

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
106 Hancock Road  
Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, February 4, 2014**

**Public Hearing**

**7:00 P.M.**

**SAU #1**

In accordance with RSA 198:20-b, a public hearing will be held by the Contoocook Valley School Board for the purpose of accepting and expending unanticipated ERate revenues for the 2013-2014 fiscal year.

**School Board Meeting**

***Immediately Following Public Hearing***

**BOARD**

Stewart Brock, Rich Cahoon,  
Matthew Craig (7:16), Butch Estey,  
Joel Green, Jon Ingram (7:16),  
David Martz (7:15), Pierce Rigrod,  
Crista Salamy, Myron Steere,  
Erik Thibault, Fiona Tibbetts

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  
Gib West, CVHS  
Dr. Noreen McAloon, FES/GES/HES  
Ben Loi, PES  
Anne O'Bryant, SMS  
Jim Elder, GBS  
Ann Allwarden, AES/Pierce  
Kelly Parker, SMS  
May Clark, DCS

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

**Butch Estey called the meeting to order at 7:06 p.m. The Pledge of Allegiance was recited.**

**2. Minutes (Board Vote Required)**

**a. January 21, 2014**

**Myron Steere moved to accept the minutes of January 21, 2014. Stewart Brock second. Unanimous.**

**3. Chairman's Recognition Award**

School Board Chair, Butch Estey recognized Kelly Parker, Administrator, Cindy Zawacki, Teacher, and the Facilities Crew for Chairman's Recognition Awards for all that they contribute to make ConVal a better place for students and staff.

**4. Points of Pride**

**GBS**

GBS presented before the "EDies" Board a few hours before tonight's School Board meeting. This is the second round in the quest for "Middle School of the Year" contest.

**CVHS/SMS**

Cory Barrett, CVHS Student-Athlete, has been awarded a New Hampshire All-State selection in winter track & field for outstanding performances in the boys 55m dash and 300m dash this season. Certainly

*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.*

a very well deserved reward for his exceptional work this season.

Patrick Roberts has been selected for both National 4-H Trips this year 4-H Congress in Washington DC and National Conference in Atlanta Georgia. It's quite an honor and a great way to end his 6 years with the SMS Green Eggs 4-H Club under advisor Ann Henry.

Eighteen students were recognized by the NHIAA in Concord yesterday as Student-Athletes. Of the eighteen students recognized, 3 were three season athletes, 13 were two season athletes, and 2 were one season athletes.

To be recognized by the NHIAA as a student-athlete, one must be a NH high school senior, must have a B+ average throughout their high school career, must letter and be currently active in two NHIAA recognized sports, and be a positive role model who has participated in community service activities. Congratulations to these student-athletes.

## **5. Public Comment**

None.

## **6. Consent Agenda**

### **a. List of Registered Board Candidates**

Dr. Minnihan reported that the following individuals are running for open School Board positions:

Antrim - Crista Salmay

Fracestown – None

Peterborough – Gary J. Carpenter

Sharon - None

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

### **a. Personnel**

1) Technology Integration Specialist Job Description – 2<sup>nd</sup> Read/Approval

Tim Markley referenced the job description included tonight's packet.

**Myron Steere moved to approve the job description. Matt Craig second. Unanimous.**

### **b. Monthly Events Calendar**

Deliberative Session has been moved from Wed., February 5<sup>th</sup> to Thurs., February 6<sup>th</sup>.

Education Committee will meet on Monday, March 24<sup>th</sup> at 6:00 p.m. at the SAU.

### **c. February 1, 2013 Enrollment Update**

Tim Markley shared February 1<sup>st</sup> enrollment. Hancock and Temple continue to be watched. HES may pursue multiage. In Temple, the grade 3/4 multiage is growing; now at 26. These schools continue to be monitored.

### **d. Accept Gift/Donation (Board Vote Required)**

1) South Meadow School requests the authorization to accept a gift/donation totaling \$500.00 from the Kiwanis Club, Peterborough, NH, for the purpose of funding student participation in the American Heritage Tour.

**Joel Green moved to accept the donation as read. Rich Cahoon second. Unanimous.**

2) South Meadow School requests the authorization to accept a gift/donation totaling \$1,000.00 from the Elizabeth B. Klein, Daniels Foundation for the purpose of educational and outreach programs at the SMS library.

**Stewart Brock moved to accept the donation as read. David Martz second. Unanimous.**

### **e. iBook Project Presentation – Ian West & Student(s)**

Ian West reported that he had the opportunity to pilot iPads in the classroom. He had one honors class, which made it easier, to go with that class rather than split devices among several classes to pilot. The devices would be used for something that could not be done on another device. Students would create, write, and distribute written text. Mr. West reported that iPads are incredibly engaging. Students were paired up to bring everyone to speed. Ian reported that the book is now available, for free, on iTunes iBooks. Images were integrated into the document as well as videos. Screen casts were added.

Students shared that the use of the devices made it very exciting to come to class every day. Learning through different experiences was exciting. Having use of the technology made the class more interactive as a result of the different apps. iPad improved video quality. Use of iPads in the class improved learning. Challenges included the learning curve between those students that had never used an iPad and those that had. iPads allowed the students to build upon their projects and see the progress. Visual learning was a positive. Access to information was surprising for some students. An in depth understanding of the information was necessary in order to create the book to teach on the subject. The devices provided a new and fresh approach to learning which excited the students. If interested in downloading the book please contact Ian West for the download information.

**f. Scientific Poster Student Presentation – A. Zrzavy**

Arianna Zrzavy, CVHS senior, shared that she attended UNH's Project Smart. She studied and created a poster titled "Signatures of Magnetic Explosions at Earth's Magnetopause During a Strong Magnetic Storm". The poster won the outstanding student poster award. Ms. Zrzavy worked with a student, Sita Mishra, from Nepal. Arianna shared the work that she and Sita did in the study of reconnection. It was a very informed and detailed presentation.

Miss Zrzavy shared that she would not have had the opportunity to participate in this program at UNH had it not been for the science department at ConVal High School.

**8. Reports**

**a. Student Representative –Zach Letourneau**

Grace Bowman and Sarah Kolk were present to share information about TASC at CVHS. Sarah said that Student Council worked on integrating TASC talks and student TASC talks into that time. Talks are aimed toward sophomores on the topic of jobs. The sharing of what experiences are available to students took place. Sarah said that if someone comes to TASC talks pretty prepared, they are successful. Grace Bowman reported that she too participated in a TASC talk on St. Paul's School.

**b. Teacher Representative – Gil Morris**

Gil Morris reported that Letitia Rice and Micky Johnson will participate in a "Train the Trainer" program on the topic of Common Core.

In other news , Robotics competed last week; 54 team's total; ConVal was ranked 11<sup>th</sup> and got knocked out in the quarter finals.

Mr. Morris confirmed that the facilities crew at the high school do an amazing job. The heating system is well under control this year. They do a great job!

**c. Budget & Property Committee – Matthew Craig**

Matthew Craig reported that the committee met on facilities use. Input was received. The main item was that there is a provision that says that if there are existing agreements or legal contracts between the district and the town they will take precedence in the fee structure. The policy will move to the policy committee. The next meeting will be a summary meeting on goals.

**d. Education Committee – Crista Salamy**

Crista Salamy reported that an update on SRSD was shared at the last meeting. On Thursday, from 12:30 to 3:30 or 3:30 to 6:30, board members can observe the process.

Graduation credit requirements were discussed as well. Social Studies curriculum was discussed.

**9. Old Business**

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

AFB & CBI: Evaluation of the Superintendent and Goal Setting

**Myron Steere moved to accept AFB and CBI. Stewart Brock second. Unanimous.**

GCA: Teaching Staff Positions

**Myron Steere moved to accept GCA as read. Matthew Craig second. Unanimous.**

KEB: Public Complaints about School Personnel, Employees, Students, or Administration (will rescind old KLD)

**Myron Steere moved to accept policy KEB as read. Stewart Brock second. Unanimous.**

**Myron Steere moved to rescind KLD which is replaced by KEB. Stewart Brock second. Unanimous.**

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

JLCF: Wellness Policy --- this is an amendment to our existing policy

**Myron Steere moved to adopt this policy as amended. Stewart Brock second.**

Rich Cahoon asked if these conditions apply 7 to 3. Myron Steere said that the beverages are 24/7. It is the food that will meet the requirements. 75% outside of bell to bell will meet the guidelines.

**Unanimous.**

**c. Policy JEB – Entrance Age Discussion**

Myron reported that this policy is being looked at and will come forward at the second meeting in March.

**10. New Business**

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

ECAC: Vandalism (will rescind old ECAB upon adoption)

Myron Steere asked that this policy be reviewed by the board.

EFA: Availability and Distribution of Healthy Foods

Myron Steere asked that this policy be reviewed by the board.

IJK: Supplemental Materials Selection and Adoption (will rescind old IIAA)

Myron Steere asked that this policy be reviewed by the board.

IJL: Library Collection Development

Myron Steere asked that this policy be reviewed by the board.

JJF: Student Activities Fund Management and Fundraising

Myron Steere asked that this policy be reviewed by the board.

**b. Policy to Rescind (School Board Vote Required)**

EDBA: Maintenance and Control of Instructional Materials

**Myron Steere moved to rescind this policy. Stewart Brock second. Unanimous.**

**c. District Meeting Warrant: School Board Member Assignments**

School Board Members agreed to move forward specific warrant articles at District Meeting. Butch Estey will make the second.

**d. Submission of Board Officer Declaration**

1) Next Steps – Policy BDBA Board Officers

Butch Estey and Myron Steere have submitted their intent to run for the position of School Board Chairman. Pierce Rigrod has submitted intent to run for Vice-Chairman.

Speeches from those running will be made at the February 18<sup>th</sup> School Board meeting.

**e. Policy BGB – Policy Adoption Discussion**

Rich Cahoon reported that he asked for this policy to be included in tonight's agenda. We have a policy on how the Board is supposed to adopt a policy. It outlines the first read and second read practice. We have a policy on policy adoption. In the past, Kimberly Saunders said that she was instructed to bring an amendment to recently adopted policies forward to the board. Mr. Cahoon said that there is a reason that we have the first read and second read/adoption process. Mr. Cahoon said that he cannot find that direction in the minutes. He urged that the Board follow the policy.

Myron Steere agreed. It is important to go through a first read and second read process.

Discussion took place about the Emergency Procedure stated within the policy. Dr. Minnihan said that it might be difficult to identify who the "concerned groups" might be. He suggested saying that "the Superintendent will place the changes in this policy on the district website" as one option. This will go back to policy committee.

Rich Cahoon reminded the Board that this is an adopted policy.

**Kimberly Saunders reported that she has been asked to right a clause allowing students currently in the ConVal system to access kindergarten.**

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

Marian Alese certified that manifests 23f14028 through 23f14030 and 59-61 totaling \$541,861.39 and Payroll 15 totaling \$1,777,350.42 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. Myron Steere second. Unanimous.**

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

**a. Negotiations**

**Erik Thibault moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of negotiations at 8:26 p.m. Unanimous on a roll call vote**

**Stewart Brock moved to exit non-public session at 8:39 p.m. Unanimous on a roll call vote.**

**Myron Steere moved to accept the negotiating documents as presented. Matthew Craig second. Erik Thibault, Crista Salmay, Joel Green, and Jon Ingram abstained. All else in favor. Motion carried.**

**Myron Steere moved to seal the minutes of non-public session for two years. Second. Unanimous.**

**Myron Steere moved to adjourn at 8:41 p.m. David Martz second. Unanimous.**

Respectfully submitted,

Brenda Marschok