

Wakefield School Board Minutes

September 7, 2021

Held in the Paul School Library

Approved

BOARD MEMBERS		ADMINISTRATORS	
Bob Ouellette, Chair	✓	Pam Stiles, Superintendent	✓
Relf Fogg, Vice Chair	✓	Michael O'Neill, Business Administrator	✓
Mary Collins	✓	Anne Kebler, Special Ed/Coordinator	
Sheena Robbins	✓	Kristen White, Principal	✓
Caitlin Gelinas	✓	Chad Strout, Assistant Principal	

Audience: Julie Crowley and Mary Soares with Clearview TV.

Chairman Ouellette called the meeting to order at 6:00. Those present joined in the flag salute.

Presentations/Public Hearings

Mrs. Stiles presented the results and Wakefield's responses to a survey that was done in June by the DOE from Panorama. 143 districts participated. Wakefield received 22 responses from staff and 50 responses from parents. Wakefield's positive responses were lower than the states. Mr. Fogg asked about inviting Jamie Vollmer to a Board meeting. Mrs. Stiles went on to say that the school didn't respond well to Covid. The survey results indicated that there was a need for more parent training in Special Ed.

The results also showed there were a lot of things that needed to be worked on. Staff felt that they were not a priority and that they were not valued. Behavior is a problem. They need to work on communication and ask for opinions. They will be writing new standards and hope to have them done by the beginning of November. They have changed the teacher observation forms and they are now based on feedback. They do not want to go back to remote learning. The goal is to stay in school five days a week. There is now a Covid Advisory Team working on pre-planning just in case they require something more restrictive there will be plans in place. There will be staff collaboration and planning time. They will use the data from the survey and work on the problem areas. They expect that if this same survey is given next Spring there will be marked improvements.

Public Comment

None

Consent Agenda

Mr. O'Neill asked the Board if they still wish to approve the manifest in this manner (at a meeting) even though it's been signed off using DocuSign? The consensus of the Board was to continue to have it approved at a public meeting.

Mrs. Gelinas made a motion, seconded by Mrs. Collins, to approve the consent Agenda. (Vote 4-1)

Meeting Minutes

Mrs. Robbins made a motion, seconded by Mrs. Collins, to approve the public minutes of 8-17-21. (Vote 4-0-1)

HB 108

Mrs. Stiles said the HB 108 Bill doesn't go into effect until January.

Reports

Superintendents Report

Mrs. Stiles said it was a wonderful start to the school year! The majority of new staff were in attendance for the New, Staff Orientation. Strong participation at the Welcome Back night, the building looked beautiful and students and their families were all smiles.

2. The Professional Development Days were a mix of setting the tone and expectations for the year, having fun with team building, reviewing new practices, completing some of the required training, classroom prep, review of emergency procedures, a review of technology and highlights of the Staff Handbook. Dr. Cassie Yackley addressed the impact that trauma has on children and learning.

3. A great deal of time has been spent this week on developing procedures for leave requests, the payment of stipends, generating contracts and submitting time cards. New forms have been created, steps are being shared and revised with those involved and then shared with the staff. These processes should save time and increase accuracy.

4. Work has started on the budget. Mike and I will be meeting with the Budget Committee on September 14 to summarize last year's budget/revenues and share the vision for the upcoming year. The staff has been introduced to the new system for budgeting to make it easier and more time efficient.

5. A sub-committee of the Curriculum Committee will begin work on the K-B Literacy Curriculum on September 24. The goal is to have it completed by the beginning of November ready to present to you at the first November Board meeting. We will then work on the math curriculum.

6. All of the buses have received the Bus Inspection with minimal work required, a set of brakes, few tires, and rims. Immediately after Labor Day, a schedule will be created to get the State Inspections completed well before the end of the month. Thank you to DiPrizios for working with our schedule and to Kelley Bushman for shuffling buses back and forth in a timely manner. Good first run for the buses. Stops will be updated during the first week and a half and the final list will be posted on the website.

School Administration Report

Mrs. White wrote that on August 24th we welcomed our Paul School New Staff to join us for breakfast provided by the WEA and WPA. We took the morning to build relationships amongst

our staff and to ensure that we provided our new staff with the tools and resources they needed to have a successful start to the school year. We welcomed all staff back on August 25th with a beautiful breakfast provided by the Wakefield Inn. During our Professional Development Days, we took time to build our school community through team building activities, time for collaboration with team members, all hands-on deck approach to setting up learning spaces and had a wonderful presentation by Dr. Cassie Yackley "Serving Students in these Challenging Times".

Chad, Anne, Pam and I spent a lot of time this summer getting to know the needs of the school, staff, and community. We worked alongside the Paul School Leadership Team to update the Staff Binder. The binder steered much of our conversation during our professional development days. A special thank you to Cara McNevich and Mary Soares for their tireless efforts to ensure that the goals of the technology committee are being met and that our staff is supported in their technology needs to start the school year. Cara reviewed our Chromebook roll out and the expectations that students must have their computer agreement forms filled out before they receive their Chromebook.

On Monday August 30th we had our Back-to-School Barbeque, and it was a huge success. We served hamburgers, hotdogs, watermelon, salad, chips, cookies, and water to more than 425 people. The Highlight of the evening were happy families seeing their classrooms and meeting their teachers while also enjoying a community event by The Wildlife Encounters in the gym. We received a lot of feedback from staff, families and students that this event is what everyone needed, and their hopes are we can continue to have these community building events. A special thank you to Mary Collins, Deb Rosewolf, Gino Bernier, Michelle Bernier, Frank Gillespie, Joe Pamariello, Ken Nelson, Sharon Baldwin, Jeanne Baker, Mary and Doug Soares as well as members our PTA for all their hard work in setting up and serving food at our event.

Our custodial team of Joe, Gerry, Melissa, Ron and Lucas have done a fantastic job getting the school ready for opening day, no task was overlooked, no task was too big and they did it all with a smile on their faces and a dedication to our school community that is inspiring. They take pride in our school, and it shows every day when you walk throughout the building and when you interact with them. When you ask anything of them, they jump in to help.

Jen Hayward, our administrative assistant, has been the backbone to all the work we were able to complete over the summer. She greets everyone with a smile and positive attitude. She has worked tirelessly to support us in our transition to the Paul School, to support staff and families and to help get our school ready for a wonderful school year. The 2021-2022 school year began on Tuesday August 31st with staff lined up outside and, in the halls, to greet students and show them where their classrooms were. As I walked through the building and joined in on each classroom, I was impressed with both the students and our staff for taking time to foster positive relationships and build classroom communities that made everyone feel welcome.

Mr. Strout, Ms. Cook and I will spend the week working with the IA teachers in the middle school on team building activities. I was impressed with the group of students I worked with in Mrs. Leonardi's 8th grade classroom. They were strategic, worked together to problem solve

and cheered each other on in support of their goals. I look forward to seeing how these skills will continue to develop over the year.

Old Business

Covid Update

Mrs. Stiles said we've moved into a more restrictive environment. Students are in self-contained classrooms. They have lunch in their classrooms. Seventh and eighth grade students move through the hallway one class at a time.

Judy Nason Bridge

Mr. Fogg handed out detailed pictures of how the bridge would look and the materials that would be used for the bridge. He explained why some materials would be best to use. Mrs. Gelinas said we do have to keep in mind what our budget is for this project. The next is for Mr. Fogg and Mr. Ouellette to get on the agenda for a conceptual review with the Planning Board. Mr. Fogg feels that this would be about an \$18,000 project which would be \$7,000-\$8,000 more than what is in the Trust Fund. Mr. Fogg mentioned some ideas to get additional funding, donations, fundraising, signature bricks or a warrant article.

Mrs. Gelinas made a motion, seconded by Mrs. Robbins, to have Mr. Fogg bring the bridge to the Planning Board meeting when they can get it on the agenda, with Mr. Ouellette's help if needed. (Vote 5-0)

Timber Tax Agreement

Mrs. Gelinas wants to make sure there is something in the agreement that says if the timber tax is paid late than the forester will be liable for all fees and penalties. Mr. Fogg will see that this is written into the agreement along with a new due date of March 31st.

New Business

Staff Dress Code

Mrs. Gelinas said she doesn't understand why teachers can't wear jeans. She feels there are a lot of reason to allow them to wear jeans. She would like to allow all staff to wear jeans anytime as long as they are neat and clean with no holes. She said being a teacher for younger ages you're up and down on the floor. She said we are creating an outdoor classroom and teachers should be able to get down and dirty with the students. She doesn't see why they shouldn't be allowed. Mrs. White said she wears a dress every day and feels culture has changed as far as what is and isn't professional. She said the dress code already says in certain teaching assignments they are allowed to wear different attire. Mrs. Gelinas said children learn through play and you need to gain their trust. Mrs. Collins said it's always been a professional look and none of the staff dress where they are uncomfortable. She said it has been jeans on Friday and pay \$1 for the Sunshine Club. She feels the staff dresses appropriately for the occasion. Mrs. Gelinas said she doesn't know why we're not trusting our teachers to dress appropriately and allow them to move in their classrooms. This is not saying you have to wear jeans. Mrs. Collins said she does not think it's an issue at all. She has never heard a staff member say they want to wear jeans all the time. Mrs. Collins said the Board reviews and

approves the Teacher's Handbook every year and she hasn't seen it this year and the dress code is in that handbook. Mr. Fogg asked Mrs. Gelinas if she's proposing a change to that policy. Mr. Ouellette asked if we knew if teachers even wanted to wear jeans. Mrs. Gelinas thinks teachers should have that option and not wonder if they're going to be questioned because they are wearing jeans. She would like to allow all staff to wear jeans anytime as long as they are neat and clean with no holes. Mrs. Stiles said the policy says teachers are to dress business-casual. She said the school doesn't currently have a dress code policy. She will put this on the agenda for the policy committee who meet on the 15th. As the Principal, Mrs. White is bound by the dress code. Mrs. Gelinas asked Mrs. Stiles to poll the teachers.

Use of Facilities

Mr. Fogg said Glenn Cordelli, a state rep, is asking to use the Gym on September 15th at 3:00 for a Prenda presentation. Mrs. White said 3:00 pm is dismissal time and she has a staff meeting planned after that on that day. All requests for use of the multi-purpose room must go through the principal unless it's more than five days.

New Business

Policies

JLF Reporting Child Abuse 2nd reading

Mrs. Collins said they will be adopting the HNSBA policy JLF with no changes. They will be presenting JLF-R (procedures) at a later date. Staff needs to be made aware of these policies. The Policy Committee will meet the third Wednesday of the month at 7:15 am.

Mr. Fogg made a motion, seconded by Mrs. Gelinas, to approve policy JLF. (Vote 5-0)

Subcommittee Updates

Mrs. Stiles said they had a Transportation Subcommittee meeting and they are having a difficult time with the times of the high school buses which causes two busses of children getting to Paul School at 8:30. She would like to keep the routes the same time but move the change of the school day to 8:40 and it would end at 3:10. That way children will have time for breakfast. She is working with the high school for earlier drop off in the morning and an earlier exit time from the high school. She asked the Board if she could pursue this option. They all said yes. This does not impact the teachers or paras as their CBA does not specify start and end times. There are two drivers in training now. One who wants to drive a big bus and one that's interested in driving a small bus. She talked to someone today who is interested in getting his CDL endorsement for school bus who will be a sub.

Other Business

Mrs. Stiles and Mr. Ouellette have received intents to negotiate from both unions. She will set up initial meeting times with the unions and the Board negotiators to get the process started.

Public Comment

Mr. Fogg, asking for a member of the public, if zoom meetings will return. Mrs. Stiles said we are not under executive order so all meetings will be in person.

Resignations/Hires/Nominations

Mrs. Collins asked to have the employment sheets back in the packet. Mrs. Stiles said they got missed as they were short staffed last week. Mrs. Collins asked for a list of all staff and their positions. Mrs. Stiles said it was on the website. Mrs. Stiles said she would get that list to her.

Mr. Fogg made a motion, seconded by Mrs. Collins, to accept the resignation of Mr. Strout with regret. (Vote 5-0)

Mrs. Robbins made a motion, seconded by Mr. Fogg, to approve the new hire Carol Ann Mallette-Tonken for 7th grade Language Arts. (Vote 5-0)

Other Business

The Board continued the current hiring practice, giving the Superintendent the authority to hire personnel prior to Board approval. Mr. Fogg asked if we are still overidentifying Special Ed as we are now at twenty-five percent of the school population and thus need new staff? Mrs. Stiles said the list is for replacements. She said Mrs. Kebler and she have started a discussion about special ed. They are looking at IEP's, the referral process and how they identify. Mr. Ouellette said the Assistant Principal's last day is September 24th.

Non Public Session

Mrs. Gelinas made a motion, seconded by Mrs. Collins, to enter non public session at 7:47 under RSA 91-A 3:II (c) Roll Call: Ouellette aye, Collins aye, Fogg aye, Gelinas aye, Robbins aye (Vote 5-0)

The Board returned to Public Session at 8:05 . During non public the Board approved the sealed minutes of 8-17-21 and they discussed the Assistant Principal position candidates.

Adjournment

Mrs. Collins made a motion, seconded by Mr. Fogg, to adjourn the meeting at 8:05. (Vote 5-0)

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary

