

Agenda Worksheet

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

Paul School Library

60 Taylor way, Sanbornville, NH

**Date: Tuesday, March 1, 2022, at
6:00pm**

**Transportation Committee 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 # 35669, \$263,702.43 (PandaDoc); Batch # 35641, \$427.98 (PandaDoc); Batch # 35671, \$520.99 (PandaDoc)
 - b. Payroll Manifest - Batch # 35673, \$191,324.92 (PandaDoc)
5. **MEETING MINUTES**
 - a. 2.15.2022 Non-Public (draft)
 - b. 2.15.2022 Public (draft)
6. **REPORTS**
 - a. School Administration Report
 - b. Financial Update
 - c. DOE Grant Audit
7. **OLD BUSINESS**
 - a. 2022-2023 Calendar
 - b. Food Service
 - c. COVID Update
8. **NEW BUSINESS**
 - a. Kingswood Continuation
 - b. IAQ Controllers
 - c. High School Scholarship
9. **POLICIES (indicates first or second reading)**
10. **SUB COMMITTEE UPDATES**
11. **OTHER BUSINESS**
12. **PUBLIC COMMENTS**
13. **NOMINATIONS/HIRES/RESIGNATIONS**
14. **CORRESPONDENCE**
15. **NON-PUBLIC**: RSA 91-A:3 II, if required.
16. **ADJOURNMENT:** _____ **PM** 1

Agenda Worksheet

Upcoming: The next Wakefield School Board meeting will be held Tuesday, March 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 averse 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 # 55134

Check Batch: 35669
 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: AF
 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
35669	20885	02/18/2022	9009	ALLISON NEAL, NEW ENGLAND TUTORS , LLC	0.00	360.00
	20886	02/18/2022	310	AMAZON.COM	0.00	3,499.61
	20887	02/18/2022	2957	BENEFIT STRATEGIES, LLC	0.00	4,217.02
	20888	02/18/2022	9487	BINX HEALTH. INC	0.00	360.00
	20889	02/18/2022	9228	BK Systems, In c.	0.00	373.00
	20890	02/18/2022	9426	BOOTHBY THERAPY SERVICES, LLC	0.00	600.00
	20891	02/18/2022	9503	C&S COMMERCIAL FOOD EQUIPMENT SERVICES,	0.00	4,761.70
	20892	02/18/2022	1190	CLEAN-O-RAMA	0.00	616.00
	20893	02/18/2022	913	CONWAY OFFICE TECHNOLOGY GROUP	0.00	8,612.51
	20894	02/18/2022	9479	DAVIES , MEGAN	0.00	14.98
	20895	02/18/2022	363	DIPRIZIO GMC TRUCKS INC.	0.00	178.28
	20896	02/18/2022	1402	FRESH PICKS CAFE, LLC	0.00	22,508.20
	20897	02/18/2022	8926	IRVING ENERGY	0.00	888.79
	20898	02/18/2022	8927	IRVING ENERGY-PROPANE	0.00	3,103.17
	20899	02/18/2022	9358	KIMBERLY ALWARD	0.00	982.80
	20900	02/18/2022	1005	LONGMEADOW FARM & HOME SUPPLY	0.00	22.77
	20901	02/18/2022	9191	LUIS TORRES	0.00	524.16
	20902	02/18/2022	9095	MAINSTAY TECHNOLOGIES	0.00	4,461.00
	20903	02/18/2022	9463	MICHAEL O'NEIL	0.00	2,610.00
	20904	02/18/2022	1683	MILTON FABRICATION & WELDING	0.00	1,500.00
	20905	02/18/2022	1993	MONARCH SCHOOL OF NEW ENGLAND	0.00	5,628.50
	20906	02/18/2022	2288	MSB CONSULTING GROUP	0.00	44.27
	20907	02/18/2022	2128	NAPA AUTO PARTS	0.00	329.70
	20908	02/18/2022	1366	NEW ENGLAND CENTER FOR CHILDREN	0.00	23,613.33
	20909	02/18/2022	9515	NEW HAMPSHIRE SCHOOL ADMINISTRATORS ASSO	0.00	300.00
	20910	02/18/2022	596	NH SCHOOL HEALTH CARE COALITION	0.00	68,900.00
	20911	02/18/2022	9290	PAGE STREET LEASING, LLC	0.00	75.00
	20912	02/18/2022	260	PARKER EDUCATION	0.00	13,102.73

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WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Batch#	Check#	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	20913	02/18/2022	2765	PESI, INC.	0.00	249.99
	20914	02/18/2022	9509	POTTIE PATROL, INC	0.00	1 50.00
	20915	02/18 / 2022	1866	SEA COAST LEARNING COLLABORATIVE	0.00	29,780.00
	20916	02/18/2022	1119	STAPLES	0.00	290.61
	20917	02/18/2022	762	STAFFORD LEARNING CENTER	0.00	56,496.55
	20918	02/18/2022	446	SUPERIOR FIRE PROTECTION, INC.	0.00	594.80
	20919	02/18/2022	9312	THE NEW ENGLAND CENTER FOR CHILDREN	0.00	1,500.00
	20920	02/18/2022	804	TREASURER . STATE OF NH	0.00	3,768.64
	20921	02/18/2022	9467	WHITE, KRISTEN	0.00	34.32
Totals:					0.00	\$263,702.43

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WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS



 Robert Ouellette, School Board Chairperson

Relf Fogg, School Board Vice Chairperson



 Mary Collins, School Board Member

Sheena Robbins, School Board Member



 Caitlin Gelinas, School Board Member



 Pamela Stiles, Superintendent

WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Report # 55076

Check Batch: 35641
 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
35641	90144	02 /08/2022	1706	TIME WARNER CABLE	0.00	427.98
Totals:					0.00	\$427.98

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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, School Board Member
Caitlin Gelinas
 Caitlin Gelinas, School Board Member

Pamela Stiles
 Pamela Stiles, Superintendent

WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Report# 55137

Check Batch: 35671
 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
35671	90145	02/16/2022	175	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	0.00	520.99
Totals:					0.00	\$520.99

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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, School Board Member

Caitlin Gellinas

 Caitlin Gellinas, School Board Member

Pamela Stiles

 Pamela Stiles, Superintendent



Wakefield School Board Public Minutes

February 15, 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 Gelinias	✓		

Others Present: Nichole Dolaher, Norma Joy, Sandra Taliaferro and Mary Soares from Clearview Community TV

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

Public Comment

None

Consent Agenda

Mrs. Gelinias made a motion, seconded by Mr. Fogg, to approve the Consent Agenda. (Vote 3-1)

Meeting Minutes

Mrs. Gelinias made a motion, seconded by Mr. Fogg, to approve the 2-1-22 nonpublic minutes. (Vote 4-0)

Mrs. Gelinias made a motion, seconded by Mr. Fogg, to approve the 2-8-22 nonpublic minutes. Mr. Fogg asked to have the word "some" before names and change hat to "bucket" (Vote 5-0)

Mrs. Gelinias made a motion, seconded by Mrs. Collins, to approve the 2-1-22 public minutes. (Vote 5-0)

Mrs. Gelinias made a motion, seconded by Mrs. Collins, to approve the 2-8-22 public minutes. (Vote 5-0)

Reports

Student Services Report

Mrs. Kebler read Mrs. Dubois report.

Special Education update: The transition from our 10-seat partner program model back to a 7-seat model has been quite successful, and we are happy to say that we have both the 7 seat partner program and the 3 seat model running well and fully staffed. After almost 4 months of no applications for support staff we have finally received some good applications and feel that we are able to now fully support the needs of our students in their classrooms. This will greatly help our students with success and ease the load of our case managers.

Wakefield School District Special Education Numbers: Little Paws (PreK): 9 identified students and 16 non identified Paul School: (K-8): 88 students, Spaulding High School: (9-12): 20 students, Kingswood: (9-12): 1 student, Out of District Placements: 5 students. Total number of students with disabilities: 23, Total number of 504 students: 24
Lisa Dubois, Interim Director of Special Education

Business Administrators Report

Mr. O'Neill said we have an overall budget balance currently of \$433,546.07. He said this is a low number because he doesn't have everything encumbered yet. There will be additional expenditures and reductions. Mr. O'Neill went through the variance on the sheet of paper he passed out to the Board. Mrs. Collins asked about the School Board Secretary line showing that no money had been spent from that line. Mr. O'Neill said that this was budgeted in two places because the Administrative Assistant took on this role and last year we put the Board Secretary back in the budget so an adjustment has to be made to these lines. Some of the stipend amounts need to be moved as they will be covered by grants. Part of the Partner Program is being paid by a grant. The cost of the front doors has to be sent to the Trustees of the Trust Fund for reimbursement. Mrs. Kebler said there were two unanticipated out of district placements that's why Special Ed Private High School Tuition is up. One of the two has just graduated so we will be getting some money from the state. Mr. O'Neill said we had our official monitoring review by the state today and it went very well. They were in to look at the grant expenditures. Mr. O'Neill left the meeting.

Facilities

The playground costs got approval from the ESSER 111 grant. Gym upgrades will be done over February vacation (week of Feb. 21-25) We are down one custodian. The building is staying clean, however we have had to outsource Serve-Pro 3 nights a week. This has helped tremendously. There are typically three evening custodians.

Discipline Report

Mrs. White presented the data for the month of January. They are utilizing PBIS. They will have a report next month so the Board has something to compare. Parents are contacted when students break the rules.

Old Business

Food Service

Mrs. Kebler said there was a survey sent out to the students, parents and teachers. She read the results of the survey in detail. Survey results available at the SAU. Mrs. Kebler said there are a lot of requirements around having your own food service program. Mrs. Kebler has a meeting scheduled with interested parents that wish to serve on a committee looking into options for food

service. Food service will have to go out to bid sometime in April. Mr. Fogg asked for the budget line amount for inhouse food service that we used to have and the four year average cost for Café Services. Mrs. Gelinias said where she works they have a USDA program. She's not sure if it's the same for Paul School. She said they have to have five components for lunch, milk, protein, veggie, fruit and grain. For ages 6-12 it's only 8 ounces of milk, 1-2 ounces of protein, ½ cup of fruit, ½ cup of veggies so the portions are going to be small if the are following the USDA guidelines. She said they only need three components for a breakfast.

Mrs. Collins wondered if this was the minimum requirements. She said after looking at the surveys some of the issues are because kids are eating in their classroom and not in the cafeteria so they're bagged and not everyone likes what they're served. There are no choices. Mrs. White said the students are able to order certain meals. In order for the meal to count they have to take all those components. Mrs. Gelinias said where she works they have to offer all components but don't have to take all. Mrs. Collins said that's what she was told when Fresh Picks came to the Board. Mrs. Gelinias said what she stated are the minimum requirements. Mrs. Collins said that the federal government was paying for the food until the end of the year so we are limited. Mrs. Gelinias said the USDA is very strict on what can be served. For instance they can only serve skim or 1% milk for the meal to count for reimbursement. She said that the meals are supposed to be bland. Mrs. Collins suggested looking at other schools in the area that have their own food service. Mrs. Robbins doesn't think this is the best time to take on our own program with all that's going on.

New Business

2022-2023 Calendar

Mrs. Kebler said this draft was sent to the Teachers' Union on February 7. There has been no response to date. The calendar includes 180 student days, 7 workshop days and 5 early release days (per contract) This calendar mirrors the Rochester calendar's start date and all major vacations. There are 4 PD days prior to students returning (per contract) The first student day is August 30th. Mrs. Robbins asked about no school on September 22nd. Mrs. Kebler said it was in the teachers CBA to have that day off. She asked about the teacher workshop days. She looked at Rochester some of them are close to ours. How are these days chosen? Mrs. Kebler said Mrs. Stiles did the calendar so she would have to ask her.

Mrs. Robbins said we have October 7th off and both Rochester and Kingswood have October 8th off. So all our high school kids are off a different day then us so can't watch their younger siblings. She wondered why early release couldn't be done the Monday and Tuesday of Thanksgiving week so only one week is interrupted. Mrs. Kebler will look into this as the Union and the Superintendent worked jointly on the calendar. Mrs. Robbins also wondered about February vacation changes for us and Maine and Mass. The DOE recommends that New Hampshire school have the first week of March off. Mrs. Kebler said it's her understanding that the state is trying to get everyone on the same schedule. She will talk with Mrs. Stiles. This will be placed on the next agenda for further discussion.

2022 Scholarship Update

Mrs. Kebler said that she had the dates on the scholarship application changed to 2022. They were incorrect. The Carl Siemon Scholarship, Wakefield School Board Scholarship and the Flora Belle Webber Scholarship (If still active) will all be available at the high schools.

Policies

The Policy Committee meets tomorrow.

Sub Committee Updates

Curriculum

Mrs. White said we started the meeting by having teachers share how the pilot is going at different grade levels. Laura Courts shared that the first grade team and thought Reveal was developmentally inappropriate and that students were confused when completing tasks due to the language used in the program. Julie Crowley shared that Bridges is a good program and that she uses it for intervention. Laura Courts shared that with Reveal if the smart boards are not working that it takes time away from instruction and that teachers are supplementing with other materials to supplement the lesson. Diana Pettis shared that for the last 8 days she had been in Katie Tyler's second grade classroom while she is instructing students using Eureka Math at the grade one level. This is meeting the needs of about 85% of the class. Some students have mastered concepts and the actual lesson does not offer room for differentiation. Diana also shared that the other two second grade classrooms are using Math in Focus as their primary curriculum.

Jasmine Robinson shared the latest data of all three third grade classrooms. They will be completing the unit test on Modular 3 soon. Jasmine also shared that she does the math lesson for an hour each day and afterwards provides two 15 minute center opportunities for students daily. Sharon Bonnevie shared that fifth graders are not using Math in Focus and they are working on fractions with materials they have found to meet student needs at this time. Then Mrs. White brought up the idea of exploring a curriculum for K4 and one for 5-8. She also asked the committee if anyone knew what Kingswood was doing for math? Many on the committee stated that they liked using technology such as IXL, Reflex to help supplement classroom instruction. The biggest obstacles that are faced right now is no one is being held accountable for teaching a specific scope and sequence. Teachers are choosing what they think is best for students. This is not helping our students. Many on the committee feel that change needs to happen but need more leadership on setting a plan in place to help accomplish this goal.

Next Steps: Next meeting is scheduled for March 3, 2022 at 6pm via google meets. Diana will send out a link as it gets closer.

Step One: Kristen/Tracy/Julie will talk to Anne in regard to setting up a plan to rollout to staff. This needs to be explicit so staff understands the expectations.

Step Two: Each teacher doing the pilot will bring data to share on student progress.

Step Three: Diana will put together a proposal for March 18th PD Day for interested committee members to share out the work that has happened in this committee to try and move adopting a math curriculum forward. interested committee members please reach out to Diana so she can plan accordingly. discussion last night. Once I hear back from everyone will share these minutes with Priscilla Colbath to include in the board packets for their next meeting.

