

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

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**Tuesday, October 7, 2014**

**School Board Meeting**

**SAU #1**

**Board Room**

**7:00 p.m.**

**BOARD**

Gary Backstrom, Rich Cahoon,  
Butch Estey, Tom Ferenc,  
Joel Green, David Martz,  
Stephan Morrissey, Linda Quintanilha,  
Pierce Rigrod, Myron Steere,  
Fiona Tibbetts

Gil Morris, CVEA

**ADMINISTRATION**

Dr. Brendan Minnihan, Supt.  
Marian Alese, B.A.  
Tim Markley, H.R.  
Tim Grossi, Facilities  
Brian Pickering, CVHS  
Kim Chandler, CVHS  
Colleen Roy, GES  
Ben Loi, PES  
Anne O'Bryant, SMS  
Nicola Fraley, FES  
Amy Janoch, HES

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

**Butch Estey called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.**

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

**a. September 16, 2014**

**Myron Steere moved to accept the minutes of September 16, 2014 as read. Stephan Morrissey second. Unanimous.**

**3. Chairman's Recognition Award**

Butch Estey recognized Judy Heddy and Shawn King, both from CVHS, for the School Board Chairman's Award.

**4. Points of Pride**

**South Meadow School**

As a result of Mrs. Groleau's efforts and negotiations, Camp Takodah sponsored all SMS 6th grade students for a full day at the camp on Monday.

Shaw's Supermarket has adopted SMS for the year, offering a donation of \$400.00 for school needs.

Lastly, 12 SMS staff members worked for the NH Food Bank last Wednesday to secure food for the SMS Food Pantry.

**Fracestown Elementary School**

Last week FES hosted our fall Open House. The school was buzzing with energy and we had 95% of our families and students attend! It was incredible. The students became the teachers and shared with their families all of their learning so far this year.

The October community supper in Fracestown was sponsored by FES students, staff and families.

Collectively we were able to prepare food and serve over 100 people from the local community.

**CVHS & GBS**

Students from both Great Brook School and ConVal High School were recognized for their participation in the recent Monadnock Wellness Festival sponsored by the Monadnock Rotary Club.

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## 5. Public Comment

None.

## 6. Consent Agenda

### a. Personnel

#### 1) Nominations

Tim Markley referenced the nominations of Andrew Shultz, Starr Davis, and Michelaine Turgeon.

**Myron Steere moved to accept the nominations as read. Joel Green second. Unanimous.**

Tim Markley referenced the retirements of Kathleen Stacy and Susan Graham for June 2016.

**Myron Steere moved, with gratitude, to accept the retirements as read. Stephan Morrissey second. Unanimous.**

#### 2) Notice of Co-Curricular

Myron Steere asked for a list of all co-curricular and athletic positions. Mr. Markley will share that at the Education Committee meeting on October 14<sup>th</sup>.

Butch Estey asked that Mr. Markley email the Board the list of co-curricular detailing positions and stipends with total cost. Confirmed.

### b. Enrollment – October 1, 2014

Tim Markley referenced enrollment information as of October 1<sup>st</sup>.

## 7. Superintendent's Report and Presentation of Business

### a. Public Service of N.H. Presentation – Tim Grossi

Tim Grossi reminded the board that the gym wing project involved a leadership project resulting in a savings in labor as well as energy efficient equipment. As a result, PSNH Paul Housman and CVHS Keith Lee, HVAC Technician worked in coordination to purchase the most energy efficient equipment possible. Mr. Housman shared that the work the ConVal School District was a one of a kind project that he was happy to be involved in. The energy savings is well documented and the environment that has been provided to both students and staff is one to be proud of. PSNH presented ConVal a check for \$23,616.00.

### b. Monthly Events Calendar

Budget & Property Committee will meet on Thursday, October 9<sup>th</sup> at 6:30 p.m. at the SAU.

Communication Committee will meet on Thursday, October 16<sup>th</sup> at 6:30 p.m. at the SAU.

Budget & Property Committee will also meet on Thursday, October 30<sup>th</sup> at 6:30 p.m. at the SAU.

District Study Committee will meet on Wednesday, November 12<sup>th</sup> at 7:00 p.m. at the SAU.

## 8. Reports

### a. Student Representative – River Marmorstein

River Marmorstein, CVHS, reported that TASC is involved with other schools visiting to learn more. It is very popular with other schools. In other news, progress reports came out on Monday; grades overall were very high. Lastly, Ms. Bastoni has formed a photography club and several of their pictures have been published in the newspaper.

### b. Teacher Representative – Gil Morris

Gil Morris reported that GBS completed a 21 day challenge involving full class participation, full effort, no unexcused absences, reading for 30 minutes each day, and limited screen time. A school wide hike will be the reward for meeting the challenge.

### c. Budget & Property Committee – Myron Steere

Myron Steere reported that a review of food service data took place at the last meeting. Three RFP's have been received for the Food Service bid. Visits will take place and proposals will soon be evaluated.

CVHS will benefit from Food Service interns from KSC.

Phone service audits are underway with an expected savings.

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Changes to the 2014-2015 Expense Side were shared. It reflected changes as a result of the FES, GES, and HES principal model. Other contributing factors included additional positions as well as savings as a result of positions unfilled. The net impact was a savings of \$131,830.00.

Discussion took place about the health insurance savings reported.

Marian Alese suggested that the next financial report would reflect this information in salary lines.

Discussion took place about the dual roles that the FES, GES, and HES principals perform with their SRSD and Math Coaching responsibilities.

**d. District Study Committee – Tom Ferenc**

Tom Ferenc reported that the committee met and did not have enough representation so they will meet tomorrow night.

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

Pierce Rigrod reported that the timeline for the plan was discussed. Hiring a consultant was discussed; consideration will be asked for tonight. The draft plan is on the Google site. Work on the vision and executive component is in the planning. Including people outside the district is being organized. NESDEC is one considered outside resource. Four to five goals with strategies to achieve those goals is the thought. Money from the School Board Services line would cover this expense for consultant services.

Discussion ensued.

**Pierce Rigrod moved to expend up to \$14,990.00 for the purpose of engaging in a strategic plan. Rich Cahoon second.**

**Pierce Rigrod and Rich Cahoon withdrew their motion and second respectively.**

**Pierce Rigrod moved to expend up to \$14,990.00 from the school board expense line for the purpose of allowing the Strategic Plan Committee to hire a consultant to develop the Strategic Plan. Rich Cahoon Second. David Martz opposed. All else in favor. Motion carried.**

**f. Selectmen's Advisory Committee – Tom Ferenc**

Tom Ferenc reported that Selectmen's Advisory will meet next on October 23<sup>rd</sup>.

**9. Old Business**

**a. Employee Discount Program – Tim Markley**

Tim Markley reminded the board that they approved flexibility to do an employee discount program. We are looking to contract with an organization for \$500.00 for a three year contract for this organization to give us access to and manage this employee discount program. It will allow hundreds of discounts for staff both locally and nationally. Restrictions apply.

**Stephan Morrissey moved to accept that we contract at a cost of \$500.00 for 3 years. Pierce Rigrod second. Gary Backstrom abstained. All else in favor. Motion carried.**

**10. New Business**

**a. 1<sup>st</sup> Read/Adoption Policy Waiver Request**

JKAA: Physical Restraint

The Policy Committee is requesting a waiver to pass this policy along as both a first read & adoption.

**Myron Steere moved to put the policy in place and have the policy committee review after in place.**

**Gary Backstrom second.**

Rich Cahoon reported that this language is from statute.

David Martz abstained. All else in favor. Motion carried.

**Myron Steere moved to waive the second read. Joel Green second. David Martz abstained. All else in favor. Motion carried.**

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

Marian Alese certified that manifests listed by number below totaling \$847,639.70 and Payroll totaling \$2,509,987.52 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 moved to accept the manifests as read. Gary Backstrom second. Unanimous.**

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Pierce Rigrod reported that he has shared the instructions for superintendent evaluation on google drive. Final changes have been made.

**Pierce Rigrod moved to accept this document for Instructions for Completing Superintendent Evaluation for this year. Myron Steere second.**

**Myron Steere moved to amend to remove the mechanical portion setting merit based on scores. The board should use judgment rather than scores. Pierce Rigrod second.**

Pierce Rigrod said that comments provided were very subjective in the past on the evaluation. We don't have straight, easy to measure, metrics.

Rich Cahoon thanked Pierce for the work conducted in this effort. Rich reminded the board that the score does not equate to the merit increase. Pierce said that scores should reflect performance. If the two issues are separated, how would this move forward?

**David Martz moved that this be deferred to the next School Board meeting for further review so that it can be added to the agenda. Gary Backstrom second. Rich Cahoon opposed. Pierce Rigrod abstained. All else in favor. Motion carried.**

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

### **a. Negotiations**

### **b. Personnel**

### **c. Student**

**Myron Steere moved to enter into non-public session at 8:10 p.m. in accordance with RSA 91-A: 3, II for purposes of negotiation. Gary Backstrom second. Unanimous on a roll call vote.**

**Stephan Morrissey moved to exit non-public session at 8:33 p.m. Second. Unanimous.**

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

**Myron Steere moved to enter into non-public session at 8:33 p.m. in accordance with RSA 91-A: 3, II for purposes of student matters. Second. Unanimous on roll call vote.**

**David Martz moved to exit non-public session on student matters at 8:51 p.m. Gary Backstrom second.**

**David Martz moved to spend up to \$100,000 to allow a student to be transported to a school that the district deems appropriate. Myron Steere second. Unanimous.**

**Myron Steere moved to seal the minutes on student matters in perpetuity. Pierce Rigrod second. Unanimous.**

**Myron Steere moved to enter into non-public session at 8:53 p.m. for matters of personnel. Second. Unanimous on roll call vote.**

**Myron Steere moved to exit non-public session on personnel at 8:59 p.m. Gary Backstrom second. Unanimous.**

**Myron Steere moved to seal the minutes of personnel in perpetuity. Gary Backstrom second. David Martz abstained. Unanimous.**

**Myron Steere moved to adjourn at 9:01 p.m. Second. Unanimous.**

Respectfully submitted,

Brenda Marschok

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