

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

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

**Tuesday, February 20, 2018
Immediately Following Public Hearing
SAU #1 Office**

MINUTES

BOARD

Rich Cahoon, Richard Dunning,
Jim Fredrickson, Bernd Foecking,
Janine Lesser, Stephan Morrissey,
Linda Quintanilha, Kristen Reilly,
Pierce Rigrod, Crista Salamy,
Myron Steere, Jerome Wilson

Lily Denehy, Student Rep.
Patrick Cogan, CVEA Rep.

ADMINISTRATION

Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Cari Christian-Coates, Student Serv.
Mindy Ryan, B.A.
Tim Grossi, Facilities
Brian Grattan, Tech.

1. Call to Order and Pledge of Allegiance

Myron Steere called the meeting to order at 7:35 p.m. The Pledge of Allegiance was recited.

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

a. January 9, 2018

Stephan Morrissey moved to accept the minutes of January 9, 2018. Dick Dunning Second. Stephan Morrissey abstained. All else in favor. Motion carried.

b. January 16, 2018

Stephan Morrissey moved to accept the minutes of January 16, 2018. Dick Dunning Second. Motion carried.

3. Points of Pride

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

Crista Salamy added by reporting on recent Wrestling Team success for moving on to the State Meet; Dan Curran was State Division Champion.

In addition, Patrick Cogan reported that the GBS Geography Bee was successful; one student, Ethan Kinney, is going on to the States. Charlie Quintanilha placed second.

4. Public Comment

Amy M., Antrim, reported that she has been in contact with the school district and is doing research about safety in our schools. They (the PTO), would like to start a fundraiser to purchase barracuda door protection systems. It is a lightweight mechanism that prohibits doors from opening by an intruder. The plan is to start small and focus on AES and GBS. What they want to know is if they raised funds, would they be able to get these into the schools. They would gift them but want to confirm if they would be used. The company would offer training; but they are easy to install. Kimberly Saunders responded that she should connect with Tim Grossi and then it would be looked at further.

Bernd Foecking said that our emergency response procedure should also be looked at when considering this.

5. Consent Agenda

a. Personnel

- 1) Retirement Effective March 31, 2018

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.

Tim Markley asked for the approval of a request for retirement from Marian Alese effective March 31, 2018.

Linda Quintanilha moved, with gratitude for her many years of service, to approve the request for retirement. Stephan Morrissey second. Unanimous.

2) Notice of Stipend Positions 2017-2018

Tim Markley referenced this as informational only.

Linda Quintanilha asked for confirmation that there is a pool of money; further about the three LAX Girl's Assistants. Mr. Markley reported that the money was allocated for other positions and not used.

3) Job Description –Director of Student Services (1st Read)

Tim Markley referenced this job description as a first read.

4) Job Description – Director of Special Education (1st Read)

Tim Markley referenced this job description as a first read.

5) Principal Search Update

Tim Markley reported that candidates for open principal positions are being interviewed in the coming weeks.

b. Board Requests

Kimberly Saunders asked that, in light of Marian Alese's retirement, the board appoint Mindy Ryan as the District Clerk. **Stephan Morrissey moved to appoint Mindy Ryan as District Clerk. Second. Unanimous.**

c. List of Registered Board Candidates

Kimberly Saunders referenced the list of candidates for open positions.

6. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

A Public Hearing to expend trust funds was added to the calendar on March 6th at 6:30 p.m. Policy will begin at 5:30 p.m. The School Board meeting will immediately follow the public hearing.

Kristen Reilly asked the Board and Budget & Property Committee to review the PES playground which is currently under ice and water which causes the children to be unable to play on them much of the year.

Linda Quintanilha asked that any discussion about playgrounds also needs consideration of accessibility.

b. Accept Gift/Donation (Board Vote Required)

- 1) ConVal High School requests authorization to accept a gift/donation totaling \$1,500.00 from Donald Boice, Marzen Group, LLC, for the purpose of supporting the Robotics Team.

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

Linda Quintanilha asked what the position of the board would be if it existed at one school and not another. The response was that it would be made available. **Unanimous.**

c. February 1, 2018 Enrollment Update

Tim Markley referenced enrollment information.

Kimberly Saunders reported a decrease in enrollment of 24% and a decrease in staffing of 21% over a period of years. She noted that our decrease in staffing is tracking pretty closely with our decline in enrollment.

7. Reports

a. Student Representative – Lily Denehy

Lily Denehy reported students wearing black acknowledging their opposition and awareness about sexual harassment. TASC talks as part of Spirit of Kindness have taken place.

Basketball teams played in a Hope for Gus and Hoops for Hope; very well attended and both successful fundraisers.

b. Teacher Representative – Patrick Cogan/Linda Compton

Patrick Cogan, Co-President of CVEA, reported that a new website, CVEA.org, has been developed. The CVEA is starting their Senior Scholarship Raffle. Money raised goes back to senior scholarships; last year two \$500 scholarships were given out. Tickets go on sale April 1st. CVEA partakes in an NEA Children's Fund to help students who are in need. An example was a student in need of back to school clothes. He said that Robin King reached out to the NEA for snow pants for three students; CVEA gave pants, jackets, hats etc.

c. Strategic Plan Committee – Pierce Rigrod

Pierce Rigrod talked about the RFQ that will get to some of the questions talked about tonight relating to the models. Getting the RFQ together over the next several weeks will take place. A visioning process beginning in May is the goal.

A conversation about the financials around the models took place; they are concept models and not implementation models.

A conversation about putting some of the less important SP items into a holding pattern was discussed. The SAU will return with a list; Blue Ribbon Schools was one example for reassessment.

d. ATC Committee – Stephan Morrissey

Stephan Morrissey reported that we have a new Manufacturing Program in place for the fall, fully subscribed with 20 students. Local manufacturers have been involved in implementation. Additional program is underway.

Jim Fredrickson said that this is a great story; communications will take place. The involvement of the community partnerships made this possible along with Michelle Voto and John Reitnauer.

e. Education Committee – Crista Salamy

Crista Salamy reported receiving an update on the Learning Commons, formerly the library, at the last Education Committee meeting. The movement is toward a learning commons, individualized learning, blended learning, collaboration, technology, "One Button Studio", portable carts, online videos and audios, and opportunities for staff and students to work together.

Ann Forrest said that information was included in the Education Committee packet for everyone's review.

f. Budget & Property Committee – Dick Dunning

1) Capital Reserve Account Expenditures - Approval

Dick Dunning said that we have not voted to have Hutter Construction conduct the construction for the high school science labs. The Board would need to waive policy to move forward with Hutter. We have not had a formal vote.

Stephan Morrissey moved to waive policy DJE. Jim Fredrickson second to waive DJE.

What was the obligation; do we have a MOU or contract from two years ago? Kimberly Saunders reported that vote was to sole source construction management to Hutter. They have continued to hold a spot in their schedule for ConVal. The Board voted to sole source but not to waive policy.

Jim Fredrickson said that Hutter would get approximately \$42K. The savings is minimal to go elsewhere. It makes sense to go with Hutter.

Pierce Rigrod asked if a written agreement by phase or certain milestones that certain performance measures will be met is in place. Dick Dunning said that our attorney and insurance company have reviewed documentation. It was a good faith agreement with Hutter to become construction management. Because this part did not happen, an adjustment is needed.

Rich Cahoon asked if this is construction management for Phase 1. Confirmed. Concern is fairness to other vendors. We don't want to lose our spot. For Phase II, an earlier conversation should take place. If Phase II is not approved by the voters then Hutter would only do Phase I. If it passes, Hutter would do both phases.

Bernd Foecking said that not bidding out is not a good practice. He is afraid if this is not adopted scheduling problems will occur. We need to make a commitment to follow the bid process moving forward.

Show of Hands in favor of waiving DJE – Unanimous. Motion carried.

Dick Dunning reported that earlier in tonight's Budget & Property meeting, a student shared a presentation on water conservation at CVHS. She also had recommendations. It would save both money and water if her recommendations move forward.

Jim Fredrickson moved to provide the Superintendent with authority to award a contract to Hutter Construction Corp for construction management of the High School science renovation project - subject to satisfactory resolution of remaining contractual terms including, but not limited to, insurance and indemnification.

Linda Quintanilha second. Unanimous.

g. Selectmen's Advisory Committee – John Jordan

John Jordan reported that SAC is scheduled to meet next on Thursday.

Janine Lesser said that the Peterborough Selectboard voted unanimously to support the ConVal budget.

8. Old Business

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

- IHBAD: Independent Special Education Evaluation

Rich Cahoon moved and reported that requested modifications were reviewed. The recommendation is not to modify the language.

Linda Quintanilha second.

Linda Quintanilha said that section 4, 6, and 9 talks about the cost of evaluation. Cost of evaluation is often our staff time. Linda said that why we have this is beyond her.

Rich Cahoon said that 6 and 9 were considered. No talk about paragraph 4 took place. Rich said that the concern is rather than using the market rate, we would use our customary cost. It is compared to the going rate.

Linda Quintanilha said that parents are struggling to get their kids help. They obtain an evaluation and bring it to school and the school says that they don't see a problem. She doesn't see it at CV but all over the state.

Rich said that the policy can be pulled and brought to the next meeting.

Rich Cahoon pulled this policy for further review.

Rich Cahoon rescinded his motion. Linda Quintanilha rescinded her second.

9. New Business

a. Fiber for Hancock Elementary School

Brian Grattan reported that Comcast came to the table in November. Part of our ability to request E-rate reimbursement resulted in many others coming forward to offer services. Comcast is \$1,120 per month \$14,600 or \$10,400. Fairpoint is \$3,500 per year after E-rate. First Light cost figures were shared. He recommended that a single provider; First Light, be selected since they are in many of other schools.

Discussion took place.

Stephan Morrissey asked if anyone went back to First Light to negotiate. There are no build out costs.

Rich said different terms are being used. He wondered if it should not come as a recommendation from B&P so apples to apples can be compared.

Stephan Morrissey moved to allow Brian Grattan to negotiate and accept. Pierce Rigrod second. Bernd Foecking asked the cost of this currently.

Crista Salamy and Rich Cahoon opposed. Linda Quintanilha abstained. Motion carried.

b. Expenditure Report – Mindy Ryan

Mindy Ryan reported out on the expenditure report.

c. Elementary School – Transfer Request Data

Kimberly Saunders referenced a document that outlined data on the number of student transfers within the district.

Kimberly Saunders reported that a document on School Security and School Safety was prepared to address any conversation that might occur tonight.

We think about emergency preparedness first, building access (who gets in, how do they get in, how do they check in), and the area of a safe and caring environment when planning for social and emotional health of our students and our staff; a balance between physical safety and posting armed guards, as well as the emotional piece. If a school determines that they feel that they need an armed person on campus, then the discussion about an SRO needs to be reopened. What do we do presently in district? We spend a significant amount of time, energy, and money examining our safety planning and response. We have emergency response committees, review and drills. We talk about specific skills; we have had an active shooter drill for staff in Antrim. Many of the administrators are ICS 100 Certified. As far as the facilities are concerned, we moved to an electronic access system. Doors are badge enabled. The District is in the process of a safety assessment. Several of our buildings have cameras. We do not publish our emergency operation plans for a reason. We have partnered with agencies for building review. An enhanced 911 protocol is under review. Supports in terms of social and emotional health are in place, crisis prevention institute, life space crisis intervention training has taken place and will continue, youth mental health first aid are all in process prior to last week's attack in Florida.

Kimberly Saunders said that we can lock the buildings but we need to let parents know why and what changes can be anticipated.

A Sharon resident asked if we can lock the doors down at dismissal. Dismissal is a busy time. We are now averaging one school shooting per week. At this pace, we will have 156 additional school shootings. Can we make sure cameras are being looked at? Increasing eyes on kids is important. Keeping kids on the radar is important to prevent where we are at.

Linda Quintanilha said that the RENEW Program is a critical piece. She asked about the two job descriptions presented as a first read; what accountability will student services have to make sure that this is implemented. Professional Development time is critical.

Cari Coates said that we are looking at each school as having a designated crisis team. Are the people on the team LSCI and CPI Certified? Principals are building their teams and agree to support the identification of people for training.

Linda asked if we could look at the value of suspension and if it works. Confirmed.

Rich Cahoon said that risk assessment is difficult. When you change patterns to protect against a remote event, you can make the other things more dangerous. For example, traffic patterns into a parking lot or across a street.

Dick Dunning suggested that practice drills be announced and not a surprise. What do we do when a fire alarm is pulled? Is there a different protocol that needs discussion?

Bob Edwards asked that key personnel be sent to the Homeland Security training. An active shooter event is over in minutes. Training for those on site is important so those inside the schools know what they are doing.

d. Submission of Board Officer Declaration

1) Policy BDB Board Officers

Myron Steere submitted his intention to run for School Board Chairman. Rich Cahoon submitted his intention to run for School Board Vice-Chairman.

e. Set Out of District Tuition Rate (Board Vote Required)

Rich Cahoon moved to table this discussion. Stephan Morrissey second. Unanimous.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Mindy Ryan certified that two runs of Manifests and Payroll are brought forward. Mindy Ryan certified that manifests listed totaling \$1,340,268.89 and \$257,037.42 and Payroll totaling \$2,624,765.51 and \$908,835.20 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. Jerome Wilson second. Unanimous.

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

a. Negotiations

b. Personnel

c. Legal

Stephan Morrissey motioned to enter into non-public session for matters of personnel in accordance with RSA 91-A:3,II at 9:16 p.m. Unanimous on a roll call vote.

Stephan Morrissey moved to exit non-public session at 9:40 p.m. Second. Unanimous.

Stephan Morrissey moved to authorize the School Board Chairman or Vice-Chairman to negotiate the contract with the Superintendent. Second. Unanimous.

Stephan Morrissey motioned to adjourn at 9:42 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok