

**School Administration Unit #101
Wakefield School District Board
Meeting:**

Paul School Library

60 Taylor way, Sanbornville, NH

**Date: Tuesday, January 18, 2022, at
6:00pm**

Facilities Committee Meeting

Tuesday, January 18, 2022: 5:15 PM

1. **CALL TO ORDER** - Chair, followed by **FLAG SALUTE**
2. **PUBLIC COMMENTS**: Public's opportunity to speak to items on the agenda.
3. **CONSENT AGENDA**
 - a. AP Manifest- Batch # 35513, \$141,647.50 (PandaDoc); Batch # 35515, \$434.27 (PandaDoc); Batch #, 35518, \$4,324.23 (PandaDoc); Batch # 35559, \$131.28 (PandaDoc); Batch # 35557, \$140,637.29 (PandaDoc)
 - b. Payroll Manifest- Batch # 35516, \$195,272.86 (PandaDoc); Batch # 35546, \$129.60 (PandaDoc); Batch # 35552, \$181,615.27 (PandaDoc)
 - c. January Enrollment
4. **MEETING MINUTES**
 - a. 1.4.2022 Public Minutes (draft)
 - b. 1.4.2022 Non-Public Sealed Minutes (draft - Priscilla)
5. **CORRESPONDENCE**
6. **NEW BUSINESS**
 - a. Director of Special Education
 - b. SAU Administrator
 - c. Superintendent Services
 - d. Chair Statement
 - e. Board Member Conduct
 - f. Board Member Statements – Sheena and Caitlin
 - g. Policy Statement - Mary
 - h. Annual Report Cover
7. **OLD BUSINESS**
 - a. Covid Updated: NHDHHS/Paul School Plan
 - b. Policy JFACC – Tuition Expenses (Mary C.)
 - c. Deliberative Session Preparation
8. **POLICIES**
9. **OTHER BUSINESS**
10. **NOMINATIONS/HIRES/RESIGNATIONS**
11. **NON-PUBLIC**: RSA 91-A:3 II, if required.
12. **ADJOURNMENT:** _____ **PM**

Upcoming: The next Wakefield School Board meeting will be held Tuesday, February 1, 2022

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Statutory Reasons cited as foundation for the Nonpublic Sessions.

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-A:3, II (b): The hiring of any person as a public employee.

91-A:3, II (c): Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

91-A:3, II (d): Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are averse to those of the general community.

91-A:3, II, (e): Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.

91-A:3, II (i): Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

91-A:3, II (j): Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.

91-A:3, II (k): Consideration by a school board of entering into a student or pupil tuition contract authorized by RSA 194 or RSA 195-A, which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general public or the school district that is considering a contract, including any meeting between the school boards, or committees thereof, involved in the negotiations.

91-A:3, II (1): Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report# 54624

Check Batch: 35513
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch#	Check#	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
35513	20754	12/23/2021	310	AMAZON.COM	0.00	560.87
	20755	12/23/2021	9487	BINX HEALTH, INC	0.00	9,000.00
	20756	12/23/2021	9436	CARA MCNEVICH	0.00	99.00
	20757	12/23/2021	913	CONWAY OFFICE TECHNOLOGY GROUP	0.00	42.40
	20758	12/23/2021	9504	COOK, LORI	0.00	187.36
	20759	12/23/2021	378	EASTER SEALS NEW HAMPSHIRE	0.00	16,580.10
	20760	12/23/2021	9088	ELDRIDGE TRANSPORTATION SERVICE	0.00	4,812.16
	20761	12/23/2021	585	HEALTH TRUST	0.00	5,449.11
	20762	12/23/2021	8927	IRVING ENERGY-PROPANE	0.00	1,929.67
	20763	12/23/2021	9191	LUIS TORRES	0.00	439.04
	20764	12/23/2021	9095	MAINSTAY TECHNOLOGIES	0.00	1,355.00
	20765	12/23/2021	75	MAYRAND COMPUTER SERVICES	0.00	765.00
	20766	12/23/2021	1366	NEW ENGLAND CENTER FOR CHILDREN	0.00	4,110.00
	20767	12/23/2021	596	NH SCHOOL HEALTH CARE COALITION	0.00	79,970.00
	20768	12/23/2021	9290	PAGE STREET LEASING, LLC	0.00	75.00
	20769	12/23/2021	9374	PAMELA STILES	0.00	144.00
	20770	12/23/2021	658	PORTSMOUTH SCHOOL DEPARTMENT	0.00	12,231.25
	20771	12/23/2021	1334	SCHOLASTIC, INC.	0.00	163.63
	20772	12/23/2021	1119	STAPLES CREDIT PLAN	0.00	3,584.97
	20773	12/23/2021	9467	WHITE, KRISTEN	0.00	148.94
Totals:						\$141,647.50

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WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Batch #	Check#	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

Bob Ouellette
Robert Ouellette, School Board Chairperson

Relf Fogg, School Board Vice Chairperson

Mary Collins
Mary Collins, School Board Member

Sheena Robbins
Sheena Robbins, School Board Member

Caitlin Gelinas
Caitlin Gelinas, School Board Member

Pamela Stiles
Pamela Stiles, Superintendent

5

20 Checks Listed.

WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Report # 54627

Check Batch: 35515
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
35515	90138	12/15/2021	1706	TIME WARNER CABLE	0.00	434.27
Totals:					0.00	\$434.27

WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT
APPROVALS

Bob Ouellette

 Robert Ouellette, School Board Chairperson

Relf Fogg, School Board Vice Chairperson

Mary Collins

 Mary Collins, School Board Member

Sheena Robbins

 Sheena Robbins, School Board Member

Caitlin Gelinas

 Caitlin Gelinas, School Board Member

Paulela Stiles

 Pamela Stiles, Superintendent

5

WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Report# 54639

Check Batch: 35518
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check#	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
35518	90139	12/24/2021	669	EVERSOURCE	0.00	4,324.23
Totals:					0.00	\$4,324.23

WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT
APPROVALS

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Bob Ouellette

 Robert Ouelle tte, School Board Chairperson

RelfFogg, School Board Vice Chairperson

Mary Collins

 Mary Collins, School Board Member

Sheena Robbins

 Sheena Robbins, School Board Member

Caitlin Gelinias

 Caitlin Gelinias, School Board Member

Pamela Stiles

 Pamela Stiles, Superintendent

WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Report # 54817

Check Batch: 35559
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
35559	90140	01/10/2022	958	CONSOLIDATED COMMUNICATIONS	0.00	131.28
Totals:					0.00	\$131.28

WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT
APPROVALS

Bob Ouellette
 Robert Ouellette, School Board Chairperson

 Relf Fogg, School Board Vice Chairperson

Mary Collins
 Mary Collins, School Board Member

 Sheena Robbins, School Board Member

Caitlin Gelinas
 Caitlin Gelinas, School Board Member

Pamela Stiles
 Pamela Stiles, Superintendent

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Check Batch: 35557
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch#	Check#	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
35557	20774	01/11/2022	2957	BENEFIT STRATEGIES, LLC	0.00	1,101.39
	20775	01/11/2022	9487	BINX HEALTH, INC	0.00	1,120.00
	20776	01/11/2022	2308	BOSTON MUTUAL LIFE INSURANCE CO.	0.00	511.32
	20777	01/11/2022	288	BUREAU OF EDUCATION & RESEARCH	0.00	279.00
	20778	01/11/2022	1190	CLEAN-0-RAMA	0.00	592.20
	20779	01/11/2022	9507	CLEARCHOICE MD URGENT CARE	0.00	190.00
	20780	01/11/2022	9088	ELDRIDGE TRANSPORTATION SERVICE	0.00	8,746.64
	20781	01/11/2022	1402	FRESH PICKS CAFE, LLC	0.00	22,508.20
	20782	01/11/2022	9442	GAFNEY LIBRARY	0.00	3,000.00
	20783	01/11/2022	2096	GOVCONNECTION, INC.	0.00	43,791.85
	20784	01/11/2022	1262	HOUGHTON MIFFLIN HARCOURT	0.00	276.25
	20785	01/11/2022	9212	IMPERIAL BAG AND PAPER CO, LLC	0.00	2,784.86
	20786	01/11/2022	8927	IRVING ENERGY-PROPANE	0.00	3,676.02
	20787	01/11/2022	23	JP PEST SERVICES INC	0.00	489.60
	20788	01/11/2022	1073	LEARNING WITHOUT TEARS	0.00	506.00
	20789	01/11/2022	9218	LISA DUBOIS	0.00	4,042.00
	20790	01/11/2022	9134	LITERACY RESOURCES LLC	0.00	291.50
	20791	01/11/2022	1005	LONGMEADOW FARM & HOME SUPPLY	0.00	63.46
	20792	01/11/2022	75	MAYRAND COMPUTER SERVICES	0.00	2,398.00
	20793	01/11/2022	2128	NAPA AUTO PARTS	0.00	112.06
	20794	01/11/2022	9374	PAMELA STILES	0.00	281.86
	20795	01/11/2022	9372	PORTLAND GLASS	0.00	39,100.00
	20796	01/11/2022	1080	PROTECTION ONE ALARM MONITORING INC	0.00	126.06
	20797	01/11/2022	1334	SCHOLASTIC, INC.	0.00	880.72
	20798	01/11/2022	9497	Simple Words Books LLC	0.00	292.00
	20799	01/11/2022	1675	THE HOME DEPOT CREDIT SERVICES	0.00	42.92
	20800	01/11/2022	9312	THE NEW ENGLAND CENTER FOR CHILDREN	0.00	134.85
	20801	01/11/2022	9293	UNION LEADER	0.00	342.08

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WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Batch#	Check#	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	20802	01/11/2022	9109	UNIVERSITY OF NEW ENGLAND	0.00	1,964.64
	20803	01/11/2022	9368	VERIZON	0.00	163.60
	20804	01/11/2022	2164	W.B. MASON COMPANY	0.00	11.89
	20805	01/11/2022	834	WASTE MGMT OF NH-ROCHESTER	0.00	641.32
	20806	01/11/2022	1944	WINNIPESAUKEE DRUG CONSORTIUM SERVICES L	0.00	175.00
Totals:					0.00	\$140,637.29

WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

Bob Ouellette

Robert Ouellette, School Board Chairperson

Reif Fogg, School Board Vice Chairperson

Mary Collins

Mary Collins, School Board Member

Sheena Robbins, School Board Member

Caitlin Gelinas

Caitlin Gelinas, School Board Member

Pamela Stiles

Pamela Stiles, Superintendent

33 Checks Listed.

**Wakefield School District/SAU 101
Paul School**

Superintendent: Pam Stiles
Principal: Kristen White Assistant Principal: Tracy Bemis

**January Enrollment Report
2021-2022**

Grade	Class	Inv. Total	Class	Inv. Total	Class	Inv. Total
Little Paws	23	23	Boston			
K	33	9	Barlow	12	Roberts	12
1	48	16	Learned	16	Courts	16
2	63	20	Royle	22	Tyler	21
3	52	16	Robinson	19	Purvis	17
4	46	15	Ellis	13	Nason	18
5	44	23	Olson	21		
6	53	18	Perkins	17	Boucher	18
7	52	20	Mallette-Tonken (LA)	16	Stevens (Math)	16
8	44	15	Fairfield (SS)	15	Leonardi (Math)	14

Overall Total: 458

Kingswood: 12
Spaulding: 164
Brewster: 1
Total: 177

updated 1/12/2022

0

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May.	June
LP	17	18	18	17	23					
K	37	34	34	37	33					
1	48	48	46	48	48					
2	65	65	65	65	63					
3	55	56	55	55	52					
4	48	47	47	48	46					
5	44	44	44	44	44					
6	55	56	56	55	53					
7	55	56	56	55	52					
8	43	45	44	43	44					
Total	467	469	465	467	458	0	0	0	0	0

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Wakefield School Board Minutes

January 4, 2022

Held in the Paul School Library

Draft

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 Gelinis	✓	Tracy Bemis, Assistant Principal	

Audience: Sandra Taliaferro, Faith Merrill and Mary Soares with Clearview TV.

Chairman Ouellette called the meeting to order at 6:35. Those present joined in the flag salute.

Public Comment

None

Consent Agenda

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

Meeting Minutes

Mr. Collins made a motion, seconded by Mrs. Gelinis, to approve the public minutes of 12-21-21 with any amendments offered. (Vote 5-0)

Mr. Collins made a motion, seconded by Mrs. Gelinis, to approve the non public minutes of 12-21-21 with any amendments offered. (Vote 5-0)

Old Business

Budget Committee Update

Article 9: Changed the words Multi-Purpose Room to Gym Floor.

Article 13: Inserted a number 2 after the heading for this fund to raise and appropriate as opposed to the one for donations.

Article 15: Changed to Raise and Appropriate instead of the money coming from end of the year savings. The Budget Committee said they are willing to reconsider the vote at the January 11th meeting if there is a change in language.

Mr. Fogg made a motion, seconded by Mrs. Collins to approve the changes in the articles 9, 13 and 15 and bring them forward to the Budget Committee. (Vote 5-0)

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Mr. Fogg made a motion, seconded by Mr. Ouellette, to change the wording to ‘does not recommend’ reflecting the Budget Committee’s vote. (Vote 5-0)

Deliberative Session

February 5th immediately following the Town (9:00 am)

Covid Update-Volunteers, Quarantine length

Mrs. Stiles gave the Board the results of the survey asking teachers about volunteers in the school. She received 45 responses. 66.7% did not want to see volunteers in the classroom at this time. 40% said yes with masks mandated and 20% said yes with masks optional and 40% said no to volunteers in the non-contact areas. 60% of the staff would like volunteers in non-contact areas with masks mandates. Mrs. Robbins asked Mrs. White if this would be a difficult feat. She wondered if doing this and creating more work for her and others would defeat the purpose.

Mrs. Robbins made a motion, seconded by Mrs. Gelinis, to have the Administration explore the feasibility of having visitors come into the school and work in non-contact areas with masks on. (5-0)

Mr. Fogg would like to see this embraced by a stronger majority. Mrs. Robbins felt that was part of the exploration. Mrs. Collins asked if she could contact a previous Volunteer Coordinator and bring that information forward to take that much off Mrs. Whites plate. Mr. Ouellette questioned the timing. He feels that Mrs. White should be the person looking into this. Mrs. Collins explained that she would be gathering information on how the program was run. Mr. Ouellette felt that was fine. Mrs. Gelinis felt that the concerns are those she mentioned at the last meeting. Would this be adding too much now? Mrs. Collins said she was looking for ways to support the staff. Mrs. Stiles recommended that she and Mrs. White work on looking for one person to come in at this time. The Board was in agreement that Mrs. Collins gather information.

Mrs. Stiles presented a mask exemption form for the Board to consider. This would be a formalized document to keep on file. This form will be available on the website.

Mr. Fogg mad a motion, seconded by Mrs. Collins to adopt the Covid Exemption form. (Vote 4-1)

Mrs. White lets the teacher and anyone who works with the child that he/she has a mask exemption.

Mr. Fogg asked Mrs. Stiles to let Board members know if the deadline for adding items to the agenda changes from Thursday at noon. Mrs. Collins asked if items could be added to the agenda at a meeting per a Board vote and Mr. Ouellette replied they could be added then. Mrs. Stiles explained that this was an unusual circumstance. It was the holidays and she came on Wednesday and she was all alone and she came in so the Board could get their packets and they were sent out early.

There are twelve positive cases of Covid in the school. Mrs. Stiles said the superintendents had a meeting with the Commissioner on Monday and the guidance from the Commissioner and Governor is that the State of New Hampshire is governed by DHHS and they have not had the time to look at the new information from the CDC. We are being told that we will follow the protocol that’s in place. That information was relayed to staff. Mrs. Robbins said that kids could be out of school as much as forty days. She said per policies there are students that are not

allowed to attend school. She has read extensively, information garnered over the past two years and the new tools that have become available. And she also acknowledges the impact to children and families. People are questioning whether they should even take a test as that could mean twenty days of work and school could be missed. She feels it's time to start transitioning. She works in the mental health field and the second cause for death in 10-34 year old's is suicide. She said incidents for school aged children have increased since Covid. She read the CDC recommendations and the options.

1. If a student tests positive the family has an option to keep them home for ten days or keep them home for five and come back to school and wear a mask for five days. If a family has an mask exemption the child stays home for ten days
2. If you're exposed in your household, no quarantine but ten days hard mask rules. After ten days you take a test and if it's negative you can remove the mask.
3. If you're exposed outside of your home strongly recommend mask wearing.
4. If someone has symptoms keep them home for five and come back to school and wear a mask for five days or take a test.

Mrs. Gelinis said we can't even get kids to wear masks without sickness and we're now inviting them to come back to school on the most contagious days. She feels we should stick with the current plan. She said she understands wanting to get kids back in school but it's just adding another layer of stress making these rash decisions. Mrs. Collins said she read a lot and the information is out there. She said kids are out for so long because of the ten day quarantine rules. Mrs. Robbins said that she believes what was done in the beginning of Covid was understandable because we did not know. Now that time has passed we have more data we don't need to be as extreme.

Mrs. Gelinis feels this is not good for our community that the people who are the loudest and our own personal desires are being put before the good of the students and staff. Mrs. Collins does not feel that this is personal but what is best for the student in the safest way.

