

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

CONTOOCOOK VALLEY SCHOOL BOARD

Francestown Elementary School
325 2nd NH Turnpike South

Thursday, December 19, 2019

School Board Meeting
7:00 p.m.

Minutes

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Stephan Morrissey,
Crista Salamy, Jerome Wilson

Lorien Tyne, Student Rep.

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Tim Grossi, Facilities
Lori Schmidt, B.A.
Kat Foecking, FES
Kathie Morrocco, Pierce School
Larry Pimental, PES

1. Call to Order and Pledge of Allegiance

Stephan Morrissey called the meeting to order at 7:23 pm. The Pledge of Allegiance was recited.

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

a. December 5, 2019

Dick Dunning motioned to approve the minutes of December 5, 2019. Jerry Wilson second.

Dick Dunning abstained. All others in favor. Motion carried.

3. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests totaling \$555,017.90 and Payroll totaling \$1,370,069.49 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.

Dick Dunning moved to approve the manifests as read. Rich Cahoon second. Unanimous.

4. Points of Pride

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

Stephan Morrissey noted the handmade nameplates from FES students at tonight's meeting.

5. Public Comment

Kevin Pobst, Francestown, spoke about the Board's statement about closing a school and the process. Mr. Pobst offered information about what the community engagement process might look like.

6. Consent Agenda

a. Personnel

None.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The Education Committee will meet on Thursday, January 2nd at 5:30 pm at the SAU.

The Budget & Property Committee will also meet on Thursday, January 2nd at 6:30 pm at the SAU.

The Education Committee will meet on Thursday, February 13th at 5:30 pm at the SAU.

The ATC Committee will meet on Thursday, February 13th at 7:00 pm at the SAU.

b. Communication Contracted Services

Kimberly Saunders referenced information about the contracting of a communications services person. She said that she is happy to share RFP information she has collected.

Jim Fredrickson said that it is an aggressive list of requirements. Kimberly said that the list might be pared down into items for year one, year two, etc.

c. Accept Gift/Donation (Board Vote Required) (pg. 10-11)

- 1) Great Brook School requests authorization to accept a gift/donation of \$500.00 from Dale Smith, Stump Grinding Services, for the purpose of purchasing basketball uniforms.

Rich Cahoon moved to accept the gift as shared. Katherine Heck second. Unanimous.

- 2) Great Brook School requests authorization to accept a gift/donation of \$500.00 from Carl Doucet, Manchester Ballers Association for the purpose of purchasing basketball uniforms.

Rich Cahoon moved to accept the donation as shared. Crista Salmay second. Unanimous.

8. Reports

a. Student Representative – Lorien Tyne

Lorien Tyne reported that Winter sports have begun. Last night, the winter concert was held. On Friday, a cast Christmas party will take place. Students and staff are working on building school spirit, making assemblies so more will want to attend. The Climate Group meets weekly. The History Club meets on Thursdays. National Honor Society is meeting regularly. Students are ready for a break.

b. Teacher Representative

None.

c. Communication Committee – Niki McGettigan

Katherine Heck said that articles being written were discussed; unfunded mandates. The communication position was discussed; what other school districts are doing is being investigated.

d. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson reported that the potential solar project was discussed. Revision Energy and the Peterborough Energy Commission were present to discuss as well. A ground mount alternative was discussed. Budget discussed; V5 is near final. The Capital Improvement Plan is still in need of work and needs finalization.

e. Selectmen's Advisory Committee – Tim Theberge

None.

9. Old Business

a. Capital Improvement Plan

Kimberly Saunders referenced a document titled "Capital Improvements" (see attached).

Tim Grossi said that projects are qualifying reimbursable projects. The Capital Improvement Plan (CIP) continues to evolve. Working with the DOE for building aid qualifying for .36 cents on the dollar with each project required to meet a minimum of \$5M to qualify. \$20M qualifies us for \$7.3M in reimbursement. Looking for most cost effective way to continue keeping up with our buildings is the plan.

Kimberly said that if we are going to put the letters of intent in, they have to be at the DOE by January 1, 2020. If the board wants to pursue, a letter of intent as outlined on the Capital Improvements documentation needs to be completed. If the board chooses not to proceed, that is fine, but \$7M is at stake for submitting a letter of intent.

Tim Grossi said that architectural conceptual drawings would be required to move forward.

Jim Fredrickson said that putting together a letter makes sense. If we put the request in, does it preclude us from moving forward with funding through various avenues? It does not. Each requires a separate letter.

