

Wakefield School Board  
Paul School Library  
Thursday, Feb. 20, 2020, 6 p.m.  
Minutes – Approved

**Present:** Chair Bob Ouellette, Tracey Kolb, Sandy Johnson, Jen McCawley, Relf Fogg; Director of Student Services Anne Kebler, Business Administrator Marie D’Agostino, Principal James Lampron, Assistant Principal Jenn Spector; Facilities Manager Joe Williams, Administrative Assistant Larissa Mulkern, ClearView TV: Jim Miller, and camera operator Cyrus Hidalgo.

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

**Public comment:** None

**Consent Agenda:** Mrs. Johnson made a motion, seconded by Mrs. Kolb, to accept the Consent Agenda (AP and Payroll manifests); Members voted 4-1 in favor with Mr. Fogg opposed.

**Meeting Minutes:** Mr. Fogg made a motion to approve the meeting minutes of February 4, with any amendments offered, seconded by Mrs. Kolb. A couple corrections were made. Members voted all in favor 5-0. Minutes – December 9, 2019, AREA Joint meeting minutes; members Ouellette and McCawley, who attended this AREA meeting, updated the rest of the board. Both members said they felt it was a positive meeting and said Spaulding school officials are doing an amazing job with improvements to the Tech Center and many programs. Members voted 2-0-3 to approve the minutes, with Mr. Fogg, Mrs. Johnson and Mrs. Kolb abstaining since they did not attend that meeting.

**Business Administrator’s Report/February Financial Report & Budget Update**

Mrs. D’Agostino reviewed the highlights of her reports: she has a draft of a renewal contract for Food Services with contractor Fresh Picks Café, LLC. Would the board like to continue with this provider; Mr. Lampron can speak to their performance at the school; there have been good results to date and they have worked with school officials to address any concerns. Mr. Lampron noted they have separated Kindergarten lunch from first and second grade, with beneficial results, but it adds to the amount of serving time. The first lunch now starts at 10:40 a.m. Mrs. D’Agostino pointed out this extension of time will make a difference in cost. Mr. Fogg asked if there is time for the board to review the contract prior to the next board meeting. Discussion ensued and it was agreed that Mrs. D’Agostino would provide a copy of the draft contract for the board’s review at next meeting.

During review of trust funds balances, and the Judy Nason Memorial Trust with a balance of \$9,858.25, Mr. Ouellette noted he would like to form a committee to investigate building a bridge from the parking lot to the SAU 101 building. He would like to move forward to see what it would cost to do that; maybe Jerry O’Connor could be part of that.

Mrs. Kebler asked Mrs. D’Agostino when she wants purchase orders to be closed out; Mrs. D’Agostino said an email was sent out yesterday [Feb. 19]. She said we are looking to have administrators and the Principal look at what open purchase orders can possibly be closed. There will be a budget status update in March.

## **Expenditure Requests**

Mrs. D'Agostino reviewed several expenditure requests, including:

- Upgraded camera for security system; asking for \$800 to go towards the security grant of \$49,000 that was already awarded. She explained the district must spend the money first, then submit the expenditure to the state for reimbursement. Mr. Williams explained the need and function of the camera upgrade.
  - Motion: Mr. Fogg made a motion, seconded by Mrs. Kolb, to approve the expenditure for up to \$900; members voted all in favor 5-0.
- Additional cost to upgrade security laptop to Windows 10; the additional costs associated with upgrade, which were previously unforeseen and were in part due to computer compatibility issues, require an expenditure of \$2,294, with Mainstay agreeing to pay anything over that. Discussion ensued.
  - Motion: Mr. Fogg made a motion, seconded by Mrs. Kolb, to approve expenditure of \$2,294; members voted 3-2 in favor, with Mr. Ouellette and Mrs. McCawley opposed.
- Maintenance supplies (paper towels, soap and sanitizer products), \$3,288.
  - Motion: Mr. Fogg made a motion, seconded by Mrs. McCawley, to approve the expenditure of up to \$3,288 for supplies. Members voted 5-0 in favor.
- Special Education, binders for students, \$52.92;
  - Motion: Mrs. Kolb made a motion seconded by Mrs. McCawley to approve this purchase for \$52.92. Members voted all in favor 5-0.
- Partner Program, four keys for four ABA tutors, \$24.50;
  - Motion: Mrs. McCawley made a motion seconded by Mrs. Kolb to approve this purchase for \$24.50. Members voted all in favor 5-0.
- Power adaptor and shipping, \$86.62;
  - Motion: Mrs. Kolb made a motion, seconded by Mr. Fogg, to approve this purchase for \$86.62. Members voted all in favor 5-0.
- Purchase from Food Service Fund: Members discussed with Mr. Williams and administration the need for and possible purchase of a new food grinder (disposal) and new stove.
  - Motion: Mr. Fogg made a motion, seconded by Mrs. Kolb, to approve the purchase of a new food grinder/disposal for \$3,100. Members voted all in favor 5-0.
  - Motion: Mr. Fogg made a motion to take the money for a new oven out of the Maintenance line, but later rescinded the motion. New motion was proposed and seconded by Mrs. McCawley to purchase a new stove for \$8,200. Members voted all in favor 5-0.

## **Student Services Report**

Mrs. Kebler reviewed her report and Grant Summary. The number of students in Special Education is steady with last month. Regarding Contracted Services, she said this area is a high percentage of the 1200 Line, Special Education. There are grant funds available to hire an organization to do a data dive to look at all their services; i.e. there may be a case where one student is getting two, 30-minute sessions of speech therapy but may only require one. She wants to do an evaluation of all contracted services to perhaps lower costs. This data dive would be paid 100 percent through a grant.

Regarding prior queries on what is being done with gifted students, Mrs. Kebler said the work done this year meets the need of all the students. For instance, the literacy consultant is teaching teachers how to progress monitor so if they see a student that is lagging, they catch it, and when they see student who is a high achiever, then they are finding programming for that student. She said that is how you approach students with exceptional skills – in the classroom, and by diving deeper into the content area for that

grade. Mrs. Kebler added that if you just jump a kid from algebra to geometry because they are ready for geometry, and so forth, at some point, they level out with nothing else to do in higher grades. Mrs. McCawley said you can take a student out of class to work on what is lagging, so why can't you take a kid out to help them excel. Mrs. Kebler added a grant they are working on now provides an infrastructure on tracking all students – even the most gifted students can have trauma; social emotional learning is a foundation of the curriculum. Mr. Lampron added when they work with the literacy and math consultants, they look to improve upon instruction and best practices. One thing they are looking at is assessing students and depending on levels, they can group, for example, three exceptional students together while regular students can work in a small group with a teacher. We want to differentiate so you are getting 'gifted and talented' education in your room, from your classroom teachers. Mrs. McCawley said this needs to be tracked as well as the kids that are on the other end of the spectrum. Mrs. Kebler said the grant we just wrote would purchase a platform, a monitoring and tracking system, that allows them to track *all* students. She has heard there is a lot of conversation out there regarding SEL [Social, Emotional Learning] and noted its value: your most gifted student in the building can have trauma and challenge – Social, Emotional Learning is a foundation.

**Motion:** Mrs. Johnson made a motion to continue the meeting beyond 8 p.m., seconded by Mrs. Kolb. Members voted 4-1 in favor with Mr. Fogg opposed.

Mrs. Johnson asked about becoming a whole school Title 1; it has a lot of good implications – the materials would be available to all classroom teachers whereas now its not. Mr. Fogg said school districts that receive all of that [Title 1 assistance] are the lowest achieving academically. His opinion is it's a 'skating' attitude that school districts that receive more help are lower achieving. Mrs. Kebler said firstly, going to a Title 1 all school is a lot of work. Qualifying for an all Title 1 School status is based on numbers of Free and Reduced Lunch recipients; it makes sense that if the school demographics are at the low end, it may show like that, she said. However, she added that if a school qualifies, the state is talking about creating a funding 'silo', so that funds are spent more efficiently.

### **Transportation Report**

On Mrs. Peaslee's behalf, Mrs. Kebler reviewed the Transportation Report, and an update on a non-injury bus accident on Wakefield Road whereby a motorist pulling out of a driveway struck the moving bus, which was only occupied by the driver at the time. Mrs. Kebler said Mrs. Peaslee did a great job addressing the accident and with communications. A Primex claim was started. Neither driver was injured.

### **Facilities Report**

Mr. Williams reported on the Water Precinct's plans to fix a major water leak from pipes underneath the school owned property on Rines Road. An estimated 25,000 gallons of water a day is leaking.

Mr. Williams discussed the upcoming Request for Proposals (RFP) on the Paul School replacement window project; the biggest concern is the tight lead time, eight to 10 weeks. The project will start the day after school closes. Mr. Williams described the timing, with the vote and the RFP going out. Public hearings would have to be held in April to expend the \$202,000 from the trust fund, with additional public hearings in July. He would like to have the companies come in to present directly to the School Board, then if possible, have the board make a decision to award the bid so he can call the contractors the next day. The board will review the RFP and discuss it at the next board meeting. [March 3].

### **Old Business**

- **Standards Alignment:** Mr. Lampron said educators were instructed at last board meeting to start immediately tweaking, or reworking what educators do from a curriculum standpoint to align it with the timing of the state assessment tests. He said a Leadership Team is now involved with reviewing curriculum. Team members will look to the state assessment tests to see what is lacking in the curriculum, then bring that information back to the whole leadership team to compare what is missing and add that to our current standards. For example, they may find that something was missing from a 3<sup>rd</sup> grade test because it was in our standards for 4<sup>th</sup> grade. Mr. Lampron and Mrs. Spector has been working on this collaboratively. At the end of this process, the leadership team will have these issues identified. The next phase is once we establish those holes, then communicate those holes to the grade level teams for them to either create lessons or unit plans to cover those areas that aren't covered on the test at that grade level. Mr. Fogg asked if there is a record or history of what materials currently being taught is to 'Common Core' standards or not. He said one teacher did not know they were not teaching to Common Core. Discussion continued. Mrs. Kolb added there is still the requirement (per RSAs) to meet minimum standards to provide an adequate education. Mrs. Spector said the curriculum they have built was not based on Common Core standards. What we're trying to do is provide all teachers with the current Wakefield standards.
- **AREA Agreement:** A copy of the current AREA Agreement with the Rochester School District was included in the package for information purposes; Mr. Ouellette said Superintendent Gregoire noted the contract is good for 10 years. The Milton School District recently presented to this board an invitation to send students from Wakefield to Milton.

#### Policies

- **Second Reading: EHAB – Data Governance & Security** [Mrs. Kolb added a notation to correct the date of the second reading on this and other policies to Feb. 20]. Motion: Mrs. Kolb made a motion to adopt policy EHAB, seconded by Mrs. Johnson. Members voted all in favor 5-0.
- **Second Reading: EHB – Data/Records Retention:** Motion: Mrs. Kolb made a motion to adopt policy EHAB, seconded by Mrs. Johnson. Members voted all in favor 5-0.
- **Second Reading: GBDC – Background Investigation and Criminal Records Check:** Motion: Mrs. Kolb made a motion to adopt policy EHAB, seconded by Mrs. Johnson. Members voted all in favor 5-0.
- **Second Reading/Revision: GBAA – Sexual Harassment – Employees/Staff:** Motion: Mrs. Kolb made a motion to adopt revised policy EHAB, seconded by Mrs. Johnson. Members voted all in favor 5-0.
- **First Reading/Revisions: JFACC – Tuition Expenses for Wakefield Residents.** No vote needed.

#### Other Business

- Mr. Lampron requested permission to spend a total of \$446.75 for athletic supplies, which puts the line over by \$120. Mr. Fogg made a motion to approve the request, seconded by Mrs. Kolb. Members voted all in favor 5-0.
- Mr. Lampron requested approval to spend \$87 for classroom supplies out of the Regular Education line. Mr. Fogg made a motion seconded by Mrs. Kolb to approve the expenditure of \$87 for supplies. Members voted all in favor 5-0.
- Mr. Lampron asked for approval to spend up to \$500 from Co-Curriculum After School Activities fund which has a little over \$1,000 in it. Mrs. Kolb made a motion to give Mr. Lampron the authority to spend as he sees fit for after school activities from the Co-Curriculum line, seconded by Mr. Ouellette. Members voted all in favor 5-0.

- Mr. Ouellette updated the board on the National History Day competition, which he and Mrs. Johnson judged earlier in the day. They reviewed 10 group projects, two individual projects and five papers. They praised the students and history teacher Chris Soule for a job well done.

**NON-PUBLIC:** Mrs. Kolb made a motion at 9:03 p.m., seconded by Mrs. McCawley, to enter nonpublic session under these provisions of RSA 91-A:3 II: 91-A:3, II (a): The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. 91-A3, II (b): The hiring of any person as a public employee. Members voted all in favor, roll call 5-0: Ouellette, aye, Kolb, aye, Johnson, aye, McCawley, aye, and Fogg, aye.

A roll call vote was taken to come out of nonpublic session. Members voted all in favor, roll call 5-0: Ouellette, aye, Kolb, aye, Johnson, aye, McCawley, aye, and Fogg, aye. Once out of nonpublic, a motion was made by Mrs. Kolb and seconded by Mrs. McCawley to renew Superintendent Jerry Gregoire's contract for one more year. Members voted 4-1 in favor with Mr. Fogg opposed.

**Adjournment:** Mrs. Kolb made a motion to adjourn, seconded by Mrs. McCawley, at 9:28 p.m. Members voted all in favor, 5-0.

Respectfully submitted:  
Larissa Mulkern  
Administrative Assistant