

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

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**Tuesday, September 22, 2020**

**School Board Meeting**

**6:30 p.m.**

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

Virtual Location:

<https://us02web.zoom.us/j/81739045008?pwd=UGtxdVN4OTM2RW81NFpvUjJLS2MrZz09>

Password: 3G23LH  
Phone: 1 301 715 8592  
ID: 817 3904 5008  
Password: 220342

**MINUTES**

**BOARD**

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

**ADMINISTRATION**

Dr. Kimberly Saunders, Supt.  
Dr. Ann Forrest, Asst. Supt.  
Lori Schmidt, B.A.  
Mark Schaub, Tech.  
Carrie James, H.R.  
Tim Grossi, Facilities  
Ben Moenter, Special Ed.  
Cari Christian-Coates, Student Serv.  
Amy Janoch, HES  
Anne O'Bryant, SMS  
Heather McKillop, CVHS  
Kristin Levesque Lee, PES  
Kat Foecking, GBS

**1. Call to Order and Pledge of Allegiance**

Rich Cahoon called the meeting to order at 6:33 p.m. The Pledge of Allegiance was recited.

Rich also reported that since more than seven board members are present in person, there is a quorum present.

**2. 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 for legal matters at 6:34 p.m. Dick Dunning second. Unanimous.

Dick Dunning moved to exit non-public session at 7:28 p.m. Linda Quintanilha second. Unanimous.

Tim Theberge moved to seal the minutes of non-public sessions for a period of 5 years. Dick Dunning second. Unanimous.

Rob Short moved to release requested financial documentation to auditors in support of the current audit. Dick Dunning second. Unanimous.

Rich Cahoon said that he will sign an engagement letter on behalf of the board that outlines the scope of work.

Tim Theberge moved to adopt the administration's recommendation regarding an employee retirement stipend. Dick Dunning second. Unanimous.

### **3. Right to Know for Public Meeting Emergency Declaration**

None.

### **4. Public Comment**

None.

### **5. Consent Agenda**

#### **a. Personnel**

1) Retirements – June 2022

Tim Theberge moved to accept the retirement as presented for Lori Groleau. Dick Dunning second. Unanimous.

### **6. Old Business**

#### **a. ConVal School District Reopening Plan**

1) Reopening Timeline & Update Grades 7-12

Kimberly Saunders reported that the reopening plan continues to be implemented. We still have 7, 8, 10, 11, and 12 grades students not attending in person.

A letter to Monadnock Tent was sent with a timetable to meet requirements, which is by the 25<sup>th</sup>.

### **7. New Business**

#### **a. New Hampshire School Board Resolution**

Janine Lesser said that it is that time of year where the board should think about if we want to put forward a resolution for adoption. If voted in for two years in a row, it becomes permanent. We have until November 6<sup>th</sup> to submit. It is typically something that the board feels strongly about. It is something for us to think about and suggest at the next regular meeting on October 2<sup>nd</sup>.

Rich Cahoon suggested that we tell them how to conduct the business of the membership. He said that there are several instances around NHSBA's COVID response that was not in the best interest of the membership. They signed on to not allow anyone in our buildings, which removes the ability to allow us to allow people in the buildings. A brief run down at the next meeting might be shared.

Linda Quintanilha asked that a definition of a default budget in the current environment be provided as a resolution.

Tim Theberge said that we would have to draft language to present to the NHSBA as a draft item.

### **8. Technology Purchase Requisition Approvals (Board Vote Required) – Mark Schaub**

#### Charging Stations –

Linda Quintanilha moved to approve the technology purchase requisition for charging stations.

Dick Dunning second.

Robert Short, Jr. asked if this was in any of the reopening numbers. Mark Schaub said that this was part of the reopening RFQ. We prioritized livestream equipment. This will support elementary Chromebooks for remote in November.

Unanimous.

#### Lenovo Laptops –

Linda Quintanilha moved to approve the request for replacement laptops. Dick Dunning second.

Rob Short, Jr. asked if these are in the normal replacement cycle why were they not in the budget. Mark said that these are for new staff hired. We had older machines when the original count was done.

Firefly is recommended because of availability.

Unanimous.

### **9. Requisition Approvals (Board Vote Required) – Lori Schmidt**

Linda moved to approve the requisitions totaling \$55,157.19. Tim Theberge second.

Rich Cahoon asked if students are able to access libraries. Yes, confirmed. Some schools are delivering to students.

The requisition for The Lawson Group is for a group that comes in to look at air quality once filters and ionization systems are in.

Rob Short, Jr. asked about the process. Does voting on a list like this make sense? Are we really controlling spending with a list like this?

Kimberly said that a certain amount could be provided to Lori or any other possibility.

Rich Cahoon said that the existence of a process results in more thought before making a request.

Katherine Heck wondered how the board is managing the budget. When looking at encumbrances and the budget, over the next 40 weeks we land in a place without knowing the "what ifs". She worried we won't make it through the year.

Rich asked everyone to think about this and come prepared to weigh in on it.

Kimberly said that this was a budget freeze by the board, which is a most aggressive form of a freeze. In the past, the Superintendent has frozen spending to manage the budget at certain times of the year.

**Unanimous.**

Rich shared a story where one of his children describes this year as "the best year ever".

Dick Dunning said that his grandson goes to school and comes home from school happy every day.

Mr. Ketchum has dressed up every day for student drop-off; Tim Theberge said that it is fantastic.

Linda Quintanilha reported receiving a phone call from a school principal reporting that she has had a great time hoola hooping with Linda's daughter.

#### **10. Public Comment**

Kim Kamieniecki reported a positive experience for her children as well.

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

**a. Negotiations**

**b. Personnel**

**c. Legal**

**Dick Dunning motioned to adjourn at 8:07 p.m. Linda Quintanilha second. Unanimous.**

Respectfully submitted,

Brenda Marschok