

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, April 20, 2021

School Board Meeting

6:30 p.m.

Physical Location: SAU 1 Board Room

Virtual Location:

<https://us02web.zoom.us/j/88362000820?pwd=a3pLdnVSSFJEWm8xRnoyVkFWMFBEZz09>

Meeting ID: 883 6200 0820

Passcode: k5hZCV

Phone: +1 646 558 8656

Webinar ID: 883 6200 0820

Passcode: 844744

Minutes

BOARD

Rich Cahoon, Keira Christian,
Richard Dunning, Alan Edelkind,
Jim Fredrickson, Katherine Heck,
Janine Lesser, Kevin Pobst,
Robert Short, Jr., Liz Swan,
Tim Theberge, Stephen Ullman,
Jerome Wilson

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Ben Moenter, Special Ed.
Cari Christian-Coates, Student Serv.
Carrie James, H.R.
Amy Janoch, HES
Fabi Woods, TES
Kris Levesque-Lee, PES
Larry Pimental, PES
Stephanie Syre-Hager, AES
Colleen Roy, GES
Deb Riley, CVHS
Heather McKillop, CVHS
Kat Foecking, GBS
Lexy Heatley, GBS
Anne O'Bryant, SMS
Beth Gibney, Pierce/FES

1. Call to Order and Pledge of Allegiance

Tim Theberge called the meeting to order at 6:32 p.m. The Pledge of Allegiance was recited.

2. Right to Know for Public Meeting Emergency Declaration

Tim Theberge reported that the declaration was not required this evening due to having more than a quorum of the board present in person.

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

a. Legal

Kevin Pobst moved to enter into non-public session in accordance with RSA 91-A:3,II for two legal matters. Katherine Heck second. Unanimous.

Dick Dunning moved to exit non-public session at 7:52 p.m. Jerry Wilson second. Unanimous.

Rich Cahoon moved to authorize Tim Theberge to sign a sign settlement agreement as discussed. Dick Dunning second. Unanimous.

Dick Dunning moved to seal the minutes of non-public session for a period of 10 years. Rich Cahoon second. Unanimous.

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

a. March 19, 2021

Katherine Heck moved to accept the minutes of March 19, 2021. Dick Dunning second. Unanimous.

b. April 1, 2021

Katherine Heck moved to accept the minutes of April 1, 2021. Dick Dunning second. Unanimous.

c. April 6, 2021

Katherine Heck moved to accept the minutes of April 6, 2021. Dick Dunning second. Unanimous.

5. Points of Pride

Kimberly Saunders shared various Points of Pride as reported to her from Administrators.

6. Public Comment

None.

7. Consent Agenda

a. Co-Curricular/Athletic Notifications

Kimberly Saunders referenced co-curricular notifications.

b. Personnel

1) Other Related Services Justification

Kimberly Saunders said that this position is necessary to provide services to meet individual student needs.

Rich Cahoon moved to approve the justification. Janine Lesser second. Unanimous.

2) Paraprofessional Justification

Kimberly Saunders said that this is a specific para to meet the needs of a student's IEP.

Dick Dunning moved to approve as presented. Janine Lesser second. Unanimous.

3) Assistant Principal Job Description (1st Read)

Kimberly Saunders shared this description for a first read. Please send questions or comments to her or Carrie James.

c. Teacher Nominations

Kimberly Saunders said that annual to annual should be voted first, annual to continuing, and continuing to continuing.

Janine Lesser motioned to approve the annual to annual contracts. Keira Christian second. Rich Cahoon and Dick Dunning abstained. All others in favor. Motion carried.

SSP's - Janine Lesser moved to approve the list of SSP's. Katherine Heck second. Rich Cahoon and Dick Dunning abstained. All others in favor. Motion carried.

Annual to Continuing – Janine Lesser moved to approve the list of nominations to move from annual to continuing contract. Jerry Wilson second. Rich Cahoon and Dick Dunning abstained. All others in favor. Motion carried.

Continuing to continuing – Janine Lesser moved to approve those on continuing contract to remain on continuing contract. Katherine Heck second. Rich Cahoon and Dick Dunning abstained. All others in favor. Motion carried.

d. South Meadow School Principal Nomination

Kimberly Saunders reported the nomination of Tim Conway as Principal of South Meadow School. Dr. Saunders said that he is ready and able to move into the principalship. Mr. Conway was hands down the best applicant interviewed of the three final interviews. The interview team makeup was shared.

