

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

**106 Hancock Road**

**Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD**

**School Board Meeting**

**Tuesday, March 2, 2021**

**6:30 p.m.**

**Physical Location: SAU 1, Board Room**

**106 Hancock Rd.**

**Peterborough, NH**

**Virtual Location:**

**<https://us02web.zoom.us/j/82235909240?pwd=UFc0ZUNvRVdYbzZKTStZMkRETEZDdz09>**

**Meeting ID: 823 5797 7463**

**Passcode: HbarX3**

**Phone: +1 646 558 8656**

**Webinar ID: 822 3590 9240**

**Passcode: 233961**

**AGENDA**

1. Call to Order and Pledge of Allegiance
2. Right to Know for Public Meeting Emergency Declaration
3. Non-Public Session: RSA 91-A: 3, II (If Required)
  - a. Legal
4. Accept School Board Meeting Minutes (Board Vote Required)
  - a. February 2, 2021 (pg. 1-3)
  - b. February 16, 2021 (pg. 4-9)
5. Points of Pride
6. Public Comment
7. Consent Agenda
  - a. March 1, 2021 Enrollment Update (pg. 10-11)
8. Superintendent's Report and Presentation of Business
  - a. Monthly Events Calendar (pg. 12-13)
  - b. ConVal School District Reopening Update & Local COVID Data Update (pg. 14)
  - c. Impact of Governor's Order on ConVal Plan
  - d. Recognition of Departing School Board Members
9. Reports
  - a. Teacher Representative
  - b. Equity Committee – Linda Quintanilha
  - c. Selectmen's Advisory Committee – Tim Theberge
  - d. Policy Committee – Janine Lesser
10. Old Business
  - a. School Board Candidates for Chair and Vice-Chair – Q&A
11. New Business
  - a. Set Out of District Tuition Rate (Board Vote Required) (pg. 15)
  - b. 2020-2021 School Calendar Approval (Board Vote Required) (pg. 16)
  - c. Set CVHS Date of Graduation (pg. 17)
  - d. Board Position on Upcoming Legislation
  - e. Accept MRF from Francetown (Board Vote Required) (pg. 18)
    - 1) ConVal School District Business Office requests authorization to accept from: The Town of Francetown, MRF Surplus Funds, valued at \$1,287.10 for the purpose of covering COVID expenses for Francetown students.
  - f. Evaluation Update
12. Public Comment
13. Approval of Manifests (Board Vote Required)
14. Non-Public Session: RSA 91-A:3,II (If Required)
  - a. Negotiations
  - b. Personnel
  - c. Legal

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**

**106 Hancock Road**

**Peterborough, New Hampshire**

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**Tuesday, February 2, 2021**

**School Board Meeting**

**6:00 p.m.**

**Physical Location: None**

**Virtual Location:**

**<https://us02web.zoom.us/j/87500110260?pwd=cEtwcm40UE9GNnp2YjBLS0dMOGU4Zz09>**

**Meeting ID: 875 0011 0260**

**Passcode: i8uqJR**

**Phone: +1 646 558 8656**

**Webinar ID: 875 0011 0260**

**Passcode: 040233**

**Minutes**

**Board**

Rich Cahoon, Jim Fredrickson,  
Katherine Heck, Janine Lesser,  
Niki McGettigan, Kevin Pobst,  
Robert Short, Jr., Tim Theberge,  
Stephen Ullman, Jerome Wilson

**ADMINISTRATION**

Dr. Kimberly Saunders, Supt.  
Dr. Ann Forrest, Asst. Supt.  
Lori Schmidt, B.A.

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

Rich Cahoon called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Tim Theberge moved to enter into non-public session in accordance with RSA 91-A:3,II for matters of legal and personnel.

Jerry Wilson second. Unanimous on a roll call vote.

Tim Theberge moved to exit non-public session at 6:19 p.m. Niki McGettigan second. Unanimous on a roll call vote.

Tim Theberge moved to seal the minutes of non-public session for both for 5 years. Katherine second.

Jim Fredrickson abstained. All others in favor. Motion carried.

**2. Right to Know for Public Meeting Emergency Declaration**

Rich Cahoon read the "Right to Know for Public Meeting Emergency Declaration"

**3. Public Comment**

None.

**4. New Business**

**a. ESSER Grant Funds – Part II**

Kimberly Saunders said that the reason she wanted to meet tonight was because she wanted the board to know about ESSER Grant dollars. No action is needed.

The information was received on Friday. Guidelines, but no guidance has been received. These are federal dollars.

The budget was reviewed for qualifying items. Ways in which this money could be used was identified. It is similar to other title grants. Musical instruments, K-8 Remote programming, sanitization and cleaning, replacement technology, and mental health services, among others.

Kimberly said that the recommendation is to use dollars for these items. Federal dollars may supplement but not supplant. The board could lower the proposed budget by \$500K for those items we know grant dollars could be used. We are hesitant to say that the entire \$1.4M could be used. We have the opportunity to use these funds out to 2023.

Robert Short, Jr. said that we are not really using our budget we are increasing revenue to use for these purposes. Kimberly confirmed and added that the dollars asked for in Article 01 could be reduced.

Robert Short, Jr. said that the net used to be raised by taxes would be lowered.

Stephen Ullman said that he thinks of this grant as a formula grant. While \$1.4M was obligated to us, until we tell the State that we have certain specific expenditures that this grant money could assist, we don't actually have this money.

Kimberly Saunders said that this is true, this is entitlement grant money. We are very good at using all of these dollars; we typically do not let a grant dollar go unused.

Jim Fredrickson said that we could treat the \$500K as additional revenue. He thought that this would go in a separate fund.

Lori Schmidt said that it would be considered grant funds. Expenses would not flow through the general fund. Until a finalized number is received and approved, we would not see the revenue. We could reduce our operating budget by \$500K. Expenses would run through the grant fund.

Kimberly said that the board does not need to do anything. She simply wanted the board to hear this information as soon as possible.

Jim Fredrickson said that we would be changing Warrant Article 01 by \$500K. Would we reduce the operating budget? Kimberly said that the operating budget would be reduced. We would offset dollars already in the budget and pull the proposed budget down.

Rich Cahoon asked why we would not just recognize this as revenue.

Kimberly Saunders said that could be done but this is also a way to reduce the proposed budget.

Katherine Heck said that this should be counted as additional revenue. We don't know if it will be spent in 2022 or 2023. Until we apply, spend, and have the money, she is unsure about reducing the operating budget at the moment.

Jim Fredrickson said that the gross operating budget would not change but when we present the district assessment numbers, we need to make the point that we might have \$1.4M that will reduce district assessment in the next two years.

Kimberly Saunders said that how the board presents it is up to you. The board needs to decide if action is taken or not and then explain it.

Rich Cahoon asked if any of these options have an impact if the budget is voted down.

If the budget is voted down after this has been included, it becomes a case of how it is recognized.

Stephen Ullman asked if we can be certain that we will receive these funds in grant money.

Kimberly confirmed.

Stephen Ullman favored keeping Article 01 as is and lowering the tax rates in the towns.

Rich Cahoon said that we have grant funded positions that aren't part of the operating budget every year.

Katherine Heck said that these monies are to mitigate and make sure that we have continuous operations and make up for lost learning. The intent is to fill the hole that the budget might not be able to in areas of concern.

Jim Fredrickson asked if we are locking ourselves out if the budget does not pass. Kimberly Saunders said that we are not.

Kevin Pobst supported using this money for one time programming. He said that he is not comfortable using it to hire staff or counselors. We would be stuck with those costs going forward. He would not reduce any continuing obligation going forward.

Kimberly Saunders said that the problem is that we don't have a lot of one time programming.

Rich Cahoon asked if we funded the counseling positions out of this would that be what would happen with these funds. Kimberly said that positions are the items that raise flags. We have to be careful on how we enter staff.

Katherine Heck said that this is supposed to be COVID relief money. An exercise would be to go through the current budget to see what was deferred or delayed to see if it fits in the parameters of the grant.

Jim Fredrickson said that the warrant article should be left as written and explain that more money is coming that will result in a reduction.

Katherine cautioned using that language. If mitigating lost learning costs \$1.4M, we won't offset or lower anything if it is a wash.

Stephen Ullman said that he would be interested in knowing how much we spend on one time positions. He is opposed to chopping the number on Warrant Article one.

Rich Cahoon said that the proposal is to leave the warrant as written and communicate what we know. Kevin Pobst and Stephen Ullman agreed as did Katherine Heck.

Katherine Heck said that the government is making efforts in assisting us to get back on track.

Rich Cahoon said that the board needs to be ready to answer questions.

Kimberly Saunders spoke about the potential for FEMA funds for schools as well. Stay tuned.

Rich Cahoon said that nothing will change for the warrant article.

#### **5. Public Comment**

None.

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

**a. Negotiations**

**b. Personnel**

**c. Legal**

None.

**Stephen Ullman moved to adjourn at 7:08 p.m. Janine Lesser second.**

**Unanimous on a roll call vote.**

Respectfully submitted,

Brenda Marschok

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS**  
**106 Hancock Road**  
**Peterborough, New Hampshire**  
**CONTOOCOOK 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 1<sup>st</sup> 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 4<sup>th</sup> at 5:30 rather than March 9<sup>th</sup> 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. 2<sup>nd</sup> 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. 1<sup>st</sup> 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 8<sup>th</sup> rather than the 19<sup>th</sup>.

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 12<sup>th</sup>.

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 podding 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 2<sup>nd</sup> 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

Grade	Total	51	139	129	127	152	118	6	722	Remote
SCHOOL	Preschool	ant K	Kindergarten	1st	2nd	3rd	4th	5th	Total	
AES	# of Students	25	16	18	19	19	18		115	10
	# of Sections	2	1	2	1	2	1			
	Ratio	12.5	16.0	9.0	19.0	9.5	18.0			
			Kindergarten	1st Grade	2nd Grade	3rd Grade 4th Grade				
BES	# of Students		9	11	8	11	10		49	17
	# of Sections		1	1	1	1	1			
	Ratio		9.0	11.0	8.0	11.0	10.0			
			Kindergarten	1st Grade	2nd Grade	3rd, 4th & 5th Grade				
DCS	# of Students		10	9	15	6	5	6	51	1
	# of Sections		1	1	1		1			
	Ratio		10.0	9.0	15.0		17.0			
			Kindergarten	1st Grade	2nd Grade	3rd & 4th Grade				
FES	# of Students		12	6	6		3		37	8
	# of Sections			1	1		1			
	Ratio			12.0			13.0			
			Kindergarten	1st Grade	2nd Grade	2nd & 3rd	4th Grade			
GES	# of Students	13	17	10		7	9		82	3
	# of Sections	1	2	1		1	1			
	Ratio	13.0	8.5	10.0	9.0	12.0	9.0			
			Kindergarten	1st Grade	2nd Grade	3rd & 4th Grade				
HES	# of Students		7	13	7	6	8		41	7
	# of Sections		1	1	1		1			
	Ratio		7.0	13.0	7.0		14.0			
			Kindergarten	1st Grade	2nd Grade	3rd Grade 4th Grade				
PES	# of Students	13	40	30	40	43	34		200	51
	# of Sections	1	3	2	3	3	3			
	Ratio	13.0	13.3	15.0	13.33	14.3	11.3			
			Kindergarten & 1st Grade	1st & 2nd Grade			3rd	4th		
TES	# of Students		3	5	7	12	8		42	8
	# of Sections		1	1	1	1	1			
	Para		Para*	Para*						
	Ratio		8.0	14.0			12.0	8.0		
			Kindergarten	1st Grade	2nd Grade	3rd Grade 4th Grade				
URL	# of Students		25	17	12	28	23		105	105
	# of Sections		2	1	1	2	2			
	Ratio		12.5	17.0	12.0	14.0	11.5			
* Teaching Principal Para										
Total Elem. Students PreK-4										722

2.24.2021



# March 2021

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

# April 2021

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

## **Reopening Update 2/25/2021**

The challenges of the pandemic continue to consume the majority of our time related to our work. This report is intended to be an ongoing document that will provide the Board an overview of the present state of our Covid19 data, our mitigation strategies, and the overall status of the plan.

### **Data:**

Over the past two weeks, the local data has stayed relatively consistent, with small numbers of cases in all but two of the 9 towns. Data at the county level (Cheshire, Hillsborough, Merrimack) has decreased, as has the data at the State level. There have been no changes to the data that indicate that we should change our present status in any of our buildings or overall as a District.

### **Mitigation strategies:**

On Friday, February 12th, the Centers of Disease Control (CDC) released new guidance for schools. We were pleased to see that the mitigation strategies that we have been using were a part of that guidance. A departure from the guidance was our daily screenings at the building level and the recommendation by the CDC that there be random testing of staff and students. Our District does not have the capacity to do randomized sampling and this practice would be cost prohibitive for our District.

### **Overall Status:**

The overall status of our plan has not changed. We are examining the plan in light of Executive Order 85, in particular, what this means for our high school hybrid program and our remote period following the March break. The Covid 19 Monitoring Team continues to meet daily to review data and regularly review all aspects of the Reopening Plan. As numbers continue to decline, we receive calls to request students return from remote learning. While we are excited about the potential return of students and this is not yet presenting concerns, we remain vigilant about being able to implement our mitigation strategies including physical distancing within classrooms.

Year	Public	Staff	Level
<b>2021/2022</b>	<b>\$8,042.13</b>	<b>\$6,345.83</b>	<b>9-12</b>
	<b>\$8,042.13</b>	<b>\$6,314.09</b>	<b>5-8</b>
	<b>\$8,042.13</b>	<b>\$7,445.40</b>	<b>K-4</b>
2020/2021	\$7,815.65	\$6,258.13	9-12
2019/2020	\$7,336.25	\$5,896.52	9-12
2018/2019	\$7,323.29	\$6,220.67	9-12
2017/2018	\$6,975.00	\$5,746.95	9-12
2016/2017	\$6,826.44	\$5,236.87	9-12
2015/2016	\$6,705.12	\$5,444.47	9-12
2014/2015	\$6,577.98	\$5,380.70	9-12

Beginning in 2014-2015 the Board began to set a tuition rate for students outside of the District. The rate was calculated based on 40 percent of the average cost per pupil (as determined by the DOE) across the three levels. For staff the tuition would be 1/3 of the cost for the level (elementary, middle, high school) that the student would be attending as is outlined in the CBA.

The rate above is a result of the estimated cost per pupil as set by the DOE for 2021-2022 school year.

180 Student School Days  
187 Teacher/SSP Days  
197 New Staff Days

# ConVal School District 2021-2022 **DRAFT** Calendar

Approved: TBD  
Revised:  
Revised:

## EVENTS

### August (1 school days)

2-13: New Professional Staff Days

26-27: All Staff Prof. Dev. Day

30: Para Prof Dev. Day & Tchr/ SSP Classroom Prep. Day

31: First Day of Classes

### September (21 school days)

6: Labor Day

### October (20 school days)

11: All Staff Prof. Dev Day (No Classes)

### November (17 school days)

2: Parent/Teacher/SSP Conferences – No School

11: Veterans Day

24-26: Thanksgiving Recess

### December (16 school days)

23-31: Holiday Recess

### January (20 school days)

17: ML King, Jr. Holiday

AUG						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPT						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCT						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOV						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DEC						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JAN						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEB						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MAR						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APR						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUN						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## EVENTS

### February (15 school days)

21-25: Winter Recess

### March (22 school days)

7-8: All Staff Prof. Dev. Days (No Classes)

### April (16 school days)

25-29: Spring Recess

### May (21 school days)

30: Memorial Day Holiday

### June (11 school days)

15: Last Day of classes (Half-Day Early Dismissal)

16-29: Potential Make-Up Days

## Key

Student School Days (180)  
New Staff Professional Development (PD) Days  
Para PD Day & Tchr/SSP Classroom Prep. Day  
Professional Development (PD) Day – No School  
First & Last Day of School  
Holidays  
Parent/Teacher/SSP Conferences – No School  
Potential Make-Up Days

## Proposed Graduation Date

We would like to propose **Friday, June 11** as the official graduation date for the class of 2021 at ConVal High School. The rain date for this event would be Saturday, June 12. The ceremony will begin at 6:00pm.

We are proposing a Friday evening date with a Saturday rain date in order to accommodate the need to host the ceremony outside. This arrangement allows for proper physical distancing and for related safety measures to be observed in consideration of the ongoing coronavirus pandemic. This will also allow families the ability to plan for a specific weekend for graduation festivities.

We currently anticipate that each graduate will be able to invite up to four guests to the outdoor event. As we get closer to the date, and in consultation with the ConVal COVID-19 Monitoring Team, we will notify graduates if they can bring additional guests.

NEW HAMPSHIRE PUBLIC SCHOOLS  
SCHOOL ADMINISTRATIVE UNIT #1

CONTOOCOOK VALLEY SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
106 Hancock Road, Peterborough, NH, 03458-1197

Telephone: 603-924-3336

Fax: 603-924-6707

Dr. Kimberly Saunders  
Superintendent of Schools  
[ksaunders@conval.edu](mailto:ksaunders@conval.edu)

Dr. Ann Forrest  
Assistant Superintendent of Schools  
[aforrest@conval.edu](mailto:aforrest@conval.edu)

TO: Contoocook Valley School Board

FROM: Business Office

DATE: \_\_\_\_\_

RE: REQUEST TO ACCEPT A GIFT OR DONATION

The Business Office - School requests authorization to accept from:

Name/Address: The Town of Franconia  
27 Main St Franconia NH 03043

the following gift/donation of: MRF Surplus Funds valued at \* \$ 1287.10

for the purpose of: Covering Covid expenses for Franconia  
Students

\*All checks, upon receipt, should be sent to Accounts Receivable at the SAU Office.

Jon Schmidt  
Teaching/Supervising Principal's Signature

SAU OFFICE USE ONLY: Date Received \_\_\_\_\_

Date Approved by School Board \_\_\_\_\_

Date Not Approved by School Board/Reason: \_\_\_\_\_

Date Check Received by SAU: \_\_\_\_\_