

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

CONTOOCCOOK VALLEY SCHOOL BOARD

Tuesday, July 21, 2020

School Board Meeting

6:30 p.m.

Physical Location: None

Virtual Location :

<https://us02web.zoom.us/j/86456177975?pwd=bWJlUWVXZlV5KzA3ekFTQT09>

Password: 2azWMd

Phone: 1 301 715 8592

ID: 864 5617 7975

Password: 162234

Agenda

- 1. Call to Order and Pledge of Allegiance**
- 2. Right to Know for Public Meeting Emergency Declaration**
- 3. Acceptance of School Board Meeting Minutes (Board Vote Required)**
 - a. July 7, 2020 (pg. 1-3)
 - b. July 14, 2020 (pg. 4-6)
- 4. Points of Pride**
- 5. Public Comment**
- 6. Governance Note**
- 7. Consent Agenda**
 - a. Personnel
 - b. July 1st Enrollment (pg. 7-8)
- 8. Superintendent's Report and Presentation of Business**
 - a. Monthly Events Calendar (pg. 9-10)
 - b. School Reopening Update
- 9. Reports**
 - a. Teacher Representative – Greg Leonard
 - b. Budget & Property Committee – Jim Fredrickson
 - c. Policy Committee – Janine Lesser
- 10. Old Business**
 - a. Antrim Agreement (Board Vote Required)
 - b. Solar RFQ Update
- 11. New Business**
 - a. Requisition Approvals (Board Vote Required) (pg. 11)
- 12. Public Comment**
- 13. Approval of Manifests (Board Vote Required)**
- 14. Non-Public Session: RSA 91-A:3,II (If Required)**
 - a. Negotiations
 - b. Personnel
 - c. Legal

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

CONTOOCCOOK VALLEY SCHOOL BOARD

Tuesday, July 7, 2020

School Board Meeting

6:30 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/83906972880?pwd=VkpOQkdteUZ0c0dkOGh4alZVVlPQT09>

Password: 4uXTvC

Phone: 1 301 715 8592

ID: 839 0697 2880

Password: 524871

MINUTES

BOARD

Rich Cahoon, Dick Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Niki McGettigan, Kevin Pobst,
Linda Quintanilha, Tim Theberge,
Stephen Ullman

Greg Leonard, CVEA

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Carrie James, H.R.
Lori Schmidt, B.A.
Cari Christian-Coates, Student Serv.
Kris Levesque, PES
Heather McKillop, CVHS
Kat Foecking, GBS

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting to order at 6:31 p.m.

2. Right to Know For Public Meeting Emergency Declaration

Rich Cahoon read the *Right to Know Emergency Declaration* for holding a Public Meeting.

3. Non-Public Session: RSA 91-A:3,II

a. Legal

Tim Theberge moved to enter into non-public session in accordance with RSA 91-A:3,II at 6:34 p.m. Dick Dunning second. Unanimous on a roll call vote.

Dick Dunning moved to exit non-public session at 7:50 p.m. Unanimous on a roll call vote.

Tim Theberge moved to seal the minutes of tonight's non-public session on the first issue for a period of five (5) years and the third issue for a period of one (1) year. Dick Dunning second. Unanimous on a roll call vote.

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

a. June 23, 2020

Dick Dunning moved to accept the minutes of June 23, 2020. Janine Lesser second. Tim Theberge noted that under agenda 9e, Alan Edelkind also contributed to the draft document. Jim Fredrickson abstained. All others in favor on a roll call vote. Motion carried.

b. June 30, 2020

Dick Dunning moved to accept the minutes of June 30, 2020. Janine Lesser second. Linda Quintanilha abstained. All others in favor on a roll call vote. Motion carried.

5. Points of Pride

None.

6. Public Comment

None.

7. Governance Note

None.

8. Consent Agenda

a. Personnel

1) Nominations – July 2020

None.

b. School Board Requests

None.

9. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The School Board will meet on Tuesday, July 14th at 6:30 p.m.

b. Update on Remote Learning/Planning Related to Reopening Update

Linda Quintanilha shared concern with communication about compensatory services. Discussion took place about committee make up.

Linda Quintanilha moved that the board request that administration place a parent on a committee.

Kimberly said that it is completely inappropriate to put a parent on school based planning committees. There is a parent on the Steering Committee. Another parent to represent special education on the Steering Committee could be added.

Kevin said that language about special education is extensive.

Linda Quintanilha withdrew her motion.

Jim Fredrickson said that communication needs to include that the budget will be fluid.

Dick Dunning moved to freeze the 2020-2021 budget. Tim Theberge second. Unanimous on a roll call vote.

Discussion ensued.

A vote was just made to freeze the budget.

Janine Lesser said that a line about the cost to reopen might be considered.

Alan Edelkind and Janine Lesser were asked to add a sentence above guiding principles.

10. Reports

a. Student Representative – Lorien Tyne/Abby Kamieniecki

None.

b. Teacher Representative – Greg Leonard

None.

c. Education Committee – Niki McGettigan

Niki McGettigan reported that the World Language program was discussed. Weighted grades looking at 010 and 123 courses were discussed as well. It was a complex issue. Language in the handbooks prior to the school year is the intent.

Kimberly said that expenditures will be prioritized based on need and impact on program.

d. Selectmen's Advisory Committee – Tim Theberge

Tim Theberge provided an update on what took place at the Selectmen's Advisory Committee meeting.

11. Old Business

a. Antrim Agreement (Board Vote Required)

Tabled.

b. Solar RFQ (Board Vote Required)

Lori Schmidt said that we do not have specifications that we are putting out to bid. We are asking for assistance and will make decisions from there.

Janine Lesser said that we are asking people to spend time developing a plan. It is not identified that we are not paying for anything. That should be identified.

Rich Cahoon said that the previous vendor identified that there would be no upfront costs.

Stephen Ullman said that vendors are not charitable institutions, they are in this to make money.

Jim Fredrickson said that we will seek qualifications and then we will pursue a price proposal. Our CTQ's should be articulated; no upfront costs and no cost to the district.

Katherine Heck said that since we are not spelling out a specific project, it allows someone to come to us and propose different ways solar might be used. It opens up possibilities.

Tim Theberge said that this is the best way to get the broadest response.

Rich Cahoon said that we would be telling people how to conduct their business.

Jim Fredrickson moved to insert a sentence on CTQ's and objectives. Janine Lesser second.

Tim Theberge, Kevin Pobst, Katherine Heck, and Linda Quintanilha opposed.

6-4 in favor. Motion Carried on a roll call vote.

c. 2nd Read Policy (Board Vote Required)

DEAA: Schedule Tax Payments Due to the School District

Linda Quintanilha moved to approve the policy as presented. Dick Dunning second. Unanimous on a roll call vote.

12. New Business

a. Weighting of Running Start Courses at ConVal High School (Board Vote Required)

Dr. Ann Forrest said that there are currently three levels of courses, 123 (lowest), 012, and 010 courses. Our recommendation for right now to take action on is to take the 010 courses, which currently only included honors and advanced placement courses. We want to expand that to include the Running Start, dual credit, courses. Running Start courses follow a college syllabus. A student would receive both high school and college credit.

Next steps would be to conduct a review of how courses are currently labeled. We need to assure our handbook and program of studies labels courses. Since this plays a role in class rank, the formula should be included in handbooks.

Rich Cahoon said that it is important to know how courses are weighted.

Kevin Pobst moved to weight the running start courses as described and limit the motion to just that. Janine Lesser second.

Linda Quintanilha said that the issue we run into is that the only 123 course we have would be Wellness. Ann said that there are actually more than just one.

Linda Quintanilha recommended that this return to the Education Committee with new information.

Ann Forrest said that the only thing that the Board is asking to take action on are the Running Start Courses.

Kevin Pobst said that the reason he limits the motion is to allow it to be looked at and consider additional revision. A better system might be devised. The current system might not help students apply to selective colleges.

Dick Dunning moved the question. Unanimous on a roll call vote.

b. 1st Read Policy

AC: Non-Discrimination

Janine Lesser referenced the addition of the last sentence in the first paragraph which reads as "Notwithstanding the language of any other policy adopted by this Board, we will abide by the Department of Education Final Rule 34 CFR Part 106."

Discussion took place about bringing someone into Policy Committee to return with a recommendation about the use of pronouns his/her, their etc.

13. Public Comment

None.

14. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests totaling \$265,135.21 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. Stephen Ullman second. Unanimous on a roll call vote.

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

a. Negotiations

b. Personnel

c. Legal

None.

Tim Theberge motioned to adjourn at 9:14 p.m. Dick Dunning second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok

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

CONTOOCCOOK VALLEY SCHOOL BOARD

Tuesday, July 14, 2020

School Board Meeting

6:30 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/89284907903?pwd=anlEdmw0Zy92RjMvVHA2UFJhMUpldz09>

Password: 7rcQvM

Phone: 1 301 715 8592

ID: 892 8490 7903

Password: 898843

Minutes

BOARD

Rich Cahoon, Dick Dunning,
Alan Edelkind, Jim Fredrickson,
Katherine Heck, Janine Lesser,
Niki McGettigan, Kevin Pobst,
Robert Short, Jr., Tim Theberge,
Jerry Wilson

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting to order at 6:31 p.m.

2. Right to Know for Public Meeting Emergency Declaration

Rich Cahoon read the *Right to Know Emergency Declaration* for holding a Public Meeting.

3. Public Comment

None.

4. Consent Agenda

a. Personnel

None.

5. Old Business

a. Use of Trust Funds

Lori Schmidt said that she reviewed the equipment lines. She referenced \$154K related to building costs and projects that could be moved into the Capital Trust. In addition, Special Education Trust Fund items were potentially identified, as well as equipment items and athletic items. We would have to hold public hearings if we do this. Eliminating items from the budget could result in \$468,784.00 saved within the budget. Furniture will generally not be purchased; \$32K exists in the budget. \$756K could be the potential total savings. Lori Schmidt said that they look to the board for a recommendation on shifting items to the trusts. This is a first pass report.

Tuition and transportation services related to special education might be funded from the special education trust.

\$33K for special education to withdraw from the trust - sense of the board? Kimberly Saunders asked if tuition for special education should be included as well. \$690K is budgeted for out of district tuition. Guidance was asked.

Kevin Pobst moved to withdraw \$33K from the Special Education Trust Fund. Dick Dunning second.

Consensus was provided. Votes will be taken at the public hearing.

\$154K on Capital Trust includes costs for card access to server rooms and across campus. LED lighting, exhaust fans and roofing work, exterior gym doors, door and window replacement at the high school, classroom renovation (\$33K), flooring etc.

Dick Dunning asked about card access. Lori said that staff all have access cards to the buildings.

Dick said that at this point, would it not make sense to use keys until we are sure what we need for funding. Kimberly Saunders said that this is part of the data privacy issue. Access cards track who has access to areas.

A Public Hearing will be scheduled.

Athletics/Co-curricular Trust - \$37,500.00 includes high school athletic equipment replacement costs. Much of it includes uniforms and other equipment replacement. A banner for the high school and other items for the middle schools is in the lines as well. Discussion took place about confidence that we will need these items. Kimberly said that it depends on whether we conduct skills and drills. NHIAA has left it up to local school districts to decide if they will participate in a schedule or not. We have not made this decision. We would want to minimally see some level of activity for the students.

Kevin Pobst asked that the cycle be put off one year. Dick Dunning said that it would disrupt the cycle moving forward if we pushed out a year. Katherine said that we don't need to spend the money, we could wait and see.

Rich Cahoon confirmed that we could move it into the trust and wait and see.

Equipment \$250K – Lori Schmidt said that there are monitors for security systems, new maintenance, and a pickup truck. We did purchase Chromebooks and staff replacement laptops, we still have student touch surface needs, and several projectors need replacement. Medical supplies are included as well.

A Public Hearing was confirmed.

b. Requisitions

Lori Schmidt shared a list of requisitions for maintenance and technology. It is primarily software needed to educate or run the district. There are mileage and cellphone reimbursements as well.

Dick Dunning moved in favor of moving forward with the recommended expenditures. Katherine Heck. Unanimous on a roll call vote.

c. Update on Reopening Plans

Kimberly Saunders reported having finished reading the guidance document released by the State. It details what needs to be done based on restrictions. Dr. Saunders reported that she sent out a staff survey and also a parent survey. Parent survey totals 1,378 responses which would represent 65% of the student body. Staff results in 288 responses to date. Some staff would prefer to stay remote, which might help educate those families who are hesitant to return to school.

Kimberly Saunders said that looking carefully at grouping students in cohorts is underway.

The Governor's Report has been released. It has a lot of flexibility.

Of the staff who responded, 76% want to return to deliver instruction. The remaining preferred or needed to work remotely. Parents overwhelmingly prefer that students return to school.

Jim Fredrickson said that news reports talk about the communication about the virus with children and the differences with adults. Kimberly said that it is not her area of expertise but she could have a member of the committees that works at the hospital reach out.

6. New Business

None.

7. Public Comment

A student thanked the board and encouraged keeping athletic activity in the coming year. She asked about the student involvement in the opening committees. She said that it is important when making decisions that impact them.

8. 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 at 7:13 p.m. for matters of legal. Dick Dunning second. Unanimous on a roll call vote.

Tim Theberge moved to seal the minutes of non-public session for both items for a period of five year. Dick Dunning second. Unanimous on a roll call vote.

Dick Dunning motioned to adjourn at 7:36 p.m. Jim Fredrickson second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok

Grade	Total	42	150	132	132	171	126	5	716	FTE Teachers
SCHOOL										
AES	5.27.2020 - K as of 7.13	4	Kindergarten	18	21	29	25		112	10
	# of Students	19	2	2	2	2	2			
	# of Sections	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Ratio	9.5	9.0	10.5	14.5	14.5	12.5			
BES	0	Kindergarten	14	11	17	17	13		69	5
	# of Students	1	1	1	1	1	1			
	# of Sections	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Ratio	14.0	14.0	11.0	17.0	17.0	13.0			
DCS	2	Kindergarten	8	12	6	6	5		47	4
	# of Students	11	1	1	1	1	1			
	# of Sections	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Ratio	11.0	20.0	20.0	11.0	11.0	11.0			
FES	2	Kindergarten, 1st & 2nd Grade	2	9	10	10	6		47	4
	# of Students	14	8	9	8	8	6			
	# of Sections	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Ratio	15.5	15.5	15.5	8.0	8.0	8.0			
GES	4	Kindergarten	13	13	18	18	11		73	5
	# of Students	1	1	1	1	1	1			
	# of Sections	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Ratio	18.0	13.0	13.0	18.0	18.0	11.0			
HES	2	Kindergarten	17	10	12	12	9		60	5
	# of Students	1	1	1	1	1	1			
	# of Sections	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Ratio	12.0	17.0	10.0	12.0	12.0	9.0			
PES	26	Kindergarten	44	48	65	65	46		259	16
	# of Students	3	3	3	4	4	3			
	# of Sections	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Ratio	18.7	14.7	16.0	16.3	16.3	15.3			
TES	2	Kindergarten	10	8	14	14	11		49	4
	# of Students	1	1	1	1	1	1			
	# of Sections	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher	Teacher			
	Para	Para*	Para*	Para*	Para*	Para*	Para*			
	Ratio	6.0	18.0	18.0	14.0	14.0	11.0			
* Teaching Principal para () = incomplete K registrations Enrollment numbers may include tuitioned-in students										
									716	53

ConVal School District

**Student / Teacher Ratios As of 7.13.2020 - Projected start of school
Straight Line PROJECTION 2020-2021**

	Grade 5	Grade 6	Grade 7	Grade 8	Total	FTE Teachers
GBS						
# of Students	70	48	81	71	270	
# of Sections	3	3	4	3		13
Teacher	Teacher	Teacher	Teacher	Teacher		
Teacher	Teacher	Teacher	Teacher	Teacher		
Teacher	Teacher	Teacher	Teacher	Teacher		
Ratio	23.3	16.0	20.3	23.7		
SMS						
# of Students	75	87	89	109	360	
# of Sections	4	4	4	5		17 (-2)
Teacher	Teacher	Teacher	Teacher	Teacher		
Teacher	Teacher	Teacher	Teacher	Teacher		
Teacher	Teacher	Teacher	Teacher	Teacher		
Teacher	Teacher	Teacher	Teacher	Teacher		
Teacher	Teacher	Teacher	Teacher	Teacher		
Ratio	18.8	21.8	22.3	21.8		
Total Students	145	135	170	180	630	30
CVHS						
# of Students	164	179	178	183	704	
Teachers	12.25	12.25	12.25	12.25		49
				K to 4		53
				5-8		30
				9-12		49
				Total 2020-21	2040	132.0
				Total 2019-20	2074	
				2018-19	2109	
				2017-18	2143	
				2016-17	2234	
				2015-16	2169	
				2014-15	2239	
				2013-14	2325	
				2012-13		
				2011-12		
				2010-11		
				2009-10		
				2008-09		
				2007-08		
				2006-07		

Enrollment numbers may include tuitioned-in students

July 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 District Closed	7 School Board Mtg. @ 6:30 pm	8	9	10	11
12	13	14 Budget & Property Committee @ 5:30 p.m. School Board Mtg. @ 6:30 p.m.	15	16	17	18
19	20	21 Policy Committee Mtg. @ 5:00 p.m. School Board Mtg. @ 6:30 pm	22	23 Selectmen's Advisory Committee Mtg. @ 7:00 p.m.	24	25
26	27	28	29	30	31	

August 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 Policy Committee Mtg. @ 5:00 p.m. School Board Mtg. @ 6:30 pm	5	6	7	8
9	10	11	12	13	14	15
16	17	18 Policy Committee Mtg. @ 5:00 p.m. School Board Mtg. @ 6:30 pm	19	20	21	22
23	24	25	26	27	28	29
30	31					

Vendor	DAC	Total Amt.	Reference
Collins Sports Center	Athletics	\$2,297.30	Fall sports - balls & mouthguards
BrightBytes Incorporated	Curriculum	\$3,800.00	Tech & Learning - renewal
Mystery Science Inc	Curriculum	\$1,497.00	Membership
Steele's Bookstore	CVHS	\$30.00	signature stamp new HS principal
Edmunds Hardware	Maintenance	\$1,050.00	
F.W. Webb	Maintenance	\$83,006.41	I-Wave Ion generators (149)
Peterborough Agway	Maintenance	\$1,900.00	Supplies
Pioneer Athletics	Maintenance	\$255.15	Goal Post Paint, Steamers
Tyler's Small Engines	Maintenance	\$675.00	
Amazon.com	SAU	\$21.96	clear folders for Ann & sm binder clips
Mann, Christine	SAU	\$10,000.00	Prepare Communications RFP
Dude Solutions Inc	Technology	\$15,216.14	facility software
Govconnection	Technology	\$16,328.20	Content Filter Renewal
Intrado Interactive Services Corp	Technology	\$5,090.61	School Messenger
Recommended Amount		\$141,167.77	