



# Wakefield School Board Public Minutes

May 3, 2022

Held in the Paul School Library

Approved

BOARD MEMBERS		ADMINISTRATORS	
Mary Collins, Chair	✓	Anne Kebler, Assistant Superintendent	✓
Sheena Robbins, Vice Chair	✓	Michael O'Neill, Financial Manager	
Caitlin Gelinas	✓	Kristen White, Principal	✓
Brennan Peaslee	✓		
Sandrea Taliaferro	✓		

Relf Fogg, Meghan Decolfmacker and Mary Soares from Clearview Community TV

Mrs. Collins opened the meeting at 6:05 with the flag salute.

## **Presentations**

Mr. Williams said they had four bids for flooring that the bidders will be presenting tonight.

FJ Roberts Sports Surface Inc.           \$129,900

Carl's & Son Flooring:                   \$108,595

Dynamic Sports Construction           \$138,579

Total Construction Solutions           \$141,874

After listening to the presentations and asking questions, the Board chose Nora Flooring from Carl's & Son Flooring which has been the flooring of choice for some time. Mr. William will make the color choices and bring them to the Board to see what they think. He said they are the colors that have been talked about since the beginning. He recommended the Nora flooring for longevity as this is a multi-purpose room.

**Mrs. Gelinas made a motion, seconded by Mrs. Peaslee, to approve Carl's & Son Flooring for Nora Flooring (Vote 5-0)**

## **Public Comments**

Mr. Fogg felt he was misunderstood in the minutes. He doesn't believe he said we had 11-16 bus drivers employed. He believes one year we had up to 15 drivers that were named in the School District Report. He said the proposal looks like the Board is headed back to a bus administrator. He hasn't received co-coordinator job descriptions. He listed problems he felt were wrong with the proposal. He is requesting an answer at the next meeting what line the money will come from for the proposal.

## **Consent Agenda**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins, to approve the Consent Agenda. (Vote 5-0)**

## **Meeting Minutes**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins, to approve the 4-19-22 nonpublic minutes. Roll call: (Vote 5-0)**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins, to approve the 4-19-22 public minutes with corrections. (Vote 5-0)**

## **Reports**

### **Assistant Superintendents Report**

1. Update on the Area Agreement Joint Board meeting: The Wakefield board had a number of agenda items which were put on the April 18th Area Agreement Joint Board agenda. With regard to calendar alignment, it was discussed that Rochester has three different vocational centers they work with and therefore, their calendar has to coordinate with these districts. It is the reason that the Rochester calendar does not align with all New Hampshire Schools. Because our high school students go to Spaulding, we will need to continue to follow Rochester's calendar. Assistant Superintendent MacDonald suggested that the Wakefield Superintendent attend the Southeasters Superintendent regional monthly meetings, as this is where much of this type of decision making is considered in order to coordinate with districts in the region. The calendar topic was discussed in December and the Rochester calendar was determined shortly after this meeting in December. Assistant Superintendent Kebler discussed the desire for the Wakefield School Calendar to align with Rochester's calendar with regard to professional development days and early release days. The purpose of this is to work together to coordinate training and discussions around middle school curriculum and expectations, so that Wakefield students are well prepared for their transition to Spaulding as 9th graders.

Also on the agenda was a request to see how Wakefield High School Students do in comparison to Spaulding High School Students. I have attached the graph they shared with us, both looking at overall academics, and a separate graph showing the achievement of math for our students compared to Spaulding students. The Wakefield School Board requested to look at the Covid Plan for Rochester to compare to ours. Rochester's plan is directly from New Hampshire Public Health Services and was updated on January 7, 2022. There is very little difference in our Covid Plan than Rochester's with only one exception, Rochester does require masks upon reentry to school nor do they not if a child is wearing a mask when they return to school after quarantining. When asked if they have any other restrictions the Assistant was quoted as saying " Everything is a go....

2. " Welcome to Handshake: I became aware of an online career management system offered from many colleges for free for students to research jobs in their field. I became a member in the system and have an online ability to post to many schools. The schools I chose to be associated with are within the New England region, and those schools that have education as a major. My hope is that it is just one more opportunity to get the word out that we are hiring. We continue to advertise, but unfortunately are getting a limited number of applications. Those applicants that have applied and are being brought forward to the board are very exciting candidates, and I look forward to the opportunity to watch our middle school grow and become the leaders of our school community.

3. The Superintendent Search Committee will be interviewing 3 candidates on Monday, May 2nd for a superintendent for next year. It is the hope that a decision will be made at the May 3rd board meeting.

4. The SAU is busy preparing contracts for teachers and support staff for our 2022 - 2023 school year and getting ready to enter to year end tasks. We are all excited for warm weather and summer activities to begin. It seems to have been a bit of a long and dreary spring. Hopefully May will bring flowers out and nice green lawns to play on

Mrs. Kebler told the Board she had received the link for Handshake, an online career development link that students have access to, and employers can join from Mrs. Taliaferro. She joined and selected sixteen or seventeen colleges in our region that offer teacher education. She has entered all the teacher posting and time will tell if we get any applicants.

Two Superintendent candidates dropped out, so the committee interviewed two to be brought forward for the Board to interview.

Mrs. Robbins explained the graft saying there were comparisons to all subjects and also those specific to math and looking at the grafts from 2018 until now our students are aligning with Rochester students. Overall, we are on par with Rochester students.

#### School Administrators Report

Throughout the month of April classrooms held Spelling Bees. The top two spellers invited to participate in a grade level Spelling Bee on April 20th. The event was facilitated by Ms. Kate Kelley and our judges were Mrs. Diana Pettis and Ms. Julie Crowley. we appreciate everyone's help in making this event a success.

On April 5th, members of the Spaulding High School musical Descendants performed two preview performances for students PreK- grade 8. Several of the performers were alumni of the Paul School. It was a wonderful performance, and our students were excited to all be together for the first time this year.

On April 13th, we had members of the Spaulding class of 2022, who had attended the Paul School, complete their Community Day activities here at the Paul School. These students represented the strong values of our school community, they were helpful, kind and were willing to do whatever we needed them to do. We look forward to making this a new tradition for our students in the years to come.

T.I.G.E.R- Theatre Integrating Guidance, Education and Responsibility On April 13th TIGER performed "A Brand-New Day" for our students in K-5. TIGER is a professional theatre company from Plymouth State University designed to help children, schools, parents, and communities deal proactively and positively with social issues and concerns facing children in schools today. "A Brand-New Day" featured an original interactive musical production on the topic of resilience and standing up for themselves. and others. At the end of the performance the students had an opportunity ask questions to answer and about the performance.

On community Day - Earth Day - on April 22nd, students and staff participated in an Earth Day themed school community day. Some classes cleaned up nearby areas around town and some classes cleaned by the pond and tennis courts in Forest Hills. classes created cleaned out the planter boxes and planted new flowers behind the school. students also created Earth Day themed crafts and watched videos about the environment.

A Scholastic Book Fair took place in the Paul School Library the week of April 11th-15th. A special thank you to Cara McNevich for all of her hard work to make this event was a success. We look forward to hearing students share their love of reading with us!

Each year students in grades 3 through 8 participate in the New Hampshire Statewide Assessment System (NH SAS), taking tests in Reading/English Language Arts, and Mathematics. Grades 5 and 8 also take a State Science test. Each test is 50 minutes and is administered electronically. Students who have the most significant cognitive disabilities are eligible to take the Dynamic Learning Maps (DLM) Assessment, as designed in their individualized education program (IEP).

Testing schedules will be distributed in May A letter outlining this information will be sent out once we have finalized the schedule.

Along with student work, classroom assignments, projects, essays, and local assessments, state assessment results serve as one tool for measuring the degree to which students are on track for entering High School; results are also used to inform future instruction in the classroom. Parents may access training tests for NH SAS by going to the portal at <https://nh.portal.airast.org/training-tests.stml>.

Student results are generally available within 10 days upon the student completing the test possible after send a student's individual Score Report home as soon as receiving results and

DLM scores will be released to Districts in early July. Schools will then send them home to each family the individual score Report for each student who took the DLM assessment as soon as possible upon receiving the results.

Families are able to exempt their students from this year's state assessment (permitted RSA 193-c:6) If one chooses to exempt the students from the assessment, no scores or individual student performance, based on the statewide will be provided to the family.

Outdoor Classroom - with the warmer weather on the way Aaron Nason's 4th grade class cleaned the outdoor classroom behind the school. The outdoor classroom will feature places to sit and a cabinet with supplies such as clipboards for students to use. It is set up behind beside the stream flowing behind the school. Teachers use the spreadsheet time to use to sign out a time to use classroom for learning outside.

Mrs. Collins congratulated the Spelling Bee winners and acknowledged Mrs. McNevich hard work with the Book Fair.

It is Teacher Appreciation Week and Mrs. Collins said the Board wishes to express their appreciation for the Paul School staff and employees. She said their appreciation is not confined to just this week but throughout the year. Kindergarten graduation will take place at Turntable Park.

Mrs. Robbins acknowledged the ‘back to normalcy’ and the hard exhausting work the principal and staff have put in during the difficult times. The Board members concurred. Mrs. Taliaferro mentioned that there used to be a scrolling video on the TV as you come into the building.

### Finance Report

Mrs. Kebler presented the monthly expenditure report. Because some grants were cleaned up the bottom line is less than the last report. Mrs. Peaslee asked about the penalty fees to NHRS. Mrs. Kebler said they received one letter that waived the first month's fees and haven't received anything else. She said they did find that there was an over payment that they are working on. They are making sure the credit is applied to the amount owed. Mrs. Peaslee asked if there was interest added to the fees. Mrs. Kebler will find that out. She said the over payment is about \$70,000 and they want to wait until that is taken care of first.

### Old Business

#### Dumpster

Mrs. Stiles does believe that the dumpster is Covid related because of the way they had to serve lunches. The cost will be covered this year and next year under the grant. The following year it would have to be in the operating budget if needed.

#### Q&A

Recommendations for new Covid criteria on next agenda. Also, will there be any requirement to have an opening plan. Mrs. Kebler said prior to the next agenda she will get the Covid Response Team together.

There is currently \$172,268.69 in the Transportation Trust Fund for a new bus. Leadership team recommendations for playing on the playground. Mrs. White said they would have a Leadership Team meeting in the next week. Mrs. Robbins would like from the Leadership team a solution to utilizing at least the playground during certain seasons.

The Board members felt that this follow up should be an agenda item at every meeting.

#### Rines Road Tree Cutting

Mrs. Collins said the Rines Road land is beautiful. Mr. Williams showed and described a video of the property that he and Mrs. Collins walked along with Max Gearing who did the video. Mr. Williams said the logger who has been doing the work has done a real nice job. It has not been clear cut. It is 75-80% done. He still needs to finish and do some clean up. There are groves of trees throughout the property. Mr. Williams agreed that it was a beautiful piece of land.

Mr. Kasprzyk will meet with Mrs. Collins and Mrs. Kebler on Friday. The Water Precinct already has permission to drill test pits.

**Mrs. Gelinas made a motion, seconded by Mrs. Peaslee for Mrs. Collins to meet with Mr. Kasprzyk on Friday. (Vote 5-0)**

### New Business

#### Transportation Proposal

Mrs. Kebler said the Mechanical part of the audit was done today with Trooper Hildreth and Mr. Tim Eldridge. She said all the buses on the lot are running well. The driver files will be reviewed on Monday. She thanked Mr. Eldridge for his expertise and Mr. Eldridge believes the files are in good shape and he feels good about the audit overall. Mr. Stiles and Mrs. Kebler worked on the

following proposal. She has spent an enormous amount of time on transportation. She listed the items she has had to deal with on a daily basis. She is proposing that the Board hire a Transportation Coordinator:

Transportation Issues

- A. Co-Leader positions did not work out
- B. Unanticipated mechanical issues: i.e.: transmission failure in new bus
- C. Illness
- D. Management of Staff
- E. Structure of routes (route changes throughout the school year)

Solutions

- A. Hire Transportation Coordinator
  - 1. Allows for better communication with repair shops
  - 2. Proactive with inspections and general maintenance of busses
  - 3. Knowledgeable with all aspects of Pupil Transportation
  - 4. Management of required state documents and procedures
  - 5. Developing procedures and routes which are non-negotiable

Transportation Coordinator Job expectations

- A. Duties would include:
  - Managing drivers
  - Maintaining driver qualification files
  - Maintaining vehicle maintenance files
  - Creating/Coordinating bus routes
  - Being a direct line of communication of drivers and administrators
  - Coordinating training for drivers
  - Driving as substitute driver when needed

- B. Salary: \$28,640.07/up to 20 hours a week (Mr. Eldredge will keep careful track of his hours)

Mrs. Stiles said she did budget for this for next year in the regular transportation salary line. Mr. Eldridge was Transportation Director for SAU 64 so is very familiar with Wakefield.

**Mrs. Gelinas made a motion, seconded by Mrs. Collins to approve the Transportation Coordinator Proposal. (Vote 3-2)** Mr. Eldridge will also get health insurance, yellow plan, family. Mrs. Taliaferro asked what's the difference in cost between the yellow and green family plan. Mrs. Kebler will bring that number back. Mrs. Collins explained that transportation has involved all SAU employees and it has been too much for that office to handle. Mrs. Peaslee said the only way to fix that situation is to get a new lead driver who can start from scratch, a manager or subcontract. She said this one is probably the most cost effective. She said you can put out a proposal for a manager or for a subcontractor to see what that would cost.

**Committee Reports**

**4-19-22 Facilities minutes**

Mrs. Collins asked if the company installing the new playground equipment. Mr. Williams answered yes. Inspections for the playground is required every year by the state.

### **Nominations/Resignations**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins to accept the list of Support Staff for 2022-2023. (Vote 5-0)**

Mrs. Kebler expects to hire six more support staff and she said we have seven ABA Tutors for the Partner Program and three students that require ABA support that are in a less restrictive environment. One student is graduating. All are in the classrooms. She expects four ABA Tutors to resign by the end of the year that will need to be replaced. The nine ABA Tutors stay with their student in the classroom all day long.

**Mrs. Gelinas made a motion, seconded by Mrs. Collins to approve the nomination of Aaron Nason to the position of 7/8/grade science teacher for 2022-2023. (Vote 5-0)**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins to approve the nomination of Alexander Gillikin to the position of Middle School ELA teacher for 2022-2023 (Vote 5-0)**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins to approve the resignation of Dianna Pettis with regret (Vote 3-2)**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins to approve the resignation of Christopher Gallant with regret (Vote 5-0)**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins to approve the resignation of Rebecca Libby with regret (Vote 3-2)**

### **Correspondence**

None

### **Non-Public**

**Mrs. Collins made a motion, seconded by Mrs. Gelinas, to go into nonpublic under 91-A 3:11 (c) at 9:10 Roll call: Gelinas aye, Collins aye, Robbins aye, Peaslee aye, Taliaferro aye (Vote 5-0)**

**Mrs. Gelinas made a motion, seconded by Mrs. Collins to seal the nonpublic minutes (Vote 5-0)**

### **Adjournment**

**Mrs. Collins made a motion, seconded by Mrs. Peaslee, to adjourn the meeting at 10:10 (Vote 5-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath  
School Board Secretary