Rich Cahoon said that he has difficulty relating these figures back to the Capital Improvement Plan. The numbers don't add up. He is not sure what is included and what is not.

The letter can still be submitted with clarification to come. Confirmed.

Katherine Heck said that money was voted in at the last meeting for engineering. Is further discussion required if numbers have changed? Potentially.

Rich said that letter of intent needs submittal. He assumed numbers can be amended downward but not upward. Confirmed.

Rich Cahoon moved to submit the letter of intent as outlined for total of \$20,502.00. Second. Unanimous.

b. Budget 2020-2021

Kimberly Saunders asked the board to identify if additional changes are needed. The budget is up at just over \$1M from last year. The default budget needs to be worked.

Rich Cahoon said that the budget is up less than 2.25%.

Kimberly spoke about budgeting for the \$100,000 food service deficit. She wondered if it could be split. Lori said that she agreed with Dave Jack to build the \$100K in the budget. Increasing participation moving forward will be a focus.

Kimberly said that we have always managed to cover the deficit with the unreserved fund balance. We have been ratcheting down the budget. Mr. Jack had previously shared his concern with the ability to cover this in the future.

Rich Cahoon said that the board voted to put it in. It was 10 to 1. A motion for reconsideration would be needed.

Jim Fredrickson said that Version 4 included the \$100K. V5 includes the increase in water from Antrim.

Dick Dunning moved to approve the operating budget at \$50,565,102.85. Katherine Heck second.

Rich Cahoon said that food service discussion ended without a decision. Stephan Morrissey said that no one said anything so he moved on.

All in favor of budget motion.

Unanimous.

Jim Fredrickson said that the CIP budget includes \$71,800.00 in the proposed budget. What will be funded in trust will need deciding at the next meeting. Confirmed.

c. School Board Requests

Tabled until the next meeting.

10. New Business

a. 1st Read Policy

- EHAB: Data Governance and Security

Rich Cahoon referenced this policy for a first read. If anyone has feedback, forward it to the Policy Committee.

b. Trust Fund Discussion (Board Vote Required)

Kimberly Saunders said that decisions need to be made regarding Trust Funds and what will and will not be funded next year. We need that so that the warrant can be developed.

Rich Cahoon said that the color coding of the improvement plan has building aid and trust funds as sources of funding. Building aid is not a source of funding. In order to get building aid, we have to spend it first. Knowing where the money would come initially is important.

Kimberly Saunders agreed to supply additional information at the next Budget & Property Committee meeting.

Jim Fredrickson spoke about the potential for warrant articles for the parking lot and athletic fields. CIP could be funded through trust funds. More details to come in January and will be tied together nicely.

11. Public Comment

BJ Carbee, asked how the district is proceeding with the suit against the State of NH.

Rich Cahoon said that we are in the process of the two sides presenting written briefs to the Supreme Court. February 1st is the deadline for the State, March 1st for ConVal. Arguments will be scheduled. Looking at end of summer/beginning of fall for arguments. The State is down one Justice and will likely want a full panel to proceed.

Stephanie Lee, Frankestown, said that she is dedicated to exploring all options. She shared that she was shocked how quickly a recommendation to close FES was made. Parents are forming alliances with other schools. Tonight's Forum was helpful to communicate concerns. Robust communication is needed. Ms. Lee shared data on tax rates. She spoke about community partnerships that have existed and continue. She understands issues are complex and said that she wants to offer support and provide solutions. Clear and timely communication is needed.

Stephan Morrissey spoke about the lack of a motion that did not come forward on this topic at a prior board meeting.

Mr. Howell said that he understood the enrollment was slated to be 38 next year and now understands that it is now up from that. Transparency is important and that accurate information is important.

Rich Cahoon said that he thought that the 38 was a projection. It was confirmed that it was an accurate projection at the time of the newspaper publication.

Stephan Morrissey said that we update projections monthly.

Steve Chamberlin shared his understanding of enrollment projections.

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

a. Personnel

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

a. Legal

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

a. Negotiations

Dick Dunning moved to enter into non-public session at 8:08 for personnel, legal and negotiations. Unanimous on a roll call vote.

Dick Dunning moved to exit non-public session at 9:00 p.m. Jerry Wilson second. Unanimous.

Dick Dunning moved to seal the minutes of non-public for matters of personnel for a period of 10 years and to seal the minutes of negotiation for a period of five years. Rich Cahoon second. Unanimous.

Dick Dunning motioned to adjourn at 9:01 p.m. Second. Unanimous.

Respectfully submitted,

Brenda Marschok