

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

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

**Tuesday, November 16, 2021
7:00 p.m.**

Physical Location: SAU #1 Board Room

Livestream Link: <https://www.youtube.com/watch?v=-TZPhh3JZ9s>

Minutes

BOARD

Rich Cahoon, Tom Burgess,
Keira Christian, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Greg Kriebel, Janine Lesser,
Liz Swan, Tim Theberge,
Stephen Ullman

Cheryl Jessie, CVEA

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Ben Moenter, Special Ed.
Carrie James, H.R.
Tim Grossi, Facilities
Fabi Woods, TES
Larry Pimental, PES
Nicole Pease, DCS/HES
Jen Kiley, ATC

1. Call to Order and Pledge of Allegiance

Tim Theberge called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

Note: Tim Theberge swore in incoming School Board member Tom Burgess prior to the start of the meeting.

Tim Theberge reminded everyone that Jerry Wilson resigned from the Board. Tom Burgess is taking his place. Tim welcomed Tom to the Board and thanked Jerry for his years of service on the board.

2. Points of Pride

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

3. Public Comment

None.

4. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) November 2, 2021

b. Personnel

1) Retirement June 2023

a. Jessie Hale – Special Education Teacher

2) Parental Leave of Absence

3) Co-Curricular Notifications

The consent agenda was adopted.

5. Superintendent's Report and Presentation of Business

a. Reopening Update

We received our CLEO waiver which provides the opportunity to do symptomatic and pool testing for our students and staff. A meeting about how that would look like and how to obtain parent permission. The goal is not to keep students out of school for a longer period of time than necessary. Because of the guidelines around COVID

and quarantining due to symptoms this would allow students access to school sooner if possible. This will relieve pressure on local pediatricians who are doing the local testing. What is the timeline on when this might be in schools? The hope is to be up and running after Thanksgiving recess or soon thereafter.

b. Monthly Events Calendar

1) Public Hearing(s)

Public Hearing for use of trust funds is slated for December 7th with board meeting to immediately follow. School Board meetings will stay at 7:00 start time rather than 6:30 as discussed at a previous meeting.

6. Reports

a. Teacher Representative – Cheryl Jessie

Cheryl Jessie reported a shout out to the Board's negotiation team. Many agreements have been reached. The staff across the district are working hard amidst absences of staff and students. The substitute shortage impacts everyone at every level. In addition, Cheryl recognized the nurses working tirelessly to get healthy students back into school.

b. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson said that discussion of the Solar Project was provided. The concern is that progress has been slow. It is hoped that the weather will hold out. FY '23 budget was discussed as was the Capital Improvement Plan (CIP). \$492K of CIP is included in the budget. The trust summary was updated and includes recommendations for warrant articles and new targets. A first draft of a CIP Policy was provided by Katherine Heck. Several items that require public hearings were discussed.

c. Education Committee – Stephen Ullman

Stephen Ullman reported that disaggregated data was examined. Dr. Forrest will examine concerns on several policies. There is an ongoing concern about math scores. Comparatively speaking, our students do better in reading than math. Measures taken in recent years have not positively impacted scores. On the NHSAS, 47% were above the 50th percentile against the State average of 52%. Significant differences were found in socio-economic groups.

d. Policy Committee – Janine Lesser

Janine Lesser reported that two new policies, JICD and IMC, will come forward for a first read tonight. Several come tonight for a second read. Two new policies will come for a first read JRA and GBEF at the next meeting.

7. Old Business

a. Legislative Update

Tim Theberge reported that LSR language is starting to come out and turn into draft bills. Many will have an impact on education or financially for this district.

b. School Board Requests

Kimberly Saunders checked in on two outstanding requests. If there are others, please let Kimberly know. School Board requests are designed to ask administration for specific information. It should be information that you need. It should not be a single board member directing the work of administration.

c. Budget Discussion

Policy 2nd read was moved ahead of this agenda item.

Janine Lesser moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 7:26 p.m. for matters of personnel and negotiations. Dick Dunning second. Unanimous on a roll call vote.

Rich Cahoon moved to exit the non-public session at 8:11 p.m. Greg Kriebel second. Unanimous.

Rich Cahoon moved to seal the non-public minutes for personnel for a period of five years. Keira Christian second. Unanimous.

Rich Cahoon moved to seal the minutes of non-public session for matters of student safety for five years. Keira Christian second. Unanimous.

Rich Cahoon moved to authorize the School Board Chairman to sign a MOU with the CVEA. Janine Lesser second. Rich Cahoon, Dick Dunning, and Keira Christian abstained. All others in favor. Motion passed.

Rich Cahoon moved to add \$38K for high school language back into the proposed budget. Dick Dunning second. Unanimous.

Jim Fredrickson spoke about money out of budget and into trusts would total \$117,945 and would require a public hearing for equipment.

Jim Fredrickson moved to move three pieces from the budget to the equipment trust in the amount of \$117,945. Greg Kriebel second. Unanimous.

Healthcare GMR was discussed – should it be budgeted in full or part? The recommendation is to take \$145K out of the budget and pay for out of trust funds if needed. What does the \$145K represent in terms of percentage?

What is 9.3% of our healthcare? We have budgeted less overall for health costs because of factors.

Jim Fredrickson moved to move \$145K out of the budget. Rich Cahoon second. Motion carried.

Preschool will defer to December 7. Will the presentation result in a change in the proposal?

Rich Cahoon moved to add \$85K for a high school science teacher. Keira Christian second. Unanimous.

Student Info Systems Personnel – addition of \$80K

Rich said that this needs to be done but expressed concern that this position could be filled for \$80K.

Suggestions? \$100K was suggested.

Rich Cahoon moved to add \$100K for Student Info Systems Personnel. Greg Kriebel second. Tom Burgess abstained. All others in favor. Motion carried.

School Resource Officer – not in budget.

There is not an alternative proposal. Looking at staffing.

Elementary School Integration – Liz Swan asked if this is extremely necessary. How much is this needed at the elementary level?

Not looking to increase the amount of tech students are using. This is a support person to leverage technology for student learning with teaching staff.

Liz said that this money might be better spent on educators in other areas.

Is the expectation for one person to perform these responsibilities? Yes, that would be the model. We currently have six people district-wide to manage this.

Liz said that she strongly supports the use of technology when appropriate in the classroom. It does not seem that this needs to be a person for this purpose when there are online resources. She asked for clarity.

Dr. Ann Forrest said that a main focus is for kids not to simply be consumers, we want them to be creators. Using technology to create.

Dick Dunning said that he values the position for teachers. His concern is how effective it will be. He would be interested in the plan when there are two elementary schools that are larger.

Ann Forrest agreed, teachers do need support using technology well in our classrooms. The impact is not the same as having one dedicated to a school.

Dick Dunning shared his concern with equity in the position and how it would be applied across the district.

Rich Cahoon asked how many elementary teachers we have.

What makes this better than providing professional development to teachers? The on-demand support in the classroom is preferred.

Tom Burgess asked for comparisons. Kimberly said that we lose effectiveness and efficiency when we travel from building to building.

Stephen Ullman suggested taking this amount of money and dividing it among the eight schools for this purpose using people present in buildings already.

Kimberly Saunders said that this is lower on the list for exactly this reason. Having someone in each building with an area of knowledge and to allow this to support teaching is not always possible.

Dick Dunning shared his concern about the potential delivery of information logistically. He supports the idea but has concerns about the delivery.

This is currently not in the budget.

Dick Dunning moved to put the position in as presented in the amount of \$85K with a plan to support it. Alan Edelkind second.

Motion failed.

Preschool transportation – not budgeted. Janine Lesser said that transportation is not part of the plan. The preschool locations are the same.

The question was what is our capacity now and why are we not at capacity. Is it transportation? This is why it is a placeholder.

Rich Cahoon reiterated that he would like to see the options for preschool and an option that expands access. He wants more of a description of what an integrated program does.

Jim Fredrickson said that \$118K is out and \$145K is out and added \$85K for science and \$100K and \$38K puts us at \$750K under the guidance without preschool numbers.

Trust Funds – target balances for the end of the 21-22 school year were shared. Proposals for the 2022-2023 were shared.

Target balances were shared – \$500K for Special Ed, Building Capital Reserve of \$1M, Athletics \$200K, Health Maintenance of \$300K, Equipment of \$150K, Energy Projects \$650K. Adding a new Technology Trust was discussed.

Jim Fredrickson agreed to update the Trust Fund sheet and sort by year.

Rich Cahoon asked what the track overlay cost? Tim Grossi estimated \$27K. Rich Cahoon factored that into anticipated spending. Routine maintenance was avoided many years ago causing the need for a new track. Recoating every five or so years is needed.

Rich Cahoon asked why uniforms would not be in the budget and in a trust. Lori Schmidt said that was excluded from the budget because trust funds were available.

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

- IGE: Parental Objections to Specific Course Material

Janine Lesser moved to adopt this policy as presented. Dick Dunning second. Unanimous.

- DAF: Administration of Federal Grant Funds

Janine Lesser moved to adopt this policy as presented. Dick Dunning second. Unanimous.

- EEAEA: Mandatory Drug and Alcohol Testing – School Bus Drivers and Contracted Carriers

Janine Lesser moved to adopt this policy as presented. Dick Dunning second. Unanimous.

8. New Business

a. Policy 1st Read

- IMC: Controversial Speakers and Programs

- JICD: Student Behavior, Conduct, Discipline and Due Process

Tim Theberge referenced these policies for a first read. Comments should be sent to Katherine Heck and Janine Lesser.

b. Waive Policy – DJE: Bidding Requirements (Board Vote Required)

Tim Theberge said that this policy needs to be waived for a transaction.

Janine Lesser moved to waive policy DJE on bidding requirements for the discussed item. Dick Dunning second. Rich Cahoon opposed. All others in favor. Motion passed.

c. Expenditure and Encumbrance Report – Lori Schmidt

Lori referenced the Expenditure and Encumbrance Report.

Rich Cahoon moved to accept the Expenditure and Encumbrance Report and adopt any encumbrances therein. Janine Lesser second. Tom Burgess abstained. All others in favor. Motion carried.

d. Budget Transfers – Lori Schmidt

Lori Schmidt said that the transfer requests are to shift placeholders to the appropriate account based on actual activity.

Rich Cahoon moved to approve the budget transfers as presented. Tom Burgess second. Tom Burgess abstained. Motion carried.

e. Accept Gift/Donation (Board Vote Required)

1. South Meadow School requests the authorization to accept from the Donors Choose, BricQ Motion Prime Set valued at \$633.00 for the purpose of using with the 6th grade to implement an engineering unit.

Janine Lesser moved to accept the gift as presented in the amount of \$633 with gratitude. Dick Dunning second. Unanimous.

2. Temple Elementary School requests the authorization to accept from the Temple 250th Anniversary Fund, \$1,500 for the purpose of helping to purchase snowshoes for the school.

Liz Swan moved to accept the gift as presented in the amount of \$1,500. Dick Dunning second. Unanimous.

f. Atrium Roofs – South Meadow School/Great Brook School

Tim Grossi reported that there are four roofs; 3 at South Meadow School and one at Great Brook School. Four years ago, these were put on the radar for replacement. It is a complete system. The manufacturer was contacted. Over time, the comparative degradation has significantly increased. The components are months out for manufacturing. Contracting for this work needs to take place to get in line for work. \$101,300 for GBS and \$505,400 for SMS is the quote. It would provide translucent panels and provide light. There would be energy savings as well. Regardless, this needs to move forward. Permission to sign documentation with Cal Wall is asked.

A Public Hearing to spend capital funds from the trust is needed if passed.

Rich Cahoon asked if both middle schools might be renovated in the future. The atrium space might not be the most efficient use of space. If we replace some of the roof, it might cost more this time but cheaper in the long run.

Tim said that the functionality of the roof is in question.

Dick Dunning shared his concern in doing this work if the buildings would be renovated in the coming years. The space does not lend itself well to instructional space. The only choice we have now is to do this work.

Kimberly Saunders shared areas where direction is needed:

Toner shortage – board will be asked to accept board packets in electronic format rather than hard copies.

Snowed slightly today – looking at a snow day or two in the schedule in the future. There is a feeling that students have done remote work. Maybe go for two or three snow days before deciding to go remote to count as a school day. Could be reexamined after the second snow day.

Inclement weather can be a reason to go remote. Rich Cahoon suggested going more than two days before using remote days. Five events might pass before reconsidering. Dick said that he would be more comfortable with two or three.

Three events were the consensus.

9. Public Comment

None.

10. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests totaling \$2,278,488.69 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.

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

a. Negotiations

b. Legal

c. Personnel

None.

Dick Dunning motioned to adjourn at 9:26 p.m. Greg Kriebel second. Unanimous.

Respectfully submitted,

Brenda Marschok