

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Rd.
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, December 1, 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/81022753754?pwd=ZlZ4cjUzSHg1bll2cjJqTFZKSndFZz09>

Meeting ID: 810 2275 3754

Passcode: nnhFV5

Phone: +1 646 558 8656 US

Meeting ID: 810 2275 3754

Passcode: 716530

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,
Jerome Wilson

Rachael Heard, CVEA

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Carrie James, H.R.
Cari Christian-Coates, Student Serv.
Ben Moenter, Special Ed.
Heather McKillop, CVHS
Deb Riley, CVHS
Kat Foecking, GBS
Anne O'Bryant, SMS
Fabi Woods, TES
Nicole Pease, DCS

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.

2. Right to Know for Public Meeting Emergency Declaration

Rich Cahoon read the "Right to Know for Public Meeting Emergency Declaration" as a result of not having a quorum of the Board physically present this evening.

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

a. November 17, 2020

Dick Dunning moved to accept the minutes of November 17, 2020. Stephen Ullman second. Linda Quintanilha abstained. All others in favor on a roll call vote. Motion carried.

4. Points of Pride

Dr. Kimberly Saunders shared information about a new opportunity for extra math help that is available for Algebra 1 students that is being provided at the high school.

5. Public Comment

None.

6. Consent Agenda

a. Personnel

None.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The School Board/Budget Work Session will begin at 8:30 a.m. at the SAU Office and remotely.

b. December 1st Enrollment Update

Carrie James reported that December 1st enrollment is very much the same as it was in November.

c. ConVal School District Reopening Update & Local COVID Data Update

Kimberly Saunders reported that the district has started our remote period. Elementary teachers have worked on getting ready for remote learning, working out bumps in the road etc. This is our first full week of remote. Next week, Tier 1 students return to in-person learning. Remote will go through January 19th. Dr. Saunders reported that local data has remained pretty reliable with the highest town having eleven cases. The Monitoring Team meets daily.

Internet accessibility will be a consideration when calling snow days.

Ten percent of the student body population make up Tier 1 students returning to school in person.

When making decisions about remote, hybrid, or fully in school, what information is used to make these determinations? How many positive cases locally and regionally are factored into making determinations. Hospitalization rates, student absence rates related to quarantining, and positive cases are also factors. Our local cases range from 1-4 with the exception of Dublin with none and Peterborough with eleven. Looking at the context of the positive cases is considered when making decisions.

d. Update on Snow Days (Policy EBCE School Closings)

Kimberly Saunders said that it is likely that for the very first snow day upon return that she will call an actual snow day to allow students to experience a real snow day.

e. Introduction to the 2021-2022 Budget

Hard copy budget books are ready for pick up at the SAU. In addition, a .pdf version is also available.

Linda Quintanilha questioned the change in presenting on the budget this evening as opposed to the traditional Saturday.

Kimberly Saunders explained that additional time to digest the material in the binder was asked of by the board. As a result, the books are ready for pick up and the presentation is being shared tonight, as posted on the agenda, to coincide with the release of information requested.

Jim Fredrickson said that typically we hold the meeting in November and it is now December.

Katherine Heck shared her appreciation for the work done. Katherine asked if the presentation could be made available for the public on the agenda.

In order to allow preparation time, the budget presentation is being shared tonight. Jim said that there was a request to have the information in hand this evening. It is a posted agenda item and is under the Superintendent's Presentation of Business.

Kimberly Saunders said that the focus of this budget is on moving beyond COVID-19. COVID has been a challenge within the current budget. The District Vision has been to "Become a model of educational excellence within 5-7 years". The challenges are being taken very seriously when we focus on this at the same time as providing an equitable education for all. Reopening, Recovery, and Resilience is front and center. How do we stay open, how do we protect the public's health? How do we put in what is necessary in terms of program for students to recover loss learning? What practices, structures, and strategies will result in a stronger and more adaptable ConVal organization? Reopening is in Phase I and Phase II stretching into 2022, while recovery will stretch into 2023 and resiliency into 2024. At each stage, we are concentrating on the building blocks for the next stage. Tools will be necessary to do this work. When there is a crisis, often, a step back is necessary to move forward. Organizational learning would rather balance between exploitation and exploration. Investment is necessary.

The Board needs to prioritize learning over time. We need to talk about the creation of long-term structures in the delivery service models; a long-term fiscal plan for capital improvement. A capital improvement policy might be considered.

The Budget Prep Process was shared, which began on October 22nd leading up to the March 9th vote.

Budget Assumptions were drawn from the direction of the Budget & Property Committee. They included procedural, financial, and programmatic assumptions.

The operating budget is proposed at \$51,779,486.00. Dr. Saunders said that this is the biggest increase in her five years. Central questions were shared that were considered when developing the budget. Additional questions were considered at each level; elementary, middle, and high school.

The district has to consider how we are going to retain students, families, and staff.

The proposed budget reflects a 5.64% increase or \$2,765,917.00. The gross budget reflects a 5.52% increase or \$54,064,484.00. Revenue information was shared. State Revenues are down. Salaries are up 2.28% related to the continuation of the one-year positions, a 4% merit pool for administrators among others. Staffing changes reflect both reductions and additions. Benefits are up \$1,675,252 or 14.70%.

Professional services are services that we purchase and do not hire for, and are up 23.84%. Property Services are up 65.33% or \$574,014; including boilers and other items. Other purchased services are down 2.92% or \$126,631. Supplies and Materials are up 10.5%. Furniture is down as a result of deferment.

Recommendations for the Use of Trust Funds was shared that would help to decrease the budget.

Other recommendations include the consideration of a bond in 2022; not this year, for long-term planning of capital investment.

Staffing recommendations for Reopening Phase 2 were shared; these are not in the proposed budget and would need to be added in if approved. Other recommendations were shared.

Is the assumption that we will open in a COVID setting? Yes, part of the guidance was to continue with the present model.

How is "lost learning" determined? Multiple data points are looked at.

f. Research Project (Policy LC)

Kimberly Saunders referenced a request to conduct a research project. She recommended that this request be approved.

Linda Quintanilha moved to approve the research project. Katherine Heck second.

Robert Short, Jr. opposed. All others in favor on a roll call vote. Motion carried.

8. Reports

a. Teacher Representative – Rachael Heard

Rachael Heard reported that teachers have worked really hard to make a smooth transition for this learning period. She gave a shout out to the tech department who has been working so hard to make this all possible. The middle school has been looking at working conditions.

b. Education Committee – Niki McGettigan

Niki McGettigan reported that curriculum renewal agenda items were reviewed; health curriculum K-4, and school counseling were two focused upon. Student performance and NWEA testing was discussed. NWEA gives a projected growth along with the actual scores. It is of value when looking at comparisons.

Niki said that there are some articles on the School Board website that explain the budget process. She encouraged to direct people there should they have any questions.

9. Old Business

None.

10. New Business

a. 1st Read Policy

JLCG: Exclusion of Students Who Present A Hazard

Janine Lesser referenced this policy for a first read. We do not currently have a policy. Please direct any questions to Tim Theberge who worked to get this policy ready for presentation.

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

Lori Schmidt referenced a list of requisitions totaling \$41,583.50.

Dick Dunning moved to approve the requisitions as presented. Niki McGettigan second.

Katherine Heck and Rob Short, Jr. opposed. All others in favor on a roll call vote. Motion carried.

c. Expenditure and Encumbrance Report - Lori Schmidt

Lori Schmidt reported a drop in the unencumbered balance.

Dick Dunning moved to accept the Expenditure Report and adopt the encumbrances therein. Janine Lesser second. Unanimous on a roll call vote.

d. Budget Transfers – Lori Schmidt

Lori Schmidt referenced items identified in the budget process that needed realignment.

Dick Dunning motioned to approve line transfers as presented. Tim Theberge second. Unanimous on a roll call vote.

e. Revised Payment Schedule – Lori Schmidt

Tax rates have been set. Lori Schmidt shared the proposed schedule for payments January thru December. The appropriation schedule is included.

Dick Dunning moved to approve the revised payment schedule. Katherine Heck second. Unanimous on a roll call vote.

11. Public Comment

None.

12. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests totaling \$677,662.97 and Payroll totaling \$1,931,651.83 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 presented. Jim Fredrickson second. Unanimous on a roll call vote.

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

a. Negotiations

b. Personnel

Tim Theberge moved to enter into non-public session in accordance with RSA 91-A:3,II at 8:03 p.m. for matters of personnel. Dick Dunning second. Unanimous on a roll call vote.

Tim Theberge moved to exit non-public session at 8:17 p.m. Dick Dunning second. Unanimous on a roll call vote.

Tim Theberge moved to seal the minutes of non-public session for 5 years for both items. Dick Dunning second. Unanimous on a roll call vote.

Tim Theberge moved to authorize the School Board Chairman to sign a letter on behalf of the Board. Stephen Ullman second. Unanimous on a roll call vote.

Tim Theberge moved to adjourn at 8:22 p.m. Robert Short, Jr. second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok