

Concord School District  
**Board of Education**  
**Regular monthly meeting**  
**March 4, 2019**

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

**Board members absent:** Barb Higgins

**Administrators:** *Superintendent Terri Forsten, Assistant Superintendent Donna Palley, 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 7:02 p.m.

Agenda Item 2. Approval of Agenda

Tom Croteau suggested the elimination of Item 5d. from the agenda.

**The Board voted 8-0 to approve the agenda with the addition of a personnel section after Item no. 5 (motioned by Mr. Croteau, seconded by Jim Richards).**

Agenda Item 3. Public Comment – agenda items only

There was no public comment.

Agenda Item 4. Approval of Board Minutes

Ms. Patterson very briefly noted the minutes of the regular Board meeting on February 4, the special Board meeting on February 11, the Legislative Breakfast on February 22, the Board Work Session on February 13 (a full presentation of the Superintendent's proposed budget), the Board Work Session on February 18 (a discussion of the impact of salaries and benefits on the proposed budget), and the Board Work Session on February 20 (the impact of student services, including special education, on the proposed budget).

Tom Croteau commented that he felt the legislators really understand where the District stands with its budget, and the value of legislative action on the local taxpayer burden.

**The Board voted 8-0 to approve the minutes of the regular Board meeting on February 4, the special Board meeting on February 11, the Legislative Breakfast**

**on February 22, and the Board Work Sessions on February 13, 18 and 20 (moved by Mr. Croteau, seconded by Nancy Kane).**

#### Agenda Item 5. Recognitions

Superintendent Forsten recognized three National Merit Scholar finalists from CHS, noting that this is an unusually high number of achievers. CHS Principal Tom Sica noted that the mission of the National Merit Scholars program is promote a wider and deeper respect for learning in general; and to encourage the pursuit of education at all levels. These three students are among the 16,000 nationwide who have met all requirements to advance to finalist standing, and who will be considered for scholarships

Jacob Marcus said that he is waiting for college acceptance letters, and intends to study astrophysics and astronomy, after having taken a course with Kelly Mailhot. He noted he is taking an independent study with her this year. He said he is involved in the theater program, having a part in the upcoming production of The Addams Family and directed a Senior One Act. He is involved in his local temple and is president of its youth group. Jacob also holds a second degree black belt in Tae Kwon Do.

Eli Duggan said he is also waiting for college acceptance letters, and is considering studying aerospace engineering. He said he very much enjoyed his STEM classes, including AP Physics and AP Math. Eli participates in cross country and both indoor and outdoor track. He volunteers in the Friends Program, is VP of the school's National Honor Society, and is involved in environmental issues at CHS.

David Venator has received early acceptance to Northwestern University for Materials Science, based on his interest in Chemistry, having taken this class as a sophomore. He said he, Jacob and Eli all enjoy mathematics, and in fact all were able to add a high school math course while in middle school. He said he is active in his church, going on mission trips. David also volunteers in the local Friends Program. He mentioned that he had a research fellowship in Maine last summer, which contributed to his interest in his field of study.

Superintendent Forsten introduced the District's three Principals who are in their first year in Concord. Each one spoke about their initial experiences and impressions of their school communities.

RMS Principal Paulette Fitzgerald commented that she was fortunate to have had predecessors who implemented strong systems and practices, some strong middle school practices and others more geared to a junior high school. Advisory periods, now once a week, cover topics such as bullying, pride, diversity and mindfulness – including gratitude. Relationships are key to adolescents, and advisory is a way to ensure that each student has a strong connection to at least one adult in the school community. Last month, advisories focused on mindfulness; a program called Flip grid was used to share what students and staff are grateful for at RMS. In May, RMS will undergo a whole school assessment through NELMS, which will highlight what is going well and what needs to

be improved in seven key areas of middle school (curriculum & assessment, instruction, relationships for learning, middle level teachers and staff, healthy school environment, involving parents and community, govern democratically). A “universal screener” will begin in the fall, providing additional data on student progress in reading and math. “Project Grow” work will support students in social/emotional learning – staff is exploring a screening tool that would provide a snapshot of each student’s social/emotional needs. Staff are hoping to begin using Naviance – a futures planning tool – with 8th graders, to help them begin thinking about high school and beyond. Staff are developing a transitional leadership team to develop a collaborative leadership model within the school. Finally, staff are looking for more ways to engage families.

Principal Anthony Blinn spoke about a number of initiatives at ADS. The first, safety actions, includes establishing a Safety Team; developing a new mindset of collective responsibility; revising the end of the day dismissal procedure; learning to use the “Raptor” security system; labeling phones so that the intercom can be used from any part of ADS; situating “emergency bags” in each classroom, finishing the installation of security cameras; establishing common language and posting procedures in ALL rooms; creating a drill schedule; and communicating/training volunteers, substitutes and others. The second initiative, ADS Community & Partnerships, includes a new summer welcome message to staff and families; starting an ADS Clean Up Day; increasing communication (weekly to all staff, and Morning Announcements – Family Section); hosting a Veteran’s Day Breakfast, Mindful Parenting Night and Math Night; implementing extra-curricular activities such as *Krypto*, *Young Inventors*, *Yearbook Club*, *Girls on the Run*, *Destination Imagination*; re-introducing the Concord Police Department DARE program (drug- and alcohol-related); participating in Concord’s Arbor and Earth Day Celebrations; starting Fridays’ Dance Dismissal and ADS’ entry into the Ellen Degeneres Show – Dancing at Work competition; creating a “military toolkit” to support military families; and inviting NHHEAF to present NH’s Kickoff School for Financial Savings Month. The third initiative, Universal Expectations, is intended to create common language and expectations for the school community; establishing a “Universal Leadership Team;” integrating the principles of Project GROW (social/emotional learning); and focusing on and celebrating what is a community. To that end, Principal Blinn has championed the development of the “ABC’s of ADS”: ACT responsibly; BEHAVE safely; and COMMUNICATE respectfully.

MBS Principal Katie Scarpati described her staff’s work on reading skills, noting the monthly collaboration meetings focusing on literacy including teachers, Title I tutors, the reading specialist, EL teachers and herself. The team decided to create a visual display that allowed us to see student progress at a quick glance, providing the opportunity to discuss growth and also discuss stagnation. By using visual data, teachers were able to move their students from “pocket to pocket.” This allowed a celebration of student growth and problem solving when students plateaued. The team focused on students who have not made progress or who are making slow progress, and picked an instructional focus so that all instruction, both in the classroom and in interventions,

would be aligned. A Tier Two team, focusing on students who need more support than just the Tier One Responsive Classroom practices, was established prior to this year, and in the current year it implemented student referrals, wherein students are referred either by their teacher or through a screening process. Once identified, the team speaks with the classroom teacher about available interventions (Social Skills Groups, Friendship Groups, Zones of Regulation, Silent Mentoring, and CAREs Cards) and decide which will best meet the needs of the student. The teachers have completed surveys to assess students' skills before the groups and at the end of each six-week session. Being new to Concord, Principal Scarpati felt it was important to familiarize herself with the community and the neighborhoods of MBS. During the summer, she was able to tour some neighborhoods with the Family Literacy Coordinator, making a home visit to help a family complete paperwork before the start of the school year – an important first step to getting to know families and the community. She has since visited additional homes. In addition to Family Nights and monthly newsletters, she asked each teacher to nominate students and on the 100th day of school she called 100 families to talk about how hard their child was working at school. She has planned a "Literacy on the Lawn" series in different neighborhoods reading a story, doing a craft, and spending time with families. The goal will be to continue the home/school connection over the summer and have some fun with students and families, while focusing on literacy.

Chuck Crush thanked the Principals for their energy and enthusiasm. Pam Wicks said she feels connected at RMS via phone calls and likes the new student recognition ceremonies, which include achievements in addition to academics. Jim Richards asked for feedback about how the School Board could help them. Principal Fitzgerald noted that the RMS physical plant is a challenge, and that she is aware of the upcoming work to address this. Principal Blinn noted that ADS has not been fully staffed all year, and that he understands the recruiting challenges. Principal Scarpati thanked Central Office staff for their support, and noted that for the more challenged students, a social worker would be helpful.

Student Board representatives Helen Massah and Gaven Brown provided notes on CHS activities: the recent Respect Week reached 50 NH schools and 35,000 students. Spirit Week and Winter Carnival, held the week before winter vacation, featured a new theme each day: "Twin day," "Jersey day," and "Class day," at which school clubs hosted many tables offering food, etc. In sports, boys' hockey finished in first place, and has its semifinals playoff this week. Girls' hockey had a record of 13/5/0 and will be taking on Exeter in the semifinals. The Nordic ski team will soon compete in States, and hopes for its 11<sup>th</sup> year title. The wrestling team had a 19/1 record and took second in States. Isaac Gladley, Noah Gifford and Jack Sargeant went to the New England Finals. Boys' basketball finished its season 11/7. The Poetry Out Loud program was held on February 15, with Maggie Connolly the winner and Paige Annis runner-up. On February 1, CHS recognized "World Hijab Day," whose purpose was to explore and open conversations about the meaning and significance of the hijab. The ELL staff hosted ACCESS testing, providing students the opportunity to test out of ELL classes (results will be received in May). Having passed this test, students are deemed ready to enter regular classrooms.

## Agenda Item 6. Personnel

Larry Prince presented one staff nomination.

Zachary Procek, English Teacher, Concord High School, \$21,572, M-1 prorated 83 days, one year only. Zachary replaces Meredith Vickery (M-11 prorated 83 days = \$32,808) – resignation. Budgeted at \$30,928

**The Board voted 8-0 to confirm the nomination (moved by Mr. Crush, seconded by Ms. Wicks).**

Larry Prince presented several coach nominations.

Amanda Bacher, Girls Varsity Lacrosse Coach, CHS, \$5,487 at Step 3, Group 3, 13.0%. Amanda replaces Stephanie Johnson

Colin Brown, Spring Track Supplemental Coach, CHS, \$1,688 at Step 3, Group 13, 4.0%. Colin replaces Kyle Mosher

Kyle Brown, Spring Track Assistant Coach, CHS, \$2,954 at Step 3, Group 9, 7.0%. Unfilled position in 2017-2018 school year

Lauren Perry, Girls JV Lacrosse Coach, CHS, \$2,743 at Step 1, Group 8, 6.5%. Lauren replaces Amanda Bacher

Zachary Procek, Spring Track Assistant Coach, CHS, \$2,743 at Step 2, Group 9, 6.5%. Zachary replaces Tristan Black-Ingersoll

Ashley Silva, Girls Varsity Head Tennis Coach, CHS, \$3,587 at Step 2, Group 6, 8.5%. Ashley replaces Kia DeAngelis

Sarah Grant, Spring Track Head Coach, RMS, \$2,532 at Step 3, Group 11, 6.0%. Sarah replaces Paula Stewart

**The Board voted 8-0 to confirm the nominations (moved by Ms. Wicks, seconded by Mr. Croteau).**

**The Board voted 8-0 to confirm the roster of returning spring coaches (moved by Mr. Crush, seconded by Ms. Kane).**

## Agenda Item 7. Communications and Policy Committee

Ms. Patterson noted that the Committee met on February 6 to discuss several policies. Several parents noted some difficulty deciphering actual disciplinary processes at the high school due to conflicting or difficult to find handbook policies, laws and DOE regulations. They asked that the administration undertake a review of the handbook.

There was a discussion about Policy 641 Class Size Guidelines. The Committee discussed at length the state and federal guidelines upon which this policy is based, and received public comment from a number of students, parents and teachers. The Committee

requested data about the actual cost of changing the class size ranges from the administration. The Board will continue to discuss this policy. No action was taken.

### Agenda Item 8. Negotiations

Chuck Crush announced that the committee had come to an agreement with the Concord Administrators Association (CAA) on a new three-year contract, and proposed ratification of that agreement by the full Board. Steve Rothenberg, Chali Davis and Michele Vance worked on the CAA negotiating team. Superintendent Forsten, Jack Dunn and Larry Prince were on the administration's team.

Highlights of the CBA 2019–2022 collective bargaining agreement:

Salary: 2% increase to base for each year – 6% total. New base salaries (current 2018-2019 base salary is \$78,264): Year 1 – \$79,829; Year 2 – \$81,426; Year 3 – \$83,055

District Cost:

Current year:	\$2,303,582.24
Year 1 new money:	\$ 90,789.58
Year 2 new money:	\$ 53,350.18
Year 3 new money:	\$ 44,360.43
Total new money:	\$ 193,500.20

(With no salary increase, new money would be \$50,078 for 3 years, so net new money is \$143,422.20)

Reduce number of steps from four to three:

Prior steps: Step I: 88.75%; Step II: 92.50%; Step III: 96.25%; Step IV: 100%

New steps: Step I: 92%; Step II: 96%; Step III: 100%

Health insurance: maintain current employee contribution levels for all 3 years, with employee paying 10% and the District paying 90% of the premium.

Establish new position: Elementary Assistant Principal for Student Services (Index: 1.30)

Establish conference and travel account – \$7,500 (the course reimbursement account will be reduced from \$15,000 to \$12,000, with the ability to transfer between funds once per fiscal year, upon mutual agreement)

Mentor stipend: for newly hired administrators, the Superintendent may assign an existing Administrator as a mentor. The mentor stipend is \$2,000 per year, payable in 26 installments.

**The Board voted 8-0 to approve the contract for the Concord Administrators' Association (CAA) collective bargaining unit for 2019–2022 as presented (moved by Mr. Crush, seconded by Liza Poinier).**

Agenda Item 9. Proposed calendar of meetings

Superintendent Forsten discussed the proposed Board calendars for March and April, highlighting the Public Hearings on March 18 at Mill Brook School and March 20 at Rundlett Middle School. Ms. Poinier noted the concert dates in March, Music in the Schools month. All of these dates are on the District websites.

Agenda Item 10. Public comment

There was no public comment.

Mr. Croteau commented on the (new) JV hockey team's successful season. He remembered the Board's vote last year to enable this team's activity.

Agenda Item 11. Adjournment

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

The Board adjourned at 8:15 p.m.

Respectfully submitted,

Jim Richards, *Secretary*