Dick Dunning moved, with joy and enthusiasm, to support the nomination of Tim Conway as presented. Katherine Heck second. Unanimous.

Tim Theberge noted that he voted in the affirmative as well.

Thanks to those that served on the search committee.

8. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

The monthly calendar of School Board meetings was updated.

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

Kimberly Saunders reported that students are now coming back five days a week. We continue to have transportation struggles. Data in our local area of nine towns reflects that positivity rates are down. We are opening up sporting events so long as people wear a mask and watch their distance.

Dick Dunning asked if during track events, students wear their mask to the line, run the race with a removed mask and put back on at the end of the race.

Kimberly Saunders said that her understanding is that masks should be worn for the duration of the race. Send questions to John Reitnauer.

Stephen Ullman asked about the obligation of middle school teachers on Friday to teach through the day until 3:00 p.m.

Kimberly Saunders said that instruction was part of the day with time to allow for preparation and planning. Teachers deserve that half-day for planning time. It met the spirit of the E.O. and the MOA with teachers.

Stephen Ullman spoke about the challenges that might exist to meet some of the needs of students within a specific number of minutes. He believed an academic intervention would be challenging with a group of students present.

c. School Board Requests

- Addressing Learning Loss Presentation – Part 2

Dr. Ann Forrest said that as literature review has been underway, reframing “learning loss” to “learning recovery” to move from a deficit point of view is the shift.

Dr. Forrest focused on the overarching concerns that are driving recommendations that will be brought forward. Gaps in learning recovery can widen as time goes by as well as gaps in learning opportunity and the long-term impact.

Evidence-based approaches for learning recovery have associated recommendations.

Key recommendations for providing a supportive environment were shared.

Estimated Costs for Supportive Environment Recommendations were reviewed. In the summer, ConVal 2025 looked at implementing a multi-tiered system of approach for social emotional behavior. This group is made up of staff from each level and community members. They would take the lead to further the plan for these particular recommendations. Days at each level to do this work would be needed.

Related to Professional Development, training for the entire staff would be needed as well as coaching and mentoring for specific staff.

Restorative practices and training around using specific protocol so they can be used to help teachers in an efficient way to reflect on practice as professionals and engage in self-reflection.

Consulting with SERESC is recommended. They have expertise in areas of multi-tiered systems of support.

Stipends for a person at each level to support and monitor the implementation is recommended.

Expanding learning time – the importance of pre-school programming is recommended. Continue forward with the plans that we have in place is recommended.

Expanding existing summer programming is suggested. Starting a brand-new program would be challenging. Summer programming in Title I schools have had nice results for those students that attend. Cost is covered by Title I grant monies.

The recommendation is to double that and invite students from schools that are not Title I schools.

Re-establishing summer academy to expand and include 7th and 8th grade students is recommended.

A focus on tutoring during the summer, as well as before and after school at the middle school level, is recommended.

Kevin Pobst asked about doubling Title I experiences; how would students be identified for that program?

Ann Forrest said that there is a process that has worked really well which is through the instructional support team by looking at NWEA, Aimsweb, and additional diagnostic data.

Kevin Pobst asked the number of students that attend. Ann said that she will investigate.

Keira Christian asked if fifth and sixth grade could be included in elementary to take advantage of some of the supports.

Ann Forrest confirmed that depending on individual student needs. They would be a great target for high intensity tutoring to allow a lower teacher to student ratio.

Dr. Forrest said that summer planning time for tutoring especially, will be needed.

Additional staffing for K-4 summer programming is recommended. This cost matches what was submitted for Title 1.

Ten staff were estimated at the middle school level as well as funds for resources and materials.

Tutoring outside the school day is part of this recommendation. The importance of offering it during the school day is focused. Making sure that opportunities during the day for those students that aren't able to take advantage of these opportunities is important.

Increased focus on reading at lower levels and math at the higher levels is recommended. Tutoring needs to be provided by highly trained professionals.

To do this on this scale, time will be needed to determine what the tutoring sessions will look like.

Tutoring during the day would be with certified teachers and specifically trained paraprofessionals. Stipend funds are asked.

Acceleration is a focus embedded in this recommendation. Identifying and focusing on priority standards with intentional vertical alignment.

Interventions should be personalized to meet the needs of students. High quality rigorous instruction is the goal.

Summer planning and preparation days have been budgeted. Looking to leverage end of year professional development days and beginning days in the fall is a focus.

Additional staffing – teachers will need embedded coaching in this work, which is costly.

The final recommendation is to have a K-12 Director of Learning Recovery dedicated to the implementation of all of this. Time is of the essence. If someone is not on this every day, we will compromise the implementation of the recommendations.

Estimated Overall Cost is \$2,474,493.00 to implement the recommendation. ESSER Grant monies and Title II and IVA monies might be used. The positions would be temporary for this year and hopefully next year.

Jim Fredrickson shared his appreciation of the work that went into the estimate. He asked about student counts. How many students need this type of learning loss recovery and how many might actually participate?

Ann Forrest reported that 40% of students need this support. There is no reason to believe that we have budgeted for too much.

Kimberly Saunders said that we have been looking at this information since the budget was brought forward. \$1.25M was originally estimated. It wasn't well enough developed at that time and did not come forward. This recommendation is research based. We have 40% of students that will need some type of intervention to get back on track.

Dr. Stephen Ullman asked if there is a way to estimate how much in funding we might receive.

Kimberly Saunders said that ESSER I have been spent. \$3.4M in ESSER II is anticipated. Regardless of DOE, a plan needs to begin immediately.

Janine Lesser noted the amount of professional development that is in the plan. She asked if the additional staff will be able to be found.

Ann Forrest said that if program will be expanded, staff will be making plans and they will need to know now about this opportunity.

Rich Cahoon said that this is approximately \$3,000 per student. He asked if as much benefit would be received from this plan as what this money would buy for private tutoring; approximately 60 hours.

Kimberly Saunders said that this will be the most productive way for us to move forward.

Rich Cahoon asked for assurance that we will be able to catch these students up with this recommendation.

Ann Forrest said that when you look at research against a one on one tutor session, if a student is way behind you will not see the kind of gains that you would like to see.

Ann further said that a student could take advantage of the summer program and be tapped for additional assistance during the year to further close gaps. We have just upped the opportunity of educational time during the year.

Kevin Pobst asked if what is being asked is to spend grant money that will be available can be spent in this way; not additional monies. Confirmed.

Kevin said that this is somewhat a strengthening of the overall resource that can be applied to students who need to have a gap closed. We now have the opportunity with grant dollars, to put this in place.

Kimberly Saunders said that the ability for us to open this up to this many students has never been so clear. The need was always there to close gaps.

Tim encouraged the board to review this recommendation and if they believe that this is how grant monies should be used they should give the go ahead so that this work can begin.

Stephen Ullman said that this is the first time that this has been heard; is a vote being asked tonight?

Kimberly Saunders said that every day that we wait is a date lost to forward this. The difference here is the intentional pulled apart piece. Sticker shock was promised.

Ann Forrest said that the whole administrative team has done much of this work. We know we have to implement evidence-based approaches.

Katherine Heck shared her appreciation and asked the board to table this because it is a lot and we want to do it right. We talk about targeted groups and inviting tiered kids. We have an entire school community that has to reassemble their learning. Will this impact every single student and not just a subgroup?

Dr. Ann Forrest agreed. A major focus of the accelerated piece is focused on supporting all students. Every student has been impacted by this pandemic. Dr. Forrest said that if we move forward with this plan, end of year PD days this year will be leveraged as well as beginning PD days of the next year. New hire days will be used as well. Other existing staff can join.

Rich Cahoon shared concern with getting students to these resources. Outreach to families to share how far their child is behind and about the opportunities that will exist to catch them up. More will be done than ever in the past.

Dick Dunning said that this is overwhelming. Having students come into schools in the summer is a difficult task. Having the resources during the school year before and after school gives us a handle. He said he would love to increase the number of teachers and paras in a class size. When we talk about two coaches covering the school district, it does not sound practical in individual classes. How would that be identified? We have tools in place to address kids in need. The more we can apply to kids the better chance we have. He said that he needs more time to reflect on this proposal.

Kimberly Saunders said that this is a systematic intentional approach to a multi-faceted issue. It is clear that teacher self-efficacy is the largest and most effective development that you can do with an adult learner. It provides confidence. When we do summer professional development, the coaching provides support.

Liz Swan said that the presentation is innovative. Liz asked if there is a consequence for using grant money for this recommendation in comparison to what else it could be used for. Will we miss another piece when we address this?

Kimberly Saunders said that the dollars can be spent on a variety of things.

Liz asked if there was another need as great as this.

Kimberly Saunders said that she will always front load dollars to make sure students have the foundation to do well long-term. This is our mission and it is critical.

Liz said that she supports this and it is why she serves on the board to meet the needs of kids. She appreciated the feedback.

Dick Dunning said that he sees things more clearly now but shared concern with the time coaches will have to meet with staff.

Rich Cahoon asked about the 7-12 Summer Academy; would it take place at the high school or with sessions at the middle school? What would make this different than what we did several years ago when we provided transportation and three students from GBS attended?

Kimberly said that going to where the students are would be part of the plan.

Rich Cahoon said that we should hire the K-12 Director regardless of what happens to the rest of the plan.

Ann Forrest said that summer academy was planned for the high school with the option for 7-8 to engage in high intensity tutoring based at GBS and SMS. Transportation was built in. She said that all of the pieces are layered together. We won't

get everyone that we need to at summer programming but that is where tutoring steps in during the school year. The approach is a layered one. It will increase chances of getting to as many kids as possible.

Stephen Ullman asked what is required for vote tonight.

Can we make a promise not to spend any other funds than grant dollars on this recommendation to the public?

Kimberly Saunders said it is the absolute intention to use ESSER Dollars. She would like to advertise to hire the director as a necessary starting point.

Kevin Pobst supported authorizing hiring the director to get pieces moving forward. He said that he heard that seriousness would be applied to recruiting students for this program, sorting out and prioritizing the learning methods for reading and math, and accelerating in the current curriculum is important. Kevin shared the concern with a summer program where the right kids were not there. He would like to hear more about making sure kids are there.

Rich Cahoon moved to authorize the Superintendent to hire a K--12 Director of Recovery Learning. Dick Dunning second.

Opposed: Robert Short, Jr.

All others in favor. Motion carried to hire this position.

Rich Cahoon moved to authorize the recruiting process for six instructional coaches, 2 math, 2 reading, 2 writing. Dick Dunning second. They would be posted as anticipated positions.

Opposed: Robert Short, Jr.

All others in favor. Motion carried.

Rich Cahoon asked if you are able to identify a candidate for this position, would they be hired before the end of year PD Days and if so, is money needed to allocate to this.

Kimberly Saunders said that they would be hired as soon as they are able to start.

d. Induction Series – Meeting Start Time set to 6:00 p.m.

Tim Theberge said that the next four board meetings will include an induction series and will begin at 6:00 p.m.

9. Reports

a. Teacher Representative

None.

b. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson reported that priorities of Budget & Property Committee for the year was the focus of the meeting. Jim will publish a list of priority action items where dates will be asked.

The Capital Improvement Plan was discussed and getting the document up to date along with mid-term plans for what needs to be done in the next three years. Long-term would be beyond four years.

Work with the Education Committee to learn more about what is needed in classrooms for the future of educating students will take place. Expenses running this year will likely result in funding trust funds this year.

c. Strategic Plan Committee – Tim Theberge

Tim Theberge reported that the kick-off meeting will take place on May 11th. Twenty community responses have been confirmed already. Community involvement is key. More details to come.

d. Communication Committee – Janine Lesser

Janine Lesser reported that two areas of focus were discussed. Communicating Policy KE and BEDH was discussed. Creating a tab on the School Board website will be created that will link to other places on the website for this information. Concerns are another path that would involve a flowchart of where to obtain information.

Scheduling four quarterly forums are recommended. Surveys would go out in advance to learn what is upper most in people's minds that can be addressed at the forums. Administration and School Board would be present for an open give and take in those particular areas. It was recommended that we would have an independent moderator.

Rich Cahoon asked how the board would take a position on things that have not been voted a position on. Janine Lesser said that we could simply say that the Board has not taken a position yet on that topic.

Liz Swan said that having the person who is moderating the event would outline how the meeting will be conducted and put it in formal language to make it clear. It would be a statement of clarity.

Katherine Heck said that it is also an opportunity for people to be heard even if the board does not have an answer.

Tim Theberge asked if the use of an outside facilitator placed an unnecessary person in between.

Kevin Pobst said that he is not concerned about people bringing up an item that a position has not been taken on. It can still be discussed.

Keira Christian spoke about the importance of feedback and informing those present of where the forum will go and where it will not.

Liz Swan said that having an outside moderator present to deliver information in a positive matter is valuable. Keeping the energy going is important. There is an appreciation for impartial people.

Rich Cahoon suggested that questions should be answered as long as they keep coming.

Should Tim Theberge Moderate the first forum and see how it goes? Tim Theberge suggested that he moderate the first forum to see how it goes. Tim said that he welcomes the opportunity to interact with the community.

e. Education Committee – Stephen Ullman

Stephen Ullman reported that NWEA tests examine reading and math achievement of various grades and measure growth. The district has established the 50th percentile as a measure of importance. Various demographics were reviewed as a group for scoring measures. Dr. Ullman said that using NWEA as a diagnostic tool is possible to identify points where students struggle and need additional support.

f. Policy Committee – Katherine Heck

Katherine Heck reported that a first read of Policy BDE will take place tonight. Fund Balance Policy is under review and revision with input. KEB, BEDH, and KE went to the Communication Committee who returned with suggestions to conduct public forums. Administration is having a work session due to changes in discipline. Finally, discussion about looking at aligning current practices was discussed in the area of evaluation of the Superintendent so that policy matches practice.

Tim Theberge said that there used to be a form that committee chairs filled out that helped direct work of other committees aside from communicating meeting outcomes.

10. Old Business

a. Legislation

Katherine Heck reported training on HB1558 that talks about student discipline that will highlight multi-tiered levels of support.

Calculations for adequacy payments are being reviewed that would allow the Department of Education to use a higher Free and Reduced Lunch percentage to calculate this aid, whichever is higher.

Rich Cahoon said that individual towns can be advantaged or disadvantaged depending on the year used. The impact on some towns might be greater than others. Only the benefit will be addressed.

b. 2021-2022 Budget Discussion

Katherine Heck asked that in light of reassembling and looking at learning and K-8 remote program not going forward, could we set a date to discuss financial options before the end of this fiscal year.

Rich Cahoon requested this be done at first meeting in June.

Kevin Pobst said that he is interested in making an aspirational motion with respect to the K-8 Remote money. He respects that we don't know enough to make that motion and said that he hoped that at one of the meetings in May that motion could be made. More data is needed.

11. New Business

a. 1st Read Policy

- BDE: Committee Organization & Assignments

Katherine Heck said that the highlights reflect changed language. Send input to the Policy Committee.

b. General Assurances

Kimberly Saunders said that the board needs to confirm that they have received the General Assurances. Grant allocations are about \$3M excluding ESSER funds.

Rich Cahoon moved to accept the report for General Assurances. Kevin Pobst second. Unanimous.

c. Accept Gift/Donation (Board Vote Required)

- ConVal High School requests authorization to accept from: Holly Wilson, washable and reusable face masks valued at \$216.00 for the purpose of donation to the girl's lacrosse program.

Katherine Heck moved to accept the generous donation with appreciation.

Keira Christian second.

Rich Cahoon noted that donations of less than \$500 are not needed for a vote.

Motion out of order but accepted with thanks.

12. Public Comment

None.

13. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests listed totaling \$1,190,337.00 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.

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

a. Negotiations

b. Legal

c. Personnel

d. Student

Janine Lesser moved to enter into non-public session in accordance with RSA 91-A:3,II at 10:31 p.m. for matters of personnel, student and reputation.

Dick Dunning second. Unanimous.

Janine Lesser moved to exit non-public session at 10:51 p.m. Dick Dunning second. Unanimous.

Janine Lesser moved to authorize student actions. Keira Christian second. Unanimous.

Janine Lesser moved to authorize the retirement request. Kevin Pobst second.

Robert Short, Jr. opposed. Rich Cahoon abstained. All others in favor. Motion carried.

Janine Lesser motioned to adjourn at 10:53 p.m. Kevin Pobst second. Unanimous.

Respectfully submitted,

Brenda Marschok