

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, May 3, 2016

School Board Meeting

7:00 P.M.

SAU Office

- 1. Call to Order and Pledge of Allegiance**
- 2. School Board Chairman's Recognition**
- 3. Acceptance of School Board Meeting Minutes (Board Vote Required)**
 - a. April 19, 2016 (pg. 1-4)**
- 4. Points of Pride**
- 5. Public Comment**
- 6. Consent Agenda**
 - a. Personnel (pg. 5-11)**
 - 1) Staff Nominations
 - 2) June 2016 Resignations
- 7. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 12-13)**
 - b. May 1, 2016 Enrollment Update**
 - c. Accept Gift/Donation (Board Vote Required) (pg. 14-15)**
 - 1) South Meadow School Food Pantry requests authorization to accept a gift/donation totaling \$500.00 from The ConVal High School Baseball Teams for the purpose of purchasing supplies for the food pantry at SMS for ConVal School District families.
 - 2) South Meadow School Food Pantry requests authorization to accept a gift/donation totaling \$552.50 from The Antrim Elementary School PTO for the purpose of purchasing supplies for the food pantry at SMS for ConVal School District families.
- 8. Reports**
 - a. Student Representative** – River Marmorstein
 - b. Teacher Representative** – Patrick Cogan
 - c. Education Committee** – Crista Salamy
 - 1) Technology Plan **(Board Vote Required)**
 - d. Communication Committee** – Crista Salamy
 - 1) Communication Statement on Withdrawal Study **(School Board Vote Required)**
 - e. Selectmen's Advisory Committee** – John Jordan
- 9. Old Business**
 - a. 2nd Read/Adoption (School Board Vote Required)**
 - GBAA – Sexual Harassment – Employees/Staff (pg. 16-19)
- 10. 1st Read Policies**
 - KFA – Public Conduct on School Property (pg. 20-21)
- 11. Public Comment**
- 12. Approval of Manifests (Board Vote Required)**
- 13. Non-Public Session: RSA 91-A:3,II (If Required)**
 - a. Negotiations**
 - b. Personnel**

Upcoming Meetings:

Education Committee Mtg. – Mon., May 9th @ 5:30 p.m. @ SAU
Budget & Property Committee Mtg. – Tues., May 10th @ 7:00 p.m. @ SAU
Strategic Plan Committee Mtg. – Thurs., May 12th @ 6:30 p.m. @ SAU
School Board Mtg. – Tues., May 17th @ 7:00 p.m. @ GBS

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, April 19, 2016

School Board Meeting

SAU Office

7:00 pm

BOARD

Rich Cahoon, Richard Dunning,
Bernd Foecking, Janine Lesser,
David Martz, Stephan Morrissey,
Linda Quintanilha, Kristen Reilly,
Pierce Rigrod, Crista Salamy,
Myron Steere

ADMINISTRATION

Kimberly Saunders, Asst. Supt.
Marian Alese, B.A.
Tim Markley, H.R.
Dr. Rick Matte, Student Services
Dr. Ann Allwarden, AES/Pierce

River Marmorstein, Student Rep.

1. Call to Order and Pledge of Allegiance

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

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

a. April 5, 2016

Stephan Morrissey moved to accept the minutes of April 5, 2016. Dick Dunning second. Linda Quintanilha abstained. Motion carried.

3. Points of Pride

Kimberly Saunders shared Points of Pride as reported to her from administrators throughout the schools.

4. Public Comment

None.

5. Consent Agenda

a. Personnel

Tim Markley reported that the candidate being nominated for School Psychologist has withdrawn their interest. Tim Markley referenced the June 2016 resignation of Aidan Holding as .5 German Teacher.

Dick Dunning moved to accept the resignation as read. Stephan Morrissey second. Crista Salamy abstained. Unanimous.

6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Budget & Property Committee will meet on Tuesday, May 10th at 7:00 p.m. at the SAU.

Kimberly Saunders referenced and shared copies of her entry plan. The plan is a 180 day plan as interim.

7. Reports

a. Student Representative – River Marmorstein

River Marmorstein reported that last week was "Spirit of Kindness" week. A speaker was present to share his story of having two sons die from overdoses. In addition, Dan Habib videotaped recently at the high school.

b. Teacher Representative – Patrick Cogan

None.

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c. Strategic Plan Committee – Pierce Rigrod

1) The statement of the problem (Board Vote Required)

“An excellent education, as outlined in the Strategic Plan, includes providing guaranteed, viable curriculum that is equitable in terms of learning opportunities and available services. Our current organizational structure poses significant challenges to the district’s ability to provide every child with an excellent and equitable education every day.”

Pierce Rigrod referenced the statement as an umbrella statement in terms of the challenges before us. The intent is to all be on the same page.

At the last meeting, a project management tool was shared to track the progress of the plan.

Dick Dunning moved to accept this as the statement of the problem. Janine Lesser second.

Stephan Morrissey suggested dropping the last two words “every day” from the statement.

Stephan Morrissey moved to eliminate the last two words “every day”. Bernd Foecking second.

Linda Quintanilha said that she likes the language because we do provide summer services and support for all kids all of the time. She likes the attitude and suggested keeping the language.

In favor: 6

Opposed: 3

Dave Martz abstained.

Motion carried to eliminate the two words and approve statement as amended.

d. Budget & Property Committee – Richard Dunning

1) Facility Fee Use Schedule (Board Vote Required)

Dick Dunning reported that a vote will not be taken tonight on the facility fee schedule. A draft fee schedule is included in tonight’s back up. A final draft will be forthcoming. He suggested a 5% of gross fee for all for profit organizations.

Town agreements on use of facilities need further investigation before finalizing.

Rich Cahoon asked 2% of what on the other fees. Marian said that it needs to be clear. It is 2% of the daily rate of the cost to run the building.

2) Security Project (Board Vote Required)

Dick Dunning reported that a bid of \$225K from one bid and a second for \$57K has been received. Very impressed with the second bid. Dick requested a positive vote to go with the second bid and use remaining funds to add more to the original proposal or to look at the two middle schools and high school to implement measures. Dick spoke about the access that would be provided and future recommendations.

Myron Steere said that we encumbered \$225K and would use \$57K leaving funds to do the middle schools and/or high school.

Stephan Morrissey moved to accept the proposal from Once Source for \$57K. David Martz second.

Rich Cahoon asked what steps were taken to obtain a third bid as policy dictates. Marian said that the bid was sent out to 4 or 5 known companies.

Tim Grossi will be asked to ask the sales rep to further supply quotes for the middle schools and high school.

Pierce Rigrod asked that the district look at a standard of implementation rather than rely on the company for a recommendation of what is needed.

Dick Dunning said that this immediately provides security in our elementary schools. The people in the buildings that were toured to look at the security are those who impressed the committee. Ease of add-ons is meaningful.

Marian Alese said that there have been multiple visits to school districts over the years, conversations with insurance companies etc. The policy is with the policy committee and is awaiting procedures.

Crista Salmay asked the rationale to begin with the elementary schools. Marian said that the high school is more complicated and likely more expensive. The idea was to start with the elementary schools.

Rich Cahoon asked for consideration of what is detailed in the bids. He wanted to know what the detail is that makes up the difference in the two bids.

In favor: Dick Dunning, Bernd Foecking, Janine Lesser, David Martz, Kristen Reilly, Stephan Morrissey, Linda Quintanilha, Pierce Rigrod.

Rich Cahoon and Crista Salmay abstained.

Motion carried.

3) Peterborough Withdrawal Study Facilitator Request (Board Vote Required)

Dick Dunning spoke about bringing on a facilitator should the vote to withdraw in Peterborough pass. It would be at little or no cost. The vote requested is to move forward with a facilitator to discuss the withdrawal study. If the vote does not pass, one would be needed to help with the Strategic Plan.

Stephan Morrissey moved to allow authorization for Marian Alese to investigate a facilitator. Second.

Marian said that she can investigate as far as the board would like her to go. Inquire or inquire and commit, etc. The role of a facilitator for a withdrawal study would be to keep the work on track. Not to make decisions but to keep the work moving. The study must be complete within 180 days from the vote.

Stephen Morrissey withdrew his motion. Pierce Rigrod withdrew his second.

Motion to authorize Marian Alese to secure services in the event of a withdrawal study and investigate a facilitator for the Strategic Plan. David Martz second. Unanimous.

Dick Dunning reported on a presentation on a pilot program "Pick Up Patrol" which allows electronic communication of changes for after school plans for students. If a child with be going somewhere other than where they normally would, Pick Up Patrol is a program to assist in communicating those changes. It replaces handwritten notes. The goal is to use the system throughout the district. It cost nothing until 2018.

Dick also shared that looking at funds that have been unspent to offset items that were reduced was also discussed at the Budget & Property Committee meeting.

Marian Alese reported being denied a request for Capital Reserve Funds from the Trustees. She will report back in May after hearing from Counsel.

8. Old Business

a. Expenditure Report – Marian Alese

Marian Alese reported that Line 11 reflects a transfer to the unreserved line previously approved by the board, unanticipated electrical and HVAC, and \$500K encumbered for transfers to trust accounts. A Public Hearing on use of the Daniels Fund will be required.

Rich Cahoon asked about if paras would be covered with a salary delta. Marian confirmed.

b. NESDEC Affiliation (Board Vote Required)

Myron Steere shared a bill from NESDEC to provide forecasts for the district.

Stephan Morrissey was not in favor of contracting with NESDEC.

Rich Cahoon said that we have a policy to make a projection every fifth year. We did receive information last year.

Kimberly Saunders said that it is an affiliation fee in which you get the demographic information from as well. When we reach out to do national searches for hiring, NESDEC is one of the places that we stop.

Tim Markley reported that the last time we asked NESDEC to conduct a Superintendent search they declined.

Stephan Morrissey moved not to contract with NESDEC this year. Rich Cahoon second.

Rich Cahoon asked if we paid \$15K last year for consultant services what the amount was of last year's check to NESDEC.

Kimberly Saunders asked if other companies that provide these services might be investigated.

Dave Martz moved this discussion to continue at Budget & Property Committee.

Rich Cahoon suggested non-public.

Stephan Morrissey withdrew his motion as did David Martz.

Further discussion was tabled to non-public session tonight.

c. ATC Agreement (Board Vote Required)

Rich Cahoon said that a committee negotiated the agreement with Jaffrey-Rindge. That committee voted to agree to the language.

Pierce Rigrod asked about a "Craft Committee" and its purpose. What is the purpose?

Rich Cahoon reported that the Craft Committees do not currently exist.

Kimberly said that they are program advisory. People in the field and community members would advise teachers in the program to assure being up to date. There is a process to set up committees by region. They are DOE guidelines.

The agreement states that it must be signed by December 2016.

David Martz asked about the funding formula. What if we don't agree? Rich Cahoon said that it is set by the state. David reminded that this is a 20 year agreement.

Linda Quintanilha moved to sign the ATC Agreement tonight. Second.

Rich Cahoon reminded that this is a regional agreement; we administer a regional center. Jaffrey-Rindge is not a customer, they are our partner.

Pierce Rigrod recommended gaining clarity on how this agreement and the committee will function in the future.

Rosie and John are very aware of the committee structure; it will happen.

Stephan Morrissey called the vote:

In favor: Rich Cahoon, Dick Dunning, Bernd Foecking, Janine Lesser, Stephan Morrissey, Linda Quintanilha, Kristen Reilly, Pierce Rigrod, and Crista Salamy

Opposed: David Martz

Motion carried.

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

- JJA: Student Activities & Organizations

Rich Cahoon moved to adopt this policy as read. David Martz second. Unanimous.

- JJIB: Interscholastic Athletics

Rich Cahoon moved to adopt this policy as amended. Dick Dunning second. Unanimous.

- JLA: Student Insurance Program

Rich Cahoon moved to adopt this policy as amended. Stephan Morrissey second. Unanimous.

- KMB: Relations with Booster Organizations

Rich Cahoon moved to adopt this policy as read. Dick Dunning second. Unanimous.

- IJOA: K-12 Field Trips

Stephan Morrissey moved to adopt this policy as read. Dick Dunning second. Unanimous.

9. New Business

a. 1st Read Policies

- GBAA: Sexual Harassment – Employees/Staff

Rich Cahoon referenced this policy as a first read.

- JLIE: Student Automobile Use

Rich Cahoon noted that this policy is being pulled and not for a first read tonight.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Marian Alese certified that manifests listed totaling \$534,822.94 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. Dick Dunning second. Unanimous.

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

a. Personnel

Stephan Morrissey motioned to enter into non-public session in accordance with RSA 91-A:3,II for negotiations at 8:25 p.m. Unanimous on a roll call vote.

Dick Dunning motioned to exit non-public session at 8:41 p.m. Second. Unanimous.

Dick Dunning motioned to give directions to the SAU to find companies that provide demographics over time and to find a company to conduct national searches. Pierce Rigrod second. Unanimous.

Stephan Morrissey motioned to adjourn at 8:41 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

May 3, 2016
Personnel Agenda

2016-17 Nominations:

Staff Nominations (Attached)

June 2016 Resignations:

PES

Andrea Jurewich

Kindergarten Teacher

Name	DAC	Description	FTE
ANNUAL TO ANNUAL			
Davis, Starr	AES	Pre-School Teacher	0.8
Lipnoski, Allison M	AES	Special Ed Teacher	1
Morris, Thomas S Jr	AES	Grade 3 Teacher	1
Germain, Valerie A	BES	Grade 4 Teacher	1
Jiang Demetrion, Darlene E	BES	Special Ed Teacher	1
Sutton, Jennifer L	BES	Grade 3 Teacher	1
Bastoni, Amanda A J	CVHS	Photography Teacher	1
Bowman, Rachel C	CVHS	Library Media Specialist	1
Downing, Sarah B	CVHS	504 Interventionist	1
Ewing, Abraham D	CVHS	Industrial Arts Teacher	1
Fletcher, Griffen S	CVHS	Math Teacher	1
Johnson, Andria D	CVHS	Science Teacher	1
Landau, Paul W	CVHS	Physical Ed/Health Teacher	1
Lashua, Amy B	CVHS	Special Ed Teacher	1
MacNamee, Scott A	CVHS	English Teacher	1
Manni, Randy A	CVHS	Special Ed Teacher	1
Mitschmyer, Karrie A	CVHS	Art Teacher	1
Montano, Joseph D	CVHS	Special Ed Teacher	1
Morin, Krystal A	CVHS	Music Teacher	1
Mudrick, Tyler A	CVHS	Special Ed Teacher	1
Riley, Catherine M	CVHS	English Teacher	1
Riley, Deborah J	CVHS	Special Ed Teacher	1
Rivet, Christianna V	CVHS	English Teacher	1
Wickham, James J	CVHS	Music Teacher	1
Bennett, Deborah L	DCS	Grade 4/5 Teacher	1
Castor, Derek T	DCS	Physical Ed Teacher	1
Gorr, Ellen J	DCS	EST Teacher	1
Lang, Deberah G	DCS	Grade 3 Teacher	1
Angwin, Ashley J	FES	Kindergarten Teacher	1
Klingseisen, Ashley N	FES	Grade 1 Teacher	1
Shultz, Andrew K	FES	Art Teacher	1
Swasey, Jennifer J	FES	School Counselor	1
Anderson, Cassie A	GBS	Special Ed Teacher	1
Burnham, Victoria E	GBS	Grade 5 Teacher	1
Denslow, Rebecca L	GBS	FACS Teacher	1
Ellis, Barbara J	GBS	Grade 5 Teacher	1
Fisk, Cameron G	GBS	Health Teacher	1
Regis, Jeannette R	GBS	Grade 7 Teacher	1
Boisvert, Nicole	GES	Library Media Specialist	1
Purrington, Katelyn M	GES	Kindergarten Teacher	1
Kashian, Yevgeniya K	HES	ESL Teacher	1
Taylor, Courtney L	HES	Grade 3 Teacher	1
Castor, Shannon M	PES	Special Ed/RTI Teacher	1
Chamberlin, Kristine L	PES	LS Teacher	1

Iwanowicz, Amy S	PES	Grade 4 Teacher	1
Jurewich, Andrea J	PES	Kindergarten Teacher	1
Marean, Eric M	PES	Kindergarten Teacher	1
Simon, Stephanie L	PES	Grade 4 Teacher	1
Brophy, Colleen	SMS	Math Support Teacher	1
Dionne, Deborah M	SMS	School Counselor	1
Goodell, Cassandra R	SMS	Grade 6 Teacher	1
Pacheco McMahon, Velka L	SMS	World Lang Spanish Teacher	1
Titus, Sarah R	SMS	Physical Ed Teacher	1
Warwick, Sarah E	SMS	Special Ed Teacher	1
Cipolla, Anthony M	TES	Health Teacher	1

SPECIAL SERVICE PROFESSIONALS (SSP)

Chinnery, Stephanie M	AES	School Psychologist	1
Jessie, Cheryl C	AES	Occupational Therapist	1
Mellon, Victoria E	AES	Nurse	1
Bernardi, Judith A	CVHS	Nurse	1
Bly, Holly H	CVHS	Student Assistance Counselor	1
Daniels, Emily R	CVHS	Student Assistance Counselor	1
Fairbank, Kim	CVHS	Social Worker	1
Geaumont, Jennifer A	CVHS	Transition Coordinator	1
Shippee, Gretchen S	CVHS	Nurse	1
Blair Desaulniers, Meredith A	GBS	Speech/Language	1
Compton, Linda	GBS	Nurse	1
St Cyr, Dorothy M	GBS	School Psychologist	1
Turgeon, Michelaine E	GES	Nurse	0.55
Lemieux, Lise	HES	Nurse	1
Stockwell, Gretchen S	HES	Speech/Language	1
Brogan, Alexandra E	PES	Speech/Language	1
Jamison, Kathryn C	PES	Occupational Therapist	1
Means, Kelly A	PES	School Psychologist	1
Murphy, Pamela M	PES	Nurse	1
Fitch, Dianne E	SMS	Speech/Language	1
Scarano, Gerard A	SMS	School Psychologist	1
Gott, Linda J	SPED	Occupational Therapist	1
Heath Rogers, Deborah J	SPED	Speech/Language	1
Hertzler, Judith B	SPED	Social Worker	1
Paradis, Sarah E	SPED	Occupational Therapist	1
Boyd, Heather E	TES	Nurse	0.55

ANNUAL TO CONTINUING

Flamino, Lance A	CVHS	Math Teacher	1
Seymour, Nicholas C	CVHS	Social Studies Teacher	1
Gourlay, Laura K	GBS	School Counselor	1
Heatley, Alexandra M	GBS	Special Ed Teacher	1
Topping, Virginia Y	HES	Kindergarten Teacher	1

Dunn, Rebecca J	PES	School Counselor	1
Wall, Kimberly M	SMS	Grade 7 Teacher	1

CONTINUING TO CONTINUING			
Bastarache, Brianne L	AES	Grade 4 Teacher	1
Conway, Timothy J	AES	Physical Ed/Health Teacher	1
Donovan, Mary K	AES	Grade 1 Teacher	1
Gregg, Robin	AES	School Counselor	1
Grossi, Sarah F	AES	Kindergarten Teacher	1
Hale, Jessie S	AES	PreSchool Teacher - Grant	0.8
Hartnett, Emily F	AES	Grade 2 Teacher	1
Lawler, Elizabeth C	AES	Grade 2 Teacher	1
Robinson, Jean M	AES	EST Teacher	1
Storro, Carole L	AES	Art/Music Teacher	1
Woods, Fabiola T	AES	Grade 4 Teacher	1
Zawacki, Cynthia J	AES	Grade 1 Teacher	1
Cannon, Barbara K	BES	Kindergarten Teacher	1
Tenney, Linda K	BES	Library Media Specialist	1
Tyler, Janice M	BES	Grade 1 Teacher	1
Bills, Andrew M	CVHS	Graphic Arts Teacher	1
Bourgoine, Lawrence	CVHS	Special Ed Teacher	1
Bowman, Eric	CVHS	Social Studies Teacher	1
Carne, Lisa C	CVHS	English Teacher	1
Cloutier, Kenneth J	CVHS	Science Teacher	1
Coyne, Debra M	CVHS	Office Occupations Teacher	1
Croteau, Robin D	CVHS	Science Teacher	1
Davidson, Francis E Jr	CVHS	LS Teacher	1
Fabianski, Karen A	CVHS	Engineering Teacher	1
Farnsworth, Abby L	CVHS	Math Teacher	1
Felegara, Leah	CVHS	Math Teacher	1
Fletcher, Jo Ann S	CVHS	School Counselor	1
Frisbie, Lisbeth B	CVHS	Science Teacher	1
Gagnon, Nancy S	CVHS	Social Studies Teacher	1
Goldthwaite Gagne, Mary D	CVHS	Art Teacher	1
Heddy, Judith A	CVHS	Health Teacher	1
Heider, Christopher C	CVHS	Social Studies Teacher	1
Hinton, Amanda B	CVHS	Math Teacher	1
Hodgdon, Cynthia A	CVHS	World Lang German Teacher	1
Holding, Mark R	CVHS	English Teacher	1
Ingram, Kristin B	CVHS	School Counselor	1
Kennedy, Robin S	CVHS	World Lang Spanish Teacher	1
King, Shawn M	CVHS	School Counselor	1
Kostecki, Eric W	CVHS	School Counselor	1
Krapohl, Sara	CVHS	World Lang Spanish Teacher	1
Lambert, Brock A	CVHS	Science Teacher	1
Lambert, Jason	CVHS	English Teacher	0.67

Leonard, Gregory	CVHS	Social Studies Teacher	1
Long, Patricia L	CVHS	Special Ed Teacher	1
Maughan, Mary E	CVHS	LS Teacher	1
McKay, Courtney E	CVHS	English Teacher	1
Milne, Moira L	CVHS	Science Teacher	1
Moore, Elizabeth A	CVHS	English Teacher	1
Morris, Christine J	CVHS	Math Teacher	1
Morris, Gilbert B	CVHS	Computer Teacher	1
Morris, Gregory J	CVHS	Math Teacher	1
Murphy, Julie M	CVHS	LS Teacher	1
O'Brien, Gregory S	CVHS	Social Studies Teacher	1
Page, Richard	CVHS	Physical Ed Teacher	1
Putnam, Benjamin J	CVHS	Art Teacher	1
Saucier, Eric D	CVHS	Math Teacher	1
Springfield, David A	CVHS	Physical Ed Teacher	1
Winslow, Samuel F	CVHS	Math Teacher	1
Wood, Dana C	CVHS	Science Teacher	1
Wozmak, Michael J	CVHS	Social Studies Teacher	1
Young, Carol J	CVHS	Science Teacher	1
Brnger, Emily E	DCS	Grade 2 Teacher	1
Ellingwood, Susan D	DCS	Grade K/1 Teacher	1
Parshall, Lucius	DCS	Music Teacher	1
Doell, Laura A	FES	Grade 4 Teacher	1
Orcutt, Cheryl G	FES	EST Teacher	1
Stanley, Mary Ellen	FES	Grade 2 Teacher	1
Baldwin, Scott	GBS	Physical Ed Teacher	1
Bando, Joan E	GBS	Art Teacher	1
Bell, Alison M	GBS	Grade 8 Math Teacher	1
Blanchette, Holly S	GBS	Grade 6 Teacher	1
Bolduc, Paul E	GBS	Grade 8 Sci/SS Teacher	1
Cogan, Patrick R	GBS	Music Teacher	1
Cullinan, Maryanne V	GBS	ELP Teacher	1
Darling, Elizabeth L	GBS	Grade 6 Teacher	1
Doherty, Kathryn	GBS	Grade 8 LA/SS Teacher	1
Gnade, Jane G	GBS	Library Media Specialist	1
Hale, Sarah E	GBS	Education Technology Integrator	1
Ketchum, Peter	GBS	Physical Ed Teacher	1
Ketchum, Suzanne	GBS	Grade 7 Math Teacher	1
Kidd, Ellen D	GBS	Special Ed Teacher	1
Leclerc, Siobhan L	GBS	Grade 7 Science Teacher	1
Marshall, Kelly B	GBS	Special Ed Teacher	1
Moncrief, Jahna C	GBS	Music Teacher	1
Rice, Letitia	GBS	Grade 6 Teacher	1
Russell, Earl J	GBS	Industrial Arts Teacher	1
Sittig, Theresa L	GBS	Grade 5-8 Reading Teacher	1
Aborn, Sandra	GES	Grade 2 Teacher	1

Fletcher, Patricia	GES	PreSchool Teacher - Grant	0.8
Gendron, Maria E	GES	EST Teacher	1
Iwanowicz, Timothy P	GES	Grade 4 Teacher	1
Lunan Hill, Rachel H	GES	Grade 3 Teacher	1
Morneault, Kevin J	GES	Physical Ed Teacher	1
Morrocco, Katherine L	GES	Title 1 Teacher - Grant	1
Hickox, Jill K	HES	EST Teacher	1
Lowenthal, Karen S	HES	Grade 1/2 Teacher	1
Robins, Jean E	HES	Grade 4 Teacher	1
Aldrich, Adine J	PES	Literacy Teacher	1
Bates, Helena N	PES	EST Teacher	1
Christensen, Jennifer A	PES	Kindergarten Teacher	1
Compton, Lynn	PES	Art/Music Teacher	1
deSteuben, Marcia E	PES	Library Media Specialist	1
Dunning, Shannon	PES	Grade 2 Teacher	1
Gordon, Elizabeth	PES	Grade 3 Teacher	1
Hughes, Janice M	PES	Grade 1 Teacher	1
Judkins, Carter A	PES	Grade 3 Teacher	1
LaRoche, Janice C	PES	Grade 3 Teacher	1
Lavoie Tazelaar, Joan	PES	EST Teacher	1
Lavoie, Amy M	PES	Grade 4 Teacher	1
Levesque, Kristen	PES	Title 1 Teacher - Grant	1
Mann, Lauren S	PES	Grade 1 Teacher	1
Parsons, Judith	PES	Title 1 Teacher - Grant	1
Rothhaus, Eric N	PES	Grade 2 Teacher	1
Rousseau, Tanya	PES	Health Teacher	1
Szep, John I	PES	Physical Ed Teacher	1
Allen, Kristine M	SMS	Math Support Interventionist	1
Bradshaw, Cynthia A	SMS	Grade 8 Teacher	1
Brezovec, Michele	SMS	EHP Teacher	1
Couture, Eileen G	SMS	FACS Teacher	1
Decibus, Dorene R	SMS	Grade 5 Teacher	1
Driscoll, Sean M	SMS	Grade 7 Teacher	1
Foecking, Katherine A	SMS	Grade 8 Teacher	1
Fox, Katharine E	SMS	Art Teacher	1
Grady, Tania L	SMS	Health Teacher	1
Greenough, Jennifer N	SMS	LS Teacher	1
Groleau, Lori D	SMS	Grade 6 Teacher	1
Hammett, Dwain J	SMS	Industrial Arts Teacher	1
Hautanen, Michelle	SMS	Grade 5 Teacher	1
Hayes, Stephanie A	SMS	Grade 5 Teacher	1
Heald, Kimberly L	SMS	Grade 7 Teacher	1
Henry, Ann E	SMS	Special Ed Teacher	1
Hopgood, Mary	SMS	Grade 8 Teacher	1
Jones, Tracy A	SMS	Grade 6 Teacher	1
Lowy, Edward D	SMS	Music Teacher	1

Morash, Susan M	SMS	Grade 8 Teacher	1
Norby, Sara A	SMS	Grade 6 Teacher	1
Ring Fortin, Elizabeth A	SMS	Music Teacher	1
Russell, Sarah S	SMS	Art Teacher	1
Silegy, Tod	SMS	Physical Ed Teacher	1
VanValkenburgh, Margaret B	SMS	Grade 7 Teacher	1
Weston, Christina L	SMS	Special Ed Teacher	1
Clark, Donna L	TES	EST Teacher	1
Homan, Marci	TES	Kindergarten Teacher	1
Perreault, Tina L	TES	Grade 1/2 Teacher	1

May 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 Policy Committee Mtg. @ 6:00 pm @ SAU School Board Mtg. @ SAU @ 7:00 pm	4	5 School Board Non-Public Session @ 6:00 pm @ SAU	6	7
8	9 Education Committee Mtg. @ 5:30 pm @ SAU	10 Budget & Property Committee Mtg. @ 7:00 pm @ SAU	11	12 Strategic Plan Committee Mtg. @ 6:30 pm	13	14
15	16	17 Policy Committee Mtg. @ 6:00 pm @ GBS School Board Mtg. @ GBS @ 7:00 pm	18	19	20	21
22	23	24	25	26	27	28
29	30 Memorial Day – No School	31				

June 2016

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

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

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

Telephone: 603-924-3336

Fax: 603-924-6707

Dr. Brendan Minnihan
Superintendent of Schools
bminnihan@conval.edu

Kimberly Saunders
Assistant Superintendent of Schools
ksaunders@conval.edu

TO: Contoocook Valley School Board
FROM: South Meadows School
DATE: April 14, 2012
RE: REQUEST TO ACCEPT A GIFT OR DONATION

The South Meadows School Food Pantry School requests authorization to accept from:

Name/Address: Conval Baseball Team

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

for the purpose of: purchasing supplies for the food pantry
at SMS for CV district families


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

NEW HAMPSHIRE PUBLIC SCHOOLS
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Dr. Brendan Minnihan
Superintendent of Schools
bminnihan@conval.edu

Kimberly Saunders
Assistant Superintendent of Schools
ksaunders@conval.edu

TO: Contoocook Valley School Board

FROM: South Meadow School

DATE: April 14, 2016

RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Food Pantry at South Meadow School requests authorization to accept from:

Name/Address: AES PTO

10 School Street - Antrim NH 03440

the following gift/donation of: check valued at \$ 552.50

for the purpose of: purchasing supplies for the Food Pantry
at SMS for Conval School Districts families.


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received _____

Date Approved by School Board _____

Date Not Approved by School Board/Reason: _____

GBAA - Sexual Harassment – Employees/Staff

I. PURPOSE

The purpose of this policy is to maintain a working environment that is free from sexual harassment or other improper and inappropriate behavior that may constitute harassment as defined below.

Sexual harassment is against the law and is against school board policy. Any form of sexual harassment is strictly prohibited. It is a violation of this policy for any employee or third party to harass any person through conduct or communication of a sexual nature as defined by this policy.

"Employee" shall include, but not be limited to all school district staff, teachers, non-certified personnel, administrators, volunteers, coaches and/or other such personnel whose employment or position is directed by the school district.

"Third parties" include, but are not limited to parents, school visitors, service contractors or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control.

The District will investigate all complaints, either formal or informal, verbal or written, of sexual harassment and will discipline any employee who sexually harasses or is sexually violent toward another person.

II. SEXUAL HARASSMENT DEFINED

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, sexual physical conduct, and /or conduct of a sexual nature when:

1. Submitting to the unwelcome conduct is made a term or condition of an individual's employment, either explicitly or implicitly.
2. Submitting to or rejecting the unwelcome conduct is used as the basis for decisions affecting a person's employment; or
3. The unwelcome conduct has the purpose or effect of unreasonably interfering with a person's work performance or creating an intimidating, hostile, or offensive working environment.

Sexual harassment may include, but is not limited to:

- a) Verbal harassment and/or abuse of a sexual nature;
- b) Subtle pressure for sexual activity;
- c) Inappropriate patting, pinching or other touching;
- d) Intentional brushing against an employee's body;
- e) Demands for sexual favors accompanied by implied or overt threats;
- f) Demands for sexual favors accompanied by implied or overt promises of preferential treatment;
- g) Any sexually motivated unwelcome touching; or physical contact, including sexual assault;
- h) Display or distribution of written or graphic material that is obscene, sexually suggestive or derogatory, or shows hostility towards an individual or group based on sex; or

GBAA - Sexual Harassment – Employees/Staff, continued

- i) Jokes, comments, or gestures of a sexual nature that are derogatory or show hostility towards an individual or group based on sex.

III. REPORTING PROCEDURES

1. The Superintendent or his/her written designee is responsible for implementing all procedures of this policy. Additionally, the Superintendent may develop and implement additional administrative regulations in furtherance of this policy.

2. Any employee who believes he or she has been the victim of sexual harassment should report the alleged act(s) to a supervisor or other designated individual. If the alleged perpetrator is the Principal, the alleged victim may report the allegation to any other district employee. That employee shall then report the allegation to the Superintendent. The Board encourages the reporting employee to use the Report Form available from the Human Resources Office.

3. In each building, the Principal is the person responsible for receiving oral or written reports of sexual harassment. Upon receipt of a report, the Principal will notify the Superintendent immediately without screening or investigating the report. If the report was given verbally, the Principal shall reduce it to written form within 24 hours and then forward it to the Superintendent. Failure to forward any sexual harassment report or complaint as provided herein will result in disciplinary action. If the complaint involves the building Principal, the complaint shall be filed directly with the Superintendent.

4. The Board designates the Superintendent as the District Human Rights Officer to receive any report or complaint of sexual harassment. If the complaint involves the Superintendent, the complaint shall be filed directly with the School Board. The District shall post the name of the Human Rights Officer in conspicuous places throughout school buildings, including a telephone number and mailing address.

5. Submission of a complaint or report of sexual harassment will not affect the employee's standing in school, future employment, or work assignments.

6. The use of formal Reporting Forms provided by the District is voluntary. The District will respect the confidentiality of the complainant and the person(s) against whom the complaint is filed as much as possible, consistent with the School District's legal obligations and the necessity to investigate allegations of sexual harassment and take disciplinary action when the conduct has occurred.

IV. INVESTIGATION AND RECOMMENDATION

The Human Rights Officer will properly initiate an investigation upon receipt of a report or complaint alleging sexual harassment. This investigation may be conducted by District officials or by an independent investigator designated by the School Board.

If District officials conduct the investigation, the investigation should consider the surrounding circumstances, the nature of the sexual advances, the relationship between the parties and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes sexual harassment requires a determination based on all the facts and surrounding circumstances.

The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods

GBAA - Sexual Harassment – Employees/Staff, continued

and documents deemed pertinent by the investigator. Students who are interviewed may have a parent or other representative present.

In addition, the District may take immediate steps, at its discretion, to protect the complainant, students and employees pending completion of an investigation of alleged sexual harassment.

If the Board determines that a third-party designee should conduct the investigation, the District agrees to assent to that party's methods of investigation.

Upon completion of an investigation conducted by either District officials or an independent investigator, the Board and the Superintendent will be provided with a written factual report and recommended action.

V. SCHOOL DISTRICT ACTION

If the investigating party determines that the alleged conduct constituted sexual harassment, the Superintendent may discipline the offending employee. Such discipline may include, but is not limited to, a warning, training, temporary suspension or dismissal. If the investigating party determines that the alleged conduct did not constitute sexual harassment, both the complaining party and the accused will be informed of such.

Conduct which does not rise to the level of sexual harassment as defined by the policy, but is nonetheless inappropriate or in violation of other related Board policies, will be addressed on a case-by-case basis by the Superintendent. Any discipline will be in accordance with all laws and collective bargaining agreements, if applicable.

VI. REPRISAL

The School District will discipline any employee who retaliates against any other employee who reports alleged sexual harassment or who retaliates against any person who testifies, assists or participates in an investigation, proceeding or hearing relating to a sexual harassment complaint. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse, which may include filing charges with the New Hampshire Human Rights Commission or the U.S. Equal Employment Opportunity Commission, initiating civil action or seeking redress under state criminal statutes and/or federal law.

VIII. INDIVIDUAL LIABILITY

The District specifically prohibits employees from aiding or abetting others in conduct that is prohibited by this policy, including retaliation against individuals who report alleged harassment or participate in any investigation of alleged harassment. Under New Hampshire law, employees who aid and abet others in the harassment or engage in retaliation, may be held individually liable for violating the New Hampshire laws against discrimination. This may include encouraging others to engage in harassment, interfering with an investigation of alleged harassment, or failing to take steps required under this policy to stop harassment.

GBAA - Sexual Harassment – Employees/Staff, continued

Legal References:

Ed 303.01(j), Substantive Duties of School Boards; Sexual Harassment Policy
Ed 306.04(a)(9), Sexual Harassment
RSA 354-A:7, Unlawful Discriminatory Practices

Appendix: GBAA-R, BBA-R

Category: P

See also JBAA

1st Read: April 19, 2016

2nd Read: May 3, 2016

Adopted:

KFA -- Personal Conduct And Civility

The ConVal School Board values diversity as well as commonality and is committed to a culture that fosters free and open communication. The Board believes that an environment of mutual respect and civil conduct among Board members, School District employees, and the general public is critical to its effective operation. Moreover, the Board and the School District employees have an obligation to model these values to the students of the District. The following behavior standards are expected at all Board meetings and other meetings among Board members, as well as those involving the public:

1. Respect and courtesy in language, demeanor, and actions
2. Moderate tone and volume of voice
3. Active and respectful listening
4. Respectful acknowledgement of cultural differences
5. Respect for the personal, civil, and property rights of others
6. Appropriate and courteous written and electronic communication

Should a Board member believe these standards are being violated, the following steps for resolution are recommended:

1. Speak directly with the person with whom there is a conflict.
2. If no resolution is found, approach the Board Chair. If the conflict is with the Board Chair, then speak with the Vice Chair.
3. The Board Chair or Vice Chair will speak with both parties to mediate the conflict.
4. If necessary, either a formal meeting, or a nonpublic session, which ever is appropriate under the circumstances, may be required to further discuss the conflict.
5. Nothing about these steps shall diminish the authority of the Chair in a meeting to rule a speaker who violates these standards out of order.

1st Read: May 15, 2012

2nd Read: June 19, 2012

Adopted: June 19, 2012

KFA - Public Conduct On School Property

For purposes of this policy, "school property" means any buildings, vehicles, property, land, or facilities used for school purposes or school-sponsored events, whether public or private.

The School District expects mutual respect, civility, and orderly conduct among all individuals on school property or at a school event. No person on school property or at a school event shall:

1. Injure, threaten, harass, or intimidate a staff member, a School Board member, sports official or coach, or any other person;
2. Damage or threaten to damage another's property;
3. Damage or deface School District property;
4. Violate any New Hampshire law, or town or county ordinance;
5. Smoke or otherwise use tobacco products;
6. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs, or possess dangerous devices or weapons;

7. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner);
8. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the School Board;
9. Operate a motor vehicle in violation of an authorized District employee's directive or posted road signs.
10. Violate other District policies or regulations, or an authorized District employee's directive.

Any person who violates this policy or any other acceptable standard of behavior may be ordered to leave school grounds. Law enforcement officials may be contacted at the discretion of the supervising district employee if such employee believes it necessary.

Additionally, the District reserves the right to issue "no trespass" letters to any person whose conduct violates this policy, acceptable standards of conduct, or creates a disruption to the school district's educational purpose.

Legal References:

RSA 193:11, Disturbance

RSA 635:2, Criminal Trespass

1st Read: May 3, 2016

2nd Read:

Adopted: