

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

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**School Board Meeting**

**Tuesday, July 17, 2018**

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

**MINUTES**

**BOARD**

Rich Cahoon, Dick Dunning  
Bernd Foecking, Jim Fredrickson,  
Janine Lesser, Stephan Morrissey,  
Crista Salamy, Myron Steere,  
Jerome Wilson

**ADMINISTRATION**

Kimberly Saunders, Supt.  
Dr. Ann Forrest, Asst. Supt.  
Tim Markley, H.R.  
Mindy Ryan, B.A.  
Cari Christian-Coates, Student Serv.  
Ben Moenter, Special Education  
Gib West, CVHS  
Nicole Pease, DCS  
Larry Pimental, PES

**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 (If Required)**

**a. Personnel**

**Stephan Morrissey moved to enter into non-public session at 7:02 p.m. for matters of personnel in accordance with RSA 91-A:3,II. Unanimous on a roll call vote of the Board.**

**Stephan Morrissey moved to exit non-public session at 7:41 p.m. Dick Dunning second. Unanimous.**

**Stephan Morrissey moved to seal the minutes of non-public session for a period of 10 years. Dick Dunning second. Unanimous.**

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

**a. June 19, 2018**

**Stephan Morrissey moved to approve the minutes of June 19, 2018. Dick Dunning second.**

**Dick Dunning moved to amend the minutes under agenda item 8, in the Building Committee report to reflect that the committee authorized, Dick Dunning (not Tim Grossi), Jim Fredrickson, and Bob Edwards to approved bids as they come in. Second. Unanimous**

**Stephan Morrissey moved to approve the minutes as amended. Rich Cahoon second. Unanimous.**

**4. Points of Pride**

Kimberly Saunders reported out on summer professional development taking place. In addition, the Administrative Council/Leadership Team Retreat began today.

Kimberly also reported that she started the National Superintendent Certification Program. This will provide the district with a mentor/mentee relationship. Her mentor is the Superintendent of Philadelphia.

**5. Public Comment**

None.

## **6. Consent Agenda**

### **a. Personnel**

Tim Markley referenced the resignations of Jill Hickox, EST Teacher, and Elizabeth Woodhead, PE/Health Teacher.

**Stephan Morrissey moved to approve the resignations as read. Dick Dunning second. Unanimous.**

The addition of a retirement was reported for Gerry Scarano

**Stephan Morrissey moved to approve the retirement as read. Dick Dunning second. Unanimous.**

Nominations July 2018 were shared as follows:

Savannah Robert, Grade 3 Teacher, FES

Emma Goodspeed, Grade 4 Teacher, GES

Kathleen MacQueston, Grade 3/4 Teacher, TES

Madison Pineau, Music Teacher, CVES

Rose Marie Scully, Special Education Teacher, GBS

Ashley Sipe, Special Education Teacher, SMS

Heather Stearns, Library/Media Specialist, SMS

Elizabeth Nee, Special Education Teacher, CVHS

Holly Di Rie, Speech/Language Pathologist

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

### **b. Job Description: Teacher of the Deaf and Hard of Hearing (1<sup>st</sup> Read)**

Tim Markley referenced a draft job description for *Teacher of the Deaf and Hard of Hearing* as a first read. This is a new position already in the budget.

### **c. CVHS Letter to Board Re: Edith Bird Bass Scholarship**

Kimberly Saunders referenced a letter included in tonight's packet from ConVal High School thanking Board Members for their support of our students with scholarship monies.

## **7. Superintendent's Report and Presentation of Business**

### **a. Monthly Events Calendar**

Budget & Property Committee will meet on July 24<sup>th</sup> at 6:00 p.m. rather than 5:30 p.m.

### **b. July 1, 2018 Enrollment Update**

Tim Markley noted very little change in the enrollment data as of July 1, 2018.

### **c. DCS and Multi-Age Classroom**

Kimberly Saunders referenced a recommendation to have a grade 3/4/5 multiage class.

Rich Cahoon asked about the communication plans for this plan with parents. Nicole Pease reported ongoing communication about the possible configuration. Parents have been open to this. Nicole reported that she has communicated with all parents involved.

Dick Dunning shared the potential concern if students don't do well on assessments.

Rich Cahoon asked Nicole Pease to lay out what the communications timeline would be at the first meeting in August. Nicole confirmed.

Crista Salamy noted three positions in once class with 28 students. Rich Cahoon noted that the staff would stay the same if it were not multiage.

### **d. School Board Retreat – July 28<sup>th</sup>**

Kimberly Saunders noted that the School Board Retreat is scheduled for Saturday, July 28<sup>th</sup> and asked the board to communicate if they are unable to attend.

### **e. Electricity Purchase**

Kimberly Saunders reported that Tim Grossi locked in a rate for electricity for two years.

### **f. School Board Requests**

#### **1) Food Service Report**

Kimberly Saunders reported having received a request for this report included in tonight's packet.

**g. Accept Gift/Donation (Board Vote Required)**

- 1) ConVal ATC Region 14 Center requests authorization to accept a gift/donation of a Bridgeport Series 1 milling machine totaling \$4,000-\$16,000 from the Manchester School of Technology, for the purpose of using it in the new manufacturing program.

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

- 2) ConVal High School Band requests authorization to accept a gift/donation of \$500 for the purpose of use from the band activity account.

**Stephan Morrissey moved to accept the gift as read with thanks. Dick Dunning second. Unanimous.**

Kimberly reported that she will begin a report out to the board as part of her plan each week.

**8. Reports**

**a. Teacher Representative – Asher MacLeod**

None.

**b. Budget & Property Committee – Jim Fredrickson**

Jim Fredrickson reported student activity reports were discussed and actions have been taken. A report in 6 months out will take place. In addition, the Antrim Gym Agreement was discussed. Not paying half of the cost of floor sanding was decided until a meeting with the contractor takes place.

**c. Communication Committee – Niki McGettigan**

Janine Lesser reported that the committee developed a three-month schedule for communications. A major focus is on the budget and reorganization.

Jim Fredrickson exited the meeting at 8:07 p.m.

**Negotiations Committee –Rich Cahoon**

Rich Cahoon reported that negotiations will begin in two days. The Board team proposed holding the first negotiations meeting in public and the CVEA did not agree. Parties may discuss this further and if agreement is reached, future meetings could be open to the public. If agreement is not reached, meetings will not be open to the public and the public will be updated when a tentative agreement is reached or impasse is declared.

**d. Selectmen’s Advisory Committee – John Jordan**

John Jordan reported six towns were represented at the last meeting. Impact of the budget and the Factfinder’s report was discussed. Funds available in the towns to meet the tax rate were discussed. This could pose problems with the passing of future budgets or contracts.

The return of funds to the district was discussed and the impact on the payment schedule. Monitoring cash flow is important for the towns and the increase without the revenues could be problematic.

Discussion took place about how much of a surplus would be returned. It is hoped that this return can help adjust the payment schedule.

How education is funded in the State of NH was discussed. Letters will be drafted to legislators and senators asking for support. The letter will be asked for signature by the school board and town select boards

**9. Old Business**

**a. PES Grade 1**

Kimberly Saunders shared the justification for adding a first grade teacher at PES.

**Dick Dunning moved to approve the additional first grade teacher. Second. Unanimous.**

**b. Insite Technology**

Kimberly Saunders shared concern after receiving information about technology for football helmets. The anticipated cost is now \$41K. The piece that did not happen was a more thorough discussion with the athletic trainer and a conversation with Primex. Our athletic trainer has shared thoughts on the helmet investment in that the technology is very new and that there is little to no evidence to support their

effectiveness. The application may not prevent concussion. Primex has been clear that we need to follow our present protocol for concussions despite whether or not the helmets are purchased. We were not made aware of this information until the new athletic director came on board.

Myron Steere asked if there is something we can do of a preventative nature. Dick Dunning recalled neck strengthening equipment as a recommendation of Mr. Swasey.

Dick said that he thought that this equipment would not prevent concussion but rather indicate evidence of concussion as a safeguard of the possibility of concussion. Kimberly confirmed and said that there is no research to support that this actually would occur. No one in NH is using this equipment; there is little research.

Rich Cahoon said that if we are not sure that the technology is working, he would be unsure why we would purchase. This is enough reason to revisit the original decision of the board.

**Stephan Morrissey moved to place the decision on hold on the expenditure of monies for the purchase of helmets until next year.**

Rich Cahoon said that we would have to not take the money out and have a new public hearing next year.

Kimberly reported that we are in the process of reconditioning helmets and ordering of new ones on a replacement cycle.

We can't use guardian caps if we are using Insite helmets; will this be revisited? The athletic director and trainer will come to the board meeting.

Rich did not know why they were used in practice and at the discretion of players (Guardian Caps).

Gib West reported that our insurance around this is not specific to type of helmet or presence of technology. The recommendation from Primex is to continue to follow the protocol for concussion based on the athletic trainer's expertise. This technology could augment the expertise but not replace. The technology should not be used to make medical decisions.

We have allocated \$77,000 for helmets for all sports. Can we ask the athletic trainer how we can best spend \$41K to limit exposure for students to concussion? Confirmed.

**Second. Unanimous.**

## **10. New Business**

### **a. Expenditure Report**

Mindy Ryan reported that as of June 30<sup>th</sup>, the budget balance is \$1.4M. Purchase orders still have projects rolling into the new year.

The \$1.4M, less outstanding orders, results in an estimated balance of \$814,328.40 and there is still some analysis that needed to be conducted.

Transfers need approval of the board.

Mindy shared information on transfers and special revenues

**Rich Cahoon moved to approve three transfers. Dick Dunning second. Unanimous.**

**Rich Cahoon moved to approve the general ledger to special revenue transfers. Dick Dunning second. Unanimous.**

## **11. Public Comment**

None.

It was asked if the DCS multiage classroom grades would be taught at the same time in the same class. The reply was that no, kids would be taught according to ability that is appropriate to their skill level.

The communication that was sent to parents needs review.

Kimberly reported that the communication will be reviewed at the first meeting in August.

## **12. Approval of Manifests (Board Vote Required)**

Mindy Ryan certified that Manifests listed by number below totaling \$1,190,390.39 and Payroll totaling \$3,659,505.17 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)**

**a. Personnel**

**Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of personnel and legal (agenda item 15 below). Unanimous on a roll call vote.**

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

**a. Negotiations**

None.

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

**a. Legal**

**Stephan Morrissey moved to exit non-public session at 9:15 p.m. Second. Unanimous.**

**Stephan Morrissey moved to seal the minutes of personnel for a period of 10 years; seal the minutes of personnel #2 for a period of 5 years and for legal matters for a period of 5 years.**

**Dick Dunning second. Unanimous.**

**Stephan Morrissey moved to adjourn at 9:15. Dick Dunning second. Unanimous.**

Respectfully submitted,

Brenda Marschok