

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, May 5, 2015

School Board Meeting

SAU Office

7:00 p.m.

BOARD

Gary Backstrom, Rich Cahoon,
Butch Estey, Janine Lesser,
David Martz (7:05 pm), Stephan Morrissey,
Linda Quintanilha, Pierce Rigrod,
Myron Steere, Fiona Tibbetts (7:11 pm)

ADMINISTRATION

Dr. Brendan Minnihan, Supt.
Kimberly Saunders, Asst. Supt.
Marian Alese, B.A.
Tim Markley, H.R.
Dr. Rick Matte, Student Services
Colleen Roy, GES
Nicola Fraley, FES
Amy Janoch, HES
Dr. Ann Allwarden, AES/Pierce
Brian Pickering, CVHS
Jim Elder, GBS
Anne O'Bryant, SMS
Ben Loi, PES

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. Minutes (Board Vote Required)

a. April 21, 2015

Myron Steere moved to accept the minutes of April 21, 2015. Stephan Morrissey second. Myron Steere abstained. All else in favor. Motion carried.

3. School Board Chairman's Award

Chairman Estey recognized Vicki Mellon, School Nurse, as the recipient of the School Board Chairman's Award.

4. Points of Pride

AES & Pierce School

AES: The fourth graders at AES recently traveled to Concord to visit New Hampshire's State House and Supreme Court. This field trip further supported and enhanced students' understanding of the three branches of state government--executive, legislative, and judicial--which is a focus of the Social Studies curriculum for fourth graders.

BES: The fourth graders at Pierce School recently traveled to Charlestown, NH to visit Fort at No. 4 where they got a chance to step back in time and explore how the settlers of Fort at No. 4 lived, worked, and played over 250 years ago. This field trip enhanced the students' understanding of historical events, the use of barter vs. money in exchange for goods, the effect of land forms on human settlement, as well as many other aspects of the fourth grade Social Studies curriculum.

Francetown Elementary School

On Thursday, April 30, students at FES participated in an All School Mad Science Day. In multi-grade groups, the students traveled around the building to experience a number of different scientific concepts and experiments. The teachers collaborated to develop engaging lessons that focused on magnetism and heat transfer. We also had a number of ConVal high school students from the Makers Club join us for the morning. Under the direction of Beth and Ray Wallace and Dave Dewitt, the CVHS students shared the projects and

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.

assignments they have been working on. The FES children loved getting to work with older students. They particularly enjoyed playing the video games that had been designed and programmed at the club. During the afternoon, the whole school came together for a Mad Science presentation. A scientist from Mad Science of Southern NH shared a number of different experiments all to do with air. Student volunteers were called on demonstrate the scientific principles. A few students even got to glide across the floor on a hovercraft in order to learn about air pressure! It was a great day all around.

South Meadow School

Two SMS teachers have been nominated for Rotary Teacher of the Year: Lori Groleau and Michelle Hautanen.

SMS Food Pantry just received a very generous donation from a Great Brook student, Brady Proctor and his sister Makenna Proctor in the amount of \$283.00. AES PTO donated 0.25 per item donated! SMS students had a great week at Washington DC. Philadelphia and Gettysburg.

Greenfield Elementary School

We started our May Day celebration with Mr. Parshall and his troupe of Morris Dancers, then honed our creativity with Jeannie Connolly and Terra Fletcher during our annual Art Day. Children spent the day dancing, weaving, building a community map and creating kites for the Children and the Arts Day parade. Everyone enjoyed being able to work in multi-age groups together. We ended the day with an Art Show for parents.

In addition, the high school band and chorus heading to Cleveland, OH as well.

Butch Estey reported out on a Keene Cohort that he witnessed; 16 staff enrolled in a course facilitated here at the SAU by Kimberly Saunders and Dr. Minnihan. Mr. Estey said that he was impressed with what he saw.

5. Public Comment

None.

6. Consent Agenda

a. Personnel

1) Nominations

Tim Markley referenced a list of staff continuing on annual contracts.

Myron Steere moved to approve this list as presented. Stephan Morrissey second. Unanimous.

Tim Markley referenced those individuals on annual contract classified as Special Service Professionals.

Myron Steere moved to approve this list as presented. Stephan Morrissey second. Unanimous.

Tim Markley referenced those individuals moving from annual to continuing contract.

Myron Steere moved to approve this list as presented. Stephan Morrissey second. Unanimous.

Tim Markley referenced those individuals from Continuing to continuing contract.

Myron Steere moved to approve this list as presented. Stephan Morrissey second. Unanimous.

Tim Markley referenced a Personnel Agenda Addendum – Nominations

Five individuals were listed for nominations.

Myron Steere moved to approve this list as presented. Stephan Morrissey second. Unanimous.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Budget & Property Committee will meet on Wednesday, May 13th at 6:00 p.m. at the SAU Office.

Education Committee will not meet on May 19th but will meet on May 26th at 7:00 p.m. at the SAU.

Policy Committee will meet on Tuesday, June 2nd at 6:00 p.m. at Pierce School.

Strategic Plan Committee will meet on Thursday, June 18th at 6:30 p.m. at the SAU.

b. Field Trip Request (Board Vote Required)

1) ConVal High School – Class of 2015 students will travel by bus to Old Orchard Beach, ME from June 6 to June 7, 2015 to participate in an overnight camping trip to culminate senior year activities

Myron Steere moved to approve the field trip as presented. Gary Backstrom second. Unanimous.

c. Accept Gift/Donation (Board Vote Required)

1) Peterborough Elementary School requests the authorization to accept a gift/donation totaling \$500.00 from Alliance Energy, 15 Northeast Industrial Rd., Branford, CT for the purpose of STEM Enrichment.

Myron Steere moved to accept the donation as read. Stephan Morrissey second. Unanimous with gratitude.

d. May 1, 2015 Enrollment Update

Tim Markley referenced May 1st enrollment noting little change from April.

e. Superintendent Update Report

Dr. Minnihhan shared information on evaluations in general. We evaluate to ensure teacher and staff quality and to promote professional development and reflective practice. We want to help staff to get better.

Teachers are evaluated each year if they are new. Veteran teachers have not been evaluated regularly. Beginning in the fall, a new evaluation system will be implemented for teachers. It combines mini-observations with the opportunity for more typical observations. Administrators have received three full days of training in the Danielson Model. Training will continue to hone evaluation skills consistently and reliably.

Administrators create three goals developed mutually between the administrator and superintendent. There are three review opportunities during the year based on an evaluation tool by Robert Marzano.

Specialized Support Personnel are evaluated by the student services personnel and building level administrators.

Paraprofessionals are also evaluated by student services administration and building level administrators.

Administrative Assistants, Facilities Staff, and Network Staff are, or will be, evaluated yearly using a developed evaluation tool.

Dr. Minnihhan said that this is a snapshot of where we are with more work to follow.

Rich Cahoon asked for a scatter gram of where the evaluations fall within groups without names. Confirmed.

Rich Cahoon asked that an evaluative factor on budgeting be included in the administrator evaluation. Confirmed.

8. Reports

a. Student Representative –River Marmorstein

River Marmorstein reported that this week is teacher appreciation week and students have been doing things for the teachers; an ice cream social is scheduled, SALT brought breakfast around to staff.

Advanced Placement Testing has begun. Last Friday, Carly Fiorina, visited CVHS and spoke to students about life advice. Student groups are working on different topics that might rise to the board level.

b. Teacher Representative – Gil Morris

None.

c. Education Committee – Crista Salmay

Rich Cahoon reported that a report on the continued implementation of SRSD was shared at the last Education Committee meeting.

Mr. Pickering reported on progress on moving to a competency based system. Full implementation remains a year or two away but progress is being made.

Lastly, a report was shared on Social Studies Curriculum K-12. The Education committee voted to adopt the program.

9. Old Business

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

JFABD: Admission of Homeless Students

Rich Cahoon moved this policy for adoption. Myron Steere second. Gary Backstrom abstained. All else in favor. Motion carried.

10. New Business

a. 1st Read Policy

DGA: Authorized Signatures/Check-Writing Services

DK: Payment Procedures

Rich Cahoon reported that the two policies should be conformed to existing practice. We do not approve the manifests before checks are written. These policies allow for a level of review by the Business Administrator.

Rich Cahoon asked the board to review as a first read.

b. Policy to Rescind (School Board Vote Required)

JHF: Student Safety

Rich Cahoon moved to rescind. Linda Quintanilha second. Unanimous.

JHFC: Bicycle Use

Rich Cahoon moved to rescind. Stephan Morrissey second. Unanimous.

c. Social Studies Curriculum Adoption (School Board Vote Required)

Rich Cahoon moved to adopt the Social Studies Curriculum. Linda Quintanilha second.

This is the first time in fifteen years that the curriculum has been updated.

Gary Backstrom abstained. All else in favor. Motion carried.

d. Approval of Evaluation Program (School Board Vote Required) -Brendan/Kimberly

Kimberly Saunders shared the evaluation program for teachers and professionals. Goals will be set and part of their professional development plan. Student learning objectives will be established. The observation schedule was shared for mini and formal observations for Pathway I and II individuals.

Everyone will look at assessment proficiency averages and student learning objectives. Five domains will be looked at. Each domain will have a composite or average score between one and four; an average of expectations for that domain. Domain ratings are then averaged using weights.

Rich Cahoon shared his concern with the point schedule which allows a smaller range of staff to land in the unsatisfactory and distinguished range. The math skews the possibilities.

OASYS is a technology system that will be used for the evaluation system.

Myron Steere moved to approve the program as laid out. Stephan Morrissey second. Unanimous.

e. School Board Goal Setting – Pierce Rigrod

Dr. Minnihan reported receiving 150 electronic and two mailed responses to the Strategic Plan Survey.

NESDEC will support the focus groups from June 1st through June 4th. Day and evening sessions will be scheduled.

Pierce Rigrod spoke about a Goal Setting School Board meeting. Previous goals would be reviewed with new goals set for the year ahead. This meeting should take place prior to the end of June.

Butch reported four interested Peterborough residents in the open Peterborough School Board position.

11. Approval of Manifests (Board Vote Required)

Marian Alese certified that April manifests totaling \$234,582.01 and Payroll 22 totaling \$1,851,619.48 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 approve the manifests as read. Stephan Morrissey second. Unanimous.

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

a. Personnel

b. Student

Myron Steere moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:27 p.m. for a student matter. Unanimous on a roll call vote.

Myron Steere moved to exit non-public at 8:51 p.m. Stephan Morrissey second. Unanimous.

Myron Steere moved to seal the minutes of non-public session in perpetuity. Stephan Morrissey second. Unanimous.

Myron Steere moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:51 p.m. for matters of personnel. Unanimous on a roll call vote.

Myron Steere moved to exit non-public session at 9:16 p.m. Second. Unanimous.

Linda Quintanilha moved to increase the stipend for the GBS Athletic Director to \$4,860.00. Second.

Fiona Tibbetts, Gary Backstrom, and Myron Steere abstained. Motion carried.

David Martz moved to seal the minutes of the second non-public session for one year. Stephan Morrissey second. Unanimous.

Marian Alese reported that the bus company wants to hold an open house with board members. Marian suggested the second meeting in June for board to see the new diesel buses.

Linda Quintanilha motioned to adjourn at 9:17 p.m. David Martz second. Unanimous.

Respectfully submitted,

Brenda Marschok