

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, October 6, 2015

School Board Meeting

SAU #1 Offices

Board Room

7:00 p.m.

BOARD

Rich Cahoon, Richard Dunning,
Butch Estey, Janine Lesser,
David Martz, Stephan Morrissey,
Linda Quintanilha, Pierce Rigrod,
Myron Steere, Fiona Tibbetts,
Jerome Wilson

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
Dr. Anne Allwarden, AES/Pierce
Jim Elder, GBS
Nicola Fraley, FES
Amy Janoch, HES
Ben Loi, PES
Anne O'Bryant, SMS
Nicole Pease, DCS
Brian Pickering, CVHS
Colleen Roy, GES

1. Call to Order and Pledge of Allegiance

Butch Estey called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited.

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

a. September 15, 2015

Stephan Morrissey motioned to accept the minutes of September 15, 2015. Myron Steere second. Fiona Tibbetts abstained. All else in favor. Motion carried.

3. School Board Chairman's Award

Chairman Estey recognized Emily Daniels and Paul Barnes as recipients of this month's School Board Chairman Awards.

4. Points of Pride

GBS

Mary Quintanilha, a GBS 6th grader, was a presenter at the 25th annual AUTCOM conference, put on jointly by the Developmental Disabilities Council and the UNH Institute on Disabilities.

The entire Great Brook 8th grade summit-ted Mount Monadnock this past week as their team-building trip.

10 "bobcats" participated in the "Walk for Wellness" this past Saturday.

Cheryl Jessie and Erin Hoy put together a water station, manned by Great Brook students, for the Clarence Demar marathon, which was run this Sunday in Keene.

HES

On Monday, September 28th, Hancock Elementary School took a walking field trip to Norway Hill Orchard.

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FES

FES students and families sponsored this month's Community Super on Thursday evening last week. It was a great event with an incredible turnout.

CVHS

Principal Brian Pickering announced today that Daniel J. Frehner and Douglas A. White have been named Commended Students in the 2016 National Merit Scholarship Program. A Letter of Commendation from the school and National Merit Scholarship Corporation (NMSC), which conducts the program, was presented by Mr. Pickering to these scholastically talented students. Commended Students placed among the top five percent of more than 1.5 million students who entered the 2016 competition by taking the 2014 Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT).

Emma Canty-Carrel, CVHS student, was also recently recognized by The National Academy of Future Scientists and Technologists for an Award of Excellence for outstanding academic performance, leadership potential, and dedication to serving humanity through science, technology, engineering, or mathematics.

Greg Morris, CVHS Math Teacher, was recently recognized by Stanford University for exceptional teaching citing his dedication as an educator and a mentor has contributed to the future of his students and his community.

Dr. Minnihan also reported that Rivermead residents delivered 15 comfort bears to the district to give to kids who need comfort during time of crisis.

In addition, ConVal's new website will have a soft rollout on Friday, October 9th.

5. Public Comment

None.

6. Consent Agenda

a. Personnel

1) June 2017 Retirements/June 2016 Retirements

Tim Markley referenced six staff retiring in June 2017 – Richard Page, Kimberly Heald, Margaret Van Valkenburgh, Helena Bates, Karen Lowenthal, and Marci Homan.

Myron Steere motioned to accept the June 2017 retirements. Stephan Morrissey second with thanks. Unanimous.

Tim Markley referenced one June 2016 retirement – Kathryn Richardson.

Myron Steere motioned to accept the June 2016 retirement as read. Stephan Morrissey second. Unanimous.

2) 2015-16 Stipend Positions

Tim Markley referenced the list of stipend positions included in tonight's packet as informational.

b. Enrollment – October 1, 2015

Tim Markley reported that enrollment numbers are stable.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Strategic Plan Committee Meeting was scheduled for Thursday, Oct. 15th at 6:30 p.m. at the SAU.

Policy Committee will meet on Tues., Oct. 20th at 6:00 p.m. at GBS.

Selectmen's Advisory Committee was moved from Thurs., Oct. 22nd to Oct. 29th at 7:00 p.m.

The Budget Workshop was scheduled for Saturday, Nov. 7th from 8:30 to 2:00 at the SAU.

Policy will meet on Nov. 3rd and 17th at 6:00 p.m. at the SAU.

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b. Peterborough Elementary School – Preschool Playground

Dr. Minnihan reported that through a grant, a preschool playground has become a reality at PES.

c. Accept Gift/Donation (Board Vote Required)

1) ConVal High School requests the authorization to accept a gift/donation totaling \$1000.00 from the NH State Council on Arts Grant for the purpose of funding visiting artists.

Myron Steere moved to accept the donation as presented. Stephan Morrissey second. Unanimous.

8. Assistant Superintendent’s Report

a. Bullying Report

Kimberly Saunders shared the 2015/2015 annual bullying report which included a breakdown of the types of incidents. By law and our policy, parents must be notified of a bullying incident report. Discussion ensued.

9. Reports

a. Teacher Representative – Patrick Cogan

None.

b. Student Representative – River Marmorstein

River Marmorstein reported that the Senior Class put on a Homecoming Dance this past Saturday. Everyone had a good time. A group of students engaged as part of a welcoming for NEAS&C on Sunday.

c. Strategic Plan Committee – Pierce Rigrod

Pierce Rigrod reported that the committee is entering final steps to put together the plan. A shorter version is being developed for each goal with supporting narrative. Press releases are underway.

d. Selectmen’s Advisory Committee

John Jordan reported that SAC keeps various select groups up to date. Budget was discussed. Peterborough has an initiative on a broadband survey. How connectivity affects businesses, schools, and families is the focus.

10. Old Business

a. 2nd Read/Adoption Policy (School Board Vote Required)

DGA: Authorized Signatures/Check-Writing Services

Rich Cahoon moved to adopt this policy as read. Myron Steere second. Unanimous.

DK - Payment Procedures for a 2nd Read

Rich Cahoon reported that Marian Alese will return with an update on how this is working in January.

Stephan Morrissey moved to adopt this policy as read. Linda Quintanilha second. Unanimous.

Marian had discussion on the requirement that two School Board members are to approve the check register.

ECA: Building and Grounds Security

Pierce Rigrod moved to adopt this policy as read. Stephan Morrissey second.

Pierce Rigrod moved to amend that “school district employee” is the only person that has the ability to open and close schools for use.

Marian Alese reported that B&P will be looking at options. This may be where we end up. She suggested removing the sentence. Discussion ensued.

Stephan Morrissey moved to amend the policy to delete the line as specified. Second. David Martz opposed. Motion carried on amendment.

Unanimous on main motion as amended.

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GBAA: Sexual Harassment - Employees/Staff

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

KCB: Community Involvement in Decision Making

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

KL: Legislative Representative

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

KMA: Relations with Parent Organizations

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

LDA: Student Teaching and Internships

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

LEB: Advanced Course Work/Advanced Placement Courses

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

11. New Business

a. SWIFT Presentation

Cynthia Proulx, DOE Representative and Maura Hart, SWIFT LEA Facilitator for NH Schools, were present to speak about the SWIFT application process. Ms. Proulx reported having met with all of the CV Principals, having met with various staff, and is now meeting with leadership teams. Schools will not need technical assistance for years. SWIFT is Schoolwide Integrated Framework for Transformation. New Hampshire is one of five national sites. NH is the only state with a sustainability plan in place. SWIFT is a research based framework using a research based process. SWIFT domains and features were shared i.e. Administrative Leadership, Multi-tiered System of Support, Integrated Education Framework, Family & Community Engagement, and Inclusive Policy Structure and Practice. SWIFT is not another new initiative, it takes what we do already and frames it.

In terms of family engagement, ConVal's strengths will be reviewed. Areas that need work as a priority with family engagement can rise above. Family engagement means that families are all involved to the extent that they can be. An outside assessment of where ConVal is will be compared with an inside view of where ConVal believes they are at. A plan is developed to move forward.

A foundation is set in year one, the process begins in year two and continues the cycle for improvement.

Next steps include the completion of an application.

Linda Quintanilha moved that the ConVal District apply to be a SWIFT District. Second. David Martz abstained. All else in favor. Motion carried.

12. Approval of Manifests (Board Vote Required)

Marian Alese certified that manifests listed by number totaling \$1,010,667.00 and Payroll totaling \$2,660,975.98 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.

Myron Steere motioned to accept the manifests as read. Stephan Morrissey second. Unanimous.

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

a. Negotiations

b. Personnel

Myron Steere moved to enter into non-public session for matters of personnel at 8:50 p.m. Unanimous on roll call vote.

David Martz moved to exit non-public session at 9:03 p.m. Rich Cahoon second. Unanimous.

Myron Steere moved to seal the minutes of non-public session for 5 years. Stephan Morrissey second. Unanimous.

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**Myron Steere moved to enter non-public for negotiations at 9:03 p.m. Unanimous on roll call vote.
Motion to exit non-public session at 9:08 p.m. Second. Unanimous.
Motion to seal the minutes of non-public session for 5 years. Second. Unanimous.
Motion to adjourn at 9:09 p.m. Second. Unanimous.**

Respectfully submitted,

Brenda Marschok

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