

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

**CONTOOCOOK VALLEY SCHOOL BOARD**

**Tuesday, September 30, 2008  
SAU Office  
7 p.m.**

**MINUTES**

**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

Cheryl Orcutt, CVEA

**ADMINISTRATION**

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

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

**Craig Hicks called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.**

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

**a. September 9, 2008**

**Ray Cote moved to accept the minutes of the September 9, 2008 meeting as read. Arthur Knight second. Butch Estey and Arthur Knight abstained. All else in favor.**

**b. September 16, 2008**

**Stewart Brock moved to accept the minutes of the September 16, 2008 meeting as read. Gail Cromwell second. Beverly Bacon and Butch Estey abstained. All else in favor.**

**Dan Harper moved to enter into nonpublic session at 7:02 p.m. for matters of personnel. Unanimous on a roll call vote.**

**Butch Estey moved to exit non-public session and to seal the minutes at 7:22 p.m. Arthur Knight second.**

**3. Public Comment**

None.

Craig Hicks reminded everyone that this Friday night is temporary Friday night lights football night. He encouraged everyone to attend the game at ConVal High School.

**4. Consent Agenda**

None.

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

### **a. Request to Accept Gift/Donation**

South Meadow School has received from the Peterborough Police Association, a donation of \$500.00 for the purpose of scholarship for the fifth grade trip to Ferry Beach.

**Gail Cromwell moved to accept the donation as read. Beverly Bacon second. Unanimous.**

### **b. Field Trip Proposal**

CVHS has requested permission for the marching band and concert band to travel to Orlando, FL from April 22, 2009 to April 26, 2009 to participate in the Heritage Music Festival.

Dick Bergeron asked for consideration to send the marching band and concert band to travel to Orlando, FL. Mr. Bergeron recommended approval of this trip.

Stewart Brock asked if this is the first time that this trip will take place. David Aines, Band Director CVHS, said that it will be the first at CVHS but he has made the trip before.

**Butch Estey moved to grant permission for the CVHS marching and concert band to travel to Florida in April 2009. Beverly Bacon second. Unanimous.**

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

Mary Allen asked if the School Board school visitation schedule near the holidays would change. The response was that it could be changed.

Gail Cromwell scheduled Budget & Property to meet next on Tues, October 21<sup>st</sup> at 7:00 p.m. at the SAU.

Mary Allen scheduled the next Energy Committee for October 22<sup>nd</sup> at 7:00 p.m. at the SAU>

Bev Bacon said that the Peterborough and Sharon Meet & Greet will take place on October 6<sup>th</sup> at SMS.

Mary Allen and Lauren Kirkpatrick said that the Antrim Meet and Greet will take place on October 8<sup>th</sup>.

Mary Loftis said that she held her Meet and Greet. Several people came. It was worthwhile. Stewart Brock said that Frankestown held their Meet & Greet last week. A good turnout was seen. The HILL Initiative and Math Pilot were among the topics discussed.

Dan Harper held a Meet & Greet last week in Hancock. A bus stop issue was discussed as well as the proposed CVHS sign.

Dick said that the Peterborough Planning Board will meet on October 13<sup>th</sup>. Dick distributed information about the previous sign and proposed sign. (See attached)

Zoning from Rural to Commercial will allow a 40 sq. ft. sign. Timer controls which would allow information to be turned off were listed. The sign could also be used by our member towns. This is not for profit message center. Our intent is to go forward.

Mary Allen asked the reason for the message being changeable rather than stagnant for weeks. The response was that it can be readily changed to reflect what is going on. We have a lot of things going on in our district. We struggle with communication and this is an efficient way of doing such. It is a simple sign.

Mary asked what the cost would be in terms of electricity. Craig suggested that it would be very low wattage because it is LED.

Ray Cote said that this is a good reason to consider the sign being placed on a timer.

Gail asked us to try to visualize the sign. A stand with a rectangle and a black unlit grid. Lights would identify the message. At night time, the Blue Gold would be back lit.

Mary Allen said that she is opposed to scrolling and would like to see neutral colors. She asked what would be done if the Planning Board had questions. Craig said that he feels that the Planning Board is not going to approve this. The fact that we are one, might be selfish, but we have a responsibility to share as much information as possible. Jon Hall is soliciting other schools that have these types of signs for feedback.

Dan Harper said that he fully supports this for increase participation and said that it gives the school character. It is much needed.

Craig said that because we are going against the zoning, he would like a sense of the Board. Most were on board. Ray Cote and Mary Allen opposed.

Arthur Knight said that we could have a sign like what was up before. We talk about technology to post and update information. This is moving us forward.

Stewart asked if it could be used to communicate snow days. It was confirmed.

Craig said that it is a protected system. It cannot be changed without authorization.

#### **d. School Points of Pride (Presented by School Administrators)**

Gib West said that Stacy Eagan, 8<sup>th</sup> grade Science teacher, has been involved with the New England Aquarium. She is proposing to go to the aquarium, taking 8 female students, to spend the day conducting animal studies.

#### **e. Personnel**

##### **Nomination**

Literacy Coach Donna Issenberg

##### **Co-curricular Non-Athletic**

##### **GBS**

Mike Kuchinos Boys B Soccer \$2,105.61

##### **HES**

Marianne Adams Technology Coordinator \$1,500.00

Marianne Adams Web Page Coordinator \$1,500.00

Donna Issenberg will be working 200 days and not 210 days as listed.

Don Johnson said that Donna is our second literacy coach working with the HILL.

**Stewart Brock moved to accept the nomination as read. Butch Estey second. Unanimous.**

Tim Markley read the nominations of Mike Kuchinos and Marianne Adams.

**Stewart Brock moved to accept the nominations as read. Butch Estey second. Unanimous.**

#### **6. Reports**

##### **a. CVEA**

Cheryl Orcutt reported that teachers are excited about moving into PLC's. They are excited about the possibility of every student getting what they need.

Craig said that it is an exciting initiative.

#### **7. Old Business**

##### **a. Greenfield School Board Representative Opening**

Craig said that he has received notification of a person of interest that he will contact.

##### **b. Second Read/Adoption Policies**

GBAA/GBAA-R/JBAA – Sexual Harassment and Violence

Gail said that they are identical policies. GBAA refers to employees, JBAA refers to students.

**Gail Cromwell moved to adopt GBAA and JBAA as read. Butch Estey second Unanimous.**

Don Johnson informed the Board that color coded policies are included tonight. Green copies are those for a second read/adoption, yellow are the policies up for a first read, pink pages are the attachments and white are approved policy.

#### JICC/JICC-R – Student Conduct on School Buses

**Gail Cromwell moved to adopt policy JICC as read. Stewart Brock second.**

Ray brought attention to JICC-R, question #1, that states that children should arrive to the bus stop five minutes before the scheduled arrival time of the bus. He asked how this can be monitored.

Craig said that it provides an out if the bus pulls away and a student misses the bus.

Marian said that on pg. 2 of JICC-R, disciplinary procedures, she asked about 16 +. Mary Loftis said that those have different repercussions. Gail clarified.

**Unanimous.**

Dick Bergeron said that there was an action item on the list from last week which is provided tonight in GBCD. It outlines the two protocols.

Don said that it should be GBCDP because we changed it when approved.

### **8. New Business**

#### **a. First Reading Policies**

##### IJ – Instructional Materials

Mary Loftis brings this forward as a first read. She thanked Ray Cote for his help in simplifying. The cross outs reflect deletions and bold items as additions.

**Mary Loftis moved to accept IJ as a first reading. Gail Cromwell second.**

Stewart asked about the last paragraph that states “5 years”. He asked if should state a shorter period of time. Gail asked if we were on a five year cycle. Don said that our curriculum review process is set up on a five year cycle.

Mary Loftis suggested that the last bulletin includes a comma that should be removed.

**Unanimous.**

#### **b. NECAP**

##### 1) Science – Don Johnson

Don provided a handout (see Attached). Two schools were below state average. Middle and High schools did not do as well. State averages are low for both 8<sup>th</sup> and high school. NECAP assessments are based on NH Curriculum Frameworks. We are in the process of addressing this and focusing on this.

Don said that all of our initiatives are tied into GLE's. It is an ongoing process. Don said that literacy and math have been prioritized. It is difficult to add one more. This district used to have science leaders. They wanted to participate in a grant project in conjunction with Southern New Hampshire University. Seven teachers worked this summer in the area of science. More focus in this area will be seen.

Bart said that he is stuck by the wide variance of scores across our district. He asked if root causes for the swing will be sought. Don said that the schools have begun to do so. Bart asked that this be looked into and brought back for the future.

Gail Cromwell said that she understands not being properly aligned in the elementary schools. She asked how it could be an alignment problem in the high school. Don said that as you move through the grades, there is a cumulative score. Linda Potter said that it also tests chemistry and physics which students may have not taken.

Stewart said that freshmen take Earth Science and too much time may have lapsed before testing as juniors.

Stewart asked if someone from the State could respond to “why is the State doing so poorly”. He said that he is troubled by all of the numbers. He hoped that focus on those substantially below proficient be given. Dick said that science scores do not currently configure into AYP.

## 2) SMS NECAP Performance – Richard Dunning

Dick Dunning and Jeremy Lory shared what has been done to date to get ready for NECAP testing this October.

Jeremy Lory provided a snapshot. The NECAP results were provided on reading and writing in the spring. We made a commitment. For one month, we would devote a great deal of energy in a persuasive way to address NECAP. We had to let people know what the problem was. Performance Pathways allows us to find out how each student did. We focused on the non-proficient students. We defined substantially below and partially proficient students. In reading, we brainstormed for a day and spent two days preparing for the staff. Classroom teachers came in during planning blocks to identify the problem and proposed plan of action. Input was sought and incorporated. One full block was devoted to every child in the school receiving instruction. The proficient students spent time learning how to write the thought process. Practice tests were used. Kids saw examples of all levels of work put up on Smartboards. This took place for two weeks. Teachers thought that the block in which this took place should be changed to Block 1 when students were fresher. The emersion of the staff was remarkable. Every staff person was involved and felt ownership. It was a wonderful experience for them. People have learned what the state standards are much better than they did in the past. Jeremy said that the emersion piece was outstanding. A common problem, goal, and purpose was seen. He said that he is convinced that kids are going to write better. He said that this was an actual PLC. Dick Dunning gave us resources and stayed out of the process.

Bart Goodeve thanked Jeremy for sharing this with the Board. Dick Dunning said that they had very serious focus on writing. Dick said showing growth was strongly encouraged. There was so much positive.

Dick Bergeron shared an “a ha moment” from Dick Dunning. The kids did not do well in the areas that were not taught. Alignment issues exist.

Stewart thanked everyone for the hard work that everyone put in. He is a strong proponent of PLC’s. Buy-in will transform.

Dan Harper said that a parent contacted him about the pressure that his student is getting to do well on this test. Dick Dunning said that there *is* pressure to do well. He expects for students to show growth if they make an effort. The pressure to perform is there. Jeremy said that by having the data, every kid has a target growth. Each student can get better.

Linda Quintanilla, asked if the general education teacher got to teach the coded kids. Jeremy said that our best teachers taught our most deficient students.

Don said that SMS did a fabulous job. They collected data in August and put it into place in one month.

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

Marian certified that manifests 27, 32522, 28, 29, 30, 31, 32577, 32640 totaling \$602,617.65 and Payroll 7 totaling \$1,333,279.04 as well as Sub Run 104 and 105 totaling \$197,428.11 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 accept the manifests as read. Stewart Brock second. Unanimous.**

Stewart provided information on goals. The highest vote getter was creating a high performing district. Second, a tie for physical plant for CVHS and negotiations. The combined AES/GBS plan was third.

#### **10. Review of Electronic Actions/Requests**

Dick Bergeron reviewed the items placed in the parking lot (the Board action and decision grid now being used to track action items). Linda Potter read that Craig would share an email.

Peterborough Planning Board meeting on October 13<sup>th</sup> at 7:00 p.m. would be attended. Operational costs for the sign will be sought as well as solar possibilities. Root analysis of science curriculum tied with NECAP among the elementary schools was requested for November 18<sup>th</sup>. The state will be asked to respond to why the state is doing so poorly on Science NECAPs by 10/14. Feedback on School Board goals will be provided on November 14<sup>th</sup>.

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

##### **a. Negotiations**

**Dan Harper motioned to enter non-public for the purposes of negotiations on a roll call vote at 8:44 p.m.**

**Butch Estey moved to seal the minutes of the second non-public session at 10:22 p.m. Second by Stewart Brock.**

**Meeting adjourned at 10:22 p.m.**

Respectfully Submitted,

Brenda Marschok