

Wakefield School Board Meeting
Wednesday, June 17, 2020, 6:00 p.m.
Meeting held remotely via Zoom
Minutes – Approved

Present: Chair Bob Ouellette, Vice Chair Relf Fogg, members Tracey Kolb, Mary Collins, and Sandy Johnson; Superintendent Jerry Gregoire, Business Administrator Marie D’Agostino, Student Services Director Anne Kebler, Principal Jim Lampron, Assistant Principal Jenn Spector, Transportation Manager Brennan Peaslee, Facilities Manager Joe Williams, Administrative Assistant Larissa Mulkern, Clearview TV and others tuning in.

Call to Order: Mr. Ouellette called the meeting to order at 6:05 p.m., followed by the Pledge of Allegiance.

Public Comment: Mr. DeColfmaker spoke briefly regarding his request, which the school board denied, for his daughter to finish 8th grade at the Rochester School District when the family moves to Wakefield; he is sending a letter to the NH Department of Education requesting a hearing for his case here. He asked for the board’s serious consideration.

Consent Agenda: Mrs. Johnson made a motion to approve the consent agenda (AP and Payroll Manifests), seconded by Mrs. Kolb. Motion to approve consent agenda. Mr. Fogg asked about the invoice and check for the truant officer and questioned if it had already been paid. Mrs. D’Agostino investigated this query at the meeting and determined that it was not a duplicate payment, but rather a payment for this school year. Roll call vote, 4-1, Ouellette, aye, Kolb, aye, Johnson, aye, Collins, aye, and Fogg, nay.

Meeting Minutes: May 19, public and nonpublic minutes, Mr. Fogg made a motion to approve the minutes, with any amendments offered, seconded by Mrs. Collins. A correction was made to page 2 of the nonpublic minutes. Roll call vote, 5-0, Ouellette, aye, Fogg, aye, Collins, aye, Kolb, aye, Johnson, aye. Mr. Fogg made a motion to accept the minutes of June 2 with any amendments offered, seconded by Mrs. Collins. Members voted roll call, 5-0, Ouellette, aye, Kolb, aye, Johnson, aye, Fogg, aye, Collins, aye.

Reports

COVID 19 Update – Mr. Gregoire updated the board on the 8th grade graduation ceremony, held outdoors and videotaped by Mr. Fogg for Clearview TV. It was a wonderful gathering and students and parents were excited. He thanked Crowell’s towing for setting up a flatbed trailer for the stage.

Mrs. Kebler updated the board on the Governor’s Executive Order 48 for Special Education. There are three components to this order: in addition to determining that Extended School Year (ESY) was necessary for a child prior to the COVID 19 crisis, students who were not identified as requiring ESY must be contacted as well. Ms. Wentworth-Godfrey is doing a good job documenting the students. Secondly, the state requires us to have an IEP meeting with every student by September 30 in conjunction with re-entry; that’s 140 meetings to determine whether the students have gaps. In addition to 140 meetings, it’s time for special ed staff to evaluate whether students have gaps. Case managers are being encouraged to start the meetings in summertime. This will cost us money to have special ed teachers do evaluations over the summer, but we can’t go a month without providing those services. The third part of the Executive Order is we need to maintain the length of time we evaluate students – we have a 60-day period once a student is referred. If a student went into remote learning having been referred, that [countdown] doesn’t start again until we enter school. Mr. Fogg asked about

the financials; was she giving a heads up of larger numbers in the red. Mrs. Kebler said yes, but some of ESY is budgeted but because of larger gap for students we've had to increase ESY services for some kids and we have case management that we'll have to cover the cost of some special ed meetings.

Mrs. Johnson asked since this was related to COVID 19 is there a way to recoup some funds. Mrs. Kebler said right now we have \$146,000 from the CARES Act. She doesn't know if any other re-entry group has thought about the financial piece to their group – she's in the Health Group, and they are already determining things that would have to happen to re-enter school that would cost money. Mrs. Kebler added that a remote learning grant through IDEA of \$4,000, is being used to cover ESY services.

Mr. Gregoire said there are several areas we're looking at to spend the CARES Act money. There are about 30 people involved in the re-entry task force, broken into subgroups including health, transportation, technology, etc. They're looking at different scenarios, i.e. starting with remote and moving into regular classroom learning, or vice versa. Decisions will be based on what the state and federal health officials say, and the Governor's Executive Orders. Mr. Gregoire expects to bring recommendations to the board at the last meeting in July.

Monthly Financial Report – June 2020 - Mrs. D'Agostino reviewed the monthly financial report and other documents including a revised draft procedure for trust funds that she had prepared with assistance from Trustee Howie Knight. Board members concurred they would review the draft and discuss it at the July 7 board meeting. Members also received the Financial Report from the auditors; the audit will be done remotely this year.

Nonpublic sealed minutes: Mr. Fogg noted the nonpublic sealed draft minutes of the June 2 meeting will have to be reviewed when the board is all together (in person). Mr. Fogg made a motion to table the sealed nonpublic minutes, seconded by Mrs. Kolb; roll call vote 5-0, Ouellette, aye, Fogg, aye, Kolb, aye, Collins, aye, Johnson, aye.

Old Business

Facilities – Playground: Mr. Williams reviewed recommendations for playground repairs, which were included in the packet. The Facilities Committee discussed the playground on June 16. Mr. Ouellette noted the playground is in rough shape, and while the Governor allowed playgrounds to reopen, this playground cannot reopen due to safety concerns. He said the Facilities Committee recommends moving forward with repairs or replacement of the playground.

Motion: Mrs. Kolb made a motion to repair the playground for up to \$32,000, in case there is anything else. Mrs. Johnson seconded. Discussion ensued. Mrs. Collins asked how the playground got this bad. Mr. Williams said many things one would not notice unless you were a trained professional in the field. The inspection brought the deficiencies to light. The warrant article was voted down but for next budget we'll start putting money into the playground line to fund inspections. Mrs. Johnson added the warrant article for the playground was voted down because the budget committee thought it should be part of the operating budget. The funds in operations maintenance turned out not to be enough to fix the playground. The funds in question from this repair is coming out of this year's operating budget, ending June 30. Mrs. Kolb added with an anticipated budget balance of \$500,000, resulting in part from a discount from Spaulding tuition this year, there will be funding to pay for the repair. Members discussed the budget line item from which the expenditure would be attributed. Mrs. Kolb rescinded her prior motion and the second by Mrs. Johnson was rescinded as well.

New Motion: Mrs. Kolb made a motion to approve the expenditure of \$27,500 for repairs to the playground from the 2610 line; members voted 4-0-1, Ouellette, aye, Kolb, aye, Johnson, aye, Fogg, aye, Collins, abstain.

Facilities: HVAC preventive maintenance bid: Mr. Williams asked for a decision on the HVAC bids that came in. The meeting packet included a summary sheet: Pioneer Mechanical, \$6,800/year; Alliance Mechanical, Inc., \$8,996/year; Granite State Plumbing & Heating, \$8,514/year.

Motion: Mr. Fogg made a motion to award the contract to Pioneer Mechanical, seconded by Mrs. Kolb, for the \$6,800 per year, for three years. This does not include extenuating circumstances i.e., boiler failure; this is just preventive maintenance, noted Mr. Williams. Roll call vote, 5-0, Ouellette, aye, Fogg, aye, Kolb, aye, Johnson, aye, Collins, aye.

Facilities: Fire Alarm Panel: Mr. Williams discussed the cost and logistics for replacing the fire alarm panel; the wiring does not have to be changed. The Fire Department recommended this as a good step to take and would eventually like to see smoke and CO2 detectors in every classroom, he added. The cost estimate from BK Systems to upgrade the existing fire alarm control panel and all addressable fire alarm devices is \$26,470.

Motion: Mrs. Kolb made a motion to approve the upgrade of the fire panel at a cost of up to \$26,470, seconded by Mrs. Johnson. Members voted roll call vote, 3-2, Ouellette, aye, Kolb, aye, Johnson, aye, Fogg, nay, Collins, nay.

Rines Road property: Mr. Gregoire provided, in the board packet, documents including the deed and description of the school district's property on Rines Road, and a copy of his letter, on behalf of the school board, to the Sanbornville Water Precinct, expressing the district's willingness to work with the precinct. Mrs. Johnson had a question regarding the conveyance language on the last paragraph regarding allowed uses of the property; she suggested the board consult with the person or heirs who gave the school the property. Mr. Fogg said the town paid \$600,000 for the land. Mr. Fogg encouraged the district to work with the water precinct to create a program where kids can learn about clean water and clean air standards; this endeavor presents learning opportunities where kids can learn about green energy, water systems, and solar power. He added that student can learn how to grow their own food and share. Since the land was purchased in 2006 nothing has been done with the property with no proposals submitted. He said the was a time to act on an opportunity to teach students how to reach out to work together. Mrs. Johnson agreed there is an educational opportunity, but the conveyance is part of the warranty deed and we need to make sure the use fits with what we signed when the land was purchased. She would like to see a plan in writing and asked who is going to pay for solar panels. Mrs. Kolb said we can't move forward without approval from the heir's attorney. Perhaps the school district could make a proposal to the heirs; she does think educational use is a good idea. Mr. Fogg said the precinct did walk the site and they are considering several sites for water but have not yet done a comparison. With the Rines Road property the precinct would not have to purchase land or search for land. After additional discussion, the consensus was that the board would like to talk with the final heir on what his thoughts on what his parents had in mind with the conveyance of the property. Mr. Fogg said he could ask the final heir to come to a meeting. Any plan would require approval from the precinct and the voters. Mrs. Kolb wants to be sure the land could still be built upon in the future.

New Business

Summer meeting schedule: Mr. Ouellette noted in the past the board has held one meeting in July and August; members concluded, agreeing with Mr. Gregoire, that there was too much going on this

summer, especially with what may or may not occur in the fall in wake of COVID 19, that the board will stick with two meetings per month.

Negotiations: Mr. Fogg asked about labor negotiations. He would like to begin the process soon. Mr. Gregoire will forward a letter from Mr. Kearns stating the union intends to bargain this year.

Policies

Mrs. Kolb reviewed the list of policies recently discussed at the Policy Committee meeting with member Mrs. Collins and Mr. Gregoire.

- Reaffirm: IHCA – Summer Activities; this is the same as the NH School Board Association and if the board wishes to suggest that each grade level add a summer reading list, it could.
- Revision: IHCD/LEB – Advanced Course Work/Advanced Placement Coursework; combination of policies with title change only. Added is Part B, pertaining to 10th and 11th graders. This will be a reference for us. Mr. Gregoire explained the policy states the students at Paul School would follow the policy of the enrolling district [i.e., Governor Wentworth, or Rochester].
- Revision: IJO/KA – School, Family and Community Partnerships; combined policies, title change only. Slight format change to bullet style.
- Reaffirm: IJOC – Volunteers; complies with existing policy. Mr. Gregoire will provide the procedure we use for volunteers.
- New Policy: IK – Earning of Credit – adopting required NHSBA policy.
- Revision: IKB – Homework – adheres to NHSBA, but with updated time allocations per grade.

New Business

Mrs. Kolb had a question about the open Governor Wentworth Regional School District slots at Kingswood High; there are available slots and right now we don't use them because we want to save them for 8th grade lottery. She suggested that if somebody wants to use one but at the end of the year understands that slot must go back to 8th grade lottery. It's not an increased cost because you're paying for high school at either Spaulding or Kingswood. No action was taken.

Motion: Mrs. Kolb made a motion seconded by Mr. Fogg to continue the meeting beyond 8 p.m. Roll call vote 5-0, Ouellette, aye, Fogg, aye, Kolb, aye, Johnson, aye, and Collins, aye.

Other Business

Mr. Gregoire submitted purchase requests: \$1,440.21 to purchase a new computer and adaptor to replace one that died.

Motion: Mrs. Kolb made a motion to approve the purchase of a new computer and accessories, seconded by Mrs. Collins. Roll call vote, 4-1, Ouellette, aye, Kolb, aye, Collins, aye, Johnson, aye, and Fogg, nay. The computer is not for SAU staff.

Motion: Mrs. Kolb made a motion seconded by Mrs. Johnson to approve the purchase of back up batteries for the server, two batteries, \$167.33, \$334.64, plus Electric Smart UPS \$535.94, total \$870.58. Roll call vote, 4-1, Ouellette, aye, Kolb, aye, Collins, aye, Johnson, aye, and Fogg, nay.

In other comments, Mr. Fogg asked that items for discussion, such as the request to rollover vacation time discussed at last meeting, be placed on the agenda. He was confused at that discussion and thought they were rolling over vacation time to June 30. It wasn't until there was a request to do the

same for teachers that we were rolling things over to next year. He asked if it wasn't budgeted for, how do we cover those costs and protect the school board from off the cuff decisions. He asked that all requests be placed as agenda items. Mrs. D'Agostino added that there is no cost factor for the rollover of vacation time for unaffiliated staff – they have a contract to work 260 days and that is what is budgeted. She added that when Mr. Kearns asked if vacation time could be rolled over for teachers as well, she pointed out that would result in a cost factor for substitutes that would replace teachers when they are out.

Mr. Gregoire agreed this topic could have been placed on agenda. Some things, like the cost items, may not come to his attention in time for inclusion in the board packet.

Correspondence

The letter from Mr. Gregoire on behalf of the School Board to the Water Precinct was included in the meeting packet; board member had previously reviewed the letter, which expressed support for efforts to potentially dig water wells on the school's Rines Road property.

Nominations

Mr. Gregoire reported that one person who was offered a teaching position, Jessica Garneau, has rescinded. Another teacher, Samuel Fairfield, has been hired to replace Mr. Chris Soule in social studies.

Mrs. Collins asked why the board doesn't get more information about the nominees. She would like to see more information such as their education, experience, and resume. Mr. Gregoire will investigate what's been shared in the past, i.e., Intent to Hire cover sheet information.

Nonpublic Session

Motion: Mr. Fogg made a motion at 8:31 p.m. to enter nonpublic session under RSA 91-A:3 II c; he asked the board meet with just the secretary. Mr. Fogg said this was an issue that board members need to discuss first. Mr. Gregoire, who was not to be in attendance in the nonpublic portion of Zoom, transferred host duty to Mrs. Mulkern and non-board members were eliminated electronically from the meeting. Mr. Ouellette seconded the motion, all in favor, roll call, 4-0-1, Ouellette, aye, Fogg, aye, Kolb, aye, Johnson, aye, Collins, abstain.

Motion to come out of nonpublic: Mrs. Kolb made a motion to come out of nonpublic, seconded by Mr. Fogg, at 8:37 p.m. Roll call, 5-0, Ouellette, aye, Fogg, aye, Kolb, aye, Johnson, aye, Collins, aye.

Adjournment: A motion to adjourn was made, seconded and passed at 8:37 p.m., roll call vote, 5-0 all in favor.

Respectfully submitted:
Larissa Mulkern
Administrative Assistant