



Wakefield School Board Minutes

September 28, 2021

Held in the Paul School Library

Approved

BOARD MEMBERS		ADMINISTRATORS	
Bob Ouellette, Chair	✓	Pam Stiles, Superintendent	✓
Relf Fogg, Vice Chair	✓	Michael O'Neill, Financial Manager	✓
Mary Collins	✓	Anne Kebler, Special Ed/Coordinator	
Sheena Robbins	✓	Kristen White, Principal	✓
Caitlin Gelas	✓	Tracy Bemis, Assistant Principal	

Audience: Mary Soares with Clearview TV.

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

Public Comment

None

Consent Agenda

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

Meeting Minutes

Mr. Fogg made a motion, seconded by Mrs. Robbins, to approve the non public minutes of 9-7-21 with any amendments offered. (Vote 5-0)

Mr. Fogg made a motion, seconded by Mrs. Robbins, to approve the public minutes of 9-7-21 with any amendments offered. (Vote 5-0)

Mr. Fogg made a motion, seconded by Mrs. Robbins, to approve the public minutes of 9-14-21 with any amendments offered. (Vote 5-0)

Reports

Special Education Report

Mrs. Stiles said Mrs. Kebler's report is in the Boards packet. She said they have a new student support team being formed which will be part of the RTI process.

Mrs. Collins asked how are we on staff? Mrs. Stiles replied that we are still short for Paras. They just added two more substitutes to their active list and are waiting for two more who will be in the school soon.

Financial Manager's Report

Mr. O'Neill said he did not have a formal report . He is working on the end of the year report and that has been his major focus. He will then be working on grants expenses. He will have an expenditure report next month.

Budget Committee Report

Mrs. Stiles included in the packet the presentation that she made to the Budget Committee

Transportation Directors Report

Mrs. Stiles said a driver has left. She had a conversation with Spaulding High School and they were looking at changing the dismissal time to a later time. She explained that major impact that would have on Wakefield coordinating the Elementary bus runs. The principal agreed to dismiss the Wakefield students at the present 2:05 time. She said there are two people working with SLC in training and they hope to have them practice training here by the end of the week. Having seven drivers will be very helpful. The outdoor classroom is still a work in progress.

Facilities Manager's Report

The baseball field upgrade is being discussed. The doors will be done mid-October. They are waiting for a quote from GameTime for the playground. The small playground has been removed. Mr. Fogg said the Facilities Committee met earlier today and Mr. Williams is requesting a waiver of policy DJE Bidding Requirements, because this wiring job is a specialized area.

The provider who was to do the assessment for the wiring infrastructure said for the same money he can do the upgrade. The Board has already approved the money for the assessment. This would simply be a change of scope of work paid for by ESSER Funds.

Mrs. Gelinis made a motion, seconded by Mrs. Collins, to waive policy DJE to have the wiring infrastructure fixed. This waiver pertains to this project only. (Vote 5-0)

Subcommittee Updates

Facilities/CIP

Discussed were bathroom renovations, Taylor Way (the bus lanes) and sidewalks being paved, small playground and relocation (covered by ESSER Funds), buses, (The committee feels that one bus for \$100,000 would be sufficient for next year instead of two). A new field irrigation well as the old one is no longer useable was also discussed. The cost and location will be forthcoming. Mr. Williams put in a price of \$30,000 on the CIP to make sure all costs are covered for the well.

Old Business

Timber Tax

Mr. Fogg amended the agreement as per the Board request and initialed it. The due date was clarified plus the timber tax and any fees that would possibly be assessed will be the responsibility of Mr. Winn.

Mr. Fogg made a motion, seconded by Mrs. Gelinis, to have the Chair and Mrs. Collins sign the agreement and he will return it to Mr. Winn tomorrow. (Vote 5-0)

Judy Nason Bridge

Mrs. Stiles will take care of getting an engineer to take a look at the bridge design for a structural analysis. Mrs. Robbins questioned moving forward with this project when the needed funds aren't available. Mr. O'Neill said the project can't go out to bid without an engineer looking at it so it can go out with certain specifications. Mr. Fogg suggested outreach for more donations or a Warrant Article.

Mrs. Gelinas made a motion, seconded by Mr. Fogg, to have Mrs. Stiles contact an engineer to check out the plans in order to move forward to the next step. (Vote 5-0)

Mrs. Robbins asked about putting together a committee to work on outreach or maybe a simpler design? Mr. Fogg said if an engineer thinks the bridge is way over built, he will tell us that. Mrs. Robbins asked Mrs. Stiles to present that question to the engineer.

New Business

Covid Update

Mrs. Stiles said, we are back to optional masks. There have been five cases with two of them being today. The numbers are staying pretty level so she doesn't believe they should go back to mandatory masks right now. At-home tests are now available for students and staff at no cost. They are being paid for by grant funds. She described the contents and instructions within the test kit. This is a PCR test not a Rapid Test. This can be used on children as young as five years old. Paul School is the first in New Hampshire to be using these. Several districts have called her to inquire about these tests. The company does all the testing in the schools in Vermont and New York as well. This is approved by the CDC.

New Business

Student Handbook/Staff Handbook

Mrs. Stiles learned that the handbooks had not been approved last spring. They are included in the packets and they will be bringing next year's handbooks to the Board for approval in the spring prior to release. The Board will be approving (after the fact) this year's handbooks at their next meeting. Mrs. Gelinas was concerned with the "safe word" being out in the community. She asked about practicing a lockdown only twice a year. Mrs. White said that individual classrooms practice lockdown and schoolwide are twice a year.

Assistant Principal Position

Mrs. Stiles explained the process for the Assistant Principals search. There were a limited number who applied. She will bring forward a name later in the meeting.

Policies

GBEBA Staff Dress Code 1st reading

The Committee revised the writing to make it easier for the principal to address any issues. 'Shorts allowed' were added. No tank tops were eliminated and safe shoes were added. Mrs. Gelinas wanted to keep the word "blue" (jeans) in the policy. The Board agreed to do that.

IJK Supplemental Materials 1st reading

The Committee is using the NHSBA policy. They changed the verbiage to fit the Paul School in regard to videos and movies.

IJK-R Supplemental Materials Resource 1st reading

This is the Parental Form required for students to watch pg13 movies

Other Business

There is a new evaluation form for the paras and if the para union has time to approve it Mrs. Stiles will bring it to the Board at the next meeting. This was a process agreed to last year during negotiations.

Public Comment Mr. Soares asked the Board to reconsider the policy on movies and include R rated movies specific to education like the Patriot. Mrs. Collins said that a specific case would be between the teacher and principal. The policy can be revisited at the next meeting.

Resignations/Hires/Nominations

Mrs. Robbins made a motion, seconded by Mrs. Collins, to approve Jennifer Palmatier as the new hire for 7th grade math teacher. (Vote 5-0)

Mr. Ouellette made a motion, seconded by Mrs. Gelinas, to approve Tracy Bemis as the new hire for Assistant Principal. (Vote 4-1)

There was some discussion about the selection process and bringing candidates to the Board for introductions prior to hiring.

Correspondence

NHSBA Delegate Assembly

Mrs. Stiles told the Board that the information for the Delegate Assembly was in the packets and said any Board member could choose to attend.

Mr. Ouellette reopened Public Comment for a question from Stephanie Stewart on the live Clearview feed. She asked why there isn't any contact tracing on buses. Mrs. Stiles replied that we are. Mrs. Colbath said that according to the Code of Administrative Rules the Board hires the Superintendent and the Superintendent hires the administrators

Non Public Session

Mrs. Gelinas made a motion, seconded by Mrs. Collins, to enter non public session at 7:30 under RSA 91-A 3:11 (a) and (c) Roll Call: Ouellette aye, Collins aye, Fogg aye, Gelinas aye, Robbins aye (Vote 5-0)

Mrs. Collins made a motion, seconded by Mr. Fogg, to leave non public session at 8:05. Roll Call: Ouellette aye, Collins aye, Fogg aye, Gelinas aye, Robbins aye (Vote 5-0)

Adjournment

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

Non Meeting RSA 91-A:2,1 (a)

The non-meeting ended at 8:46

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary