

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

**CONTOOCOOK VALLEY SCHOOL BOARD MEETING**

**SAU Office**

**Tuesday, November 6, 2001**

**7:30 p.m.**

**Steering Committee**

**7 p.m.**

**MINUTES**

**Board**

Diane Creeley, Chair  
Anne-Marie Irwin, Denice Glover  
John Stanek  
Barbara Busenbark, Dan Harper  
Denise Holmes, Joe MacGregor  
Aaron Kullgren, Ken Young  
Christy Greene

Andrew Wiley, Student Rep

**Administration**

Keith Burke, Supt.  
Paul Bartolomucci, Asst.  
Marian Alese, Bus. Adm.  
Anita Flanagan, HES  
Dan Noel, GBS  
Sue Copley, PES  
Niki McGettigan, TES  
Dick Dunning, SMS  
Gib West, CVHS  
Tammy Drozin, SpEd Dir  
Sue Dell, CVHS

**Call to Order**

**Diane Creeley** called the School Board meeting to order at **7:30**.

**Meeting With Parents**

**Mr. And Mrs. Seavey** were present to speak with the Board regarding the vandalism done to their son's car in the parking lot at CVHS. **Diane Creeley** expressed the Board's concern over the incident, and assured the Seaveys that everything was being done to find out who the vandal was. Discussion began regarding possible additions to the current security already in place at the high school. **Keith Burke** noted that students and staff were being encouraged to report vandalism as soon as possible, and that the school was looking at different ways to further secure the building, including the use of cameras both inside and outside.

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

The minutes of **Oct 16, 2001** were presented for approval. Motion to **approve by Aaron Kullgren and John Stanek. Unanimous.**

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

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

1. Antrim Elementary School received from the Antrim Woman's Club a cash donation of \$100. to assist in funding the registration for the National Geography Bee
2. Pierce School has received a commission check from Lifetouch Studios in the amount of \$231.61 to be used for field trips and various school activities

3. Greenfield Elementary School also received a commission check from Lifetouch which will be added to their activity account.
4. Hancock Elementary has received a Regulator style school clock from Mr. & Mrs. Bud Wilder. Because of the many contributions by the Wilder family, the clock, made by Mr. Wilder's father, will be displayed at HES
5. South Meadow School has received an award of \$500. in materials from Wild Treasures – Antioch NE (see attached)

**Motion to accept with gratitude by Ken Young. Second by Barbara Busenbark. Unanimous.**

## **2. Certificate of Religious Exemption**

Motion to permit exemption from immunization agents on the basis of religious beliefs by **Anne-Marie Irwin and second by Ken Young. Unanimous.**

## **4. Budget & Property Policies to be Tabled for 30 Days**

- a. EC – Buildings & Grounds Management (NSBA)
- b. ECA – Buildings & Grounds Security (NSBA)
- c. ECAB – Vandalism (Re-affirm)
- d. ECB – Buildings & Grounds Maintenance (Re-affirm)
- e. ECD – Traffic & Parking Controls (Re-affirm)
- f. EDBA – Maintenance & Control of Instructional Materials (Re-affirm)
- g. EDC – Authorized Use of School-Owned Materials & Equipment (Re-affirm)
- h. EEA – Student Transportation Services (NSBA)
- i. EEAE – School Bus Safety Program (NSBA)
- j. EEAC – Student Conduct on School Buses (Re-affirm)
- k. EEAF – Special Use of School Buses – formerly EEAD (NSBA)
- l. EF – Food Service Management (See attached)
- m. EFC – Free & Reduced Lunch Policy – formerly EFB (NSBA)
- n. EGAAA – Copyrighted Materials – now EGAD (NSBA version)
- o. EH – Public Use of School Records – formerly Data Management (Re-affirm title change)

Motion to place the above policies on the table for 30 days before adoption by **Aaron Kullgren and second by Denice Glover. Unanimous.**

## **5. October 1 Enrollments**

**The October 1 enrollment figures** are included in the agenda. **Keith Burke** noted that these are actual numbers, and CVHS is 2 students below the figure required for a Class L designation by NHIAA. Brief discussion followed.

## **Authorization to Sign Lease**

**Keith Burke** requested authorization for the School Board Chair to sign the lease agreement with Baystone Financial. **Motion to authorize Diane Creeley to sign lease agreements by John Stanek. Second by Dan Harper. Unanimous.**

## **6. Reports**

### **Communication**

**Dan Harper** is the new chair of this committee. **Diane Creeley** asked Board members to submit ideas and/or articles to Dan for the next newsletter.

**b. Education**

**Anne-Marie Irwin** reported that the committee met last night. Item I was an update on the programs currently being offered for students with emotional disabilities at the elementary level. Discussion included screening, the definition of an emotional support program, and the efficiency of community resources. Monitoring of services and current programs will continue.

Item II was a presentation by **HES' Principal Anita Flanagan** regarding **4<sup>th</sup> grade students and the new math curriculum**. Both teachers and students expressed enthusiasm for the new program. Ongoing training and material supply is vital to its continued success.

The last item was a review of the program implementation and evaluation process.

Next meeting is **November 19**.

**c. Budget and Property**

In addition to the policies placed on the table earlier, **Aaron Kullgren** reported that the committee would meet on the **13<sup>th</sup> to review the first draft of the 2002 – 2003 Budget**.

**d. Personnel**

**Joe McGregor** reported that the committee would meet on **Nov 14** to begin **policy review and possible staffing requests for next year**.

**e. Staff Development**

**Denice Glover** reported that the new committee has been formed, and received a presentation by **Pam Clark** regarding the new staff development paths required by the State. The focus will now be on learning, rather than just accumulating clock hours, and encourages collaboration between teachers to reach goals that advance student learning, and are linked to the District's school improvement plan.

**f. Steering**

**Diane Creeley** reported that the committee met earlier to discuss **the lease with Baystone, and the need for a non-public session later this evening**.

**g. Technology**

**Barbara Busenbark** reported that the committee met with **Education** to review the new plan, and will be doing a presentation to the full Board on

**November 20.** Online training for curriculum integration is currently in process, and will continue. Next meeting is **November 15.**

**h. Building Committee**

**John Stanek** reported that **construction is again underway at PES**, as a result of the agreement with Baystone Financial (lease signing noted earlier). There will be a meeting of **CVHS Facilities** committee on **November 14 at 7:30 am** to review plans for the high school.

**i. Ad Hoc Committee(s)**

**1. Negotiations**

In non-public session.

**6. Old Business**

None.

**7. New Business**

**Denice Glover** reported on **NSBA Delegate's Assembly**. The legislature will again be focusing on school funding issues, and pressuring federal lawmakers to add more federal money to state funding of Special Education.

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

**Marian Alese** certified that manifests **57 - 70, Oct 30** payroll have been reviewed and are proper charges against the Contoocook Valley School District for goods and/or services and have been properly reviewed prior to their submittal to the School Board. Motion to **approve** by **Aaron Kullgren** and second by **Barbara Busenbark**. **Unanimous.**

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

**Joe MacGregor** moved that in accordance with RSA 91-A-3, IIc the Board enter non-public session at **8:30** to discuss **personnel matters**. Second by **John Stanek**. Board polled – unanimous.

**Exit Non-Public Session.**

Motion to **exit non-public session and seal the minutes at 9:30 p.m.** by **Anne-Marie Irwin**. Second by **John Stanek**. **Unanimous.**

**Adjournment**

Motion to **adjourn** by **Anne-Marie Irwin at 9:31**. Second by **John Stanek**. **Unanimous.**

**Respectfully Submitted,**