

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

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

**Tuesday, September 1, 2020
6:30 p.m.**

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

Virtual Location:

<https://us02web.zoom.us/j/87202853549?pwd=c21BUmxVOGI0dkZ3cGIJM0NlYzV0dz09>

Meeting ID: 872 0285 3549

Password: KQJK5N

Phone: +1 646 558 8656 US

Meeting ID: 872 0285 3549

Password: 059513

Agenda

1. Call to Order and Pledge of Allegiance
2. Non-Public Session: RSA 91-A:3,II (If Required) – 6:30 -7:30 p.m.
3. Right to Know for Public Meeting Emergency Declaration – 7:30 p.m.
4. Acceptance of School Board Meeting Minutes (Board Vote Required)
 - a. August 11, 2020 (pg. 1-3)
5. Public Comment for Athletics
6. Public Comment
7. Governance Note
8. Consent Agenda
 - a. Personnel (pg. 4)
 - 1) Nominations – District – 1-Year Position
 - a. Ashley Goggin, Elementary School Counselor
 - b. Kara Schoen, Elementary School Counselor
9. Superintendent's Report and Presentation of Business
 - a. Monthly Events Calendar (pg. 5-6)
 - b. Presentation by COVID Monitoring Team
10. Reports
 - a. Teacher Representative – Greg Leonard
 - b. Policy Committee – Janine Lesser
 - c. Selectmen's Advisory Committee
11. Old Business
 - a. ConVal School District Reopening Update
 - b. 2nd Read Policy Adoption (Board Vote Required)
 - JICD: Student Discipline and Due Process (pg. 7-10)
 - EBCE: School Closings (pg. 11)
 - ECA: Buildings & Grounds Security (pg. 12)
12. New Business
 - a. Requisition Approvals (Board Vote Required) (pg. 13)
 - b. Technology/Communication Purchases
13. Public Comment
14. Approval of Manifests (Board Vote Required)
15. 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**

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, August 11, 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/83811437216?pwd=M2FNa3NTTWIYSEJ5QmRMY3pwTXI3UT09>

Password: EM44Es

Phone: 1 301 715 8592

ID: 838 1143 7216

Password: 456913

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, Jerome Wilson
Stephen Ullman (7:54 p.m.)

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Tim Grossi, Facilities
Mark Schaub, Tech.
Cari Christian-Coates, Student Serv.
Kat Foecking, GBS
Nicole Pease, DCS
Colleen Roy, GES
Beth Dunham Gibney, BES/FES

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting to order at 6:34 p.m. The Pledge of Allegiance was recited.

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

a. Negotiations

Tim Theberge moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of negotiations at 6:35 p.m. Dick Dunning second. Unanimous.

Tim Theberge moved to exit non-public session at 7:33 p.m. Janine Lesser second. Unanimous.

Tim Theberge moved to seal the minutes for all three negotiation matters in non-public session for a period of three years.

Katherine Heck and Kevin Pobst opposed.

All others in favor. Motion carried.

3. Right to Know for Public Meeting Emergency Declaration

None.

4. Public Comment

None.

5. Consent Agenda

a. Personnel

1) Nominations – July 2020

None.

6. Old Business

a. Solar RFQ Update

Kimberly Saunders reported receiving one RFQ for the Solar Project from Revision Energy. The qualification period is now closed. Next steps include the decision to go down that road with Revision. **Linda Quintanilha moved to continue in negotiations with Revision Energy. Katherine Heck second. Unanimous.**

b. Bank RFP

Linda Quintanilha moved to move forward with the recommendation to conduct school banking with TD Bank. Tim Theberge second. Unanimous.

c. ConVal School District Reopening Plan

Kimberly Saunders reported that she sent out the final reopening plan and it is posted on the website. Staff and parents were surveyed to receive input on their plans. It is due August 14th at noon.

We have under 1K responses from families. That is not quite half of our student population. Of those that responded, 75% are returning for in person instruction 18% remotely and the remaining are other. We have about 20 students who are withdrawing as a result of home education or they are moving.

The staff results reflect just under 300 responses returned with 84% of staff feeling confident to return to work in person. Some are unable. 23 would prefer to work remotely, 12 unsure, and ten have very specific pieces that require remote work.

Jim Fredrickson asked if they opt out of education is it for the entire year. Does it impact our contract?

In terms of transportation, Kimberly Saunders said that it allows us to transport students in most need of transportation and we are asking for commitments for one year.

If you opt out of bus transportation is it for the year? Kimberly confirmed that the request is for the year. If circumstances change we can adapt.

7. New Business

a. Bandwidth Upgrade

Mark Schmidt said that in anticipation of additional bandwidth needs, he looked at what would be needed with our internet service provider to make sure we are not capping out on what we currently have. He asked for pricing to allow full utilization between the middle schools and high school. The other item is up to \$2K for managed firewall services.

Up to \$18K per year for bandwidth and \$2K for firewall is what is being asked.

Tim Theberge moved to adopt the request for the recommendation for upgraded bandwidth and firewall. Dick Dunning second. Unanimous.

b. FEMA Public Assistance

Kimberly Saunders reported that we are pursuing FEMA Public Assistance grants. The guidance is not yet available. When we get reimbursed, it would be a 75%/25% split. The 25% is what ConVal would be responsible for. What kinds of things are eligible for reimbursement? Lori said that FEMA has not yet issued the guidance for what is eligible. We can submit for closing school. Guidance is expected by the end of the month.

Stephen Ullman joined the meeting at 7:54 p.m.

8. Requisition Approvals (Board Vote Required) – Lori Schmidt

Lori Schmidt referenced the list of requests. She said that things need to get ordered to move forward. Requests will be vetted further.

Dick Dunning moved to accept the requisitions as presented with vetting by administration. Katherine Heck second. Unanimous.

PPE Requisition – Lori shared the results from three vendors to full requests. She recommended going with MoMoney as a result of being the lowest bid and acceptable delivery date.

Tim Theberge moved to authorize the purchase of PPE from MoMoney. Dick Dunning second. Unanimous.

Rich Cahoon referenced staffing requests.

Kimberly said that the kindergarten at GES is at the top of 18 students. This request is based on the ability to implement the pod.

Dick Dunning moved to approve the request to add a Kindergarten teacher and a Grade 1-2 teacher at GES. Janine Lesser second. Kimberly Saunders said that this is a one-year position. \$50K is estimated salary coupled with an estimated two-person health insurance plan.

The \$80K is a placeholder based on assumptions. It could be higher, it could be lower.

Colleen Roy said that based on family groupings and size of classrooms, they can only have 12 students per classroom. The library is being used as a classroom.

Unanimous.

PES Position –

Dick Dunning moved to accept the recommendation to add a Kindergarten teacher at PES.. Katherine Heck second.

Kimberly said that this position could remain if the numbers justify the position beyond the current year.

Unanimous.

9. Public Comment

None.

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

a. Negotiations

b. Personnel

c. Legal

Dick Dunning motioned to adjourn at 8:06 p.m. Katherine Heck second. Unanimous.

Respectfully submitted,

Brenda Marschok

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

CONTOOCOOK VALLEY SCHOOL DISTRICT

**September 1, 2020
Personnel Agenda**

Nominations – August 2020

District – 1-Year Position

Ashley Goggin	Elementary School Counselor	\$44,381
Kara Schoen	Elementary School Counselor	\$43,797

September 2020

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

October 2020

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

JICD – Student Discipline and Due Process

At all times, students are required to conduct themselves in accordance with behavioral standards set forth in Policy JIC and all other applicable Board policies and all District or school rules. Failure to comply can lead to disciplinary consequences as set forth in this policy and applicable law.

A. Disciplinary Measures – “Definitions”.

Disciplinary measures include, but are not limited to, removal from the classroom, detention, in-school suspension, out-of-school suspension, restriction from activities, probation, and expulsion.

1.
 1. “Removal from the classroom” means a student is sent to the building Principal’s office. It is within the discretion of the person in charge of the classroom to remove the student.
 2. “Detention” means the student’s presence is required for disciplinary purposes before or after the hours when the student is assigned to be in class. The building Principal is authorized to establish guidelines or protocol for when detention shall be served (either before school or after school). Whether a student will serve detention, and the length of the detention, is within the discretion of the licensed employee disciplining the student or the building Principal.
 3. “In-school suspension” means the student will attend school but will be temporarily isolated from one or more classes while under supervision. An in-school suspension will not exceed ten (10) consecutive school days.
 4. “Out-of-school suspension” means the temporary denial of a student’s attendance at school for a specific period of time for gross misconduct, for neglect, or refusal to conform to school rules or policies.
 317. “Short-term suspension” means a suspension of ten (10) school days or less. Ed 317.04(a)(1).
 318. “Long-term suspension” means the continuation of a short-term suspension under RSA 193:13, I (b)-(c), and also means a suspension in excess of ten (10) school days under Ed 317.04(a)(2).
 5. “Restriction from school activities” means a student will attend school, classes, and practice but will not participate in other school extra-curricular activities, including competitions.
 6. “Probation” means a student is given a conditional suspension of a penalty for a definite period of time in addition to being reprimanded. The conditional suspension will mean the student must meet the conditions and terms for the suspension of the penalty. Failure of the student to meet these conditions and terms will result in immediate reinstatement of the penalty.
 7. “Expulsion” means the permanent denial of a pupil’s attendance at school for any of the reasons listed in RSA 193:13, II and III.

B. Standards for Removal from Classroom and Detention.

Students may be removed from the classroom at the classroom teacher’s discretion if the student refuses to obey the teacher’s directives, becomes disruptive, fails to abide by school rules or policies, or otherwise impedes the educational purpose of the class.

Likewise, classroom teachers may assign students to detention for similar conduct.

The building Principal may assign students to detention under the same standard

Students may be removed from the classroom at the classroom teacher's discretion if the student refuses to obey the teacher's directives, becomes disruptive, fails to abide by school rules or policies, or otherwise impedes the educational purpose of the class.

Likewise, classroom teachers may assign students to detention for similar conduct.

The building Principal may assign students to detention under the same standard.

C. Standards for In-School Suspension, Restriction of Activities, and Probation.

The building Principal is authorized to issue in-school suspensions, restrictions of activities, or place a student on probation for any failure to conform to school or School District policies or rules, or for any conduct that causes material or substantial disruption to the school environment, interferes with the rights of others, presents a threat to the health and safety of students, employees, and visitors, is otherwise inappropriate, or is prohibited by law.

Restriction of activities may also be issued pursuant to rules or policies pertaining to specific clubs or teams.

D. Process for Out-of-School Suspension.

The power of suspension is authorized for gross misconduct, for neglect, or refusal to conform to School District policies and school rules as follows:

1. Short-term Suspensions. The building Principal (as designee of the Superintendent) is authorized to suspend a student for ten (10) school days or less. The Principal shall consult with the Superintendent prior to issuing any suspension.

As required by RSA 193:13(a), educational assignments shall be made available to the suspended pupil during the period of suspension.

Due process standards for short-term suspensions (ten (10) days or less) **will adhere to the requirements of Ed 317.04(f)(1).**

2. Long-term Suspensions. The Superintendent is authorized to continue the suspension and issue a long-term suspension of a pupil for a period in excess of ten (10) school days, provided only that if the Superintendent issued the original short-term suspension, then the School Board may designate another person to continue the short-term suspension and issue the long-term suspension.

Prior to a long-term suspension, the student will be afforded an informal hearing on the matter. The informal hearing need not rise to the level and protocol of a formal hearing before the School Board, but **the process must comply with the requirements of Ed 317.04 (f)(2) and Ed 317.04 (f)(3)(g)**, including, without limitation, the requirements for advance notice and a written decision.

Any suspension in excess of ten (10) school days, as described in Paragraph 2 of this Section, is appealable to the School Board, provided the Superintendent receives the appeal in writing within ten (10) days after the issuance of the Superintendent's decision described in Paragraph 2. Any suspension in excess of ten (10) school days shall remain in effect while this appeal is pending.

E. Process for Expulsion.

1.
 1. Any pupil may be expelled by the School Board for (a) an act of theft, destruction, or violence as defined in RSA Chapter 193-D, (b) for possession of a pellet paint ball gun or BB gun or rifle as provided by RSA 193:13, II, (c) for gross misconduct including, but not limited to violations of state or federal law, or for neglect or refusal to conform to the reasonable rules of the school. An expulsion under this paragraph shall run until the School Board restores the student's permission to attend school. A student seeking restoration of permission to attend school shall file a written request with the Superintendent that details the basis for the request. The Board will determine whether and in what manner it will consider any such request.
 2. Additionally, any pupil may be expelled by the School Board for bringing or possessing a firearm as defined in Section 921 U.S.C. Title 18 in a safe school zone, as defined in RSA 193-D:1, unless such pupil has written authorization from the Superintendent. Any expulsion under this provision shall be for a period of not less than twelve (12) months.
 3. **Prior to any expulsion, the District will ensure that the due process standards set forth in Ed 317.04(f)(3) are followed.**
 4. Any decision by the Board to expel a student may be appealed to the State Board of Education.
 5. The Superintendent of Schools is authorized to modify the expulsion or suspension requirements of Sections E.1 and E.2 above on a case-by-case basis.
 - 6.

F. Sub-committee of Board. For purposes of sections D and E of this policy, "Board" or "School Board" may either be a quorum of the full Board, or a subcommittee of the Board duly authorized by the School Board.

G. Disciplinary Removal of Students with Disabilities.

If a student is disabled under the Individuals with Disabilities Act (IDEA), the New Hampshire RSA 186-C, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, or any other law providing special rights to disabled students, those laws shall govern and shall supersede these local policies to the extent these local policies are inconsistent with those laws. Accordingly, any suspension or expulsion of a child with a disability as defined in Ed 1102.01(t) shall be in accordance with Ed 1124.01.

H. Notice.

This policy and school rules, which inform the student body of the content of RSA 193:13 shall be printed in the student handbook and made available on the District's website to students, parents, and guardians. The Principal or designated building

administrator shall also inform the student body concerning this policy and school rules which address the content of RSA 193:13 through appropriate means, which may include posting and announcements. See: Ed. 317.04(d).

Legal References:

RSA 189:15, Regulations

RSA 193:13, Suspension & Expulsion of Pupils

RSA Chapter 193-D, Safe Schools Zones

NH Code of Administrative Rules, Section Ed 306.04(a)(3), Discipline

NH Code of Administrative Rules, Section Ed 306.04(f), Student Discipline Policy

NH Code of Administrative Rules, Section Ed 317.04, Suspension and Expulsion of Pupils Assuring Due Process Disciplinary Procedures

In re Keelin B., 162 N.H. 38, 27 A.3d 689 (2011)

Category: Priority – Required by Law

Related Policies: JIA, JIC, JICDD & JICK

See also Appendix JICD-R

1st Read: August 24, 2020

2nd Read: September 1, 2020

Adopted:

EBCE – School Closings

No school, office, or system event cancellation or delay will be made without the direct authorization of the Superintendent of Schools. In the event the Superintendent is unavailable, such decisions will be made by the Assistant Superintendent or designee.

Announcements: When the Superintendent decides it is necessary to delay opening or close any facility or school or cancel any school event, the Superintendent will initiate all related communications to the public by radio, television, website, or other available means.

Delayed Opening of Schools: The Superintendent may delay the opening of schools upon determining that weather conditions appear extremely hazardous to operate school buses at the regular early morning hours, but that travel conditions will appreciably improve later in the morning. The public announcement will report the time of the delayed opening. Schools and offices shall close on the regular schedules. After-school activities and events will not be affected by a delayed opening.

Closing of Schools for the Entire Day: When the Superintendent determines that weather or other conditions exist or will develop that would make it unwise to open one or more schools any time during the day, the announcement communicated to media sources shall state either the specific school(s) that are closed or that all schools are closed. If school is closed for the entire day, all evening programs may be cancelled.

Afternoon and Evening Program Cancellations: When schools are open to the end of the school day, but weather or other conditions deteriorate in the late afternoon, the Superintendent may decide to cancel afternoon and evening programs. Schools and offices should plan and communicate alternate dates and times to hold programs or events.

Weekend Closings: When weather or other conditions are predicted or develop that would make it hazardous to operate weekend programs or events, the Superintendent is responsible for decisions regarding cancellations and for notifying the appropriate media.

Students, parents, and staff shall be informed early in each school year of the procedures which will be used to notify them in case of emergency closings, whether action is taken before or during school hours. When schools are closed for emergency reasons, staff members shall comply with Board policy in reporting for work.

Category: R

See Also Policy EBCD

1st Read: August 24, 2020

2nd Read: September 1, 2020

Adopted:

ECA – Buildings and Grounds Security

The School Board will cooperate closely with local law enforcement, security contractors, and fire departments, and with insurance company inspectors.

Records and funds will be kept in a safe, locked location.

Access to school buildings and grounds outside of regular school hours will be limited to school personnel whose work requires it. An adequate key control system will be established to limit access to buildings to authorized personnel.

School buildings will be closed and locked after the last school activity has concluded each day.

A building being used by an authorized school or community group in the evening, or on non-school days, will be opened for such activity and secured again after its conclusion.

A school district employee may be required on school grounds during the course of the activity.

Classroom windows and doors are to be locked when the building is closed. In addition to this policy, the Superintendent is charged with establishing further safety and security provisions as may be necessary.

The building principal is responsible for enforcing this policy.

Category: R

See ECA-R

1st Read: August 24, 2020

2nd Read: September 1, 2020

Adopted:

Vendor	DAC	Total Amt.	Project
Klingspors Woodworking Shop	Tech Ctr	\$182.74	Classroom Consumables
Quill	Tech Ctr	\$1,094.63	Classroom Consumables
Amazon.com	GBS	\$146.17	Classroom Consumables
School Specialty	PES	\$111.64	Classroom Consumables
School Specialty	GES	\$104.86	Classroom Consumables
EPS Educators Pub Service	GES	\$49.50	Classroom Consumables
Prattcom Com LLC	SAU	\$4,200.00	Contracted Services
Amazon.com	Maintenance	\$1,094.48	Covid19
Amazon.com	SAU	\$114.73	Covid19
Home Depot	SAU	\$599.28	Covid19
Ocean State Job Lot	SAU	\$1,079.64	Covid19
J&J Party and Janitorial Supplies LLC	SAU	\$319.92	Covid19
Amazon.com	GBS	\$240.00	Covid19
Amazon.com	PES	\$1,219.10	Covid19
Target	PES	\$1,583.95	Covid19
Quill	CVHS	\$169.99	Furniture
Riddell/All American Sports Corp	Athletics	\$4,147.93	General Maintenance
NHIAA	Athletics	\$6,750.00	Membership
CPI	SPED	\$150.00	Membership
NH Music Educators Association	CVHS	\$300.00	Membership
NHASP	CVHS	\$2,430.00	Membership
FTD.com	SAU	\$78.49	n/a
Primex	SPED	\$700.00	Prof Dev
Technical Education Solutions, Inc.	Tech Ctr	\$2,400.00	Software
Scholastic News	PES	\$1,125.74	Subscriptions
Smore	GES	\$69.00	Subscriptions
Quill	Tech Ctr	\$389.75	Supplies
Portland Pottery	CVHS	\$2,080.66	Supplies
Amazon.com	CVHS	\$19.99	Supplies
Amazon.com	CVHS	\$1,107.20	Supplies
WB Mason Co Inc	CVHS	\$2,503.20	Supplies
Quill	CVHS	\$515.85	Supplies
Amazon.com	CVHS	\$234.54	Supplies
AATG	CVHS	\$8.00	Supplies
Sage Publication Co	Curriculum	\$400.41	Supplies
Amazon.com	GBS	\$234.75	Supplies
MacGill & Company	GBS	\$297.58	Supplies
Elan Publishing Co	GBS	\$208.04	Supplies
Amazon.com	PES	\$41.97	Supplies
Amazon.com	PES	\$154.71	Supplies
Amazon.com	PES	\$191.92	Supplies
Images International LLC	HES	\$26.31	Supplies
Staples	CVES	\$384.95	Supplies
Discount School Supply	CVES	\$193.52	Supplies
Staples	CVES	\$73.14	Supplies
Blick Studio	CVES	\$577.65	Supplies
PJD Septic Service	CVHS	\$375.00	Year End Award / Event

Recommend for Approval	\$40,480.93
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