

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

**106 Hancock Road**

**Peterborough, New Hampshire**

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**School Board Meeting**

**Tuesday, August 22, 2017**

**SAU Office**

**7:00 p.m.**

**AGENDA**

- 1. Call to Order and Pledge of Allegiance**
- 2. Accept School Board Meeting Minutes (Board Vote Required)**
  - a. July 18, 2017 (pg. 1-3)**
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
  - a. Personnel (pg. 4-6)**
  - b. Board Requests**
- 6. Superintendent's Report and Presentation of Business**
  - a. Monthly Events Calendar (pg. 7-8)**
  - b. August 1<sup>st</sup> Enrollment Update**
  - c. Athletic Fees Presentation**
- 7. Reports**
  - a. Student Representative – Lily Denehy**
  - b. Teacher Representative – Patrick Cogan/Linda Compton**
  - c. Strategic Plan Committee – Pierce Rigrod**
  - d. Budget & Property Committee – Dick Dunning**
- 8. Old Business**
  - a. Emergency Notification System**
- 9. New Business**
  - a. Peterborough School Board Representative Resignation/Open Position**
  - b. Resolution of Improper Cap and Withholding of Adequate Education Funding**
- 10. Public Comment**
- 11. Approval of Manifests (Board Vote Required)**
- 12. Non-Public Session: RSA 91-A:3,II (If Required)**
  - a. Negotiations**
  - b. Personnel**
  - c. Legal**

**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 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.

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## **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 22<sup>nd</sup> or September 5<sup>th</sup> were two dates that were best responded to. September 5<sup>th</sup> was agreed. 6:00 start confirmed.

### **e. Update on 5<sup>th</sup> Grade Enrollment**

5<sup>th</sup> 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. 2<sup>nd</sup> 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

OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

August 22, 2017  
Personnel Agenda

**Nominations 2017-18:**

**CVHS**

Olivia Bregani	Social Studies Teacher	\$41,600
Amy Duderewicz	Social Studies Teacher	\$35,634
Cynthia Davis	English Teacher	\$50,299
Michelle Voto	ATC Research/Development	\$98,000

**SMS**

Julia Kneeland	Grade 5 Teacher	\$40,487
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**AES**

Elsa Johnson	Physical Ed./Health Teacher	\$54,557
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**PES**

Erika Cutter	Intensive Learning Center Teacher	\$42,098
Laura Carr	Kindergarten	\$39,948

**Resignations July/August 2017:**

**CVHS**

Gregory O'Brien	Social Studies Teacher
Christianna Rivet	English Teacher
Leander Corman	Special Education Administrator(CVHS)

**SMS**

Keira Christian	.5 School Counselor
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**PES**

Kristine Chamberlin	Life Skills Teacher
Eric Marean	Kindergarten Teacher

**Notice of Stipend Positions 2017-18:**

Attached

Name	DAC	Position	Stipend Amt	FTE
<b>Athletic</b>				
Bean, Tracy	CVHS	Unified Soccer	\$1,000.00	1
Carne, Kevin	CVHS	Soccer - Girls JV	\$3,320.00	1
Cipolla, Anthony	CVHS	Football - Assistant	\$2,656.00	1
Conway, Tim	CVHS	Football - Assistant	\$2,656.00	1
Duffy, Nick	CVHS	Lacrosse - Boys Varsity	\$3,320.00	1
Ellingwood, Dick	CVHS	Unified Soccer	\$1,000.00	1
Farr-Szep, Emeric	CVHS	Soccer - Girls Assistant	\$2,656.00	1
Flamino, Lance	CVHS	Cross Country Varsity Coed	\$3,320.00	1
Freeman, Russ	CVHS	Soccer - Boys Freshman	\$2,656.00	1
Frontiero, Chris	CVHS	Football - Assistant	\$2,656.00	1
Gershgorin, Leonid	CVHS	Basketball - Boys Varsity	\$4,083.60	1
Goldthwaite, Mary	CVHS	Cross Country Coed - Assistant	\$2,656.00	1
Hinton, Amanda	CVHS	Volleyball Varsity	\$3,320.00	1
Hodgdon, Cynthia	CVHS	Hockey Field - JV	\$2,656.00	1
Kennedy, Robin	CVHS	Volleyball - JV	\$2,656.00	1
Landau, Paul	CVHS	Football - Varsity	\$4,083.60	1
Leahigh, Melissa	CVHS	Spirit Team - Football	\$2,656.00	1
Leger, Mark	CVHS	Hockey Ice - Boys Varsity	\$4,083.60	1
Martens, Curt	CVHS	Soccer - Girls Varsity	\$4,083.60	1
Mathewson, Phil	CVHS	Bass Fishing	\$2,656.00	1
Morneault, Kevin	CVHS	Soccer - Boys JV	\$3,320.00	1
Proctor, Kevin	CVHS	Basketball - Girls Varsity	\$4,083.60	1
Puglisi, Ray	CVHS	Football - Assistant	\$2,656.00	1
Smith, Joshua	CVHS	Soccer - Boys Varsity	\$4,083.60	1
Spingola, Chris	CVHS	Hockey Ice - Girls Varsity	\$4,083.60	1
Szep, John	CVHS	Soccer - Boys Assistant	\$2,656.00	1
Tracy, Scott	CVHS	Hockey Ice - Boys Assistant	\$2,656.00	1
Whittemore, Brian	CVHS	Hockey Field - Assistant	\$2,656.00	1
Whittemore, Carrie	CVHS	Hockey Field - Varsity	\$3,320.00	1
Young, Michael	CVHS	Golf - JV	\$2,656.00	1
Anderson, Cassie	GBS	Hockey Field	\$1,992.00	1
Anderson, Cassie	GBS	Softball	\$1,992.00	1
Anderson, Cassie	GBS	Spirit Team - Basketball	\$1,992.00	1
Baldwin, Scott	GBS	Basketball - Boys	\$1,992.00	1
Baldwin, Scott	GBS	Soccer - Girls	\$1,992.00	1
Clough, James	GBS	Soccer - Boys	\$1,992.00	1
Conway, Tim	GBS	Baseball	\$1,992.00	1
Conway, Tim	GBS	Basketball - Girls	\$1,992.00	1
Germain, Phil	GBS	Wrestling	\$1,660.00	1
Jessie, Cheryl	GBS	Cross Country	\$1,660.00	1



Jessie, Cheryl	GBS	Track - Spring	\$1,992.00	1
Anderson, Julie	SMS	Special Olympics - Spring	\$1,000.00	1
Anderson, Julie	SMS	Special Olympics - Winter	\$1,000.00	1
Bemont, Mark	SMS	Basketball - Girls A	\$1,992.00	1
Buffum, Scott	SMS	Basketball - Boys A	\$1,992.00	1
Cipolla, Anthony	SMS	Baseball	\$1,992.00	1
Greenough, Jennifer	SMS	Special Olympics - Spring	\$1,000.00	1
Greenough, Jennifer	SMS	Special Olympics - Winter	\$1,000.00	1
Guion, Josh	SMS	Soccer - Girls	\$1,992.00	1
Iwanowicz, Tim	SMS	Cross Country	\$1,992.00	1
LeBlanc, Kevin	SMS	Cross Country	\$1,992.00	1
McInnis, Lisa	SMS	Hockey Field	\$1,992.00	1
Silegy, Tod	SMS	Soccer - Boys A Team	\$1,992.00	1
Silegy, Tod	SMS	Softball	\$1,992.00	1
Thompson, Doug	SMS	Basketball - Boys B	\$1,992.00	1
<b>Non-Athletic</b>				
Brown, Christopher	SMS	Golf Club - Middle School	\$996.00	1
Simpson, Paul	SMS	Volleyball	\$1,000.00	1
<b>Supplemental</b>				
Cannon, Barbara	BES	Teacher in Charge	\$2,000.00	1
Leonard, Greg	CVHS	1:1 Project Leader	\$8,500.00	1
Tracy, Richard	CVHS	Department Stipend	\$3,000.00	1
Zrzavy, Helfried	CVHS	1:1 Initiative	\$7,500.00	1
Adams, Jarvis	Maintenance	Department Stipend	\$2,000.00	1
Lee, Keith	SAU	Department Stipend	\$3,000.00	1
McLenon, Denise	SAU	Treasurer	\$2,500.00	1
Silegy, Tod	SMS	Director - Athletic	\$4,860.00	1
Stevens, Laurie	SMS	Crossing Guard	\$3,900.00	1

# August 2017

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



# September 2017

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