

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

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

**Tuesday, August 4, 2020
Immediately Following Public Hearings**

**Physical Location: ConVal High School Gym
184 Hancock Rd.
Peterborough, NH**

Virtual Location:

<https://us02web.zoom.us/j/84336303656?pwd=UEFIV3lrN01Od3hySUh5U3RPNit5QT09>

Meeting ID: 843 3630 3656
Password: sGN2tH

Phone: +1 646 558 8656 US
Meeting ID: 843 3630 3656
Password: 246023

Minutes

BOARD

Rich Cahoon, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Niki McGettigan, Kevin Pobst,
Linda Quintanilha, Robert Short, Jr.,
Tim Theberge, Stephen Ullman,

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Carrie James, H.R.
Mark Schaub, Tech.
Tim Grossi, Facilities
Ben Moenter, Special Ed.
Cari Christian-Coates, Student Serv.

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting to order at 6:47 p.m. The Pledge of Allegiance was recited.

Tim Theberge moved to enter into non-public session under RSA 91-A:3,II at 6:48 p.m. for legal matters.
Dick Dunning second. Unanimous.

Tim Theberge moved to exit non-public session at 7:04 p.m. Rob Short, Jr. second at 7:04 p.m.
Unanimous.

Tim Theberge moved to seal the minutes of non-public session for a period of one year. Katherine Heck second.
Unanimous.

2. Right to Know for Public Meeting Emergency Declaration

Not required.

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

a. July 21, 2020

Tim Theberge moved to accept the minutes of July 21, 2020. Katherine Heck second. Dick Dunning and Linda Quintanilha abstained. All else in favor. Motion carried.

b. July 28, 2020

Tim Theberge moved to accept the minutes of July 28, 2020. Katherine Heck second. Tim Theberge amended the minutes to reflect a change from \$5M to \$12.5M under agenda item 6c.
Dick Dunning abstained. All else in favor. Motion carried.

4. Points of Pride

Kimberly Saunders reported that over the past three months over 120 people have been working on the reopening plan. Over the past three weeks administrators, teachers, and staff have been working on the reopening plan. She has heard from parents who were not planning on returning their children to school but have now planned for their children to return.

Kimberly Saunders reported that ConVal High School Graduation will take place on Saturday night.

5. Public Comment

Kim Kamieniecki thanked everyone for their work on the reopening plan. She said that it is the best plan in New Hampshire and she is proud of the work done.

6. Governance Note

None.

7. Consent Agenda

a. Personnel

None.

8. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

Selectmen's Advisory Committee will meet on September 24th at 7:00 p.m.

In addition, on September 24th at 9:00 a.m., the NH Supreme Court will hear oral arguments on the CV lawsuit.

Testimony date is September 10th.

9. Reports

a. Teacher Representative – Greg Leonard

Greg Leonard shared information that he has heard back from teachers, paras, and SSP's. He said that there are an overwhelming number of positives in support of the plan. Like everything else related to COVID-19, people have questions about specifics as to how it is going to work in each building. The focus on safety for both students and staff is appreciated.

b. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson said that budget guidance for the 2021/2022 school year was discussed. Jim said that discussion and guidance was to assume normal for the 21/22 school year. Provisions for recovery of losses in learning and capital improvements should be planned. Assume current enrollment. Provisions for hybrid models should also be planned.

Jim asked the board if further discussion is needed.

Jim Fredrickson moved to accept the 21/22 school year budget guidance developed at the Budget & Property meeting. Rob Short second.

Rich Cahoon said that in the past, administration begins the budgeting process on July 1st. This year is different. The board typically meets at a work session and budget revisions move forward. We have a compressed timeline this year and it will be important to work this out in advance.

Tim Theberge shared his appreciation for the inclusion of the recognition that there is likelihood for remote learning. There are students that benefit from this approach.

Unanimous.

Jim Fredrickson said that additional time to prepare for the work session/meeting was asked. On a normal year, we would see the budget in early November. December 7th is the plan this year. Jim requested that the board receive the budget details at least two days prior to the Saturday meeting and allow the board to be prepared.

Jim Fredrickson moved to delay the presentation of the budget and that it be shared two days in advance of the December meeting. Katherine Heck second. Unanimous.

Jim Fredrickson said that for the 21/22 school year, there are two contracts to negotiate, the CVEA contract and the transportation contract. Those two pieces will not be included in the December information.

c. Policy Committee – Janine Lesser

No report, tonight's Policy Committee meeting was cancelled.

d. Selectmen's Advisory Committee – Tim Theberge

Tim Theberge reported that the topic of the meeting was the reopening plan and the unreserved fund balance.

10. Old Business

a. ConVal School District Reopening Plan (Board Vote Required)

Kimberly Saunders reported that, based on feedback, additions and changes were made to the plan. Otherwise, the majority of the plan remains the same.

Linda Quintanilha moved to accept the plan as presented.

Stephen Ullman second.

Additions for clarification was that the buildings are not open for use to the public at this time.

Kimberly referenced the addition of a statement about masks.

In addition, clarification for remote attendance was made. Clarification for social/emotional needs was addressed.

Rather than making up blue and gold teams alphabetically, it will be developed by geographic area which will be more efficient for bus travel.

Middle school algebra will not remote to the high school rather they will be in a class at the middle school.

Policy and practice will need to be reviewed EEAB, JIC, temporary permission for parents to transport to and from athletic events should they be allowed to take place. A MOU with the CVEA will also be needed.

Language was tightened and edited.

Questions?

Rich Cahoon said that this is probably the most important vote that we will make as a board member. Every question will be addressed. Detailed questions may not be able to be answered fully at this point.

Jim Fredrickson said that the plan is a great one. He asked what determines the mode we start in and what determines a change in that mode.

Jim Fredrickson further asked that the plan says that we'll start in the green mode, if we approve tonight, we will start in the green mode.

What is the decision-making process and what is the board's role in the decision-making process to change modes?

Kimberly Saunders said that in order to make those changes, a recommendation would come from the monitoring committee. She would bring any extended closure to the full board. If we are going to change in any direction, it would be recommended by the monitoring committee and brought to the board. If the monitoring team, made up of medical professionals, suggested closure, she would do so and call a meeting.

Jim Fredrickson said that he is comfortable with closure. In terms of moving in one direction to another, a recommendation would come forward and Kimberly would meet with the board.

Tim Theberge said that he was under the impression that there are 11 different color ratings. In theory we could have one building and pod be blue and another be red. Operationally, we could have three emergency meetings in one week.

Stephen Ullman called the boards attention to page 9, daily protocol, where the monitor teams will meet daily and access resources valuable to assess. He said that he is at ease that the monitoring team is going to look at this data. It strikes him as impractical that the board will participate in this. He is also comfortable with the Superintendent's promise to call an emergency session if needed. We have medical professionals looking at this data daily.

Alan Edelkind said that we are opening up in "green". The plan looks as though it is structured for a green opening. If the mode is shifted, is the plan, as written structured that there will be no rework done to get to one of those levels. In other words, where does it say what we will look like for "orange" or for "red". Do you believe that the plan, as structured, accommodates the different levels?

Kimberly Saunders said that it does support various levels. The monitoring team will look at extensive data.

Alan Edelkind wants to know if we can pull the plan off the shelf if we have to move from orange to red or from green. If everyone agrees that it is okay with the way that it is, he is good.

Kimberly Saunders said that she does feel that the plan is structured for what Alan is asking.

Kimberly further said that the plan, as written, assumes a "green" mode of opening. There are several weeks before school begins and we may have to shift before school begins. She will look at data to decide how long we might stay in the green mode. Green is minimal to moderate transmission.

Katherine Heck asked if RSA 194.3 could be added and RSA 194.34 could be added; it firms up duty by law.

Linda Quintanilha said that a lot of the students that would be identified in the "orange" would be based on IEP's and other points. She said that the board has the focus of responsibility of hiring and evaluating the Superintendent, develop and oversee policy, and budget. She shared her confidence in the Superintendent's ability to move forward with this plan.

Tim Theberge said that as the board entered tonight's meeting, we were screened. As an example, if he does the screening at home and drives to school with his sister. If he coughs, is he sent out for 14 days?

Kimberly Saunders said that the student would go to the health office to determine if there is an allergy or other related condition and be evaluated from there.

Stephen Ullman complimented Kimberly on the clarity and use of RSA's. The RSA's allow some force to the requirement to wear a mask. Statutory statements add strength.

Tim Theberge said that athletics is a big topic on many minds. NHIAA pushed the start back to September 8th.

Kimberly said that at the middle school level, we need to get students in before we can consider athletics and co-curriculars. At the high school level, drills and skills might be possible, but we are waiting for the NHIAA to make further decisions.

Tim Theberge said that he is unsure how we field athletic teams without breaking pod walls.

Kevin Pobst asked for clarification about athletics. Kimberly said that when the NHIAA settles and we are able to create a plan around that, we will bring a recommendation forward. We don't know what will come forward.

Kevin asked, beyond NHIAA recommendations, what is it that will lead the decision making with respect to the decision to suspend or have some degree of interscholastic participation.

