

## Agenda Worksheet

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

#### Paul School Library

60 Taylor way, Sanbornville, NH

Date: Tuesday, February 1, 2022, at  
6:00pm

Transportation Meeting at 5:00pm

1. **CALL TO ORDER** - Chair, followed by **FLAG SALUTE**
2. **PRESENTATIONS, PUBLIC HEARINGS**
3. **PUBLIC COMMENTS**: Public's opportunity to speak to items on the agenda.
4. **CONSENT AGENDA**
  - a. AP Manifest- Batch # 35583, \$434.27 (PandaDoc); Batch # 35592, \$17,347.35 (PandaDoc); Batch # 35581, \$1,099,378.93 (PandaDoc); Batch # 35604, \$130.00 (PandaDoc); Batch # 35605, \$4,374.80
  - b. Payroll Manifest- Batch # 35584, \$231,144.68
5. **CORRESPONDENCE**
  - a. 91-A Request and subsequent response from district attorney
6. **MEETING MINUTES**
  - a. 1.18.2022 WSB Non-Public (draft)
  - b. 1.18.2022 WSB Public (draft)
7. **REPORTS**
  - a. SAU Administrator Report
  - b. School Administration Report
  - c. Facilities
8. **OLD BUSINESS**
  - a. Preparation for Deliberative Session
  - b. Superintendent Services
  - c. Community Member Questions
9. **NEW BUSINESS**
  - a. BEDH - Policy for Public Comment (referenced BEDB, KE, KEB)
  - b. Superintendent Search
10. **POLICIES (indicates first or second reading)**
11. **SUB COMMITTEE UPDATES**
12. **OTHER BUSINESS**
13. **PUBLIC COMMENTS**
14. **NOMINATIONS/HIRES/RESIGNATIONS**
  - a. C. Dolaher
15. **CORRESPONDENCE**
16. **NON-PUBLIC**: RSA 91-A:3 II, if required.

## Agenda Worksheet

- a. (a)
- b. (c)

17. ADJOURNMENT: \_\_\_\_\_ PM

**Upcoming: The next Wakefield School Board meeting will be held Tuesday, February 15, 2022, at 6:00pm**

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 Manual AP CHECK REGISTER

Check Batch: 35583  
 Check Header: (N / A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Numbers: (First) - (Last)  
 Bank Account Code: (NIA)  
 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    |
|----------------|---------|------------|-------------|-------------------|-------------------|-----------------|
| 35583          | 90141   | 01/20/2022 | 1706        | TIME WARNER CABLE | 0.00              | 434.27          |
| <b>Totals:</b> |         |            |             |                   | <b>0.00</b>       | <b>\$434.27</b> |

3

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 Gelin*  
 \_\_\_\_\_  
 Caitlin Gelin, School Board Member

*Pamela Stiles*  
 \_\_\_\_\_  
 Pamela Stiles, Superintendent

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report# 54916

Check Batch: 35592  
 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 |
|----------------|--------|------------|-------------|-------------------------------------|-------------------|--------------|
| 35592          | 20844  | 01/25/2022 | 2957        | BENEFIT STRATEGIES, LLC             | 0.00              | 204.17       |
|                | 20845  | 01/25/2022 | 8940        | DRUMMOND WOODSUM, ATTORNEYS AT LAW  | 0.00              | 2,479.50     |
|                | 20846  | 01/25/2022 | 1005        | LONGMEADOW FARM & HOME SUPPLY       | 0.00              | 49.45        |
|                | 20847  | 01/25/2022 | 9095        | MAINSTAY TECHNOLOGIES               | 0.00              | 1,355.00     |
|                | 20848  | 01/25/2022 | 9506        | Math for Love, LLC                  | 0.00              | 225.00       |
|                | 20849  | 01/25/2022 | 568         | NAPA AUTO PARTS                     | 0.00              | 245.12       |
|                | 20850  | 01/25/2022 | 8897        | PAUL H BROOKES PUBLISHING CO        | 0.00              | 132.00       |
|                | 20851  | 01/25/2022 | 658         | PORTSMOUTH SCHOOL DEPARTMENT        | 0.00              | 12,231.25    |
|                | 20852  | 01/25/2022 | 1080        | PROTECTION ONE ALARM MONITORING INC | 0.00              | 125.86       |
|                | 20853  | 01/25/2022 | 1209        | SALMON PRESS, INC                   | 0.00              | 300.00       |
| <b>Totals:</b> |        |            |             |                                     | 0.00              | \$17,347.35  |

5

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

| Batch # | Check # | Check Date | Vendor Code | Vendor Name | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|-------------|-------------------|--------------|
|---------|---------|------------|-------------|-------------|-------------------|--------------|

## 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

5

10 Checks Listed.

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 54889

Check Batch: 35581  
 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 |
|--------|--------|------------|-------------|---|-------------------|--------------|
| 35581  | 20807  | 01/21/2022 | 310         | AMAZON.COM                              | 0.00              | 2,345.96     |
|        | 20808  | 01/21/2022 | 2957        | BENEFIT STRATEGIES, LLC                 | 0.00              | 503.25       |
|        | 20809  | 01/21/2022 | 9487        | BINX HEALTH, INC                        | 0.00              | 7,880.00     |
|        | 20810  | 01/21/2022 | 288         | BUREAU OF EDUCATION & RESEARCH          | 0.00              | 279.00       |
|        | 20811  | 01/21/2022 | 9503        | C&S COMMERCIAL FOOD EQUIPMENT SERVICES, | 0.00              | 365.58       |
|        | 20812  | 01/21/2022 | 9469        | CONWAY DAILY SUN                        | 0.00              | 266.50       |
|        | 20813  | 01/21/2022 | 9302        | CYNTHIA MERRILL                         | 0.00              | 4,500.00     |
|        | 20814  | 01/21/2022 | 363         | DIPRIZIO GMC TRUCKS INC.                | 0.00              | 397.80       |
|        | 20815  | 01/21/2022 | 378         | EASTER SEALS NEW HAMPSHIRE              | 0.00              | 6,637.31     |
|        | 20816  | 01/21/2022 | 9415        | FOLLETT                                 | 0.00              | 559.83       |
|        | 20817  | 01/21/2022 | 1402        | FRESH PICKS CAFE, LLC                   | 0.00              | 75.00        |
|        | 20818  | 01/21/2022 | 434         | GOVERNOR WENTWORTH REGIONAL             | 0.00              | 74,911.25    |
|        | 20819  | 01/21/2022 | 585         | HEALTH TRUST                            | 0.00              | 5,447.00     |
|        | 20820  | 01/21/2022 | 8926        | IRVING ENERGY                           | 0.00              | 288.81       |
|        | 20821  | 01/21/2022 | 8927        | IRVING ENERGY-PROPANE                   | 0.00              | 3,100.42     |
|        | 20822  | 01/21/2022 | 1005        | LONGMEADOW FARM & HOME SUPPLY           | 0.00              | 269.98       |
|        | 20823  | 01/21/2022 | 9095        | MAINSTAY TECHNOLOGIES                   | 0.00              | 4,511.00     |
|        | 20824  | 01/21/2022 | 75          | MAYRAND COMPUTER SERVICES               | 0.00              | 1,405.00     |
|        | 20825  | 01/21/2022 | 9395        | MCGRAW-HILL EDUCATION, INC.             | 0.00              | 1,276.85     |
|        | 20826  | 01/21/2022 | 2128        | NAPA AUTO PARTS                         | 0.00              | 147.62       |
|        | 20827  | 01/21/2022 | 1366        | NEW ENGLAND CENTER FOR CHILDREN         | 0.00              | 990.00       |
|        | 20828  | 01/21/2022 | 1366        | NEW ENGLAND CENTER FOR CHILDREN         | 0.00              | 18,333.33    |
|        | 20829  | 01/21/2022 | 596         | NH SCHOOL HEALTH CARE COALITION         | 0.00              | 80,216.00    |
|        | 20830  | 01/21/2022 | 9290        | PAGE STREET LEASING, LLC                | 0.00              | 75.00        |
|        | 20831  | 01/21/2022 | 9374        | PAMELA STILES                           | 0.00              | 1,276.72     |
|        | 20832  | 01/21/2022 | 9509        | POTTIE PATROL, INC                      | 0.00              | 450.00       |
|        | 20833  | 01/21/2022 | 686         | ROCHESTER SCHOOL DEPARTMENT             | 0.00              | 869,967.07   |
|        | 20834  | 01/21/2022 | 1259        | SCHOLASTIC READING CLUB                 | 0.00              | 219.78       |

6

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

| Batch#         | Check# | Check Date | Vendor Code | Vendor Name                     | Electronic Amount | Check Amount   |
|----------------|--------|------------|-------------|---------------------------------|-------------------|----------------|
|                | 20835  | 01/21/2022 | 1259        | SCHOLASTIC READING CLUB         | 0.00              | 880.72         |
|                | 20836  | 01/21/2022 | 9440        | STATE OF NH DEPARTMENT OF LABOR | 0.00              | 100.00         |
|                | 20837  | 01/21/2022 | 446         | SUPERIOR FIRE PROTECTION, INC.  | 0.00              | 756.78         |
|                | 20838  | 01/21/2022 | 9471        | TEACHERS PAY TEACHERS           | 0.00              | 610.99         |
|                | 20839  | 01/21/2022 | 804         | TREASURER, STATE OF NH          | 0.00              | 7,456.34       |
|                | 20840  | 01/21/2022 | 9083        | TYLER BUSINESS FORMS            | 0.00              | 1,222.92       |
|                | 20841  | 01/21/2022 | 887         | US GAMES                        | 0.00              | 545.09         |
|                | 20842  | 01/21/2022 | 2164        | W.B. MASON COMPANY              | 0.00              | 849.75         |
|                | 20843  | 01/21/2022 | 2254        | WILSON LANGUAGE TRAINING CORP   | 0.00              | 260.28         |
| <b>Totals:</b> |        |            |             |                                 | 0.00              | \$1,099,378.93 |

## WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

*Bob Ouellette*  
Robert Ouellette, School Board Chairperson

Reiffogg, School Board Vice Chairperson

*Mary Collins*  
Mary Collins, School Board Member

Sheena Robbins, School Board Member

*Caitlin Gelinas*  
Caitlin Gelinas, School Board Member

*Paumela Stiles*  
Paumela Stiles, Superintendent

# WAKEFIELD SCHOOL DISTRICT

## Manual AP CHECK REGISTER

Report# 54957

Check Batch: 35604  
 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 |
|----------------|---------|------------|-------------|-----------------------------|-------------------|--------------|
| 35604          | 90143   | 01/27/2022 | 958         | CONSOLIDATED COMMUNICATIONS | 0.00              | 130.00       |
| <b>Totals:</b> |         |            |             |                             | 0.00              | \$130.00     |

8

### 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 Manual AP CHECK REGISTER

Check Batch: 35605  
 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 |
|----------------|---------|------------|-------------|-------------|-------------------|--------------|
| 35605          | 90142   | 01/26/2022 | 669         | EVERSOURCE  | 0.00              | 4,374.80     |
| <b>Totals:</b> |         |            |             |             | 0.00              | \$4,374.80   |

9

## 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 Board Public Minutes

January 18, 2022

Held in the Paul School Library

Draft

| BOARD MEMBERS         |   | ADMINISTRATORS                     |   |
|-----------------------|---|------------------------------------|---|
| Bob Ouellette, Chair  | ✓ | Anne Kebler, Administrator         | ✓ |
| Relf Fogg, Vice Chair | ✓ | Michael O'Neill, Financial Manager | ✓ |
| Mary Collins          | ✓ | Kristen White, Principal           |   |
| Sheena Robbins        | ✓ |                                    |   |
| Caitlin Gelinas       | ✓ |                                    |   |

Others Present: Nichole Dolaher, Norma Joy, Randie Fox, Kyla Pennino, Stacey Dubrail, Kelley Bushman, Heather Dube, John Gavell, Julie Crowley, Sharon Bonnevie, Brennan Peaslee, Sandra Taliaferro

Mr. Ouellette opened the meeting at 6:00 with the flag salute.

### Public Comment

Mr. Fogg objected to only having one Public Comment on the agenda when the practice has been to give the public two opportunities to comment. Mr. Ouellette said he was following the policy.

**Mr. Fogg made a motion, seconded by Mrs. Collins, to add a second Public Comment to the agenda. (Vote 3-2)**

Mrs. Fox said she works in child protection assessing abuse and neglect. She said that CDC puts out guidelines and DHHS follows those guidelines. She said that the administrations job, not the SAU's job is to take care of employees and offer services and the Boards job is to take in input and be a community liaison and when the Board is acting like they are the school staff liaison that's where we have a breakdown. She said you have an SAU and an administration for a reason and the two are supposed to work together.

She said the SAU role is to look at what's best for the community. The Boards job is to listen to the people who come to meetings to voice their concerns and take those concerns into consideration. She brought with her a school board assessment tool. She asked if the Board had a mission statement for the Board. She ended by saying data and facts not feelings should be used in decision making.

Mrs. Dolaher said the last meeting she attended everyone agreed on something and last meeting when no parents were here it got completely changed. Mrs. Joy said we should be going by what the CDC recommends.

### Consent Agenda

Mr. Fogg objected to the manifests being signed prior to approval. He said it has to be approved in public. Mr. Ouellette said the Board voted to do it this way. Mrs. Collins said we each receive the manifest individually to be doc-u-signed and any question could be asked of Mr. O'Neill.

This way the bills get paid on time.

**Mrs. Gelinias made a motion, seconded by Mrs. Robbins, to approve the Consent Agenda. (Vote 4-1)**

### Meeting Minutes

Mrs. Colbath will correct votes on two items if necessary after checking the video.

**Mr. Fogg made a motion, seconded by Mrs. Collins, to approve the 1-4-22 public minutes with any amendments offered. (Vote 5-0)**

### New Business

#### a. Director of Special Education. b. SAU Administrator. c. Superintendent Services

Mr. Ouellette announced that Lisa Dubois will be taking on the roll of Special Ed Director for forty hours a week at her current salary of \$47,400 plus a stipend of \$385.42 a week funded through the IDEA grant. She is finalizing her Special Ed certification. Currently her former position will not be filled.

Anne Kebler will take on the roll of SAU Administrator full time. She will receive her current salary of \$90,000 plus a weekly stipend of \$500 per week. She is in pursuit of her Superintendent certification.

Pamala Stiles will be continuing as Superintendent Services at a contracted amount of \$75 per hour for up to 20 hours a week when needed.

Mr. Fogg called for a Point of Order. He said that what was presented to the Board clearly said \$75 for up to 20 hours a month not week. Mrs. Kebler said when it was determined that she was going for her certification it was recommended that we have a Superintendent of Record, which is what Mrs. Stiles is being called. Mr. Fogg said this feels like a bait and switch and he's not comfortable supporting this. He said he voted yes on the original plan.

Mr. Fogg said that with Superintendent Services you don't need an interim superintendent. Mrs. Robbins said we need someone that is highly competent and can take care of things required by law and we need someone inhouse to take care of the day to day things. We have issues here. We need systems in place. We're trying to build the house while we're in the house and it's on fire. Right now this is a need. After some Board discussion it was determined that there were actually three management plans. Mrs. Kebler will find out which one is accurate.

#### d. Chair Statement

Given the recent correspondence from staff and Superintendent Stiles, I want to inform all Board members of the following:

1. The day-to-day operation of the District/SAU shall be managed by the SAU Administrator, Anne Kebler, in conference with, and at the direction of, Superintendent Stiles.
2. No Board members has the authority to take any action relative to District/SAU business without being authorized by majority vote of this Board.

3. Board members have no authority over District/SAU employees. The Superintendent and SAU Administrator have full authority over all District/SAU employees.

4. Board members have no authority over the day-to-day operations of the School District/SAU other than to make policies and provide direction and input to the Superintendent/SAU Administrator by a majority vote of the School Board.

5. The only employees the School Board has direct authority over is the SAU Administrator and Superintendent.

Accordingly, I strongly urge the following:

A. Board members with concerns over the operations of the District/SAU are directed to bring their concerns to the SAU Administrator/Superintendent so that those concerns may be properly handled and/or investigated.

B. Board members with concerns about the performance of any District/SAU employee other than the SAU Administrator/Superintendent, are directed to notify the SAU Administrator/Superintendent immediately.

C. Board members with concerns about the performance of the SAU Administrator/Superintendent are expected to bring such concerns to the attention of the School Board Chair privately so that those concerns can be properly investigated and/or discussed by the entire School Board in non-public session.

D. Because individual Board members have no authority over the day-to-day operations of the District/SAU, Board members will not attempt to manage, supervise, order, or otherwise influence such operations.

E. Because individual Board members have no authority over the supervision of District/SAU employees, Board members will not attempt to manage, supervise, order, or otherwise influence the actions of district employees in the course of their employment.

F. If employees are approached and feel uncomfortable speaking with any school board member, they should notify the SAU Administrator/Superintendent.

G. Board members will act respectfully when referring to any District/SAU employee or when otherwise interacting with them.

Bob Ouellette

Mr. Fogg responded by saying he had asked numerous times to have things, like a transportation discussion put on the agenda and that never happened. He said we now have an employee directing the Board who are ultimately responsible for everything that happens in the district.

#### BOARD MEMBERS CONDUCT

Mr. Ouellette said, now I have the unfortunate task of bringing up a school board members conduct. Because of the current circumstances, concerning overuse of Mr. Fogg's Authority, and interference with the SAU and district employees. Mr. Fogg has been involved in disrupting Transportation and overstepping his authority in the SAU office. Superintendent Stiles constant frustration and undermining of her authority with employees, resulted in staff and SAU employees resigning. I'm opening the floor for other board members to read statements from the SAU employees and administration, along with their own thoughts and concerns.

Bob Ouellette

Mrs. Robbins read a statement from Mrs. Kebler, who at the time was Student Services Director. Email to board from Anne Kebler regarding phone call from Relf Fogg on January 6<sup>th</sup>.

To the Wakefield Board Members,

I'm writing to inform you of a disturbing phone call I received this morning from a Board member. At 11:31 this morning, Relf called to ask if I had signed my contract. He then went on to talk with me about the state of transportation in this district. He informed me that he had gone to NAPA, retrieved our bills, and was concerned that the current Superintendent has somehow misled the Board. He spoke of her in a derogatory manner, using words like "malfeasance", "thievery", and "trickery". This was very disturbing to me. He further stated that he was preparing a "presentation" for the Board to share his concerns with you. He explained that he wanted to support and help me and that he felt he was in a position to do that. I thanked him and we ended the call.

We have lost, in my mind, one of the best Superintendents in the state due to these types of actions. We have lost three Superintendents in four years and we have staff, including administrative staff, who are considering leaving because of the disfunction.

How is this disfunction that has caused our district to be in such a dire straight, be addressed? Will the interference from one Board member be allowed to continue?

At this point, the district has drivers who will not comply with any oversight or accountability because of assurances they are receiving from Relf. How will this end? Will I be the next target of name calling and accusations? If a Board member speaks of a current employee in such a way to another employee, this gives me pause as to whether or not I want to accept the position. I am requesting an opportunity to speak with you on January 18<sup>th</sup> in a non-public session (c) to further discuss this with you. At this point, I have some serious concerns.

*Anne*

Mrs. Robbins also read the following:

To the Wakefield Board Members,

I'm writing to inform you of a phone call I overheard between Relf Fogg and Anne Kebler on Thursday January 6th at approximately 11:31 AM. I was in a meeting with Superintendent Pamela Stiles and Director of Student Services Anne Kebler, during this conversation I heard Relf ask Anne if she had signed her contract as the Interim Superintendent, to which she responded that she had not at that time. Relf went on to talk with her regarding the ongoing issues with student transportation in our district. Relf shared that he had gone to NAPA Auto Parts to retrieve the bills for services from NAPA to the Wakefield School District. Relf shared that he was concerned that our current superintendent has been misleading the School Board in regards to these bills. He spoke of her in a derogatory and slanderous manner, using terminology such as "thievery", "trickery" and "malfeasance". Hearing a School Board member speak of a dedicated employee or any employee in that manner was extremely unsettling to me.

Relf went on to share that he was working on a presentation for the School Board to which he would share his concerns regarding this situation with the members of the School Board. He went on to share with Anne that he wanted to be of support to her and that he was the one in the position to be able to support her with the ongoing issues with the transportation department. Anne thanked him for the call.

Pamela Stiles has been the pillar of support, strength, and perseverance in this district. She has worked tirelessly to address the overwhelming issues that our district has been facing. Since Superintendent Stiles announced that she would be leaving our district, I have been approached by Relf, staff and members of the school community to ask me if I am staying in the district. This has left me to rebuild the trust our staff has in my own commitment to this community, which has left me to deal with issues

I should not have to deal with, taking my focus away from the true importance of my position. The community has approached me at basketball games, through emails and in person asking me what is going on and they are concerned for their children's education. I have had several staff members report to me that they are looking for a new position outside the district, also sharing that this is not because of the school, but rather the lack of support by the School Board.

Our staff deserve to be supported and should be able to trust that our School Board members have the best interest of our school community at the forefront of all decisions being made. Strong relationships between students, staff, families, and the community are critical to the academic, social-emotional, and behavioral success of all students, the most successful school experiences happen when we all work together towards a common goal. I continue to believe in our school community, together we will continue to make Paul School an amazing place for students to learn and grow.

Sincerely,

Kristen M. White

Mrs. Gelinas read the following three statements:

To: Wakefield School Board

From: Michael O'Neill, Financial Manager

CC: Anne Kebler

Date: January 14, 2022

Re: School Board Member Communication

I was asked by administration if I had been in contact directly with any school board members. I was contacted directly by Relf Fogg during December with questions concerning the current employment status of the Interim Transportation Manager. When I informed Relf that he was currently still employed by the district he replied with he needs to go. Relf then went through a list of his concerns and what he had heard about Transportation Manager and the negative impact he was having on the ability of the district to provide transportation. I did not comment on his concerns, except to inform Relf that I would look into his concerns

January 15, 2022

From: Michele Lambert

Hello,

I am informing you that Relf called me on the Wednesday after the "Emergency Non-Public" school board meeting. He asked me if I would think about being a "Financial Manager", and/or having a mentor provided. He also mentioned a salary increase and if I would think about it and let him know so that he could approach the board with the idea.

Sincerely  
Michele Lambert

Although I shouldn't be giving this anymore thought- here goes:

On the phone conversation on Thursday, Relf mentioned that he had talked with "a driver" about the NAPA receipts and "the driver" told him that just about everyone had been turned in- that "the driver" only had a couple that needed to be brought to the SAU. As a point of note- the information about the NAPA bill was discussed in non-public. No action from as single board member should have been taken from protected discussion. How could he have asked "the driver" for receipts if he did not also share that this was something discussed at board level.  
Pam

Mrs. Collins read portions of two policies:

BBAA Board Member Authority

The authority of individual board members is limited to participating in actions taken by the board as a whole when legally in session. Board members shall not assume responsibilities of administrators or other staff members. The board or staff shall not be bound in any way by any action taken or statement made by any individual board member except when such statement or action is pursuant to specific instructions and official action taken by the board.

Board members may occasionally serve on committees or organizations for the purpose of reciprocal communication and reporting back to the board.

BCA

7. Support the employment of those people best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.

8. Respect the confidentiality of information that is privileged under applicable law or is received in confidence or executive session.

9. Recognize that no individual member has authority to speak or act for the entire Board, except as specifically designated to do so by Board action.

10. Recognize that final Board actions will be supported by all members of the Board; take no private action that will compromise the Board or administration; and refrain from private actions which undermine or compromise official Board action.

11. Display and demonstrate courtesy and decorum toward fellow Board members at all public meetings and in all public statements.

Mr. Fogg asked why Mrs. Collins hadn't read 1-5.

1. Attend all regularly scheduled Board meetings, insofar as possible, and become informed concerning issues to be considered at those meetings.

2. Make decisions only after full discussion at public Board meetings; render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups.

3. Seek systematic communications with students, staff, and members of the community.

4. Work respectfully with other Board members to achieve the educational goals of the school district by encouraging the free expression of opinions by all Board members.
5. Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs.

Mrs. Robbins read the following:

Considering all that was involved in the statements made tonight, and actions taken by this member in the last two weeks alone that blatantly disregarded the purpose and goals of this board even after explicit discussion...

And due to the vast, pervasive, and ongoing history of comments and reports that all stem back to these same patterns of behavior,

**I will make a motion, seconded by Mrs. Gelinas, that this board recommend the immediate resignation of Mr. Fogg. (Vote 3-1-1)**

Whereas this board has no formal authority to remove Mr. Fogg from his seat, I do feel it is our responsibility to take any action we can to protect the district. With that,

**I make a motion, seconded by Mrs. Gelinas, to remove Mr. Fogg from all committees that he is on. Specifically, I believe those would include transportation, facilities, and budget. (Vote 3-1-1)**

Mr. Fogg asked Mrs. Robbins and Mrs. Gelinas what experience they have with transportation. Mrs. Robbins replied that if Mr. Fogg is saying you have to have experience to be on a committee that's untrue. Mr. Fogg said this is a false accusation and asked Mrs. Kebler what are the assurances to the drivers from me? Mrs. Kebler said she has a meeting with the bus drivers tomorrow. Mrs. Robbins said the motion was about Mrs. Fogg's actions after he was explicitly told not to interfere. Mr. Fogg returned to what he called the allegation asking Mrs. Kebler what were the assurances and who were the drivers. He went on to say that he requested a special meeting to discuss the NAPA bill and drivers and was denied. He was told that one board member asked for a police presence and he was told Mr. Ouellette was fearful one member would resign. He also said Mr. Ouellette suggested he plan his defense. Mr. Ouellette said that was untrue.

Mr. Fogg accused Mr. Ouellette of illegally taking board action outside a meeting. Mr. Fogg feels that he was setup. Mr. Ouellette stated that Mr. Fogg told him to have at it so Mr. Ouellette retained legal advice and moved forward. Mr. Ouellette said the public has a right to know what's going on with the district, why employees are leaving. The best superintendent in the state that we had for six months was changing things and we lost her. Mrs. Gelinas said Mr. Fogg was being disrespectful and badgering people, it is inappropriate behavior. She said you Mr. Fogg are refusing to acknowledge that we had a discussion in non public where you were specifically were told not to do something that you did anyway. Mr. Fogg said what he stated was that he would do anything he can to help this district.

Mrs. Kebler said we have serious problems with transportation and she isn't pointing fingers. We have a critical staff shortage. She thinks it's revealing the Superintendent and the bus manager quit the same day. She said the manager didn't want his reputation harmed any longer. She said



we need to move forward in a collaborative way. We need to be here for children. Mr. Fogg questioned Mrs. Kebler again about assurances. Mrs. Robbins said this has to stop. She said we were trying to have Mr. Fogg recognize the damage that has been caused and have him take ownership. Also inform staff who don't know who they should listen to. She asked Mrs. Kebler if she wanted any help from any Board member with transportation. Mrs. Kebler responded that she did not. Mr. Fogg said he had a problem with the Board acting on false accusations. He continued with his defense and Mrs. Robbins said she was embarrassed and asked to move on. After Mrs. Gelinas's point of order the Board moved on.

### Annual Report Cover

The Board looked at the four submitted drawings and chose one for the Annual Report Cover.

### Old Business

#### Covid Update NHDHHS/ Paul School Plan

Mrs. Kebler said Dr. Chan met on January 13<sup>th</sup> with school nurses. She said CDC and DHHS have come together on the criteria. Today there were 121 students out. 64 were related to Covid in some way. She said there was also a nurse shortage and our sub was fabulous. She said teacher and para staff were good right now. She recommends that we don't go remote, which is a short term option and to keep school open. Of the 121 students 33 would be out 10 days returning 1-28-22, 19 would be out 5 days returning on 1-24-22, 11 are currently testing, 58 were out with no call-in or had an appointment.

The school is not allowed to stick with the old guidelines they must comply with the new 5 day quarantine and 5 day mask wearing when they return to school. If a child can't or won't wear the mask for 5 days when they return they must stay out the full 10 days. Mrs. Collins asked if the school was following the new guidelines now. Mrs. Kebler said we will start tomorrow if that's what the Board directs. Mrs. Kebler read the questions and answers during the meeting with Dr. Chan. (available at the SAU)

**Mrs. Robbins made a motion, seconded by Mr. Fogg, to adopt DHHS Guidelines update for isolation for Covid positive students and staff and those exposed to someone. Also, the testing to be a recommendation not a mandate to families and to specify just for the Covid positive students or staff or those who were exposed to known positive people. (Vote 5-0)**  
Mrs. Robbins also believes masks should be optional outside.

Mrs. Collins asked about kids eating in the lunchroom. Seventh and eight lunch is going well. Sixth grade will be next. Mrs. Collins is concerned for the length of time this is taking. Mrs. Kebler said Mrs. White is out sick and would be the one to answer that question.

### Policies

#### JFACC Tuition Expense

Mrs. Collins read the change the committee made. She wanted to make sure that the parents were aware that they were responsible for transporting their child to Kingswood.

Mrs. Kebler told the Board that Mrs. white had texted her that they do not have enough tables for grade 5/6. K-4 will stay in their rooms until spring. Mrs. Robbins said there are 96 students in

7/8. In 5/6 there's 97. If we can fit 7/8 we should be able to fit 5/6. Mrs. Kebler and Mrs. White will look at this and have an answer at the next meeting.

#### Deliberative Session

Mrs. Kebler gave the Board a list of items and asked what the Board wanted included for the Deliberative Session. Mrs. Colbath will call Mrs. Kebler to let her know what they had last year.

#### Public Comment

Mrs. Joy said you only need superintendent services, you don't need a physical superintendent according to the DOE and the services can be split among the Admiration in the SAU office. She said do whatever you have to do to make the SAU run as it's supposed to. John Gavell said he is a bus driver and co-coordinator maintenance. He said the manager asked about receipts from Napa. Three of the items on the bill had been paid. He explained his relationship to the Napa incident. He felt it made him look bad. He said he's a loyal employee who has never missed a day. He said he has a name of someone that will train the two girls to get their CDL. He will give the information to Mrs. Kebler.

Mrs. Crowley said the teachers aren't just concerned for themselves. They are concerned for the community. They are afraid of spreading it. She said she checked the CDC site on the 13<sup>th</sup> and it said CDC recommends universal indoor mask wearing at all times by students, teachers and staff regardless of vaccination. Mrs. Dolaher wanted to know what and who created WIN (what I need) time and sugar time. She asked how the school could say a student can't have something the parent says they can have? They take away something like coffee and replace it with candy. Mrs. Kebler said WIN time is an intervention block to supply support in a specific subject. Mrs. Peaslee asked if WIN replaced advisory.

Mrs. Kebler said advisory was taken off the schedule because we weren't ready for it. Mrs. Collins felt parents should be contacted when there is something new. Mrs. Kebler agreed that there should be more information about the curriculum and she'll work on that. Mrs. Gelinas said Mrs. Stiles talked about WIN, although not called that when she came on board. Mrs. Fox asked if we were doing social emotional learning. She would like to see a board that works with teachers and not see the craziness like tonight. She wants to know what is being put in place to support the teachers. Do teachers have a supervisor or mentor to go to? Mrs. Kebler said we have a health assistance program through the insurance company.

She said Board members should be encouraged to come into school and observe. We need transparency and corporation. Mrs. Peaslee was concerned about kids home and how their educational needs are being met. Mrs. Joy asked why two people were not being trained for their CDL. Mrs. Kebler said we will have a trainer. Mrs. Taliaferro apologized to Mrs. Robbins. All that Mrs. Robbins brought forward at the last meeting is being put into effect now. Mrs. Taliaferro asked for a description of Mrs. Kebler's new duties and questioned the pay. She also was concerned that if the Board had a problem with a member there is no way to remove them. She said it seems like tonight was orchestrated.

**Non Public**

**Mr. Ouellette made a motion, seconded by Mrs. Gelinas, to go into non public under 91-A 3:11 (c) at 8:32 Gelinas aye, Collins aye, Robbins aye, Fogg aye, Ouellette aye (Vote 5-0)**

The Board returned to public session at 9:10

**Adjournment**

**Mr. Ouellette made a motion, seconded by Mrs. Gelinas, to adjourn the meeting at 9:10 (Vote 5-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath  
School Board Secretary

SAU Administrators Report

Wakefield School District

2/1/2022

The transition to the current SAU Management Plan, where I am managing the day-to-day business as the SAU Administrator, and Pam Stiles acting as Superintendent of Record is working well. While our COVID-19 numbers have surged in the past few weeks and we have experienced a serious critical staff shortage, I feel the plan is working, and have received nice feedback from staff that they are pleased with the ongoing oversight of the school district. Pam and I meet 2 times a week for up to 2 hours a meeting to discuss the upcoming needs of the week, as well as problem-solving concerns, and of course, Pam is available by phone whenever I might need her consultation. Her consultation and advice have been of great help since I have stepped into this position. I appreciate everyone's patience as this plan was a work in progress and believe that what we have in place is a good plan for the Wakefield School District and the Paul School for the remainder of the year.

I was asked by the board at our last board meeting to research the confusion around the number of hours the Superintendent on Record would work. In the original management plan that was reviewed by the school board on January 4, 2022, the recommendation was for Superintendent Stiles to provide 20 hours a month for Superintendent Services and the information you received at the board meeting of 20 hours a week was a mistake on my part as it was a typo error I did not pick up on. I want to apologize for any further cause of grief this created for Pam, as well as any confusion I caused at the board level. Unfortunately, when working under pressure in a system that is not functioning at its optimal abilities, a simple mistake such as this can occur and with each mistake adds to the learning process. Thank you for your patience.

In addition, I was asked by a member of the audience to research the "job postings" that are on the Department of Education, as she did not see the Superintendent posted under this. The "job postings" or Careers as it refers to on the site is a state job posting sight, and only posts state jobs. It does offer a link to the EdJobsNH which is one place where the Superintendent's posting would be.

I have been working with the school administration and the middle school to revise their middle school schedule for the remainder of the year. The middle school has created a schedule that does not have 90-minute blocks for students, rather they will have a 52-minute block for each content area in the morning, a recess/lunch block and a shortened (23-minute) block of each content area to practice the skills they learned in the morning session, work on projects assigned to them in the class and receive the support they need from their teachers.

Again I want to thank the staff, board and community for supporting me while I am in this position of SAU Administrator.

## Paul School Administration Report

- Our 5th through 8th grade students are eating lunch in the cafeteria again. Before lunch we went to the classrooms to discuss what the students should expect and what the school expectations are in the lunchroom. Students have been doing a great job being responsible by cleaning up after themselves and doing what is expected.
- This month we have been assessing students using NWEA, Star, and Core phonics. The students in grades 3-5 are taking the NWEA tests. Grades 1 and 2 are completing star testing and our kindergarten classes are using core phonics. All of these assessments will be used as a benchmark for teachers to determine what students know and what skills are still needed.
- Students in 4th and 8th grade will participate in the National Assessment of Educational Progress (NAEP). NAEP is different from our state assessments because it is a common measure of achievement across the country. The assessment is administered by the National Center for Education Statistics, within the U.S. Department of Education. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public. In addition to subject-area questions, students voluntarily complete NAEP survey questions. These questions provide valuable information about participating students' educational experiences and opportunities to learn both in and outside of the classroom. The assessment takes approximately 2 hours for most students, which includes transition time, directions, and completion of survey questions.
- On January 14th our students in 1st, 2nd, 3rd, and 5th grade had an opportunity to speak with a Boston Pride women's professional ice hockey player. Virtual guest speaker, Taylor Wenczkowski, Mrs. White's daughter, spoke with students about playing ice hockey and the perseverance it takes to reach for and achieve your goals.
- Over the last two weeks of January, Title 1 students completed various mid-year assessments. The results of these assessments are being used in planning and reconfiguring of grade level groups that meet the instructional level needs of students.
- Mrs. Diana Pettis, Title 1 Director, has been moved into Mrs. Tyler's second grade classroom for her maternity leave. This is due to the fact that finding qualified staff has been a major challenge for Paul School this year. This move does have implications on the level of services that the Title 1 program will be able to provide for students. All students in the Title 1 program will continue to have services with Ms. Kate Kelley, using a different schedule.
- On Thursday, February 3, 2022, our 8th grade students and teachers will visit Spaulding High School. Students and staff will tour the Richard W. Creteau Regional Technology Center along with a demonstration by the Spaulding High School ROTC. This visit will help inform students of the opportunities available to them at Spaulding High School.

- In an effort to provide our middle school students with choice and voice with their Integrated Arts classes, the IA teachers created a Google Form for students to indicate what Integrated Arts classes they would like to take. The IA teachers took this information to create class rosters, doing their best to ensure students are placed in classes they indicated the most interest in. In the core classes of Math, ELA, Science and Social Studies, the Middle School teachers used assessment data from NWEA, classroom observations, and student work to generate class groupings that will allow instruction to be specifically targeted to student levels and needs. By providing solid core instruction coupled with interventions, extensions and/or enrichment, our students will be ready for the next grade level. This means students may have math with some peers and have science with a different group of peers.
- K-8 has been working hard and having lots of fun in PE this year. Middle school has been learning the skills of basketball and volleyball. They have improved quickly at those sports. Elementary school has been working in stations for the first time all year, which we have really enjoyed. The stations have included hool-a-hooping, jump roping, toss and catch, target games, as well as gymnastics. I can't wait to see what's in store for the remainder of the year.

**Important dates:**

Friday, January 28: Quarter 2 close

Friday, January 28: Hawaiian shirt dress up day

Friday, January 28: Community Day

Monday, January 31: Quarter 3 grades begin

Thursday, February 3: Eighth grade trip to Spaulding/ Richard Creteau Technology Center

Friday, February 4: Report cards go home

Friday, February 4: Wear a flannel shirt to school

Friday, February 11: Early release

Friday, February 18: Community Day

February 21-25: Winter Break



C/O MRC  
 PO Box 106  
 Spring Lake, NJ 07762  
 Ph: 732-458-1111  
 Fx: 732-974-0226  
 Em: MRC@GAMETIME.COM  
 Web: www.mrcrec.com

10/08/2021  
 Quote #105686-01-01

## NH Wakefield SD SAU 101 Paul School Playground

Wakefield School District (SAU 101)  
 Attn: Joe Williams  
 60 Taylor Ave  
 Wakefield, NH 03872  
 Phone: 603-630-2089  
 Fax: 603-522-6143  
 joe.williams@sau101.org

Ship to Zip 03872

| Quantity | Part #  | Description   |       |             |
|----------|---------|---|-------|-------------|
| 69       | 4850    | GameTime - 8" Playcurb Pkg  |       |             |
| 1        | 4854    | GameTime - Accessible Playcurb  |       |             |
| 1        | 6259    | GameTime - Sitting See Saw  |       |             |
| 1        | RDU     | GameTime - 3-Bay PrimeTime Swings with (6) Belt Seats                       |       |             |
| 1        | RDU     | GameTime - Olympus Climber  |       |             |
| 1        | RDU     | GameTime - Custom PrimeTime 5-12 Unit                                       |       |             |
| 1        | INSTALL | GameTime - Installation by CMJ Construction, a Certified GameTime Installer |       |             |
| 1        | 91565   | GT-Impax - Supply of 132 CY of Engineered Wood Fiber Surfacing              |       |             |
| 1        | INSTALL | GT-Impax - Installation of Wood Fiber Surfacing by CMJ Construction         |       |             |
|          |         |   | Total | \$65,975.16 |

**Comments**

Shipping to Wakefield, NH.

Installation by CMJ Construction, a Certified GameTime Installer, is included in the above price.

TA/ja

**CHOOSE YOUR COLOR SCHEME:** IT IS VERY IMPORTANT THAT YOU CHOOSE A COLOR SCHEME FOR YOUR MODULAR PLAYGROUND UNIT AT TIME OF ORDER. PLEASE SELECT FROM ONE OF THE MANY "PLAY PALETTES" LISTED IN THE BACK OF THE GAMETIME CATALOG OR ON OUR WEBSITE: [www.gametime.com](http://www.gametime.com). INDICATE YOUR SELECTION BELOW. **GAMETIME PLAY PALETTE:**

**NOTE: COLOR SELECTION FOR ALL OTHER EQUIPMENT SHOULD BE ENTERED IN THE SPACE PROVIDED UNDER THAT SPECIFIC ITEM.**

23





Deliberative Session Articles to be read and summarized:

| Article                                   | Read Summary | Make motion | Second | Read non consideration for the article |
|---|--------------|-------------|--------|--|
| 2 -WTA bargaining agreement               |              |             |        |  |
| 4 - WPU bargaining agreement              |              |             |        |  |
| 6 - Budget                                |              |             |        |  |
| 7- Special Ed. trust                      |              |             |        |  |
| 8 - Transportation trust                  |              |             |        |  |
| 9 - Gym floor                             |              |             |        |  |
| 10 - Building renovation                  |              |             |        |  |
| 11 - Parking lot and sidewalk maintenance |              |             |        |  |
| 12 – Replacing Boilers Capital Reserve    |              |             |        |  |
| 13 – Judy Nason Bridge                    |              |             |        |  |
| 14 – Well Replacement                     |              |             |        |  |
| 15 – Maintenance building replacement     |              |             |        |  |
|   |              |             |        |  |
|   |              |             |        |  |

**WAKEFIELD SCHOOL WARRANT – 2022**  
**STATE OF NEW HAMPSHIRE**

To the inhabitants of the School District in the Town of Wakefield, New Hampshire qualified to vote in District affairs: You are hereby notified of the following annual School District meeting schedule.

**First Session of Annual Meeting (Deliberative)**

You are hereby notified to meet at the Gymnasium of the Wakefield Paul Elementary School, 60 Taylor Way, Sanbornville, New Hampshire in said District on Saturday, the 5<sup>th</sup> day of February 2022 at 9:00 AM or directly following the first session of the Annual Town Meeting beginning at 9:00 AM. If necessary, the First Session of the Annual Town Meeting may continue or be postponed to Saturday, February 12, 2022, same time, and place. This session shall consist of explanation, discussion, and debate of warrant articles numbered 2 through 15. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) collective bargaining warrant articles cannot be amended, (c) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (d) no warrant article shall be amended to eliminate the subject matter of the article.

**Second Session of Annual Meeting (Official Ballot Voting)**

You are hereby notified to meet at the Town Hall Opera House, Wakefield, New Hampshire in said District on Tuesday, March 8 2022, between the hours of 8:00 AM and 7:00 PM, unless the town votes to keep the polls open to a later hour to vote by official ballot on warrant articles numbered 1 through 15.

**ARTICLE 1:**

Election of Officers (voting by official ballot March 8, 2022)  
To choose the following school district officers:

- |     |                           |              |
|-----|---------------------------|--------------|
| (1) | Moderator                 | 1 Year Term  |
| (1) | School District Clerk     | 1 Year Term  |
| (1) | School District Treasurer | 1 Year Term  |
| (2) | School Board Members      | 3 year Terms |

**ARTICLE 2:**

To see if the School District will vote to approve the cost items included in the collective bargaining agreement reached between the Wakefield School District and the Wakefield Teachers’ Association, which calls for the following increases in salaries and benefits at the current staffing level:

| <u>Fiscal Year</u> | <u>Estimated Increase</u> |
|--------------------|---------------------------|
| 2022 – 2023        | \$87,611                  |
| 2023 – 2024        | \$85,320                  |
| 2024 – 2025        | \$87,321                  |

“and further to raise and appropriate EIGHTY-SEVEN THOUSAND SIX HUNDRED ELEVEN DOLLARS (\$87,611) for the 2022-2023 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing level?” (Majority vote required.). Estimated Tax Impact: \$0.08

The Wakefield School Board recommends \$87,611 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$87,611 by a vote of ( 10-0.)

**ARTICLE 3:**

Shall the School District, if Article 2 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 2 cost items only?

**ARTICLE 4:**

To see if the School District will vote to approve the cost items included in the collective bargaining agreement reached between the Wakefield School District and the Wakefield Paraprofessional Union, which calls for the following increases in salaries and benefits at the current staffing level:

| <u>Fiscal Year</u> | <u>Estimated Increase</u> |
|--------------------|---------------------------|
| 2022 – 2023        | \$ 32,018                 |
| 2023 – 2024        | \$ 28,156                 |

“and further to raise and appropriate the sum of THIRTY-TWO THOUSAND EIGHTEEN DOLLARS (\$32,018) for the 2022-2023 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels?” (Majority vote required.). Estimated Tax Impact: \$0.03

The Wakefield School Board recommends \$32,018 by a vote of ( 4-0.)  
The Wakefield Budget Committee does not recommend \$32,018 by a vote of ( 5-5.)

**ARTICLE 5:**

Shall the School District, if Article 4 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 4 cost items only?

**ARTICLE 6:**

Shall the Wakefield School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling TEN MILLION SEVEN HUNDRED TWENTY THOUSAND NINE HUNDRED EIGHTY-ONE DOLLARS (\$10,720,981). Should this article be defeated, the default budget shall be ELEVEN MILLION, SEVENTEEN THOUSAND, FIVE HUNDRED TWELVE DOLLARS (\$11,017,512) which is the same as last year, with certain adjustments required by previous action of the Wakefield School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only? (Majority vote required.) Estimated Tax Impact Proposed Budget: (\$0.01). Default Budget: \$0.29.

The Wakefield School Board recommends \$10,720,981 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$10,720,981 by a vote of ( 10-0.)

**ARTICLE 7:**

To see if the School District will vote to raise and appropriate the sum of FIFTY THOUSAND DOLLARS (\$50,000) to be added to the Educationally Disabled Children Expendable Trust Fund previously established? (Majority vote required.) Estimated Tax Impact \$0.04

The Wakefield School Board recommends \$50,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$50,000 by a vote of ( 10-0.)

**ARTICLE 8:**

To see if the School District will vote to raise and appropriate the sum of FORTY-FIVE THOUSAND DOLLARS (\$45,000) to be added to the Transportation Trust previously established? (Majority vote required.) Estimated Tax Impact \$0.04.

The Wakefield School Board recommends \$45,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$45,000 by a vote of (10-0.)

**ARTICLE 9:**

To see if the School District will vote to raise and appropriate the sum of FORTY-FOUR THOUSAND DOLLARS (\$44,000) to be added to the Gym Floor Capital Reserve Account previously established? (Majority vote required.) Estimated Tax Impact \$0.04.

The Wakefield School Board recommends \$44,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$44,000 by a vote of ( 10-0.)

**ARTICLE 10**

To see if the School District will vote to raise and appropriate the sum of TWENTY-THREE THOUSAND DOLLARS (\$23,000) to be added to the Building Renovation Expendable Trust Fund previously established? (Majority vote required.) Estimated Tax Impact \$0.02

The Wakefield School Board recommends \$23,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$23,000 by a vote of (10-0.)

**ARTICLE 11:**

To see if the School District will vote to raise and appropriate the sum of FIFTEEN THOUSAND DOLLARS (\$15,000) to be added to the Parking Lot & Sidewalk Maintenance Capital Reserve Account previously established? (Majority vote required.) Estimated Tax Impact \$0.01.

The Wakefield School Board recommends \$15,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$15,000 by a vote of (10-0.)

**ARTICLE 12:**

To see if the School District will vote to raise and appropriate the sum of SEVENTY-FIVE THOUSAND DOLLARS (\$75,000) to be added to the Replacing Boilers Capital Reserve Account previously established? (Majority vote required.) Estimated Tax Impact \$0.07

The Wakefield School Board recommends \$75,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$75,000 by a vote of ( 10-0.)

**ARTICLE 13:**

To see if the School District will vote to establish a Judy Nason Memorial Capital Reserve Account (2) under the provisions of RSA 35:1 for the purpose of designing, constructing and maintaining a memorial bridge at Paul School and to raise and appropriate the sum of TEN THOUSAND DOLLARS (\$10,000) to be placed in this fund. Further, to name the Wakefield School Board as agents to expend from said fund. ? (Majority vote required.) Estimated Tax Impact \$0.01.

The Wakefield School Board recommends \$10,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$10,000 by a vote of ( 9-1.)

**ARTICLE 14:**

To see if the School District will vote to establish a Well Replacement Capital Reserve Account under the provisions of RSA 35:1 for the purpose of installing a well at the Paul School and to raise and appropriate the sum of FIFTEEN THOUSAND DOLLARS (\$15,000) to be placed in this fund. Further, to name the Wakefield School Board as agents to expend from said fund? (Majority vote required.) Estimated Tax Impact \$0.01.

The Wakefield School Board recommends \$15,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$15,000 by a vote of (10-0.)

**ARTICLE 15:**

To see if the School District will vote to establish a Maintenance Building Replacement Capital Reserve Account under the provisions of RSA 35:1 for the purpose of replacing the current maintenance buildings at Paul School and to raise and appropriate the sum of THIRTY THOUSAND DOLLARS (\$30,000) to be placed in this fund. Further, to name the Wakefield School Board as agents to expend from said fund? (Majority vote required.) Estimated Tax Impact \$0.03.

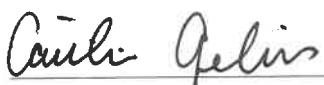
The Wakefield School Board recommends \$30,000 by a vote of ( 4-0.)  
The Wakefield Budget Committee recommends \$30,000 by a vote of (11-0-1.)

Given under our hands at said Wakefield, New Hampshire, on the 18th day of January 2022.

  
\_\_\_\_\_  
Bob Ouellette

\_\_\_\_\_  
Relf Fogg

\_\_\_\_\_  
Mary Collins

Sheena Robbins  
  
\_\_\_\_\_  
Caitlin Gelinas

Deliberative Session documents to prepare:

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

January 21, 2022

To the members of the Wakefield School Board and the Wakefield Community,

The gut-wrenching decision I made to leave Wakefield has been judged by some as unprofessional, by others as expected and by others with support. I will not rehash or assign blame as by doing so only keeps negativity brewing in a district that should be focusing on far more important issues.

The Board was kind enough to acknowledge the extensive amount of time I dedicated to the district beyond my contract by way of an exit compensation. The time I devoted to SAU 101 was done gladly and without expectation that there would be recognition for it. Because a school district requires superintendent services, which I will provide, I will manage and oversee the legal requirements as described by law and other duties as needed. Anne will take care of the day-to-day management with my consultation and direction. To address the ranker that this compensation has caused, I am rescinding the proposal regarding hourly pay to provide services. I will consider the exit compensation payment for services, which will give the district up to 12 hours a week for the remainder of this school year. No hourly rate will be charged which will allow the district to specifically manage the budget. I will continue to provide timely, thorough, and thoughtful assistance to the district as Superintendent of Record through the end of June.

The weight of negativity and distrust has plagued this district for far too long. Feelings and actions from the past cloud and taint decisions for the future. The noise that is generated regarding someone's title or a partial story greatly takes time away from what is important. When there is recognition that honest mistakes can be made, that everyone is doing the best they can and that understanding reaps more than blame or a "gotcha", then there will be a start to truly coming together for a cause that could not be more critical.

An opportunity has presented itself to SAU 101 to move beyond the things that stand in the way of educating our children and to critically evaluate the total scope of need in this district. There must be trust that collaborative work can take place in a respectful and appreciative manner.

I recognize that there are those who consider my actions to have been improper and selfish. I will forever regret that my career in education after 44 years ended this way. If this upheaval prompts a serious resolve to develop a community of learners who support each other when there are lows and celebrate when there are highs, then there is a silver lining. Please, be on fire for improvement, excited about conversations with differing viewpoints and steadfastly affirm that the small things will not overshadow what is most important – educating children.

Sincerely and Respectfully,

Pamela Stiles, M.Ed., CAGS



## PUBLIC PARTICIPATION AT BOARD MEETINGS

The primary purpose of School Board meetings is to conduct the business of the Board as it relates to school policies, programs and operations. The Board encourages residents to attend Board meetings so that they may become acquainted with the operation and programs of the schools. All official meetings of the Board shall be open to the press and public. However, the Board reserves the right to meet and to adjourn or recess a meeting at any time. The Board also reserves the right to enter non-public session at any time, in accordance with the provisions RSA 91-A:3.

In order to assure that persons who wish to appear before the Board may be heard and, at the same time, it may conduct its meetings properly and efficiently, the Board adopts as policy the following procedures and rules pertaining to public participation at Board meetings:

1. 15 minutes will be set aside for citizens to address the Board. This period may be extended by a majority vote of the Board. Speakers will be allotted three minutes per person.
2. Members of the public may offer comments on agenda items only. The Board will not entertain comments on items that do not appear on the agenda. Requests to address the Board on matters not on the agenda must be presented to the Superintendent and must set forth the specifics of the subject to be addressed. When appropriate, the Board may place such requests on the agenda.
3. Consistent with RSA 91-A:3, Policy BEDB, and the laws pertaining to student and family privacy rights, the Board will not place any matter on the public agenda that is to be properly discussed in a non-public session. Complaints regarding individual employees, personnel or students will be directed to the Superintendent in accord with Policies KE and KEB.
4. All speakers are to conduct themselves in a civil manner. Obscene, libelous, defamatory or violent statements will be considered out of order and will not be tolerated. The Board Chair may terminate the speaker's privilege of address if the speaker does not follow this rule of order.

Persons appearing before the Board are reminded that members of the Board are without authority to act independently as individuals in official matters. Thus, questions may be directed to individual Board members, but answers must be deferred pending consideration by the full Board.

### Legal Reference:

*RSA 91-A:2, Meetings Open to Public*

*RSA 91-A:3, Non-Public Sessions*

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

Adopted by the Board: 6 December 2000  
Reaffirmed by the Board: 6 May 2002  
Reaffirmed by the Board: 2 January 2008  
Reaffirmed by the Board: 19 September 2012  
Revised by the Board: 21 August 2013  
Reaffirmed by the Board: 4 June 2019

Page 1 of 1

## AGENDA PREPARATION AND DISSEMINATION

The superintendent shall prepare all agendas for meetings for the Board.

Items to be placed on the agenda should be received by the superintendent by noon time on Thursday prior to the meeting. Every board member has the right to place items on the agenda by contacting the chair person or superintendent. Matters not included in the agenda may be presented during the meeting provided the board agrees to discuss the matter. The board may choose not to deal with every agenda item.

Consistent with RSA 91-A:3 and the laws pertaining to student and family privacy rights, the board will not place any matter on the public meeting agenda that is to be properly discussed in a non-public session. This shall not preclude the board from giving notice of its intent to hold or enter into a non-public session and the statutory reason for doing such.

Any board member, staff member, student, or citizen of the district may suggest items of business. The inclusion of items suggested by staff members, students, or citizens shall be at the discretion of the board chairperson.

The board shall follow the order of business set up by the agenda unless the order is altered by a majority vote of the members present. Items of business not on the agenda may be discussed and acted upon if a majority of the board agrees to consider item. The board, however, may not revise board policies, or adopt new ones, unless such action has been scheduled, or unless there is an emergency.

The agenda and supporting materials should be distributed to board members on Friday prior to the board meeting. Board members shall be expected to read the information provided them and to contact the appropriate person to request additional information that may be deemed necessary to assist them in their decision-making responsibilities.

When the final agenda has been established, it will be made available to the public. Members of the public who wish to speak at board meetings regarding an agenda item are encouraged to contact the superintendent. Additionally, the board reserves the right to limit public discussion at board meetings to agenda items only.

Mrs. Priscilla Colbath, Chairperson  
Mrs. Judith Nason  
Mrs. J. Lisbeth Olimpio  
Mrs. Vivian Macedo  
Mr. Stephen Brown

Adopted by the Board: 2 January 2008  
Revised by the Board: 19 September 2012

## PUBLIC COMPLAINTS

While the Wakefield School Board recognizes its obligation to be available to the public at all times, it also believes that individual complaints can usually be resolved most effectively by parties directly concerned. The Board will refer all complaints through the proper administrative channels for solution before investigation or action by the Board. Exceptions are complaints that concern Board actions or Board operations only. The Board, therefore, will not hear complaints from individual parents until such complaints have been raised, first with the child's teacher, and, if not resolved, successively with the department head (where applicable), Principal and Superintendent.

**Mrs. Connie Twombly, Chairperson**  
**Mrs. Peggy Richards**  
**Mrs. Ann Glidden**  
**Mr. Joseph Fleck**  
**Mrs. Peggy Richards**

**Adopted by the Board: 6 December 2000**  
**Reaffirmed by the Board: 17 October 2002**

## COMPLAINTS ABOUT SCHOOL PERSONNEL

The Wakefield School Board places trust in its employees and desires to support their actions in such a manner that employees are freed from unnecessary, spiteful, or negative criticism and complaints.

In order to assure the development of an orderly chain of command and to resolve complaints as close to their origin as possible, the Wakefield School Board has adopted the following procedure.

Matters involving teacher - pupil relationships and the internal operations of the schools shall be discussed with the faculty member, the school principal, and the Superintendent in that order. If, after such discussion, the individual is not satisfied, he may submit a request for consideration of his complaint at the next school board meeting. This request may be made to any member of the school board or to the Superintendent.

If a matter cannot wait for a regular board meeting, the chairman may call a special board meeting for its consideration. When calling such a meeting, twenty-four hour notice must be given.

**Mrs. Connie Twombly, Chairperson**  
**Mrs. Peggy Richards**  
**Mr. Joseph Fleck**  
**Ms. Sarah Hayes**  
**Mrs. Desiree Tumas**

**Adopted by the Board: 6 September 1977**  
**Reaffirmed by the Board: 4 October 1995**  
**Reaffirmed by the Board: 7 August 1998**  
**Reaffirmed by the Board: 17 October 2002**

Wakefield School District  
SAU 101

| <b>Staff New Hires</b> |       |                |                  |         |
|------------------------|-------|----------------|------------------|---------|
| Name                   | Title | Effective Date | Replacing/New    | Salary  |
| C. Dolaher             | Para. | –              | Chrissy Carberry | \$12.47 |
|                        |       |                |                  |         |
|                        |       |                |                  |         |
|                        |       |                |                  |         |
|                        |       |                |                  |         |
|                        |       |                |                  |         |

| <b>Resignations</b> |       |                |        |
|---------------------|-------|----------------|--------|
| Name                | Title | Effective Date | Salary |
|                     |       |                |        |
|                     |       |                |        |
|                     |       |                |        |

| <b>Retirements</b> |       |                |        |
|--------------------|-------|----------------|--------|
| Name               | Title | Effective Date | Salary |
|                    |       |                |        |
|                    |       |                |        |
|                    |       |                |        |

