

Concord School District  
**Board of Education**  
**Regular monthly meeting**  
**July 2, 2018**

**Board members:** Clint Cogswell, Tom Croteau, Chuck Crush, Nathan Fennessy, Jennifer Patterson, Jim Richards, Pam Wicks

**Board members absent:** Liza Poinier, Maureen Redmond-Scura

**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

Nathan Fennessy asked to amend the agenda with the addition of discussion of the Superintendent's contract under Item 6.

**The Board voted 7-0 to amend the agenda with the addition of discussion of the Superintendent's contract (motioned by Mr. Fennessy, seconded by Tom Croteau).**

**The Board voted 7-0 to approve the amended agenda (motioned by Chuck Crush, 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 briefly reviewed the minutes of the June 4 regular Board meeting and the June 20 Special Board meeting.

**The Board voted 7-0 to approve the minutes of the June 4 regular Board meeting (moved by Mr. Fennessy, seconded by Mr. Croteau).**

Jack Dunn noted that the Board voted on June 20 to move funds into a Trust Fund and a Reserve Fund. The New Hampshire Department of Revenue requires the motion to read that “the amounts will be funded from the 2018 Unreserved Fund Balance.” Further clarification and discussion resulted in two separate motions and votes, below.

**The Board voted 5–0 (Ms. Patterson and Mr. Crush abstained) to amend the minutes of the June 20, 2018 Board meeting to reflect that Board voted that the transfers to the School Building and Renovation and Maintenance Expendable Trust Fund and the Vocational Capital Reserve Fund be funded from the June 30, 2018 Unreserved Fund Balance (moved by Mr. Croteau, seconded by Mr. Fennessy).**

**The Board voted 5–0 (Ms. Patterson and Mr. Crush abstained) to approve the minutes of the June 20 Special Board meeting as amended (moved by Mr. Fennessy, seconded by Mr. Croteau).**

#### Agenda Item 5. Recognitions

Superintendent Forsten shared a thank-you note from student representative Logan Stevens. She noted that she has resigned from the Concord Y Board. She spoke about the Mill Brook School Principal search and the composition of the search committee, time parameters and school visit. Pam Wicks will act as the Board representative on the search committee; it is hoped to have a candidate for the August 6 Board meeting.

Assistant Superintendent Donna Palley spoke about the professional development activities the week of June 18 for teachers and educational assistants. Elementary teachers worked together, kindergarten teachers met separately, middle school teachers worked on performance assessments, high school teachers heard from a panel about the intersection of admissions and competency assessments in terms of college admissions. Various departments planned a variety of activities: art, music teachers. A two-day training from Boston Children’s Hospital was held recently with CSD and the Boys & Girls Club on understanding trauma in Concord’s refugee population. A two-day PACE conference will be held later in August. The Safe Schools grant will conclude at the end of September, with closing activities.

Matt Cashman spoke about summer renovation projects, including a facelift at BMS, new painting throughout the District, the BGS media center with new LED lights, ceiling tiles, new carpet and furniture to follow; the BGS third-grade wing and CHS roof projects. He noted that the timeline for the Westbourne/School Street-to-CHS-sidewalk project is scheduled for next year.

Mr. Prince presented a list of currently open positions, including: two MBS classroom teachers; one BMS teacher; Science and Spanish teachers at RMS; EMT teacher at CRTC; Chemistry and English teachers at CHS; and instructional assistants at all levels.

Mr. Dunn updated the order for kindergarten furnishings, anticipated for delivery on July 17. Superintendent Forsten noted that kindergarten classes are currently enrolled at from 14 and 19 students each throughout the District. A kindergarten teacher at CMS and kindergarten and first grade teachers at MBS have been added. She noted that the Board will hear an update on the kindergarten curriculum at its next meeting.

#### Agenda Item 6. Personnel

Larry Prince presented two professional leaves of absence.

**The Board voted 7-0 to approve the leaves of absence as presented (moved by Mr. Croteau, seconded by Mr. Fennessy).**

Mr. Prince presented several teacher confirmations for the 2018-2019 school year. All salaries are based on the 2017-2018 CEA salary schedule. Steps reflect 2017-2018 placement unless otherwise indicated with an asterisk.

Audrey Knapp, Occupational Therapist, District, \$16,133, 20% of M-14. Audrey replaces Fiona Quirk (20% of M-11 = \$14,137) – transfer to full-time Occupational Therapist position. This is in addition to Audrey’s existing 80% Occupational Therapist position. Budgeted at \$14,137

Kathryn Todd, Speech-Language Pathologist, Concord High School, \$19,709, 30% of M-9, one year only. This is in addition to Kate’s 50% Speech-Language position. Funded by reallocation of special education teacher vacancy – Sara Hans – LOA. Budgeted at \$24,200

Brian Beauman, Health Science Teacher, Concord Regional Technical Center, \$65,696, M-9\*. Brian replaces Thomas Bruno (M-8 = \$63,202) – resignation. Budgeted at \$63,202

Crystal Rubino, Special Education Teacher, Rundlett Middle School, \$70,685, M-11. Crystal replaces Melanie MacDonald (M-14 = \$80,665) – resignation. Budgeted at \$80,665

Selina Blaine, Classroom Teacher, Beaver Meadow School, \$50,728, M-3, one year only. Selina replaces Michelle Mulligan (B-13 = \$73,182) – LOA. Selina is requesting a leave of absence from her 50% Special Education Preschool Teacher position. Budgeted at \$73,182

Christine Holliday-Rowe, Classroom Teacher, Christa McAuliffe School, \$41,580, B-1. New Position. Budgeted at \$46,569

Jessica Laurin, Kindergarten Teacher, Abbot-Downing School, \$45,737, M-1\* New Position. Budgeted at \$46,569

Shana Olszewski, Classroom Teacher, Beaver Meadow School, \$41,580, B-1\* Shana replaces Pamela Mosca (M-5 = \$55,718) – resignation. Budgeted at \$55,718

**The Board voted 7-0 to approve the teacher confirmations as presented (moved by Mr. Cogswell, seconded by Mr. Fennessy).**

Mr. Prince presented several coaching confirmations for the 2018-2019 school year.

Brian Beane, Assistant Freshman Football Coach, Concord High School, \$3,534, Step 2, Group 6, 8.5%. Brian replaces David Levesque.

David Levesque, JV Assistant Football Coach, Concord High School, \$5,405, Step 3, Group 4, 13%. David replaces Michael Pelletier

**The Board voted 7-0 to approve the coaching confirmations as presented (moved by Mr. Fennessy, seconded by Mr. Fennessy).**

Ms. Patterson noted that the Board met in a non-public meeting prior to the Board meeting to discuss the Superintendent's contract. The new contract will include a 1.5% salary increase from \$146,727 up to \$148,710, with future increases to be determined by the Board before the beginning of the next contract year. Her vacation days will be 25 days in the next 2 years, 30 days at year 6 in the District, and associated carryover from 45 to 50 days in the last year of the contract. The annuity contribution will increase from \$3,000 to \$3,500.

Mr. Fennessy spoke in favor of the motion.

**The Board voted 7-0 to approve the Superintendent's 3-year contract for 2018-2020 (moved by Ms. Patterson, seconded by Mr. Crush).**

#### Agenda Item 7. Negotiations Committee

Mr. Fennessy reported that the Committee met on June 4 and 18 to discuss negotiations. There is currently no contract with CEA.

#### Agenda Item 8. Communications & Policy Committee

Mr. Fennessy reported that the Committee met on June 11. A number of policies were before the Board for a first reading.

Policy #132 Agenda Preparation and Dissemination – there was discussion about specific language.

Policy #428 Death Benefits (Sick Leave) – one proposed change was to eliminate the words (Sick Leave) so that any accrued benefits would be paid out at death.

Policy #430 Restraint and Seclusion – the Committee discussed the definition of “restraint” and determined that it needed to track the statutory language. Mr. Crush asked about non-voluntary medication administration; Ms. Patterson noted that the only change to the policy was the definition of restraint. He noted that the allowable timeframe for seclusion was not specified, and asked whether the District's spaces for

seclusion meet the standards of RSA 126-U:5:b. Ms. Palley noted that the District has a number of trained professionals to provide specific training to special education teams. Mr. Crush suggested that Board members be allowed to view the seclusion rooms.

Policy #431 Professional Expectations – language was added to include all staff, largely adopted the NHSBA policy.

Policy #433 Acceptable Internet Use – Staff – the word “Acceptable” would be eliminated.

Policy #434 Social Media – Staff – District employees are subject to policies/laws ...  
ETC

Policy #436 School District Social Media Websites (*new*) – this policy would regulate District-sponsored websites.

Policy #441 Assignments, Secondary (*recommended for deletion*)

Policy #441.1 Department Chairpersons/Coordinators (*recommended for deletion*)

Policies #521 Sexual Harassment – Students – the proposal was to adopt the NHSBA policy in the main. Mr. Croteau suggested that Board members study this policy closely.

Policy #530 Student Wellness – language changes were proposed in response to statutory changes.

Policy #758 Video/Audio Surveillance and Recordings (*new*). Mr. Crush asked whether recordings must be included in a student’s IEP for this provision to be applied.

Mr. Fennessy also noted that the grievance hearing that had been scheduled for June 27 was cancelled.

#### Agenda Item 9. Capital Facilities Committee

Committee Chair Jim Richards reported on the meeting of June 13, which was a tour of Beaver Meadow School. He thanked the staff involved. The tour focused on drainage and erosion, damage to paved sidewalks and driveways, traffic flow, etc. The Committee looked at play areas. The need for an emergency generator was discussed, particularly as the sewage holding tanks would begin to back up after only two hours of electric power cessation. The cost of a generator would be about \$75,000. Summer projects include painting, ceiling tile replacement, and upgrade of the media center. Mr. Richards noted that the building tours are extremely valuable, and open to the public.

#### Agenda Item 10. Proposed calendar of meetings

Superintendent Forsten discussed the proposed Board calendars for July and August.

Agenda Item 11. Public comment

On behalf of the full Board, Mr. Croteau recognized Donna Palley for the 2018 Outstanding Service Award from the NH School Administrators Association.

Agenda Item 12. Adjournment

**The Board voted 7-0 to adjourn (motioned by Mr. Croteau, seconded by Mr. Cogswell).**

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Tom Croteau, *Vice President*

Linden Jackett, *Recorder*