

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, September 8, 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/81095312320?pwd=UVZtSTRuODR3RGRSL0wxOGFRK3JVZz09>

Password: inu1p2

Phone: 1 301 715 8592

ID: 810 9531 2320

Password: 276190

Minutes

BOARD

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

ADMINISTRATION

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

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting to order at 6:34 p.m.

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

- a. Negotiations
- b. Student
- c. Legal

None.

3. Right to Know for Public Meeting Emergency Declaration

Rich Cahoon read the *“Right to Know for Public Meeting Emergency Declaration”* order.

4. Public Comment

None.

5. Consent Agenda

a. Personnel

- 1) Nominations – September 2020

Carrie James nominated Kayla Kenney and referenced notifications for co-curricular.

Stephen Ullman moved approve the nomination of Kayla Kenney. Tim Theberge second.

Unanimous on a roll call vote.

It was noted that not all of the nominations for co-curricular are being brought forward as a result of low enrollment.

b. September 1, 2020 Enrollment

Kimberly Saunders reported that as of today 2,330 students are enrolled Pre-K to 12. We will have a very specific update as to where each of the students is attending, remote and in person. A more complete report will be shared at the September 15th meeting. No change yet to October 1 ADM.

6. Old Business

a. ConVal School District Reopening Plan

1) Reopening Timeline & Update Grades 7-12

Dr. Saunders reported that we have been able to clear 38 of the smaller tents for use for education. We have an update meeting with the engineer tomorrow. We anticipate clearing more tents and increasing the grades 7-12 in person population next week.

Today was the first day of school. We had issues with transportation and food service delivery which will be worked out moving forward.

Some parents have shared that they are unhappy with the pod assignments for their children.

Lastly, we had technology issues today unrelated to ConVal.

The kids were really excited to be back to school today. Staff are excited to have everyone back too!

The SAU did their annual tour of the schools, outside only, and it was exciting to see students and staff back.

Tim Theberge said that two of his three children were excited to be back and he shared his thanks to administration for the work that went into making this happen.

Rich Cahoon thanked administration, teachers, and staff members for their hard work getting to today.

7. New Business

a. Student Handbooks (Board Vote Required)

Elementary School Handbooks –

Dick Dunning moved to accept the elementary school handbooks as presented. Niki McGettigan second.

Tim Theberge noted edits needed i.e. lunch prices, cut-off age for kindergarten students etc.

Alan Edelkind asked if there should be a handbook for the elementary school students. Kimberly said that he is likely referring to more of a “how to” handbook. She is hesitant until students are in and everyone better understands what that day looks like for remote students. We have more of a “manual” for students. Students who opted for remote are still assigned to their home school.

Dick Dunning said that he thought that the handbook associated with their school would cover them.

Unanimous on a roll call vote.

Middle School Handbooks -

Tim Theberge moved to adopt the middle school handbooks. Dick Dunning second.

Rich Cahoon said that our policy states that the ELO coordinator should be identified in the handbook.

Tim Theberge noted that page numbers throughout should be included so the page can be referred to.

Unanimous.

High School Handbook -

Dick Dunning moved to accept the high school handbook. Tim Theberge second. Unanimous on a roll call vote.

b. Dashboard

Kimberly Saunders shared the Dashboard for purposes of sharing information for each school related to COVID-19. It will be up on the website as soon as finalized with the vendor.

The dashboard shows the status of pods, shows raw data in an excel file through a link, and information by school will be available. It should go live tomorrow once errors are corrected that linked to specific schools.

The goal is to give people the information they need to know about the community and school. Right now we are in minimal transmission. The raw data reflects that for the last four days we have had no local cases. Rindge cases are encapsulated that are associated with the college.

Kimberly said that the committee meets every morning at 8:00 a.m.

Jim Fredrickson suggested a banner or some other flagging that shares any changes that may have occurred for significant events.

Kimberly reported positives on the cost; coming in about half anticipated.

8. Technology Purchase Requisition Approvals (Board Vote Required) – Mark Schaub
Mark Schaub said that power supplies are for the buildings. We bid this out in the Spring. Mark said that this is E-Rate eligible for a 50% reimbursement on the purchase of this.
Dick Dunning moved to approve the request for technology as presented. Katherine Heck second. Unanimous on a roll call vote.

9. Requisition Approvals (Board Vote Required) – Lori Schmidt
Lori Schmidt referenced requisitions for approval of the board totaling \$11,487.77.
Dick Dunning moved to approve the requisitions as presented. Katherine Heck second. Unanimous on a roll call vote.

10. Expenditure and Encumbrance Report – Lori Schmidt
Dick Dunning moved to approve the expenditures and encumbrances therein as presented. Katherine Heck second.

Lori Schmidt said that this reflects July and August. Encumbrances that we know we are obligated for have been captured. There are some overdrawn accounts. Budget transfers are underway. Lori said that we are still looking to be in good shape. When we get the CAREs Fund Grant written, some of the expenditures will be transferred into the grants. They will be offset by CAREs money where applicable.

Stephen Ullman suggested a meeting for rookie board members or anyone interested. He cited the example of tuition; \$743K appropriated with almost all of it spent. He asked how that would happen. He said that he would appreciate insight.

Lori Schmidt said that if we look at the current and year to date column, they are the same. This report was run to cover July and August. It reflects what was spent through August. We need to encumber costs we know will be spent so we have encumbered those expenses.

Rich Cahoon said that in the past, we have done orientation meetings for new board members on a variety of topics. He agreed that a primer would be needed and helpful for board members.

Kimberly Saunders said that an orientation prior to further budget work will be scheduled. She will work with Leadership to schedule.

Stephen Ullman abstained.
All others in favor on a roll call vote. Motion carried.

11. Budget Transfers (Board Vote Required) – Lori Schmidt
Lori Schmidt referenced two transfers around the extra 10 days of professional development. The full amount budgeted was \$76,703.59.
The second figure reflects lane changes that have been submitted so far totaling \$29,566.04.
Dick Dunning moved to approve the transfers as presented. Tim Theberge second. Stephen Ullman abstained. All others in favor on a roll call vote. Motion carried.

12. Public Comment
None.

13. 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 7:23 p.m. for matters of personnel. Unanimous on a roll call vote.

Tim Theberge moved to exit non-public session at 7:35 p.m. Dick Dunning second. Unanimous on a roll call vote.

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

Dick Dunning motioned to adjourn at 7:39 p.m. Robert Short, Jr. second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok