

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, May 5, 2020

School Board Meeting

6:30 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/82179700114?pwd=c2tpWWJpd2U0RmRUM0QrUlh1ekZPd09>

Meeting ID: 821 7970 0114

Password: 5JBkwF

+1 646 558 8656 US

Meeting ID: 821 7970 0114

Password: 050533

Minutes

BOARD

Richard Dunning, Alan Edelkind,
Jim Fredrickson, Katherine Heck,
Janine Lesser, Niki McGettigan,
Kevin Pobst, Linda Quintanilha,
Robert Short, Jr., Tim Theberge,
Stephen Ullman, Jerome Wilson
Rich Cahoon ((7:12)

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Tim Markley, H.R.
Lori Schmidt, B.A.
Carrie James, H.R.
Cari Christian-Coates, Student Serv.
Ben Moenter, Special Ed.
Mark Schaub, Tech.
Kat Foecking, FES
Anne O'Bryant, SMS
Nicole Pease, DCS
Stephanie Syre-Hager, AES
Kathie Morrocco, Pierce
Amy Janoch, HES
Michelle Voto, CVHS
Jen Kiley, ATC

1. Call to Order and Pledge of Allegiance

Janine Lesser called the meeting to order at 6:31 p.m.

2. Right to Know for Public Meeting Emergency Declaration

Janine Lesser read the "Checklist to Ensure Meetings Are Compliant with The Right-to-Know Law During the State of Emergency."

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

a. April 21, 2020

Dick Dunning moved to accept the minutes of April 21, 2020. Tim Theberge second. Stephen Ullman abstained. All others in favor. Motion carried.

4. Points of Pride

Kimberly Saunders reported that the ConVal baseball teams donated a total of \$600 to local food pantries; \$200 each to the Peterborough, Greenfield, and Antrim food pantries through fundraising efforts.

5. Public Comment

Janine Lesser asked that anyone present in the public please raise your virtual hand to identify that you would like to make public comment. No public comments were made.

6. Governance Note

Kimberly Saunders said that this place on the agenda is reserved to go over governance information. Attorney Dean Eggert will attend the next meeting to go over the role of the board.

7. Consent Agenda

a. Personnel

1) Resignation Notification – June 2020

Retirement of Julie Murphy –

Dick Dunning moved to accept the retirement as read. Jerry Wilson second. Unanimous.

Notification – Elizabeth Baker, Accountant

2) Nominations – July 2020

Resignations – Elsa Johnson, Jennifer Hart

Nominations – Michael Derby, Glenn Hammett, Barbara Bonnato, Sadie Cahoon, Dianna Matzo, Kaitlyn Mahoney, Kathleen Breen, Bernd Foecking, Sheila Holly, Alana Slocomb, Alyssa LaSalle

Katherine Heck moved to accept the resignations and nominations as read. Dick Dunning second. Stephen Ullman and Rich Cahoon were absent from this vote. All others in favor. Motion carried.

b. May 1st Enrollment

Kimberly Saunders referenced the current and projected enrollment.

8. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Negotiations -an email will be sent out to the committee to schedule a meeting.

b. Update on Remote Learning

Kimberly Saunders reported that a survey was sent out on Friday; results will conclude on this Friday.

c. Communication regarding long-term costs and savings

Lori Schmidt said that she is in the process of closing out open purchase orders. She anticipates costs for remote learning. A reduction in the line item for the hardware to what has actually been spent has been made.

The estimated \$715K savings is against estimated costs of \$1,065,300.00.

Kevin Pobst asked about the estimate for compensatory services of \$800K. Is it intended spending before July 1 or does it include spending after July 1?

Lori Schmidt said that compensatory expenses will be incurred during the summer. That money can be encumbered from this year because they are for services we are legally required to provide.

Kimberly said that compensatory services are not necessarily a one to one. They can be for something a student missed to help them make the progression. We need to make sure that we provide the services that were unable to be provided to students to make sure that they make adequate growth. It is an estimate based on what we know has been missed and what we believe may be a result of regression.

Ben Moenter said that it will be an individualized decision for each student based on progress.

9. Reports

a. Student Representative – Lorien Tyne/Abby Kamieniecki

Lorien Tyne reported that students are focused on remote learning. Student Council is trying to continue; a virtual Spirit Week took place with decent student participation. Organization for teacher appreciation is underway with an effort to send every teacher a card from students.

b. Teacher Representative

Greg Leonard said that today is teacher appreciation day. Our teachers, SSP's, and paraprofessionals deserve appreciation for all that they are doing. Lesson plans for remote learning are underway in so many ways. Students and families are being reached out to. The flex days have been incredibly helpful, which allows staff to reach out school to school as well.

Janine Lesser echoed her thanks and appreciation to ConVal Staff.

c. Policy Committee Meeting

Janine Lesser reported that the committee has not yet met.

d. Strategic Plan Committee Meeting

Tim Theberge reported that he had been selected as Chair at the most recent organizational meeting.

e. Communication Committee Meeting

Niki McGettigan reported meeting and revising a document that is published on the CV website.

f. Budget & Property Committee Meeting

Jim Fredrickson reported that the list of priorities for the year were reviewed. The first priority is the budget and the impact of remote learning on it. Nailing down elementary school costs will be a focus. The CIP included \$1.2M of expenditures for next year from trust funds. It was decided to defer the high school parking lot. A Public Hearing to talk about expenditures

for PES HVAC work on the third story wing is scheduled. Discussion about PES fields is also planned. A quorum of the board is required for the Public Hearing.

g. Equity Committee Meeting

Linda Quintanilha reported that the organization meeting took place where she was elected Chair. Meetings will take place on the fourth Tuesday of each month at 5:30 p.m. Policy and procedures will be reviewed related to equity. The committee was asked to define equity and decided to move forward.

Stephan Ullman spoke about research he has reviewed on the topic of equity.

h. Food Service Committee Meeting

Linda Quintanilha reported that Food Service met tonight. Committee make up was shared.

Lunch rates were reviewed. They have not been increased in several years. Lunch rates need to be raised .10 per lunch across all three levels for the upcoming school year.

Kimberly Saunders asked if this needs to be voted tonight or can it wait until the next meeting. Any vote that will be taken ought to be noticed. It will be placed on the next School Board agenda.

10. Old Business

a. Grading Proposal

Kimberly said that based on concerns by some parents, a new proposal was put together. This looks at trying to make sure that the students have the largest advantage. At the high school, if the letter grade will increase the student GPA a letter will be used, otherwise a P/F will be used unless the parent requests otherwise. At the middle school level, by May 15th, parents can opt in. No changes at the elementary school.

Linda Quintanilha moved to accept grading proposal. Dick Dunning second.

Will there be a communication effort to parents about the ramification of their choice? Kimberly said that a communication will go out explaining the process and why grading is being conducted this way.

Dr. Ann Forrest said that the priority standards pulled out are those that are emphasized and will be assessed on the report card for elementary students. The standards used are part of a thread K-12. All will be addressed with thought about what took place this year.

A "no grade" would carry no weight; it would be as if they never took the course. They would have to do some work to make the course up.

Discussion ensued.

Unanimous on a roll call vote.

11. New Business

a. ERate (Board Vote Required)

Mark Schaub said that ERate is federal grant money specifically tied to school and library connectivity. There are different categories of services available. Category 1 deals with fiber and internet connection. Category 2 deals with other types of items purchased to support the infrastructure i.e. wiring, switches, battery backup, etc.

Mr. Schaub said that we are looking for approval of Category 2 services. Mark explained how this is filed for. We have a 30-day window for vendors to respond to a bid. Bids must be rated on a matrix based on cost, location of vendor, with cost factors weighting the heaviest. Category 2 funding requested is specifically around access point licensing. We received two bids. We are requesting to go with the low bid of WCA. We have until September. to make the actual purchase.

Kevin Pobst moved to approve the ERate acceptance as described. Stephen Ullman second. Unanimous.

Mark Schaub added that we make the purchase and we would get a 72% reimbursement.

b. Payment Schedule Policy

Janine Lesser said that it is a good idea to have a standard policy in place that outlines when towns are required to make payments to the school district.

Tim Theberge moved to direct the Policy Committee to develop a policy regarding the town payment schedule to the district. Dick Dunning second.

Tim Theberge said that clear expectations should be made about the rules and what is expected.

Dick Dunning said that a school board cannot borrow funds to offset a deficit. Towns can do so. We have no other choice.

Tim Theberge said that the towns are allowed to carry a percentage of funds. We are in a harder place than the towns.

Katherine Heck said that we are required to maintain towns and the towns are required to pay. With that in mind, the school district makes it clear with a schedule of payments expected. It is great to follow up with a policy.

A policy forces it to the board level rather than making a decision at the administration level.

Unanimous on a roll call vote.

c. Federal Grants/General Assurances

Kimberly reported that over the last two years, the DOE asks that the general assurances are provided. It outlines what must be done when using grant dollars. The board should understand that we have \$1.5M coming to the district next year in Title grants and that the board receives a copy of this document. This is a decision made by the Department of Education.

d. CAREs Act

- 1) School Board Vote to Accept Funds

Kimberly reported that guidance on when the application will be out is still pending. We do know that we will be able to back date to March 13th. It is \$326K that we will be able to use.

Linda Quintanilha moved to give administration the authority to accept CAREs funding. Dick Dunning second. Unanimous on a roll call vote.

e. Research Project Proposal (Board Vote Required)

Dr. Saunders shared the proposal to assess the effectiveness of remote learning instruction for students. Data will be collected from five students with parent permission. This meets all of the requirements from Policy LC.

Linda Quintanilha moved to approve the research proposal. Dick Dunning second. Unanimous on a roll call vote.

f. Seamless Summer Food Program

Lori Schmidt spoke about the summer food service program. Seamless Summer is a choice under the National School Lunch Program. It operates similarly to the Summer Food Program. Summer Food allows deliveries to a varying number of locations. There is an option or waiver that can be requested to use non-school feeding sites as locations. Other differences include a flat rate reimbursement. Lori shared the differences and similarities in the services. We don't have enough information to decide about non-congregate feeding.

The largest difference between the two is that the Seamless Summer option, assuming waivers are extended and we can feed in non-congregate manner, we would be focusing on CV students as opposed to Hillsborough, Keene etc.

Linda Quintanilha said that until we know what the State is doing we don't know which option is best. This conversation will return to the board.

12. Public Comment

None.

13. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests totaling \$529,453.06 and Payroll totaling \$848,362.08 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. Tim Theberge. Unanimous on a roll call vote. .

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

a. Negotiations

b. Legal

c. Personnel

Janine Lesser moved to enter into non-public session in accordance with RSA 91-A:3,II for legal and personnel.

Tim Theberge second. Unanimous on a roll call vote.

Dick Dunning motioned to exit non-public session at 8:26 p.m. Stephen Ullman second. Unanimous on roll call vote.

Linda Quintanilha moved to seal the minutes of non-public session for a period of five years. Dick Dunning second. Unanimous on roll call.

Linda Quintanilha motioned to adjourn at 8:29 p.m. Tim Theberge second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok