

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

CONTOOCOOK VALLEY SCHOOL BOARD

**Tuesday, July 8, 2008
SAU Office
7 p.m.**

**Non-Public Session
6:30 p.m.**

AGENDA

BOARD

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

ADMINISTRATION

Richard Bergeron, Supt.
Don Johnson, Asst. Supt.
Marian Alese, B.A.
Linda Potter, SpEd.
Tim Markley, H.R.
Pamela Campbell, Pierce
May Clark, DCS
Dick Dunning, SMS
Gib West, GBS
Jeanie West, HES

Butch Estey moved in accordance with RSA 91-A:3, llc to enter into non-public session at 6:31 p.m. for matters of personnel. Stewart Brock second. Unanimous.

Butch Estey moved to exit non-public session at 6:57 p.m. and to seal the minutes. Arthur Knight second. Unanimous on a roll call vote.

1. Call to Order and Pledge of Allegiance

Craig Hicks called the meeting to order at 7:04 p.m. The Pledge of Allegiance was recited.

2. Minutes (Board Vote Required)

a. June 17, 2008 (pg. 1-5)

b. June 24, 2008 (pg. 6-13)

Ray Cote moved to accept the minutes of the June 17th and June 24, 2008 School Board meetings. Butch Estey second. Stewart Brock abstained. All else in favor.

3. Public Comment

Dick Bergeron read a statement in support of multi-age classrooms. He offered a compromise by retaining individual third and fourth grades at Pierce Elementary. In addition, a Para-professional was added to the fourth grade classroom. This position will be a new unfunded position. He opened this to the Board.

Butch Estey motioned to accept Mr. Bergeron's proposal. Arthur Knight second. Stewart Brock and Gail Cromwell abstained. All else in favor.

a. Michelle Ricco

Michelle thanked the Board for the opportunity to address them. She was looking for an appeal of the multi-age decision. The fourth grade has been the same size since Kindergarten. She appreciates the extra assistance. She wants all to become informed about the language that we use whether it is multi-age or multi-grade approach. She is a proponent of multi-age. It can be phenomenal. There is much planning and buy-in involved. She said that education is needed of the GLE's into the NCLB law. She said that it is important for the Board to know how it felt for Pierce parents. The communication was extremely weak. Much was unclear. The meetings were poorly publicized. She appreciates multiple Board members attending these meetings. The other concern is that the students were informed about this change before the parents were informed. They do not understand what this means. The process was impulsive and done without forethought and communication with school officials. All of the educational needs for all of the students were not taken into account. The decision was clouded by confidential issues. Moving forward in the future all must be prepared. On a positive note, this has generated a lot of positive energy. The opportunity to leverage this energy in a positive way is available. We need to get our Legislators involved.

Michelle requested that future decisions of this nature, with dramatic changes, cannot be done in a silo where negative energy gets stirred up.

Linda Quintanilla said that she was excited about the multi-age decision that was proposed. She has researched much on this issue. Her multi-age experience in her own family has been positive.

Craig Hicks said that the Superintendent will continue to focus on multi-age for the future.

Michelle said that it cannot be cherry picked. It has to be a multi-level approach.

b. Crista Salamy

Crista distributed a handout titled Antrim Elementary Title One Option (see attached)

She said that she is present to speak about AES. She is a parent of two at AES. She is here on the request of 74+ parents concerned about the Title I programming leaving AES. Title I does not only help students qualified for Free & Reduced Lunch. Reading Recovery (RR) has jumped reading levels significantly. RR is the highest ranking early literacy program in existence. The raw data is that 17 students are in need of these services. AES does well because of the RR Program. The Districts percentage is 17.42%. Antrim is at 17.29% including Kindergarten. Because we are so close, we feel that the services should remain in AES. 48% proficiency in math exists at AES. The upcoming K class is expecting 24 children, there may be more. She is asking that the Board request a waiver from the State so that those funds go into AES.

Crista said that many changes have taken place at AES. She said that concrete things are needed at AES.

Don Johnson referenced two attachments regarding enrollment data. He said that enrollments are listed for various programs that Title I has funded. The first two years, there was extended day Kindergarten through Title I funds. The RR is provided on a 1:1 basis for 30 min p/day, five times per week. It runs generally for 20 weeks. Literacy groups are small groups. Don said that the Literacy groups have a focus on various components of reading.

The waiver that was requested for Title I services are determined by the % of Free & Reduced lunch counts compared to the District average. There is a waiver if you miss meeting the cutoff and have previously been a Title I school that may be submitted to the DOE. The focus of our services for this current school year, five schools had Title I services. He outlined staffing in this area. The consolidation that we looked at was focused on the neediest schools, Pierce, PES and Dublin. The plan for services was outlined. There is a .4 position that may be left at AES and requested for by way of waiver. As an alternative, services could be taken from Pierce or PES. He recommends that we go forward for the plan for consolidated services and apply for the waiver for AES. He asked for input from the Board.

Mary Allen said that she appreciates the difficulty in knowing where to allocate services. In the budget, AES lost an EST position and an EST aide. When budget decisions were being made, student enrollment was lower than what now is anticipated. Mary said that services need to be put back in. Missing Title I cutoff by .13% warrants asking for a waiver. Enrollment is almost where it was last October 1st. She would like the Board to support this request and to further look at enrollment.

Craig asked for clarification that the waiver would get more Title I funds. Don said that it would not, but would allow services at AES. The revenue pool would remain the same. Don said that it is a matter of allocation of services that we already have.

Mary Allen asked if 5.9 make a difference if AES is added in. Don said that the same dollar amounts would have to be allocated among the schools.

Heather, Antrim parent, said that resources would not have to be pulled from other schools. Someone within AES could be taught RR skills.

Lauren Kirkpatrick said that we must be clear how we qualify for Title I services through Free & Reduced lunch. She said that many do not apply.

Lauren asked if AES had qualified for Title I, would the allocation have been moved around.

Linda Potter said that when we talk about losing resources, it is not for general education students. It is for special education students. It is based on Individual Education Plans.

Ray Cote asked if we don't have the Title I funds, what support would be provided for these students who previously used Title I services. Don said that current resources would be reviewed. We are going forward with the Literacy Initiative with the HILL Institute by hiring Literacy Coaches. They will help classroom teachers with literacy needs. We do not have a plan for replacing services where Title I services have been pulled.

Ray asked if a plan would be in place by September. Don said that Literacy Coaches would be in place by September.

Dan Harper said that when Hancock lost their RR teacher, he thought that SpEd would pick up services. Linda said that the full-time position of Special Education teacher did not make sense. The skill set that this teacher had, allowed her to support students with reading.

Don clarified that when the budget discussions took place, we did not know that AES would not be a Title I school.

AES parent, Heather, asked what would happen to the students that will be at a loss before HILL takes place.

Don said that it does not take three years for the services to be of benefit. It is immediate. Interventions will be brought forward immediately.

Heather said that it is difficult to be in a classroom working with children, RR allows 1:1 work to take place. She said that we have to look at how the children will be affected.

Don said that the issue he is trying to address is Title I services. RR is a broader discussion that will be brought forward for additional discussion. He said that math skills can be addressed as well with Title I services but not with RR services. A debate and discussion about the value of services that we provide to our children can be made.

Stewart Brock asked if a waiver is requested and we are turned down, what the plan would be.

Don said that his plan had been to consider the needs through the HILL Initiative. A recommendation could be brought back to the Board for additional support services which he is not prepared to do.

Stewart said that a great discussion took place at the Education Committee meeting last night about Professional Learning Communities. He asked if this could help with literacy support in this area. Don confirmed that it could potentially provide support.

Beverly Bacon asked if a .4 position would meet the needs of these students.

Don said that it could provide services for approximately eight students. If straight literacy was the route, working with groups of three could service 24 students potentially.

Arthur Knight asked if the calculation for FRL was based on the prior year's numbers. Don confirmed. Arthur said that people's choices to not accept FRL assistance may vary. He asked if

parents could apply for FRL but then not accept the services of FRL. Don said that better communication could take place to parents in this area. It is a calculation that ties into many of our Federal dollars.

Craig asked for the sense of the Board. The Board was in agreement to apply for the waiver.

4. Consent Agenda

a. Assistant Principal Search Focus Group Report (pg. 14-18)

Dick Bergeron referenced a copy of the Standards for Literacy. It is a program that he is excited about, it is called Engineering by Design. It is soft and hardware generated. We are able to offer this at both our middle schools and at our ATC Center. There is interest in increasing our engineering abilities. Seed money is available for implementing Engineering by Design. We own the program. We are excited about the wonderful opportunities to our students.

Both Dick Dunning and Gib West, Middle School Principals, defined what currently takes place in their schools in these areas and what they would pursue.

Dick Bergeron urged all to look at the scope and sequence detailed in this document. He said that this will be introduced as a new opportunity. The programs will be available for viewing in the future.

Gib said that a committee of twelve interviewed four candidates for the Assistant Principal position. Three of the candidates are of interest. References are being verified.

Mary Allen said that the NESDEC meeting was very exciting and provided focus. She said that it was a very positive evening. The focus group was right on.

5. Superintendent's Report and Presentation of Business

a. Request to Accept a Gift or Donation (Board Vote Required) (pg. 19)

1. Antrim Elementary School has received from the AES-PTO, a donation of playground equipment valued at \$4858 (+\$68.46 for concrete)

Dick Bergeron read the proposed gift.

Butch Estey moved to accept the donation as read. Lauren Kirkpatrick second. Unanimous.

b. General Update from Architect – Jules Chatot

Jules Chatot introduced himself as an Architect with Banwell Architects who has been contracted to do a study and work at CVHS. He said that Banwell looked at the building and the site. The work is in progress. Findings will be assembled into a report. Program recommendations and site recommendations are being identified. Program needs were developed with educational leaders. New spaces need to meet current programs. In general, the most important area identified for ADA compliance was lack of accessibility for physical education programs. The girl's locker room, on the second floor, is only accessible through use of stairs. Access to athletic programs was emphasized and the improvement of school security. Jules said that ventilation and air quality problems exist. Half of the academic classroom space is windowless. This provided a design goal. Improvement of energy efficiency is a goal. A proposal was made to clear the north wing for classroom use by creating space for administration and guidance. Parking and drop-off problems exist at the high school. A bus loop is proposed that would eliminate problems for bus drop offs. It provides a second access for emergency purposes. A two-story addition is being proposed that would provide monitoring and oversight at the high school. Handicap accessibility needs will be

met with elevator structures. A five-thousand square foot addition is proposed above the wrestling room area. It is proposed to rebuild both the boy's and girl's physical education locker rooms. A large number of half-height locker rooms for physical education use are proposed. Storage needs will be addressed in the area. Also proposed is a new practice gymnasium. New team rooms will be mini-locker rooms with facilities for athletic teams. It is proposed to rebuild science rooms and recreate outside wall access for flexibility in use. Additionally, thirty-one other

flexible classrooms are proposed. ATC space realignment is proposed. An additional life skills classroom is proposed. The theatre would remain the same with new seating and stage improvements. The cafeteria, health services, and media center will largely remain untouched. Alternative Education facilities are proposed. A free-standing auditorium is proposed which could be available for community arts organizations. A potential site for a public town library is identified. Additional athletic field proposals were identified. A free standing maintenance is proposed with an attached bio-mass heating system proposal. Jules identified other varied potentials for the site. Gail asked for the immediate solution for the accessibility to the locker rooms. Jules said that a floor plane is proposed to be added. The floor plane would be accessed with the use of an elevator. Gail asked if the lack of accessibility could be remedied without additional space. Jules replied that he did not feel so effectively. Gail asked if it was possible to provide a small locker room with existing space. Jules said that it could be so if it provided all that would be provided to the general population.

Jules said that this proposal takes a step back by looking at multiple facets.

Gail asked what the optimum square footage per student was. Jules said that high schools are typically 150-200 sq. ft. per student.

Beverly asked if the new configuration allowed for one classroom per teacher or were we still locked into block scheduling.

Dick said that it did not but we were closer. It does allow for geographic locations of departments.

Dan Harper clarified that the Lucy Hurlin Theatre proposal is for new seats. He said that we are short changing the theatre area.

Craig said that everyone is asking for a real Performing Arts Center. The Lucy Hurlin is still under capacity. We are open to the idea of a public or private collaboration. Dan expressed his desire for more attention spent to the theatre needs.

Bart said that it is not a mutually exclusive choice. Work done on the LHT will provide many other needs. It is more than seats that the LHT needs even if it is going to be a lecture hall.

Ray Cote asked if the modifications in the gym meet the current height structure. Jules confirmed that the current height meets the needs.

Ray asked if attention was paid to the roof and its load capabilities. Is there potential to load solar panels etc. ?

Stewart added that the cafeteria be explored further. He hears that it is crowded and rushed.

Jules said that the immediate needs were addressed.

Mary Loftis asked if discussions with the Town of Peterborough have taken place about collaboration. Mary added that she agreed that more than cosmetics are needed in the LHT.

Jules said that the LHT will always be limited.

Arthur Knight asked if there was a way to make accessibility issues to the LHT an item to address.

Ray asked what the final presentation report is. He asked if it would be brought forward in pieces.

Jules said an updated version of a conceptual plan will take place. A phasing schedule will be developed. Costs and values will be assigned.

c. Energy Star Challenge – Marian Alese (Board Vote Required)

Marian Alese referenced documents distributed that encourage the District to take the Energy Star Challenge.

Ray Cote moved to accept the Energy Star Challenge. Stewart Brock second.

Mary Allen said that this has the support of the Energy Committee. **Unanimous.**

d. Kindergarten Schedule Alternatives

Dick said that terrible predictions in the areas of fuel are predicted. Marian will discuss the challenges.

Marian Alese said that opportunities for moving to a full three-day instructional day for Kindergarten exist. For parents who pay for daycare, they will have to pay for one-half day less. Major fuel savings could be realized.

Challenges were detailed to be longer days for students, a change in day care status for parents, possible contractual issues regarding CVEA members as well as the K/1 class at FES.

She brings this before the Board as something to think about. If we are going to make a decision, it should be made very quickly for many reasons. Parent notification and bus route creations are among several reasons.

Arthur Knight said that if changes such as this will be looked at, plenty of notice should be provided for planning purposes.

Craig Hicks asked if it would be fair that this would be a long term question. Several Board members expressed that it was too late to pursue this at this time.

Ray said that it is excellent to bring this forward. Daycare is structured to meet these needs. He would like to do this in the following year. It would save in many ways.

Stewart said that we need to make sure that daycare centers are met with to determine their needs and capacity.

Marian said that she brings this forward not as a recommendation but she is looking at oil prices and is concerned.

A parent, Robin, stated that 70% of the country is on a full-day Kindergarten.

Craig said that it is a great idea.

e. Co-Curricular (pg. 20)

Tim referenced his handout

Butch Estey motioned to accept the co-curricular nominations as read. Beverly Bacon second. Unanimous.

Dick asked all to turn to page 20 of the Board packet. He said that the co-curricular committee has offered a recommendation through him. He would like to be able to let our successful coaches to know at the end of their season that they will be rehired.

Gail Cromwell asked if the evaluations will become part of the permanent file. Dick confirmed.

Dan Harper said that they always wanted the nominations as soon as possible.

f. Personnel (pg. 21)

1. Leave Of Absence

Maryanne Cullinan – AES Mid-December – June 2009 Personal

Tim said that Maryanne is requesting a leave for part of the first part of the year and is requesting the second part of the year.

Sally Keller – SMS Sept 4 – Oct 4, 2008 Personal

Tim said that a one month leave is requested. Dick Dunning has recommended that this leave move forth.

Melissa Knight – GBS Aug. 25 Jan 26, 2009 Personal

Tim said that this leave is to miss the first part of the year. The leave is not in line with past practice. The work that would be done during that leave is for a degree not related to their position.

Mary Allen asked if the first two leaves would be unpaid. It was confirmed that it would be unpaid. Dan asked what would take place next. Tim said that there is a person lined up for Maryanne Cullinan. Sally Keller would be gone for only one month.

Craig asked for a vote on the first two requests for leave.

Mary Allen moved to approve the requests for leave. Lauren Kirkpatrick second. Unanimous.

Craig asked for a vote on the third leave request.

Ray Cote asked for more information. Tim said that this is a World Language position pursuing a degree in Political Science.

Stewart Brock moved to follow the recommendation of the HR Director in not recommending this request. Butch Estey second. Arthur Knight abstained. All else in favor.

2. Resignation

Katherine Langlois

Timothy Knight

F/T Assistant Principal

F/T Temple Custodian

Tim read the nominations on page one of his handouts:

Elizabeth Lawler	3 rd Grade	F/T	AES
Timothy Conway	P.E.	Dist.	Elementary
John Billings	Soc. St.	F/T	CVHS
Emily King	Guidance	F/T	CVHS
Amanda Fraser	ATC	F/T	CVHS
Gretchen Stockwell	Speech	F/T	District
Tina Perrault	K		TES

The following resignations were read:

Katherine Langlois	Asst. Princ.	SMS
Diane Goodman	Spanish	GBS

Stewart Brock moved to accept the nominations and resignations listed above as read. Dan Harper second. Unanimous.

Tim read the request to retire at the end of the 08/09 school year for Peter Bixby, CVHS Math.

Stewart Brock moved to accept the request. Dan Harper second with regret. Unanimous.

g. Monthly Events Calendar (pg. 22-23)

Dick asked if Budget & Property would be meeting on July 16, 2008. It was confirmed.

6. Committee Report

1. Education

Beverly said that the Ed Committee met last night. It was the intent to work through a first draft of a list of interests. The list includes Arts and World Language education among many more. She

said that the Board often skims the surface because there is much to do. With each of the topics, education of the Board is required. We have to understand where we are with what we offer and where we are going. Last night the group learned about Professional Learning Communities. August 11th was the proposed next meeting date.

7. Old Business

None.

8. New Business

Ray Cote wanted to discuss holding non-public sessions before the 7:00 start time. He requested that a policy of starting non-public sessions at 7:00 with Board meetings to follow in the future.

Craig said that sometimes the information is necessary for the regular Board meeting to follow. It was agreed.

Butch asked what the process will be for the filling of the SMS Assistant Principal position. He asked if a focus group will be formed. Dick Dunning said that five people will be part of the interview committee. He hopes by July 22nd that a candidate can be nominated.

9. Approval of Manifests (Board Vote Required)

Marian certified that manifests 149-152 totaling \$325,952.68 and Sub Run 142 totaling \$338,361.21 along with Payroll 1 totaling \$123,865.70 and Manifest 1 and 2 totaling \$637,588.77 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.

Butch Estey moved to accept the manifests as read. Lauren Kirkpatrick second. Unanimous.

Beverly asked if August 5th School Board meeting will be the Education focus. It was confirmed.

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

Dan Harper moved in accordance with RSA 91-A:3, IIc to enter non-public session at 9:27 for personnel matters. Butch Estey second. Unanimous on a roll call vote.

Butch Estey moved to exit non-public session and to seal the minutes. Craig Hicks second. Unanimous.

Respectfully submitted,

Brenda Marschok