

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Rd.
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL BOARD

**School Board Meeting
SAU Office**

**Tuesday, July 18, 2017
Immediately Following Non-Public Session**

MINUTES

BOARD

Rich Cahoon, Bernd Foecking,
Jim Fredrickson, Janine Lesser,
Stephan Morrissey, Linda Quintanilha,
Kristen Reilly, Pierce Rigrod,
Myron Steere

ADMINISTRATION

Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Cari Christian-Coates, Student Services
Mindy Ryan, B.A.

1. Call to Order and Pledge of Allegiance

Myron Steere called the meeting to order. The Pledge of Allegiance was recited.

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

a. June 20, 2017

Linda Quintanilha moved to accept the minutes of June 20, 2017. Stephan Morrissey second. Kristen Reilly and Pierce Rigrod abstained. All else in favor. Motion carried.

Stephan Morrissey motioned to seal the minutes of tonight's prior non-public session in perpetuity. Second. Unanimous.

2. Points of Pride

Kimberly Saunders reported that the Natick 1:1 Academy just wrapped up. In addition, both the Leadership Team and Admin Council/Leadership Team Retreats will be held in Keene this week.

3. Public Comment

Jessica Timmons, League of Women Voters, thanked the board for their service to the community.

5. Consent Agenda

a. Personnel

Stephan Morrissey moved to affirm the nominations as presented. Linda Quintanilha second. Unanimous.

Stephan Morrissey moved to affirm the three resignations as presented. Linda Quintanilha second. Unanimous.

Notification of stipends were shared as informational.

b. July 1, 2017 Enrollment Update

Tim Markley noted preschool straight-line projections were used. Remaining data reflects actual registration. At GES, the Kindergarten class is large. The class size guideline is 15-18 and we are at 21.

Rich Cahoon asked about DCS fifth grade. Tim Markley confirmed that there are no students in fifth grade at DCS.

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.

6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

b. Hiring Status Update

Kimberly noted that we have hired a Physics Teacher.

c. Kindergarten Enrollment – PES

Kimberly Saunders reported 18, 19, and 18 students in the three K classes at PES. 15-18 is our guideline. If we added another teacher, the class size would fall below the recommendation. She suggested holding on a decision to allow more time to gather information to make a decision.

Stephan Morrissey moved to allow the Superintendent to make a decision based on registration. Second. Unanimous.

GES K Class Size – Kimberly Saunders would like time to discuss the class size with Colleen Roy.

Moved and second to allow additional time. Unanimous.

d. Result of Board Retreat Doodle

August 22nd or September 5th were two dates that were best responded to. September 5th was agreed. 6:00 start confirmed.

e. Update on 5th Grade Enrollment

5th grade at both GBS and SMS: In both situations we are meeting the cap of 25 per class. Kimberly Saunders asked for time to review resources to make a more informed decision.

Stephan Morrissey moved to allow the Superintendent to make a decision based on further information. Second. Unanimous.

f. High School Administration Update

Kimberly Saunders reported that she suggested adding a temporary position to develop and research programming for the ATC. These responsibilities might transfer into the ATC job.

Rich Cahoon said that it would not be a net new administrator since we have an open administrator position.

The job would be advertised and vetted.

Pierce Rigrod confirmed the need to continue and accelerate.

Gib West said that it is clear that we continue to look forward to opportunities in program for students. Research needs to take place in our community and with our students to determine what they are looking for. This is a good short-term solution.

Stephan Morrissey moved to allow the Superintendent to proceed. Linda Quintanilha second. Unanimous.

g. Temple School Board Representative Update

Three candidates for this position have expressed interest. The Town of Temple will report back with a decision.

h. Website/Webmaster Information

Kimberly Saunders said that most schools offer this position as a dual position or as a stipend position. Salary data was shared. We could RFP for freelance services. We could offer a current, qualified staff a stipend. Ms. Saunders would like to talk to administrators before coming forward with a recommendation.

Stephan Morrissey said that the intention is to solve providing better communication to the public. Rich said that it is content based. He was unsure how this matched to the job description of a webmaster. Kimberly said that the job description was informational.

Pierce Rigrod asked what the need is. How many hours weekly or monthly? He recognizes some need.

Stephan Morrissey said that we are going deeper into software needs and asked if there was a need.

Rich Cahoon said that a webmaster is different than an individual who would assure that the content was current.

Rich Cahoon moved to allow the Superintendent to allow as a stipend position or come back if it is not. Pierce Rigrod second. Unanimous.

7. Reports

a. Teacher Representative – Patrick Cogan/Linda Compton

None.

8. Old Business

a. Cop Sync – tabled at 6/20/2017 meeting

Passed over.

b. 2nd Read Policy (Board Vote Required)

- JICHB – Alcohol and Substance Abuse Policy

Rich Cahoon reported having received no feedback on this policy.

Linda Quintanilha moved to adopt the policy as read. Stephan Morrissey second. Unanimous.

9. New Business

a. Expenditure Report

Mindy reported not much activity. The fiscal year has just opened up, therefore there are no notes to share. This is the format that has been used in the past. Marian Alese will continue to focus on 16/17 while Mindy will focus on the current year.

Rich Cahoon reported that the \$725K that we said that we will give back to taxpayers is confirmed.

Pierce Rigrod said that the health delta has been estimated. Kimberly Saunders said that our Guaranteed Maximum Rate (GMR) was approximately 12% but came back at 4.5%, so there will be savings.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Kimberly Saunders certified that manifests totaling \$752,529.64 and Payroll totaling \$2,683,544.98 have been reviewed by her and found to be proper charges against 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. Linda Quintanilha second. Unanimous.

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

a. Personnel

b. Negotiations

Stephan Morrissey moved to enter non-public session in accordance with RSA 91-A:3,II for matters of personnel and negotiations at 8:15 p.m. Unanimous.

Linda Quintanilha moved to exit non-public session at 8:20 p.m. Stephan Morrissey second. Unanimous.

Linda Quintanilha moved to seal the minutes of non-public session for personnel for three (3) years and for negotiations until negotiations are complete. Rich Cahoon second. Unanimous.

Motion to adjourn at 8:21 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok