

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, February 16, 2016

SAU #1

Public Hearing on Petition Warrant Article to Change the
Articles of Agreement
6:30 P.M.

School Board Meeting
Immediately Following Public Hearing

- 1. Call to Order and Pledge of Allegiance**
- 2. Minutes (Board Vote Required)**
 - a. February 2, 2016 (pg. 1-4)
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
- 6. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 5-6)
 - b. Accept Gift/Donation (Board Vote Required) (pg. 7)
 - 1) Peterborough Elementary School requests authorization to accept a gift/donation totaling \$500.00 from Alliance Energy, LLC for the purpose of supporting educational programs in math and science.
 - c. ConVal School District Communication of Upcoming Vote
- 7. Reports**
 - a. Student Representative – River Marmorstein
 - b. Teacher Representative – Patrick Cogan
 - c. Strategic Plan Committee – Pierce Rigrod
- 8. Old Business**
 - a. Board Officer(s) Presentations
- 9. New Business**
 - a. 1st Read Policy (pg. 8)
 - EBBC: First Aid and Emergency Care (Student Accidents and Accident Reports)
- 10. Public Comment**
- 11. Approval of Manifests (Board Vote Required)**
- 12. Non-Public Session: RSA 91-A:3,II (If Required)**

Upcoming Meetings:

Selectmen's Advisory Committee Mtg. – Thurs., February 18th @ 7:00 p.m. @ SAU
School Board Mtg. – Tues., March 1st @ 7:00 p.m. @ SAU
ConVal School District Voting Day – Tuesday, March 8th in individual towns
School Board Mtg. – Tues., March 15th @ 7:00 p.m. @ Great Brook 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

**106 Hancock Road
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, February 2, 2016

School Board Meeting

SAU Office

7:00 p.m.

BOARD

Gary Backstrom, Rich Cahoon,
Richard Dunning, Butch Estey,
Janine Lesser, David Martz,
Stephan Morrissey, Linda Quintanilha,
Pierce Rigrod, Crista Salamy,
Myron Steere, Fiona Tibbetts,
Jerome Wilson

Linda Compton, 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
Niki McGettigan, TES
Anne O'Bryant, SMS
Jim Elder, GBS
Nicole Pease, DCS
Amy Janoch, HES
Brian Pickering, CVHS
Nicola Fraley, FES
Dr. Ann Allwarden, AES/Pierce

1. Call to Order and Pledge of Allegiance

Butch Estey called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. Minutes (Board Vote Required)

a. January 19, 2016

Myron Steere moved to accept the minutes of January 19, 2016. Richard Dunning second.

Rich Cahoon amended agenda item 10c., on page 5 of the minutes. Mr. Cahoon's amendment included changing " Rich Cahoon said that the rationale for him on not supporting a Special Education Trust Fund..." to "Rich Cahoon said that the rationale for changing the order of the Special Education Trust Fund Article on the warrant is because there is already a half million dollars in the fund".

Gary Backstrom abstained. All else in favor.

Motion carried

3. Chairman's Recognition Award

Butch Estey recognized both Kimberly Sell, Administrative Assistant and Deedee St. Cyr as the recipients of the School Board Chairman's Award for Support Staff.

4. Points of Pride

Dr. Minnihan shared Points of Pride as reported to him by Administrators in the district.

Butch Estey urged those present to attend a unified basketball game. He said that the enthusiasm is amazing.

5. Public Comment

None.

6. Consent Agenda

a. List of Registered Board Candidates

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. - 1 -

A list of registered candidates for open School Board was shared. It included Richard Dunning, Jerome Wilson, Kevin Rushalko, Sean Ryan, Butch Estey, and Kristen Reilly for the Peterborough positions, Rich Cahoon for Antrim, Berndt Foecking for Dublin, and Pierce Rigrod for Hancock,

7. Superintendent's Report and Presentation of Business

a. Personnel

1) Notice of Stipend positions

Tim Markley referenced a notice of stipend positions included in the agenda packet. It included Amanda Hinton, CVHS JV Softball, Scott Buffum, SMS Baseball, and Tim Conway, GBS Baseball.

