. It was noted that the changes were highlighted in the first read.

EI: Risk Management (2nd time for amendment)

Myron Steere moved to amend this policy. Linda Quintanilha second. Unanimous.

e. Rescind Policies (School Board Vote Required)

IB: Staff Ethics - OK to rescind

IGAD: Occupational Education

IGAF: Physical Education

IGAF-E: Medical Excuse Form

IGAL: Energy Education

Myron Steere moved to rescind all of the policies as listed. Linda Quintanilha second. Unanimous.

11. New Business

a. 1st Read Policies

ECE: Traffic and Parking

IC: School Year

ICA: School Calendar

IF: Instructional Approach

IGA: Curriculum Development

IHAK: Character and Citizenship Education

IHAL: Teaching About Religion

IHAMA: Teaching About Alcohol, Drugs, and Tobacco

Myron Steere read the list of policies above for a first read.

12. Approval of Manifests (Board Vote Required)

Marian Alese certified that manifests 22 through 25 totaling \$517,559.17 and Payroll 6 & 610 totaling \$1,830,911.76 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.

Stewart Brock moved to accept the manifests as read. Myron Steere second. Unanimous.

13. Non-Public Session: RSA 91-A:3,II

a. Personnel

Erik Thibault moved to enter non-public session for purposes of student and personnel at 8:14 p.m. Unanimous on a roll call vote.

Erik Thibault moved to enter back into public session at 9:14 p.m. Unanimous on a roll call vote.

Matthew Craig moved to seal the minutes of non-public session for 20 years. Stewart Brock second. Myron Steere opposed. Unanimous.

Myron Steere moved to accept the resignation of Jon Hall. Matthew Craig second. Unanimous.

Brendan Minnihan responded that if rumors are being shared; please share the rumor with the SAU Administration.

Erik Thibault moved to adjourn at 9:16 p.m. Fiona Tibbetts second. Unanimous.

Respectfully submitted,

Brenda Marschok