

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

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**School Board Meeting**

**Tuesday, December 20, 2022  
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,  
Katherine Heck, Michael Hoyt,  
Greg Kriebel, Janine Lesser,  
Crista Salamy, Doug Sutherland

**ADMINISTRATION**

Dr. Kimberly Saunders, Supt.  
Lori Schmidt, B.A.  
Carrie James, H.R.  
Ben Moenter, Special Ed.

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

Janine Lesser called the meeting to order at 7:05 p.m. The Pledge of Allegiance was recited.

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

- a. Legal
- b. Personnel
- c. Negotiations
- d. Student

Alan moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 7:06 p.m. for student and legal matters. Dick Dunning seconded. Unanimous on a roll call vote.

Dick Dunning motioned to exit Non-Public Session at 7:39 pm. Greg Kriebel seconded. Unanimous.

Dick Dunning moved to seal the minutes student related in perpetuity. Greg Kriebel seconded. Unanimous.

Dick Dunning moved to seal the minutes related to legal for a period of one year. Greg Kriebel seconded. Unanimous.

**3. Points of Pride**

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

**4. Public Comment**

None.

**5. Consent Agenda**

**a. Acceptance of School Board Meeting Minutes**

- 1) December 6, 2022

**b. Personnel**

- 1) June 2024 Retirements:
  - Tod Silegy, SMS, Physical Education Teacher
- 2) 2022-2023 Co-Curricular Notifications

The Consent agenda was adopted as presented.

**6. Superintendent's Report and Presentation of Business**

**a. School Board Requests**

Kimberly Saunders reported that we have ten students not accessing preschool special education spots for the current school year. The list is made up of students who do not have a spot. The reason we have a waiting list is because we are unable to find a qualified ECE teacher to teach that classroom. We have stretched where we can to pull people from the waiting list. We have 39 on the waiting list for next year. It is early to discuss that list.

Alan Edelkind asked what it looks like in terms of what our projections were.

We projected serving 120 students. We know that students will turn three during the school year and that we will need spots so we saved spots.

A presentation about the School Resource Officer has been asked. Likely will present after the vote in March.

#### **b. Monthly Events Calendar**

No changes were made to the Monthly Calendars.

### **7. Reports**

#### **a. Student Representative – Katherine Craig**

None.

#### **b. Teacher Representative**

None.

#### **c. Budget & Property Committee – Jim Fredrickson**

Jim Fredrickson reported that he issued a written report to the board. The Trustees of the Trust Fund attended the last meeting and were looking for information on use of funds so that they could invest more aggressively with funds not earmarked for immediate use.

Trust Fund Warrant articles were discussed. The Trust Fund Summary was updated.

Financial policies have progressed.

Renovation work on the middle schools and high school were discussed. A building committee will be formed.

The SKIP situation continues with new counsel of theirs coming on board in January.

A High school parking lot update was provided. Trust funds will be needed for this work.

The FY'22 audit was discussed; auditors should be invited to a future board meeting.

Use of facilities was discussed. The Fee Schedule should be reviewed.

In addition, ECF-R policy should be followed. Support by the board to comply with this policy is asked.

Kimberly Saunders said that she will talk to Tim Grossi and direct principals to deal with this.

#### **d. Communication Committee – Alan Edelkind**

Alan Edelkind reported that the committee met and the main discussion was on the next community forum which will be totally dedicated to the budget. Four presentations are anticipated. Administration budget process (Kimberly), budget basics (Liz), budget process and tax bills (Jim/Katherine), are among them. Format will change slightly. Two moderators; one for in-house and one for online. Date is TBD. February 20th was suggested. Dates will be surveyed for with presenters.

Putting out a communication on consolidation or reconfiguration was touched on and decided premature.

#### **e. Education Committee**

The bulk of the meeting consisted of an interim report on the work of the high school scheduling committee. Various models were shared that are used by other districts. Survey results were gathered. The scheduling committee appreciated TASC in the schedule. Final recommendations will be delivered to the Education Committee at the end of the school year.

Greg Kriebel asked about a statement related to school start time. Dick Dunning said that the conversation was about the schedule format.

Mike Hoyt said that they made it clear that nothing is off the table.

Greg Kriebel asked when more feedback from this board to get more clarification on this topic would occur.

Kimberly Saunders said that the work predates the Strategic Plan. This board can make the decision to change start times. The schedule committee is not looking at start time; they are looking at how the schedule for every student goes.

Greg Kriebel said that he did not have a problem if they are looking at the schedule format.

Kimberly Saunders said that there is no argument that school should start later. The entire district should start at the same time. The issue is with transportation; we would not put kindergarten students on a bus with high school students.

Dick Dunning said that it was one of the best reports that he has seen. They looked at what the best schedule would be for students.

### **8. Old Business**

#### **a. Legislative Update**

Katherine Heck reported that approximately 968 bills have been filed; a record year. LSR's have been extended twice. Bill language will not be out until January. Many are directly related to education.

## **b. FY'24 Budget**

Lori Schmidt referenced the proposed budget. Changes discussed by the board at the last meeting removed \$725,000 dollars. \$417,872 was proposed to be removed from ESSER. We could only shift \$415K. The additions that the board discussed on positions and justifications were added resulting in an \$616,630 addition. Reduce proposed budget.

The Trust Fund Summary Balance was referenced.

The first priority is \$500K for the Building Capital Reserve Fund.

Trust funds are funded using unreserved funds from the previous fiscal year. The trusts are funded in the order they appear on the warrant. The first proposed is the Building Capital Reserve Fund.

Fifth would be another Building Capital Reserve Fund for \$250K. If we get this money we would be close to repairing the high school parking lot.

Energy Project & Efficiency Trust Fund at \$125K is second.

Technology Trust Fund is third at \$75K.

The Equipment Fund would follow at \$25K. .

Building Capital Reserve at \$250K, as previously mentioned, would be fifth.

The Health Maintenance Trust Fund would be last at \$25K.

These total \$1M.

Agreement was confirmed.

## **9. New Business**

### **a. Accept Gift/Donation (Board Vote Required)**

- 1) The ConVal High School requests authorization to accept a check in the amount of \$500.00 from The Old Meeting House of Francetown for the purpose of a charitable donation to the music department.

**Dick Dunning moved to accept the gift to CVHS, as presented, to the music department. Greg Kriebel seconded. Unanimous.**

### **b. Expense and Encumbrances (Board Vote Required)**

**Dick Dunning moved to accept the Expense Report and encumbrances therein.**

**Tom Burgess seconded. Unanimous.**

### **c. Budget Transfers (Board Vote Required)**

None.

### **d. Articles of Agreement Review**

Janine Lesser referenced Article 16 in the Articles of Agreement which requires the board to review the Articles every three years. A committee should be established for this review. The RFI information would be reviewed by this committee. This dovetails with the Strategic Plan.

A new committee will be developed to review this document and the RFI's and look at how the board will move forward.

Does the School Board agree that this committee should be formed? Confirmed.

Who is interested in sitting on this committee?

Others will be recruited. People from the community, select board members, among others.

How many people total would serve on this committee? Four board members?

Katherine Heck said that making sure the committee is a diverse makeup from different towns in the district is important.

Board – Alan Edelkind, Dick Dunning, Tom Burgess, Mike Hoyt. Community members from throughout.

Kimberly Saunders suggested that Tom and Dick would be 50% of the Peterborough reps. A balance across towns should sit. Members not present tonight might be interested in sitting on the committee.

Representation from the small towns and larger to provide balance is important.

Having a selectperson and a board member from the same town is not favored.

Katherine Heck asked if there was a realtor on the committee. It was confirmed that there was.

Representation from all nine communities is vital.

Antrim and Peterborough, as the two largest towns, might have more than one rep to represent their population.

Crista Salamy asked if a review of the Articles of Agreement is one task for this committee as well as consolidation/reconfiguration?

Janine Lesser said that Alan Edelkind has been working on an RFI for consolidation/reconfiguration. Changing the Articles of Agreement to do this work is part of this.

Alan Edelkind said that the original thought of the committee was only to deal with the consolidation/reconfiguration. It would work on consolidation and reconfiguration as their focus.

One does not have to be in favor of consolidation to sit on this committee. The work will determine if we are in favor of consolidation or reconfiguration.

Kimberly Saunders said that you can't talk about consolidation or reconfiguration of the district without talking about the Articles of Agreement. If the board is going to create a committee with the intent to put something forward about consolidation, you do not say that you will consider all options if you feel the only option is consolidation. The charge of the committee should be stated outwardly.

Katherine Heck said that the board placed this discussion in the Strategic Plan. Now we are getting the RFI to propose different solutions. Hopefully, the broader community has heard that we need to start to explore solutions to the issue before us; declining enrollment.

Dick Dunning said that we agreed to do an RFI to identify companies to assist with what the board is wrestling with. We need to be able to let the company identified research what the board wants to do. Then a non-biased group will do the information gathering. The outcome would be presented to the communities that will inform a decision.

The end result will be a report.

Dick Dunning said that the group would be brought in to walk the district through the process. The company that would be selected would involve the communities. The committee's role is to tell the company what to look at. They would gather data and information and share it in the form of a report.

Kimberly Saunders shared that she is observing a conversation that will require politeness and modeling.

Doug Sutherland said that he wants to know the makeup and goal of this committee. It sounds to him like the end goal is consolidation. The stuff in between needs clarification. It should be mapped out.

Tom Burgess shared his vision of what is being asked. Is it consolidation no matter what or conduct the analysis and tell us what the recommendation is? It might not be consolidation.

Dick Dunning said that direction needs to be given. We need to go in with an open mind, gather information, take the input and develop a recommendation.

Katherine Heck said that she hopes that the RFI is a request for information. Then an RFP follows. A committee would be put together.

Alan Edelkind said that the end result will be a recommendation coming forward. To get there, an RFI was put out. The RFP will follow. When the company selected is engaged, a process to engage with the community will be in place. The end result will be a recommendation of what we are going to have. The Articles of Agreement will require modification if elementary schools would be impacted.

Doug Sutherland said that committee members need to know what they are charged to do.

Kimberly Saunders suggested two or three or more board members write the charge of the committee as well as list who might be good to sit on the committee in general terms.

Mike Hoyt, Dick Dunning, Doug Sutherland and Alan Edelkind as well as Tom Burgess will meet for this purpose.

#### **e. Potential Warrant Articles**

Janine Lesser said that Alan Edelkind has proposed warrant articles.

Alan Edelkind said that he is suggesting putting out a warrant article to modify the Articles of Agreement. The modification would say that if the population of a school falls below 75 students in any school year, those students may be reassigned to other elementary schools. The remainder of the language was shared.

Alan suggested putting this on the warrant and if it fails, we have lost nothing. If it passes, a year has been gained to implement.

Greg Kriebel disagreed that if we fail we lose nothing. If we fail, we have to overcome the failure. Without having data as to why it should be supported it is not going to pass. Tom Burgess agreed.

Alan Edelkind said that we are asking to allow the board to do what we were elected to do; to come up with a strategy that will be better for the district.

Mike Hoyt said that the discussion has been that this could result in one way or another. We are asking for approval to close schools before the committee has a final report. It would appear a done deal.

Dick Dunning said that what is important is that giving the board permission, once the study is done, to decide to save time. He sees the confusion in the board. The thought is that when the study is complete, the board would have the authority to close a school with fewer than 75 students. We don't want the confusion. The intent is to move this along as fast as we can to get an end result. It will take 6-8 months to conduct a study. Better to wait to meet and get something clearer. This group needs to determine what makes sense.

In favor of seeing this warrant on the next warrant: None  
Discussion ensued.  
Concerns were shared.

**10. Public Comment**

None.

**11. Approval of Manifests (Board Vote Required)**

Lori Schmidt certified that manifests totaling \$2,219,505.55 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 manifest as presented. Jim Fredrickson seconded. Unanimous.**

**12. Adjournment**

**Katherine Heck motioned to adjourn at 9:36 p.m. Dick Dunning seconded. Unanimous.**

Respectfully submitted,

Brenda Marschok