

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

CONTOOCCOOK VALLEY SCHOOL BOARD

School Board Meeting

**Tuesday, April 18, 2023
7:00 p.m.**

Physical Location: SAU #1 Board Room

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

Minutes

BOARD

William Bryk, Tom Burgess,
Richard Dunning, Alan Edelkind,
Jim Fredrickson, Dan Harper,
Katherine Heck, Michael Hoyt,
Thomas Kirlin, Greg Kriebel,
Janine Lesser, Crista Salamy

Katherine Craig, Student Rep.

ADMINISTRATION

Dr. Kimberly Saunders, Supt.
Lori Schmidt, B.A.
Carrie James, H.R.
Cari Christian-Coates, Student Serv.
Heather McKillop, CVHS
Richard Simoneau, CVHS
Erik Thibault, CVHS
Mark Schaub, Tech.

1. Call to Order and Pledge of Allegiance

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

Dick Dunning requested moving the Auditor's Presentation up to just after Public Comment. Confirmed.

2. Points of Pride

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

Katherine Heck shared having the distinct pleasure today when Temple Elementary Students engaged with Senators in Concord with questions while out on a field trip.

Alan Edelkind recognized Kimberly Saunders for the outstanding job she has done representing the ConVal School District with the adequate funding lawsuit. We have a lot to be proud of.

Alan recognized Katherine Craig for being one of the recipients of a scholar/athlete award.

3. Student Representative – Katherine Craig

Katherine Craig reported that the "Glow Dance" was a massive success making over \$1,500.00. A car wash was held making over \$500 for their class. This past Saturday, the Boys' Varsity Baseball team played at Delta Stadium in Manchester.

Katherine Craig shared information about a recent play performance. Today was the last day to purchase prom tickets. An ice bucket challenge is underway. Advanced Placement (AP) tests are coming up after April vacation. National Honor Society Earth Day plans are underway. Other plans underway were also shared.

4. Approval of Manifests (Board Vote Required)

Lori Schmidt certified that manifests listed totaling \$2,655,635.10 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.

Jim Fredrickson moved to approve the Manifests as reported. Katherine Heck seconded. Unanimous.

5. Public Comment

Janice Laroche, PES, thanked the Board for their appreciation for all that they do for the staff and the district as a whole. She presented a thank you card to Dick Dunning.

Kimberly Saunders referenced information included in School Board folders about the Auditors report. Sheryl Pratt and Kyle Gingras were present to share information about the audit. Kimberly said that ConVal has a long-standing relationship with Plodzick and Sanderson, Public Accountants.

Ms. Pratt said that she has been with Plodzick since 1995. Kyle has been on board since 2009.

The opinion letter, on pages 1-3, are the most important. ConVal received an unmodified opinion on all materials. This is a clean opinion, which is excellent.

A change in accounting principles, GASB 87 in particular, related to how leases will be reported going forward. It changes how assets will be looked at; e.g. copiers.

The "Management's Discussion and Analysis" is a required document. It is management's explanation of the numbers in detail. Financial statements follow in the report.

The net position on page ten reflects a negative number. This reflects the liabilities captured by the NH Retirement System. Most districts have a negative debt position.

Ms. Pratt continued through the report providing explanations of materials presented and reasons for the reporting.

The unreserved fund helps determine what might go back for tax setting purposes. At the beginning of the year, \$4.4 Million was the unassigned fund balance. Other actions resulted in a \$3.3M surplus. The end result was \$2.7 M in unassigned fund balance.

A single audit is required for ConVal as a result of receiving and expending over \$750,000. Opinion letters on the single audit were referenced. The first letter reflects a clean finding. The second letter included a follow-up to a prior year opinion. ConVal is considered a low risk auditee.

Audit adjustments in the grant funds was a financial statement finding because the grants fund was not properly reconciled at the end of the year. A response letter to that finding was referenced.

Dick Dunning asked if there were any questions. Hearing none, they were thanked for their presentation.

6. Consent Agenda

a. Acceptance of School Board Meeting Minutes

1) April 4, 2023

b. Personnel

1) June 2023 Resignations

2) Co-Curricular Notifications

c. April 1, 2023 Enrollment Update

William Bryk moved to accept the Consent Agenda as presented. Jim Fredrickson seconded. Unanimous.

7. Superintendent's Report and Presentation of Business

a. Monthly Events Calendar

A Public Hearing was added to the calendar on Tuesday, May 2nd at 7:00 p.m.

Strategic Organization Committee will meet on April 27th at 5:30 p.m.

b. School Board Requests

Kimberly Saunders shared information about School Board Requests.

Outstanding is the School Resource Officer presentation and on Charlie.

c. Auditor's Presentation

Shared earlier in the agenda under #5.

d. Nominations – SY" 2023-2024

1) Annual to Annual Contract

Kimberly Saunders shared that these staff are currently on annual contract and are recommended to continue on annual contract. Teachers need five years before eligibility to move to continuing contract.

Katherine Heck moved to approve the nominations as shared. William Bryk seconded. Unanimous.

2) Annual to Continuing Contract

Katherine Heck moved to approve the nominations as shared. William Bryk seconded. Unanimous.

3) Continuing to Continuing Contract

Katherine Heck moved to approve the nominations as shared. William Bryk seconded. Unanimous.

SSP's-

Katherine Heck moved to approve the nominations as shared. William Bryk seconded. Unanimous.

8. Reports

a. Strategic Organization Planning Committee Meeting – Alan Edelkind

Alan Edelkind reported that he was elected Committee Chair. A briefing for new committee member Dan Harper took place. The RFP was discussed. One vendor has withdrawn leaving two. Tomorrow is the deadline for receiving the RFP back. Next steps, after receiving the RFP, is to read and discuss them collectively. Evaluation criteria will be set as well as timelines.

Jim Fredrickson introduced himself to the full board and public. He shared information about Building Committee meetings that occur on the third Wednesday of each month.

9. New Business

a. Technology Purchase Recommendations (Board Vote Required)

Recommendation #1 – **Tom Burgess moved to approve the purchase recommendation to purchase Chromebooks from B&H in the amount of \$112,806.90. Jim Fredrickson seconded. Unanimous.**

Recommendation #2 – **William Bryk moved to approve the purchase recommendation for laptops from EDI in the amount of \$112,200.00. Katherine Heck seconded. Unanimous.**

Recommendation #3 – **Katherine Heck moved to approve the purchase recommendation to purchase Interactive Displays from GCI in the amount of \$137,200. Dan Harper seconded.**

Those being replaced are 8 to 10 years old. Those that can still be used will be considered. The projectors might still be usable.

Katherine Heck said that with our surplus policy, if the equipment can be used somewhere, it would be favorable. Katherine thanked Mark Schaub for the format that information is presented in.

Unanimous.

Recommendation #4 – **William Bryk moved to approve the purchase recommendation to purchase Allied Telesis switches and port adapters from ISC in the amount of \$50,605.01. Katherine Heck seconded. Unanimous.**

Recommendation #5 – **William Bryk moved to approve the purchase recommendation to purchase Extreme Networks ExtremeCloud IQ from WCA in the amount of \$19,750. Katherine Heck seconded. Unanimous.**

b. General Assurances

Kimberly Saunders said that annually, the DOE requires that General Assurances be brought to the board. These were sent to the board earlier for review. This is required to participate in federal programs. Kimberly added that she is required to tell the board the amount that ConVal will receive but it has not been shared by the DOE yet. There is confidence that \$2.1M in federal grants will be available to ConVal.

c. Expenditure and Encumbrance Report – Lori Schmidt

Lori Schmidt shared that this report is brought to the board monthly. It reflects expenditures and those funds encumbered. Purchasing of supplies and repair and maintenance items are encumbered as we go. It is important to vote and accept the expense report and the encumbrances therein.

Jim Fredrickson moved to accept the expenditure report and the encumbrances therein. William Bryk seconded. Unanimous.

Jim Fredrickson said that the fund balance at the end of the year will need discussion later in the year. One million dollars was voted to go into trust funds. For the first time, we can retain funds. Funds left over will be returned to the taxpayers.

d. MS-22 Signing

Dick Dunning referenced the MS-22 that was passed around for Board Signature.

Kimberly Saunders shared that it is the report on the appropriations just voted. It starts the process of tax rate setting.

e. ConVal High School Handbook Addendum

Kimberly Saunders said that ConVal High School student, Jordan Sweet, is here to talk about proposed changes to the student handbook. Jordan Sweet, Heather McKillop, and others were present. Jordan Sweet came to administration to share some of his experiences. As a result of that conversation, changes are underway.

Jordan Sweet said that he has been in the district his whole life. His main thing with all of this is that there is a lot of racial injustice in middle school and the high school. He said that he feels that there is a lack of attention over how those things should be handled. This handbook change is a way of putting more attention on this. It addresses consequences for certain actions. He said that the change would be appreciated. It would help the ConVal community to become safer and more inclusive.

Heather McKillop said that with the support of the Board, Jordan has agreed to be on a student group to communicate the roll out of these changes.

Jim Fredrickson shared full support. He asked what “relational orientation” means. It might not be just gender related.

Rick Simoneau said that the term sexual orientation did not fit. A relationship could cover many different things. It is the relationship that matters. Relationship orientation was chosen for terminology.

Janine Lesser asked Jordan if he plans to talk to the middle schools. Jordan said that this is for the high school right now. If adopted, it will influence the middle schools.

Dan Harper asked if “nationality” should be added to the list of discriminatory topics.

Jordan agreed that it should.

Katherine Heck asked Kimberly if there was anything in the handbook around this or is this in addition to or new.

Kimberly Saunders said that we have policy AC non-discrimination. This sets out the behaviors that will not be accepted and the potential consequences. This does not replace any language.

Katherine Heck asked if the intervention and response language is used in other areas.

Heather said that the language is consistent. Restorative practices may be offered if both parties are willing.

Jordan agreed that nationality language should be added.

Dick Dunning shared the process for handbook approval annually and the reason for the addendum.

Katherine Heck moved to accept the addition to the handbook as created and hoped for a positive impact.

Crista Salamy seconded the motion. Unanimous.

f. Exchange Students

Kimberly Saunders said that she is not asking for a decision today but wants to start the conversation about Exchange Students. We, from time to time, accept Exchange Students. Often, tuition is waived. Kimberly said that she wants to consider working with one agency because we are familiar with this agency; the Grand Monadnock Rotary Club.

The way that they bring students into the country and the work they do to match a student with a family is a draw.

Bob MacDonald, Grand Monadnock Rotary, was present to share information. Bob MacDonald shared information about what makes the Rotary’s Exchange Program different. He said that the biggest distinction is the scope and level of support and volunteer nature rather than for profit. Kids have a wonderful time. Kids at ConVal get to meet outstanding students and share what it is like in other parts of the world.

More discussion will take place at the next School Board meeting.

g. Policies – 1st Read

JJA: Student Activities & Organizations

IC: School Year and School Year Calendar

EBCD: Emergency Closings/Emergency School & District Closings

Crista Salamy referenced the three policies for a first read. Send questions or comments to Crista or Kimberly.

10. Public Comment

None.

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

a. Negotiations

b. Legal

c. Personnel

Alan Edelkind moved to enter into Non-Public Session in accordance with RSA 91-A:3,II. Katherine Heck seconded. Unanimous on a roll call vote at 8:17 p.m.

William Bryk motioned to exit Non-Public Session at 8:32 p.m. Jim Fredrickson seconded. Unanimous.

Jim Fredrickson moved to seal the minutes of Non-Public Session for a period of ten (10) years. William Bryk seconded. Unanimous.

12. Adjourn

Jim Fredrickson motioned to adjourn at 8:33 p.m. William Bryk seconded. Unanimous.

Respectfully submitted,

Brenda Marschok