

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

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

**Tuesday, November 1, 2022
7:00 p.m.**

Physical Location: SAU #1 Board Room

Livestream Link: <https://www.youtube.com/c/ConValEvents>

Minutes

- 1. Call to Order and Pledge of Allegiance**
- 2. Points of Pride**
- 3. Public Comment**
- 4. Consent Agenda**
 - a. Acceptance of School Board Meeting Minutes**
 - 1) October 18, 2022 (pg. 1-4)
 - b. Personnel (pg. 5-6)**
 - 1) Retirement – June 2023
 - Amy Janoch, District Learning Recovery
 - Lisa Carne, CVHS, English Teacher
 - 2) 2022-2023 Co-Curricular Notifications
- 5. Superintendent's Report and Presentation of Business**
 - a. School Board Requests**
 - b. Monthly Events Calendar (pg. 7-8)**
 - c. November 1st Enrollment Update**
 - d. November 5th Budget Work Session Agenda**
- 6. Reports**
 - a. Student Representative – Katherine Craig**
 - b. Teacher Representative**
 - c. Communication Committee – Alan Edelkind**
 - d. Selectmen's Advisory Committee- Janine Lesser**
 - e. Policy Committee – Crista Salmay**
- 7. Old Business**
 - a. Legislative Update**
- 8. New Business**
 - a. Policy – 1st Read**

JFAM: Education of Military Children & Military Connected Students (pg. 9-11)
 - b. Accept Gift/Donation (Board Vote Required) (pg. 12)**
 - 1) South Meadow School requests authorization to accept a gift of checks and gift cards for the purpose of helping teachers purchase items for their classroom or the purchase of items such as teacher celebrations in the amount of \$11,500.00 from an anonymous donor.
- 9. Public Comment**
- 10. Approval of Manifests (Board Vote Required)**
- 11. Non-Public Session: RSA 91-A: 3, II (If Required)**
 - a. Legal**
 - b. Personnel**
 - c. Negotiations**
 - d. Student**

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, October 18, 2022

Immediately Following Public Hearing(s) at 7:00 p.m.

Physical Location: SAU #1 Board Room

Livestream Link: <https://www.youtube.com/c/ConValEvents>

Minutes

BOARD

Tom Burgess, Richard Dunning,
Alan Edelkind, Jim Fredrickson,
Greg Kriebel, Janine Lesser,
Kevin Pobst, Crista Salamy,
Doug Sutherland, Liz Swan,
Stephen Ullman

Katherine Craig, Student Rep.

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Ben Moenter, Special Ed.
Carrie James, H.R.
Kat Foecking, GBS
Shawne Hilliard, DCS/HES

1. Call to Order and Pledge of Allegiance

Janine Lesser called the meeting to order, after the Public Hearings, at 7:22 p.m.

2. Points of Pride

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

3. Public Comment

Kimberly Marcum, Dublin, reported having two kids in the district; one at South Meadow School and one at Dublin Consolidated School. She said that they have been very happy with the education that her children have received. Both have thrived. The culture and care of DCS gives a strength to the students and community.

As the board works to put together the budget, she asked consideration that there is a shared principal. It is a tough situation for the two schools involved. The Administrative Assistant does so much for the community, students, and staff. She fills the role of school nurse when needed. It is no secret that the board may be in favor of consolidation or closing smaller schools.

The board allowed additional time.

Ms. Marcum asked that different viewpoints be considered when considering consolidation. It feels that this was intentional not to have two principals or a preschool.

She asked consideration of the small schools and thanked the board for all that they do.

The Board thanked Ms. Marcum for her comments.

4. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) October 4, 2022

b. Personnel

1) Resignation – October 2022

2) 2022-2023 Co-Curricular Notifications

Kevin Pobst asked for an explanation around the resignation.

Kimberly Saunders said that she would be happy to discuss in Non-Public.

Alan Edelkind moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 7:31 p.m.

Liz Swan seconded. Unanimous on a roll call vote.

Greg Kriebel motioned to close Non-Public Session at 7:36 p.m. Dick Dunning seconded. Unanimous.

Dick Dunning motioned to seal the minutes of Non-Public Session for a period of five (5) years. Greg Kriebel seconded. Unanimous.

Janine Lesser asked if there were any further questions on the consent agenda? There were none. The consent agenda was accepted.

5. Superintendent's Report and Presentation of Business

a. School Board Requests

A request is outstanding related to information on the shared principal model. This will be discussed during budget preparation.

b. Monthly Events Calendar

Public Hearings related to the Peterborough Elementary School roof and also the ConVal High School Parking lot were scheduled on Tuesday, November 15th.

6. Reports

a. Student Representative – Katherine Craig

Katherine Craig reported that the volleyball team won their pink night and there was a lot of community and school spirit. In addition, Boys' Soccer had their senior night tonight. Other senior nights are coming up as well. Twenty-one exchange students from Austria have arrived and are attending classes through November 1st. Flyers for mental health support are posted around the school. The Counseling Department recently held a financial aid night. Theater production for Agatha Christie are underway. Eric McGrath won player of the week. Lastly, there is a bake sale this Friday.

b. Teacher Representative

None.

c. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson referred to the Budget & Property Committee report in the School Board shared drive. He summarized that the Capital Improvement Plan (CIP) was discussed and how much to include in the fiscal year 2024 budget and also trust funds.

\$460K of CIP items should be in the proposed budget. Other recommendations for trust funds and \$1M for parking lot need consideration. Requesting funding for an engineering study will be asked from trust funds. New requirements are impacting the cost. How to handle the cost of the parking lot will be discussed.

The consolidation/reconfiguration RFI was discussed. The Regional CTE agreement and funding was discussed. We are close to entering an agreement to do work on design for two middle schools, the high school, and CTE. Public participation on the building committee will be asked.

The FY' 22 audit was discussed. Taxes will be impacted by how much we return. Extraordinary needs grant funds are going back. Next, a public hearing to accept unanticipated funds from the NH Retirement will require a public hearing. Will be scheduled soon.

There is a difference in what was anticipated to receive and what has been reported in the amount of \$50K.

Budget guidance was discussed at Budget & Property. Status quo was discussed as the guidance. \$460K for CIP should be included in proposed budget as status quo to what was budgeted this year.

Kimberly Saunders said that she considers this part of the budget guidance.

Dick Dunning said that it was clear that you operate under the budget that was in place for this year. He said that it was clear. It was confirmed that it was clear.

Jim Fredrickson asked how the committee reports should be handled.

Janine Lesser said that the larger points should be reported with any board action required pulled out. The report was in early to allow the board to look at it.

The Education Committee report was also uploaded into the drive.

d. Education Committee- Stephen Ullman

Stephen Ullman reported that last night's meeting concentrated on learning recovery at the high school. Summer program updates were shared. Courses were aimed at students to earn credits needed, recover lost credits, and increase student skills in content areas. 81 students were enrolled.

Stephen shared that Elizabeth Moore stated that more attended for credit recovery than ever before. Combining credit recovery with an enrichment course was popular.

Priority standards must be mastered before credit can be awarded.

Plans for Summer 2023 Academy are to continue. Increased communication will take place.

e. Policy Committee – Crista Salamy

Crista Salamy reported that Policy met tonight and will be bringing one policy forward for a first read.

Other policies will be reworded.

Principals and Assistant Principals will be met with at the November 1st meeting to discuss dress code.

7. Old Business

a. Legislative Update

Kimberly Saunders reported Legislative Service Requests are coming in fast. More to come after the election.

Janine Lesser reported receiving a letter from the Finance Committee Chair saying that the request to continue the 7.5% for retirement will be considered when they start budget development at the end of January.

Stephen Ullman said that just eleven years ago, the State was making a major contribution to the retirement.

8. New Business

a. RFI Update

Janine Lesser reported some progress but more to come and that it will be brought back to the board.

b. Expense and Encumbrances (Board Vote Required)

Lori Schmidt reported that salary and benefit lines are looking more in order.

She continues to watch energy costs as we enter into the heating season.

Dick Dunning moved to approve the Expense and Encumbrance Report as presented. Greg Kriebel seconded. Unanimous.

c. Field Trip Proposal (Board Vote Required)

1) South Meadow School, 8th grade students, travel to Washington, DC from April 17th – 21st, 2023 as part of the 8th grade curriculum for Social Studies.

Dick Dunning moved to accept the Field Trip Proposal as presented. Kevin Pobst seconded. Unanimous.

d. Position Justifications

Position justifications were referenced to add three paraprofessionals in the current school year to support students' needs that are directly related to IEPs.

Kevin Pobst moved to approve the staff increases as presented. Dick Dunning seconded.

Stephen Ullman asked if this isn't legally mandated.

Kimberly Saunders said that Board could choose not to appropriate money and it would have to be funded in other ways.

Unanimous.

Kevin Pobst asked for update about the consequences with challenges with the need for bus drivers.

Kimberly Saunders reported that we have had to get transportation from other places. For example, a recreation van from the Town of Peterborough was used for golf. Other efforts have allowed transportation to be juggled. Thank you to Kevin Proctor and Lori Schmidt for their efforts in this area.

Other challenges have put ConVal in a pinch with special education transportation and a bus route. If people are concerned about busing and it is athletic related, contact Mr. Proctor first. Contact Lori Schmidt with general transportation questions and concerns. If the concern is special education related, contact Ben Moenter. There are not enough bus drivers. Kimberly Saunders encouraged the public to drive a bus or become a substitute teacher.

9. Public Comment

None

10. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests totaling \$2,612,958.35 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. Alan Edelkind seconded. Unanimous.

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

a. Legal

b. Personnel

c. Negotiations

d. Student

Alan Edelkind moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 8:06 p.m.

Greg Kriebel seconded. Unanimous on a roll call vote.

Dick Dunning motioned to exit Non-Public Session at 8:39 pm. Greg Kriebel second. Unanimous.

Tom Burgess motioned to seal the minutes of Non-Public Session in perpetuity. Dick Dunning seconded. Unanimous.

Dick Dunning motioned to adjourn at 8:40 pm. Stephen Ullman seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL DISTRICT

November 1, 2022
Personnel Agenda

June 2023 Retirement:

District

Amy Janoch

Director of Learning Recovery

CVHS

Lisa Carne

English Teacher

2022-2023 Co-Curricular Notifications:

See Attached

NOTICE OF STIPEND POSITIONS

| First | Last | DAC | Position | Stipend Amt | FTE |
|------------------|-----------|-----|--------------------|-------------|-----|
| Athletics | | | | | |
| Kevin | Morneault | SMS | Boys A Basketball | \$ 2,134.65 | 1 |
| Lorenzo | Van Horn | SMS | Girls A Basketball | \$ 2,134.65 | 1 |

| | | | | | |
|---------------------|----------|------|-----------------------------|-------------|-----|
| Non-Athletic | | | | | |
| Gregory | O'Brien | CVHS | Ocean Bowl | \$ 1,000.00 | 0.5 |
| Angela | Benedict | SMS | Drama | \$ 1,600.00 | 1 |
| Theresa | Berna | SMS | Magic Cards | \$ 400.00 | 0.5 |
| Michelle | Brezovec | SMS | Peer Mediation | \$ 812.15 | 0.5 |
| Michelle | Brezovec | SMS | Robotics | \$ 2,800.00 | 1 |
| Michelle | Brezovec | SMS | Yearbook | \$ 1,200.00 | 1 |
| Dorene | Decibus | SMS | Science Club | \$ 1,370.98 | 1 |
| Dorene | Decibus | SMS | Student Council | \$ 1,720.06 | 1 |
| Elizabeth | Fortin | SMS | All State Chorus | \$ 499.26 | 1 |
| Elizabeth | Fortin | SMS | Music - Select Chorus | \$ 2,000.00 | 1 |
| Ed | Lowy | SMS | All State Band | \$ 499.26 | 1 |
| Ed | Lowy | SMS | Music - Jazz Band | \$ 2,000.00 | 1 |
| Ed | Lowy | SMS | Music - Memorial Day Parade | \$ 499.26 | 1 |
| Ed | Lowy | SMS | Music - Veterans Day parade | \$ 499.26 | 1 |
| Meredith | Lyons | SMS | Garden Club | \$ 1,200.00 | 1 |
| Rebecca | Mclean | SMS | Magic Cards | \$ 400.00 | 0.5 |
| Rebecca | Mclean | SMS | D & D 2 | \$ 800.00 | 1 |
| Lydia | Price | SMS | Drama Tech | \$ 800.00 | 1 |
| Lydia | Price | SMS | Peer Mediation | \$ 812.16 | 0.5 |
| Sarah | Russell | SMS | Art Club | \$ 800.00 | 1 |
| Nate | Townsend | SMS | D & D | \$ 800.00 | 1 |

November 2022

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|--|---|------------------------------|---|------------------------------|---|
| | | 1 Policy Committee Mtg. @ SAU @ 6:00 pm School Board Mtg. @ SAU @ 7:00 pm | 2 | 3 | 4 | 5 School Board/Budget Work Session @ 8:30 am @ SAU Office |
| 6 | 7 | 8 Budget & Property Committee Mtg. @ SAU @ 6:00 pm | 9 | 10 Community Forum @ CVHS Lucy Hurlin Theatre @ 6:30 pm | 11 District Closed | 12 |
| 13 | 14 Food Service/Wellness Mtg. @ SAU @ 6:00 pm | 15 Policy Committee Mtg. @ SAU @ 6:00 pm Public Hearing(s) to Expend Funds @ SAU @ 7:00 pm School Board Mtg. @ SAU @ immediately following public hearings | 16 | 17 Communication Committee Mtg. @ SAU @ 5:30 pm | 18 | 19 |
| 20 | 21 Education Committee Mtg. @ SAU @ 5:30 pm | 22 | 23 District Closed | 24 District Closed | 25 District Closed | 26 |
| 27 | 28 | 29 | 30 | | | |

December 2022

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

**EDUCATION OF MILITARY CHILDREN &
MILITARY CONNECTED STUDENTS**

Category: *Recommended*

Related Policies: *JF, JFA, JFAA, JH, JJA, JLCB & JLD*

A. Statement of Purpose and Definition.

It is the Board's intent to remove barriers to the identification, enrollment, retention, and support in schools of military-connected students.

"Military-connected student" as used in this policy includes any student who is a dependent of a current or former member of:

1. The US military serving in the Army, Navy, Air Force, Marine Corps, Space Force, or Coast Guard on active duty as defined in RSA 110-D:3;
2. NH National Guard;
3. A reserve force of the US military;
4. A member of such military or reserve force killed in the line of duty; and
5. By implication all children defined as "children of military families" as defined in RSA 110-D:3, III.

B. Residency.

A student shall be considered a resident of the school district if they are a military-connected student whose parent is transferred or is pending transfer to a military installation within New Hampshire while on active military duty pursuant to an official military order. *See RSA 193:12, III-a.*

Parents of military-connected students shall provide proof of residence in the school district within 10 days after the published arrival date provided on official documentation. Parents of such military-connected students may use the below addresses to establish residency:

1. a temporary on-base billeting facility;
2. a purchased or leased home or apartment; or
3. federal government or public-private venture off-base military housing.

C. Admission & Enrollment.

For incoming military-connected students, the District will:

1. Enroll and appropriately place students based on unofficial records, pending validation by official records. *RSA 110-D:5, I.*
2. Request the student's official education records from the student's previous school. Sending schools shall send records within 10 days. *RSA 110-D:5, II.*
3. Enroll students in the grade level commensurate with their grade level from their previous school at the time of transition, regardless of age. *RSA 110-D:5, IV. See also paragraphs D.1-2, below.*
4. Obtain required immunization records within 30 days from the date of enrollment. *RSA 110-D:5, III.*

EDUCATION OF MILITARY CHILDREN & MILITARY CONNECTED STUDENTS

- 5. Facilitate the opportunity for inclusion in cocurricular activities, regardless of application deadlines, to the extent the students are otherwise qualified and eligible. *RSA 110-D:7, II.*

For a transitioning military-connected student, who while residing with the custodial parent was a student in a District school, who as part of the transition is placed in the care of a noncustodial parent or other person standing in loco parentis who lives in another district or jurisdiction than that of the custodial parent, the student may continue to attend the same school in this District tuition free. *RSA 110-D:7, I.*

D. Support for military-connected students and families.

Upon notification of a student’s military-connected status or upon request of the parent, the district (beginning no later than school year 2023-24) will provide appropriate support services to military-connected students whose parent or guardian is being called to or is serving on active duty. These support services will include, without limitation,

- access to licensed counseling services;
- information regarding existing federal and state military support services;
- any other service, agency, or resource necessary to support or provide assistance to the student.

E. Placement of transferring military-connected students.

When a military-connected student transfers to the District before or during the school year, the District will:

1. Honor student placement in educational courses based on the student’s enrollment in their previous school and/or educational assessments conducted at their previous school. The Principal/Superintendent may direct that the student undergo subsequent evaluations to ensure appropriate placement and continued enrollment of the student in the course(s) and may waive course/program prerequisites or other preconditions. *RSA 110-D:6, I.*
2. Honor student placement in educational programs based on current educational assessments conducted at the student’s previous school. Such programs include, but are not limited to, gifted and talented programs, remedial services, English Language Learner (ELL). This does not preclude the school, as directed by the Principal, from performing subsequent evaluations to ensure appropriate placement of the student. *RSA 110-D:6, II.*
3. Initially provide comparable services to a student with disabilities based on their current Individualized Education Program (IEP) and will make reasonable accommodations and modifications to address the needs of the incoming student with disabilities. This does not preclude the District from performing subsequent evaluations to ensure appropriate placement of the student. *RSA 110-D:6, III; 20 U.S.C.A. § 1400; 29 U.S.C.A. § 794; 42 U.S.C.A. §§12131-12165.*

F. Absences.

EDUCATION OF MILITARY CHILDREN & MILITARY CONNECTED STUDENTS

A military-connected student whose parent or legal guardian has been called to duty for, is on leave from, or immediately returned from deployment to a combat zone or a combat support posting, shall be granted additional excused absences at the discretion of the Superintendent to visit with their parent or legal guardian relative to such leave or deployment of the parent or guardian. *RSA 110-D:6, V.*

The Superintendent or designee may require that the absence be pre-approved and may consider whether the student is in good standing, if the student has a prior record of good attendance.

G. Graduation

In order to facilitate the on-time graduation of children of military families (*RSA 110-D:8*):

1. The Superintendent will waive specific courses required for graduation if similar course work has been satisfactorily completed in another local education agency and will provide reasonable justification for denial. If the Superintendent does not grant the waiver to a student who would qualify to graduate from their previous school, the District will provide an alternate means of acquiring the required coursework so that graduation may occur on time.
2. If a military-connected student transfers at the beginning or during their senior year and is ineligible to graduate from the District but would be eligible in their previous district, and after all alternatives have been considered, the previous and current District will coordinate the receipt of a diploma from the previous district.

District Policy History:

First reading: _____ Last revised: _____
 Second reading/adopted: _____ Reviewed/reaffirmed: _____
 Other district policy history: _____

Legal References:

- RSA 110-D, Interstate Compact on Educational Opportunity for Military Children
- RSA 110-E, Military-Connected Students
- RSA 193:12, III-a Legal Residence Required
- RSA 194-D, XI Open Enrollment Schools

Legal References Disclaimer: These references are not intended to be considered part of this policy, nor should they be taken as a comprehensive statement of the legal basis for the Board to enact this policy, nor as a complete recitation of related legal authority. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

First Read: November 1, 2022

Second Read:

Adopted:

NEW HAMPSHIRE PUBLIC SCHOOLS
SCHOOL ADMINISTRATIVE UNIT #1

CONTOOCCOOK 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

Dr. Ann Forrest
Assistant Superintendent of Schools
aforrest@conval.edu

TO: Contoocook Valley School Board
FROM: Anonymous
DATE: 10/3/22
RE: REQUEST TO ACCEPT A GIFT OR DONATION

The South Meadow School requests authorization to accept from:

Name/Address: Anonymous

the following gift/donation of: Checks and Gift Cards valued at * \$ 11,500.00

for the purpose of: Recognizing Teachers hard work. The donation was made with the purpose of helping teachers purchase items for their classroom or the purchase of items such as teacher celebrations.

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



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: _____

Form Updated: April 2019