

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

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, June 21, 2005  
Hancock Elementary School  
Unanticipated Revenues Hearing  
7 p.m.**

**Board Meeting  
Immediately Following**

**MINUTES**

**Board**

Joe MacGregor  
Tom Welden, Stewart Brock  
Dan Harper, Bill McKinnon  
Nan Fornal, Ken Young  
(Ken Young left @ 9:30)  
Tom Lawless, Gail Cromwell  
Craig Hicks, Butch Estey

**Administration**

Paul Bartolomucci, Asst  
Marian Alese, Bus Adm  
Sue Copley, PES  
Linda Potter, SpEd  
Rick Nannicelli, GBS  
Anita Flanagan, HES  
Sue Dell, CVHS  
Dick Dunning, SMS  
MaryEllen Stanley, FES  
Deb Lesure, AES

**Public Hearing**

Joe MacGregor called the hearing to order at 7:15. Marian Alese explained that several years ago, the District passed an article that would allow the District to apply for, accept, and expend unanticipated money from state, federal, or private sources which becomes available during the year, under the provisions of RSA 198:20-b. This year the District has received unanticipated Special Ed revenues from various sources, total approximately \$323,000. The purpose of this hearing is to receive authorization from the Board to expend up to \$321,000 of this unanticipated revenue to offset the unanticipated expenses in the Special Education tuition account. Questions from the floor included the sources of the revenue (tuition, Medicaid, and catastrophic aid), and whether all of the unanticipated revenue would be needed. Marian Alese explained that any revenue that was not used to offset the expense would be returned to the general fund. Craig Hicks noted that this matter had been discussed at the most recent Budget & Property meeting.

Hearing no further questions, the Public Hearing was closed at 7:25.

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

Joe MacGregor called the Board meeting to order at 7:26. Earlier, at the start of the Public Hearing, members of the Boy Scouts (Pack 136) led the Pledge to the Flag.

**Presentation**

HES Principal Anita Flanagan introduced the staff of Hancock Elementary School. Ms. Flanagan described the process used to develop the bird garden out in front of the school. This project was collaboration between HES, the Harris Center, and the local community. The garden and granite bench were constructed in honor of 3<sup>rd</sup> grade teacher Deb Hancock and school volunteer Herman Aldrich. Special thanks to Sara and Hunt Dowse, the Harris Center, and Jeannie Connolly for their vision and support. At this time the Board was treated to a PowerPoint presentation highlighting the events that took place at HES during the year. Students and staff participated in various projects that focused on both the Arts and Sciences.

**2. Minutes (Board Vote Required)**

**a. June 7, 2005**

Motion to approve as presented by Tom Welden and second by Nan Fornal. Unanimous.

**2. Public Comment**

Cindy St Jean (Francetown) reported that the FES PTO, in conjunction with local agencies and families has raised over \$18,000 in only 9 months, in order to complete the playground renovations at FES. Congratulations! The new playground was installed 3 days ago.

Representatives from the Monadnock Mountaineers (youth football) requested that the Board review the facilities use policies as soon as possible, since the playing season begins shortly. The group also asked who would be the contact for field usage requests, since the District's Athletic Director has resigned. Tom Welden noted that Budget & Property has already decided to look at both the facilities use policies and fee schedules, and will get back to the group in a timely manner. Stating that while the AD is the one who has the final say on field usage at the high school, Mr. Welden noted that the Board's intent is to allow community access to fields. Mark Carter thanked the Board for the work done on the fields so far, but also expressed concerns that the guidelines (for determining field usage by outside groups) not be arbitrary. Mr. Carter referenced several occasions when Pop Warner was denied use of a particular field, and asked that community use of the fields be based on the same criteria used for varsity sports. Further discussion. Craig Hicks stated that the primary objective of the game day field was for varsity sports, and that the Board did leave the final decision (about availability) to the AD. While the Board does want community groups to have access to the fields, the primary goal is to preserve the field for varsity teams; however, Budget & Property will revisit the current policies and schedules. Sue Dell noted that decisions about field usage might impact other groups within the community. Joe MacGregor stated that the intention of the existing policies was to make best use of the fields. Mark Carter noted that when Pop Warner left the field any damage would be negligible, and that both grass and dirt could be replaced. Butch Estey asked that the Board give the Mountaineers a date certain for a response to their request. Joe MacGregor noted that the next Board meeting would be July 26. Mike Crowe (youth soccer) suggested that all nine towns get together to look at possibilities for field development. Joe MacGregor agreed, saying the Selectmen's Advisory Committee is one the most active the District has ever had, and should also be contacted with this idea.

(Note: this topic will be the main agenda topic at the next Budget & Property meeting in July).

Shelly Nelkins distributed a letter she had written to the Board regarding the handling of the complaint she had made earlier in the year against Paul Bartolomucci. Ms. Nelkins began to read the letter, and was stopped by Joe MacGregor who asked that Personnel issues be discussed in non-public session. Bill McKinnon did not agree that the letter from Ms. Nelkins was confidential. Joe MacGregor quoted from Board policy KLD (Public Complaints of School Personnel), which in part states that complaints shall be referred to school administration for resolution. Ms. Nelkins felt that this policy had been violated. Joe MacGregor noted that a meeting had been set up for July 25, and felt that the issue Ms. Nelkins referred to had been addressed, and that the concerned parties will be given an opportunity to respond. When Ms. Nelkins began to read the letter again, Mr. MacGregor asked the Board whether they wished to continue in this manner or wait until the meeting scheduled for July. Tom Welden felt that the discussion should continue at the July 25 meeting. Bill McKinnon felt that Ms. Nelkins statement is about not addressing a particular issue in an expedient manner. Joe MacGregor stated that this should not be done in a public session, and Ms. Nelkins then asked for a non-public session with the full Board to address both issues (the original complaint and subsequent way it was handled). Mr. MacGregor stated that the July 25 meeting would address both issues.

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

##### **a. Request to Accept a Gift or Donation (Board Vote Required)**

1. South Meadow School has received from McDonald's a donation of \$1000 for the purpose of the NH Middle School of the Year Award to be used for construction and moving the SMS stone circle to the front of the greenhouse  
Motion to accept with gratitude by Hope Hunt and second by Butch Estey. Unanimous.

Butch Estey asked if donations made by the Boosters Clubs were ever an agenda item. Tom Welden noted that traditionally, these donations are not usually an agenda item because of the integral relationship between the high school and the local Booster organizations.

##### **b. Field Trip Proposal (Board Vote Required)**

1. ConVal High School French Students will travel to Quebec City from April 13 – 16, 2006 as a cultural experience and to use French in real life situations during the trip  
Motion to approve as presented by Tom Welden and second by Butch Estey. Unanimous.

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

**1. Resignations**

Jon Ingram, CVHS, AD

Motion to accept with regret by Dan Harper and second by Nan Fornal. Unanimous.

**2. Nominations**

**Administration**

Boudreau-Parker	Deborah	Asst Prin GBS
Bowles	Chester	ATC Director
Christian-Coates	Cari	Asst SpEd Dir
Clark	Mary	TP DCS
Copley	Susan	Principal PES
Dell	Susan	Principal CVHS
Dunning	Richard	Principal SMS
Flanagan	Anita	TP HES
Hayes	Joseph	Guidance Dir
Iwanowicz	Timothy	TP GES
Lesure	Deborah	Principal AES
Matthews	Pamela	TP Pierce
McGettigan	Niki	TP TES
Nannicelli	Richard	Principal GBS
Stanley	MaryEllen	TP FES
West	George (Gib)	Asst Prin CVHS

**South Meadow School**

Mary Bush, FT SpEd Teacher

Maria Gendon, FT SpEd Teacher

Jeannie West, Asst Principal (added to agenda)

**Great Brook School**

Terry Sittig, FT SpEd Teacher

Lois Essex, FT SpEd Teacher

**CVHS**

Cynthia Ewing, .5 French

Heather Saucier, FT SpEd Teacher, Alt Program (.6 general fund & .4 grant)

Robin Kennedy, FT Spanish

Richard Davis, FT Math

LisBeth Frisbee, Ft Physics

Robin Whitney, Asst Principal (added to agenda)

Motion to approve as presented by Dan Harper and second by Hope Hunt. Bill McKinnon asked why the nominations for administrators were being brought forward at this time, noting that non-renewals must be dealt with before April 15. Paul Bartolomucci stated that no concerns had come forward from the Board, and noted that the Superintendent nominates, but the Board elects. Mr. McKinnon asked what would happen if the Board refused to nominate. Joe MacGregor noted that if the Board refused to elect the administrators, there could be repercussions. Bill McKinnon asked who would be responsible next year so that this does not happen again (nominations brought forward after April 15). Paul Bartolomucci stated that it is administrations responsibility to bring the nominations forward through the Personnel committee. Tom Welden noted that the Board would be given a timeline of events for 05 – 06. Bill McKinnon stated that if he wanted to register concerns with one administrator, voting against all would mask the concern. Dan Harper stated that the nominations are not done individually. Bill McKinnon stated that he would be abstaining. Vote taken on all nominations passed with 3 abstentions (Bill McKinnon, Gail Cromwell, and Tom Lawless).

Question from the floor: Has this been the process in the past and what is process for non-renewal? Joe MacGregor stated that opportunities are always available (to voice concerns), and the timeline for

nominations depends on circumstances for each particular year, although April 15 is the date for notification of non-renewal. Bill McKinnon stated that he did bring issues forward as early as February 15.

## **5. Reports**

### **a. Principal**

Thanks to HES for hosting tonight's meeting!

Rick Nannicelli noted that GBS' graduation is June 23.

Deb Lesure stated that AES 4<sup>th</sup> graduation was today, and issued an invitation to come see the garden that was unveiled last week.

Sue Copley reported that PES had its first ever Spirit Week, which was great fun! Fourth grade graduation is this Thursday. Thanks to PES staff and families for a great year.

Butch Estey asked Sue Dell how the speaker for graduation is determined. Sue Dell stated that kids usually have a connection to someone

### **b. Teacher**

No report.

### **c. Student**

No report.

### **d. Education**

Met last evening. Topics included a presentation on summer projects (curriculum work) and a presentation on the rules for Highly Qualified Teachers (HQT) under the No Child Left Behind act. Basically teachers must be considered HQT for each subject they will be teaching. At this time, the District believes that this requirement can be covered with in house workshops for staff. The process begins with a review of staff transcripts and current professional development activities.

The committee was also asked to consider adding to the Chemistry classes being offered at CVHS.

Next meeting is in September.

### **e. Budget and Property**

Met on June 14 to review the expenditure report, review the process for the hearing earlier this evening, a brief review of a ten-year history, and finalize future topics.

Motion to authorize expenditure of up to \$321,000 in unanticipated Special Ed revenues to offset the unanticipated Special Ed tuition expense as previously discussed in the earlier Public Hearing by Craig Hicks and second by Tom Welden. Unanimous.

Discussion began regarding July meeting dates (July 11 or July 18).

### **f. Personnel**

Dan Harper reported that the committee met last Monday to review the nominations earlier in the agenda. Mr. Harper noted that discussion began regarding the vacant position at CVHS (Athletics / Asst Principal) and whether this position should be a full time AD position. The committee also had a presentation by Emily Hartnett on the District's Mentor program, which is very successful.

Discussion began regarding meeting dates for July. Next meeting is July 21. Priscilla Martin (who has asked to be present for a discussion regarding SAU administration) will be contacted. Shelly Nelkins asked that her request for a non-public session be moved to the August meeting.

### **g. Staff Development**

No report.

### **h. Steering**

Has not met.

**i. Communications**

Met briefly last week – newsletter articles are due. Nan Fornal announced the winners of the Edith Bass awards:

3<sup>rd</sup> Place Sophie Chambers

2<sup>nd</sup> Place Tristan Neilsen

1<sup>st</sup> Place Anna Fisher

Congratulations!

**6. Old Business**

Bill McKinnon brought up concerns regarding the discipline procedures used at each of the two middle schools. Mr. McKinnon stated that Keith Burke said he would look into the concerns and the next day (June 14) there was an issue at one school. Mr. McKinnon also noted that Antrim resident Sharon Dowling has sent a letter asking the Board to consider a specific program for both schools. Mr. McKinnon would also like to see both schools use the same program (what is being used at SMS), and asked what was the best way to proceed? Joe MacGregor noted that the best way to do that would be through a committee (Education). Paul Bartolomucci noted that all schools are currently working on a behavior matrix for students, which will be used to analyze standards that will be implemented in the fall. Craig Hicks noted that “one size doesn’t fit all” and we need to have alternatives. Bill McKinnon stated that he felt that we have one that works and one that does not, so why not use the one that works.

**7. New Business**

**1. Reminder**

- a. Board Retreat – June 23 – Barbara C. Harris Center, Greenfield

Butch Estey asked if administrative raises had been settled yet. Joe MacGregor said they were being finalized.

Bill McKinnon noted that he had received emails re facilities usage fees from the Girl Scouts. This will be discussed at next Budget & Property meeting.

**2. Summer Meeting Dates – Proposed**

- a. July 25 – Personnel **Changed to July 21**
- b. **July 25 – Board Retreat**
- c. **July 11 – Budget & Property**
- d. July 26 – Board
- e. August 29 – Personnel
- f. August 30 – Board

**Approved as rescheduled.**

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

**Marian Alese** certified that manifests **148-154 totaling \$768,906.71**; payroll **25 totaling \$844,999.83 & Sub run 138-139 for \$16,905.31**, have been reviewed and found to be proper charges against the Contoocook Valley School District for goods or services received and have been properly processed prior to their submittal to the School Board. **Motion to approve as presented by Craig Hicks and second by Butch Estey. Unanimous**

**8. Non-Public Session: RSA 91-A:3,lc**

**Motion to enter Non-Public Session as per RSA 91-A: 3,lc to discuss personnel by Dan Harper, duly seconded at 9:45 p.m. Board polled – Passed.**

**Return to Public Session**

**Motion to exit Non-Public Session by Craig Hicks at 10:25 p.m. Second by Butch Estey. Passed. Motion to seal the minutes, duly seconded. Passed, with one abstention (Bill McKinnon).**

**Adjournment**

Motion to adjourn at 10:26 by Craig Hicks. Duly seconded. Unanimous.

Respectfully Submitted,