Kimberly said that she would be led by the NE10, which has cancelled their fall season and winter season on hold. UNH has cancelled their fall season. She said that it makes her wonder. The additional piece is the State epidemiologist says that he does not encourage and would not like to see contact sports. These are the things that make her and John Reitnauer stop. The concern is if students don't participate locally, will they participate regionally and come into schools anyway.

Linda Quintanilha asked if decisions have been made on internships at the high school yet. Kimberly said that it will be taken on a case by case basis. School will open without internships. Data will be reviewed, considering where the internships are located.

Katherine Heck said that the reopening plan should be focused on academics. When information comes to the board about the status of athletics, she asked that performance arts and co-curriculars also come forward.

Alan Edelkind asked if a student is sent home by the screening process, what documentation do they need to return to school.

Kimberly said that on page 17, there is information about the requirements to return.

Niki McGettigan said that one of the changes states that for middle school, they would have band and chorus. Do we have backup why that is okay?

Kimberly said that data was looked at for the high school. We would mirror that programming using social distancing at the high school. There is a lot of space that must be between students.

Kevin Pobst asked when the FAQ document might be distributed.

Kimberly said it will be distributed twice; once before school meetings and another after input has been given from those meetings.

Katherine Heck asked if we have the staffing capabilities to implement this plan should we not be able to hire as many people as we anticipate. What would happen to the plan?

Kimberly said that some positions are instrumental. We would need substitutes and paraprofessionals. We could open school but she would have concern should we not be able to hire nurses. Staffing is a concern. Everything else is contracted services.

Is there a point at which, relative to personnel, we couldn't go to green? If we struggle to hire, the board will be the first to know because it will change the plan.

The plan is currently a draft because the board has not yet voted on it.

Kimberly said that based on the situation, it is an evolving plan. We will need to make changes as conditions move forward. It is a working document.

Call the vote:

In favor to open as presented: Unanimous.

Rich Cahoon said that he is sure that he speaks for the whole board. He would like to thank everyone who worked incredibly hard on this plan. He said that this plan is better than seen anywhere else.

Rich said that it is important to say this to the public and community as a whole. This district has put together a remarkable plan. It is important that we buckle down and follow the protocols in this plan. If we cannot do that, we will not be able to remain in the "Green" mode.

11. New Business

a. Requisition Approvals (Board Vote Required)

Lori Schmidt said that this includes chorus risers. She suggests this be paid through trust funds. She said that she has held this until the board could decide what to do with this request.

Rich Cahoon asked if chorus risers, when we have to distance students by 20 feet, is something that will be used this year or is this part of the renewal cycle.

Katherine Heck asked her annual School Board stipend be waived in the amount of \$1,000 to allow for other purchases.

Tim Theberge said that this was a warrant article.

Rich Cahoon said that is approved by a warrant article. Many routinely donate it back in one form or another. He suggested that be done rather than not take it.

Katherine Heck said that she would sign a waiver but she struck her motion.

Linda Quintanilha moved to accept the requisitions. Dick Dunning second. Unanimous.

b. Technology Purchase Recommendations for Reopening – Mark Schaub

Mark Schaub said that this is the result of an RFQ. This reflects Phase I. We did not get bids on some of the items we are looking for such as wireless microphones. What is being presented are Chromebooks for elementary students and items for live streaming. He had broken the bids out.

Tim Theberge said that when it is more than one item, it is beneficial to have the unit price.

Linda Quintanilha moved to approve the technology purchase recommendations as presented. Dick Dunning second. Unanimous.

Kimberly Saunders referenced information sent about PPE purchases, tent rental purchases, and hiring.

Kimberly said that tents are a commodity. The other pieces do not need immediate action but sooner rather than later.

Kimberly said that she approves the approval of the plan. The plan is dependent on the finances associated with the plan implementation. She will be coming to the board for transfers. It will mean that we will not be able to spend money in other areas. Those items will appear in future budgets. In order to do this plan, sacrifices will be required in other areas.

Rich said that it is important to vote individually.

Linda Quintanilha moved to approve the tent request. Dick Dunning second.

Tim Theberge asked if the tents would be purchase or rental. Kimberly said that it is a lease agreement.

Rob Short, Jr. asked if it is for the first part of the year or the full year. The response was that it is for the first part of year.

Was a cost analysis done to purchase the tents?

Kimberly said that it was over \$1.5M to purchase tents. The tents are coming to us and are being set up and taken down without putting the responsibility on our staff. It is a lease and service agreement.

Katherine Heck asked if we anticipate this type of expense being reimbursable at any time as a result of COVID related.

