

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

**CONTOOCOOK VALLEY SCHOOL BOARD**

**School Board Meeting**

**Tuesday, February 21, 2017**

**SAU Office**

**7:00 P.M.**

- 1. Call to Order and Pledge of Allegiance**
- 2. Accept School Board Meeting Minutes (Board Vote Required)**
  - a. February 14, 2017 (pg. 1-4)**
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
  - a. Personnel**
  - b. Board Requests**
- 6. Superintendent's Report and Presentation of Business**
  - a. Monthly Events Calendar (pg. 5-6)**
    - 1) School Board Spring Retreat**
  - b. Calendar Survey Results**
  - c. ConVal School District Communication of Upcoming Vote**
  - d. Executive Summary**
- 7. Reports**
  - a. Student Representative – Maeve Newman**
  - b. Teacher Representative – Patrick Cogan/Linda Compton**
  - c. Education Committee – Crista Salamy**
- 8. Old Business**
  - a. Board Officer(s) Presentations**
- 9. New Business**
  - a. Primex Contribution Assurance Program**
  - b. Set Out of District Tuition Rate (Board Vote Required)**
- 10. Public Comment**
- 11. Approval of Manifests (Board Vote Required)**
- 12. Non-Public Session: RSA 91-A:3,II (If Required)**
  - a. Personnel**
  - b. Negotiations**

**Upcoming Meetings:**

Policy Committee Mtg. – Tues., March 7<sup>th</sup> @ 6:00 p.m. @ SAU

School Board Mtg. – Tues., March 7<sup>th</sup> @ 7:00 p.m. @ SAU

Communications Committee Mtg. – Wed., March 8<sup>th</sup> @ 6:30 p.m. @ SAU

Strategic Plan Committee Mtg. – Thurs., March 9<sup>th</sup> @ 6:30 p.m. @ SAU

ConVal School District Voting Day – Tuesday, March 14<sup>th</sup> in individual towns

**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

### School Board Meeting

Tuesday, February 14, 2017

7:00 P.M.

SAU #1 Office

### MINUTES

#### BOARD

Rich Cahoon, Dick Dunning,  
Jim Fredrickson, Bernd Foecking,  
Janine Lesser, Stephan Morrissey,  
Linda Quintanilha, Kristen Reilly,  
Crista Salamy, Myron Steere

Maeve Newman, Student Rep.  
Patrick Cogan, CVEA

#### ADMINISTRATION

Kimberly Saunders, Supt.  
Dr. Ann Forrest, Asst. Supt.  
Tim Markley, H.R.  
Dr. Rick Matte, Student Services  
Gib West, CVHS  
John Reitnauer, ATC  
Steve Bartsch, CVHS  
Kim Chandler, CVHS

#### 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. Accept School Board Meeting Minutes (Board Vote Required)

##### a. January 18, 2017

Stephan Morrissey moved to accept the minutes of January 18, 2017. Dick Dunning second. Linda Quintanilha abstained. All else in favor. Motion carried.

#### 3. Points of Pride

Kimberly Saunders shared various Points of Pride as reported to her by administrators.

#### 4. Peterborough Chamber of Commerce Recognition

This agenda item was tabled until the March 7<sup>th</sup> School Board meeting.

#### 5. Public Comment

##### a. Christine Manley – Policy JLCC

Christine Manley, parent, spoke about an issue with the district lice policy. Ms. Manley said that she understands why the policy is what it is. Ms. Manley said that the education piece on how to treat lice is missing for parents. Ms. Manley said that she should not have had to make as many calls as she has to inform the district about lice present. She is unhappy that the district does not send information home letting families know that it has been identified. Mr. Steere said that the board will take this under advisement and discuss further.

#### 6. Consent Agenda

##### a. Personnel

##### 1) June 2017 Resignation

Tim Markley referenced the resignation of Stephanie Chinnery, School Psychologist, in June 2017.

**Linda Quintanilha moved to accept the resignation as shared. Dick Dunning second. Unanimous.**

##### 2) 2016/2017 Nomination

The nomination of Heather Fletcher, DCS Grade 2 Teacher was referenced.

**A motion and second to approve the nomination as reported was made. David Martz abstained. All else in favor. Motion carried.**

### MISSION STATEMENT

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### 3) Notice of Stipend Positions

Mr. Markley referenced the Notice of Stipend Positions. Mr. Markley tabled the second nomination. These are for notification only.

#### **b. Board Requests**

None.

#### **c. List of Registered Board Candidates**

Kimberly Saunders reported those running for open School Board positions which included Crista Salamy, Antrim; Stephan Morrissey, Franconia; Kristen Reilly, Peterborough, and Jim Fredrickson, Sharon. All running unopposed.

### **7. Superintendent's Report and Presentation of Business**

#### **a. Monthly Events Calendar**

The Policy Committee will meet on March 7<sup>th</sup> at 6:00 p.m. at Great Brook School and on March 21<sup>st</sup> at the SAU.

Communications Committee will meet on March 8<sup>th</sup> at 6:30 p.m. at the SAU.

Strategic Plan Committee will meet on March 9<sup>th</sup> at 6:30 p.m. at the SAU.

Negotiations (School Board only) will meet in non-public on March 16<sup>th</sup> at 5:30 p.m. at the SAU.

Education Committee will meet on March 20<sup>th</sup> at 5:30 p.m. at the SAU.

Negotiations will meet in non-public on March 23<sup>rd</sup> at 5:30 p.m. at the SAU.

#### **b. Accept Gift/Donation (Board Vote Required)**

- 1) The South Meadow School Food Pantry requests authorization to accept a gift/donation totaling \$1,000.00 from The Congregational Church of Temple for the purpose of purchasing food pantry items.

**Stephan Morrissey motioned to accept the donation with gratitude. Dick Dunning second. Unanimous.**

#### **c. Accept Gift/Donation (Board Vote Required)**

- 1) The ConVal High School Applied Technology Center requests authorization to accept a gift/donation totaling \$4,000.00 from the NH Charitable Foundation for scholarships for students in engineering Running Start classes.

**Stephan Morrissey motioned to accept the donation with gratitude. Dick Dunning second. Unanimous.**

#### **d. February 1, 2017 Enrollment Update**

February 1<sup>st</sup> enrollment information as well as projected enrollment information was reviewed.

#### **e. High School Operations**

Gib West, Steve Bartsch, Kim Chandler, Robin Croteau, Helfried Zrzavy, and John Reitnauer were present to share the proposal for high school operations for the remainder of this school year.

Gib thanked administration, high school staff, students, parents, and the SAU for supporting this model which has been developed.

Steve Bartsch shared information on the communication flow at the high school. He said that Gib has done a fantastic job over the past several months leading the high school.

Gib shared a breakdown on Administrative Responsibilities.

Five goals as well as two district driven goals were reviewed. The five school goals included 21<sup>st</sup> Century Skills

Rubrics, Math Smart Goal, 1 to 1 Chromebook Initiative, Civic Engagement Goal, 5 Year Plan ATC Program. The two other goals included a SWIFT Inclusion Co-teaching and Transition to Competencies.

Members present shared information on how these goals are being implemented.

What is not getting done at the high school as a result of one less administrator? Competencies are not being accomplished; mini-observations are behind.

Before the Capstone project is developed too far along it should go before the Education Committee. Confirmed.

#### **f. Press Release(s)**

Kimberly Saunders shared two press releases and asked the board to approve their release.

**Rich Cahoon moved to approve the press releases. Dick Dunning second. Unanimous.**

#### **g. Executive Summary**

Kimberly referenced a recent bulleted list she sent to the Board.

Can we get an assessment of the impact of the kindergarten proposal contained in the Governor's budget?

## **8. Reports**

### **a. Student Representative – Maeve Newman**

Maeve Newman reported that students are getting back into the swing of things after all of the snow. Approximately 30 students attended the Deliberative Session. The 8<sup>th</sup> Annual Hoops for Hope basketball game took place on Saturday. \$5,600 was raised for people who struggle with cancer. Lastly, Spirit of Kindness Week is this week.

### **b. Teacher Representative – Patrick Cogan/Linda Compton**

Patrick Cogan reported that a 3-day training on negotiations took place recently. GES teachers recently taught students how to knit after school. Other club information was shared. Mr. Cogan reported that a fundraiser spaghetti dinner for one of our students who struggles with cancer will take place at the high school on March 6<sup>th</sup> to assist with medical bills.

### **c. Selectmen's Advisory Committee**

John Jordan reported that the committee met and discussed the schools, strategic plan, and the proposed budget. The Select boards are supporting the direction of the school district. Eight of the nine towns weighed in on their support of the budget. Antrim, Bennington, Greenfield, Hancock, Peterborough and Sharon supported the budget. Temple chose not to vote. Dublin did not support the budget. Fracestown was not heard from.

### **d. Education Committee – Crista Salmay**

Crista Salmay reported that a conversation on the status of the Performance of Competency Education (PACE) application took place. The education equity audit was discussed as well. Multi-age/multi-grade was postponed until further along in the educational equity audit.

## **9. Old Business**

### **a. Dublin Meeting**

Bernd Foecking reported on a meeting in Dublin regarding maintaining a fifth grade at DCS. Further conversation is anticipated. After that conversation, an informed recommendation may come forward.

### **b. Temple Elementary Principal Recommendation**

Kimberly Saunders asked the board for a decision based on her five options. Her recommendation is to maintain a teaching principal at TES next year.

**Dick Dunning moved to accept the recommendation to maintain a Teaching Principal at TES next year. Stephan Morrissey second. Unanimous.**

### **c. 2<sup>nd</sup> Read Policy/Adoption (Board Vote Required)**

IKG – Awards

**Linda Quintanilha moved this policy as read. Stephan Morrissey second. Unanimous.**

## **10. New Business**

### **a. 1<sup>st</sup> Read Policy**

IFA – Instructional Needs of Students

Rich Cahoon referenced this policy for a first read. Send feedback to the Policy Committee before the next board meeting.

### **b. ConVal High School Principal Search**

Kimberly Saunders referenced an RFP for the hiring of a search consultant for the CVHS Principal Search.

Dick Dunning asked the advantage for hiring a consultant. What do we gain from having an outside consultant do what we are capable of doing? The response was that a consultant would have a huge network to tap into. They provide an additional layer of applicants that are likely of high quality.

**Linda Quintanilha moved to approve the RFP Process. Second. Unanimous.**

### **c. Department of Revenue Administration Recommendation – Marian Alese**

This agenda item pertained to a conversation that was needed prior to District Meeting; which it did.

### **d. Submission of Board Officer Declaration**

1) Policy BDB Board Officers

Myron Steere submitted his declaration to run for School Board Chairman. Rich Cahoon submitted his declaration to run for School Board Vice-Chairman. Both will present information at the second meeting in February as outlined in the policy.

### **e. District Meeting Part I – Warrant Assignments**

This agenda item pertained to a conversation that was needed prior to District Meeting; which it did.

**11. Public Comment**

None.

**12. Approval of Manifests (Board Vote Required)**

Kimberly Saunders certified that manifests listed totaling \$704,937.12 and Payroll totaling \$2,370,239.40 have been reviewed 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.**

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

**a. Negotiations**

**b. Personnel**

**Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:14 p.m. for matters of personnel. Unanimous on a roll call vote.**

**Linda Quintanilha moved to exit non-public session at 8:33 p.m. David Martz second. Unanimous.**

**Stephan Morrissey moved to seal the minutes of the first personnel discussion permanently and the remaining personnel for five years. Second. Unanimous.**

**Stephan Morrissey moved to allow the personal unpaid leave of absence as requested. Second. Unanimous.**

**Linda Quintanilha moved to allow Kimberly Saunders to do what she needs to manage the finances of the district. Second. Unanimous.**

**Linda Quintanilha moved to adjourn at 8:33 p.m. Stephan Morrissey second. Unanimous.**

Respectfully submitted,

Brenda Marschok

# February 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Non-Public Negotiations @ 5:30 pm @ SAU	4
5	6	7 Policy Committee @ 6:00 pm @ SAU  School Board Mtg. @ SAU @ 7:00 pm	8 District Meeting Part I (Deliberative Session) @ 6:00 pm @ CVHS Gym	9 Strategic Plan Committee Meeting @ 6:30 pm @ SAU	10	11 Snow Date: District Meeting Part I @ 9:00 am @ CVHS Gym
12	13	14 Budget & Property Committee Mtg. @ 7:00 pm @ SAU	15	16 Negotiations @ 5:30 pm @ SAU	17	18
19	20 Education Committee Meeting @ 5:30 pm @ SAU	21 Policy Committee @ 6:00 pm @ SAU  School Board Mtg. @ SAU @ 7:00 pm	22	23	24	25
26	27	28				

# March 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7 Policy Committee @ 6:00 p.m. @ GBS School Board Mtg. @ 7:00 p.m. @ GBS	8 Communication Committee @ 6:30 p.m. @ SAU	9 Strategic Plan Committee @ 6:30 p.m. @ SAU	10	11
12	13	14 Voting Day	15	16 Negotiations (non-public) @ 5:30 pm @ SAU	17	18
19	20 Education Committee Mtg. @ 5:30 p.m. @ SAU	21 Policy Committee Mtg. @ 6:00 p.m. @ SAU School Board Mtg. @ 7:00 p.m. @ SAU	22	23 Negotiations (non-public) @ 5:30 pm @ SAU	24	25
26	27	28	29	30	31	