

Board of Education, Concord School District
Annual Organization meeting and Regular meeting
January 2, 2018

Board members present: Clint Cogswell, Tom Croteau, Chuck Crush, Nathan Fennessy, Jennifer Patterson, Liza Poinier, Maureen Redmond-Scura, Jim Richards, Pam Wicks; Logan Stevens and Helen Massah (student representative)

Administrators: *Superintendent Terri Forsten, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities Matt Cashman*

Annual Organizational Meeting

Superintendent Terri Forsten called the meeting to order at 7:00 p.m. and recognized new Board members Chuck Crush and Liza Poinier. She pointed out those clauses in the Charter that govern the first meeting of the Board in each calendar year, as well as several policies related to Board process and conflicts of interest.

Superintendent Forsten then opened the floor to nominations for president of the School Board.

Clint Cogswell nominated Jennifer Patterson for president, noting that she has served on every Board committee for 9 years, and has every qualification necessary to lead. There were no other nominations.

The Board voted 9-0 to elect Jennifer Patterson as president of the Concord School Board for 2018 (motioned by Mr. Cogswell, seconded by Mr. Croteau).

Board President Patterson thanked the Board for its vote of confidence in her leadership, and opened the floor for nominations for vice president of the School Board.

Nathan Fennessy nominated Tom Croteau as vice president, noting that he did an excellent job serving as secretary. There were no other nominations.

The Board voted 9-0 to elect Tom Croteau as vice president of the Concord School Board for 2018 (motioned by Mr. Fennessy, seconded by Mr. Cogswell).

Ms. Patterson opened the floor for nominations for secretary of the School Board.

Mr. Croteau nominated Maureen Redmond-Scura as secretary of the Board. Mr. Cogswell seconded the motion. There were no other nominations.

The Board voted 9–0 to elect Maureen Redmond-Scura as secretary of the Concord School Board for 2018 (motioned by Mr. Croteau, seconded by Mr. Cogswell).

The Board voted 9–0 to table any nominations for Deputy Clerk of the Concord School Board for 2018 (motioned by Jim Richards, seconded by Ms. Redmond-Scura).

A member of the Executive Committee will contact Patrick Taylor before the next Board meeting to check whether he would be willing to serve another year.

Mr. Croteau thanked Mr. Cogswell for his leadership and dedication over the past four years as President.

The Board voted 9–0 to adjourn the organizational meeting (motioned by Ms. Redmond-Scura, seconded by Mr. Croteau).

Concord School District
Board of Education
Regular monthly meeting
January 2, 2018

Board members: Clint Cogswell, Tom Croteau, Chuck Crush, Nathan Fennessy, Jennifer Patterson, Liza Poinier, Maureen Redmond-Scura, Jim Richards, Pam Wicks; student representatives Logan Stevens and Helen Massah

Administrators: *Superintendent Terri Forsten, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities Matt Cashman*

Agenda Item 1. Call to Order

Board President Jennifer Patterson called the meeting to order at 7:25 p.m.

Agenda Item 2. Approval of Agenda

Superintendent Terri Forsten asked to amend the agenda to add an update on winter weather after Item 6, Recognitions. Nathan Fennessy asked to amend the agenda to move the musical presentation to after Item 2.

The Board voted 9-0 to approve the agenda with revisions as noted (motioned by Mr. Fennessy, seconded by Pam Wicks).

Agenda Item 3. Presentation by Beaver Meadow and Christa McAuliffe Schools (BMS and CMS)

Superintendent Forsten introduced new music teacher Rob Fogg, who travels between and Christa McAuliffe (CMS) and Beaver Meadow Schools (BMS).

Three 2nd graders at CMS and six 4th graders at BMS played a tune together on the xylophone and sang.

A group of 3rd graders sang a choreographed song about all 50 states, which was much enjoyed by the Board.

Agenda Item 4. Public Comment– agenda items only

There was no public comment.

Agenda Item 5. Approval of Board Minutes

Ms. Patterson reviewed the minutes of the regular Board meeting on December 4.

The Board voted 9–0 to approve the minutes of the regular monthly meeting on December 4 with minor corrections (moved by Maureen Redmond-Scura, seconded by Jim Richards).

Agenda Item 6. Recognitions

Student Board representative Logan Stevens and Helen Massah noted the orchestra, chorus and band holiday concert that was held on December 11th at the Capital Center: SOCK club advisor Howie Leung has helped this club grow this year, hosting many community and school events and service projects for a good cause. In December the club hosted the Lip Sync, at which students and groups perform various lip sync acts for a night of entertainment, on Dec 14. The canned food drive was the most successful year in the drive's history and benefited the Capital Region Food program's holiday basket. The goal was \$15,000 (can equivalents); \$18,000 was raised. Ten students traveled to the Armory in Manchester and helped made up boxes and sort cans. The senior class decided to sponsor a family of 9 for the holiday, purchasing gifts for all the children. The Coffee House showcased student and staff talent on December 8. On the day before break, a Chamber Choir group went to various classes and offices at CHS to carol. They also traveled to Gene Connolly's house to sing to him. In sports news, the wrestling team competed in a competition in Massachusetts and came in 8th out of 80; several individual competitors placed. The Nordic ski team traveled to Vermont to start their training season. The girls' and boys' basketball teams both had tournaments; the girls won 1 of 2 and the boys won 2 of 3 of their games.

Tom Croteau noted that he was at the Capital Region Food Program on December 23 and observed many current and former CSD teachers assisting.

Agenda Item 7. Update on Weather

Superintendent Forsten described the process by which a delay or cancellation of school occurs. Dozens of conversations occur and plans for early morning collaborations are made, to decide whether to call a snow day. The process can be challenging, as often the weather in the region is hard to predict. Whenever snow begins to fall, or even when the forecast begins to call for snow, Superintendents consider several questions: Should there be a delayed opening; Should students be released early; Should the whole school day be cancelled?

Superintendent Forsten noted that when there is inclement weather, her alarm clock is set to 4:00 am. – she immediately checks WMUR and weather.com to monitor closings in New Hampshire, a weather professional connected to NOAA Weather, other superintendents, and the Director of Transportation (who's connected to Concord

Police Department and Concord General Services) about the condition of the buses and road conditions. She keeps in mind the need for continuous days of teaching, and safety of the roads for buses, drivers, teenage drivers, and commuting staff.

While each superintendent considers his/her own specific locations, continuous conversations occur from 60 to 75 minutes until decisions are made, typically by 5:30 am.

She posts the notice of delay or cancellation on the WMUR website, records a voice/email/text message using "School Messenger" to communicate with families and staff, and posts the notice on the District website, on Facebook, and also on Twitter. The School Messenger voice/text message takes about 20 minutes to completely go out.

She then stays in touch with all the school principals, and usually around 9 a.m. feels confident about the decision that was made. She noted that, while she works to make the best decision, parents do have the authority to independently decide whether to keep their child home or send him/her to school that day.

She described the events and decision-making process for Concord for the 24 hours leading up to an on-time start of school on January 2, with a notice to parents that there were a number of buses not functioning in the frigid temperatures:

Yesterday afternoon, she checked in with regional Superintendents and with Transportation Director regarding the predicted cold. All agreed that a 2-hour delay would not make a difference, in that temperatures were predicted to be steadily frigid through the morning. Incidentally, there was an issue at Concord High School with sprinkler heads rupturing and flooding several areas. At 6:50 a.m. she received a phone call regarding an issue with two buses. She began the process of creating a School Messenger communication, when she then received a call at 6:53 a.m. that several buses were having issues. She changed her communication to note a delay for several elementary and high school buses, sent out at 7:01 a.m. In hindsight, she noted that more time was needed to ready the buses after the two-week recess and start of school after New Year's Day. Superintendent Forsten noted that she was watching temperatures through that week, especially the snowstorm predicted for Thursday, January 4.

In response to a question from Ms. Redmond-Scura, Superintendent Forsten said that any decision to send students home early would be made by 11 a.m. but would be very rare, since there might not be caretakers at home by the early release time.

Mr. Richards asked whether this was a unique situation, as it occurred right after a long holiday. Business Administrator Jack Dunn responded that only the twelve 2018 buses (with 60-gallon tanks) were a problem; apparently this was attributable to the fuel mixture. The fuel filters were changed. The buses have warming devices on them, and this situation was unforeseen.

Ms. Patterson said the committee recently reviewed its school closing policy to be more specific.

Director of Facilities Matt Cashman updated the Board on a sprinkler head at CHS that had been frozen, then became unthawed and went off. Several other frozen sprinkler heads were identified, and and worked through the late morning on Monday January 1. A 2.5-inch sprinkler head gave way near the gymnasium. Eight custodians were called in and took care of leaks throughout the day. He thanked staff, including the head cook who came in on New Year's Day to provide a meal for those who were working through the day. Chuck Crush asked whether other schools would have this same problem; Mr. Cashman noted that the older buildings, made of brick, would likely be those impacted, and that there is greater vulnerability at the high school, as it is very large and has exterior walls of brick. He further noted that 24-hour staff coverage would be provided for the upcoming weekend, when even lower temperatures were predicted. Mr. Richards asked whether areas holding the more expensive electronic equipment would be focused on. Mr. Cashman said he had a detailed and prioritized list of the most vulnerable areas at the school. Mr. Cogswell asked whether it would be best not to put the ceiling tiles back, but it was explained that this would be a violation of fire codes. Mr. Cashman explained the melting point of the ceiling tiles that is a crucial part of the fire protection/sprinkler system. There was some discussion of the advantages of a dry versus a wet fire protection system.

Agenda Item 8. Personnel

Larry Prince presented the roster of winter coach nominations, with a total of 11 coaches returning in a different sport. In response to a question from Mr. Fennessy about which coaches are returning, Mr. Prince clarified that Colin Brown, Hayden Daly, Tristan Black-Ingersoll, Paul Hrycuna and Shawn Moseley, Cameron Owen, Kate Kellar, Abraham Meyerhofer, Darius Vanegas, Kelvin Duran, and Hannah Linquata are returning, albeit in different sports.

The Board voted 9-0 to approve the new coach hires, as presented (moved by Mr. Richards, seconded by Ms. Redmond-Scura).

Agenda Item 9. Communications and Policy Committee

Communications and Policy Committee chairperson Jennifer Patterson noted that the committee had not met in December, but that a number of policies were before the Board for a second reading: Policy 214/831 Acceptance of Gifts; Policy 401/601 Professional Development; Policy 411 Physical Examinations – Employees; Policy 413 Drug- and Alcohol-Free Workplace; Policy 537/432 Child Abuse or Neglect; Policy 540 Code of Student Conduct; and Policy 592 Non-Educational Questionnaires, Surveys and Research.

Superintendent Forsten asked that votes on Policy 537/432 Child Abuse or Neglect and Policy 411 Physical Examinations – Employees policies be held, as the Committee would work on these further at its next meeting.

There was no further discussion of these policies.

The Board voted 9–0 to adopt Policy 214/831 Acceptance of Gifts; Policy 401/601 Professional Development; Policy 413 Drug- and Alcohol-Free Workplace; Policy 540 Code of Student Conduct; and Policy 592 Non-Educational Questionnaires, Surveys and Research, with revisions as presented (moved by Ms. Patterson, seconded by Mr. Croteau).

Agenda Item 10. Negotiations Committee

Mr. Fennessy reported that the Committee met on December 13 to discuss contract negotiations.

Agenda Item 11. Instructional Committee

Maureen Redmond-Scura thanked former Board member Alana Kimball, who chaired the committee all through 2017. She presented the report of the meeting on December 6, which was discussion and approval of two new CHS Social Studies classes, and the presentation of the Annual Enrollment Report.

The Board voted 9–0 to adopt two new Social Studies classes, *American Popular Culture* and *Social Movements: Power to the People* (moved by Ms. Redmond-Scura, seconded by Ms. Wicks).

The Committee reviewed the new RMS report card which has gotten positive feedback and will be further refined. The Committee reviewed a student request for Mandarin Chinese to be offered. It was noted that some students take this course through VLACS. The District's 10-year enrollment history was reviewed, which showed a steady and overall 12% decline since 2007. While there has been a reduction in the number of Concord High School students arriving as a result of refugee resettlement, CRTS has highest enrollment in 15 years.

Ms. Patterson noted the membership of the two committees that will meet next week, remarking that she will have the full committee list available in a few days:

- Capital Facilities: Mr. Richards, Mr. Fennessy, Pam Wicks, Liza Poinier
- Communications & Policy: Ms. Patterson, Ms. Redmond-Scura, Mr. Croteau, Mr. Fennessy

Agenda Item 12. Proposed calendar of meetings

Superintendent Forsten discussed the proposed Board calendars for January and February, highlighting the Board retreat on January 20 at Christa McAuliffe School.

Agenda Item 13. Public comment

There was no public comment.

Superintendent Forsten shared new marketing brochures from CRTC, which will be mailed home to every freshman and sophomore in the entire sending area.

Agenda Item 14. Non Public Session

The Board voted 9-0 on a roll call vote to adjourn into non public session at 8:25 p.m. under RSA 91-A:3 II (d): "Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community" (motioned by Mr. Fennessy, seconded by Ms. Redmond-Scura).

Superintendent Forsten, Mr. Dunn and Mr. Cashman attended the non public session.

The Board came out of non public session at 8:45 p.m.

The Board voted 9-0 on a roll call vote to come out of non public session at 8:45 p.m. (motioned by Mr. Fennessy, seconded by Chuck Crush).

The Board voted to seal the minutes of the non public session, because it was determined that divulgence of this information likely would render a proposed action ineffective.

The Board voted 9-0 on a roll call vote to seal the minutes of the non public session (motioned by Mr. Fennessy, seconded by Mr. Croteau).

Agenda Item 15. Adjournment

The Board voted 9-0 to adjourn (motioned by Mr. Cogswell, seconded by Mr. Fennessy).

The Board adjourned at 8:50 p.m.

Respectfully submitted,

Maureen Redmond-Scura, *Secretary*