OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, February 7, 2017 7:00 P.M. SAU #1 Office

AGENDA

- 1. Call to Order and Pledge of Allegiance
- 2. Accept School Board Meeting Minutes (Board Vote Required)
 - a. January 18, 2017 (pg. 1-3)
- 3. Points of Pride
- 4. Peterborough Chamber of Commerce Recognition
- 5. Public Comment
 - a. Christine Manley Policy JLCC
- 6. Consent Agenda
 - a. Personnel (pg. 4-5)
 - 1) June 2017 Resignation
 - 2) 2016/2017 Nomination
 - 3) Notice of Stipend Positions
 - b. Board Requests
 - c. List of Registered Board Candidates
- 7. Superintendent's Report and Presentation of Business
 - a. Monthly Events Calendar (pg. 6-7)
 - 1) Budget Road Shows
 - b. Accept Gift/Donation (Board Vote Required) (pg. 8)
 - 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.
 - c. Accept Gift/Donation (Board Vote Required) (pg. 9)
 - 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.
 - d. February 1, 2017 Enrollment Update
 - e. High School Operations
 - f. Press Release(s)
 - g. Executive Summary
- 8. Reports
 - a. Student Representative Maeve Newman
 - b. Teacher Representative Patrick Cogan/Linda Compton
 - c. Selectmen's Advisory Committee Dick Dunning
 - d. Education Committee Stephan Morrissey
- 9. Old Business
 - a. Dublin Meeting
 - b. Temple Elementary Principal Recommendation
 - c. 2nd Read Policy/Adoption (Board Vote Required)

IKG - Awards (pg. 10)

- 10. New Business
 - a. 1st Read Policy

IFA - Instructional Needs of Students (pg. 11)

b. ConVal High School Principal Search

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.

- c. Department of Revenue Administration Recommendation Marian Alese
- d. Submission of Board Officer Declaration
 - 1) Policy BDB Board Officers (pg 12-14)
- e. District Meeting Part I Warrant Assignments
- 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:

Wed., Feb. 8th – District Meeting Part I (Deliberative Session @ CVHS Gym @ 6:00 p.m. (Snow date: Sat., Feb. 11 @ 9:00 a.m.) Thurs., Feb. 9th – Strategic Plan Committee @ SAU @ 6:30 p.m. Tues., Feb. 14th – Budget & Property Committee @ SAU @ 7:00 p.m.

OFFICE OF THE SUPERINTENDENT OF SCHOOLS 106 Hancock Road Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting Wednesday, January 18, 2017 SAU #1

Immediately Following Public Hearing

Minutes

BOARD

Rich Cahoon, Richard Dunning, Bernd Foecking, Jim Fredrickson, Tom Kelly, Janine Lesser, Stephan Morrissey, Kristen Reilly, Pierce Rigrod, Crista Salamy (electronically), Myron Steere

ADMINISTRATION

Kimberly Saunders, Supt. Dr. Ann Forrest, Asst. Supt. Marian Alese, B.A. Nicky Fraley, FES Nicole Pease, DCS Colleen Roy, GES

Maeve Newman, Student Rep.

1. Call to Order and Pledge of Allegiance

Myron Steere called the meeting to order at 6:20 p.m. The Pledge of Allegiance was recited.

- 2. Accept School Board Meeting Minutes (Board Vote Required)
 - a. January 3, 2017

Stephan Morrissey moved to accept the minutes of January 3, 2017. Dick Dunning second. It was noted that the incorrect figures were used for the manifest section of the minutes and will be corrected. Stephan Morrissey moved to accept the minutes as amended. Dick Dunning second. Unanimous.

3. Points of Pride

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

4. Public Comment

None.

- 5. Consent Agenda
 - a. Personnel

1) Notice of Stipend Positions

A notice of stipend position for Jordan Moore was shared for CVHS Basketball, Varsity Boys Assistant.

b. Board Requests

Kimberly Saunders noted one board request received.

- 6. Superintendent's Report and Presentation of Business
 - a. Monthly Events Calendar

1) Budget Road Shows

Tues., January 24th, Town of Peterborough, at 5:30 p.m.

Mon., February 6th, Town of Hancock, at 4:00 p.m.

Tues., February 21st, Town of Sharon.

Communication Committee will meet jointly with the Strategic Plan Committee on Thurs., Feb. 9th at 6:30 p.m.

MISSION STATEMENT

The ConVal Regional School District, in partnership with its member communities, will inspire all learners to ach -1 – academically, contribute to the global community, and thrive as independent and productive citizens.

b. Accept Gift/Donation (Board Vote Required)

1) The ConVal School District requests authorization to accept a gift/donation totaling \$5,000.00 from The Daniels Foundation for the purpose of creating a meaningful impact on the subject of bullying.

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

c. Executive Summary

None.

d. Dublin Consolidated School Letter

Kimberly Saunders referenced a letter from the Town of Dublin dated December 19, 2016. She will attend a meeting on Monday, January 23rd at 5:00 in Dublin.

7. Reports

a. Student Representative - Maeve Newman

Maeve Newman reported on student participation at a recent music festival. The recent Celebration of Learning was a huge success. Lastly, finals are scheduled for next week.

b. Teacher Representative - Patrick Cogan/Linda Compton

None.

c. Budget & Property Committee - Dick Dunning

Dick Dunning reported that a presentation on solar energy was shared at the last Budget & Property Committee meeting.

Dick Dunning moved to bring a recommendation forward to replace a vehicle, up to \$35,000, to replace a truck that was involved in an accident.

Stephan Morrissey second. Unanimous.

d. Communication Committee - Stephan Morrissey

Stephan Morrissey reported that general discussions about generating communications and committee effectiveness took place. The Communication Committee will meet jointly with other subcommittees to discuss aspects of communication.

e. Strategic Plan Committee - Pierce Rigrod

Pierce Rigrod reported that print copies of the Strategic Plan have arrived. Communications will help determine distribution. The plan is available online as well.

Financial models have been discussed; 8 financial models resulting. Much work has taken place developing a financial equity analysis. SERESC will review and provide comments. The public will be invited to provide input.

8. Old Business

a. NHSBA Resolutions

Rich Cahoon asked the Board for input on resolutions recently shared at the previous board meeting. He asked for a sense of the board on each resolution.

9. New Business

a. Temple Elementary Principal Discussion

Kimberly Saunders shared a number of options for Temple Elementary Principal in light of the current principals' retirement in June 2017. Five options were shared, which included: A Community Principal, an additional building assigned to one of the current community principals, hiring a part-time principal, close Temple Elementary School, and hire and maintain a teaching principal from the Cohort candidates.

Email any questions to Kimberly Saunders.

b. Report of Tuition Students

Kimberly Saunders reported that eight students currently tuition into the ConVal School District; four are children of staff, the remaining four are not. The Board will need to vote if they would like to continue to allow tuitioning at a reduced rate.

10. Public Comment

None.

The proposed warrant was shared.

Stephan Morrissey moved to accept the warrant articles as presented. Rich Cahoon second. Unanimous.

11. Approval of Manifests (Board Vote Required)

Marian Alese certified that manifests listed totaling \$290,633.54 and Payroll totaling \$820,851.16 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. Kristen Reilly second. Unanimous.

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

Stephan Morrissey moved in accordance with RSA 91-A:3,II to enter into non-public session at 7:13 p.m. for matters of personnel. Unanimous on a roll call vote.

Stephan Morrissey motioned to exit non-public session at 8:06 p.m. Second. Unanimous.

Motion to seal the minutes of personnel for five years. Second. Unanimous.

Stephan Morrissey motioned to adjourn at 8:06 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

February 7, 2017 Personnel Agenda

June 2017 Resignation:

Special Education

Stephanie Chinnery

School Psychologist

2016-17 Nominations:

DCS

Heather Fletcher

Grade 2 Teacher

(Pro-Rated) \$20,261.43

Notice of Stipend Positions

See Attached

NOTICE OF STIPEND POSITIONS

Name/Coach	DAC	Position	Stipend Amt	FTE
		Athletic		Anne a series de la company
Anthony Cipolla	SMS	Baseball	\$1,992.00	1
Deb Riley	CVHS	Softball - Varsity	\$3,320.00	1
Jessica Weeks	CVHS	Softball - JV	\$2,656.00	1
Amanda Hinton	CVHS	Softball - Assistant	\$2,656.00	1
Jim Aborn	CVHS	Track Assistant - Spring	\$2,656.00	1

February 2017

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

March 2017

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Saturday	4	11	18	25	÷
Friday	m	10	17	24	31
Thursday	2	6	16	23	30
Wednesday	П	©	15	22	29
Tuesday		7 School Board Mtg. @ 7:00 p.m. @ GBS	14 Voting Day	School Board Mtg. @ 7:00 p.m. @ SAU	28
Monday		9	13	20	27
Sunday		N	12	19	26

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

Kimberly Saunders Superintendent of Schools ksaunders@conval.edu Dr. Ann Allwarden Assistant Superintendent of Schools <u>aallwarden@conval.edu</u>

TO: Contoocook Valley School Board
FROM: South Meadow School
DATE: 1-17-17
RE: REQUEST TO ACCEPT A GIFT OR DONATION
The South Meadow Food Panny School requests authorization to accept from: Name/Address: Congregational Church of Temple
the following gift/donation of: Well-valued at \$ 1000.
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 CHARITABLE FOUNDATION



UP TO THE PROMISE

Dr. Ross Gittell Chancellor Community College System of New Hampshire 26 College Drive Concord, NH 03301

RE: Grant ID: 105055

Dear Dr. Gittell:

Congratulations! I am pleased to inform you that a \$4,000.00 grant has been awarded to Community College System of New Hampshire for scholarships for students in engineering Running Start classes at ConVal High School Applied Technology Center (specifically: ADMT 110M Manufacturing Processes; ADMT 115M Reading and Interpreting Engineering Drawings and ADMT 211M Robotic Design) for the Spring 2017 semester. This grant is made possible by gifts from the following fund(s): Fred Asahel and Maude Adams Putnam Scholarship Fund.

<u>Please review the enclosed Terms of Award and save it with the award letter</u>. This document, along with the deposit of the grant check, signifies your acceptance of the award and your agreement to comply with its terms. It also includes information about filing reports and request for revisions to the grant. In addition, it serves as our receipt for this payment. (If a grant award check is not included in this letter, it will be sent to your organization within one week of this letter.) Finally, please reference the above Grant ID in any communications with the Foundation.

We encourage you to publicize your work; please refer to our Press Kit (www.nhcf.org/publicity) for guidelines, logos, etc. – and please share your story with us so we can help publicize your good work!

If you have any questions about this grant or its terms, please contact Judy Burrows. We wish you success in your efforts and look forward to learning about your results.

Sincerely,

Katie Merrow

Vice President of Community Impact

cc: Beth Doiron; Yohn Reitnauer

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IKG - Awards

The Contoocook Valley School District offers a variety of awards sponsored by groups and individuals. Any new award must be approved by the Contoocook Valley School Board. The Board will not accept the offer of any award which is discriminatory on the basis of race, color, creed, national origin, er sex, or disability.

A complete list of awards is available at the high school guidance office.

Category: O

1st Read: January 3, 2017 2nd Read: February 7, 2017

Adopted:

IFA - Instructional Needs of Students with Different Talents

The School Board recognizes that each student has unique and distinctive learning styles, and that not all students will excel in traditional classroom settings. To that end, the administration will design the District's instruction and curricular program to meet the instructional needs of students with different talents, interests, and development.

Administrators and teachers should collaborate to consider and address students' different talents, interests, and academic development when planning the District's educational programs and curriculum.

In order to meet the instructional needs of students with different talents interests and developments, administrators and staff should explore alternative learning programs such as extended learning opportunities, alternative learning plans, distance education, vocational/technical education, and others.

Legal Reference:

NH Code of Administrative Rules, Section Ed 306.04(a)(6), Instruction Needs of Students with Different Talents

NH Code of Administrative Rules, Section Ed 306.04(j), Instructional Needs of Students with Different Talents

Category: P

See also: IF, IJO

1st Read: May 27, 2008 2nd Read: June 24, 2008 Adopted: June 24, 2008

1st Read: February 7, 2017

BDB - Board Officers

- At the first meeting of the School Board after the District Voting in March, the Board shall elect a Chairperson and a Vice-Chairperson. Candidates for Chairperson shall have served at least two years as a member of the Board. Candidates for Vice-Chairperson shall have served at least one year as a member of the Board.
- 2. Method of Election. Candidates for each office shall declare in writing their candidacy at the first Board meeting in February of each year. Each candidate shall have the opportunity to speak to their qualifications at the following meeting and answer questions from Board members.

In the event that Board members may be leaving the Board, the candidates to replace them shall be invited and encouraged to attend this meeting.

The election of the Chairperson and Vice-Chairperson shall be done by a roll-call vote at the first meeting of the School Board after the District Voting in March. A plurality of votes cast during this open roll-call vote will be sufficient to elect a candidate.

1. Term Limits.

The length of term for these offices shall be one year. A Board member may serve as either Chairperson or Vice-Chairperson, or four terms in a combination of these offices.

1. Duties.

The Chairperson shall preside at all meetings and shall not originate or second motions; however, the Chairperson shall have the right to vote on all matters before the Board. The Chairperson shall consult with the Superintendent on the preparation of the agenda for each meeting, shall call special meetings as needed, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may determine.

The Vice-Chairperson shall have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may determine.

1. Resignation of Chairperson.

In the event that a Chairperson shall resign or be otherwise unable to serve a full term, the Vice-Chairperson shall assume the role of Chairperson. The Board will decide whether to elect an interim Vice Chairperson. If so, the aforementioned election procedure will be followed.

1. Other Officers.

Secretary

The Secretary of the School Board is hired by the Superintendent subject to approval by the Board. The Secretary shall be responsible for Board correspondence when directed by the Chairperson. The Secretary shall attend all board meetings and keep an accurate record of all proceedings which she/he shall sign.

She/He shall have custody of the record books and documents of the School Board, which are to be available for public inspection at all reasonable times. She/He shall be responsible to the Superintendent in performance of duties.

Legal References:

RSA 195:5, Cooperative School District Officers: School Board Powers & Duties

RSA 197:20, School Meetings & Officers: Clerk Duties

RSA 197:22, School Meetings & Officers: Treasurers Bond

RSA 197:23-a, School Meetings & Officers: Treasurers Duties

RSA 671:23, School District Elections: Warrant

RSA 671:6, School District Elections: Other Officers

RSA 671:31, School District Elections: Reports by Clerk

Category: R

1st Read: May 17, 2016

2nd Read: June 7, 2016

Adoption: June 7, 2016

< BBFE - School Board Member Ethics

BDD - Board-Superintendent Relationship (http://schoolboard.convalsd.net/district-policies/bdd-board-superintendent-relationship/)