Lori Schmidt said that it might be as a result of remote learning. She does not see it as FEMA reimbursable.

Stephen Ullman sees the tents as an integral part of instructional program just as texts would be. The tents have a high priority.

Tim Theberge said that if, in the Spring, we are still in green, we might do this again. Kimberly confirmed and said that this allows upgrades to HVAC systems over the next 8 weeks and we can utilize more spaces in our buildings in a safer way.

Call the vote: Unanimous.

Hiring Needs –

Linda Quintanilha moved to accept the hiring needs in the document.

Dick Dunning second.

Kimberly said that she would prioritize these by custodial contract, followed by nursing staff, and paraprofessionals with a return to come back at a later time for any remaining.

Kevin Pobst said that the motion made is for almost \$2M. He asked why not just do the essentials. Linda Quintanilha said that the freedom to make it work should be given and let Kimberly work it out.

Kevin asked what the full-time counselor at each elementary school will be doing full-time all day.

Kimberly said that the stress involved in the situation and the effect on mental health drives this need. An increase in school counseling staff was asked.

Cari Christian-Coates said that we are trying to roll out and build upon the social emotional curriculum. School counselors are instrumental with the continued implementation of this program. We are concerned about the crossing over of too many locations for our staff. Some of our staff cross three different buildings. This limits the crossing over and helps continue the work started to support classrooms.

Rich Cahoon asked for confirmation that these are one-year limited positions and not permanent. Kimberly confirmed that they would only be for one year as with all of the other proposed positions.

Kevin Pobst said that he would prefer to vote on the essentials and come back with other requests.

Tim Theberge said that the legislature requires multi-tiered systems of support; does this relate to that?

Kimberly said that it does not, it is separate.

Kevin Pobst moved to amend the motion to reduce the amount to \$693K to include for essential positions only. Jim Fredrickson second.

Dick Dunning said that his concern is why we couldn't look at part-time counselors rather than full time. He said that there is an equity issue. He supports Kevin's motion.

Linda Quintanilha said that Kimberly has 20 days to open schools. There isn't enough time to hold emergency meetings. We have to give Kimberly the power to pull this off. If she finds that she can deal with it on a part-time basis, she will do so. This is a worst-case scenario. Let's give Kimberly the freedom to make this work. She is going to need every ounce of our ability to make this easier for her. It is too much.

Kimberly said that she would prefer to hire part-time. If she can find part-time help, she will hire that.

Dick Dunning asked what is being done in the large schools to make the counseling more equitable?

Cari Christian-Coates said that adding a student support counselor to each of the middle schools is part of the plan.

Dick Dunning further asked about the equity for the elementary schools. The purpose of the recommendation is not as much about the ratio but more that the support was in each of the buildings and to allow staff not to cross several buildings to service students.

Rich said that we have a motion to amend. The motion is to amend it to 693K+ to cover highest priority grouping.

In favor of amendment: Dick Dunning, Kevin Pobst, Jim Fredrickson, Rob Short, Katherine Heck, Niki McGettigan

Opposed: Linda Quintanilha, Tim Theberge, Alan Edelkind, Janine Lesser, Stephen Ullman

Motion is amended.

Call the vote on \$693+ for highest priority positions:

Unanimous.

PPE –

Kimberly Saunders said that this may be able to process through FEMA for reimbursement.

Katherine moved to accept the PPE needs as written. \$110,320.00 for PPE, sanitization, etc.

Dick Dunning second.

Rob Short asked if the signage and floor stickers should be on the list if we don't have an estimate.

Lori Schmidt said that the signage is an indication that there is an additional expense coming forward. This is not part of the vote.

Katherine amended her vote to include just thermometers.

Kimberly said that the Governor has announced three times that he would like to help with these purchases but it is the State allowing to access through the States stores. It is not an accurate portrayal.

Rich Cahoon said that the Governor was asked if the statement meant the state would cover the cost. He did not answer the question.

In favor: Unanimous.

12. Public Comment

Abigail Theberge spoke about student safety.

13. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests listed totaling \$373,066.16 and Payroll totaling \$892,668.98 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.

Jim Fredrickson moved to approve the manifests as presented. Dick Dunning second. Unanimous.

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

a. Negotiations

b. Personnel

c. Legal

Tim Theberge moved to enter into non-public session in accordance with RSA 91-A:3,II for personnel at 9:03 p.m. Dick Dunning second. Unanimous.

Linda Quintanilha motioned to adjourn at 9:14 p.m. Dick Dunning second. Unanimous.

Respectfully submitted,

Brenda Marschok