

Concord School District

Board of Education

September 5, 2017

Board members present: Clint Cogswell, Tom Croteau, Nathan Fennessy, Alana Kimball, Maureen Redmond-Scura, Jennifer Patterson, Jim Richards, Pam Wicks

Board member absent: Barb Higgins

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

Agenda Item 2. Approval of Agenda

Mr. Cogswell added under “Calendars” a discussion to set the date for the Superintendent’s evaluation.

The Board voted 8-0 to approve the agenda as modified (motioned by Jennifer Patterson, seconded by Tom Croteau).

Agenda Item 3. Public Comment– agenda items only

There was no public comment.

Agenda Item 4. Approval of Board Minutes

Mr. Cogswell reviewed the minutes of the regular monthly meeting on August 7.

The Board voted 8-0 to approve the minutes of the regular monthly meeting on August 7 (moved by Maureen Redmond-Scura, seconded by Ms. Patterson).

Agenda Item 5. Presentation on visit to Nebraska Middle School/Family Y Facilities

A team from Concord School District (Jim McCollum, Jack Dunn, and Matt Cashman) and the Concord Y (Brett St. Clair, Chairman of the Board, Jim Doremus, Y Director,

Kenneth Traum, Y Buildings and Grounds Chair, and Bobby Williams of HMFH Architects, traveled to Lincoln, Nebraska to visit several recently built facilities shared between the school district and the Y. Mr. Dunn provided the initial set of slides and outline of the spaces, noting a strong symmetry between the Y and the school. Mr. Dunn and Mr. Doremus thanked all the staff members in Nebraska for their assistance and generosity, noting that they “really rolled out the red carpet for us.”

Lincoln has about 280,000 people, with 41,000 students in its school system. The two shared-use buildings visited by the team were constructed jointly, with each having primarily mission-specific spaces, and space on the first two floors that is shared between them. One was built in 2009 and one just opened in August, each with a different architectural firm. Mr. Cashman noted that in the second (newer) facility, all visitors are directed through the main office.

In response to a question from Mr. Cogswell about statistics/demographic breakdown of numbers of students eligible for free- and reduced-price lunch or the number of special education students, etc., the team noted that they did not collect these numbers but could request them if needed.

A magnetic door locking system locks down the shared space during the day for the school, and locks down the shared space at the end of the day for the Y. The Y Director and middle school Principal meet weekly to discuss logistics and make sure that the schedule is working smoothly.

Mr. Doremus noted that swim and dance are part of the Lincoln district’s PE curriculum; in addition, the Y offers a youth weight training program (requiring safety training for youth); before- and after-school enrichment programming; a teen center shared between Y and the school; and individualized programming for students.

Mr. McCollum noted that, while the team did not meet with teachers, he strongly sensed the collaboration and common core mission that the community understands and works toward.

In response to a question from Ms. Patterson about challenges or lessons learned in the 2009 facility since it opened, Mr. Doremus mentioned that from the Y perspective, the site director felt the locker room space for adults was insufficient. Mr. McCollum noted that the architectural design contained built-in expansion options; points in the construction where they could add on new building.

In response to a question from Mr. Richards about safety issues including traffic and security, Mr. McCollum noted that the midwest approach is different, with buildings designed with appropriate security measures in mind. Additionally, the design removed busing from the equation, in which students move directly from program to program.

In response to a question from Ms. Redmond-Scura about the logistics of the twice-daily lockdowns (middle school teams moving into the Y for practices, etc.), Mr. Dunn noted that the the schedules are worked out beforehand. The school and Y staff recommended

that Concord thoroughly review its programming to figure out what the schedule needs to look like. The Lincoln team will share its schedule with the Concord team.

Mr. Richards asked how an integrated art program could be shared with the Y. He was intrigued as this was not quite as obvious for a Y program as athletic facilities. Mr. Doremus and Mr. McCollum said the shared space could include a technology component, and an art component.

In response to a question from Ms. Patterson about whether the Lincoln facilities have extensive childcare facilities, as the Concord Y does, Mr. Doremus noted that Lincoln's two facilities had smaller spaces for licensed childcare programming than what Concord's needs are.

In response to a comment from Mr. Cogswell that services for students eligible for free- and reduced-price meals are important to Concord School District, Mr. Dunn said that 50% of students in Lincoln are eligible for free- and reduced-price meals.

Agenda Item 6. Personnel

Larry Prince presented a professional leave request from Meredith Shepherd.

The Board voted 8-0 to confirm the professional leave of absence request for Meredith Shepherd as presented (moved by Jim Richards, seconded by Nathan Fennessy).

Larry Prince presented several teacher confirmations.

Christine Giacalone Spanish Teacher, Rundlett Middle School, \$14,636, 20% of M+30-11. This is in addition to Christine's 80% World Language position. Christine replaces David Page (20% at M14 = \$16,133) – transfer to CHS. Budgeted at \$16,133

Olivia Broderick, Classroom Teacher, Beaver Meadow School, \$41,580, B-1, one year only. New Position. Superintendent's Contingency Fund

Elizabeth Williams, Kindergarten Teacher, Beaver Meadow School, \$20,790, 50% at B-1, one year only. Elizabeth replaces Meredith Shepherd – LOA. Elizabeth replaces Margaret Barry (50% at B-11 = \$33,264) - retirement. Budgeted at \$33,264

Alexander Crosby, Classroom Teacher, Broken Ground School, \$21,812, 96 days at B-1, 1st semester only. Alex replaces Lynn Warner (96 days at M-14 = \$42,316) – LOA. Budgeted at \$42,316

Meredith Shepherd, Classroom Teacher, Christa McAuliffe School, \$48,234, M-2, one year only. Meredith is taking a one-year-only leave of absence from her 50% kindergarten teacher position. New position. Superintendent's Contingency Fund

Superintendent Forsten noted that teachers were added for a first grade position at Christa McAuliffe School and a fifth grade position at Beaver Meadow School.

There is \$104,000 left in the Superintendent's contingency fund. By the end of the week it's likely to be down to about \$80,000.

The Board voted 8-0 to confirm the teacher hires as presented (moved by Ms. Patterson, seconded by Ms. Redmond-Scura).

Larry Prince presented three coach confirmations.

Renee Zobel, Girls' JV Volleyball Coach, Concord High School, \$2,495, Step 2, Group 10, 6.0%. Renee replaces Lauren Hannum

Sarah Paquin, Girls' Soccer B Coach, Rundlett Middle School, \$2,287, Step 2, Group 11, 6.0%. Sarah replaces Amy Sherr

Amy Sherr, Girls A Soccer Coach, Rundlett Middle School, \$2,495, Step 3, Group 11, 6.0%. Amy replaces Elizabeth Logan

The Board voted 8-0 to confirm the coach hires as presented (moved by Ms. Redmond-Scura, seconded by Mr. Croteau).

Agenda Item 7. Communications and Policy

Ms. Patterson noted that a number of policies are now before the Board for a second reading and consideration for approval: Policy #300 – Fiscal Management Plan; Policy #301 – Fraud Prevention; Policy #320 – Purchasing Procedure; Policy #322 – Bidding; Policy #322.1/874 – Cooperative Bids; Policy #350 – Fixed Assets – Inventories; Policy #390 – Investments.

The following policies were considered for deletion: Policy #323 – Purchasing of Goods for Non-District Usage; Policy #372 – Home Use of District Computers.

Mr. Fennessy asked whether Policy 372 had been superseded by the technology policy; Ms. Patterson replied in the affirmative.

The Board voted 8-0 to approve revisions to Policy #300 – Fiscal Management Plan; Policy #301 – Fraud Prevention; Policy #320 – Purchasing Procedure; Policy #322 – Bidding; Policy #322.1/874 – Cooperative Bids; Policy #350 – Fixed Assets – Inventories, as presented; and the deletion of Policy #323 – Purchasing of Goods for Non-District Usage and Policy #372 – Home Use of District Computers (moved by Ms. Patterson, seconded by Ms. Redmond-Scura).

Agenda Item 8. Proposed calendar of meetings

Superintendent Forsten discussed the proposed Board committee meetings for September and October, noting in particular the September 27 Capital Facilities Committee meeting to be held at RMS, at which HMFH will make its presentation of the RMS Facility Study, and the School Board candidates' information session on September

13. The Board set a non-public meeting for the Superintendent evaluation on Tuesday, September 26 at 5:30 p.m.

Mr. Richards asked that the first part of the Capital Facilities meeting on September 25 be open to the public so that their concerns about safety and security can be addressed to the Committee.

Ms. Wicks noted that the Instructional Committee meeting on September 11, which will include a discussion about full-day kindergarten scheduling, programming, space and transportation, is open to the public. Superintendent Forsten noted that changes to the RMS schedule and mathematics “pathways” will be discussed also.

Agenda Item 9. Other

Fresh Fruits and Vegetables Program

This USDA program provides reimbursements to participating schools to serve, during the school day, fresh fruits and vegetables to students during non-meal times. It is based on January enrollment and eligibility for free/reduced-price meals. The goals of the Fresh Fruits and Vegetables Program are to create healthier school environments by providing healthier food choices; expand the variety of fruits and vegetables that children experience; increase children’s fruit and vegetable consumption, ideally at least twice per week; and make a difference in children’s diets to impact present and future health. The criteria for selection as a program provider include: be an elementary school; represent the highest percentage of students eligible for F/R meals (50% - 100%); participate in the National School Lunch Program (NSLP); complete an annual application for the FFVP. Each of the District elementary schools participated in this program.

On August 18, the District received notification from the Department of Education that there was a change in program funding for 2017-2018. Beaver Meadow, Mill Brook and Broken Ground Schools remain eligible for the program 5 days per week from October 2017 to September 2018. Abbot-Downing and Christa McAuliffe Schools are no longer eligible. The administration’s recommendation was to continue to support ADS and CMS with district funds at a level of 3 days per week for the first month. The estimated cost would be \$1200 for each school for the month. The administration would gather more information to offer a firm recommendation for the coming months.

Ms. Wicks and Ms. Kimball supported this recommendation. Ms. Redmond-Scura noted that the federal government seems to view the elementary schools individually, but the District views all its schools equally. Superintendent Forsten noted there can be 10 percentage points difference in free- and reduced-price lunch eligibility among the schools. Mr. Fennessy asked what the source would be for the \$1200 per month cost, for a total of \$24,000 for the remainder of the school year. Mr. Dunn noted that the District

budget would need to be increased to support this initiative, although the cost could be absorbed within the existing budget for this month.

Non-Resident Student Request (non public, per RSA 91-A:3,II c)

Mr. Fennessy made a motion to move into non-public session at 8:02 p.m. under RSA 91-A:3 II (c) that states, in part: "... Matters which, if discussed in public, would likely affect adversely the reputation of any person"

The Board by roll call voted 8-0 to move into non-public session at 8:02 p.m. under RSA 91-A:3 II (c) (motioned by Mr. Fennessy, seconded by Mr. Croteau) to discuss a non-resident student request.

Mr. Fennessy moved to come out of non-public session at 8:33 p.m.

The Board voted by roll call 8-0 to come out of non-public session under RSA 91-A:3 II (c) (motioned by Mr. Fennessy, seconded by Mr. Richards).

The Board recessed the non-public session at 8:33 p.m.

Mr. Fennessy moved to seal the minutes of the non-public session.

The Board by roll call voted 8-0 to seal the minutes under RSA 91-A:3 II (c) (motioned by Mr. Fennessy, seconded by Pam Wicks).

Agenda Item 9. Public comment

There was no public comment.

Agenda Item 10. Adjournment

The Board voted 8-0 to adjourn (motioned by Mr. Croteau, seconded by Mr. Richards).

The meeting adjourned at 8:34 p.m.

Respectfully submitted,

Tom Croteau, *Secretary*