

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

**106 Hancock Road
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, March 3, 2015

School Board Meeting

SAU Office

7:00 p.m.

- 1. Call to Order and Pledge of Allegiance**
- 2. Minutes (Board Vote Required)**
 - a. February 17, 2015 (pg. 1-4)**
- 3. School Board Member Recognition**
- 4. Points of Pride**
- 5. Public Comment**
- 6. Consent Agenda**
 - a. Personnel**
 - 1) Notice of Co-Curricular Positions (pg. 5)**
- 7. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 6-7)**
 - b. March 1, 2015 Enrollment Update (pg. 8-9)**
 - c. Field Trip Request (Board Vote Required) (pg. 10)**

ConVal High School – Ocean Bowl students will travel by airplane to Ocean Springs, MS from April 23rd – 26th, 2015 to participate in national competition. As the winner of Nor'easter Bowl, the team gets to move on to the nationals!!
- 8. Reports**
 - a. Student Representative –River Marmorstein**
 - b. Teacher Representative – Gil Morris**
- 9. Old Business**
 - a. 2nd Read/Adoption (School Board Vote Required)**

DIB: Trust Funds (pg. 11)
JKA: Corporal Punishment (pg. 12)
JKB: Detention of Students (pg. 13)
- 10. New Business**
 - a. Food Service Contact (Board Vote Required)**
- 11. Approval of Manifests (Board Vote Required)**
- 12. Non-Public Session: RSA 91-A:3,II (If Required)**
 - a. Personnel**
 - b. Negotiations**

Upcoming Meetings:

ConVal School District and Town Voting Day – Tues., March 10th – Individual Towns
School Board Meeting – Tues., March 17th at 7:00 p.m. @ South Meadow School

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.

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, February 17, 2015

**School Board Meeting
Immediately Following Public Hearing**

**ConVal High School
Library**

BOARD

Rich Cahoon, Butch Estey,
Tom Ferenc, Joel Green,
David Martz, Stephan Morrissey,
Linda Quintanilha, Pierce Rigrod,
Crista Salamy, Fiona Tibbetts

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

1. Call to Order and Pledge of Allegiance

Butch Estey called the meeting to order at 6:47 p.m. The Pledge of Allegiance was recited.

Chairman Estey asked everyone present to recognize Jack Murphy, former CVHS coach, who recently passed away. In addition, he asked for well wishes for both Lisa & Patrick Foley who are both in critical condition as a result of a recent car accident. Lastly, ConVal School Board member, Myron Steere, is ill and currently in the hospital. He asked for a moment of silence on behalf of these individuals.

2. ConVal High School Welcome – Brian Pickering

Brian Pickering welcomed everyone to CVHS tonight. Mr. Pickering invited everyone to the Lucy Hurlin Theatre for a student and teacher sharing. Ben Putnam, CVHS art teacher, introduced student poets and music students who shared performances.

3. Minutes (Board Vote Required)

a. February 3, 2015

David Martz moved to accept the minutes of February 3, 2015. Stephan Morrissey second. Crista Salamy abstained. All else in favor. Motion carried.

4. Points of Pride

DCS

Last Thursday, all of DCS went to the Eric Carle Museum in Amherst Mass, as a culmination of our whole school Eric Carle study in January with art teacher Andy Shultz - this was one of the new residency weeks with our specialists, and was a huge success. All the children first painted paper in the style of Eric Carle, and then created collages according to content area subjects at each grade level. Some examples: grade 2 made planets as part of their astronomy study, grades 3/4 made animals for their mammal study; fifth graders illustrated Longfellow's "The Midnight Ride of Paul Revere" as part of their study of the Revolutionary War. The field trip was great, in spite of the weather.

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.

GBS

On Wednesday night, the Great Brook Bobcat girl's basketball team became the 2015 "Blue Winter Slam Champions," beating eight other teams in the tournament, and beating the Boynton Bulldogs in a playoff. Congratulations GBS Girl's basketball.

5. Public Comment

None.

6. Consent Agenda

a. Personnel

1) Notice of Co-Curricular Positions

Tim referenced the notice of co-curricular positions for informational purposes.

2) Dublin Consolidated School Principal Recommendation

Dr. Minnihan shared that May Clark had announced her retirement leaving big shoes to fill. A committee conducted interviews and developed a recommendation to bring forward for that of Nicole Pease, current teacher at SMS. She is also the ConVal Teacher of the Year. Dr. Minnihan recommended Nicole Pease as Dublin Consolidated Principal effective July 1, 2015.

Joel Green moved to accept the nomination as read. David Martz second.

David Martz asked more about the position. Ms. Pease would be taking on math coach responsibilities and conducting work in science accompanied with principal duties.

David Martz asked the net. Dr. Minnihan said that we don't know the net until everything settles.

Marian Alese said that information was shared as part of the packet that was presented back in November.

David Martz asked if another teacher would need to be added at DCS. Dr. Minnihan said that it is possible. Discussion took place about dollars and replacement figures.

Fiona Tibbetts shared that she thought that Nicole would fall in place of May. Dr. Minnihan reminded the board that it was shared that the community school model was to be pursued.

Unanimous.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The Strategic Plan Committee will meet on Thursday, March 19, 2015 at 6:30 p.m. at the SAU.

b. Snow Day(s) Status

Dr. Minnihan reported that there have been five snow days as of today. In addition, there have been six delays. Our policy states that our students will attend school for 180 days unless the Superintendent recommends something different. Dr. Minnihan reported that his recommendation is that one snow day was declared a State of Emergency, he proposed moving the two Professional Development days in March to the end of the school year and having student and staff attend school on those days; leaving teachers to make up 4 days. The last school day is June 19th, we go out to the last week of June. The graduation date has to be set as well. His recommendation is based on hours; we currently exceed in terms of hours. Other options were presented in a survey to staff. Overall, the feeling was that students would get the most academically with the proposed option. Additional snow days would not change his recommendation. The students would attend two days less than currently proposed with snow days.

Rich Cahoon said that we are still a full week ahead of last year's schedule.

Stephan Morrissey moved to accept the recommendation. Crista Salamy second.

Discussion ensued. Unanimous.

8. Reports

a. Student Representative – River Marmorstein

River Marmorstein reported that the Robotics Team won an award at their meet recently.

River reported that CV Food Service staff does a great job and students do not want to lose this staff. Students have reviewed menus from Café Services and it appears to be a step down. Lunch affects everyone and he encouraged the current program to remain in place as currently is.

b. Teacher Representative – Gil Morris

None.

c. Communication Committee – Myron Steere

Butch Estey reported that there is a budget communication letter in today's newspaper. The flyer is at the printer. Towns were reached out to for banners in each of the towns; Antrim and Peterborough responded.

d. Education Committee – Crista Salamy

Crista Salamy reported that a report on math took place with a focus on instructional strategies.

The ATC is working with the DOE assessing class offerings. This model was requested to remain intact for one more year retaining the consultant and interim director.

Department Heads were discussed.

Foreign Language was discussed. Brian Pickering shared that with declined enrollment in three world languages, a section of French was cancelled this spring. With declining enrollment it is difficult to maintain three offerings. Class sizes have begun to shrink. If we started students in French I next year, Mr. Pickering worried that we would not be able to continue to service these students. Mr. Pickering proposed proceeding with caution. He cannot offer courses with fewer than 5 students. This was shared with incoming freshmen parents. Other options include on-line learning.

e. Budget & Property Committee – Myron Steere

Pierce Rigrod reported that they met and continued discussion on Food Service and how to move forward with the two proposals. The committee voted to recommend to the board that we go with an outside vendor. Tonight, the board will be asked to outsource food service with other related details.

Pierce Rigrod moved to outsource Food Service on the condition that we received an acceptable contract. Stephan Morrissey second.

Pierce said that this was a five month process reviewing a number of documents; cost and quality issues were reviewed as well as consideration for current staff. Pierce shared that it was not a quality service issue with the current program.

Rich Cahoon asked how we can vote without an acceptable contract to review. He suggested a non-public first before a public vote.

Butch asked if this is a one year contract.

Pierce Rigrod moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of personnel at 7:40 p.m. Unanimous on a roll call vote.

Linda Quintanilha moved to exit non-public session at 8:12 p.m. Second. Unanimous.

Stephan Morrissey moved to seal the minutes of non-public session for 10 years. Second. Unanimous.

1) Food Service Recommendation

Pierce Rigrod moved to retract his motion and offer a second motion. Stephan withdrew his second.

Pierce Rigrod moved to outsource food services with Café Services Inc. and ask Marian Alese to enter into negotiations for a contract for July 1st.

Second.

Crista Salamy opposed.

Motion carries.

Pierce Rigrod moved for ConVal to utilize up to \$150,000 as a severance package for food service employees. Rich Cahoon second. Unanimous.

9. Old Business

a. Board Officer(s) Presentations

Pierce Rigrod said that in general, over the past year, he has learned a lot about being on the board. He asked for one more year to improve on how the board works and asked and appreciated the board's vote for Vice Chairman.

Butch Estey said that this is his 12th year. He has thoughts on committee repositioning to allow board members to be away from their families less. The plan is for Myron Steere to step back into Budget & Property. He hopes that someone in Peterborough steps up for the open position.

b. Expenditure Report – Marian Alese

Marian reported out on the Expenditure Report included in tonight's packet.

Line 23 reflects the addition of a speech/language path services. Line 33 will be reimbursed from PSNH. Maintenance repair lines will not be encumbered for a few more weeks.

10. New Business

a. Policy to Rescind (School Board Vote Required)

JEF: Release Time for Students

Linda Quintanilha moved to rescind this policy as it is no longer required and falls into other policy area. Second. Unanimous.

b. Greater Peterborough Chamber Fireworks Proposal

Brian Pickering, Sean Ryan, and Tim Grossi were present to speak about a proposal to bring fireworks back to Peterborough. A decision was made not to have fireworks at the ConVal campus at one time. It caused stress to the community. This has been revisited and possibilities have been arrived at. A plan that alleviates wear and tear on fields is being asked for reconsideration.

Sean Ryan, Executive Director of Peterborough Chamber of Commerce, was present to speak about fireworks. When he took his position over, he was asked to look into bringing .

Mr. Ryan shared the plan implemented pre-2011. The new proposal alleviates wear on fields. Parking would be moved across the street. The spectators would be on the high school parking lot. A play area for younger children would take place on the softball field. The fireworks would be moved to a staging area that is not an actual field. Concessions would be turned over to school clubs etc.

Shuttle service would be provided.

There would be a fee for parking that would go toward the expense of paying for the fireworks. Sunday July 5th is the proposed date.

Accessible parking would be likely in a sectioned off part of the parking lot.

Approximately 425 regular parking spaces would be available across the street; slightly more than the high school parking lot holds.

Rich Cahoon asked if potential track repair would be underway during this time. Tim Grossi said that the impact to us is minimal. This is a big positive for the ConVal communities.

Linda Quintanilha asked how we will keep people off of the fields. Mr. Ryan said that this is an event that people have been asking for. We have to share why; the maintenance of the field and additional expenses is of concern.

A walk in fee would be different than the proposed \$5 - \$10 per vehicle fee.

Linda Quintanilha moved to bring fireworks back for 2015. David Martz second.

Crista Salamy asked that the Chamber keep in mind that other towns are checked with for conflicts in firework dates. Mr. Ryan favored a post meeting.

Unanimous.

11. Approval of Manifests (Board Vote Required)

Marian Alese certified that manifests totaling \$267,838.14 and Payroll totaling \$779,302.82 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.

Stephan Morrissey moved to approve the manifests as read. David Martz second. Unanimous.

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

Non-public session was held earlier in the meeting under agenda item #4.

Linda Quintanilha moved to adjourn at 8:43 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok

NOTICE OF CO-CURRICULAR POSITIONS

Athletics

CVHS

Ken Cloutier	Baseball - JV	\$2,317.36
Hiyam Makarios	Softball - JV	\$2,317.36
William Leahy	Block 5 Wight Room Instruction Semester 2	\$ 1,500.00

March 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 <u>School Board Meeting</u> <u>@ SAU Office</u> 07:00 PM	4 <u>Policy Committee</u> <u>Meeting</u> 06:00 PM	5	6	7
8	9	10 <u>ConVal School District</u> <u>Voting Day</u>	11	12	13	14
15	16	17 <u>School Board Mtg. @</u> <u>SMS</u> 07:00 PM	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 School Board Meeting @ SAU Office 07:00 PM	8	9	10	11
12	13	14	15	16	17	18
19	20 <u>Spring Recess</u>	21 <u>Spring Recess</u>	22 <u>Spring Recess</u>	23 <u>Spring Recess</u>	24 <u>Spring Recess</u>	25
26	27	28	29	30		

[CONTACT US](#) | [PRIVACY POLICY](#) | [WEBSITE SUPPORT](#) | [SITE MAP](#) | [LOGIN](#)
 © 2011 CONTOOCOOK VALLEY REGIONAL SCHOOL DISTRICT



ConVal School District

Student/Teacher Ratios Registered

March 1, 2015 Enrollment

Grade	Total	68	134	160	164	146	145	817	FTE Teachers
SCHOOL	2,24.15	Pre-School	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	Total	
AES	# of Students	34	25	31	30	28	17	165	11
	# of Sections	2	2	2	2	2	1		
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher		
	Ratio	17.0	12.5	15.5	15.0	14.0	17.0		
BES	# of Students		16	15	16	3rd & 4th Grade		62	4
	# of Sections		1	1	1	9 + 6 = 15			
	Teacher		Teacher	Teacher	Teacher	Teacher			
	Ratio								
DCS	# of Students		16.0	15.0	16.0	15.0	5th Grade	65	5
	# of Sections		10	12	15	7 + 8 = 15	13		
	Teacher		Teacher	Teacher	Teacher	Teacher	Teacher		
	Para						Para*		
	Ratio		10.0	12.0	15.0	15.0	13.0		
FES	# of Students		9	19	19	3rd & 4th Grade		64	4
	# of Sections		1	1	1	10 + 7 = 17			
	Teacher		Teacher	Teacher	Teacher	Teacher			
	Ratio				Para				
GES	# of Students	Pre-School	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	93	6
	# of Sections	17	10	16	15	20	15		
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher		
	Ratio	17.0	10.0	16.0	15.0	20.0	15.0		
HES	# of Students		Kindergarten & 1st		2nd Grade	3rd Grade	4th Grade	54	4
	# of Sections		5 + 10 = 15		11	11	17		
	Teacher		1		1	1	1		
	Ratio		15.0		11.0	11.0	17.0		
PES	# of Students	Pre-School	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade	274	16
	# of Sections	17	53	50	44	53	57		
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher		
	Teacher		Teacher	Teacher	Teacher	Teacher	Teacher		
	Ratio	17.0	17.7	16.7	14.7	17.7	19.0		
TES	# of Students		Kindergarten & 1st		2nd Grade	3rd Grade	4th Grade	53	4
	# of Sections		6 + 7 = 13		14	8	18		
	Teacher		1		1	1	1		
	Para		Teacher		Teacher	Teacher	Teacher		
	Ratio		13.0		14	8.0	18.0		
* Teaching Principal para									
Enrollment numbers may include tuitioned-in students									
Total Students Pre-K-5									830
Total Elem. Students K-4									749
									54

ConVal School District

Student/Teacher Ratios Registered

March 1, 2015 Enrollment

SCHOOL	2.25.15	Grade 5	Grade 6	Grade 7	Grade 8	Total	FTE Teachers
DCS	# of Students # of Sections Teacher Para Ratio	5th Grade 13 1 Teacher Para* 13				13	1
GBS	# of Students # of Sections Teacher Teacher Teacher Teacher Ratio	68 3 Teacher Teacher Teacher Teacher 22.7	67 3 Teacher Teacher Teacher Teacher 22.3	60 3 Teacher Teacher Teacher Teacher 20.0	59 3 Teacher Teacher Teacher Teacher 19.7	254	12
SMS	# of Students # of Sections Teacher Teacher Teacher Teacher Teacher Ratio	87 4 Teacher Teacher Teacher Teacher Teacher 21.8	95 4 Teacher Teacher Teacher Teacher Teacher 23.8	107 4 Teacher Teacher Teacher Teacher Teacher 26.8	100 5 Teacher Teacher Teacher Teacher Teacher 20.0	389	17
CVHS	Grade Teachers	9 200 14	10 211 14	11 204 14	12 213 14 K to 4 5-8 9-12 Total 2014-15	828 749 656 828 2233	29
Enrollment numbers may include tuitioned-in students							135.0
	Total Students	168	162	167	159	656	29
	Grade	9	10	11	12	828	
	Teachers	200	211	204	213	749	50
		14	14	14	14	656	29
						828	56
						2233	135.0
						2325	
						2342	
						2434	
						2534	
						2755	
						2855	
						2969	
						3104	

CONTOOCOOK VALLEY SCHOOL DISTRICT
FIELD TRIP PROPOSAL

1. Name: Ocean Bowl / Cloutier Grade: HS School: CVHS
2. Destination: NOSS NATIONALS / Ocean Springs, MS
3. Date(s) of Trip: April 23 - 26 Time(s): From _____ to _____
4. Description of Trip:
NATIONAL competition

5. How will this trip relate to your program and/or curriculum?

Winner of Nor' Eastern Bowl gets trip to nationals.

6. Transportation will be by: Bus Co. _____ Private Car ☒ Other ☒ flight
(Private cars require completion of District Use of Private Vehicle Form by individual drivers)

7. Ratio of Adults: 1 to Number of Students: 5
Kry Cat 2/17/15 [Signature] 2/18/17
Staff Signature Date Principal Signature Date

SCHOOL USE ONLY: All items must be checked before the Principal/Assistant Principal will sign

<input type="checkbox"/> Bus Form If Necessary	<input type="checkbox"/> Kitchen Notified If Lunches Would Be Affected
<input type="checkbox"/> Fee Paid By _____	<input type="checkbox"/> UA Team Notified
<input type="checkbox"/> Chaperones Listed On The Reverse	<input type="checkbox"/> Posted on Events Calendar
<input type="checkbox"/> Permission Slips To Parents/Guardians Prepared	<input type="checkbox"/> Notified Nurse to prepare Medicine
<input type="checkbox"/> Office Notified With Accurate Lists of Students	<input type="checkbox"/> CPR/First Aid Trained: _____
	(Name)

SCHOOL BOARD APPROVAL REQUIRED FOR TRIPS OF MORE THAN TWO (2) DAYS (REFER TO FIELD TRIP POLICY IICA).

Proposal forms must be submitted to the Principal by April 1st, to the Superintendent by May 1st and approved by the School Board no later than the August meeting for trips during the new school year

Date Received at SAU Office _____ Date Approved/Not Approved by School Board _____
(Please Circle One)

Superintendent/Board Chairman Signature _____

Category: O

TRUST FUNDS

Per NH Statute 198:20-c, and RSA 35:1-c, any town, school district, county, or village district may establish a reserve fund for the maintenance and operation of a specific public facility or type of facility, a specific item or type of equipment, or for any other distinctly-stated, specific public purpose that is not foreign to its institution or incompatible with the objects of its organization.

Such funds shall be subject to all provisions and limitations of this chapter as are applicable to capital reserve funds. The ConVal School District may at any annual or special meeting appropriate such sums of money as it deems necessary to create expendable trust funds for specific purposes for the maintenance and operation of schools and for any other public purpose that is not foreign to the school district's institution or incompatible with the objects of their organization.

The School Board may be named agents to expend such trust funds. Expenditure from such trust funds shall be made only for the purpose for which the trust fund was established.

To that end, expenditures from the District's various trust funds may not be used solely to reduce the District assessment as a result of the proposed budget for a given year.

Legal Reference:

*NH Statute 198:20-c, Trust Funds Created for Specific Purposes; Expenditures;
Administration*

RSA35:1-c, Establishment of Reserves Authorized

1st Read: February 3, 2015

2nd Read: March 3, 2015

Adopted:

Category: R

CORPORAL PUNISHMENT

No teacher, administrator, student, or other person will subject a student to corporal punishment or condone the use of corporal punishment by any person under his or her supervision or control, except in self-defense or in exigent circumstances. Permission to administer corporal punishment will not be sought or accepted from any parent, guardian, or school official.

Provisions for the use of physical restraint, medical restraint and/or mechanical restraint are established Board Policy JKAA.

Legal References:

RSA 627:6, II, Physical Force by Persons With Special Responsibilities

1st Read: February 3, 2015

2nd Read: March 3, 2015

Adopted:

Category: R

DETENTION OF STUDENTS

A school administrator or teacher may detain a student for disciplinary reasons during school hours. Further, a school administrator or teacher may detain a Student for disciplinary reasons after school hours, provided the parent has been notified of the detention and, in the case of bus students, arrangements have been made for the student's transportation home. In cases where transportation is required, 24-hour notice will be given so that transportation may be arranged.

Parents may be asked to arrange for the transportation of the detained student.

Detention in one day is to be limited to 60 minutes.

1st Read: February 3, 2015

2nd Read: March 3, 2015

Adopted: