

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, June 16, 2015

SAU Office

School Board Goal Setting Session

6:00 p.m.

School Board Meeting

7:00 p.m.

MINUTES

BOARD

Rich Cahoon, Richard Dunning,
Janine Lesser, David Martz,
Stephan Morrissey, Pierce Rigrod
Crista Salamy, Myron Steere

Patrick Cogan, CVEA
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
Brian Pickering, CVHS
Dr. Ann Allwarden, AES/Pierce
Colleen Roy, GES
Nicola Fraley, FES
Jim Elder, GBS
Anne O'Bryant, SMS

1. Call to Order and Pledge of Allegiance

Pierce Rigrod called the meeting to order at 7:07 p.m. The Pledge of Allegiance was recited.

2. Minutes (Board Vote Required)

a. June 2, 2015

Myron Steere moved to accept the minutes of June 2, 2015 as written. Dick Dunning second. Crista Salamy abstained. All else in favor. Motion carried.

3. Points of Pride

GES

GES celebrated the Stephenson Public Library Summer Reading Kick-Off at a concert at the Meeting House, followed by a treat at Harvester Market. Everyone enjoyed the music and sang and danced along. The 4th graders spent a day in Boston, visiting the Museum of Science and exploring the city on a Duck Tour last week. They've been busy practicing their lines and songs for the annual 4th grade play. Come enjoy the show on Wednesday, June 17th at 6:00pm!

FES

Last week all FES students, staff, and many parent volunteers traveled to Norwich, Vermont for an all school field trip. Our day at the Montshire Museum was magical. Each class participated in a special program that focused on grade-level appropriate science content. Kindergarteners and first graders learned all about air, second graders investigated rocks and our third and fourth-grade students became engineers and designers. The remainder of the day was spent exploring the many different hands-on exhibits, from

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.

bubbles and gravity to streams animal habitats. The field trip was made possible through the generous financial support of the PTO and also by the parent volunteers that accompanied us.

Dr. Minnihan reported out on Field Day, which includes all elementary schools but PES. Tim Conway, Anthony Cippola, and Paul Landeau set this day up which was phenomenal.

CVHS graduation took place on Saturday and was a great event.

Crista Salamy reported that Awards night was recently held. Forty-three essays were submitted for the Edith Bird Bass Essay, the only Board award given. Great reading.

Pierce Rigrod reported that he attended an AP History forum last night. Academic performance and testing was discussed as well as history and curriculum. Mr. Rigrod was impressed with the discussion.

4. Public Comment

None.

5. Consent Agenda

a. Personnel

1) Retirements

Michele Johnson

Myron Steere motioned to accept the retirement as read for June 2015. David Martz second. Unanimous.

2) Nominations

Rich Cahoon moved to accept the nominations of Joan Hill, Victoria Burnham, and Barbara Ellis. Stephan Morrissey second. Unanimous.

Rich Cahoon asked if the 2/3's time French position has been posted for the high school. Confirmed.

Mr. Cahoon further asked if applicants are being told that it may be temporary. Brian Pickering said that they know that it is a possibility.

Mr. Cahoon said that it is definitive because there is a board vote that the French Program is phasing out. Part of the vote was that it is for two years and is part time.

Brian Pickering said that applicants are being told that the position is under review.

Dick Dunning asked for clarity. If it is a two year position, candidates ought to know that. It may leave students in limbo. Online options might exist for students.

3) Resignations

Myron Steere moved to accept the resignations of Ben Nester and Kevin Ritter. Stephan Morrissey second. Unanimous.

4) Job Description – 1st Read – Special Educator, Emotional Support Program, CVHS

Tim Markley referenced this job description as a first read. This will be brought to the next meeting for board vote. This is not a new position but there is not an old job description for it.

6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Negotiations Committee will meet on Tuesday, June 23rd at 4:00 p.m. at the SAU.

Budget & Property Committee will meet on Tuesday, June 30th at 6:30 p.m. at the SAU.

Policy Committee will meet on Tuesday, July 21st at 5:30 p.m. at the SAU.

b. Field Trip Request (Board Vote Required)

1) South Meadow School – Dance Team students will fly to Orlando, FLA to attend a Disney Dancing workshop and perform live at Walt Disney World and go to the parks in Feb. 2016.

Rich Cahoon moved to approve the field trip request. Stephan Morrissey second. Unanimous.

2) South Meadow School – 8th grade students will travel by bus to Philadelphia, PA, Gettysburg, PA, and Washington, DC (AHT) to visit historic sites in American History April 11-15, 2016.

Myron Steere moved to approve the field trip request. Second. Unanimous.

3) ConVal High School – students will travel by plane to the Dominican Republic to focus on

photography throughout the trip. They will have opportunities to take pictures of wildlife, waterfalls, beaches, and local culture. They will practice the art of "light painting" in caves, and do volunteer work teaching photography at a local camp. April 2016 break.

Myron Steere moved to approve the field trip request. Stephan Morrissey second. Unanimous.

David Martz asked if the Dominican Republic is a safe place for students to travel. Amanda Bastoni reported that there are provisions in place for safety issues. The organization contracted with has safety measures in place. Janine Lesser asked if provisions were made for students who cannot afford to go. Confirmed that there are fundraising possibilities and sometimes outside resources. Ms. Bastoni shared that the cost of the trip is approximately \$1,800 and she will work with students to provide fundraising opportunities.

c. Superintendent Update Report

1) Staffing Request (Board Vote Required)

Dr. Minnihan shared four staffing requests:

DCS numbers were shared – K=12, 1=7, 2=12, 3=16, 4=7, 5=8. Straight K, and straight 1 was proposed. We generally do multi-grade classes because of funding. It is not philosophical. This is a recommendation from the school. Grades four/five are already combined.

Dr. Minnihan said that straight grades are best for kids.

Class size guidelines for K are 15-18.

Rich Cahoon asked if the cost of a teacher would be best for kids. Would this be best for kids above every other possibility? Dr. Minnihan said that the quality of the instruction that the child will receive is paramount over anything else.

Janine Lesser asked if consideration for every class should be made assuming every class was different. Confirmed.

The mix and need of the kids in several grade spans is a consideration at DCS.

Combining grades 1/2 with a para was asked. It is not the best option.

Dick Dunning said that he is torn in two ways. He appreciates size and grade levels. He is also torn looking at other schools. The district has been unwilling to look at other solutions. How does he justify adding another teacher here and then not consider the enrollment in PES classes. He agrees that combination classes are not the best way to go. Voting for a new teacher is not possible for him but when considering kids, it is the right thing to do. A class of 7 is too small. There has to be another solution than adding another teacher.

Stephan Morrissey agreed with Mr. Dunning in terms of equity.

Pierce Rigrod asked the implications of not hiring a teacher at this time of year. Dr. Minnihan said that multi-grade with a para or multi-grade no para etc. Pierce Rigrod asked if there is time to consider other options. Dr. Minnihan said that teachers need to know if they need to plan for multi-grade. Parents need to know so that they can weigh their options. Teachers and parents are stressed about this.

Kimberly Saunders suggested that each school be looked at individually. The needs of the students, staff, and community are factors.

David Martz moved to accept the recommendation for all three schools to add two teachers.

Janine Lesser asked the recommendation of the other schools.

Dr. Minnihan said that FES would have 5 straight grades; they currently have 4 teachers. One position added at FES.

Dick Dunning said that he cannot vote on this without alternative suggestions. How can we as a board say that we have to look at making financial decisions and then on the other make a decision to spend \$75K on a teacher?

Rich Cahoon asked if the two Title I elementary schools have the largest class sizes. They receive resources as Title I schools.

Pierce Rigrod said that this is timely and principals have made recommendations. He feels that the net out of +1 is budgeted.

In favor of the recommendation proposed; second.

In favor: David Martz and Janine Lesser

Opposed: Dick Dunning, Rich Cahoon, Crista Salamy, Myron Steere, Stephan Morrissey
Motion failed.

Myron Steere moved to combine a class at DCS and add a para. Crista Salamy second.

Crista Salamy said that it is not the board's purview to give a para. The board does not know what they need. Dr. Minnihan said that we do know what they need.

Rich Cahoon spoke about the timeliness. This could be sent back to ask what else they need; maybe it is not a para. The SAU could take time.

Myron Steere and Crista Salamy withdrew their motion and second.

Dr. Minnihan spoke about the woodworking position at CVHS. The board did not want to go forward and advertise this position. The interim director reports that there are 6 sections scheduled to be taught next year. 83 students are enrolled to take these classes. The goal would be to hire a credentialed person.

Dick Dunning moved to support hiring a woodworking position and support this request. David Martz second.

Myron Steere said that he has a problem; he wants a long term vision.

Dr. Minnihan said that there are kids currently scheduled in these classes. The question is to continue or reschedule these kids.

Rich Cahoon said that we are down 46 kids next year at CVHS; near 50 the year after. The arguments he made still apply. Is this the best place to use this position? The Master Schedule will need to be restructured. We have undersubscribed business classes in the ATC. He did not feel that we need to fill that position that recently had a resignation.

Crista Salamy said that this is 83 students looking for an avenue that might not be college-bound. We are looking to gain ATC status and improve the program and make it more attractive to students. We do them a disservice if we do not fill this position.

David Martz amended the motion to approve the position for this upcoming year but that a presentation on an ATC Plan be shared by the end of the summer.

Discussion ensued about the summer deadline in the motion.

David Martz modified his motion to have the ATC Plan by the end of February 2016 and approve the position based on this.

Dr. Minnihan shared why a date is not necessary in the motion.

River Marmorstein said that as a student, 83 is approximately 10% of the enrollment. This is a popular course. For the school in general, it is an important course. We are phasing French; phasing this out will detract from opportunities. This program is an important one.

Rich Cahoon said that if we can wait until Education Committee on Monday and then consider approving the position.

Mr. Cahoon further said that he is unsure that there is a vote about an ATC extension for a full year. Now it is due again, we should wait.

Stephan Morrissey said that an update will come to the Education Committee on Monday.

Brendan said that the agreement with Jaffrey-Rindge is due in February. Enough information will be available then. There is a plan, there is an ATC Center. We have addressed many issues and the DOE is quite content with ConVal. We have been working on the plan for months and months.

An extension was granted because the Jaffrey-Rindge Superintendent was leaving. Leadership in place was important as part of the process.

Dr. Minnihan asked where the decision making is. Updates have been shared along the way.

Dick Dunning urged support for this position as a result of 83 students currently enrolled.

Pierce Rigrod called the question on the motion.

David Martz withdrew his motion.

In favor of voting to hire for the woodworking position: Janine Lesser, Dick Dunning, and Crista Salamy

Opposed: Rich Cahoon

David Martz and Stephan Morrissey abstained.

Pierce Rigrod voted in favor to break the tie. Motion carried.

Pierce Rigrod called for a five minute break at 8:22 p.m.

The Board meeting reconvened at 8:31 p.m.

7. Reports

a. Student Representative –River Marmorstein

River Marmorstein reported that today was the last full day of school at CVHS. The next two days are half-day final days. Field Day, Awards Day, and other end of school activities are taking place. Student elections recently took place.

b. Teacher Representative – Patrick Cogan

Patrick Cogan reported that things are winding down and saying goodbye to retirees. Teachers are ready for the summer. CVA will award a scholarship to a deserving student of a CVA member going off to college or trade school.

c. Budget & Property Committee – Myron Steere

Myron Steere reported that discussion took place on the payment schedule which will now go to Selectmen's Advisory Committee. Public Hearings were discussed on trust funds. Capping trust funds is under consideration. Track and Tractor bids will be coming. Facilities Use Policy is problematic for recreation departments.

Marian Alese shared issues with determining whether or not an organization falls under the umbrella of the recreation department. Individual agreements still need review.

Myron Steere further reported that a review of the Wellness Policy might be in order. A policy on walkers (students who walk to school) was requested for review.

d. Strategic Plan Committee Update – Pierce Rigrod

Pierce Rigrod reported that the next timeline for reviewing the summaries from the focus groups was discussed. Focus Group sessions were in place to narrow themes. Final goal statements will be forthcoming to the board. Survey data will be reviewed. The look of the plan was discussed. Readability was cited as important.

e. School Board Goal Setting - Pierce Rigrod

Pierce Rigrod reported out on tonight's goal setting meeting.

Dr. Minnihan reported out that the merit range for administrators went from .5 to 3%. Dr. Minnihan said that if the board want specifics, a non-public session will be required.

8. Old Business

a. Expenditure Report – Marian Alese

Marian Alese reported that the report reflects all transfers to date. Line 9 and 30 have been submitted to FEMA for potential reimbursement; still unknown. Line 54 is increase in fuel consumption. Line 55 reflects a transfer from diesel to fuel for additional deliveries. Line 66 reflects a new truck to be reimbursed from trust money. The June report will be available at end of July/beginning of August.

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

JICJ: Authorized Use of Personal Electronic Devices

David Martz moved to adopt the policy as read. Myron Steere second. Unanimous.

c. HealthTrust Annual Agreement – Marian Alese

Marian Alese requested a vote on agreements.

Myron Steere moved to accept the agreement as shared. Stephan Morrissey second. Unanimous.

9. Approval of Manifests (Board Vote Required)

Marian Alese certified that June manifests totaling \$383,316.33 and Payroll 25 totaling \$790,141.96 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.

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

Myron Steere moved to enter into non-public session at 8:46 for matters of personnel. Unanimous on a roll call vote.

Stephan Morrissey moved to exit non-public session at 9:07 p.m. Myron Steere second. Unanimous.

Myron Steere moved to approve the merit schedule as presented. Dick Dunning second. David Martz abstained. Motion carried.

Myron Steere motioned to seal the minutes of non-public session for 3 years. David Martz second. Unanimous.

Pierce Rigrod asked to allow Brendan to hire for open positions prior to the July 14th meeting.

Dr. Minnihan reported no plan to hire a business education teacher.

Crista Salamy asked that an email be sent about hiring that takes place during this period. Confirmed.

In favor: David Martz, Dick Dunning, Janine Lesser, Pierce Rigrod, Crista Salamy, Myron Steere, Stephan Morrissey

Opposed: Rich Cahoon

Motion carried.

Myron Steere motioned to adjourn at 9:14 p.m. Stephan Morrissey second. Unanimous.

Respectfully submitted,

Brenda Marschok