

Concord School District  
**Board of Education**  
**November 6, 2017**

**Board members present:** Clint Cogswell, Tom Croteau, Nathan Fennessy, Barb Higgins, Alana Kimball, Jennifer Patterson, Maureen Redmond-Scura, Jim Richards, Pam Wicks, student representatives Logan Stevens and Helen Massah

**Administration:** Terri Forsten, *Superintendent*, Donna Palley, *Assistant Superintendent*, Larry Prince, *Director of Human Resources*, Matt Cashman, *Director of Facilities*

Agenda Item 1. Call to Order

Board President Clint Cogswell called the meeting to order at 7:02 p.m. and introduced new 2017-2018 student Board representative Helen Massah. Board members welcomed her for her school year's service.

Agenda Item 2. Approval of Agenda

Superintendent Forsten suggested modifying the agenda, adding to other business the vote to canvass the election results by telephone when the School Board Clerk receives the tabulations from the City Clerk's Office.

**The Board voted 8-0 to approve the agenda with the change indicated above (motioned by Jennifer Patterson, seconded by Maureen Redmond-Scura).**

Agenda Item 3. Public Comment– agenda items only

There was no public comment.

Agenda Item 4. Approval of Board Minutes

Mr. Cogswell presented the minutes of the regular monthly meeting on October 2, the Special Board meeting on October 2, and the Public Hearing and Special Board meeting on October 25. He noted that the October 25 was to set the final tax rate. At that meeting, the Board voted to put money into the Vocational Capital Reserve Fund, the Facilities and Renovation Trust Fund, the School Building Renovation and Maintenance Trust Fund, and the Food Service Fund (part of which was to pay for the Fresh Fruits and Vegetables Program for two schools, for one year only), resulting in a total budget of \$85,473,497 with a general fund of \$80,004,373.

**The Board voted 8-0 to approve the minutes of the regular monthly meeting on October 2, the Special Board meeting on October 2, and the Public Hearing and Special Board meeting on October 25 (moved by Ms. Patterson, seconded by Ms. Redmond-Scura).**

#### Agenda Item 5. Recognitions

Donna Wheeler, Food Service Manager at Abbot-Downing School, and Principal Kathleen Riordan, presented fresh fruit arrangements as a thank you to the Board for voting to continue funding the Fresh Fruits and Vegetables Program, whose funding (and that of Christa McAuliffe School) was discontinued by the federal government.

Barb Higgins arrived at 7:07 p.m.

#### Presentation by Concord High School

CHS teacher Linda Lawson presented on the Digital Production course she teaches. She noted that she incorporates several aspects of the “Sacred Seven” of the District’s mission statement (particularly, *effective communicators, creative producers, community participants*) and English competencies: reading, writing, speaking, listening and viewing, research, and technology in a curriculum that presents students with options for how to communicate what they know. Ms. Lawson noted that video editing is very popular, with students creating podcasts, websites, or demonstration videos on topics such as social justice protest; buying used car vs new one; Robotics Club, History of Halloween, etc. She prompts students to consider their target audience. She noted that the new Chromebooks have been “a game-changer” for her students, and the new Media Center “maker space” also presents new opportunities for students. Ms. Lawson showed a video of varied student work. She noted that not all the projects were “successful” in terms of what the students wanted to achieve, but every single project was successful as a learning exercise.

Barb Higgins commented about how Ms. Lawson’s “Who’s your audience?” question changed one student’s entire presentation in a positive way. Maureen Redmond-Scura commented on the value a course like this would have had for her sons when in high school, who are now studying and/or producing film.

Student representative Logan Stevens reported on recent activities at Concord High School. He noted that on October 11 juniors took the PSAT; the boys’ soccer team won the Division I state championship title in a one-goal game against Manchester Central. The girls’ soccer team lost in the semifinals but still had a good season. The Robotics Club participated in a few preseason competitions – they won the Bay State Competition and placed 3<sup>rd</sup> in the New York State competition. Last weekend the senior directors put on their Senior One Act plays. A group of German students from the GAPP program

attended CHS from October 6 to October 30, immersing themselves in culture of the US and of Concord.

Student representative Helen Massah reported that students were disappointed that Pizza Fina closed and is no longer an option for CHS students. The Homecoming Parade was represented by almost all the clubs and sports teams, followed by the football game and the Homecoming Dance. The boys' cross-country team won the state final; and three CHS students won first, second and third places and are off to a regional competition. The girls' cross-country team is also doing well. Girls' volleyball lost to Bishop Guertin 14-3 in the quarterfinals.

Logan also discussed the new "Makerspace" in the Media Center, which replaces a former computer lab with a space that includes 3-D printers, computers with AutoCad, Photoshop and other advanced software, and virtual reality tools. He noted that virtual reality is being used to look at human anatomy, to simulate a universe, and in other creative projects.

Ms. Wicks noted that the virtual reality setup was provided through a grant from Concord Trust, which supplies grants to staff to enhance education with equipment like this.

Helen noted that Health Science is excited about the virtual reality tools. She said that Health Science also hosted a blood drive at which the 67 available slots were completely filled. She noted that the upcoming Soup's On event will support the Canned Food Drive, which is coming up in December.

#### Agenda Item 6. Personnel

Larry Prince presented one teacher nomination.

Jane Andrew, Classroom Teacher, Broken Ground School, \$41,284 – 115 days at M-9, one year only. Jane replaces Lindsey Foley (115 days at B-10 = \$40,240) – LOA. Budgeted at \$40,240

**The Board voted 9-0 to confirm the teacher hire as presented (moved by Ms. Patterson, seconded by Ms. Higgins).**

Larry Prince presented several coach nominations.

Kate Kellar, Girls Assistant Ice Hockey Coach, Concord High School, \$3,119, Step 1, Group 6, 7.5%, Kate replaces David Boudrias

Abraham Meyerhofer, Cross Country Ski Assistant Coach, Concord High School, \$2,495, Step 1, Group 9, 6.0%. Abraham replaces Leah Hart

Cameron Owen, Boys Freshman Basketball Coach, Concord High School, \$3,119, Step 1, Group 6, 7.5%. Cam replaces Matthew Skoby

Kelvin Duran, Girls B Basketball Coach, Rundlett Middle School, \$2,079, Step 1, Group 11, 5.0%. Kelvin replaces Mark Paveglio

Hannah Linqata, Spirit A Coach, Rundlett Middle School, \$1,663, Step 3, Group 13, 4.0%. Hannah replaces Laura Norwalt-Owen

Darius Venegas, Boys A Basketball Coach, Rundlett Middle School, \$2,079, Step 1, Group 11, 5.0%. Darius replaces Dan Gauthier

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

#### Agenda Item 7. Capital Facilities Committee

Jim Richards reported on the meeting of October 11, which focused on a review of Rundlett Middle School history; HMFH options that had been presented on September 27; next steps in the middle school planning process; and a new competitive state grant to support infrastructure. HMFH representative Bobby Williams and Concord Y Director Jim Doremus answered questions from the Committee, including the Y's religious affiliation, etc.

Mr. Richards made a motion to authorize the administration to move forward with a demographic study as the next step in the process of examining Rundlett Middle School. Ms. Redmond-Scura seconded the motion.

Several Board members asked about the process for selecting a firm for this demographic survey, the cost, and the timeline. Superintendent Forsten noted that the study would include a 10-year demographic review, and a 10-year demographic look-ahead, examining all components of a community: housing, business growth, etc. The study directors would connect with City officials about population projections going forward, etc. The price of the study would range from \$12,000 to \$15,000, with a timeline of from 3 to 5 months.

Mr. Richards asked when the company would be chosen and when the study would begin; Superintendent Forsten said it would start in December and the administration would receive the report in April.

Mr. Croteau asked what information the Board will get and how that will impact its decision about the future of RMS.

Superintendent Forsten said the study would help determine whether the community needs/wants a middle school for grades 5 – 8, or grades 6 – 8, and whether the anticipation of continued decreasing enrollment is supported. The study may determine whether it would be advisable to move some of the elementary school enrollment boundaries based on where students live in the city and school projected enrollment.

Mr. Richards asked whether the 2004 Dore-Whittier Study was an accurate predictor; Superintendent Forsten noted that it was not as accurate as the proposed study.

Mr. Fennessy asked whether the administration would consider reaching out to the City again to collaborate on a study that would include more data than just determining the future of RMS.

Ms. Patterson noted that as this proposed motion was not on the agenda, she had looked at the Board's bidding and purchasing policies, that indicate the administration will make an effort to obtain competitive bids if under \$20,000. She asked that the motion be framed more carefully.

Superintendent Forsten noted that her team had examined two firms which were competitive in their pricing, and they were not aware of other firms that focus on schools. She proposed gaining approval from the Board to review these two firms and decide which one with which to contract, then find funding in the budget.

Mr. Cogswell suggested the Board did not need to vote, but rather should let the Superintendent pick what she wants and gets a good price.

Mr. Fennessy suggested it was the Board's responsibility to obtain the best price possible; and follow its policies.

Ms. Patterson suggested the administration should answer where the funds will come from prior to a vote.

Mr. Richards noted that the Capital Facilities Committee charged the administration to come up with all these details, and that he would still like to see them put together several "key deliverables" and ask firms to bid on this. He withdrew his original motion. Jennifer Patterson made a motion to authorize the administration to move forward with a demographic study, not to exceed \$15,000, subject to there being a bidding process, per the discussion. Ms. Redmond-Scura seconded the motion.

**The Board voted 9-0 to approve a demographic study, not to exceed \$15,000, subject to there being a bidding process, per the discussion (motioned by Ms. Patterson, seconded by Ms. Redmond-Scura).**

Tom Croteau commented that many people still did not know that the Board was considering the future of RMS. Mr. Richards reiterated that the Board is still very early in the process, with much more discussion anticipated in the future. He thanked the *Concord Monitor* for its coverage, but noted that there were still many topics to be covered.

## Agenda Item 8. Communications and Policy

Ms. Patterson noted that the Committee recommended a number of policies to the Board for both first and second readings. The policies presented for a first reading, primarily influenced by recent legislation, included:

Policy 131 Regular School Board Meetings – the Committee originally looked at Policy 132, but decided to make the required change, posting meeting notices on the website, in a different policy.

Policy 133 Minutes – the Committee decided to adopt the text from the NHSBA sample policy to replace the current text.

Policy 301 Fraud Prevention – the Committee originally reviewed Policy 300 Fiscal Plan, but decided to make the required change, regarding potential fraud on the part of the Superintendent, in a different policy.

Policy 421 Payroll Periods – the more detailed language of the NHSBA sample policy was recommended by the Committee.

Policy 435 Staff Participation in Political Activities – the Committee felt guidance and guidelines were important for staff when engaged in their work as employees and when speaking in furtherance of their official duties.

Policy 462 Background Investigation and Criminal Records Checks – the last section of the policy, Final Offer of Employment, was replaced by NHSBA sample language.

Policy 538/750 Safety Program – legislative changes required substantial changes to the current policy, which addressed more generally educational components like traffic and pedestrian safety, fire prevention, etc. The language of the NHSBA sample policy was recommended by the Committee. Ms. Redmond-Scura noted that the current policy predated events of 9/11/01, after which significant changes were made in safety protocols throughout the country.

Policy 634 Health Education Opt-Out Procedure and Form – this new policy is based on religious reasons or objections and derives directly from the statute.

Policy 635 Advanced Course Work / Advanced Placement Courses - this new policy is required by law; some changes were made in the language.

Policy 642 Opening Exercises and Patriotic Exercises - additional language was required to be added to this policy on the basis of recent legislative action.

Policy 650 Parental Request for Alternative Course Material – the new NHSBA sample policy language was similar to existing, related policy, and no changes were recommended.

Policy 692 Hazing - this policy is required by law; the District does not currently have this policy.

No Board action was required on the first reading of these policies. The following policies were presented for a second reading and vote:

Policy 541 Co-Curricular Expectations; Policy 690.1 Athletic Philosophy and Guidelines; Policy 691.1/712 Athletic, Transportation; Policy 695 Athletic Trips, with changes.

**The Board voted 9-0 to approve revisions to Policy 541 Co-Curricular Expectations; Policy 690.1 Athletic Philosophy and Guidelines; Policy 691.1/712 Athletic, Transportation; 695 Athletic Trips, as presented (moved by Ms. Patterson, seconded by Mr. Fennessy).**

The following policies were considered for deletion: Policy 691.2 Practice-Oriented Sports Program and Policy 691.3 Exceptional Athletic Ability.

**The Board voted 9-0 to approve deletion of Policy 691.2 Practice-Oriented Sports Program and Policy 691.3 Exceptional Athletic Ability (moved by Ms. Patterson, seconded by Mr. Fennessy).**

Ms. Patterson noted that the Committee also met on October 16 in non-public session to hear a personnel grievance.

#### Agenda Item 9. Negotiations Committee

Mr. Fennessy reported that the Committee met on October 18 to discuss contract negotiations.

#### Agenda Item 10. Instructional Committee

Alana Kimball reported on the November 1 meeting, which focused on Science courses at Concord High School; the 2018-2019 draft school calendar, the RMS report card; and PACE opportunities. The Committee discussed proposed changes to Science 9 and Science 10 – rigorous, integrated courses that will incorporate biology, chemistry, physics, earth-space science, and applied engineering. Ms. Patterson noted that some of the new Next Generation science standards did not mesh well with the current courses; the proposed revisions better align with science courses as they are being taught at the college level. She noted that questions about the rigor of the courses are appropriate. Mr. Croteau asked for a review of these changes after their implementation, at a future meeting next year. Ms. Wicks said that the Science teachers were excited about the proposed changes. Jim Richards noted that he was rigorous in his questioning at that meeting and that, while the teachers will not be able to cover all the topics they currently cover, they will provide a good base, with more motivated students pursuing AP classes. The change will be extremely challenging for the teachers, who will have to work collaboratively. Ms. Redmond-Scura noted that seven Board members attended that meeting. Ms. Kimball said the Next Generation science standards have changed the requirements, with some topics deleted and engineering/earth-space science pieces

added. Mr. Richards noted that he has one son in the old system and one who will be in the new system. He suggested the Science department come up with a better name for the course. In response to a question from Mr. Fennesy whether there is still an expectation that students will take three years of science, Ms. Palley confirmed this.

**The Board voted 9-0 to approve the CHS Science department revision and adaptation of the Science 9 and 10 courses (moved by Ms. Redmond-Scura, seconded by Ms. Patterson).**

Ms. Kimball noted that the draft 2018-2019 school year calendar was presented and discussed, including placement of professional development days. The Committee also discussed the RMS report card revisions.

#### Agenda Item 11. Kidder Law Conference

Ms. Patterson presented notes and reflections on the NHSBA Kidder Law Conference, which she attended with Superintendent Forsten on October 4. The conference was sponsored by NHSBA, NHSAA and NH Council of School Attorneys and provided opportunities to learn about best practices, including a keynote presentation by Primex on loss, liability and employment law issues. She attended four sessions that covered student privacy and family rights; 91-A updates including new laws passed this year; Manifest Educational Hardship; and first amendment rights, specifically freedom of religion, the establishment clause, and freedom of speech.

Ms. Patterson noted that the School Board needed to vote to authorize the canvass of the vote by telephone rather than by holding a formal meeting.

**The Board voted 9-0 (moved by Ms. Patterson, seconded by Mr. Richards) to canvass the votes of the School Board election by telephone.**

#### Agenda Item 12. Proposed calendar of meetings

Superintendent Forsten discussed the proposed Board committee meetings for November and December, noting the upcoming NH Retirement System presentation on November 20, and the November 29 joint meeting of the Instructional and Finance Committees, focusing on full-day kindergarten.

#### Agenda Item 13. Public comment

There was no public comment.

In response to a question from Mr. Cogswell about the new Science 9 and Science 10 courses, Ms. Massah said she personally likes the idea, while Mr. Stevens commented that this is the first he has heard of it and initially had mixed feelings, questioning what would be lost. He noted, however, that a student who hated chemistry would no longer be required to take a full year of it; and when blending areas together, students would build their skills throughout their high school years.

Agenda Item 14. Adjournment

**The Board voted 9-0 to adjourn (motioned by Ms. Redmond-Scura, seconded by Ms. Higgins).**

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Tom Croteau, *Secretary*

Linden Jackett, *Recorder*