

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

106 Hancock Road

Peterborough, New Hampshire

CONTOOCOOK VALLEY SCHOOL BOARD

School Board Meeting

Tuesday, January 31, 2023

7:00 p.m.

Physical Location: SAU #1 Board Room

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

Agenda

- 1. Call to Order and Pledge of Allegiance**
- 2. Non-Public Session: RSA 91-A: 3, II (If Required)**
 - a. Negotiations**
 - b. Personnel**
- 3. Points of Pride**
- 4. Public Comment**
- 5. Consent Agenda**
 - a. Acceptance of School Board Meeting Minutes**
 - 1) January 17, 2023 (pg. 1-5)
 - b. Personnel (pg. 6)**
- 6. Superintendent's Report and Presentation of Business**
 - a. School Board Requests**
 - b. Monthly Events Calendar (pg. 7-8)**
 - c. Facilities Update**
- 7. Reports**
 - a. Student Representative – Katherine Craig**
 - b. Teacher Representative**
 - c. Communication Committee – Alan Edelkind**
 - d. Strategic Organization Planning Committee – Alan Edelkind**
 - e. Selectmen's Advisory Committee – Janine Lesser**
- 8. Old Business**
 - a. Legislative Update**
- 9. New Business**
 - a. ConVal School District Annual Report (Board Vote Required)**
 - b. Budget Transfers (Board Vote Required) (pg. 9)**
- 10. Public Comment**
- 11. Approval of Manifests (Board Vote Required)**
- 12. Adjourn**

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**School Board Meeting
Tuesday, January 17, 2023
7:00 p.m.**

Physical Location: SAU #1 Board Room

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Minutes

BOARD

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

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Dr. Ann Forrest, Asst. Supt.
Lori Schmidt, B.A.
Cari Christian-Coates, Student Serv.
Carrie James, H.R.
Stephanie Syre-Hager, AES
Tim Conway, SMS
Shawne Hilliard, DCS/HES
Colleen Roy, GES
Larry Pimental, PES
Heather McKillop, CVHS

1. **Call to Order and Pledge of Allegiance**
Janine Lesser called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited.
2. **Non-Public Session: RSA 91-A: 3, II (If Required)**
Alan Edelkind moved to enter into Non-Public Session in accordance with RSA 91-A:3,II at 7:03 p.m. for matters of negotiation.
Greg Kriebel seconded. Unanimous on a roll call vote.

Dick Dunning moved to exit Non-Public Session at 7:19 p.m. Katherine Heck seconded. Unanimous.

Alan Edelkind moved to seal the minutes of Non-Public Session for matters of Negotiations for five years and in perpetuity for the student matter. Dick Dunning seconded. Unanimous.
3. **Points of Pride**
Kimberly Saunders shared various Points of Pride as reported to her by administrators.

Stephen Ullman shared that Antrim residents are proud of Antrim Elementary School Principal, Stephanie Syre-Hager who just completed her Doctoral work. Congratulations Stephanie!
4. **Public Comment**
None.
5. **Consent Agenda**
 - a. **Acceptance of School Board Meeting Minutes**
 - 1) January 5, 2023
 - b. **Personnel**
The Consent agenda was accepted.
Jim Fredrickson asked that the minutes be reviewed to make sure that the numbers accurately reflect what was decided under agenda 8b.
Jim asked if the minutes could be brought if changes were needed. Confirmed.
6. **Superintendent's Report and Presentation of Business**

a. School Board Requests

Kimberly Saunders said that there are four outstanding Board requests; audit, School Resource Officer, Therapy Dog, ESSER dollar information.

b. Monthly Events Calendar

The Monthly Events Calendar was reviewed with no change.

The Building Committee will meet on the third Wednesday of every month at 1:00 at the SAU.

c. January 1st Enrollment Update

January 1st enrollment information was shared.

d. Preschool Indicators Presentation

Dr. Ann Forrest referenced information about preschool indicators. Increasing access to the preschool program, delivering a high-quality education, and increase kindergarten preparedness are the goals.

Janine Lesser asked when will the board will get the first set of data and know more.

Ann Forrest said that some of the data has been collected. Other data is systematic to what exactly will be pulled. That should be available by the fall of 2023.

7. Reports

a. Student Representative – Katherine Craig

None.

b. Teacher Representative

None.

c. Food Service Committee – Dick Dunning

Dick Dunning reported that Fresh Picks attended the meeting. They are coming forward with a proposal and are looking for board approval. Looking at a different way of delivering meals from South Meadow School to the small schools is sought. Dick shared an example of the packaging. Fresh Picks would like to pilot this and return with a long-term plan. It will keep food warmer and fresher and eliminates serving food in another receptacle. There would be a positive impact on staffing. Software changes would be a part of this implementation.

Dick said that it would make sense to look at two machines; one that could seal a hot meal and another that would sell a cold meal.

Dick encouraged the board to give Fresh Picks the go ahead. A savings is anticipated.

The sense of the board was to give the authority to Fresh picks to move forward with the plan.

Dick Dunning reported that we have \$138,604 in expenditures and budgeted \$82,000. This will be watched closely. Funds have been set aside to cover a loss. Updates will be shared as more is known.

Liz Swan asked if Fresh Picks has shared what the packaging is made of; is it environmentally friendly? Dick said that is a good question, he can ask.

d. Budget & Property Committee – Jim Fredrickson

Jim Fredrickson reported that tomorrow at 1:00 is the first Building Committee meeting.

e. Policy Committee – Crista Salamy

Crista Salamy reported that budget policies were discussed at the last meeting. The policies were revised and come for a first read this evening.

Katherine Heck said that a different copy was included in the packet. She asked that we hold off on moving forward until the correct versions are in the packet and purple folder.

It is important that they be pulled and considered together.

Crista said that KEC/IJL/IGE were discussed. These move for a first read tonight.

In addition, conversation about the Dress Code Policy took place as well as again at tonight's policy committee meeting.

f. Update on March Community Forum – Alan Edelkind

Alan Edelkind said that March 6th is the date of the next Community Forum. It is a Monday night and there will be presentations on a lay man's view of the budget (Liz), administration budget process (Kimberly), proposed budget and warrant articles (Katherine), and tax bills (Jim Fredrickson).

The Question and Answer period will be held differently. In addition, a second moderator is needed. Doug Sutherland volunteered to be the second moderator.

8. Old Business

a. Legislative Update

Kimberly Saunders reported that 215 LSR's that impact education has been narrowed to 137.

HB51 is relative to school districts and towns using warrant articles for lobbying agents. It would mean that the board could not belong to the NHSBA.

Katherine Heck said that it will likely not make it but it would require a warrant article if it moved forward. It is a concern. This does not preclude private industry from having lobbyists. It is important that everyone has a voice. Kimberly further reported two bills related to school building and school building aid.

HB313 relates to the default budget. Katherine said that it would require that in addition to legal calculation, it would reduce the default by any position that was filled by a junior person in the amount of the difference between the senior teacher and the junior teacher. This is an attempt to further reduce the default. Salary lines can be fluid.

HB394 relative to cooperative school districts. It would prohibit how chairs from towns are voted.

Kimberly said that there are several unfunded mandates. Separating out the SAU budget from the school district budget is in the detail. It likely is looking at multi-district SAU's.

HB272 looks to increase the per pupil funding for charter school students.

HB71 repeals a report on the Department of Education funding on charter schools. They are tax funded dollars which is concerning.

Unfunded mandates surround teaching certain information among others.

Several on the 19th will be heard. One is about accelerated graduation from high school.

Minimum Hourly Wage is among the LSR's.

Kimberly asked the board what the best delivery method would be to receive this information.

Janine asked if the Communication Committee might discuss this on Thursday.

Kimberly asked the board what type of information they would like to receive.

Stephen Ullman asked if there is an LSR that removes the income limitations on those eligible to receive education funding. Confirmed.

HB103 as written, eliminates two board members. You would not be allowed to be a board member related to any employee. This is difficult in a small type community.

How should Kimberly best get this information out to the Board?

Janine Lesser said that there are organizations that place this on spreadsheets and highlight those that should be paid attention to.

Katherine Heck asked Kimberly to have this go to the full board or communications. There will be bills that are educationally based that Kimberly might testify. Kimberly should come up with a "top list" where she could be approved to go and submit testimony.

Kimberly said that she worked with the Board Chair in the past on how to move forward on this.

Katherine Heck said that giving the Superintendent latitude to testify to make an impact should be given.

Kimberly said that her concern is that some of the bills need the voice of board members.

Janine asked for suggestion.

Liz Swan asked if the top 10 could be put in a shared Google Doc with the dates that she would like board members to be present in Concord.

Katherine said that the board as a whole would have to agree that it is an issue that we want to take a stand on. A consensus could be provided but not a vote.

What format would be the easiest to manage and look at?

Katherine said that every Friday the schedules are released. The shared drive would be effective.

Katherine said that reinstating the contribution of the retirement is one that is important. Consensus could be taken and a letter sent. HB50 and HB555 were noted.

HB427 talks about requirements for public meetings with a designated time for questions and answers.

One bill directs Cooperative School Districts to require a meeting to be held in each of the towns of a Cooperative School District.

There are more bills filed than ever before.

Dick Dunning asked if anything needs to be done tonight before the opportunity is missed.

Katherine said that HB50 and HB555 as well as two others should be considered.

Jim Fredrickson motioned to approve the School Board Chair to write a letter about HB50 on the retirement system payment. Dick Dunning seconded. Unanimous.

Stephen Ullman motioned to approve the School Board Chair to write a letter of support for HB555 for reducing the unfunded liability for retirement. Dick Dunning seconded. Unanimous.

Kimberly Saunders asked the board if she should go for any unfunded mandate.

Katherine Heck suggested at minimum we sign and oppose. This can be done online.

Each board member has the ability to sign in and submit your yea or nay.

Kimberly Saunders said that there are some unfunded mandates that we would support related to public school teacher salary floors. Great idea, but it is still an unfunded mandate. Until the State steps up on adequacy front or funds some of the unfunded mandates, consideration is needed.

HB427 on public meetings of the board might be worth a trip to Concord. If we have to have a lawyer present at every meeting it would be costly. Janine agreed to testify.

Stephen Ullman moved to have Janine Lesser testify on behalf of the board. Greg Kriebel seconded. Unanimous.

Kimberly said that any board member can go but you cannot speak for the board unless the board votes.

Dick Dunning moved to testify in Concord on behalf of the ConVal School Board on HB103. Stephen Ullman seconded. Unanimous.

Doug Sutherland said that he understands that Kimberly Saunders will put together a document and if anything happens between now and the next School Board

meeting one could attend on their own but not on behalf of the board.

9. New Business

a. Policy 1st Read (Board Vote Required)

- KEC/IJL/IGE: Reconsideration of Instructional Materials and Educational Media/Library Collection Development/Library Collection

- DJE: Bidding Requirements
Pulled

- DJB: Purchasing Procedures
Pulled

- JLCD: Administration of Medication in Schools

b. Suspend Policy (Board Vote Required)

- BBBA: Board Member Qualifications

A motion to suspend Policy BBBA that would allow board members to work as substitute teachers in the district is asked.

Katherine Heck said that she understands that this was suspended during COVID. We just talked about HB103 and avoiding conflicts of interest. Suspending this policy sets the example that we are going to testify on a bill related to this.

Janine Lesser said that BBBA talks about salaried positions which is not a substitute teacher.

Katherine Heck shared her concern that it creates a conflict to be both employed and be governance.

Stephen Ullman asked how desperate the need is for substitutes. Administrators present confirmed the desperation.

Dick Dunning said that the conflict of interest must remain in the forefront of our minds. He said that with COVID we got by, he has reservations about suspending this policy. What would be next that we are desperate for? What do we gain?

Stephen Ullman moved to suspend Policy BBBA in light of the substitute problem.

There was no second. The issue dies. The policy remains in place.

c. Field Trip Proposal (Board Vote Required)

1) ConVal Regional High School, 9-12th grade students, travel to Orlando, FL from February 22-26, 2024. Students will participate in workshops with Disney musicians and perform in Disney.

Kimberly Saunders referenced a field trip request that the music department has brought forward.

This request is for 2023.

Katherine Heck moved to approve this request. Greg Kriebel seconded. Unanimous.

d. Expenditure and Encumbrance Report – Lori Schmidt

Lori Schmidt brought attention to electric bills with new rates having been received.

Dick Dunning moved to accept the Expenditure and Encumbrance Report. Jim Fredrickson seconded. Unanimous.

e. Signing of MS-26, Warrant, and Default Budget

The MS-26, Warrant, and Default will require School Board signatures in order to properly post.

f. Fresh Picks Meal Distribution Plan – (Board Vote Required)

Jim Fredrickson moved to adopt the plan. Greg Kriebel seconded. Unanimous.

g. Review of Warrant (Board Vote Required)

The Warrant Article was shared.

Article 1 – Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 2 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 3 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 4 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 5 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 6 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Article 7 - Jim Fredrickson moved to recommend this Article. Greg Kriebel seconded. Unanimous.

Open School Board positions include Antrim, Bennington, Frankestown, Hancock, Peterborough, and Sharon.

Board members agreed to speak on the warrant articles at District Meeting as follows:

Article 1 – Jim Fredrickson

Article 2 – Katherine Heck

Article 3- Dick Dunning

Article 4- Tom Burgess

Article 5 – Liz Swan

Article 6 – Katherine Heck

Article 7 – Doug Sutherland

Article 8 – Crista Salamy

Article 9 – Alan Edelkind

Will the Deliberative Session be livestreamed? Kimberly agreed to confirm.

Policy CM allows a copy of the Annual Report to be approved by the Board.

Kimberly said that it is not official until after Deliberative Session.

10. Public Comment

None.

11. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that Manifests listed totaling \$1,197,544.08 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 seconded. Unanimous.

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

a. Negotiations

b. Legal

c. Personnel

None.

Liz Swan motioned to adjourn at 8:42 p.m. Katherine Heck seconded. Unanimous.

Respectfully submitted,

Brenda Marschok

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL DISTRICT

**January 31, 2023
Personnel Agenda**

March 2023 Resignation:

CVHS

Sara Gilpatrick

Math Teacher

June 2024 Resignations:

CVHS

Gregory O'Brien

Social Studies Teacher

JANUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 District Closed	3	4	5 Policy Committee Mtg. @ SAU @ 6:00 pm School Board Mtg. @ SAU @ 7:00 pm	6	7
8	9 Food Service/Wellness Committee Mtg. @ SAU @ 6:00 pm	10 Public Hearing on Proposed FY'24 Budget @ 6:00 p.m. @ SAU Office Budget & Property Committee Mtg. @ SAU immediately following hearing	11	12	13	14
15	16 District Closed	17 Policy Committee Mtg. @ SAU @ 6:00 pm School Board Mtg. @ SAU @ 7:00 pm or immediately following Public Hearing if applicable	18	19	20	21
22	23	24	25	26 Strategic Organizational Planning Committee @ SAU @ 6:00 pm Selectmen's Advisory Committee Mtg. @ SAU @ 7:00 pm	27	28
29	30	31 Education Committee Mtg. @ SAU @ 5:30 pm School Board Mtg. @ SAU @ 7:00 p.m.				

February 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 Strategic Organizational Plan Committee Mtg. @ SAU @ 6:00 p.m.	3	4
5	6	7 District Meeting Part I (Deliberative Session) @ CVHS Gym @ 6:00 p.m.	8	9 SNOW DATE: District Meeting Part I (Deliberative Session) @ CVHS Gym @ 6:00 p.m.	10	11
12	13 Food Service/Wellness Committee Mtg. @ SAU @ 6:00 p.m.	14 Budget & Property Committee Mtg. @ SAU @ 6:00 p.m.	15	16 Communication Committee Mtg. @ SAU @ 6:30 p.m.	17	18
19	20 Education Committee Mtg. @ SAU @ 5:30 p.m.	21 Policy Committee Mtg. @ SAU @ 6:00 p.m. School Board Mtg. @ SAU @ 7:00 p.m.	22	23 Selectmen's Advisory Committee Mtg. @ SAU @ 7:00 p.m.	24	25
26	27	28				

Budget Transfer Request

31-Jan-23

1	Account	Description	Debit	Credit
	21.111.2620.70.433	AES Mechan R & M	\$1,327.65	
	21.113.2620.70.433	FES Mechan R & M	\$3,982.95	
	21.114.2620.70.433	GES Mechan R & M	\$2,655.30	
	21.115.2620.70.433	HES Mechan R & M	\$2,655.30	
	21.117.2620.70.433	TES Mechan R & M	\$2,655.30	
	21.330.2620.70.431	CVHS Struct R&M		\$13,276.50

Transfer needed to replace water bubblers in these schools as they tested positive for lead. Reducing classroom renovations at HS.