

Board of Education, Concord School District  
**Regular monthly meeting**  
**July 5, 2016**

**Board members:** Rusty Cofrin, Tom Croteau, Alana Kimball, Jennifer Patterson, Jim Richards

**Absent:** Clint Cogswell, Nathan Fennessy, Barb Higgins, Maureen Redmond-Scura

**Administrators:** Superintendent Terri Forsten, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn

Agenda Item 1. Call to Order

Board Vice President Jennifer Patterson called the meeting to order at 7:07 p.m.

Agenda Item 2. Approval of Agenda

**The Board voted 5-0 to approve the agenda (motioned by Tom Croteau, seconded by Jim Richards).**

Agenda Item 3. Public Comment– agenda items only

Concord resident and former Board member Betty Hoadley remarked on two agenda items: the minutes from both the Early Childhood Education steering committee and the Finance committee. She suggested that the report should be read carefully and studied to understand the work of the committee. She noted that missing was the information about the collective bargaining statement that teachers must have planning time, and that the costs are not complete until this aspect is determined. She also urged the Board to develop a solid understanding of the state adequacy grant and how it applies to kindergarten. She said she does not believe that the state will provide a full-day rate for adequacy. She suggested reading the information about preschool, especially noting the long-term positive outcomes from quality preschool, and suggested the Board consider the cost savings of providing preschool. She also suggested visiting the district preschool and Family Centers, noting that the Family Center model is very beneficial. She said she appreciated learning about the types of targeted preschool programs that are being offered in our community. Mrs. Hoadley also urged a review of the Finance Committee notes, stating that the upcoming budget season will be challenging. She noted a number of issues that will need to be addressed, including issues concerning Concord Steam, possible changes in the New Hampshire retirement system, additional cost-sharing from the State, planned technology improvements, copier leases, the unreserved fund balance, upgrades for food service and staffing, the results of upcoming collective bargaining, the Rundlett

Middle School study, the increased costs of doing business, and any changes to programming at the preschool and/or kindergarten level.

#### Agenda Item 4. Recognitions

Superintendent Forsten noted several recognitions:

- Curriculum Institute work by over 200 teachers in the district over the summer
- World Language Teacher of the Year award for Laura Ernst, Middle School/High School German teacher, from the New Hampshire Association of World Language Teachers
- An article in the Concord Monitor about the Family Centers, a program of the Concord Community Center and the district

#### Agenda Item 5. Approval of Board Minutes

Jennifer Patterson reviewed the minutes of the regular monthly meeting on June 6.

**The Board voted 5–0 to approve the minutes of the regular monthly meeting on June 6 (moved by Mr. Croteau, seconded by Rusty Cofrin).**

**The Board voted 5–0 to approve the minutes of the Special meeting on June 29 (moved by Mr. Richards, seconded by Mr. Croteau).**

#### Agenda Item 6. Personnel

Ms. Forsten presented one administrative confirmation.

Chali Davis, Assistant Principal, Concord High School, \$92,529.00

**The Board voted 5–0 to approve the confirmation of Chali Davis as Assistant Principal at Concord High School (moved by Mr. Cofrin, seconded by Mr. Richards).**

Ms. Forsten presented several staff confirmations.

Daniel Breen, Social Studies Teacher, Concord High School, \$25,927, 60% of B-2, one year only. This is in addition to Dan's 40% Social Studies position. Dan's 90% Social Studies position was cut to 40% for 2016-2017. Dan replaces Kimberly Bleier-Woods (60% of M-14 = \$47,450) – LOA. Budgeted at \$47,450

Thomas Bruno, Health Science Teacher, Concord High School, \$59,518, M-7. New Position

Courtney Connor, Mathematics Teacher, Concord High School, \$21,198, 40% of B-6, one year only. Courtney replaces Joseph Proulx (40% of M-14 = \$31,633) – LOA. Budgeted at \$31,633

Katherine Hosmer, French Teacher, Concord High School, \$17,936. 40% of M-1. Kate replaces Jessica Burggraf (20% of B-4 = \$9,620) – resignation, and Lise Blais who was 20% one year only, in place of duty. Budgeted at \$25,274

Kirsten Woody, Mathematics Teacher, Concord High School, \$61,963, M-8, 50% one year only. Kirsten replaces Theo-Anne Winch (50% of B-13 = \$35,874) – LOA, and Graeme Crowther (50% of M-7 = \$29,759) – transfer. Budgeted at \$65,633

Christine Giacalone, Spanish Teacher, Rundlett Middle School, \$55,439, 80% of M+30-10. Christine replaces Pamela Wroblewski (80% of B-13 = \$57,398) – retirement. Budgeted at \$57,398

Somayeh Kashi, Art/Technology Education Teacher, Rundlett Middle School, \$47,289, M-2. Somayeh replaces Betsy Gammons (M-14 = \$79,083) - retirement

Elizabeth Logan, Health Teacher, Rundlett Middle School, \$69,299. M+30-10. Biz replaces Janet Harris (B-13 = \$71,747) – retirement. Budgeted at \$71,747

Lynda Masaites, Special Education Teacher, Abbot-Downing School, \$40,765, B-1, one year only. Lynda replaces James Clute (M-14 = \$79,083) – LOA. Budgeted at \$79,083

Maria Isaak, Music Teacher, Beaver Meadow School, \$33,427, 50% of M+30-9, one year only. This is in addition to Maria's 40% music teacher position at Christa McAuliffe School. Maria replaces Philip Klose (50% of B-13 = \$35,874) – LOA to CRTC. Stagecraft teacher position. Budgeted at \$35,874

Meredith Shepherd, Classroom Teacher, Beaver Meadow School, \$44,840, M-1. Meredith replaces Bethany Franz (B-5 = \$50,548) – resignation. Budgeted at \$50,548

Marley Martin, Preschool Special Education Teacher, Mill Brook School, \$40,765, B-1, one year only. Marley replaces Victoria Arsenault (B-8 = \$57,886) – LOA. Budgeted at \$57,886

**The Board voted 5–0 to approve the staff confirmations as presented (moved by Mr. Cofrin, seconded by Mr. Croteau).**

Ms. Forsten presented one leave of absence request.

**The Board voted 5–0 to approve the leave of absence request as presented (moved by Mr. Cofrin, seconded by Alana Kimball).**

#### Agenda Item 7. Communications and Policy Committee

Ms. Patterson presented the report of the committee meeting on June 13, noting that the reorganization of the policy manual, to reflect the NHSBA structure, has begun. The committee is also reviewing policies that may be out of date, and is also looking for gaps. Policies have been assigned to each member for review. The complete committee will discuss the reports of the individual members at the next meeting. Ms. Kimball had missed the meeting; she was assigned a few policies to review. The next meeting will be on August 10.

## Agenda Item 8. Instructional Committee

Ms. Patterson presented the report of the committee meeting on June 22, at which the Early Childhood Education Steering Committee presented its report. The committee has been working to answer the questions “what are the best practices in kindergarten programming and how do these practices connect with early childhood programs in our school community?”

Ms. Patterson noted that the committee’s report was thorough and detailed. Going forward into the fall, this will be a significant area of focus. The Board will consider how to bring this to the community, and how to think about directives to the administration about possibly incorporating findings into the coming budget. Ms. Patterson said that she would like to visit some of the current district programs. These visits could be scheduled for Board members in the fall.

Mr. Richards noted that it was a very good meeting. He suggested creating an outline and timeline going forward with this issue, and asked when discussions and visits will take place. He suggested the Board might give the administration guidance as early as possible to make sure that there is time for appropriate planning.

Ms. Patterson suggested there might be an opportunity for creativity about how to bring forward potential budget recommendations in this area.

In response to a question from Superintendent Forsten about whether these recommendations would happen through the Instructional committee or the full Board, Ms. Patterson suggested joint meetings of the Finance and Instructional committees.

Mr. Richards suggested that perhaps the Capital Facilities committee also be involved. He noted that incorporating Finance early will be key, as the Instructional committee will likely want Finance involved in order to make decisions; early September would be a good time for this. The Board will want to seek public input early as well, probably in September. A recommendation in October would probably provide enough time for the administration to consider the situation fully as the budget is prepared.

Jack Dunn noted that he will be able to provide a menu of items for the Board’s consideration, including costs for issues related to Concord Steam and other building issues, among other things. He will put this list together for September.

Mr. Croteau noted that in order to make an informed decision, he would need to see more information about the costs of kindergarten. He also noted that there may be some positive things going on in the district’s early childhood programming as well as in the private sector, and that perhaps the Board should consider any gaps in services. He noted that this is a complicated issue: if the Board decides to offer full-day kindergarten, it would be important to understand what will need to be given up.

Mr. Richards noted that bussing issues will need to be considered. Ms. Kimball noted that the neighborhood concept may not be as significant as some have stated, especially with parents who may be bringing their young children to other communities.

#### Agenda Item 9. Finance

Mr. Croteau presented the report of the committee meeting on June 29. As of the day of the meeting, the budget had not been completely closed out; however, he reviewed the year-end numbers, including nutrition services and projects, with a brief look at FY18. Concord Steam was discussed. The out-of-district costs for transportation were very high this year. Mr. Croteau noted that the deficit in food service budget was \$124,869 in 2015 and will be between \$43,000 and \$63,000 for this past year – a great improvement.

#### Agenda Item 10. Negotiations Committee

Mr. Richards reported that the Negotiations Committee met on June 29, noting that negotiations are ongoing with the Concord Administrators' Association (CAA).

#### Agenda Item 11. Other Business – Grant Signature Authorization

The administration requested an update of the authorization for the Superintendent and several District administrators to sign state and federal grant forms on behalf of the Board, a requirement of the DOE.

**The Board voted 5-0 to authorize Superintendent Terri Forsten, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, and Director of Student Services Robert Belmont to sign state and federal grant forms (OMB Forms 1, 3 and 4) originating from Concord School District, on behalf of the Board, a requirement of the DOE (moved by Mr. Croteau, seconded by Mr. Cofrin).**

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

Superintendent Forsten discussed the proposed Board committee meetings for July and August. The joint Capital Facilities/Finance committee meeting on July 18 was cancelled, as it would not be needed. The Executive Committee meeting on the 18th at 5:00 p.m. was the only other meeting in July. There might be a need for a Negotiations meeting, which could be scheduled as needed.

#### Agenda Item 13. Public comment

There was no public comment.

Agenda Item 14. Adjournment

**The Board voted 5-0 to adjourn (motioned by Mr. Croteau, seconded by Mr. Richards).**

The Board adjourned at 8:08 p.m.

Respectfully submitted,

Tom Croteau  
*Secretary*