

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

**106 Hancock Road
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, July 14, 2015

SAU Office

Public Hearing

7:00 p.m.

Expend Capital Reserve Funds/Trust Funds

In accordance with RSA 35:1, and 198:20C, a public hearing will be held by the Contoocook Valley School Board for the purpose of expending Capital Reserve Funds and/or Trust Funds for the 2015-2016 fiscal year.

School Board Meeting

Immediately Following Public Hearing

- 1. Call to Order and Pledge of Allegiance**
- 2. Minutes (Board Vote Required)**
 - a. June 16, 2015 (pg. 1-6)**
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
 - a. Personnel (pg. 7)**
 - 1) Nominations
 - 2) Resignations
- 6. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 8-9)**
 - b. Field Trip Request (Board Vote Required) (pg. 10-11)**
 - 1) ConVal High School – Grade 10-12 students will travel to the heart of Renaissance Italy to study Art History April 15-23, 2016.
 - c. Superintendent Update Report**
 - 1) Superintendent Goals
- 7. Reports**
 - a. Student Representative** –River Marmorstein
 - b. Teacher Representative** – Patrick Cogan
 - c. Budget & Property Committee** – Myron Steere
 - d. Selectmen's Advisory Committee**
- 8. Old Business**
 - a. School Staffing Request**
 - b. Strategic Plan Committee – Goal Statements (Board Vote Required)**
 - c. School Board Goals Update**
- 9. New Business**
 - a. Additional Encumbrances for 2014-2015**
- 10. Approval of Manifests (Board Vote Required)**
- 11. Non-Public Session: RSA 91-A:3,II (If Required)**
 - a. Negotiations**

Upcoming Meetings:

Strategic Plan Committee – Thurs., July 16th @ 6:30 p.m. @ SAU

Policy Committee. – Tues., July 21st @ 5:30 p.m. @ SAU

School Board Meeting – Tues., August 18th @ 7:00 p.m. @ SAU

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

**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

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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 – Director of Student Services

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

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

July 14, 2015
Personnel Agenda

Resignations:

CVHS

Jean Nannicelli Special Education Teacher

Nominations:

District

Nicole Boisvert	Library/Media Specialist	\$36,103
Stephanie Chinnery	School Psychologist	\$51,345
Dr. Peter Naitove	School Psychologist	\$67,605

CVHS

Elise Driscoll	Special Education Teacher	\$42,407
Abraham Ewing	Technology Education Teacher	\$37,096
Tyler Mudrick	Special Education Teacher	\$43,857

GBS

Cassie Anderson	Special Education Teacher	\$40,242
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BES

Darlene Jiang-Demetriou	Special Education Teacher	\$39,692
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FES

Courtney Taylor	Grade 3 Teacher	\$34,196
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PES

Andrea Jurewich	Kindergarten Teacher	\$46,516
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July 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	Strategic Plan Committee Mtg. @ SAU 06:30 PM	8	9	10	11
12	13	Public Hearing to Expend Capital Reserve Funds 07:00 PM School Board Meeting @ SAU Office 07:15 PM	15	Strategic Plan Committee Mtg. 06:30 PM	17	18
19	20	Policy Committee Mtg. @ SAU 05:30 PM	22	23	24	25
26	27	28	29	30	31	

August 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11 Budget & Property Committee Mtg. @ SAU 06:30 PM	12	13	14	15
16	17	18 School Board Meeting @ SAU Offices 07:00 PM	19	20	21	22
23	24	25	26	27	28	29
30	31					

**CONTOOCOOK VALLEY SCHOOL DISTRICT
FIELD TRIP PROPOSAL**

1. Name: Ben Putnam Grade: 10-12 School: CVHS
2. Destination: Italy
3. Date(s) of Trip: April 15-23 Time(s): From _____ to _____
4. Description of Trip:

See Attached

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

We are going to visit the heart of Renaissance Italy!! It doesn't get more Art history than that!!

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

7. Ratio of Adults: 1 : 6 to Number of Students: 12 - 18

BR 06-15-15 DBL 6/19/15
Staff Signature Date Principal Signature Date

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

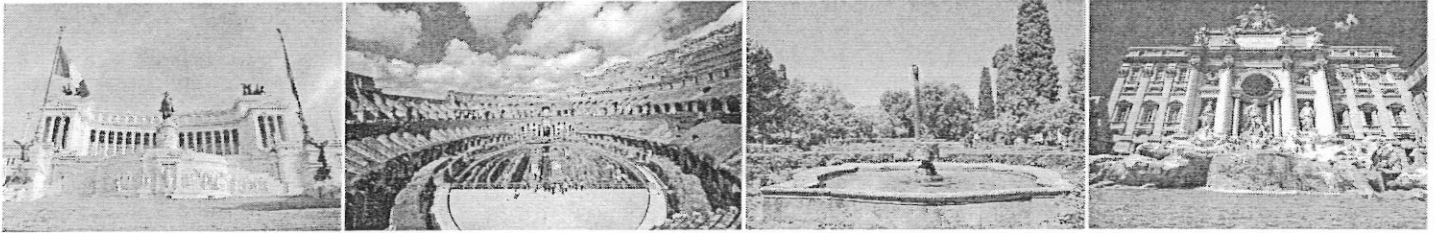
- | | |
|--|--|
| <input type="checkbox"/> Bus Form If Necessary | <input type="checkbox"/> Kitchen Notified If Lunches Would Be Affected |
| <input type="checkbox"/> Fee Paid By _____ | <input type="checkbox"/> UA Team Notified |
| <input type="checkbox"/> Chaperones Listed On The Reverse | <input type="checkbox"/> 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 _____



Rome, the Eternal City, has exerted a huge influence over the world in its 2500 years of existence. With wonderful palaces, millennium-old churches and basilicas, grand romantic ruins, opulent monuments, ornate statues and graceful fountains, Rome has an immensely rich historical heritage and cosmopolitan atmosphere, making it one of Europe's and the world's most visited, famous, and beautiful capitals. Florence, a city rich in art and history, rose to prominence in the 14th - 16th centuries under the House of Medici, and was home to Galileo, Machiavelli, Michelangelo, and Leonardo da Vinci. We'll spend three nights in Florence, an afternoon in the Etruscan town of Fiesole, and take a day trip to enjoy Siena, a medieval city frozen in time since its population was decimated by the Black Death in the 14th Century.

Day	City	Highlights
1	Airborne	Meet your Group Director at the airport for an overnight flight to Italy!
2	Rome	Arrive in Rome and navigate to the hotel using public transportation. Grab some pizza on the way to visit San Pietro in Vincoli. Explore San Clemente and visit the Capuchin Crypt. Relax at the Trevi Fountain.
3	Rome	Enjoy a guided tour of the Colosseum. Explore the Palatine Hill and enjoy picnic overlooking Ancient Rome before an entertaining and enlightening student-led tour of the Roman Forum and the Imperial Fora. Climb Capitoline Hill, then visit the Theatre of Marcellus, Isola Tiberina and Circus Maximus. Relax at Plaza del Popolo and the Spanish Steps.
4	Vatican	Visit the Pantheon, enjoy Plaza Navona, and explore Castel Sant'Angelo. Enjoy lunch at the Vatican Museums, visit the Sistine Chapel, and climb the Cupola of Saint Peter's Basilica. Shop at Campo de Fiori and find Largo Argentina on the way to the museum of Italian Reunification inside Il Vittiano.
5	Rome	Explore Villa Borghese Museum and Gardens. Take the fast train to Florence and navigate to the hotel. Explore the Uffizi and visit the Palazzo Vecchio. Dinner on Piazza della Signoria.
6	Florence	Climb the Duomo and then visit the Basilica of San Lorenzo and the Bargello Museum. Relax in the Boboli Gardens, find Forte di Belvedere, and explore Pitti Palace. Visit the Basilica di Santa Croce and find the best gelateria in Florence. Sunset pictures of Ponte Vecchio from Ponte alle Grazie. Dinner on Piazza de San Lorenzo.
7	Siena	Bus to Siena. Explore Siena's Cathedral. Lunch/Shopping at Piazza del Mercato and Piazza del Campo. Ascend Torre del Mangia and explore the Palazzo Pubblico. Stroll through the medieval streets that surround Piazza del Campo. Bus back to Florence. Dinner on Piazza della Repubblica.
8	Florence	Visit the Mercato Central in the morning, followed by a trip to Fiesole. Explore the town and enjoy a relaxing picnic overlooking Florence. Spend the evening relaxing and shopping, then enjoy dinner on Piazza Santo Spirito.
9	Airborne	Flight from Florence. Ciao Italia!

