

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, August 19, 2014

School Board Meeting

SAU #1

Board Room

7:00 p.m.

BOARD

Gary Backstrom, Rich Cahoon,
Butch Estey, Tom Ferenc,
Jon Ingram, David Martz,
Stephan Morrissey, Linda Quintanilha,
Pierce Rigrod, Crista Salamy,
Myron Steere, Fiona Tibbetts

ADMINISTRATION

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

1. Call to Order and Pledge of Allegiance

Butch Estey called the meeting to order at 7:03 p.m. The Pledge of Allegiance was recited.

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

a. July 15, 2014

Myron Steere moved to accept the minutes of July 15, 2014. Gary Backstrom second. Crista Salamy abstained. All else in favor. Motion carried.

3. Points of Pride

Dr. Minnihan reported 290 Student/Athletes have come out for fall sports participation at CVHS. This number is up approximately 15 students from just last year!

4. Public Comment

None.

5. Consent Agenda

a. Personnel

1) Nominations/Resignations/Retirements

Myron Steere moved to accept the nominations as read for Hollis Wilson, Cassandra Godell, and Kathryn Bennett. David Martz second. Unanimous including addendum.

Myron Steere asked about the resignation tendered after contract and said that either an exception to the policy needs to be made or a change to the policy.

Myron Steere moved to give waiver to bypass the policy for this resignation of Jill Camitta only. Stephan Morrissey second. Unanimous.

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Tim Markley read the retirement of May Clark for June 2015. **Myron Steere moved to accept the retirement as read. David Martz second. Unanimous.**

Tim Markley read one additional nomination to fill a BES K teaching position with Barbara Cannon. **Myron Steere moved to accept the nomination as read. David Martz second. Unanimous.**

Mr. Markley reported the potential of offers for positions before the next Board meeting. Mr. Markley requested the Board to authorize the Superintendent to approve nominations for positions of teachers before the next Board meeting.

Jon Ingram moved to authorize the Superintendent to approve nominations for teaching positions before the next school board meeting. David Martz second.

Myron Steere asked about the potential to move teachers around in lieu of enrollment numbers. May Clark reported 8 K students at DCS.

Open positions are not conducive to this possibility.

Myron Steere asked that an email with the nomination be sent out giving 24 hour notice.

Jon Ingram asked when discussion would occur if there was a concern.

Crista Salamy reported that a discussion took place about the specials rotation for AES and BES. In the past year, there was a 6 day rotation with specials, which was not ideal. This year, a week long course of specials is being pursued. The Education Committee asked if Marian Alese knew of positions or monies that were not being filled to go toward this position. There was one position that was not filled. There have been staffing changes.

Marian Alese reported that an elementary integration position that will not be filled plus a salary delta.

Crista Salamy said that the SAU has been told to move forward if something is not in the best interest of children.

Discussion took place about the "Campus Plan" for GBS and AES in the past and the feeling that it failed.

Rich Cahoon said that we cannot back into the Campus Plan again.

Jon Ingram and David Martz withdrew their motion and second.

Rich Cahoon moved to approve the existence of the Art/Music and PE/Health positions. David Martz second. Unanimous.

Jon Ingram moved to authorize the superintendent to make the waiver to approve teaching positions. Second. Crista Salamy and Rich Cahoon opposed. All else in favor. Motion carried.

b. Enrollment - August 1, 2014

Tim Markley referenced an updated enrollment report dated August 19th. An update will be provided at the next Board meeting.

Temple Elementary classrooms grade three and four have been split apart to reflect a straight grade 3 and straight grade 4. Pre-school numbers are included in enrollment figures.

6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

1) School Board Induction Series

The School Board Induction Series on Student Services was scheduled for Tuesday, September 16th at 5:00 p.m. at the SAU Office.

2) New Teacher/New Staff Day – Friday, August 22, 2014

Dr. Minnihan invited Board Members to new teacher/new staff day at 9:00 a.m. on August 22nd at the SAU.

3) First Day – Return of all Staff – Monday, August 25, 2014

Dr. Minnihan invited Board Members to attend a Welcome Back Breakfast for all staff on August 25th at 7:00 a.m. at CVHS.

7. Reports

a. Teacher Representative – Gil Morris

None.

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b. Education Committee – Crista Salamy

Crista Salamy reported that the Elementary School Report Card committee has worked long and hard to develop a common report card.

Ben Loi reported that a standards based report card was pursued. He provided the history of the elementary report card. A review of the work of the committee was shared. A pilot, using this report card, will take place this school year. The report card was shared. A supplemental document will be used to explain the progression of students.

May Clark spoke about academic performance indicators. This is a standards based report card. The numbers are designed to help parents understand how their student is making progress toward standards. The standards are intended to be mastered by the end of the school year.

Rich Cahoon reported that the Education Committee reviewed and moved to allow moving forward with the pilot. Stephan Morrissey second. Unanimous.

Crista Salamy reported out on discussion at the Education Committee on a ConVal Unified Sports Program. Linda Quintanilha asked if discussion about an open intramural program was discussed. Mr. Pickering said that there is willingness but ConVal is using the NHIAA blanket.

Myron Steere moved to move forward with the Unified Sports Program. Stephan Morrissey second. Unanimous.

Crista Salamy reported that she is on a committee looking at block scheduling to determine if it is working or not. The list of pros and cons is equal. Teachers will be surveyed as well as students and parents in the future.

The ATC Committee is looking at scheduling to see if a different schedule would affect them.

The vision for ATC students is under review. An interim ATC Director is being reviewed as well.

Rich Cahoon asked if we were going to sign a long-term ATC Agreement. The response was no.

c. District Study Committee – Tom Ferenc

Tom Ferenc reported that norms were set at the District Study meeting. The Articles of Agreement review was discussed and will be looked at on the September 17th meeting. Issues on efficiencies will remain to be reviewed. Outsourcing payroll and growing the district were discussed as potential efficiencies.

Linda Quintanilha asked the purview of the committee, in particular reviewing special education.

Rich Cahoon reported that efficiencies were agreed to be looked at under this committee.

Marian agreed with Linda Quintanilha that special education might not be best reviewed under this committee. Sourcing out payroll was another questionable item for Ms. Alese.

Further discussion took place about charging the District Study Committee with looking for Special Education efficiencies.

Tom Ferenc said that it is conversations about efficiencies; not writing IEP's.

Jon Ingram reminded the Board that it is a matter of putting on a different lens and the committee is not charged with decision making. It is the board's charge to take the thinking and make a decision.

Marian Alese suggested inviting SAC to induction meetings to gain further understanding. It might make the charge clearer. Tom agreed to invite SAC to the next induction meeting on student services.

d. Ad Hoc School Board Goal Committee – Pierce Rigrod

Pierce Rigrod referenced information included in tonight's packet

A motion to accept the five goals as submitted was made by Myron Steere. Stephan Morrissey second. Unanimous.

Pierce Rigrod referenced process information using the Carsey Institute to work on developing the Strategic Plan as an example. Getting people together and finding consensus is a goal.

The content of the Strategic Plan will be reviewed.

Lastly, the Superintendent has developed goals for the year. These goals were discussed, reviewed, and revised.

Myron Steere moved to accept the goals and objectives. Stephan Morrissey second. Unanimous.

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e. Budget & Property Committee – Myron Steere

Myron Steere shared a document of the items discussed at the last Budget & Property Committee meeting.

Myron Steere moved to vote a waiver on the policy to allow the notification of employees to discounts they have available to them. Second.

This will allow teachers and employees to take advantage of discounts available to them.

Dr. Minnihan cited an example that a business might offer a discount to school employees but they might not know that is a possibility.

Marian Alese said that a list of vendors who offer school district employees a discount will be sent out through Human Resources.

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

Safe Routes to Schools, a timeline for Food Service Review, electricity purchase, alternative energy discussion, 15/16 cost savings ideas, and parent paid tuition rates were discussed at this meeting as well.

Myron Steere moved to allow Budget & Property to forward an RFP on food service. Gary Backstrom second.

Marian Alese reported that the RFP would be sent out in September, expected back in October. The RFP will be evaluated and brought back to Budget & Property and the board for a decision.

Unanimous.

Discussion took place about requests from out of district students to tuition in to the ConVal School District.

Consensus of the board for the B&P to pursue reduced tuition for out of district students.

Consensus of the board was received.

Myron Steere reported out on discussion about an auditor's report. The report reflected minor concerns.

The Antrim Agreement will be reported out at the September 2nd School Board meeting.

8. Old Business

a. Elementary School Report Card (Board Vote Required)

Discussed and voted on under Elementary Education Committee report out agenda item.

b. Unified Basketball – Education Committee

Discussed and voted on under Elementary Education Committee report out agenda item.

c. Evaluation Practice Tool/Superintendent (Board Vote Required)

Pierce Rigrod referenced the Superintendent Evaluation Tool and the process. The goals are part of the evaluation tool. The current board is tasked with completing the evaluation before a new board is voted in.

Myron Steere suggested sending it to the Policy Committee for review and a –R.

The tool will go along with the policy for evaluation of the Superintendent.

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

ACE: Procedural Safeguards Nondiscrimination on the Basis of Disability

BEDA: Public Notification of School Board Meeting

Rescinding old BDDA upon adoption of BEDA

Linda Quintanilha moved to rescind the old BEDA. Second. Unanimous.

BGC: Policy Review and Evaluation/Manual Accuracy Check

GCQC: Resignation of a Staff Member

Jon Ingram moved to adopt policy GCQC. Stephan Morrissey second.

Myron Steere suggested that this policy return to Policy Committee.

Jon and Stephan rescinded their motion and second.

IKF: High School Graduation

IMBC: Alternative Credit Options

JEC: Manifest Educational Hardship

Jon Ingram moved ACE, BEDA, BGC, IKF, IMBC, and JEC for a vote of the board. David Martz second. Unanimous.

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9. New Business

a. 1st Read Policy

FEH: Change Orders Procedures

JICD: Student Discipline and Due Process

Both policies were referenced as a first read. Comments and changes will be sent to Jon and Kimberly.

b. Policy to Rescind (School Board Vote Required)

JN: Student Fees, Fines, and Charges

Jon Ingram moved to rescind policy JN. Myron Steere second. Unanimous.

c. Tuition Rate for Out of District Students

Dr. Minnihan reported that a pilot was suggested as a result of interested students. What would the rate be if the Board was interested?

Myron Steere suggested half that of the per pupil cost. **Mr. Steere moved to enter a pilot with up to 10 students with a tuition rate of \$8,000 per student. David Martz second.**

Discussion took place about the possibility of the need to hire an additional teacher if a student was accepted.

As a point of information, if a special needs student was considered, the possibility of the cost being covered by the sending district will be researched.

Marian Alese asked if a parent drops a student at an existing bus stop, does the board have a problem with transporting. No concerns were shared. .

Pierce asked how we arrived at a cost of \$8,000 citing Harrisville with a much higher per pupil cost and a \$4,000+ tuition rate. Why not a lesser rate? Marian reported that there is no adequacy money available.

Pierce asked why not run it similarly to that of Harrisville.

Dr. Minnihan said that if the goal is to provide an incentive to attract students he would go with \$6,500.

Mr. Steere and Mr. Martz withdrew their motion and second.

David Martz moved to go from \$8,000 to 40% of the average of the per pupil cost of the three levels combined. It results in approximately \$6,500 this year.

Stephan Morrissey second. Unanimous as amended.

d. Communication Committee

Myron Steere will chair the Communication Committee. Anyone interested in serving on the committee please let the School Board Chair know.

10. Approval of Manifests (Board Vote Required)

Marian Alese certified that manifests 1-7 totaling \$1,406,034.30 and Payroll 1, 2, 101-103 totaling \$1,022,116.78 and 3, 310, and 410 totaling \$236,696.60 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. Tom Ferenc second. Unanimous.

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

a. Negotiations

Myron Steere moved to enter non-public session at 9:39 p.m. in accordance with RSA 91-A:3,II for matters of negotiations. Second. Unanimous on roll call vote.

Myron Steere moved to exit non-public session at 10:35 p.m. Second. Unanimous.

Myron Steere moved to add the contract terminology discussed to all other contracts. Second. Unanimous.

Motion to adjourn at 10:35 p.m. Second. Unanimous.

b. Personnel

None.

Respectfully submitted,

Brenda Marschok

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