

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

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, June 10, 2008  
Antrim Elementary School  
7 p.m.**

**Non-Public Session  
6 p.m.**

**MINUTES**

**BOARD**

Mary Allen, Beverly Bacon,  
Stewart Brock, Ray Cote,  
Butch Estey, Bart Goodeve,  
Dan Harper, Craig Hicks,  
Lauren Kirkpatrick, Arthur Knight,  
Mary Loftis, Tom Welden

**ADMINISTRATION**

Richard Bergeron, Supt.  
Don Johnson, Asst. Supt.  
Marian Alese, B.A.  
Linda Potter, SpEd.  
Tim Markley, H.R.  
Deb Lesure, AES  
Gib West, GBS  
Pamela Campbell, BES  
Tim Iwanowicz, GES  
Sue Copley, PES  
Sue Dell, CVHS  
MaryEllen Stanley, FES  
Dick Dunning, SMS  
Jeanie West, SMS

**1. Non-Public Session: RSA 91-A:3,IIc  
a. Personnel**

**Craig Hicks motioned to enter non-public session in accordance with RSA 91-A:3,IIc at 6:02 for matters of personnel.**

**Craig Hicks moved to exit non-public at 6:54 p.m. Unanimous.**

**Mary Allen moved to seal the minutes of non-public session. Mary Loftis second. Unanimous.**

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

**Tom Welden called the meeting to order at 7:03 p.m.** The Pledge of Allegiance was recited.

Deb Lesure introduced students present to sing a song after the pledge. She thanked the Board for attending tonight. She introduced AES staff.

Deb said that it is the last School Board meeting that she will attend. She cited some of the accomplishments of AES. She said that the staff and parents have her respect. She explained that teachers were present tonight to show ways that curriculum is integrated.

Maryanne Cullinan and Nan Colby, along with students, provided a demonstration about how the students have connected with the community in areas of town government. Students participated in sharing interviews they took part in with community members. They also shared flap books and backpacks with those present tonight.

Jay Hale, First Friends Preschool Teacher, said that she lays a foundation for her students for what lies ahead in the ConVal district. She said that she enjoys doing science. It is concrete and easy to integrate curriculum. She said that the Maple Syrup segment provides a strong community piece. Two students, Rosemary and Emma, were present to help with the Maple Syrup presentation.

Deb Lesure introduced members of the Reverence of Place project. Micky Johnson said that they wrote a curriculum that focused on the McCabe Forest where students hung up boxes with stamps and children visited the boxes and collected the stamps. Fourth graders then read some poetry. A PowerPoint presentation on the McCabe Forest detailing the student's efforts was shown. Micky thanked Deb Lesure for her work that allowed this project to take place.

Tom Welden thanked AES for the wonderful presentations and sharing their school with us.

### **3. Minutes (Board Vote Required)**

#### **a. May 27, 2008**

**Stewart Brock moved to accept the minutes of the May 27, 2008 meeting. Arthur Knight second. Stewart Brock and Butch Estey abstained. All else in favor.**

### **4. Public Comment**

None.

### **5. Consent Agenda**

Dick Bergeron handed around the Anatomy and Physiology booklet. He also recognized efforts on behalf of Nancy Gagnon and a group of students who submitted a film that was created for a contest sponsored by NHPTV in conjunction with the premiere of Ken Burns, "The War" series. Their submission was awarded gold place for the middle school division.

#### **a. Green Cleaning Initiative – Marian Alese**

Marian Alese said that the custodians have taken on a responsibility in each of their own schools to move to green cleaning. She said that Phase I will begin in July. Ultimately, we will be moving to green equipment.

Lauren Kirkpatrick said that she is so pleased with this effort. Stewart second. He said that it sends a great message to the community. Mary Allen asked if this had been sent out to the press. She said that this should be shouted out from the rooftops.

#### **b. August 25<sup>th</sup> Professional Learning Communities Presentation**

Dick Bergeron tracked the process of PLC's. He explained that he had sponsored an Administrator Book Club early on this year about Professional Learning Communities at work. The administrators attended a two-day conference on PLC philosophy and they were sold. Discussion took place about what the first day back to school for staff looks like and how that could be made more exciting. Dick has scheduled with a colleague of the DuFour's to come on August 25<sup>th</sup> and speak to the entire staff.

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

### **a. School Schedules – Don Johnson**

Don Johnson shared handouts on what a typical day in the ConVal district looks like for students. He said that he met with elementary principals to look at their days. Any given week or day, the amount of time spent on a subject may vary. Much integration takes place. There is consistency within our schools.

The differences in the middle schools have a lot to do with their "specials".

Bart Goodeve asked what source the times listed are derived from. Don said that it is anecdotal.

The high school information can be derived from the Program of Studies. Ray asked if students truly receive .5 credit for an electronic portfolio as the program states. Sue Dell said that students did not. She said that the half credit is in computers and not for the portfolio. She said that this should have been left out. It is in anticipation of eportfolios. She said that we do not have, nor intend to give, credit for electronic portfolios.

Craig asked if it has been in effect for three years as stated on this document stating that Graduation Requirements (effective 7/1/05). Sue confirmed that it was not.

Don distributed schedules from both Kindergarten and First Grade as well as those from Grades 3, 4, and 5. It provides a view of what a typical day by grade looks like.

Additionally, a middle school picture was provided as well as samples of high school schedules.

Don also stated that the elementary schools had a wide range of start and end times. A range of as much as 25 minutes was realized. Don cited the start and end times for elementary, middle, and high schools. He further said that our school year is based on hours rather than days.

Stewart asked if the 25 minute swing in the elementary schools has been brought to the attention of parents. The time difference might be significant to parents.

### **b. Assistant Principal Search Update – Tim Markley/Gib West**

Dick Bergeron said that Mr. Markley and Mr. West are here to brief the Board on the process for screening and hiring the Assistant Principal. Gib West shared a letter sent to parents on the timeline of the hiring of the Assistant Principal. He reminded the Board that the award with NH Public Television was brought to the board last summer.

Gib said that the committee has 15 volunteers that are interested in being part of the committee at this time. It was proposed that we look at the need for some focus groups for the finalist.

Tom added that there will be at least one Board member on the committee.

Mary Allen asked if it would be helpful to put into the timeline when focus groups might meet. Gib said that he would be happy to put in what feels appropriate. He is happy to support the desire. He doesn't want it to be too large so that a decision can't be made.

Mary Allen said that a search committee will be formed. When finalists are narrowed down, this is a perfect time for focus groups. They would be provided to meet the candidates. She would like to see weight given to Antrim parents K-8 which is more than other towns. She suggested at least two parents. Gib said that he appreciates the input. He is aware of Mary's desire to support Antrim. He wants to make the hiring timely. Gib said that this discussion is taking place in open session and he has not had an opportunity to discuss with Tim Markley.

Gib said that the 15 members have five AES staff, four GBS, 3 parents from both AES and GBS among others.

Dick Bergeron said that it is a wide representation for the screening and interview process for an Assistant Principal position. Tom cautioned that typically candidates do not want their names released for matters of confidentiality. Gib said that he understood this.

Craig Hicks said that he is afraid that we are going to scare people off.

Mary said that she was confused. She asked if it was the larger group or the smaller group. Gib said that it initially was the smaller group. He has been waiting. The initial group was missing Antrim parents. It will fall out with timing.

Stewart said that we need to make sure that there is balance in the other communities that are represented. There are other towns involved. He said that this is not typical in the hiring process in his experience for the position of assistant principal. He is sensitive to the community. He said that he provides raw data tonight. Stewart said that he does not want to put layers on.

Bart said that Gib's concern is legitimate. It is an administrative position that shouldn't be put out there to referendum. Mary's concerns are legitimate. He said that what everyone wants and needs should be determined for consensus. It is a far different process than having wide representation on the search committee.

Mary Allen said that this position has been advertised for. She is offering her process out. Bart said that people just want to make sure that they are heard.

Mary said that she thought that the focus group might meet with the finalists. Bart suggested that focus groups be put before we have finalists and screening. The conversation could be had.

Dick said that personal face-to-face meetings would take place in the communities after.

Mary said that she thought that absent from Gib's letter was community involvement. Bart asked community involvement in what. Mary said that the communities desire to be reached out to.

Dan Harper said that whoever is hired for this position, Gib is responsible for this person. He feels that Gib should lay down the process and that we not micromanage the hiring of an assistant principal.

Ray echoed what Dan said in that we put Gib here to solve problems. He said that it is time to trust Gib to move forward with the hiring. Tom Welden said that he has confidence in Gib as well.

Lauren Kirkpatrick said that the job description is of importance to the community. How it is going to change the administrative look in Antrim is the question.

#### **c. Bus Policies – Marian Alese**

Marian Alese said that a recommendation on how we make a change to bus stops is being looked at. This is due to fuel costs. In addition, fuel expense cutting is being sought.

#### **d. Kindergarten Proposal – Marian Alese**

Three full days of Kindergarten rather than five half-days, to save on fuel consumption, is being investigated.

Ray Cote asked what days are being considered. Marian said that this is in initial thoughts.

Stewart Brock said that in Frankestown, K is on the heavy side, and that this is important to look at.

#### **e. Formal Acceptance of Communications Committee Requests and Subsequent Actions**

**Ray Cote moved to accept the Communications Committee's requests. Bart Goodeve second to accept the recommendations of the Communication Committee.**

Stewart Brock walked the Board through the suggestions. Discussion on some of the items took place. Bart said that if Mid-Year report can be done efficiently then there is no harm. Stewart said that it helps us stay focused.

Stewart asked if more or just enough communication on the GBS/AES update was needed.

Dick said that if the Superintendent states what the campus plan is, it doesn't allow the teachers to envision what that will look like. The conversation about what opportunities the campus plan will offer will take place with staff. Arthur asked if focus groups will be involved. Dick said that we will start with staff first.

Gib said that he met with the full faculty at AES. He shared those notes with Mary Allen and Lauren. He met on other topics. He has to introduce himself to staff to let them know that the missions of AES will be maintained. Stewart asked for a vote on items 1, 2, and a version of three.

**Unanimous.**

#### **f. Monthly Events Calendar (June)**

Tom Welden distributed a letter of resignation from himself effective June 24<sup>th</sup> as a member of the Board. (See attachment) He said that he is very tired and he feels that he can no longer offer the Board his full capacity and focus. He has two new grandchildren. He wants to spend more time with his children and grandchildren. His business has suffered from his service to the Board. He feels that the ConVal district has very strong leadership and that we have hired a full-time HR Director to assist everyone in the district. He is fortunate that the district has strong membership on the School Board. Gail Cromwell is in Cambridge to attend an effort tonight and he said that Board attendance has been very strong. Tom said that Craig Hicks has backed him hour by hour. He felt that the setting of calendar should not take place before this resignation.

Tom said that personnel hiring drives the summer meeting calendar and should revolve around those times. He said that the Leadership should be elected.

Ray Cote suggested that we address a big issue at the next meeting.

Craig said that a construction project is being designed and that the board will have much to choose. Dick said that summer Board meeting discussion should be brought to the June 24<sup>th</sup> meeting. Sue Copley asked if there is a Budget & Property meeting set in the near future to discuss the playground. Craig said that one will be scheduled.

## **7. Old Business**

Ray Cote said that he hoped that Board members got an opportunity to see the "Sending Stars" performance where students are put on the stage with professionals. He said that it was very well done. In addition, Ray commented on the Anatomy books circulating. He said that he was glad to see that many articles had citations and footnotes. All but a few came off of the web. Not a book was cracked.

Dan Harper asked about the chaperone information requested at a previous Board meeting relative to a trip to France. Sue Dell said that there are multiple teacher chaperones and that although Marie-Claire will not be staying with the students, other chaperones will.

**Stewart Brock moved to allow ConVal High School students to travel to France. Bart Goodeve second. Unanimous.**

## **8. New Business**

Don Johnson said that the traditional school calendar operates under the 80 day rule. If you use half days we extend the school year out by the number of half days. Five early release days were added this year. We have the choice of going by days or by hours. We have opted to go by instructional hours. We are within the time frame, but the importance of moving to hours is that it allows the flexibility to build in professional development days.

Craig asked if this benefited us in the event that another severe winter took place. It was confirmed.

Bart asked what it took to change the school day itself. Craig said that we could do that. Don said that we went with longer hours rather than shorter hours.

Stewart asked when school starts and stops. The information is on the ConVal website.

Arthur asked if there were any contractual obligations when lengthening the school day.

Dick Bergeron said that we are within our rights to dictate the beginning and end times of schools.

Stewart asked for sensitivity when considering times and the travel time students are involved in with sports.

Tim Markley read the resignations from CVHS, - Cynthia Dickinson, English, and Kelly Ranalli, Special Education. Aprylle Desrosiers from HES and Enid Smith from TES were resigning as well.

**Stewart moved to accept the resignations as read. Arthur Knight second. Unanimous.**

Tim read the one retirement at FES, Marguerite Bissell.

**Stewart Brock moved with gratitude. Arthur Knight second. Unanimous.**

**a. Wellness**

Beverly Bacon said that we had adopted a Wellness Policy several years ago. Bev read the membership list of the Wellness Committee. She said that there was a disconnect between the policy and implementation. The group will meet next to look at the results from an implementation tool. We have decided that at the high school, only water, flavored water, and G2 will be offered. Water only will be offered at the middle and elementary schools. The policy will be revisited.

Don Johnson added that Tim Parsons, LGC, has been participating.

Marian Alese said that Pepsi came in with a list of offerings along the lines of wellness. She said that it is a bit more extreme.

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

Marian Alese certified that Manifests 137 – 142 totaling \$251,127.13 and Sub Run 136 – 138 totaling \$428,835.04 and Payroll 25 totaling \$828,187.27 have been reviewed by me 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.

Craig Hicks moved to accept the manifests as read. Stewart Brock second. Unanimous.

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

**a. Personnel**

**1. Negotiations**

**Dan Harper moved in accordance with RSA 91-A:3, IIC to enter non-public session on a roll call vote.**

**Craig Hicks moved to exit non-public session and seal the minutes of non-public session at 9:38 p.m. Mary Allen second. Unanimous.**

Dick Bergeron said that we are unsuccessful in hiring a facilities manager. We need to reopen the search process.

Mary Allen said that the Edith Bird Bass contest is overseen by the Board. We have a clear winner this year. Mary said that we had seventeen entries. Sixteen were standard entries. One was a Rap Song and CD against the war. It is a hands down winner. Sue Dell was reached out to and said that it is genuine work. We will play part of the rap song played. Sue Dell and Mary Allen are psyched about renewed interest in this essay.

Mary said that she would like next year to be the last year that she shepards this together. She wants to keep broadening this contest.

Tom said that he will no longer participate in negotiations. His recommendation is that he not be replaced. A very good job can be done with those in place.

**Craig Hicks motioned to adjourn at 9:42 p.m. Dan Harper second. Unanimous.**

Respectfully submitted,

Brenda Marschok