

Concord School District
Board of Education
Regular monthly meeting
November 5, 2018

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

Board member absent: Chuck Crush

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

Agenda Item 1. Call to Order

Board President Jennifer Patterson called the meeting to order at 7:00 p.m.

Agenda Item 2. Approval of Agenda

Jim Richards made a motion to amend the agenda to add the item “authorize canvass of the vote by telephone” to the agenda.

The Board voted 8-0 to amend the agenda as stated above (motioned by Mr. Richards, seconded by Tom Croteau).

Maureen Redmond-Scura made a motion to approve the amended agenda.

The Board voted 8-0 to approve the amended agenda (motioned by Ms. Redmond-Scura, seconded by Mr. Croteau).

Agenda Item 3. Public Comment– agenda items only

Concord resident Roy Schweiker spoke about the negotiations process. He estimated that the majority of teachers in Concord earn approximately \$133,000 per year, including benefits. He said he did not feel that teachers should take punitive action toward students if they “have a beef” with the School Board. He said it should be written into the contract what teachers can and cannot do to protest lack of a contract. He said, “teachers do this because picking on students is an effective tactic.” He said that most New Hampshire towns put teacher contracts to the voters, adjusting the negotiations timeframe to hold this referendum, and suggested doing this in Concord.

Agenda Item 4. Approval of Board Minutes

Ms. Patterson briefly reviewed the minutes of the October 4 Board meeting and the Public Hearing and Special Board meeting on October 29.

The Board voted 8-0 to approve the minutes of the October 1 Board meeting (moved by Nathan Fennessy, seconded by Ms. Redmond-Scura).

The Board voted 8-0 to approve the minutes of the Public Hearing and Special Board meeting on October 29 as amended (moved by Mr. Fennessy, seconded by Mr. Croteau).

Agenda Item 5. Recognitions/Reports

Superintendent Forsten introduced Concord High School junior Gaven Brown, who is joining the Board as a student representative. He is interested in engineering and architecture.

He and Helen Massah reported on a variety of topics at CHS. On September 29, CHS hosted the annual Homecoming dance following the winning Homecoming football game that afternoon. 850 students attended the dance, making it a very memorable night for all those present. The New Next Gen Science classes are viewed positively by both students and teachers. Students have said that by focusing on the connections between topics, they feel more content is learned with less content being merely memorized. The sophomore and junior classes had an opportunity to take the PSAT on October 10. Seven or eight years ago it was offered only on weekends and presented a financial strain for some students; now it is offered on a school day and costs less. About 325 students took the test. Also on October 10, the National Honor Society inducted seven new senior members, recognized for excelling not only in academics but also for leadership, scholarship, service and character. The CHS senior class hosted a successful CHS Idol show on October 24, generating \$950. Three students won that night; Felicia Berry in first, Noah Seidel and Dan Gabey in second, and Aditya Pant in third. Posters depicting the fall sports teams have been placed around CHS, addressing mental health problems by showing people in need that there are people who will listen and help. Fall Sports: the volleyball team finished their season with a record of 9:9, losing the first playoff game to Bedford. Football finished with 4:5, Field Hockey with 7:6, tying 1 game and making it to playoffs, but losing in the quarterfinals against Windham. Girls' soccer finished with 12:3, tying one game and making it to the quarterfinals but losing to Bedford. Boys' soccer went 11:3, tied 2 games and made it to semifinals but lost to Bedford. Cross country both girls' and boys' both made it to States, girls taking 3rd and boys taking 1st. The boys' season continues at Regionals on November 10. Golf finished with a record of 18:3 but lost to Bedford in the championship. Winter Sports signups has just concluded, officially opening the winter sports season. The Health Science program hosts a Blood drive every year to help save lives. The first round was on October 16, with another planned in May. Recently, two science classes (AP Bio and the dual physics

algebra class) have started working on projects in which students use the technology in the “Makerspace” including the 3D printer and corresponding modeling software. CHS Robotics founded the first Lego league team at CMS, which they mentor twice a week. They hosted an FFL qualifier at UNH for several teams across New Hampshire. Their program currently consists of 38 students. Their upcoming season will begin in January. Lastly, the CHS drama club will perform *The Complete Works of William Shakespeare* on November 8-10, about a group of people who know nothing of Shakespeare but end up performing all of his 37 plays in the 90 mins of the evening – should be entertaining!

Superintendent Forsten provided an update on planning for the middle school facility. She reviewed the “visioning” process conducted throughout 2017, which included facility design and educational visioning, community conversations, learning goals, 21st century design patterns, guiding design principles, “blue sky” ideas, and key spaces and adjacencies.

She reviewed the five options provided by HMFH Associates, the District’s consultant for this process: 1. renovate the middle school for grades 6 -8 (960 students); 2. build a new middle school grades 6 -8 (960 students); 3. build a new middle school grades 5 – 8 (1280 students); 4. build a new middle school grades 6 -8 (960 students) in a partnership with the Family Y; or 5. build a new middle school grades 5 – 8 (1280 students) in a partnership with the Family Y. The next steps in the process include completion of the transportation study (December), which will include looking at elementary attendance zones and school start times; completion of the demographic study (January 2019), which will include a 7-year district enrollment projection and a 2-year elementary school enrollment projection; consideration of location including the current site and exploring other options.

Superintendent Forsten displayed a series of slides showing enrollment, staffing and updated, actual costs for the full-day kindergarten program. As of November 2018, the District has 290 kindergarten students (280 were projected). Class sizes range from 16 to 19 students. There are four new educational assistants, and this number may grow. The Superintendent’s contingency has funded these extra positions. Another graph listed staffing for the “Project Kindergarten Enrichment Year.” The staffing cost range was estimated at \$912,895; the actual cost is \$1,071,379.95. Mr. Richards asked about the costs for classroom furniture and supplies. Mr. Dunn replied that these required an additional \$50,000, which was taken from the Superintendent’s contingency budget line.

Agenda Item 6. Personnel

Mr. Prince presented several coaching nominations.

Katherine Ferrari, Field Hockey B1 Coach, Rundlett Middle School, \$2,079, Step 1, Group 11, 5.0%. Katherine replaces Jackie Cook. This is a fall coaching position

Kevin Marceau, JV Hockey Co-Coach, Concord High School, \$1,039.50, Step 1, Group 11, 50% of 5.0%, New position

Patrick Lacasse, JV Hockey Co-Coach, Concord High School, \$1,039.50, Step 1, Group 11, 50% of 5.0%. New position

Hannah Linquata, JV Spirit Coach, Concord High School, \$1,663, Step 3, Group 13, 4.0%. Hannah replaces Lisa Waszeciak

Kelvin Duran, Girls A Basketball Coach, Rundlett Middle School, \$2,287, Step 2, Group 11, 5.5%. Kelvin replaces Bobby Strong

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

Diego Hebra, Wrestling Supplemental Coach, Rundlett Middle School, \$832, Step 1, Group 14, 2.8%. Diego replaces Paul Hrycuna

Zachary Procek, Indoor Track Coach, Concord High School, \$3,534, Step 2, Group 6, 8.5%. Zachary replaces Colin Brown

Ms. Patterson asked about the cost of the two JV Hockey co-coaches; these are revenue-neutral and will be covered by the booster club and through fees.

The Board voted 8-0 to approve the new coaching nomination as presented (moved by Ms. Redmond-Scura, seconded by Pam Wicks).

The Board voted 8-0 to approve the slate of returning (winter) coaches as presented (moved by Mr. Fennessy, seconded by Ms. Redmond-Scura).

Agenda Item 7. Finance Committee

Committee Chair Tom Croteau reported on the meeting of October 3, which was an overview of the FY 2018 budget and discussion of considerations that might impact the vote to finalize the budget. The Committee discussed “real growth” and the District’s reserve accounts, and whether to add funds to some of them, which was eventually done. These discussions were preliminary to the public hearing and vote on the final budget on October 29.

Agenda Item 8. Negotiations Committee

Committee Chair Nathan Fennessy reported on the meeting of October 15, noting that the District has come to a tentative agreement with the CEA. The CEA membership will now vote whether to ratify the contract, which will then come back to the Board for a final vote on November 26.

At its October 17 meeting, the Committee developed an outline and timeline of the negotiations process for four more collective bargaining groups, including CAA.

Agenda Item 9. Communications & Policy Committee

Committee Chair Nathan Fennessy reported on the meeting of October 15, at which a number of policies were recommended to the Board for a first reading. No action was required.

Policy #133 – Minutes. With the 2018 passage of House Bill 1347, the first and seconds of all motions must be recorded. The first paragraph of the policy was replaced by the first two paragraphs of the NHSBA sample policy.

Policy #136 – Public Participation at Board Meetings. The Committee decided to make no changes to this policy other than adding the sentence “Submission of written comments is also encouraged.” to the end of the third paragraph, which had been proposed by Jennifer Patterson and voted by the Board on October 1.

Policy #160 – Non-Discrimination. The Committee added the prohibition on discrimination in employment practices based on gender identity as required by the 2018 passage of HB1319 (codified at RSA 354-A:6, and 354-A:7). The phrase “gender identity” was added to the opening sentence of the policy.

Policy #247 – Data Governance and Security – new. This new policy reflects, in part, the requirements of RSA 189:66, V (NH Laws 2018 Chapter 252 (HB 1612)), which requires NHDOE to establish minimum standards for privacy and security. Ms. Palley will research the special education manual for applicable references. The committee recommended this policy, with annotations, to the full Board.

Policy #249 – Data/Records Retention. Superintendent Forsten noted that the sample NHSBA policy has been amended to reflect the 2018 passage of HB 1551, which requires specific processes for special education records, litigation hold and right to know request hold. The committee recommended replacing the current policy with the NHSBA text.

Policy #249-R – Local Records Retention Schedule. The committee asked Superintendent Forsten to further review the schedule for a later meeting.

Policy #413– Drug-Free Workplace & Drug-Free Schools. With several syntactical changes, the first sentence of Item C. in the NHSBA sample policy ADB was added to no. 6 in the current policy (*Alert local law enforcement of suspected violations of RSA Chapter 193-B, New Hampshire’s “Drug-Free School Zone” law, which makes it unlawful for any person to manufacture, sell, prescribe, administer, dispense or possess with intent to sell, dispense or compound any controlled drug or its analog, within a “drug-free school zone”*); the second sentence of Item C. was used as a new no. 8 in the current policy (*The Superintendent is directed to ensure that the District is and remains in compliance with the requirements of RSA 193-B, I, and N.H. Ed. Part 316 with respect to establishment, mapping and signage of the drug-free zone around each school*); and the first sentence of Item C.b. in the sample policy was used as a new no. 9 in the current policy (*In order to maintain a drug-free workplace, the Superintendent will perform a biennial review of the implementation of this policy*). Ms. Wicks

asked about enforcement of the policy. Superintendent Forsten suggested that an administrator could be requested to step in.

Policy #463 – Employment References and Verification (Prohibiting Aiding and Abetting of Sexual Abuse) – new. This sample policy fulfills the requirements of §8546(a) Every Student Succeeds Act (“ESSA”), which re-authorized and amended the Elementary and Secondary Education Act (“ESEA”) and is intended to decrease the risk that persons who have engaged in sexual misconduct while employed at one school could obtain employment at another school, without the second school ever learning of the prior misconduct. The law does not prohibit transmission of administrative or personnel files, but school employees, agents, etc. are prohibited from taking any other action to assist the employee in obtaining new employment. This would be a new Board policy. Mr. Fennessy noted that administrators would need to be trained in several points of law, such as “probable cause.” He said the policy will place an affirmative duty on the District to not only make reports but also check on whether a matter has been resolved and to follow up with other school districts.

Policy #753 Tobacco Use on School Premises. The revised policy would include definitions and prohibitions relative to e-cigarettes and liquid nicotine and improve readability. The Committee recommended to the full Board the revision to the current policy with partial text of the NHSBA sample policy.

Agenda Item 10. City and Community Relations

Committee Chair Clint Cogswell reported on the meeting of October 22, at which the committee discussed meeting with the City Manager and other city administrators, and to discuss the District brochure under development.

Agenda Item 11. Instructional Committee

Committee Chair Maureen Redmond-Scura reported on the meeting of October 24, at which the 2019-2020 school year calendar was discussed. The first calendar option was approved by the CEA and forwarded to the Board for approval.

The Board voted 7–1 (Mr. Fennessy voted nay) to approve the 2019-2020 school year calendar as presented (moved by Clint Cogswell, seconded by Ms. Wicks).

The Committee then discussed the Board’s class size policy and current class sizes in Concord’s schools.

Agenda Item 12. Proposed calendar of meetings

Superintendent Forsten discussed the proposed Board calendars for November and December.

The Board voted 8–0 to authorize the canvass of the vote of November 6, 2018 by telephone, to be conducted on Wednesday, November 7, 2018 (moved by Ms. Redmond-Scura, seconded by Mr. Croteau).

Agenda Item 13. Public comment

There was no public comment.

Agenda Item 14. Adjournment

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

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Maureen Redmond Scura, *Secretary*

Linden Jackett, *Recorder*