In addition, Supplemental Positions included Griffen Fletcher and Cathy Riley for SAT Prep.

b. Monthly Events Calendar

Selectmen's Advisory Committee will meet on Thursday, February 18th at 7:00 p.m. at the SAU Office.

c. February 1, 2015 Enrollment Update

Tim Markley referenced enrollment noting little change.

8. Reports

a. Student Representative –River Marmorstein

River Marmorstein reported that discussion has taken place about getting 18 year old students out to vote.

A dance is planned for February 6th titled "The Snowball".

Linda Quintanilha reported having received her first report card. She said that she is extremely pleased with the layout and degree of reporting.

b. Teacher Representative – Patrick Cogan

Linda Compton reported that GBS gymnastics had a recent roller-skating fundraiser. Dresses, shoes, and chorale attire have been purchased with the proceeds of the event.

c. Budget & Property Committee – Myron Steere

1) Food Service Review

Myron Steere reported out on the most recent meeting. Food Service was reviewed and dinner was served. Issues were identified; more employees than originally included in the RFP resulting in some additional expense. Progress on increasing participating rates is a focus.

Marian Alese reported a rocky start due to new personnel and software. Café Services is behind where they would like to be financially.

Are they following the Wellness Policy? Rick Matte confirmed that he believed that they are.

Pierce Rigrod said that a rotation should be discussed in terms of a la carte offerings. This would allow cheeseburgers to rotate with other food offerings.

Rich Cahoon asked for raw data on the student survey results. Pierce Rigrod reported that survey results from high school students were minimal; approximately ten.

Richard Dunning reported having visited many schools at the start of school and again more recently. He has seen tremendous change from the start to now. Mr. Dunning agreed that a variety, so that burgers and fries were not offered every day should be pursued.

Increasing participation is under discussion.

d. Selectmen's Advisory Committee – Rich Cahoon

Rich Cahoon reported that discussion on the CVEA contract and the budget was discussed. SAC decided to go back to their individual boards to gain a recommendation of support on the CV budget. Therefore, since that will take place after deliberative session, a recommendation of support will not be available on February 6th.

Student initiatives to participate in town activities was discussed as well.

9. Old Business

a. Fill the Void Financial Update

Bob Edwards, V.P. of Fill the Void, was present to speak about the "Fill the Void" financial update. Mr. Edwards reported that a tremendous amount of back end work has been done on this project. Filling the Board of Trustees, advisory members, and completion of the non-profit status are among the necessary elements that have been underway. Fundraising effort success will be tied to the business plan. The business plan is near completion. 100% board support financially has been made. Major fundraising has not yet been entered into. Mr. Edwards reported that once the business plan is in place fundraising will begin. First on the list is to attract money for a feasibility study to determine needs and finances. This alone will cost \$85,000. \$25,000 of this - 2 -

be raised by the committee alone. New Hampshire Charitable Foundation (NHCF) will be met with in coming days. It is anticipated that they will match the \$25,000 resulting in a total of \$50,000. NHCF wants to make certain that this project has community support. A mailing list is developed and growing. A website is in place as well. An effort to collaborate with the 1833 Committee, the Peterborough Townhouse renovation effort, and Fill the Void to allow for savings in ways possible is being coordinated.

The MOU outlines that when sufficient funds have been raised it goes on the warrant and is voted for in the district. Marian Alese said that the establishment of the expendable trust is on the warrant this year. We have to appropriate funds once raised to the expendable trust. It is not going on the warrant for funding by taxpayers. Once money is raised to build the building has taken place it will be surrendered to the district who will oversee construction and oversight.

b. Rescind/Waive Policies (School Board Vote Required)

JHCC-A: Exclusionary Communicable Diseases

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

JLA: Use of Students in Public Information Program

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

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

FBB: Enrollment Projections

Rich Cahoon moved this policy for adoption as read. Stephan Morrissey second. Unanimous.

IJOA: K-12 Field Trips

Rich Cahoon tabled this policy to bring it back to the Policy Committee.

10. New Business

a. 1st Read Policy

IHBAC: Student Evaluations – Specific Learning Disabilities

JHCC: Communicable Disease Control

JICF: Gang Activity

Rich Cahoon referenced these policies for a first read. Any comments should be directed to Policy Committee members or Kimberly Saunders.

b. Submission of Board Officer Declaration

1) Policy BDBA Board Officers

Myron Steere has submitted his intention to run for School Board Chairman and Pierce Rigrod for Vice-Chairman.

c. Student Information System (Board Vote Required)

Brian Grattan, technology, was present to speak about the student information system. Interest in changing the system was expressed. A committee was formed and the recommendation is to move to Power School, which would be funded through Erate and indirect cost money. The approximate cost is \$60,000.

Myron Steere expressed concern with not receiving information earlier than the day of the meeting.

Dr. Minnihan said that staff and those that would use the system have had time to use the system. A vote could be pushed to the second meeting in February.

Dick Dunning said that this is a great direction for the district to move in. For a teacher, administrator, and administrative assistant, the training is excellent. He would like to see this in place early on for the start of the next school year.

Brian Grattan said that time is of some essence. It will be a rather aggressive implementation to allow for July 1st upstart. Course catalogs and course schedules will play into the progress.

It will cut back on parent paperwork as well as data manipulation. Power School is a nationally used system and has a lot more functionality than we currently have.

Integrating the nursing module with Power School was cited as valuable.

Partner options to track lunch payments, transportation etc. are also available.

Myron Steere moved to approve, with the contingency that more time be allowed moving forward. Dick Dunning second.

Man hours, after the implementation process, will be a positive result.

Will professional development time be needed and if so, at the expense of what? Summer hours may be needed. The PD needed for the teachers is not steep. Major PD would be needed for school counselors for scheduling and administrative assistants.

How long is the term of contract? It is year to year.

Butch Estey called the question.

In favor: Eleven, Opposed: None, Abstained: Rich Cahoon

Motion carried.

d. "Transition Documentary" (Policy EEEA) – Rick Matte

Dr. Rick Matte reported that he was approached by a filmmaker, Dan Habib, who would like to include ConVal in one of his projects. He has made significant films around students with disabilities. He is a champion for inclusive education. In particular, he would like to focus on students at the high school transitioning into the community. This will be done in conjunction with other districts around the country. Focus areas were cited.

Board support is requested.

Linda Quintanilha moved to approve. Second.

Butch Estey asked if releases from staff and parents will be sought. Dr. Matte confirmed.

Linda Quintanilha reported that Dan Habib has been nominated for Oscars twice and sits on the Board for Developmental Council. It would be a great source of pride for this district.

David Martz asked what would occur if a parent was not happy with the final product.

Stephan Morrissey asked if this would be a learning opportunity for our students on the project.

David Martz abstained.

All else in favor.

Motion carried.

e. District Meeting Part I- Warrant Assignments

The Warrant was reviewed and Board members were assigned articles to make motions on and speak on behalf of.

Rich Cahoon exited the meeting at 8:10 p.m.

f. Ratification of Strategic Plan School Board Goals (School Board Vote Required)

Stephan Morrissey moved to accept the Strategic Plan School Board Goals. Dick Dunning second.

David Martz abstained. All else in favor.

Motion carried.

11. Public Comment

None.

12. Approval of Manifests (Board Vote Required)

Marian Alese certified that manifests listed totaling \$393,227.17 and Payroll 15 totaling \$1,623,247.98 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. Stephan Morrissey second. Unanimous.

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

a. Personnel

Myron Steere moved to enter into non-public session, for matters of personnel, in accordance with RSA 91-A: 3,II at 8:17 p.m.

Motion to exit non-public session at 8:30 p.m. Linda Quintanilha second. Unanimous.

David Martz moved to seal the minutes of non-public session for a period of seven years. Stephan Morrissey second. Unanimous.

Myron Steere moved to accept the resignation of Tim Baylies and the retirement of Charles Brault. Stephan Morrissey second. Unanimous.

Linda Quintanilha motioned to adjourn at 8:32 p.m. Myron Steere second. Unanimous.

Respectfully submitted,

Brenda Marschok

February 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 Policy Committee Mtg. @ 6:00 pm @ SAU School Board Mtg. @ SAU @ 7:00 pm	3	4 Strategic Plan Committee Mtg. @ 6:30 p.m. @ SAU	5	6 District Meeting @ 10:00 a.m. @ CVHS Gym (snow date 2/8)
7	8 Snow Date: District Meeting @ 7:00 p.m. @ CVHS Gym	9 Budget & Property Committee Mtg. @ 6:30 p.m. @ SAU	10	11	12	13
14	15	16 Education Committee Mtg. @ 5:00 p.m. @ SAU Public Hearing on Petition Warrant Article @ 6:30 p.m. @ SAU School Board Mtg. @ SAU following Public Hearing	17	18 Selectmen's Advisory Comm. Mtg. @ 7:00 p.m.	19	20
21	22	23	24	25	26	27
28	29					

March 2016

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

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

CONTOOCOOK VALLEY SCHOOL DISTRICT
OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road, Peterborough, NH, 03458-1197

Telephone: 603-924-3336

Fax: 603-924-6707

Richard A. Bergeron, Ed.D.
Superintendent of Schools
rbergeron@conval.edu

Kimberly Saunders
Assistant Superintendent of Schools
ksaunders@conval.edu

TO: Contoocook Valley School Board

FROM: Alliance Energy LLC

DATE: 2/1/16

RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Peterborough Elementary School requests authorization to accept from:

Name/Address: Alliance Energy LLC
15 Northeast Industrial Rd. Branford, CT 06405

the following gift/donation of: \$500 valued at \$ 500.00

for the purpose of: Supporting educational
programs in math & science


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

EBBC -- First Aid and Emergency Care (Student Accidents and Accident Reports)

All school personnel have responsibilities regarding injuries and emergencies as follows:

1. Administering first aid and/or summoning medical assistance
2. Notifying administration
3. Notifying parents
4. Filing accident reports

School personnel must use reasonable judgment in handling accident cases. Caution should be exercised not to minimize or maximize any injuries or emergency. Personnel will understand the proper steps to be taken in the event of an injury or emergency.

If a school nurse or licensed practical nurse is not available to a school for any reason, at least one other person who has a current first aid and cardiopulmonary certification (CPR) certification shall be available (per Ed 306.12) including AED (automated external defibrillator) certification. Also required is annual training in assisting in the administration of an Epi-pen and a metered dose inhaler. Being available means they must be on school grounds during school hours or present at scheduled school activities so that they can provide emergency care immediately.

Additionally, school nurse, or specially trained staff members may also administer epinephrine or opioid antagonists to any student in case of a medical emergency, if appropriate. This authorization extends to administering epinephrine or opioid antagonists without prior notification to parents/guardians.

All accidents judged to be other than minor require an accident report to be filled out and filed with the Principal within 24 hours of the incident per policy EBBB.

The District makes it possible for parents to subscribe to student accident insurance at low rates. The program is offered each year during September. The District does not provide student accident insurance.

At the beginning of each school year, the Principal shall review the policy on accidents and accident reporting with staff.

(Include in Staff Handbook)

Legal Reference:

RSA 200:40, Ed 306.12

Category: P

~~1st Read: February 17, 2009~~

~~2nd Read: June 7, 2011~~

~~Adoption: June 7, 2011~~

1st Read: February 16, 2016

2nd Read:

Adopted: