

Board of Education, Concord School District
Annual Organization meeting and Regular meeting
January 7, 2019

Board members present: Nancy Kane, Tom Croteau, Chuck Crush, Barb Higgins, Jennifer Patterson, Liza Poinier, Danielle Smith, Jim Richards, Pam Wicks; Helen Massah and Gaven Brown (student representatives)

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 7:02 p.m. and recognized new Board members Nancy Kane, Barb Higgins and Danielle Smith, and returning member Jennifer Patterson. She pointed out those clauses in the Charter that govern the first meeting of the Board in each calendar year. Superintendent Forsten then opened the floor to nominations for president of the School Board.

Tom Croteau nominated Jennifer Patterson for president, noting that she has every qualification necessary to lead. There were no other nominations.

The Board voted 9-0 by roll call to elect Jennifer Patterson as president of the Concord School Board for 2019 (motioned by Mr. Croteau, seconded by Chuck Crush).

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

Pam Wicks nominated Mr. Croteau as vice president, noting that he has done an excellent job as a senior member of this Board. There were no other nominations.

The Board voted 9-0 to elect Tom Croteau as vice president of the Board for 2019 (motioned by Ms. Wicks, seconded by Ms. Higgins).

Ms. Patterson asked for nominations for secretary of the Board.

Mr. Crush nominated Jim Richards as secretary of the Board. Mr. Croteau seconded the motion. There were no other nominations.

The Board voted 9-0 to elect Jim Richards as secretary of the Board for 2019 (motioned by Mr. Crush, seconded by Mr. Croteau).

Ms. Patterson nominated Patrick Taylor as Deputy Clerk of the Board. Mr. Croteau seconded the motion. There were no other nominations.

The Board voted 9-0 to appoint Patrick Taylor as Deputy Clerk of the Board for 2019 (motioned by Ms. Patterson, seconded by Mr. Croteau).

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

The organizational meeting adjourned at 7:08 p.m.

Respectfully submitted,

Jim Richards, *Secretary*

Concord School District
Board of Education
Regular monthly meeting
January 7, 2019

Board members: Tom Croteau, Chuck Crush, Barb Higgins, Nancy Kane, Jennifer Patterson, Liza Poinier, Jim Richards, Danielle Smith, Pam Wicks; student representatives Helen Massah and Gaven Brown

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 7:10 p.m.

Agenda Item 2. Approval of Agenda

The Board voted 9-0 to approve the agenda with revisions as noted (motioned by Jim Richards, seconded by Liza Poinier).

Agenda Item 3. Public Comment– agenda items only

Concord resident and parent Rachel Goldwasser expressed interest in the class size policy up for a vote at this meeting. She noted that several fourth and fifth grade classes have become fairly large, although the numbers are well within the current policy. She asked the Board to solicit parent and teacher input before passing this policy, noting that from a community perspective it would be helpful to have more research and solicit feedback from community stakeholders.

Concord resident Deodonne Bhattarai noted that her son is in the developmental preschool and has an IEP. She echoed Ms. Goldwasser's comments and asked that the Board proceed with the best research-based calculations for class size.

Concord resident Melissa Hinebach noted that she has a 10th grader at CHS with an IEP, and a 6th grader at RMS. She reiterated the other comments about class sizes.

Agenda Item 4. Approval of Board Minutes

Ms. Patterson reviewed the minutes of the regular Board meeting on December 3.

The Board voted 9-0 to approve the minutes of the regular monthly meeting on December 3 (moved by Ms. Kane, seconded by Mr. Croteau).

Agenda Item 5. Recognitions

Superintendent Forsten showed a short video about the upcoming professional development day on January 28 on the topic of social/emotional learning.

Student Board representative Helen Massah and Gaven Brown provided notes on events at CHS:

- On the Friday before break, CHS staff and students wore their most festive holiday wear to celebrate the season, from accessories to hats and sweaters and including models on CHS Live, the daily news show.
- The 2018 CHS Food Drive garnered over \$900 just in change, with a total donation of \$8,651 in cash and 54 food boxes. Notably, sophomore Jack Smith, who started a store called “Jack’s This and That” selling school supplies and his own creations including T-shirts, homemade soups and chocolate lollipops, donated \$300 to the Food Drive. The store helps with Jack’s academics but his main goal is to donate to school clubs and organizations. For his work, he received a standing ovation at the holiday concert.
- On December 18, the CHS Orchestra, Band, and Choir joined for a holiday music performance. The week before, they performed at the Capital Center for the Arts.
- Teacher George Golden’s *Intro to Engineering* class returned to NHTI for the annual NHDOT Bridge Building contest, open to all schools. It attracts about 150 students who work in groups of 2-4 to design and build the strongest and lightest bridge possible. One CHS team took home the trophy again this year and set a new strength-to-weight-ratio record in the process.
- Midterms are scheduled for next week, followed by the selection process for next year’s classes.
- The CHS Drama Club presents *Senior One Acts* this weekend, 30 to 45-minute shows directed by seniors Joshua Girouard, Dan Gaby, Jacob Marcus and Paolo Vasquez. *Diviners*, directed by Joshua, set in the Great Depression, features Buddy, a boy with mental challenges after almost drowning as a kid. It centers on his interactions with the other townspeople and a traveling ex-preacher. Dan will direct *These Shining Lives*, about four of the women known as the Radium Girls, female workers who were exposed in the 1920s to radium as a result of their employment painting watches using radium-based glow paint and suffering health issues as a result. As for the other two shows (*Every Man-The Circus of Life and The Other Room*) be sure to come see cast and directors unravel their magic as they take the stage.

Agenda Item 6. Instructional Committee

Liza Poinier presented the report of the meeting on December 5, during which CHS staff discussed implementation of five new classes (*Social Movements: Power to the People; Algebra II; Physics; The Write Stuff* and *Sports Literature*); and presentation and discussion of several new courses at the high school. Mr. Richards noted that he was impressed by the development and implementation of these classes. Mr. Croteau noted that CHS Principal Sica and his team work diligently to develop and teach these classes.

The Board voted 9-0 to adopt three new courses for 2019-2020: Sculpture; Contemporary Performance; and Science of Sustainability, each a half-credit elective (motioned by Ms. Poinier, seconded by Ms. Higgins).

Agenda Item 7. Communications and Policy Committee

Jennifer Patterson noted that the Committee had met on December 12 to discuss a number of policies primarily related to student matters.

She discussed Policy #641 Class Size Guidelines, up for a second reading. The Committee had reviewed the sample NHSBA policy during its initial discussion of possible revisions to this policy. Superintendent Forsten noted that this policy was brought forward because of the discussion at budget time last year.

Mr. Croteau commented that the numbers provide enough of a spread to adequately address anomalies, noting that both former Superintendent Chris Rath and current Superintendent Terri Forsten have addressed issues very quickly when class numbers have nudged up. He noted the Superintendent's contingency fund allows for the hiring of additional staff if necessary.

Superintendent Forsten noted that the committee examined state and federal standards for class size, and the District is within those standards. Ms. Patterson commented that the Board wanted to look at special education guidelines relative to class sizes.

Mr. Crush thanked the parents for their input. He said the Board might want to look again at this policy, noting that it does not contain provisions for special education classrooms. He said the community is more diverse now and there should be public hearings or listening sessions.

Ms. Wicks said she advocated reviewing this policy last year, and has appreciated the Superintendent's work to stay within the middle range whenever possible. She noted that three kindergarten teachers were added this year using the contingency fund. She said would not object to delaying approval of changes to this policy.

Jim Richards commented that he'd prefer to have teachers weigh in on implementation.

Ms. Patterson noted that Superintendent Forsten indicated the Board simply needed clarity on this policy; in its present form it has worked really well. The administration

needs to know what this policy is in order to develop the budget. She suggested that there could be a nuanced review after the budget process.

Mr. Crush agreed that there is a timeline to meet regarding the budget.

Mr. Richards noted that if the Board declined to vote on the policy tonight, the current policy would be already in force. The policy could be impacted by demographic study presentation on January 30.

Superintendent Forsten suggested adding a meeting on February 6 to further discuss this policy.

Ms. Patterson presented several policies for a first reading:

Policy #517 Manifest Educational Hardship – The committee added text from the NHSBA policy and renumbered items 1 through 10.

Policy #517.5 Change of School or Assignment – Best Interests

This new policy represents a means to distinguish reassignment requests based upon “manifest educational hardship” from requests based upon “best interests,” but does not provide an appeal right. Ms. Patterson noted that under the statute, a parent may appeal the Superintendent’s decision to the State Board of Education under “manifest educational hardship,” but not with this policy. Under this policy, a request would go to Board for ratification only if the Superintendent grants it. Former committee member Nathan Fennessy had suggested that the proposed policy does not define “best interest.” Mr. Crush noted that this policy does not apply to special education students.

Policy #520 Safe Schools

NHSBA has three relevant sample policies that cover the multiple topics covered in the District’s current policy. The Committee recommended adopting the three new policies: current Policy 520 Safe School Zone would be replaced with the NHSBA policy ADD sample text in its entirety; Student Discipline and Due Process (NHSBA sample policy JICD) would be numbered Policy 543 (see below); Weapons on School Property (NHSBA sample policy JICI) would be numbered Policy 544 (see below).

Policy #529 Homeless Students

Mr. Crush asked whether the District homeless liaison is a position. Superintendent Forsten clarified that this is an assignment within a position. Each school also has a homeless liaison.

Policy #536 Corporal Punishment – the District has had a long practice of not using corporal punishment. The Committee recommended replacing Policy #536 with NHSBA sample policy JKA.

Policy #543 Student Discipline and Due Process

Mr. Crush said he did not understand the application of Policy #543 to expulsion of special education students. Assistant Superintendent Donna Palley noted that in these

cases, the special education team would assess whether that action was a manifestation of the student's disability. If so, discipline would not fall under Policy #543 but would be covered under special education law.

Nancy Kane asked whether the suspension process is under the purview of the Superintendent, but expulsion would come before the School Board. Superintendent Forsten said this was correct.

Policy #544 Weapons on School Property

Ms. Patterson then noted that a number of policies were before the Board for a second reading and vote:

Policy #511 Non-Resident Student Admission

Policy #511.1 Elementary Enrollment Areas

Policy #512 Entrance Age

Policy #513.3 Tuition Students (considered for deletion)

Policy #513.4 Vocational Educational Programs

Policy #514 Attendance, Absenteeism and Truancy

Mr. Crush asked about this as it applies to special education students. Ms. Palley noted that these students would be held to the policy unless there additional medical documentation was received or attendance was part of the student's IEP. Ms. Patterson asked if the CHINS law is still valid; it is.

Policy #(515) Student Early Release Precautions – this will be the new number.

Policy #515 Post-Graduate Students (considered for deletion)

Policy #516 Guidelines for Foreign Exchange

Policy #641 Class Size Guidelines

It was decided to hold adoption of this slightly revised policy out of the vote.

Policy #818 Website Accessibility/Grievance (new)

There was no further discussion of these policies. Ms. Higgins noted that application of any of these policies are tailored to the needs of each student. Mr. Croteau noted that if there were ever a policy that after adoption did not make sense, it could be brought back for revision.

The Board voted 9–0 to adopt Policy #511 Non-Resident Student Admission; Policy #511.1 Elementary Enrollment Areas; Policy #512 Entrance Age; Policy #513.4 Vocational Educational Programs; Policy #514 Attendance, Absenteeism and Truancy; Policy #515 Student Early Release Precautions (re-numbered to replace the previous policy 515); Policy #516 Guidelines for Foreign Exchange; Policy #818 Website Accessibility/Grievance (new); with revisions as presented,

and to delete Policies #513.3 Tuition Students and Policy #515 Post-Graduate Students (moved by Ms. Patterson, seconded by Mr. Richards).

Agenda Item 8. Negotiations Committee

Jim Richards reported that the Committee met on December 19 in a “non-meeting” to discuss contract negotiations.

Ms. Patterson noted the membership of the 2019 Board committees:

Capital Facilities: Jim Richards, *Chair*, Nancy Kane, Danielle Smith, Pam Wicks

City and Community Relations: Liza Poinier, *Chair*; Barb Higgins, Danielle Smith, Pam Wicks

Communications and Policy: Jennifer Patterson, *Chair*; Tom Croteau, Chuck Crush, Nancy Kane

Executive: Jennifer Patterson, *President*; Tom Croteau, *Vice President*; Jim Richards, *Secretary*

Finance: Tom Croteau, *Chair*; Chuck Crush, Barb Higgins, Jim Richards

Instructional: Pam Wicks; *Chair*; Nancy Kane, Liza Poinier, Danielle Smith

Negotiations: Chuck Crush – *Chair*; Barb Higgins, Liza Poinier, Jim Richards

Agenda Item 9. Proposed calendar of meetings

Superintendent Forsten discussed the proposed Board calendars for January and February, highlighting the Board retreat on January 12 at Mill Brook School.

Agenda Item 10. Public comment

Ms. Goldwasser thanked the Board for its work on policy revision.

Agenda Item 11. Adjournment

The Board voted 9-0 to adjourn (motioned by Ms. Higgins, seconded by Mr. Crush).

The Board adjourned at 8:50 p.m.

Respectfully submitted,

Jim Richards, *Secretary*