

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, April 3, 2018**

**School Board Meeting**

**6:30 P.M.**

**SAU Office**

**BOARD**

Rich Cahoon, Richard Dunning,  
Janine Lesser, Niki McGettigan,  
Stephan Morrissey, Linda Quintanilha,  
Kristen Reilly, Pierce Rigrod,  
Crista Salamy, Myron Steere,  
Jerome Wilson

Patrick Cogan/Linda Compton, CVEA  
Lily Denehy, Student Rep

**ADMINISTRATION**

Kimberly Saunders, Supt.  
Dr. Ann Forrest, Asst. Supt.  
Tim Markley, H.R.  
Cari Christian-Coates, Student Serv.  
Mindy Ryan, B.A.  
Fabiola Woods, TES  
Stephanie Syre-Hager, AES/Pierce  
Nicole Pease, DCS

**1. Call to Order and Pledge of Allegiance**

**Myron Steere called the meeting to order at 6:34 p.m. The Pledge of Allegiance was recited.**

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

**a. March 20, 2018**

**Stephan Morrissey moved to accept the minutes of March 20, 2018. Dick Dunning second. Kristen Reilly abstained. All else in favor. Motion carried.**

**3. Points of Pride**

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

**4. Public Comment**

None.

**5. Consent Agenda**

**a. Personnel**

**1) Notice of Stipend Positions**

Tim Markley referenced the notice of stipends for notification only; no action needed.

Tim Markley read two Resignations: Diane Tandy, CVHS, Physics/Math at the end of this year.

**Stephan Morrissey moved to accept the resignation as read. Dick Dunning second. Unanimous.**

Stephanie Stahl, School Nurse SMS, at the end of this school year.

**Stephan Morrissey moved to accept the resignation as read. Dick Dunning second. Unanimous.**

**6. Superintendent's Report and Presentation of Business**

**a. Monthly Events Calendar**

Confirmation of the regular standing committee meetings was made. New meetings, such as Building Committee and Food Service need scheduling. The Building Committee will meet on Tues., April 10<sup>th</sup> at 3:00 at CVHS. The Food Service Committee will meet on Thurs., April 26<sup>th</sup> at 6:00 p.m. at the SAU.

**b. April 1, 2018 Enrollment Update**

Kimberly reported fewer kindergarten enrollments, as of today, for the upcoming school year than in past years. Kindergarten registrations tend to go up and down.

**c. Strategic Plan Update – Goals 1 & 2**

Dr. Ann Forrest provided an update on Goal #1 of the Strategic Plan. Blue indicates a complete item, green indicates that the action item is on track, red means the end date has been missed, and yellow indicates that the end date is still ahead but we are off track to meet that date.

1.1.5 – a change of end date to 6/30/18.

**Dick Dunning moved to change the end date to 6/30/18. Stephan Morrissey second. Unanimous.**

1.1.8 and 1.1.9 – focuses on Blue Ribbon Schools and International Baccalaureate (IB) programs. We do not meet the criteria to become a Blue Ribbon School.

**Stephan Morrissey moved to remove the recommendation to be a Blue Ribbon School from the plan. Dick Dunning second. Unanimous.**

IB Programs – for right now, it is not the best use of our time to continue to pursue.

**Stephan Morrissey moved to remove IB Programs from the plan. Linda Quintanilha second.**

Ann Forrest said that these programs have their own curriculum and professional development series. It would be a complete overhaul of everything that we do.

Kimberly Saunders said that this is a very prescribed curriculum program. Kimberly added that she did not believe that we have enough staffing or students to partake in this strand.

Rich Cahoon asked if Advanced Placement (AP) fits in better than IB would. Kimberly said that we have spent time and resources training staff in AP. We have significantly more offerings for AP courses than other schools.

Linda Quintanilha suggested that it is 100% complete because it was investigated. **Unanimous.**

**The vote confirms removal of IB.**

1.2.2 – the recommendation is to wait for a Director of Special Education to be hired before meeting with the Strategic Plan Committee to discuss this action step.

1.2.6 – focuses on developing and implementing an extended school day and year on an as needed basis for students. The recommendation is to continue to strengthen current offerings before taking on any new actions related to this.

Stephan Morrissey suggested moving out the date two years.

**Rich Cahoon suggested striking out everything after the word “students” in the action step. The words “make or exceed a year’s worth of growth” would be stricken.**

**Linda Quintanilha second. Unanimous.**

**Stephan Morrissey moved to move the end date out two years to 6/29/2020. Pierce Rigrod second. Unanimous.**

1.3.1 and 1.3.3 – was revised for clarity and brought to the Strategic Plan Committee.

1.4.1, 1.4.2, and 1.4.4 – all have end dates in 2018. The recommendation is to ask Education Committee to look at the indicators of success and evaluation criteria to the Strategic Plan Committee for consideration.

**Rich Cahoon moved to adopt the recommendation. Stephan Morrissey second. Unanimous.**

1.5.2 – Student Led goal setting is recommended to be tabled at this time.

1.5.4 – Research the implementation and viability of senior capstone projects is recommended to be tabled at this time.

Cari Christian Coates provided an update on Goal #2 as follows:

2.2.1 – the goal has been met for 7<sup>th</sup> grade only. Should it be expanded to other schools or was the intent that it was specific to 7<sup>th</sup> grade? The recommendation is to expand it based on input from the board and what the original intent was.

**Stephan Morrissey moved to expand beyond 7<sup>th</sup> grade. Dick Dunning second. Unanimous.**

2.3.2 – the school district will create partnerships with local business. The evaluation criteria does not specify each school. Clarification was asked.

Rich Cahoon said that this was intended to be the high school and the ATC.

Cari recommended that we clarify each school in the evaluation criteria.

2.5a is in the project of the Strategic Plan as it relates to the review applicable policies. An update on specific policies was asked. The due date is July 2019. Cari will send an email about the 40%.

2.5.8 – providing parents and community with opportunities for input via surveys. The recommendation is to move the completion date and return it to Strategic Plan Committee.

2.6.3 – The district will research a ConVal Foundation 501-3C as a mechanism for raising private donations for the school district.

The recommendation is for Cari and Mindy to meet with the Strategic Plan Committee.

Rich asked about all that relate to SWIFT. Kimberly said that Cari has been working with the SWIFT District Leadership Team on a release to the community. The release would explain each of the domains, and define what SWIFT is and is not.

## **7. Reports**

### **a. Student Representative – Lily Denehy**

Lily reported CV hosted History Bowl and making it to the semi-finals. Open House is April 6<sup>th</sup>. Students are travelling to Youth & Government in Concord this weekend. One of our students will be Speaker of the House. CV Track has a 5K fundraiser this weekend as well. National Honor Society is hosting a "Pirate Day" from 2-4 this Friday at the elementary schools. The week of April 16<sup>th</sup> is CV Spirit Week.

### **b. Teacher Representative – Patrick Cogan/Linda Compton**

Patrick Cogan reported April 12<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> grades students will hold a celebration of learning. 8<sup>th</sup> grade students are getting ready to travel to Washington, D.C. CVEA Meet & Greet will be scheduled. NEA NH held an election for executive board seats and Patrick will be on the Executive Board.

### **c. Budget & Property – Jim Fredrickson**

Dan Weeks (CVHS graduate 2001) from Revision Energy presented an estimated financial analysis associated with installation of solar panels on the roof of CVHS and SMS and indicated that they had extensive experience with projects of this size for non-profits/schools. Previous presentations on the feasibility of solar indicated that the size of a project for ConVal's schools did not match their business strategies. The committee discussed some of the pros/cons and risks associated with such a project and decided to move forward with further analysis of the potential of solar or other renewables. The next steps will be to assemble an internal team to prepare for possible RFP/RFQ.

The need to establish a "Building Committee" for the HS science project was discussed (and members were assigned two days later). Bob Edwards (Antrim) has agreed to chair this committee.

Options for CopSync

were briefly discussed. Kimberly Saunders indicated she had a meeting scheduled with local law enforcement representatives the next day

Jim Fredrickson was elected as Chairman of the Budget & Property Committee.

### **d. Communications Committee – Niki McGettigan**

Niki McGettigan reported that a review of communications and improving of future communications was discussed. Collaboration is underway. Niki has reached out to the Monadnock Ledger-Transcript to see if they will allocate space on a weekly basis.

## **8. Old Business**

None.

## **9. New Business**

### **a. Health Insurance Rate Update – Kimberly Saunders**

Kimberly reported 5% is the health insurance rate. We did not budget for maximum exposure; we budgeted for 2.9%. We may need a hearing for trust fund dollars.

**b. School Board Sub-Committee Makeup**

New sub-committee make-up has been determined. Please see Myron if there are any questions.

**c. Expenditure Report**

Mindy Ryan reported the budget balance. Over the next several months, a better handle on balances and encumbrances will occur.

**d. Banner – MCH**

Kimberly reported that MCH has requested to hang a banner in the CVHS Gym. Kimberly reported that she will be approving this request.

**e. 2018-2019 School Calendar Approval (Board Vote Required)**

**Linda Quintanilha moved to approve the school calendar as proposed. Rich Cahoon second.**

One change is that students will attend school for two days the week of Thanksgiving.

Our policy allows us the most flexibility. We schedule 180 days by policy. The policy allows the Superintendent reach a specific number of hours. If we switch the calendar, we have to make up the hours.

**Unanimous.**

**Tuition –**

**Stephan Morrissey moved to keep the out of district tuition the same as last year. Pierce Rigrod second.** Rich Cahoon said that all of our costs went up.

Dick Dunning said that we should go up based on the 40% rate of the most current information.

Rich said that the intent was to get more tuition students in. That has not occurred.

**Stephan Morrissey moved to revise his motion to 40%. Pierce Rigrod revised his second to maintain 40%. The new tuition would result in \$7,323.29 per year per student for out of district students.**

**10. Public Comment**

None.

**11. Approval of Manifests (Board Vote Required)**

Mindy Ryan certified that manifests totaling \$322,046.23 and Payroll totaling \$1,675,069.76 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. Dick Dunning second. Unanimous.**

**12. 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: II at 7:55 p.m. for personnel, negotiations and legal. Unanimous on a roll call vote.**

**Motion to exit non-public session at 9:06 p.m. Second. Unanimous.**

**Stephan Morrissey moved to seal the minutes of non-public session #1 and #2 for 10 years each. Dick Dunning second. Unanimous.**

**Linda Quintanilha moved to accept the early retirement of Lucius Parshall. Second. Unanimous.**

**Motion to adjourn at 9:07 pm. Second. Unanimous.**

Respectfully submitted,

Brenda Marschok