

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, April 4, 2017

School Board Meeting

7:00 P.M.

SAU Office

- 1. Call to Order and Pledge of Allegiance**
- 2. Acceptance of School Board Meeting Minutes (Board Vote Required)**
 - a. March 21, 2017 (pg. 1-5)**
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
 - a. Personnel (pg. 6-7)**
 - 1) April 2017 Resignation
 - 2) June 2017 Resignations
 - 3) Notice of Stipend Positions
- 6. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 8-9)**
 - b. April 1, 2017 Enrollment Update**
 - c. Accept Gift/Donation (Board Vote Required) (pg. 10-12)**
 - 1) ConVal High School requests authorization to accept a gift/donation of CPR Educational Materials valued at \$650.00 from the Catholic Medical Center, Manchester, NH for the purpose of training students in CPR.
 - 2) Peterborough Elementary School requests authorization to accept a gift/donation of The Year of the Book grant valued at \$25,000 in books and in-kind services from the Children's Literacy Foundation (CLiF) for the purpose of promoting literacy.
- 7. Reports**
 - a. Student Representative – Maeve Newman**
 - b. Teacher Representative – Patrick Cogan/Linda Compton**
- 8. Old Business**
- 9. New Business**
 - a. Health Insurance Rate Update – Kimberly Saunders**
 - b. SAU Organization 2017/2018**
 - c. School Board Sub-Committee Makeup**
 - d. Expenditure Report**
- 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:

Budget & Property Committee Mtg. – Tues., April 11th @ 7:00 p.m. @ SAU
Strategic Plan Committee Mtg. – Thurs., April 13th @ 6:30 p.m. @ SAU
Education Committee Mtg. – Mon., April 17th @ 5:30 p.m. @ SAU
School Board Mtg. – Tues., April 18th @ 7:00 p.m. @ SAU

MISSION STATEMENT

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

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, March 21, 2017

School Board Meeting

7:00 P.M.

SAU Office

MINUTES

BOARD

Rich Cahoon, Richard Dunning,
Jim Fredrickson, Janine Lesser,
David Martz, Stephan Morrissey,
Kristen Reilly, Pierce Rigrod,
Crista Salamy, Myron Steere

Linda Compton, CVEA
John Jordan, SAC

ADMINISTRATION

Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Dr. Rick Matte, Student Services
Gib West, CVHS
Colleen Roy, GES
Nicky Fraley, FES

1. Call to Order and Pledge of Allegiance

Kimberly Saunders called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.

2. Introduction and Swearing in of New and Returning Board Members

Kimberly Saunders swore in all new and returning board members.

3. Call for Election of Officers – Superintendent

Roll call vote in favor of Myron Steere for School Board Chairman. Unanimous.

The meeting was then turned over to the newly appointed School Board Chairman.

Myron Steere asked for a roll call vote for Rich Cahoon for the position of School Board Vice Chairman. Unanimous.

4. Appoint School District Clerk (Board Action/Vote Required)

Stephan Morrissey moved to appoint Marian Alese as School District Clerk. Dick Dunning second. Unanimous.

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

a. March 7, 2017

Stephan Morrissey moved to accept the minutes of March 7, 2017. Dick Dunning second. David Martz and Kristen Reilly abstained. All else in favor. Motion carried.

6. Points of Pride

Dick Dunning noted the rewarding experience of having attended two Unified Sport Basketball games. It was a heartwarming experience.

Stephan Morrissey noted that high school students stood outside the Peterborough Town Office to encourage voters to support the ConVal ballot.

7. Public Comment

None.

8. Consent Agenda

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.

a. Personnel

1) Notice of Stipend Positions

Tim Markley noted three stipend positions for notification only; Art LaFleur, CVHS Special Olympics, Paul Landau, CVHS Strenght & Conditioning, and Paul Landau, Weight Room Instr/Supervision.

b. Board Requests

Kimberly Saunders noted having received several board requests.

9. Superintendent's Report and Presentation of Business

a. Election Results

The recent election results were shared. All of the articles passed. The budget passed with 60% in favor. All but one town, Temple, supported the budget.

b. Principal Search Timelines

Timelines for the principal searches were shared.

Two board members are needed for the high school principal search committee: Myron Steere and Rich Cahoon will serve on the high school search committee.

Two board members are needed for the AES/BES principal search committee: Linda Quintanilha and Crista Salamy will serve in this capacity.

c. Monthly Events Calendar

The Budget & Property Committee meeting scheduled on March 28th has been cancelled.

d. Accept Gift/Donation (Board Vote Required)

1) South Meadow School request authorization to accept a gift/donation of \$500.00 from

Mrs. Cynthia Healer, for the purposes of purchasing new choral risers for the SMS choruses.

Stephan Morrissey moved to accept the donation as stated. Dick Dunning second. Unanimous.

10. Reports

a. Student Representative – Maeve Newman

None.

b. Teacher Representative – Patrick Cogan/Linda Compton

Linda Compton reported that the CVEA sent delegates to the NEA Conference.

c. Strategic Plan Committee – Pierce Rigrod

Pierce Rigrod reported out on the last Strategic Plan Committee meeting. School configuration was discussed. A matrix of factors that need consideration when reviewing configuration is underway. Discussion took place about all towns paying a common tax rate as a financial option.

The equity audit is pending from the Education Committee to the Strategic Plan Committee.

d. Education Committee – Crista Salamy

Crista Salamy reported out on last night's Education Committee meeting. The 1:1 Chromebook initiative was discussed. Each student would have a device at the high school. It will roll out at the middle school level. The devices will be portable and go home with students. The Natick, MA School District has been instrumental in discussion with ConVal in sharing information and things that need consideration. A question arose as to why the elementary students are not part of the roll-out. Right now, it is on the back burner. Crista Salamy shared a copy of the implementation plan.

Further discussion took place at last night's meeting about the Physical Education credit requirement. At one point, varsity sport students were allowed to fulfill .5 credit through their participation in their sport. The thought is that the district would like to move back to that opportunity since at some point in time it reverted to students having to take two classes.

Discussion took place about middle school summer academy. Programming is still under review. Equity issues exist with the programming.

Myron Steere asked board members to send him an email about which board sub-committee they would like to sit on.

11. Old Business

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

- IFA: Instructional Needs of Students

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

b. Waive Policies (Board Vote Required)

- DK: Payment Procedures

- DGA: Authorized Signatures/Check-Writing Services

Kimberly Saunders asked that these policies be waived to allow the manifests to be approved and bills to get paid. Motion. Second. Unanimous.

c. Set Tuition Rate – Out of District Requests

Special Education costs would be paid by the district of which a student comes. Kimberly Saunders recommended charging 40% of the average cost of tuition at all levels.

Stephan Morrissey moved to continue to accept out of district tuition requests. Dick Dunning second. \$6,975.00 was agreed upon. Unanimous.

Do we want to advertise or solicit students to the district?

Rich Cahoon moved to direct the Superintendent to advertise it in the spring education supplement if it is not too late. Second. Unanimous.

12. New Business

a. Research Projects

Kimberly Saunders noted descriptions of four research projects which included:

A capstone project by a student, at Keene State College, to study the effectiveness of school principals. Kimberly Saunders recommended this project.

Stephan Morrissey moved to approve this research project. Dick Dunning second. Unanimous.

The second was a capstone project to examine student perspectives of inclusionary practices. No students are involved in the study. Kimberly Saunders recommended this project.

Stephan Morrissey moved to approve this research project. Dick Dunning second. Unanimous.

The third, is a capstone project, from KSC, about math instructional practices. Kimberly Saunders recommended this project.

Stephan Morrissey moved to approve this research project. Dick Dunning second. Unanimous.

The results are shared with CV prior to further sharing or publication if applicable.

The fourth, is a research study project, out of UNH, from Professor Edwards. It is a survey based project. Kimberly Saunders recommended this project.

Stephan Morrissey moved to approve this research project. Dick Dunning second. Unanimous.

b. Set Last Day of School – June 2017

We have had seven snow days to date. In addition, we have had five delays.

Kimberly Saunders asked that June 23rd be the last day of school. It makes up 6 days. Teachers would be here one additional day as a result to make up the seventh. Staff last day would be the June 26th.

Dick Dunning shared his concern with students going to school through June 23rd. He would like to consider adding time to the days or other options.

Kimberly referenced policy IC – School Year. Kimberly recommends going to school until June 23rd. Kimberly added that she has educational concerns with adding time to the day. In addition, there are costs associated with adding time to a day in terms of wages.

Janine Lesser said that she believes that a longer school day would pose scheduling issues for families.

Rich Cahoon reported that the board received advice that the number of school days students attended school was important at the time that Policy IC was voted. 180 days was cited as important.

Stephan Morrissey moved this recommendation with a consideration made for next year.

Janine Lesser second.

Rich Cahoon said that it was good to survey people; the board will have to choose. He favored joining the spring vacations.

Opposed: Dick Dunning, Crista Salamy, and Kristen Reilly.
All else in favor. Motion carried.

c. Set CVHS Date of Graduation

The school year cannot be reduced for senior students by more than five school days.
This puts graduation at June 17th.

Stephan Morrissey moved that graduation take place on June 17th. Second. Crista Salamy opposed. Unanimous.

Dick Dunning reiterated that he would like to look at days and hours moving forward.

d. 2017-2018 School Calendar Approval (Board Vote Required)

The Draft 2017/2018 School Calendar was shared.

Contractually, the teachers do not come back until August 25th. A request to start earlier in August was asked and the CVEA was unwilling to make that compromise.

Stephan Morrissey proposed taking the last two days of both winter recess and spring recess to make up some days.

Kimberly Saunders reminded the board that she works in conjunction with Jaffrey-Rindge to develop a calendar.

Myron Steere moved future discussion on the calendar two years out to policy for policy discussion and to the community for the calendar discussion.

Stephan Morrissey moved the vote in favor of the proposed 2017/2018 calendar. Dick Dunning second.

Jim Fredrickson opposed. Motion carried.

e. Signing of MS22 (Report of Appropriations voted)

The MS22 was circulated for signing by the board.

13. Public Comment

None.

14. Approval of Manifests (Board Vote Required)

Kimberly Saunders certified that Payroll totaling \$759,601.95 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 manifest as read. Dick Dunning second. Unanimous.

Kimberly Saunders certified that Manifests listed, totaling \$177,533.26 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 manifest as read. Dick Dunning second. Unanimous.

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

a. Personnel

b. Negotiations

Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:04 p.m. for matters of negotiations.

Motion to exit non-public session at 9:13 p.m. Unanimous on a roll call vote.

Rich Cahoon moved to seal the minutes on the the principal search for one (1) year. Dick Dunning second. Unanimous.

Rich Cahoon moved to seal the Keene personnel matter for 10 years. Stephan Morrissey second. Unanimous.

Rich Cahoon moved to seal the minutes of personnel for reasons of confidentiality for 10 years. Stephan Morrissey second. Unanimous.

Rich Cahoon moved to seal the minutes on medical for perpetuity. Second. Unanimous.

Dave Martz moved to seal the minutes on negotiation until after negotiations are done. Second. Unanimous.

Stephan Morrissey motioned to adjourn at 9:16 p.m. Dick Dunning second. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

April 4, 2017
Personnel Agenda

April 2017 Resignation:

District

Richard Matte

Director of Student Services

June 2017 Resignations:

CVHS

Holly Bly

Student Assistance Counselor

Notice of Stipend Positions

See Attached

Name	DAC	Position	Stipend Amt	FTE
Supplemental				
Cathy Riley	CVHS	SAT Prep	\$1,000.00	0.5
Griffen Fletcher	CVHS	SAT Prep	\$1,000.00	0.5
Eric Bowman	CVHS	Women's Studies	\$2,000.00	1
Mary Goldthwaite-Gagne	CVHS	Women's Studies	\$2,000.00	1
Karrie Mitschmyer	CVHS	Yearbook Semester 2	\$2,000.00	1
Non-Athletic				
Blake Leister	CVHS	Drama - Musical Music Director	\$900.55	0.35
Athletic				
Curt Martens	CVHS	Track Assistant - Spring	\$1,859.20	0.7

April 2017

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

May 2017

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

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

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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: JUDITH HEDDY

DATE: 3/23/17

RE: REQUEST TO ACCEPT A GIFT OR DONATION

The CONVAL HIGH School requests authorization to accept from:

Name/Address: CATHOLIC MEDICAL CENTER
MANCHESTER, NH.

the following gift/donation of: CPR EDUCATIONAL MATERIALS valued at \$ 650.00

for the purpose of: TRAINING STUDENTS IN CPR


Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received 3/24/17

Date Approved by School Board

Date Not Approved by School Board/Reason:

23 March 2017

Dear School Board,

Peterborough Elementary School has been awarded The Year of the Book grant worth \$25,000 in books and services from the Children's Literacy Foundation (CLiF) for the 2017-2018 school year. CLiF is a non-profit organization serving Vermont and New Hampshire Schools to promote literacy. The mission of CLiF is to inspire reading and writing for low-income, at-risk, and rural children across Vermont and New Hampshire. Through this grant PES will be able to bring in storytellers, plan writing workshops, have an author/illustrator for up to 10 days, provide parent workshops, and give students books to keep and take home, as well as adding books to the school library. This is a great opportunity for PES to include families and community members in some of the activities that will be planned throughout the school year.

23 March 2017

Dear School Board,

Peterborough Elementary School has been awarded The Year of the Book grant worth \$25,000 in books and services from the Children's Literacy Foundation (CLiF) for the 2017-2018 school year. CLiF is a non-profit organization serving Vermont and New Hampshire Schools to promote literacy.

Their mission is to inspire a love of reading and writing in low-income, at-risk, and rural children across Vermont and New Hampshire

The grant includes

- A kick-off event held early in the school year which will include a storyteller and book giveaway including books for homeschoolers.
- CLiF will present \$1,000 worth of books to our school library AND \$ 1,000 worth of books to our public library.
- a school wide finale event to include a storyteller and book giveaway.

As part of the grant we have an opportunity to choose from a menu of activities:

- Writing workshop
- Author/Illustrator visit (5-10 days)
- School dollars: Up to \$2,000 to design and implement an school wide literacy program(s) of our choice
- Story Keepers with Author Natalie-Kinsey-Warnock
- Parent Seminar

An advisory committee will be formed to help with organizing and planning events.

The grant also offers classroom resources such as:

- Schools may receive up to \$2,000 to fund mini-grants for teachers' literacy related projects.
- \$ 350.00 Worth of books for up to 10 classrooms
- up to 2,000 books per school.

(Every child will receive 8-10 brand new high-quality children's books to take home and keep.)

The staff at PES is very excited about this opportunity.

We look forward to sharing all of this with our community with the help of our local newspaper.

Judith Parsons, Teacher @PES, grant coordinator