

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

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**Tuesday, May 5, 2009**

**SAU Office**

**7 p.m.**

**MINUTES**

**BOARD**

Mary Allen, Beverly Bacon,  
Gail Cromwell, Butch Estey,  
Bart Goodeve, John Gryval,  
Craig Hicks, Lauren Kirkpatrick,  
Arthur Knight, Mary Loftis,  
John Newman

**ADMINISTRATION**

Richard Bergeron, Supt.  
Don Johnson, Asst. Supt.  
Marian Alese, B.A.  
Linda Potter, SpEd.  
Tim Markley, H.R.  
Susan Copley, PES  
Susan Dell, CVHS  
Dick Dunning, SMS  
Gib West, AES/GBS  
Jeanie West, HES

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

**Craig Hicks called the meeting to order at 7:05 p.m. The Pledge of Allegiance was recited.**

**2 Public Comment**

None

**3. Consent Agenda**

**a. NH SAU #1 Telecommunications Design & Specifications Package**

Dick referenced information in tonight's packet. Design parameters to build the RFP for technology issues at the high school in the area of telecommunications are outlined.

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

**a. Personnel (Board Vote Required)**

**1. Resignations**

**CVHS**

Alexis St. James

Special Education Teacher

**CVHS Athletics**

Scott Jenkins

Fall X-Country, Winter & Spring Track

Heather Hoyt

Fall Girls JV Soccer

Christopher Gladding

Boys V. Lacrosse

**Butch Estey moved to accept the nominations as read. John Gryval second. Unanimous.**

**2. Nominations**

See Attachments

Nominations for teachers going from annual to continuing contract were considered next.

*MISSION STATEMENT*

*The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens.*

**Butch Estey moved to accept the nominations as listed. John Gryval second. Unanimous.**

Nominations for teachers on annual contracts continuing on annual contract as well as those on continuing contract remaining on continuing contract were discussed next.

**Butch Estey moved to accept the nominations as listed. John Gryval second. Unanimous.**

Nominations of Athletic coaches were considered next.

**Butch Estey moved to accept the nominations as listed. John Gryval second. Unanimous.**

#### **b. Kindergarten Update – Registration Status**

Census information is a process in need of improvement. Discrepancies in figures reflect information collected at the SAU which is provided during the budget process time. In our local schools, information is reviewed and is updated causing it to be a rolling number. A better way of creating numbers that is date certain is in need.

Census for ConVal is a process where student registrations are looked at where siblings are counted. It is not the Federal census or NESDEC figures.

DCS, PES, and FES require staffing changes already addressed. AES is the most recent identified school that requires staffing review due to Kindergarten registration.

Discussion about K registration dates was discussed.

#### **c. Monthly Events Calendar**

Selectmen's Advisory Committee – No Meeting on May 6<sup>th</sup>

Energy will not meet on May 13<sup>th</sup> but likely May 27<sup>th</sup>.

Articles of Agreement Committee will meet June 9<sup>th</sup>.

### **5. Reports**

#### **a. Points of Pride**

Dick Bergeron reported that Mike Lenox, ConVal student, and Adam Minihan, Conant, took first place in the NH AAA-Ford Auto Skills competition held at Loudon International Speedway. Mike and Adam will represent NH at the national competition in Detroit in June. They were the only team to find and repair all problems in the allotted time. Mike had the highest score of any NH student on the written portion of the test. Each is eligible for approximately \$41,000 in scholarship funds.

Mary Blake, former SMS Guidance Counselor, passed away. She was employed by the ConVal District as a guidance counselor at SMS from July 1, 1969 to April 2002.

Tod Siligy, PE instructor and Athletic Director at SMS, was inducted in the Franklin Pierce University Athletic Hall of Fame on May 3<sup>rd</sup>.

Skylah Gingras, FES second grade student, was one of four winners of the LGC "How I Picture fun in New Hampshire" Art Contest. There were 1,500 submissions.

Karissa Vincent, CVHS student, has been selected as one of two dozen high school students to participate in a model summer camp, The Ocean For Life Program, this summer hosted by NOAA, U.S. State Department, National Geographic Society. The students will participate in a 10-day immersive field study in a national marine sanctuary in southern California with a 3-day visit to Washington, DC.

#### **b. Teacher**

None.

#### **c. Student**

None.

#### **d. Budget & Property**

Gail Cromwell recapped last night's meeting. Questions about propriety of transfers were discussed. Municipal Budget Act was discussed. Gail said that she has discovered a technical release from the DRA that states a public meeting must take place to accept stimulus money. Using stimulus money for purchases discussed last night can be voted on by the public in attendance at the public meeting.

#### **e. Recap of Goal Setting Planning Session**

Craig Hicks said that it is difficult to look at a large list and said that the Board may need to set up a grid so they can filter their goals in with the SAU's to move forward. Could we get this for the next meeting? Dick would like to prioritize and winnow down and create an action plan. The start of it would be from the SAU with time frames and the Board can then slide in their items. Bart Goodeve stated that a connection with what the SAU is doing is important. The Board needs to discuss because the SAU is ahead of the Board. A SAU timeline would be important for the Board to fill in their goals. Both groups need timelines. Dick agreed. Arthur Knight agreed because their goals are all over the place and having a target from the SAU allows the Board to filter theirs into it. Bart stated that as it gets worked through committees for attainables, we want to set out what we can do this year. If we go further, these become life goals. Some of the one year goals may fit or not fit and may be mitigated by SAU goals. It would be efficient. Beverly Bacon stated that it would be appropriate for the Education Committee. The SAU goals and committee goals overlap. A timeline would be good.

ADA Compliance was discussed.

Mary Allen would like to set an early date of getting ready for the Bond for next year.

John Gryval proposed June 16<sup>th</sup> as a date to finalize Board and SAU goals.

Broad goals include communications and negotiations. John Gryval suggested subcommittees organize and get sub goals established.

Negotiations will tentatively meet on May 18<sup>th</sup> at 5:00 p.m.

### **6. Old Business**

#### **a. Budget Discussion**

Dick reported that AED's have been selected for each of our schools. The profile for the AED's was distributed (attachment #1).

Financial Targets and Gross Default Budget Calculation sheets were distributed (attachment #2 and #3) Dick said that when we look at our financial targets by meeting demands of default budget we are looking at \$493,529 in reductions. It is a goal to return \$450,000 back to the taxpayers. Bart questioned who decided to return \$450,000. Buybacks were rescinded and then we tabled the remaining money until further information came forward.

Dick said that as soon as a surplus has been developed we trigger moving the \$100,000 into the trust funds because of the vote.

A financial target of \$200,000 to meet the needs of technology infrastructure at the high school subtotaling \$1.2 million.

In addition to cash flow demands, we find new unanticipated expenses that need consideration. They include SpEd staffing to date, Banwell Design Costs, Paetec, AED's, and CPR training totaling \$358,810 with to be determined figures still pending. The subtotal now equates to \$1,602,339.00.

Budget Estimates were built into the budget and have become real numbers now listed in handout. Notification savings total \$208,200. Reductions requiring Board Approval include the SRO position, Literacy Coach remaining in Grant funding, SpEd Coordinator position, and Psychologist position all totaling \$250,000. Pending lines include IDEA stimulus money, Technology and Infrastructure money is coming as well as trust funds as potential revenue pools.

Excess revenues that come as unanticipated are still to be determined.

The consequence to retaining the Literacy Coach as a grant position is that there is a two year limit. The plan was to have a 50/50 split. At the end of next year, we would have two new salaries that would move to the operational budget. SpEd Coordinator can be carried in IDEA for longer than two years. The down side is that ultimately they would need to be removed from IDEA.

Bart said that health savings return should be laid to rest as well as tech infrastructure transfers that we are currently enjoying the impact.

Bart also expressed that we have received a legal opinion and we should move forward.

Mary Allen said that we can take a vote at the stimulus public hearing.

John Newman said that he does not feel that there is a controversy with regard to the transfer of monies. The warrant article was not asking to appropriate anything in the budget. It was there because of Chapter 33. We had to go to the voters to request taking out a bond. We are on solid ground with respect to "no means no".

Gail Cromwell disagreed. The towns have great experience with "no means no". Mr. Makechnie's opinion was not valid. Temple is very familiar. In the current year, transfers can be made but you cannot move from one year to another.

John Newman said that the computer issues at the high school are a triggering event. We have to use a surplus in this year because it is necessary.

Gail said that the \$200,000 should be pulled out.

Bart asked for a Board vote on the legal opinion.

**Bart Goodeve moved to get a sense of the Board on the legal opinion. Arthur Knight second.**

Mary Allen said that she would like a second opinion but would like one broader. It should ask if monies targeted should be considered.

Bart said that with regard to the tech piece, the question is "are we able to move unexpended line items in the current budget?"

Mary Allen said that moving it to stimulus money provides a better chance to get it done.

John Newman asked the cost of another opinion. Craig replied that it would cost 2-3 hours of attorney fees.

**In favor of seeking a second legal opinion were Gail Cromwell and Mary Allen.**

**Opposed to seeking a second legal opinion were Craig Hicks, Bart Goodeve, Butch Estey, Mary Loftis, Lauren Kirkpatrick, John Gryval, Arthur Knight, John Newman, and Beverly Bacon.**

**A second opinion from legal will not be sought.**

John Gryval said that it is appropriate to spend the money and get this fixed immediately. John cited the ConVal School Boards mission statement. If we don't fix this problem, we are letting down the kids that we are here to support.

**John Gryval moved to authorize the Superintendent to enter into an agreement not to exceed A\$200,000 using unexpended funds to complete work on the technology at the high school.**

Gail asked why not stimulus funds. John said that there are too many questions and unanswered items. It is up in the air.

John said that if we wait, we will be into the next school year. We cannot let this slip.

Gail cited many problems with this decision.

Lauren Kirkpatrick clarified if "no means no" does it mean that we could never do it. Gail confirmed. Lauren said that she did not feel that this is what that meant.

**Craig Hicks moved the question.**

**In favor: Arthur Knight, Lauren Kirkpatrick, Mary Loftis, John Gryval, Butch Estey, Craig Hicks, Bart Goodeve, Beverly Bacon, John Newman.**

**Opposed: Mary Allen and Gail Cromwell.**

**Motion carried.**

Bart Goodeve said that stimulus money is taxpayer money and has a cost associated with it. There is still much unfolding. He would like not to talk further about returning money to the taxpayer. Rather, at the end of the year, we can discuss what, if any surplus, will be returned to the taxpayer.

Butch Estey said that there are logistical problems placing a SRO position forward. He suggested that we go after it in the next budget and prepare ourselves ahead of time. Policies should be in place and fine tuned with a letter to the town. We should make it a priority for the next budget.

Arthur Knight said that this could be made one of the Board priority goals.

Mary Allen cited that new Board members were not part of the SRO discussion. It should begin at a full Board meeting and then break into subcommittee. Work done to date in the past three years should be shared once again.

Mary asked if a broader Board goal would be to look at personnel that need to be in place to take this district further. For example, SRO and IT position.

Craig shared that Souhegan or Merrimack could come to share information on their SRO.

Craig said that Bart is talking about our cash flow, which is a delta between what we have to spend and what has been raised.

Bart said that when all is done, we will have a good idea of what level of surplus if any will exist and what might be returned to the taxpayer.

Craig said that we still have two months ahead to conduct business.

#### **b. Stadium Improvement Fund – Daniels Fund Transfer**

Dick Bergeron said that we are looking for a solidifying of revenue already approved. The Board voted to move \$40,000 from the Daniel's Fund to the Stadium Improvement Fund.

Bart asked where the Stadium Improvement Fund is currently.

Dick said that we have much in-kind donations plus cash donations. We are in the position to move forward to prepare for a Friday Night Football Game in the fall.

Bart expressed concern that we are not yet 50% there. Dick said that we were more than 50% there.

Bart shared that he does not want to be the bad guy. He asked what happens if it is August and we still don't have the funds. Craig said that prep work will be scheduled and lined up. Grants are being pursued.

Mary Allen asked if the \$40,000 was principal or principal and interest.

Bart said that he is fine with making the transfer if it moves the project along.

**Arthur Knight moved to authorize \$40,000 for the stadium project is moved from the Daniels Fund. Butch Estey second. Unanimous.**

**Arthur Knight moved to add a "public comment" section at end of agendas for public comment. Mary Allen second. Unanimous.**

Dick Dunning asked if stimulus money could be used for the Stadium Lights.

Mary Allen said that the Energy Committee could take every single penny on projects much needed in the schools. She appreciated Dick's enthusiasm but rather it be spent in the schools.

Tim Markley shared information on the Assistant Superintendent search.

Marian asked that in reference to technical assistance from DRA that an accelerated schedule for deliberative session take place. Decision for a public hearing or a deliberative session asking folks for their opinion is the question.

**7. New Business**

None.

**8. Approval of Manifests (If Required) (Board Vote Required)**

Marian certified that manifests 112-116 totaling \$164,243.20 and Sub Run 131 totaling \$12,071.98 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.


**Butch Estey moved to approve the manifests as read. John Gryval second. Unanimous.**

**9. Non-Public Session: RSA 91-A:3,IIc**

None.

**Butch Estey moved to adjourn at 8:45 p.m. Lauren Kirkpatrick second.**

Respectfully submitted,

  
Brenda Marschok

Attachment #1 5-5-09

# AED Professionals

A Division of  
General Medical Devices, Inc

Authorized Dealer:  
Philips, HeartSine, Zoll, Defibtech & Physio Control Defibrillators  
411 W. Colfax St, Palatine, IL 60067 USA  
Toll Free: 888-541-2337  
Phone: 847-202-3858  
Fax: 866-879-7795  
Email: INFO@AEDPROFESSIONALS.COM

## Quote

Date	Quote #
4/1/2009	55

*with alarm*

**QUOTE PREPARED FOR:**

Great Book School  
Lauralei Knight

lknight@conval.edu  
P: 603-588-6630

**SHIP TO:**

P.O. #	TERMS

Item	Description	Qty	Price Each	Total
	ZOLL BUSINESS PACKAGE WITH ALARMED CABINET  1 Brand New Zoll AED Plus with 5-Year Factory Warranty 1 One-piece Zoll CPR-D Padz Cartridge Built in Text Display with Voice Prompts 1 Pack Duracell Batteries 1 Double-sided Wall Sign 1 Premium Alarmed Defibrillator Cabinet (AED) Surface-mounted -180SM-1 1 Premium AED/CPR Fast Response Kit For Emergency CPR 1 AED Professionals Inspection/Maintenance Tag Soft Carrying Case for the Zoll AED Plus Defibrillator RescueNet Code Review downloads and documentation available from ZOLL Zoll AED Plus Demonstration and Set Up Video "AED Equipped Facility" Window/Wall Decal	10	1,199.00	11,990.00

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<b>Sales Tax: (0.0%)</b>	USD 0.00
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# Financial Targets

*Attachment #2  
5-5-09*

<b>Default Budget</b> (with support sheet)	<b>493,529</b>
<b>Return Remainder of Health Savings</b>	<b>450,000</b>
<b>Tech Infrastructure for High School</b>	<b>200,000</b>
<b>Capital Reserve &amp; SpEd Trust Fund Appropriations</b>	<b>100,000</b>
<b>Sub-Total</b>	<b>1,243,529</b>
 <b>New unanticipated expenses (since vote)</b>	
<b>A SpEd Staffing (to date)</b>	<b>65,000</b>
<b>B Banwell Design Costs</b>	<b>280,000</b>
<b>C Paetec</b>	<b>TBD</b>
<b>D AED's</b>	<b>11,990</b>
<b>E CPR Training (\$70 pp X 26 ppl)</b>	<b>1,820</b>
<b>Sub-Total (Pending TBD)</b>	<b>358,810</b>
<b>Total (Pending TBD)</b>	<b>1,602,339</b>

## Reductions

<b>Actual Fuel Costs</b>	<b>185,000</b>
<b>Budget Estimates { Actual Health Costs</b>	<b>95,000</b>
<b>Notification Savings</b>	<b>208,200</b>
- Custodial Position (26,000)	
- Substitute Placement System (34,000)	
- 5% cut from budget lines (30,200)	
- Tech upgrades (118,000)	

<b>Reductions Requiring Board Approval</b>	<b>250,000</b>
-SRO (50,000)	
-Literacy Coach (85,000)	
-SpEd Coord. (75,000)	
-Psychologist (40,000)	

### Potential Savings/Reductions

<b>Food Service (TBD)</b>	
<b>Pending { Stimulus (Anticipated)</b>	
-IDEA (09/10 Only)	<b>355,534</b>
-Technology Infrastructure	

### Trust Fund withdrawals

- Capital Reserve
- SpEd Trust

<b>FY 08/09 Budget Surplus</b>	<b>TBD</b>
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### Potential Unanticipated Excess Revenue (Pending)

- Catastrophic Aid
- VocEd
- Received Tuition
- E-Rate
- Unexpended Balance

