

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road
Peterborough, New Hampshire
CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, February 16, 2021
6:30 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/82357977463?pwd=ZzczNE95T3UvS1RmOXU1azZKSDRlZz09>

Meeting ID: 823 5797 7463

Passcode: r1r7q1

Phone: +1 646 558 8656

Webinar ID: 823 5797 7463

Passcode: 773567

MINUTES

BOARD

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

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Lori Schmidt, B.A.
Carrie James, H.R.
Amy Janoch, HES
Anne O'Bryant, SMS
Ben Moenter, Special Ed.
Colleen Roy, GES
Heather McKillop, CVHS
John Reitnauer, CVHS
Kat Foecking, GBS
Lexy Heatley, GBS
Larry Pimental, PES

1. Call to Order and Pledge of Allegiance

Rich Cahoon called the meeting 6:34 p.m.

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 this meeting being completely remote.

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

None.

4. Accept School Board Meeting Minutes (Board Vote Required)

a. January 19, 2021

Dick Dunning moved to accept the minutes of January 19, 2021. Katherine Heck second. Unanimous on a roll call vote.

b. January 22, 2021

Dick Dunning moved to accept the minutes of January 22, 2021. Katherine Heck second. Unanimous on a roll call vote.

5. Points of Pride

Kimberly Saunders shared various Points of Pride as reported to her by administrators.

6. Public Comment

Leigh Frosch, parent of three children and staff member, shared her concern for the reference for the COVID Monitoring Teams recommendation to come back ten days after the scheduled vacation in March. She said that people will travel. She

said that with all of the new variants, she is concerned that people will pick those up. Day ten is the minimum where people show symptoms. Coming back too soon may cause wide-spread increases in positivity.

Stephen Ullman shared his recognition of the success and achievement in the German Language Department.

7. Consent Agenda

a. Personnel

1) Retirement Notification

Kimberly Saunders referenced the retirement notification of Anne O'Bryant.

Linda Quintanilha moved to accept the notice of retirement. Dick Dunning second with gratification. Unanimous on a roll call vote.

Kimberly Saunders asked that two members of the School Board of the towns that feed into South Meadow School sit on the hiring committee. If interested, send your request to Rich Cahoon.

2) Co-Curricular Notifications

Notification of Co-Curricular stipends were noted. Stipends for athletics are contractual and not hourly.

Katherine Heck asked if information could be shared about those activities at each of the middle schools that are taking place.

b. February 1, 2021 Enrollment Update

February 1st enrollment information was reviewed.

c. List of Registered School Board Candidates

Those running for open School Board positions and the School District Moderator position were stated as follows:

Keira Christian – Bennington (School Board)

Katherine Heck – Greenfield (School Board)

Kayla Kokal – Greenfield (School Board)

Janine Lesser – Peterborough (School Board)

Rachel Maidment – Peterborough (School Board)

Elizabeth Swan – Temple (School Board)

William Bryk – School District Moderator

Robert L. Edwards – School District Moderator

8. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The February and March School Board Meeting and subcommittee meeting schedules were reviewed. Budget and Property Committee will meet on March 4th at 5:30 rather than March 9th as a result of voting day.

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

Kimberly Saunders shared information about the COVID Monitoring Team meetings and recent information.

Kimberly said that she and Ann Forrest have talked about snow days. They have been trying to balance remote days to get out earlier in June with those parents that want traditional snow days. They have been alternating snow and remote days. Weather is looked at when considering power outage potential on remote days.

9. Reports

a. Teacher Representative

Rachael Heard reported that a "get out the Vote" is being worked on urging voters to pass the budget and contract. Remote snow days have been looked at as well.

b. Education Committee – Dick Dunning

Dick Dunning reported a meeting with the Social Studies teacher and the department head yesterday to share information about an elective course.

Ed. Committee discussed Social Studies through Sports for approval by the School Board.

The committee recommended approval.

This course is designed for students to explore the seven disciplines of social studies (history, geography, economics, political science, psychology, sociology, & anthropology) using sports as the common theme. At the completion of the course students will: 1) Develop a deeper understanding of basic political, economic, and historical concepts. 2.)

Generate connections between sports, cultures, and societies worldwide in a meaningful way.

Linda Quintanilha asked if it is in the purview of the Board to approve.

Kimberly Saunders said that electives that are outside are generally approved. The Program of Studies is approved moving forward.

Janine Lesser said that the course has an appeal of drawing in the teaching of sociology and economics in this course in a way that is different when approaching history.

Jerry Wilson said that it was very well thought out and nicely implemented.

Dick Dunning moved to approve the Social Studies through Sports elective course for studies at ConVal. Katherine Heck second. Unanimous on a roll call vote.

c. Selectmen's Advisory Committee – Tim Theberge

Tim Theberge reported significant discussion on broadband and recent efforts. Dublin is currently building out now. Temple may accept the Consolidated Communications approach and it will be on their ballot. Greenfield is moving forward and it will be on their ballot. Frankestown Peterborough and Hancock will be the difficult towns because they have 75% coverage already. Frankestown got a bid. Towns are engaged so that everyone has access to broadband coverage. Starlink is opening broader opportunity. People are getting dishes and services installed.

d. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson reported that the solar project was discussed. A walk-through took place of the building with Revision. An updated proposal was received today. A new panel is available and was proposed. The investment tax credit got extended. The proposals include room for a larger system; old panel design and new panel; PPA rate went down, buyout prices went down.

Jim said that there is a good chance it could be installed this summer.

Rich Cahoon asked where the new panels are manufactured. Jim said that he did not know but will find out.

A lengthy discussion on a update to the Capital Improvement Plan took place. Putting a bond together for next March was discussed.

Finally, committee members were asked to provide a list of priorities for next year for the upcoming B&P Committee.

e. Strategic Plan Committee – Tim Theberge

Katherine Heck reported that the invitation letter was approved and committee assignments.

f. Communication Committee – Niki McGettigan

Niki McGettigan reported that a review of press releases to promote the budget were discussed and drafts were provided for feedback.

The website was looked at. At the very top of the website, there is a banner for "Budget Info". Niki sent the link for board members to send to their respective towns for linking. Kimberly's PowerPoint is there as well, which is great to send people to for additional information and consistency on the proposed budget. A series of articles by Jim Fredrickson are posted as well.

Policy Committee:

Janine Lesser reported that Policy JFA will be pulled tonight.

Policy BEDH was reviewed at tonight's meeting. Edits to public participation policy is underway and will be coming for a first read. A policy will be created that will allow for wider possibility of participation from the public. This will include two forums per year that will allow questions to be asked and the board to collect information.

The committee will develop a policy that was submitted on how committees are formed, what they are, and how board members are assigned.

Katherine Heck offered to create a guide for new board members that includes information on how the board operates, the board policies, as to how the board operates.

Rich Cahoon suggested that the practice of the board chair not serving on committees is recent practice but not included in policy anywhere. It has worked well and is a good practice.

10. Old Business

a. Budget Status

Kimberly Saunders said that we are in good financial situation. Her suggestion is that we roll back to an administrative freeze.

Linda Quintanilha moved to remove the frozen budget. Kevin Pobst second.

Linda said that the board blurs the line between their role. She doesn't need to know where every pencil is being purchased. Kimberly said that in the past, she has instituted budget freezes that administration oversees. This doesn't unfreeze the budget but rather the freeze will be managed in a traditional way and not by the board. Requisitions will be reviewed daily.

Robert Short, Jr. asked how it is determined that we are in a good financial position. He does not see that in the reports.

Kimberly Saunders said that we have a budget balance of \$1.8M. We are more than half-way through the school year with most dollars encumbered. It is typically where we would be in the school year. We have enough cash flow in our present situation. If an emergency arose, she would return to the board. We aren't unfreezing the budget, simply rolling it back to be managed by her and the Business Administrator.

Kevin Pobst said that standard operating procedure works in that Kimberly and her staff are motivated to not have a financial crisis. Second, this has not been a benefit.

Lori Schmidt said that because of the additional ESSER Funds and talk about FEMA funds, she received the go ahead to give everything a second look to maximize the amount of money that we can be reimbursed. FEMA was taken off the table but now, she can remove FEMA funds from application and allocate other monies and reconsider our ESSER I group. If monies come through, we can receive additional money. We are going to see the unencumbered balance increase substantially as a result.

Stephen Ullman asked about the funds remaining in "Temporary Salaries" of \$800K.

Lori said that it includes substitutes, athletics, summer help, so it will reduce some but not by full amount.

Robert Short, Jr. and Katherine Heck both opposed the motion.

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

b. 2nd Read Policy/Adoption (Board Vote Required)

- DJD: Local Purchasing

Stephen Ullman moved to adopt Policy DJD as currently written. Dick Dunning second. Unanimous on a roll call vote.

11. New Business

a. 1st Read Policy

- JFA: Residency

This policy was pulled from the agenda for consideration.

b. Reaffirm Policy

- JHCB: Immunization of Students

Janine Lesser spoke about the potential to require a COVID Vaccine. We can do more, but not less than the State Law.

Kimberly said that there is not presently a vaccine for the majority of our students.

Jim Fredrickson said that this policy should be approved and if more information comes forward about availability and effectiveness of a vaccine it can be revisited.

Linda Quintanilha said that this is being rushed; let it go until we know more. There are certain medical conditions where kids should not get a medical vaccine.

Janine Lesser said that this is our current policy. The State allows for exceptions.

Kevin Pobst said that State regulations give a lot of power to parents and doctors to exclude kids. ADA exceptions are in the regulations.

c. Rescind Policy

- DJC: Petty Cash Accounts

Janine said that Policy DJC is being rescinded because we no longer use petty cash accounts as a school district.

Janine Lesser moved to rescind Policy DJC Petty Cash Accounts.

Robert Short, Jr. asked if this is being done away as a result of P-Cards. Confirmed.

Lori Schmidt said that purchases are supposed to go through approvals. It is so easy to place and receive an order in a short amount of time. This respects the process.

Stephen Ullman second. Unanimous on a roll call vote.

d. COVID Monitoring Committee Recommendation Re: Spring Remote Period

Kimberly Saunders said that a remote period, based on recommendations in July, were placed in the March/April calendar. The recommendation from the COVID Monitoring Team is to reduce the number of remote days following the two weeks off in March. Students would return on April 8th rather than the 19th.

It is imperative for as many in-person days as possible. The boards support to make this change is asked.

Dick Dunning moved to support the 10-day change recommended by the COVID team and Superintendent.

Katherine heck second.

There is still a 10-day quarantine in place. Kimberly said that if people travelled they still have to quarantine upon return.

Alan Edelkind asked if there is consideration on the proliferation on the variants. Kimberly said that did not change the recommendation of the CDC.

Janine Lesser said that we have the capacity to act quickly should things change. Confirmed.

Tim Theberge asked why not just return on the 12th.

Kimberly said that it is about maximizing time in schools and considering flex days in place.

Kevin Pobst asked if some people extended their spring break and it is detected, would those be told what the eleventh day would be. Kimberly confirmed. Those still travelling over what would have been the traditional April Vacation will also be required to quarantine.

Katherine Heck asked how the vaccine changes anything. Kimberly said that conversations have begun. As more and more become vaccinated, guidelines are looking to be set.

Robert Short, Jr. asked if we have a sense of how many people are actually traveling. For those not traveling, would it not be best to just go back to school? If the vast majority of the community is not traveling, would it not be benefit to children?

Kimberly Saunders said that the number of those planning to travel was more than what would have been thought.

Tim Theberge said that a large volume of cross poding and cross cohorting will likely take place. This provides a buffer for that as well.

Unanimous on a roll call vote.

Kimberly Saunders said that spring sports information and proposal is anticipated at the March 2nd meeting. Organization of a senior night for winter sports is anticipated.

e. Board Position on Upcoming Legislation

Rich Cahoon said that this should be a continuing agenda item. The problem with several bills being brought forward did not allow for the board to vote on them. Should anyone have a position that the board should take on upcoming legislation is the purpose of this agenda item.

Katherine Heck said that there are several bills that will impact local school budgets. The Governor continues to downshift several costs. She asked the board to consider legislation and participate as individual citizens and make contacts with representatives. Our local tax burden will continue to grow. Changes are coming.

Linda Quintanilha said that she is proud of the ConVal School District; the State has promised to fund education and has not. ConVal is sending a strong message to the State.

Janine Lesser said that Letters to Editor and Points of View are important as well.

Stephen Ullman pointed out that budget proposals to take \$30M out of Education Trust Fund are proposed.

Linda Quintanilha urged board members to be careful of partisan politics. Shared experiences exist among both sides. Go in with an open mind when letters are written.

Rich Cahoon said that the board should keep an eye on the Coholition Communities; they are reforming. These are property wealthy communities. They are taking a quiet approach with lobbyists rather than letters to the editor. We have several property poor towns in our District.

f. Submission of Board Officer Declaration per Policy BDB Board Officers

Rich Cahoon reported receiving one email declaring candidacy. Tim Theberge submitted his candidacy as Chair of the Contoocook Valley School Board.

Rich asked if any others would like to declare their interest in the Chair or Vice-Chair position on the Board.

Linda Quintanilha noted that Dick Dunning can run a good meeting.

Janine Lesser declared her intent to run for School Board Vice-Chair.

Rich Cahoon asked anyone interested to send Kimberly Saunders and Brenda their intent by the end of tonight's meeting.

g. Expenditure and Encumbrance Report (Board Vote Required) - Lori Schmidt

Budget balances have changed slightly due to approvals. Lori noted facility repairs, special education needs, and other expenditures needed in a timely manner. Temporary salaries and stipends decreased the balance of the budget as well.

Katherine Heck asked if the upcoming budget transfers are reflected in the anticipated account number or will they be moved after the board approves. Lori said that the transfers require board approval before posting those.

Robert Short, Jr. asked if the transfers should be approved first on the agenda.

Dick Dunning moved to accept the expenditure report and adopt the encumbrances therein. Stephen Ullman second. Unanimous on a roll call vote.

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

Lori Schmidt referenced the requisitions for approval.

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

Kevin Pobst exited the meeting.

i. Budget Transfers (Board Vote Required) – Lori Schmidt

Budget Transfers reflect shifting the budget to where dollars are spent. Remote school was done with existing employees and tracking is the goal. Shifting of budget lines to align with the placement of personnel.

Dick Dunning moved to approve the budget transfers as presented. Jim Fredrickson second.

Tim Theberge thanked Lori Schmidt for the realignment and categorizing.

Linda Quintanilha shared that she is impressed with the work Lori has done in short time. She said that she is grateful for her.

Katherine Heck asked if more transfers will be anticipated as we go through ESSER and FEMA. Lori said that everything but emergency order retention of fund balance is being accounted for in Fund 23 grants. Grants are budgeted in a different manner. There will be journal accounting entries and not budget transfers.

Robert Short, Jr. asked the differentiation between journalizing to a grant from what we are doing here. Lori said that we are adjusting the budget. For the grant related items, they would be moved to grant funds.

Unanimous on a roll call vote.

12. Public Comment

Serena Berube, Peterborough, said that she looked over budget slides on the proposed budget. She asked about the \$780K for remote learning. Remote learning post COVID is also noted. She asked if we have looked at a remote program already developed rather than developing our own.

Rich Cahoon asked that questions be sent to the Superintendent of a board member.

Corey Boyd, Dublin, said that the changes in the remote period in April are appreciated. It is apparent that remote does not work for many people. With the Board saying that more in person time is needed, people choosing to travel should take responsibility for that without sacrificing everyone having to miss work. She asked that the remote period be cut further.

13. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests listed totaling \$1,318,677.55 and Payroll totaling \$2,827,171.43 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. Jim Fredrickson second. Unanimous on a roll call vote.

14. 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 for matters of personnel at 8:24 p.m. Second. Unanimous on a roll call vote.

Linda Quintanilha moved to exit non-public at 9:36 p.m. Dick Dunning second. Unanimous.

Tim Theberge moved to seal the minutes for a period of five years. Katherine Heck second. Unanimous.

Linda Quintanilha motioned to adjourn at 9:40 p.m. Janine Lesser second. Unanimous on a roll call vote.

Respectfully submitted,

Brenda Marschok