

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

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, June 5, 2018

**SAU Office
7:00 p.m.**

MINUTES

BOARD

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

Lily Denehy, Student Rep.
Asher MacLeod, CVEA Rep.

ADMINISTRATION

Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Cari Christian-Coates, Student Serv.
Mindy Ryan, B.A.
Amy Janoch, HES
Colleen Roy, GES
Stephanie Syre-Hager
Gib West, CVHS

1. Call to Order and Pledge of Allegiance

Myron Steere called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. Non-Public Session: RSA 91-A:3,II

a. Student

Passed over.

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

a. May 15, 2018

Stephan Morrissey moved to accept the minutes of May 15, 2018. Dick Dunning second. Jim Fredrickson and Janine Lesser abstained. All else in favor. Motion carried.

The board addressed agenda item 10 a. next on the agenda (see notes below under 10 a.)

Rich Cahoon motioned to recess at 7:07 p.m. for legal counsel. Unanimous on a roll call vote.

Stephan Morrissey moved to exit recess at 8:01 p.m. Unanimous.

4. Points of Pride

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

5. Public Comment

None.

6. Consent Agenda

a. Personnel

Tim Markley referenced the personnel agenda:

Resignations:

Ashley Klingseisen, Gr. 3 Teacher, FES.

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

Kelsey Hockenbury, Kindergarten Teacher, HES.

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

Chelsea Levesque, Grade 3/4 Teacher, TES.

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

Sarah Warwick, Grade 5 Special Education Teacher, SMS.

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

Mark Swasey, Athletic Director, CVHS.

Robin Croteau, Science Teacher, CVHS.

Stephan Morrissey moved to accept the resignations. Dick Dunning second. Unanimous.

Nominations 2018-19

Katherine Morrocco, BES Community Principal

Linda Quintanilha moved to approve the nomination. Stephan Morrissey second. Unanimous.

Rebecca McLean, Grade 5-8 Art Teacher, SMS.

Stephan Morrissey moved to approve the nomination. Dick Dunning second. Unanimous.

Leslie Holcombe, English Teacher, CVHS.

Rebecca Picard-Snow, Math Teacher, CVHS.

Stephan Morrissey moved to approve the nominations. Dick Dunning second. Unanimous.

7. Superintendent's Report and Presentation of Business

a. Unreserved Fund Balance (ALICE Training)

Kimberly distributed information about Safety Training. Ms. Saunders asked for consideration of the board to put some of the unreserved fund balance toward ALICE training. Ms. Saunders reported having met twice with the community Police Chiefs. Training has no specific cost, however paying staff to participate in this training is needed. There are not enough professional development training days to complete training everyone.

Linda Quintanilha moved to allocate \$75,000 for ALICE training. Dick Dunning second.

Linda Quintanilha confirmed that the board can provide the funding and give the go ahead but there are not enough professional development days contractually to complete this training. Confirmed.

The board decided to review the material and vote on June 19th to allow them to learn more about this training.

b. Monthly Events Calendar

1) School Board Summer Retreat Date

The ATC Committee meeting scheduled on June 14th was cancelled and replaced with a Food Service Committee Meeting. The date for the School Board retreat was set for Saturday, July 28th beginning at 8:30 a.m.

c. June 1, 2018 Enrollment Update

June 1st Enrollment was distributed.

Dick Dunning spoke about the teacher: student ratio at PES for first grade compared to other schools. He said that it is inequitable. This should be looked at. He shared his concern. Dick further noted that we keep the 5th grade at DCS which causes a teacher to be retained there.

Myron Steere suggested discussing it at the next meeting to allow administration to consider.

Pierce Rigrod asked if what is being argued is equity across the district.

Crista Salmay noted that AES has a ratio of 19 to 1; not much different.

Myron Steere asked administration to consider the discussion before the next June meeting.

Bernd Foecking said that it is a difficult argument to make when the models for consideration ask for more students in the classroom.

Dick Dunning moved to bring forward an additional first grade teacher at PES. Jerome Wilson second.

Discussion took place about the potential to use the additional teaching position in the budget.

Myron asked that further conversation be tabled until after non-public session.

d. Field Trip Requests (Board Vote Required)

1) ConVal High School grade students will travel on February vacation 2019 by car and air to Costa Rica to explore and visit a school, work on a farm, and immerse in the Spanish language.

Linda Quintanilha moved to approve the trip to Costa Rica. Pierce Rigrod second. Unanimous.

8. Reports

a. Student Representative – Lily Denehy

Kimberly Saunders recognized Lily Denehy for her service to the Board as Student Representative. In addition, Ms. Saunders shared that Lily is Valedictorian. Lily was presented with a gift from the SAU Administration and Board. Congratulations Lily!

Lily Denehy reported that tomorrow is the Film fest at 6:00 p.m. in the LHT. 3D awards will be given. Red Carpet attire. June 7th from 6-8 is the Celebration of Learning. June 13th is awards night. June 16th is graduation.

b. Teacher Representative – Patrick Cogan/Shannon Dunning

New Teacher rep to the board is Asher MacLeod – reported Lori Groleau working hard on cleaning the green house and pond. CVEA has been announcing daily awards. In addition, the middle school and high school did a great job in Memorial Day parades.

c. Education Committee – Crista Salamy

Crista Salamy reported that class size discussion took place. Guidelines were reviewed. Flexibility is in place. How small is too small and how big is too big are contemplated. Policy on multiage component was discussed. Recommendation to bring forward a math curriculum – the recommendation is to stay with Eureka though grade 5 and Glencoe 6-12. Glencoe would be purchased; next steps include better supporting students transitioning from one level to the next. Language differences in the curriculum were noted for areas to support.

Crista Salamy moved to adopt the new math curriculum Glencoe 6-12. Stephan Morrissey second.

What is the cost? Highest cost is \$98K but likely less; grades 6 through algebra I and geometry I. Calculus is part of the AP series. What is the cost of Engage NY for the same level? Unknown.

Rich Cahoon opposed. Jim Fredrickson abstained. All else in favor. Motion carried.

d. Budget & Property Committee – Richard Dunning

Dick Dunning reported that administration asked for budget parameters. A maintenance of effort (MOE) of 4% of the operating budget.

Motion to take the MOE – things that can be delayed; don't take things out that will directly impact children.

Rich Cahoon said upper and lower were defined. Take upper and move backward taking out things that can be delayed without impacting students and 1:1 initiative. Confirmed.

Fuel was discussed. Recommendation from Budget & Property was to waive the bidding process and allow Tim Grossi to purchase fuel.

Dick Dunning moved to waive Policy on Bidding (DJE) Pierce Rigrod second for purposes of fuel. Unanimous.

Dick Dunning moved to allow administration to purchase fuel. Stephan Morrissey second. Rich said that we have recently bid this several times. The number of drops we have impacts the number of vendors that will entertain a bid. **Unanimous.**

Lastly, Dick Dunning reported that Ian MacKay and Michelle Russell came to Budget & Property Committee to follow up on solar energy. We are not ready to bring anything forward to the board.

e. Communication Committee – Niki McGettigan

Niki McGettigan reported a presentation by Helfried Zrzavy. The School Board website was reviewed and challenges were noted. Online strategies to become more efficient were shared.

The next meeting will determine which parts of communication; newspaper or online, are pursued.

f. Food Service Committee – Linda Quintanilha

Linda Quintanilha said that focus on the contract and financials was decided. Meal pricing will be discussed later tonight.

9. Old Business

a. 2nd Read Policy (Board Vote Required)

- GBCD: Background Investigation and Criminal Records Check

Linda Quintanilha moved to adopt this policy as read. Rich Cahoon second. Unanimous.

b. Antrim Agreement

Jim Fredrickson reported that a letter from Antrim regarding gym floor work has come forward. Jim proposed that any cost sharing should be based on usage. Jim spoke about the letter and the town's belief that it is a final decision. That is not how the agreement is structured.

c. Food Service Contract

1) Meal Pricing

Jim Fredrickson shared a spreadsheet on Food Service. Income was based on an assumed number of meals and meal pricing. Pricing has not changed since 15/16. USDA pricing was noted. ConVal is charging less than recommended by .17. We could maintain current pricing which would result in a cost to the district of \$18,641, or we could raise prices by .15, or a minimal increase by level.

Jim Fredrickson recommended .10/.15/.20 increase for elementary, middle, and high school respectively.

Ramifications for not being at the USDA pricing structure were shared. Going to \$2.85 meets the requirement. Raising .10 per meal meets the requirement. The district has to pay \$9,187 above the subsidy for the current year.

Stephan Morrissey moved to change meal prices to proposed target prices. Dick Dunning second. Unanimous.

10. New Business

a. Policy

- BGB: Policy Adoption

Rich Cahoon moved that this policy be waived for the purposes of discussing the next agenda item. Stephan Morrissey second. Unanimous.

- JEB: School Entrance Age – Waive (Board Vote Required)

Rich Cahoon said that the policy committee voted to recommend age 6 before September 30 (replacing August 25) for entry to first grade and to set entry to kindergarten at age 5 before September 30 of school year of entry. Rich Cahoon moved to adopt this change to policy. Stephan Morrissey second.

Discussion took place about removing the language about the Superintendent's discretion. **Unanimous.**

- DJE: Bidding Requirements – Waive (Board Vote Required)

The following was discussed earlier in tonight's meeting:

Dick Dunning moved to waive Policy on Bidding (DJE) Pierce Rigrod second for purposes of fuel. Unanimous.

Dick Dunning moved to allow administration to purchase fuel. Stephan Morrissey second. Rich said that we have recently bid this several times. The number of drops we have impacts the number of vendors that will entertain a bid. **Unanimous.**

b. Expenditure Report

Mindy Ryan reported that the budget balance is over \$2 million.

A sheet titled "May Transfers to be approved" was asked. Of the \$2M currently on the books, items still need to be encumbered i.e. curriculum, facilities, etc. The estimated balance is \$860,593.50.

2017/18 close out considerations are still needed which may alter this figure.

Kimberly said that we are working hard to stay at \$1M unencumbered.

Rich Cahoon moved to transfer \$40K for purposes of legal expense. Second. Unanimous.

Stephan Morrissey moved to allow Mindy Ryan to make transfers as outlined in the report. Dick Dunning second. Unanimous.

c. Potential After-School Programming – FES, GES, HES

Colleen Roy, Amy Janoch, and Kat Foecking, as well as Boy's and Girl's Club rep were present to discuss the potential for after-school programming at GES for any district student. Transportation would be needed to get students from the program to the school of residence. There is a potential to grow this. A survey took place and there is interest.

Main location is in Milford NH for Boy's and Girl's Club. Parents in need of before and after school care, care for workshop days, until 6:00 p.m. is under discussion. Prices would be competitive; it would be a licensed program. Scholarships would not start right away. The goal is to serve the kids and families. Getting kids to be better citizens is a focus.

Parents would bring students to the school where Boy's and Girl's Club takes place. Transportation would be needed to take the kids to school and back to the program. The cost for transportation would be on the district.

How did these three schools get chosen? Is it open to every ConVal student regardless of needs? What is needed to go further?

Would a student with a 1:1 be provided an aide? No, this is not a ConVal program so would not be provided.

Stephan Morrissey moved to authorize administration to pursue and to investigate transportation.

The cost for transportation is the piece that needs clarity. Costs will be determined.

Bernd Foecking moved to allow the SAU to move forward if it can take place within the current transportation contract. Kimberly said that this would not be possible.

Pierce suggested that a contingency cost might be stated.

Dick Dunning said that the cost must be noted given the parameters next year. It must be cost effective.

Cari Christian-Coates said that if this is a pilot, we would need to know the number of kids involved and where they are coming from and to. We can't do any of the work until we know more.

Stephan Morrissey restated Bernd's motion. Second.

Call for the vote.

Negotiate the MOU and the board will approve with transportation costs at next meeting. Confirmed.

d. 2015-2016 IDEA Determination Letter

Kimberly Saunders referenced a letter dated May 31st regarding the latest audit of special education.

e. Adequacy Dollars

There was an error in Smarter Balance assessment student data for 2015-2016 resulting in additional funds. As a result, approximately \$19K was found by commissioner to return to the ConVal School District.

11. Public Comment

None.

12. Approval of Manifests (Board Vote Required)

Mindy Ryan certified that manifests totaling \$788,469.13 and Payroll totaling \$1,934,439.65 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.

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

Stephan Morrissey moved to enter into Non-Public session in accordance with RSA 91-A:3,II at 9:41 p.m. for matters of personnel and negotiations.

a. Personnel

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

a. Legal

None.

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

a. Negotiations

Linda Quintanilha moved to exit non-public session at 9:54 p.m. Stephan Morrissey second. Unanimous.

Stephan Morrissey motioned to seal the minutes of non-public session for personnel and negotiations for five (5) years.

Dick Dunning motioned to adjourn at 9:55 p.m. Linda Quintanilha second. Unanimous.

Respectfully submitted,

Brenda Marschok