

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

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, April 16, 2019**

**School Board Meeting**

**6:30 P.M.**

**SAU Office**

**MINUTES**

**BOARD**

Rich Cahoon, Richard Dunning,  
Jim Fredrickson, Bernd Foecking,  
Janine Lesser, Niki McGettigan,  
Stephan Morrissey, Linda Quintanilha,  
Myron Steere, Tim Theberge,  
Jerome Wilson

**ADMINISTRATION**

Dr. Kimberly Rizzo-Saunders, Supt.  
Dr. Ann Forrest, Asst. Supt.  
Ben Moenter, Special Education  
Larry Pimental, PES  
David Jack, B.A.

Asher MacLeod, CVEA Rep.

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

**Myron Steere called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited.**

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

**a. Student**

**Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II at 6:31 p.m. for student matters. Rich Cahoon second. Unanimous**

**Stephan Morrissey moved to exit non-public session at 7:03 p.m. Tim Theberge second. Unanimous.**

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

**a. April 2, 2019**

**Stephan Morrissey moved to accept the minutes of April 2, 2019. Jim Fredrickson second. Jim Fredrickson abstained. All others in favor. Motion carried.**

**4. Points of Pride**

Dr. Saunders reported out on various Points of Pride as reported to her from administrators.

**5. Public Comment**

None.

**6. Consent Agenda**

**a. Personnel**

- 1) Job Description (2<sup>nd</sup> Read/Adoption)
  - a. Technology Support Assistant
  - b. Accountant
  - c. Custodian
  - d. Custodian Team Lead
  - e. Maintenance Technician
  - f. Lead Facilities Maintenance Technician
  - g. Lead Grounds Keeper

*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.*

Kimberly Saunders referenced the job descriptions as second reads for adoption.

**Linda Quintanilha moved to approve the job descriptions as presented. Dick Dunning second. Unanimous.**

2) Job Description (1<sup>st</sup> Read)

a. Title I Project Manager

b. Extended Learning Opportunity (ELO)/Work-Based Learning (WBL) Coordinator-High School

Kimberly Saunders referenced the job descriptions for a first read.

Tim Markley referenced resignations, nominations, and co-curricular stipends as follows:

Resignations of Scott MacNamee, Cynthia Davis, Ashley Vanat, and Madison Pineau:

**Stephan Morrissey moved to accept the resignations as read. Tim Theberge second. Unanimous.**

Nominations: Elizabeth Cohen; Occupational Therapist

**Stephan Morrissey moved to accept the nomination as read. Jerry Wilson second. Unanimous.**

Nomination of Sarah Daley; Psychologist

**Stephan Morrissey moved to accept the nomination as read. Jerry Wilson second. Unanimous.**

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

### a. Monthly Events Calendar

#### 1) Set School Board Retreat Date

Rich Cahoon proposed getting advance reports from administrators so that questions could be asked.

Saturday, August 10<sup>th</sup> was the date set for the School Board Retreat from 8:30 am to 2:00 pm.

### b. Thornton Wilder Center for the Arts Presentation – Rob Eichler, Bob Pettigrew, Bob Edwards

Bob Edwards and Martha Eichler were present. Rob Eichler is away on business, however Bob and Martha presented information on the center. Visual aids were provided. Mr. Edwards said that the primary purpose tonight, is to request an extension of time until the second board meeting of 2020. The group has done a first amendment; it recites that January 1, 2019 was the date set to raise sufficient capital, the second amendment related to the date. Mr. Edwards said that they have not completed all of the requirements nor received the approvals from all needed. Preliminary drawings and architectural designs have been presented in the past. Mr. Edwards said that he does not see a motion of the ConVal School Board accepting dates and other agreements. It is missing going into the second phase of Phase 1, to go into dollars to get architectural drawings and to return to the board. If the board approves it as acceptable to design and cost, a warrant article would be put in to vote to proceed based on the presentation. We have gone from a consensus right into the fundraising aspect. The group has neglected to go to the legislative body for a vote. If an affirmative vote comes forward of what is required, then the group can get into their capital campaign. It is an oversight as a result of those anxious to move forward. Taking a step back to make adjustments is prudent. Moving the date to the second board meeting in January of 2020 to get everything before the board, and then if approved, bring to the legislative body. Language in the original document allows four years to raise funds. At the end of four years, the amount raised will be shared. The board will decide if it is adequate to go forward. If sufficient funds are not raised, the board can extend more time or terminate the agreement. Money cannot be raised until the legislative body has approved. What is asked tonight is to work to draft a document that catches up to the agreement and gets the group back on course.

Myron Steere said that legal should be consulted before moving forward.

Bob Edwards said that the agreement is specific that the approval of the legislative body is needed.

Jim Fredrickson asked when warrant articles need to be written and drafted. The response was that typically before the first board meeting in January.

Rich Cahoon confirmed that legal opinion should be reviewed. He shared his concern with scheduling and sequencing. The missing piece from Thornton Wilder is that Phase I will require some money. In the last extension, physical capacity to raise funds was cited. Without extending it again, are there financials to share?

Bob Edwards said that approximately \$100,000 has been raised. They have the capacity to pay for what is required of them. Bob further said that the board needs to act on what is required in the original agreement. It requires the Thornton Wilder Center for the Arts to get construction drawings etc. Rich Cahoon also said that an operating agreement needs to be decided.

Martha Eichler said that contingencies will be carefully built in. The costs of associate work and assurances will be borne by the Thornton Wilder group.

Bob Edwards said that we need an estimate based on construction documents by a contractor. The costs from a contractor are needed.

What is the estimate needed to complete Phase I? Bob was unsure at this time; it could be an additional \$15K as a guess.

Bob Edwards provided the School Board Chairman with a document of additional comments.

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

- 1) South Meadow School requests authorization to accept a gift/donation totaling \$2,000.00 from the Steven W. Crowe Foundation for the purpose of assisting in the replacement of the SMS Stage Curtain.

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

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

- 1) ConVal High School requests authorization to accept a gift/donation totaling \$1,500.00 from the American Association of Woodturners for the purpose of purchasing supplies and equipment for woodworking and manufacturing.

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

**e. Vacancies**

Kimberly Saunders reminded the board that she spoke about positions in the FY19 budget that had been carried forward from the FY18 budget but had not been filled. The positions and associated salaries would be reported. This amount would be returned to reduce tax assessment. \$280,823.00 for seven positions, and an additional \$70K for benefits. This is part of the ongoing effort of transparency.

Rich Cahoon said that the decision is not typically made this early. It will appear on a future agenda.

**8. Reports**

**a. Student Representative – Molly Janoch**

None.

**b. Teacher Representative – Asher MacLeod**

Asher MacLeod reported that GBS and SMS 8<sup>th</sup> grade students have gone to Washington DC.

Asher also reported that Greg Leonard is the new CVEA President and Larry Bourgoine is the new Vice-President.

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

Jim Fredrickson reported that discussion about what will get done in the upcoming year took place. Aging schools will be walked through in conjunction with the capital plan so committee members can see. Advantages of leasing vs. buying equipment was discussed; a list will develop. Use of our facilities by outside organizations was touched on, no action item yet. It was noted that the high school hallways were discussed to match the science room project; work will not take place until the summer of 2020. PES fields were discussed. How the fields will be used will need determination before making any decisions a year out. HVAC at PES was discussed; costs will be run. Updated cost of elementary schools will be updated on in May. Benefits will be allocated at the school that employs that staff member.

Tim Grossi met with Solar Group, more info to come.

Rich Cahoon asked if the Dublin School Choice has been sanctioned by the Town of Dublin. Bernd Foecking said that they are a group of people that have come together, they are not sanctioned.

**d. Strategic Plan Committee – Dick Dunning**

Dick Dunning reported that the committee will meet on Sept 12, Dec 12<sup>th</sup> and March 12<sup>th</sup> at 5:30 p.m. Kimberly Saunders provided an update on the Strategic Plan.

Dick Dunning provided an update on several points. Public involved in committee work was discussed. A listing of people who have been involved will be compiled that support the board. Creation of a 501-3C was discussed but will not be pursued. Rather a foundation might be considered. The current Strategic Plan ends in 2021 and the future plan should be looked at to determine what it will look like.

**e. ATC Committee – Stephan Morrissey**

Stephan Morrissey reported that the committee will meet quarterly. Moving forward nicely with the new ATC Director and Principal. Activity with Community College was not what was hoped. Outreach was discussed. Programs are moving forward. Mascenic is back in the fold with ConVal with an automotive program. The woodworking program will not build a full house but likely a smaller project. Things are moving forward in a robust manner. All students who are involved with Running Start for college credit are hoped to be automatically enrolled.

Dick Dunning added that honor society for ATC was also brought back.

**f. Education Committee – Jerome Wilson**

Jerry Wilson reported that the committee focused on a definition for Universal Preschool and making a recommendation related to high school graduation requirements for math.

One of the School Board's goals for this year focuses on reporting out on the implications of universal preschool through research related to effectiveness, cost, implementation, resources needed, and current programming.

A decision to adopt the proposed definition was made at this meeting. Universal preschool will be defined as providing all 4 year olds with access to a high quality, full day preschool program. The cost of attending a preschool program will be determined using a sliding scale based on family income.

High school graduation requirements for math were discussed. A number of factors were considered. The Education Committee made a recommendation to require the completion of Algebra I; and require four (rather than 3) math credits for high school graduation starting with next year's freshmen class. Students will need to take a math class every semester until they complete Algebra I and II.

The focus is on math while pushing off a review of science.

What is timeline for universal preschool? Myron Steere said that the Education Committee will provide details, they needed a definition first.

Rich Cahoon said that sliding fee scale does not meet his definition of universal preschool.

Linda Quintanilha said that the understanding is that a definition was needed to move forward with developing more.

It would be a full-day preschool for all four year olds.

Janine Lesser shared concern that if we develop cost information and other data on this definition, this is what we will wind up with.

Bernd Foecking said that a timeline will be developed.

Tim Theberge agreed that it should not be called "Universal".

Dr. Saunders said that in doing the research, we started by looking at what universal preschool is. The definitions vary. We looked at where ConVal would get the most bang for the buck right away. Preschool for four year olds was the starting point. If the board wants it to be defined differently, those implications can be brought back. The plan was to outline the next logical steps.

Rich Cahoon said that he agreed with starting with four year olds. There are other preschools with sliding scales; he thought we were looking for something different. He would like to know the price.

Kimberly confirmed that anticipated costs could be provided.

Bernd said that he believes there is a real need in the district because several preschools have closed.

Janine said that the need starts at age zero. There are other funding streams that can be looked at.

Kimberly said that implications will be brought for sliding scale and no sliding scale.

Rich asked if a student is accepted at a specific age, what would follow.

Kimberly said that is one of the implications.

**g. Communication Committee – Niki McGettigan**

Niki McGettigan said that a review of where the committee is at for the year in terms of communication took place. The Strategic Plan was an area that was not communicated well.

Adopting, publishing and developing a comprehensive communication plan is a school board goal.

A concern about subcommittee reporting out was discussed. Developing a School Board page that documents information was suggested for the website.

Niki asked committee chairs to send information to her for communication. Tim Theberge asked about relationships with PTO's. Niki said that PTO's can invite anyone to speak. Tim asked if PTO's share minutes of School Board and subcommittee meetings. Kimberly said that traditionally it has not been the relationship.

David Jack exited at 8:07 p.m.

Niki McGettigan spoke about social media platforms.

#### **h. Food Service Committee – Linda Quintanilha**

Linda Quintanilha reported having met prior to tonight's School Board meeting. The RFP process is underway. A recommendation to the board should come forward in June. Bidding is due back May 23<sup>rd</sup>. A recommendation of administration will be made prior to May 30<sup>th</sup>. Michael Onorato, Café Services, reported out on food service improvements at the meeting. Exciting things are underway. A digital copy of improvements was requested to be sent to the full board.

### **9. Old Business**

#### **a. Committee Chair Goal Setting Reports**

School Board subcommittee chairs were asked to send Myron their goals by end of the school year.

### **10. New Business**

#### **a. Staff Nominations (Board Vote Required)**

Tim Markley referenced a list of staff nominations.

**Stephan Morrissey moved to approve staff on annual contract. Janine Lesser second. Dick Dunning abstained. All else in favor. Motion carried.**

Mr. Markley reminded the board that SSP's are on annual contract and never go to continuing contract.

**Stephan Morrissey moved to approve SSP's on annual contract. Jerry Wilson second. Unanimous.**

Annual to Continual –

**Stephan Morrissey moved to approve those staff on annual contract moving to continual contract. Jerry Wilson second. Rich Cahoon and Dick Dunning abstained. All else in favor. Motion carried.**

Continuing to Continuing –

**Stephan Morrissey moved to approve those on continuing contract to remain on continuing contract. Jerry Wilson second. Dick Dunning abstained. All else in favor. Motion carried.**

#### **b. Edith Bird Bass Essay**

Jerry Wilson reported that every year, back to 1955, a written essay on specific topics open to juniors and seniors is given. Students are asked to write a two to four page essay. Once turned in, a committee is set up to read. Three essays are selected for award. Total amount given is \$1,500.00. Volunteers were asked. Myron Steere, Bernd Foecking, Tim Theberge, Niki McGettigan and Jerry Wilson all volunteered.

### **11. Public Comment**

Abby Theberge, student representative to the Thornton Wilder Center for the Arts thanked the board for taking the time to listen to tonight's presentation.

Alan Edelkind, Dublin, said when article 11 was voted, voters voted positively. A structure for a committee for consolidation was discussed. The agreement was that the write up on the agreement for structure would come to the School Board for review. Has this changed? How do we get this back to what was agreed?

Myron said that the district is working on costs for individual schools. Once completed, it will be passed out along with Alan's recommendation. Alan said that when minds are changed, the board should communicate it.

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

Kimberly Saunders certified that Manifests listed totaling \$560,282.32 and Payroll totaling \$895,756.18 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**
- b. Negotiations**
- c. Legal**

**Stephan Morrissey moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:30 p.m. for matters of personnel, negotiations, and legal. Unanimous on a roll call vote.**

**Stephan Morrissey moved to exit non-public session at 9:20 p.m. Dick Dunning second. Unanimous.**

**Stephan Morrissey moved to seal the minutes of non-public session for student matters, two legal matters, and personnel for a period of five years. Tim Theberge second. Unanimous.**

It was agreed that Rich Cahoon and Dick Dunning will negotiate the Thornton Wilder agreement.

Respectfully submitted,

Brenda Marschok