Mrs. Robbins made a motion, seconded by Mrs. Collins, to move toward aligning with the CDC's recommendations

- 1. If a student tests positive the family has an option to keep them home for ten days or keep them home for five and come back to school and wear a mask for five days. If a family has a mask exception the child stays home for ten days**
- 2. If you're exposed in your household, no quarantine but ten days hard mask rules. After ten days you take a test and if it's negative you can remove the mask.**
- 3. If you're exposed outside of your home strongly recommend mask wearing.**
- 4. If someone has symptoms keep them home for five and come back to school and wear a mask for five days or take a test. (Vote 3-2)**

Mrs. Stiles said this would be devastating to staff. We will be tremendously short staffed. A huge number of staff are so fearful, they don't feel safe. They are fearful for their health and that of their families. She said this will have a huge impact on the staff who will feel that the only thing between them and an ill child will be a mask. They are on edge about their own health and three feet distancing or less and no opportunity to go outside because of the cold. Mr. Ouellette said he felt they would think we're not supporting them. Mrs. Collins said we do offer the better fitting N95 masks. Mrs. Gelinis feels there will be more resignations. Mrs. Collins asked if this became official on Friday would the staff feel different? Mrs. Stiles said the CDC is already

talking about rescinding this. DHHS has not had time to look at the science behind it. They were told by the Governor and Commissioner that we are sticking with what we have now until it's determined that this is the right step to take. Mrs. Kebler said when there is more than one option it becomes confusing. Mrs. Robbins said she is now feeling that she needs to change her mind or everyone will be upset. Mrs. Stiles said we don't have a right answer. She said there are unintended consequences to whatever decisions are made.

Mrs. Robbins said we have the CDC making these recommendations She said we have been living this for two years and there has been an impact. Her intention was to try to slowly pull ourselves out of all this but she doesn't want to have people scared for their own safety. Mrs. Gelinas said the fear trickles down to the children and she doesn't want the school to be the guinea pig. Mrs. Robbins rescinded her motion even though she believes with the science out there that this is the best step and where we're heading and we have to consider this at some point. After some discussion:

Mrs. Robbins made a motion to reconsider the previous motion, seconded by Mrs. Collins. (No vote taken)

New Business

High School Lottery

The Board drew the number for the Kingswood High School lottery. There are seven spots and eighteen applications. Parents will be informed.

Policies

JICC Student Conduct on the Bus (Second Reading)

Mrs. Collins said they added the parental responsibility when a child loses bus privileges.

Mrs. Collins made a motion, seconded by Mrs. Robbins, to approve Policy JICC. (Vote 5-0)

Other Business

Mrs. Collins made a motion, seconded by Mr. Ouellette, to accept the MOU as written. (Vote 0-5)

Nurse

Mrs. Robbins would like to thank the school nurse. She has gone above and beyond during this covid crisis.

Public Comment

Faith Merrill said the Board needs to decide what the teachers want. She is worried and concerned if they don't the teachers won't want to stay. Substitutes will not help the students in the long run in high school. Mrs. Taliaferro said that she appreciated Mrs. Robbins motion as she and her son just got over Covid. He was fine within the five days and it would have been nice to send him to school with a mask. She said kids are definitely more resilient then adults. She asked what the plan would be for a superintendent. Mr. Ouellette said we have options, some of which will be discussed in non public tonight. Mrs. Soares thanked Mrs. Stiles for all she had done for the school. She said all her students who have had Covid have reached out to her and asked what they could do at home.

Nominations /Hires/Resignations

Mr. Fogg made a motion, seconded by Mrs. Gelinas, to accept the resignation of Melanie Buell on January 4th (Vote 5-0)

Mrs. Gelinas made a motion, seconded by Mrs. Collins, to accept the resignation of Liz Hadzima with regret on June 30th . (Vote 5-0)

Mrs. Gelinas made a motion, seconded by Mrs. Robbins to accept the resignation of Pam Stiles with deep regret and devastation on January 15th . (Vote 2-3)

Correspondence

None

Mr. Ouellette said that this is Mrs. Stiles last meeting and he would like to thank her from the bottom of their hearts.

Non Public Session

Mr. Ouellette made a motion, seconded by Mrs. Gelinas, to enter nonpublic under 91-A 3:11(a) and (c) at 8:00. Roll call Gelinas aye, Fogg aye, Collins aye, Ouellette aye (Vote 5-0)

The Board reentered public session at 10:20.

Adjournment

Mr. Ouellette made a motion, seconded by Mrs. Gelinas, to adjourn the meeting at 10:25. (Vote 5-0)

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary

194-C:4

Ed 302.01, Ed 302.02

Superintendent Services (Pam Stiles)–

Each school administrative unit or single school district shall provide the following superintendent services:

1. Superintendent “of record”
2. Payroll, cash flow, bills, records and files, accounts, reporting requirements, funds management necessary for compliance with all state and federal laws regarding purchasing.
3. Recruitment, supervision, and evaluation of staff; labor contract negotiation support and management of all employee benefits and procedural requirements.
4. Attend and help facilitate professional development, Covid plans, district leadership, report card revision, other committee meetings as deemed necessary.
5. Assist with assessment data analysis.
6. Manage and oversee the bid process.
7. Mentor district administration
8. Verify and certify all DOE reports
9. Nominate all certified staff and appoint other employees in accordance with state law, the rules of the state board and school board policies;
10. Remove a teacher or other employee of the district in accordance with RSA 189:31; Recommend the dismissal of certified staff to the board, which has the authority to dismiss in accordance with RSA 189:13;
11. Finalizing budget, Deliberative session materials, Annual School District Report
12. Assist with development of the school calendar
13. Projects as directed by the Board, SAU Administrator.

Cost: \$75/hour up to 20 hours/week

SAU Administrator (Anne Kebler) -

1. The daily administration and provision of educational services to students at the school facility including, but not limited to; staff, student, and parent safety and building issues; and dealing with citizens at large.
2. Assisting with daily concerns/needs/questions from staff.
3. Attend School Board meetings as the Superintendent designee.
4. Maintain a safe environment for pupils free of hazardous conditions;
5. Monitor and mentor Special Education Director
6. Work with administration to review assessment data to impact instruction.
7. School board operations and the relationship between the board and the district administration.
8. Pupil governance and discipline
9. Daily contact for staff, parents, community
10. Pupil transportation (general ed and special ed)
11. School calendar arrangements and the number and duration of days pupils are to be served pursuant to RSA 189:1.
12. Provide services through June 30, 2022 with a 2-week “out” clause with guarantee of return to current position..

Cost: Stipend of \$500/weekly

Special Education Director (Lisa Dubois) -

1. Consults with case managers, teachers, staff, administration and parents to facilitate implementation of individual education plans according to state and federal rules, regulations and laws;
2. Observes mainstream classes to support staff and to ensure modifications/accommodations stated in IEP are being implemented within the regular classroom;
3. Monitors and adjusts the assignment of itinerant special education personnel
4. Participates in interviewing and makes recommendations for hiring of new special needs staff as assigned by the principal;
5. Supervises schedules of special needs staff and specialists to ensure compliance with the master contract and students' IEPs;
6. Supervises and coordinates special education services to all identified educationally handicapped students;
7. Oversees out-of-district placements and high school IEP meetings
8. Facilitates the Student Services Team
9. Provides in-service training as needed for all teachers regarding special needs students and those receiving 504 accommodations
10. Develops budget recommendations and provides expenditure control on established budgets for special education
11. Oversight of the Medicaid and SPED AID/402 billing
12. Provide services through June 30, 2022 with a 2-week "out" clause with guarantee of return to current position..

Cost: Stipend of \$385.42 per week (funding from IDEA grant)

Code of Administrative Rules Ed 303.01 - Substantive Duties of School Boards

Each school board shall:

- Adopt policies necessary and desirable to control and effectuate the recruitment, employment, evaluation and dismissal of teachers and other employees and may delegate authority to the superintendent of schools to carry out the provisions of such policies provided that no teacher shall be employed who is not certified or who has not been nominated by the superintendent of schools and elected by the school board;
- Adopt policies necessary and desirable to control and effectuate the purchase of equipment, supplies, or services and may delegate to the superintendent of schools the authority to make financial commitments in accordance with such policy;
- Provide required transportation of students consistent with these rules and provide that all school buildings and other learning environments be maintained in a manner consistent with standards of health and safety as required by these rules;
- Prepare an annual budget in accordance with RSA 32
- Hold meetings for the transaction of business at least once in 2 months and require the attendance of the superintendent or designee. The board shall cause a written record to be kept of each meeting in accordance with RSA 91-A;
- In consultation with the superintendent and in accordance with statutes and rules of the state board of education, determine the educational goals of the district, develop long-range plans and identify measurable and attainable short-term objectives.
- Adopt a rule to ensure that there shall be no unlawful discrimination
- Establish a policy on sexual harassment; A statement that sexual harassment is against the law and against school district policy;
- Annually evaluate the superintendent based on written criteria established by the school board
- Adopt a teacher performance evaluation system, with the involvement of teachers and principals, for use in the school district, pursuant to RSA 189:1-a,III.

Update from the CDC, adopted by NH DHHS January 6, 2022
 With input from the Paul School Covid Advisory Team (1/13/22)

IF YOU TEST POSITIVE FOR COVID or HAVE COVID SYMPTOMS

Everyone, regardless of vaccination status:

- Stay home and away from others (including people in your household) for at least 5 days.
- You can leave your house after 5 days if you have no fever (off fever-reducing medications) for at least 24 hours and other symptoms are improving
- Continue to wear a mask around others for 5 additional days.
- When eating, either segregated or 6' distance
- If fever has been present in the prior 24 hours, or if other symptoms are not improving, then you should continue to isolate until fever free and symptoms are improving for at least 24 hours, or until after 10 days of isolation.
- Per CDC guidance, you can take an antigen test on day 5 before ending isolation and, if positive, you should continue to isolate for a total of 10 days.

EXPOSED TO SOMEONE WITH COVID-19 WHO IS A HOUSEHOLD CONTACT

Household contacts who are either:

 Unvaccinated;
OR

Not "up to date" on receiving all recommended COVID-19 vaccine doses

- Stay home and away from others for 5 days after the last exposure.
- Watch for symptoms for COVID-19 for 10 days after the last exposure, and get tested if symptoms develop.
- Get tested at least 5 days after the exposure, even if no symptoms develop. If negative AND remain symptom free, they may return at the end of their ten days per current NH Public Health guidelines in lieu of the previous 20 day requirement. If positive, move to isolation.
- For 10 days:
 - Wear a well-fitting face mask when around other people.
 - Avoid people who are immunocompromised or at high-risk for severe disease.

WHEN NO QUARANTINE IS NEEDED AFTER BEING EXPOSED TO COVID-19

Contact was non-household person
OR

Household contacts who are "up to date" on receiving all recommended COVID-19 vaccine doses
OR

Unvaccinated household contacts who are within 90 days of testing positive for COVID-19 by antigen or PCR-based testing

- Wear a well-fitting face mask around other people for 10 days, especially in indoor settings.
- If symptoms develop, stay home and get tested for COVID-19.
- Get tested for COVID-19 on day 5, even if you don't have symptoms.
- If testing is positive, follow isolation recommendations above.

Recommendation: 5 days for everyone vaccinated or not

Comments from the Covid Advisory Team:

Concerns/Ramifications of Implementation:

- Setting kids apart (segregation)
- Mask wearing can violate HIPAA
- Would have to mandate mask wearing for the 5 days
- Space at lunch - 6' distance?
 - Interruption to gym classes, possibly moving PE back to classrooms
 - If not enough room in gym, segregating students with covid to a separate location
 - Coverage challenges
- Spacing at snack time
 - How will student spacing be managed if covid positive students are eating snack in their classroom?
- Must wear mask even outside
- Record keeping a challenge
- Additional responsibility for teachers/staff to manage the wearing of a mask
- Managing the proper wearing of a mask
- What about those with an exemption?
- Staying out for 10 days helps with record keeping, preserving HIPAA, not separating children

IMPLEMENTATION

- Administration will need at least 2 weeks to determine the necessary steps to be taken with the new guidelines

RECOMMENDATIONS

Anyone that tests positive or is exhibiting symptoms of Covid-19 should stay out for the full ten days.

Justification:

- wearing a well fitting mask may not be reliable & an estimated 31% of persons remain infectious after the 5th day of a positive test.
- This protects our immunocompromised as well as students and staff at highest risk.
- Since we don't have a mask mandate, everyone will know who has tested positive for Covid-19 and set these students apart from his/her peers publicly.
- Teachers will have to monitor proper mask use for targeted students keeping track of what day back the student is on. This adds to an already taxing year for our teaching staff.
- Students who return from isolation on days 6-10 will need a different place to eat or students will need to spread out 6 feet apart for dining. We simply don't have the room.
- Many parents will send their child into school while symptoms are not improved or simply too soon. The guidelines state improved symptoms after day 5, but the student may not be ready on day 6 to return.

TUITION EXPENSES FOR WAKEFIELD RESIDENTS

The Wakefield School Board recognizes its duty to “provide, at District expense, elementary and secondary education to all pupils who reside in the district until such time as the pupil has acquired a high school diploma or has reached age 21, whichever occurs first” (RSA 189.1-a). Residency is defined by RSA 193:12. The superintendent shall decide residency issues under this section. If more than one school district is involved in a residency dispute or the parents who live apart cannot agree on the residence of a minor child, the respective superintendents shall jointly make such decision. In those instances, when an agreement cannot be reached in a timely manner, the commissioner of education shall make a determination and such determination shall be final. No school district shall deny a pupil attendance or implementation of an existing individual education plan. A pupil shall remain in attendance in the pupil's current school during the pendency of a determination of residency. Notwithstanding the provisions of RSA 21-N:11, III any person aggrieved by a determination of the commissioner may appeal such determination to a court of competent jurisdiction.

The Wakefield School District operates public schools within the Villages of Wakefield for kindergarten through eighth grade students. The Wakefield School District does not assume tuition expenses for students in kindergarten through eighth grade enrolled in schools other than the District's schools, except those placed in out-of-district schools by Wakefield student service teams.

In addition, the Wakefield School District contracts with the Rochester School District to provide a secondary education for Wakefield's ninth through twelfth grade students. The Wakefield School District assumes the tuition expense for Wakefield students enrolled at Spaulding High School as well as provides transportation services for the regular school program. The Wakefield School District also assumes tuition expense for ninth through twelfth grade students who are placed in out-of-district schools by Wakefield student service teams.

As a service to secondary students and parents, the Wakefield School District permits secondary education students to attend a public high school or public academy other than Spaulding High School, with the Wakefield School Board approval, except for schools established under RSA 194-B:3 (Charter Schools) outside the authority of the Wakefield School District, and schools established under RSA 194B:3-a. The Wakefield School District assumes the cost of tuition up to, but not exceeding, the Spaulding High School tuition rate for the same year. If the tuition exceeds the Spaulding High School rate, the excess is borne by the student and parents. The District does not provide transportation services to public high schools or public academies other than Spaulding High School, except services mandated by Wakefield student service teams.

The Wakefield School District does not provide any of its funds to schools established under RSA 194B:3 (Charter Schools) outside the authority of the Wakefield School District, and established under RSA 194-B:3-a.

The Wakefield School Board establishes the following procedure for payment of tuition to public high schools and public academies other than Spaulding High School:

1. Eighth grade students and secondary students currently attending public schools or public academies other than Spaulding High School and their parents are provided with a copy of the School District's *Tuition* policy by the Superintendent upon request.

Mr. Bob Ouellette, Chairperson
Mrs. Tracey Kolb
Mrs. Sandy Johnson
Mrs. Jen McCawley
Mr. Relf Fogg

Adopted by the Board: 6 August 2013
Revised by the Board: 5 March 2014
Revised by the Board: 3 September 2014
Revised by the Board: 21 September 2016
Revised by the Board: 20 February 2020

2. Secondary students and parents who choose to enroll in public schools or public academies other than Spaulding High School are requested to confirm their school of choice no later than December 1st. This is a letter to the Wakefield School District expressing interest in attending another high school. Letters should be sent to the Superintendent at the SAU office. All applicants will be placed into a lottery. The lottery is a random drawing of numbers. Each student entered into the pool will be given a number. Said student and family will know the outcome of the lottery by number only at the time of the drawing. Students chosen will be contacted by phone call within 24 hours of the lottery and in writing within 72 hours. This correspondence will come from the Superintendent.
3. The first names drawn that meet the maximum number students that can attend public high schools other than Spaulding for that given year will be considered for Board approval. All students (Grades 8-11), who wish to go into the high school lottery, must make a request to enter the lottery by December 1st. Preference will go to the 8th grade students in the lottery, any remaining lottery spots will be assigned to students in grades 9-11 based on the order in which they were selected. There will only be one lottery per year, spots that are not filled by the December filing date, will remain open and not be filled. The Board will conduct the lottery at their first meeting in January.
4. Students returning to an approved out of district high school need to confirm their acceptance and attendance of said school by December 1st for each following school year.
5. When tuition rates are tentatively set at public schools and public academies in which Wakefield students have chosen to enroll, the Superintendent advises the students and parents of the approximate rates, the portion of the rates which the District will assume (based on the Spaulding High School approximate rate), and the portion of the rates which the student and parent may have to assume.
6. When the actual Spaulding High School tuition rate is finalized, the student and parents will be notified accordingly. Their portion of the tuition is due in full, payable to the Wakefield School District, prior to November 15.
7. Secondary students who wish to enroll in a public school or public academy at a time after the first day of classes may do so at any time, based on the date of entry and the Spaulding High School rate, and approval by the Wakefield School Board.
8. The Wakefield School District pays the tuition directly to the receiving school.

The School Board charges the Superintendent with the responsibility to inform current and potential receiving high school of the District's policy and to advise the schools that the District does not accept financial responsibility for students who do not have approval granted through the *Proof of Residency Form*, which is required to be submitted annually.

Adapted from Barrington School District Policy JFABA

Mr. Bob Ouellette, Chairperson
Mrs. Tracey Kolb
Mrs. Sandy Johnson
Mrs. Jen McCawley
Mr. Relf Fogg

Adopted by the Board: 6 August 2013
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Deliberative Session

*Number of copies needed.

- Proposed Budget
- Default Budget
- Warrants
- Collective Bargaining Agreement - Teachers
- Collective Bargaining Agreement - Paras
- Summary by Function
- Revenue Summary
- Trust Balances
- Minutes from last Deliberative Session