

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, April 17, 2018

School Board Meeting

6:30 P.M.

SAU Office

- 1. Call to Order and Pledge of Allegiance**
- 2. Acceptance of School Board Meeting Minutes (Board Vote Required)**
 - a. April 3 2018 (pg. 1-4)
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
 - a. Personnel (pg. 5-6)
 - 1) Resignations 2018-19
CVHS – Catherine Riley – English Teacher
CVHS – Shawn King – Student Assistance Counselor
GBS – Kelly Marshall – Special Education Teacher
 - 2) Notice of Stipend Positions 2017-2018
- 6. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 7-8)
 - b. Strategic Plan Update – Goals 3 & 4
 - c. Youth Risk Behavior Survey/Substance Abuse Presentation
 - d. Accept Gift/Donation (Board Vote Required)
 - 1) ConVal School District requests authorization to accept a gift/donation totaling \$15,975.00 from Peterborough Rotary Charitable Fund for the purpose of supporting the Quest Camp.
- 7. Reports**
 - a. Student Representative – Lily Denehy
 - b. Teacher Representative – Patrick Cogan/Linda Compton
 - c. Strategic Plan Committee – Pierce Rigrod
 - d. ATC Committee – Stephan Morrissey
 - e. Education Committee - Crista Salamy
- 8. Old Business**
- 9. New Business**
 - a. Staff Nominations (Board Vote Required)
 - b. 1st Read Policy (pg. 9-12)
 - ADD: Safe Schools
 - EBB: Safe Schools
- 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. @ 5:30 p.m. @ SAU
Communications Committee Mtg. @ 6:30 p.m. @ SAU
Food Service Committee Mtg. @ 6:00 p.m. @ SAU
Selectmen's Advisory Committee Mtg. @ 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.

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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 10th at 3:00 at CVHS. The Food Service Committee will meet on Thurs., April 26th 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 7th grade only. Should it be expanded to other schools or was the intent that it was specific to 7th 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 7th 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 6th. 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 16th is CV Spirit Week.

b. Teacher Representative – Patrick Cogan/Linda Compton

Patrick Cogan reported April 12th, 5th and 6th grades students will hold a celebration of learning. 8th 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

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Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

April 17, 2018

Personnel Agenda

Resignations 2018-19:

CVHS

Catherine Riley
Shawn King

English Teacher
Student Assistance Counselor

GBS

Kelly Marshall

Special Education Teacher

Notice of Stipend Positions 2017-18:

Attached

NOTICE OF STIPEND POSITIONS

Name	DAC	Position	Stipend Amt	FTE
Athletic				
Mary Maughan	CVHS	Special Olympics - Spring	\$1,000.00	1
Cooper Reading	GBS	Baseball	\$1,992.00	1
Non-Athletic				
Curt Martens	SMS	Running Club	\$831.90	1

April 2018

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

May 2018

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

ADD – Safe Schools

The Board recognizes that effective learning and teaching takes place in a safe, secure and welcoming environment and that safe schools contribute to improved attendance, increased student achievement and community support. To that end, the Board directs the superintendent to develop a safe schools plan that includes:

1. Procedures that address the supervision and security of school buildings and grounds.
2. Procedures that address the safety and supervision of students during school hours and school sponsored activities.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities.
4. Training programs for staff and students in crisis prevention and management.
5. Training programs for staff and students in emergency response procedures that include practice drills.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.
7. Training and support for students that aims to relieve the fear, embarrassment and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
8. Procedures for safe, confidential reporting of security and safety concerns at each school building.
9. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary.
10. Procedures for regular assessments of school climate to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.
11. Procedures to provide for regular communications between district officials, law enforcement officers, fire department officials, city and county officials and local medical personnel to discuss crisis prevention and management strategies, including involvement by these parties in the development and revision of crisis prevention and management plans.
12. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
13. Procedures for the reporting of criminal activity to law enforcement. Each building principal shall be responsible for the supervision and implementation of the safe school program at his or her school. The principal shall submit annually, in the manner and by the date specified by the State Board of Education, a written report to the Board of Education concerning the learning environment in the school during that school year. The report shall contain, at a minimum, the information required by law.

Legal References:

RSA 193-D, Safe School Zones

ADD – Safe Schools

RSA 193-F, Pupil Safety and Violence Prevention

NH Code of Admin. Rule. Section Ed. 306.04(a)(2), Promoting School Safety

Category: *Recommended*

See also EB, EBB, JICK

First Read: April 17, 2018

Second Read:

Adopted:

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See also ADD, EB, JICK

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