

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, March 17, 2020

School Board Meeting

7:00 p.m.

ConVal High School Library

Minutes

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind (e), Katherine Heck (e),
Janine Lesser (e), Niki McGettigan (e),
Kevin Pobst, Linda Quintanilha,
Robert Short, Jr., Tim Theberge,
Jerome Wilson

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Lori Schmidt, B.A.

(e) = attended remotely

1. Call to Order and Pledge of Allegiance

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

2. Committee Assignments and Requests

Rich Cahoon said that a large majority of work is done in committee meetings; 7 standing subcommittees and food service, discipline, Selectmen's Advisory, and NHSBA representation. Everyone would need to do at least three things. Additionally, grievance and legislative, as well as special projects, need representation. Technology Plan Committee and Substance Abuse are others, to name a few.

Rich asked board members to keep this in mind when considering assignments.

Committee assignments are made by the board chair; some board members have shared preferences while others have not.

Rich proposed to change the process; make committee assignments based on preferences subject to guidelines that a committee will not have more than five members; no one with students in the district will serve on the Discipline Committee.

The Board Chair will not serve on a committee.

Each board member was asked to send at least three committee assignments in order of preference to both Rich Cahoon and Brenda Marschok. If board members object to the eventual draft list of assignments, discussion can take place.

If a board member is not on the student discipline committee or negotiation committee, we would rather you not show up at meetings.

Procedure – according to policy, we follow Robert's rules. We follow a lighter version.

A motion starts the conversation and a second allows conversation to take place; it does not mean that you agree, it allows the conversation to further.

Three mandatory motions- Point of Order, Motion to call question, and motion to overrule the Chair.

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

a. March 3, 2020

Dick Dunning moved to accept the minutes of March 3, 2020. Jerry Wilson second. Unanimous.

4. Points of Pride

Kimberly Saunders said that overwhelmingly is the effort of staff to get remote learning going, lessons in the hands of students, etc. She said that staff have really stepped up. We are significantly ahead of most places. She shared her pride.

Niki McGettigan reported great communication on behalf of the Superintendent to staff; it shows great leadership.

5. Public Comment

None.

6. Consent Agenda

a. Personnel

1) Resignations – June 2020

a. Kim Chandler – Director of School Counseling

Tim Theberge moved to accept the resignation of Kim Chandler. Dick Dunning second. Unanimous.

2) Co-Curricular Notifications

Kimberly Saunders said that these are for notification only. These may or may not be able to run.

Linda Quintanilha asked how often clubs meet. If a club only meets twice a season how is that handled: Discussion took place. More discussion to follow.

7. Superintendent's Report and Presentation of Business

a. Election Results

Kimberly Saunders reviewed the election results. The budget passed at 60+%.

b. Monthly Events Calendar

1) Public Hearing – April 7th

The Education Committee meeting previously scheduled on March 23rd was cancelled.

Kevin Pobst asked the purpose of the Public Hearing. The response was that It is to expend funds from the trust funds.

Kimberly Saunders referenced three research projects that require board approval. They are from Kat Lescarbeau, Stephanie Syre-Hager, and Asher MacLeod. Kimberly read the focus of the projects. She recommended approval.

Linda Quintanilha moved to approve the research projects as shared. Tim Theberge second. Unanimous.

c. Annual Financial Audit

The annual audit letter included in the agenda packet was referenced. Kimberly asked board members to review and forward any questions to her for placement on a future school board agenda.

Rob Short asked if the audit findings are presented to the board. Not typical. Rob further asked if access to the journal entries was possible for the board. Confirmed. Kimberly said that it is public information. The role of the board is to look at items that have not been addressed.

Kevin Pobst asked if there is a policy for buying gift cards. Kimberly said that there is, it is not supposed to happen.

Rich Cahoon said that there has been divided authority in this area. Now that we have a business administrator it can be addressed.

Kevin Pobst further asked about the activity accounts for classes no longer present. Kimberly explained that classes raise money and often have balances upon graduation. ConVal asks a representative of the class take those monies to open an account outside of ConVal.

Rich Cahoon said that this will come up at a future board meeting.

8. Reports

a. Student Representative – Lorien Tyne/Abby Kamieniecki

None.

b. Teacher Representative

None.

c. Education Committee – Jerry Wilson

Jerry Wilson reported that on March 5th, the Education Committee met to discuss two agenda items.

The first was a review of new high school courses which will be piloted next year.

These included Social Studies and Sports which will explore the seven disciplines of social studies through the unifying lens of sports.

The three remaining courses are aimed at expanding the scope of music course offerings. One of these was Instrumental Methods for students who wish to learn to play a traditional string or band instrument. A second course was Introduction to Guitar. A third course was Music in Media which explores the development of music and sound in all formats of media.

The intent of these pilot classes is to increase enrollments in these departments.

The next agenda item focused on updating the timeline and topics for the remainder of this academic year. An updated copy of this timeline will be made available to all board members. The next meeting of the committee was scheduled for Monday, March 23; however, considering that many of our committee members are no longer on the board, we should postpone meeting until the committee assignments have been reorganized.

d. Budget & Property Committee – Jim Fredrickson

Dick Dunning reported that purchasing a Polaris Ranger up to \$15K is proposed. In addition, allocating funds for cameras at the high school, and for engineering for the high school parking lot is proposed.

Discussion took place about the time period that has lapsed since the parking lot was looked at and now; near 7 or 8 years. It was thought that it should be bid out again.

A Public Hearing to spend up to \$15k from the equipment trust would then be the sole item.

e. Communication Committee – Niki McGettigan

The Communication Committee met on March 12th and were pleased that they did not have to communicate about a default budget. Website updates were discussed. Future communications were discussed; mainly about COVID-19. The communication team would like to assist with any communications but not confuse. Celebration of successes is the next piece to communicate of the positive work during the remote learning. A help page was a suggestion to identify where parents might get help from one another.

9. Old Business

a. COVID-19

Kimberly Saunders said that she is happy to answer questions about the present situation.

Rich Cahoon said that the question being asked at the federal level is “are students really going back this year?”

Kimberly said that evaluation will continue as time moves forward. The board has provided Kimberly the authority to extend the dates if necessary.

Linda Quintanilha asked how long before special education plans are in place. Kimberly said that there are going to be some things that we will be unable to deliver remotely. A plan will be developed to deliver these services.

Dick Dunning noted that State Assessments are scheduled to occur in the Spring. Kimberly noted the SAT dates as well. She has heard that they (SAT's) will not be cancelled. Coming off remote instruction, regular instruction should school reopen, would be negatively impacted with five-hour days of testing. Students would be at a disadvantage.

Kevin Pobst asked for detail on food service delivery. Kimberly said that we have bus drivers who will be delivering 500 meals to students; both breakfast and lunch. It includes families who opted into the program as well as those on Free and Reduced Lunch. We received a donation from the public as well.

Katherine Heck spoke about the potential for federal dollars, similar to FEMA, hours would need to be documented in 15-minute increments.

Lori Schmidt reported reaching out to the Department of Labor; records need to be retained; staff would be able to clock in and out of our system. We are utilizing our bus contract. We would honor our contract if they commit to pay their employees. They are not above and beyond commitments. We agree. Lori said that we would like to cover the paid portions of meal plans. Other districts have been able to cover the entire food costs for meals and submit claims. ConVal is different. Lori reported that she looked at participation over a period of time and came up with averages; she estimates it would cost \$28K to cover paid meals for the existing participants. Lori said that she does not know if participation would increase if we cover this. If we are covering the cost of those meals we would not receive State reimbursement for these meals.

Lori further said that the additional cost that is proposed would not be offset by the State. If it is a paid meal we can submit and get reimbursement. If the district is covering the cost, we cannot submit for reimbursement. We would be able to offer free meals to everyone in the district other than just those that qualify for free and reduced meals.

We would be extending to the entire district, breakfast and lunch would be provided district-wide and forgo the reimbursement potential. We would get reimbursed for the portion that qualifies. We are proposing to pay for meals for everyone and forgo the reimbursement potential of near \$30K.

Katherine Heck asked about the survey that went out to parents; what has the survey result been? Lori said that the district made the decision this morning to make meals; we have not yet had a high response rate from families. It is currently at 50 families.

Tim Theberge said that this is an “opt in” where families would request to be included in the route.

Lori said that she wants to deliver the meals and not curb side pickup. Our population cannot do curbside.

Tim Theberge moved to authorize the district to spend up to \$30K for adding all students on an opt in basis to provide them with meals. Linda Quintanilha second.

Katherine Heck said that it might be too soon to tell. Is there an area that we might see savings as a result of remote learning that might offset this cost? Too soon to tell. One area that we might save would be substitute teachers.

Rich asked if any resident in Antrim age 0-18 would qualify. Rich shared his concern for expanding this to those that can afford it; it cuts off the program to those that were intended to service; those age 0-5.

Lori shared her rationale. In order to begin operation of the summer program now, an application must be submitted prior to serving.

Linda Quintanilha asked if we could go forward with the plan and talk to someone to figure out a plan for servicing all.

The motion was to authorize the school district to spend up to \$30K without additional board action to implement this and revisit at the next board meeting.

Robert Short opposed. All else in favor. Motion carried.

Kimberly Saunders reported having looked into Primex. A pandemic is not covered by insurance.

Dick Dunning moved to ask the Superintendent to write a letter to the State not to bring testing forward this year in the form of state assessments. Kimberly agreed to write a letter on behalf of the board.

Jerry second.

Is the testing tied to any type of reimbursement by the State? Kimberly said that we are a local education agency. She can look into it more deeply. The way that it is designed is that the State Assessment plan is what gets Title I and IIA into the State and the State Educational Agency distributes those monies. She will look into before sending in anything. Rich said that what would be asked if for the State to make a statewide decision not to do testing.

In favor: Janine Lesser, Alan Edelkind, Niki McGettigan, Kevin Pobst, Tim Theberge, Robert Short Jr., Jerry Wilson, Dick Dunning

Opposed: Linda Quintanilha and Katherine Heck.

Motion carried.

Rich Cahoon said that there are going to be shortages in any device that comes with an LED screen. He encouraged early purchases. Kimberly confirmed that discussions are underway. It will require a transfer.

Rich further asked if it is possible to pre-purchase oil. Kimberly agreed to look into.

b. Solar Project Update

Tabled.

c. Strategic Plan SMART Goal

Kimberly wants this to stay on the Board's radar. More discussion to come when the Strategic Plan Committee reconvenes.

10. New Business

a. 2020-2021 School Calendar Approval (Board Vote Required)

Linda Quintanilha moved to approve the calendar for 20/21. Tim Theberge second.

Dick Dunning asked about the two Tuesday workshops. Kimberly noted that November 3rd is the Presidential election as well as March 9th for local elections. This calendar is the result of negotiations with Jaffrey-Rindge and Conant to match calendars; they are our Region 13 partners. Kimberly said that she surveys families every year. For example, this year, more than 60% said that they want students in school on December 21st and 22nd.

Linda Quintanilha asked about the conceal carry law and our polling places being open to the public. Only staff and students can be directed not to conceal carry.

Tim Theberge opposed. All others in favor. Motion carried.

b. Expenditure and Encumbrance Report – Lori Schmidt

Lori Schmidt reported very little change in the expenditure report.

Linda Quintanilha moved to accept the expenditure report and to adopt any encumbrances. Dick Dunning second. Unanimous.

c. Signing of MS22 (Report of Appropriations voted)

Tabled until April 7th. Lori said that it is due March 30th. We have five Tuesdays in March; we don't meet again until April. If there is a reason for a special meeting we can vote on it then. An extension could be asked.

Niki McGettigan recommended better audible resources for future meetings.

11. Public Comment

Steve Chamberlin, Francestown, thanked the board for their diligent thoughtful work with the current situation. On behalf of kids and everyone, thank you!

12. Approval of Manifests (Board Vote Required)

Lori certified that manifests listed totaling \$1,311,566.82 and Payroll totaling \$1,337,234.86 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. Jerry Wilson second. Katherine Heck abstained. All others in favor. Motion carried.

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

a. Negotiations

b. Legal

c. Personnel

None.

Linda Quintanilha motioned to adjourn at 8:37 p.m. Dick Dunning second. Unanimous.

Respectfully submitted,
Brenda Marschok