Transportation

Mrs. Gelinas approved the Transportation Committee Report of 2-1-22. She reported that co-leaders Mrs. Bushman and Mr. Gavel and other bus drivers had input in the meeting. There was a discussion about how to get the new drivers trained. They talked about the NAPA incident. They had no other concerns besides having the SD cards for the cameras formatted. They had a conversation about mask wearing and if exemptions counted on the buses. Mrs. Kebler said the exemption does count for the bus. Mr. Fogg said there is a \$640 course geared to becoming a certified bus trainer. Mrs. Kebler said that the phone number of a trainer was given to Mr. O'Neill and that person, when contacted, didn't seem interested. Mr. Fogg will send the name of a trainer to Mrs. Kebler. Mr. Ouellette asked if we could send the drivers out of district to be trained. Mr. Fogg said without a CDL there is required classroom time before you can go for endorsements. He thinks the two could be ready now to go for endorsements. These are not certifications. Certifications come later. Mrs. Kebler said it's on top of her list to find someone to train the two drivers. She will be interviewing two people who she also wants to offer training to. Mr. Fogg will give a phone number to Mrs. Kebler.

Professional Development

Mrs. Kebler and Mrs. White participated in the professional development day on February 11th. Lisa Dubois and Mrs. Kebler facilitate a data dive for k-2. Mrs. White and Mrs. Bemis facilitated data dive for grades 3-8. The NWEA testing will be broken down with the various teachers to allow teachers to drive instruction. Changes were recently made to group our learners so that they can be met at their abilities. The NWEA data will not change these groupings. As far as the younger grades those groupings were made prior to Kristen arriving in the school. Their goal is to look at data to develop intervention groups in classrooms. The teachers are saying they want intervention resources. They can do the interventions as opposed to extra staffing. They will be using the STAR data to identify for the summer program. Title I grant offers programming for kindergarteners who are red flagged. They will be using the DIAL screening tool which does language, OT, PT and an academic section. In the past we have used our own made-up screening tool.

March 18th, Teacher Workshop Day. Currently only four teachers have responded to this inquiry for RISE, however, as Mrs. White went through the classrooms completing her observations, she has asked several teachers if they would be willing to offer a seminar. There will also be a CALM training offered again. Mrs. White said getting the bus drivers in for this offering will help them with understanding and dealing with the children on the buses. They want to be part of the positivity in the school. Mrs. Kebler will be looking at getting Mike Anderson as a speaker for one of the PD days during the 2022-2023 school year. She will be sending some resources to the school staff in anticipation of him.

The summer may bring several opportunities for curriculum and committee work. Thoughts around wellness for the PD day there are about 95 staff members. Mrs. Gelinas said she would look around for people who might come and do massages. Other options might be a 15 minute break centered around what a staff might want to do. We also may have mindedness activities around the schedule.

Mrs. Gelinas made a motion, seconded by Mrs. Robbins, to approve the Professional Development minutes of 2-11-22. (Vote 2-0-3)

Other Business

Van sold

The van was sold to Lambert's for scrap for \$557.50

Public Comment

Mrs. Joy asked about the non public meeting where the Board pulled names for the superintendents search committee. She asked why this didn't take place in public like it's always been done. Mr. Ouellette said they were announced in public. She asked, "was every single name who sent an email or expressed interest put in that bucket?" Mr. Ouellette responded no, we had our own process. She felt this was unfair. Mr. Ouellette said this is non public and he can't discuss it. She asked if the Board had the right to decide who is on a committee. Mr. Ouellette said, we don't even have to have a committee and Mrs. Joy agreed. She said the Board rigged the committee. Mr. Ouellette said the Board decided the process to follow. She said every name should be put back into a bucket and redrawn in public as it always has been done.

Mrs. Taliaferro said, we had a conversation about the search committee and how it would go. She said she'd go back and watch the last video. But she believed everyone's name would be in the bucket. She said everyone sitting in the audience submitted their emails that night. She had asked how the process would go and thought you would have a recorded meeting and pull names like when you pull names for Kingswood. Mr. Ouellette said the Board decided the process. Every name was looked at and every name was numbered. She asked how many applications there were and Mr. Ouellette said seven. She said the Board said they would choose four. Mr. Ouellette said the Board felt three should go forward. She asked for the breakdown of the committee. Mr. Ouellette said they are in the minutes but did read them. Mrs. Dolaher asked Mrs. Gelinas about the USDA recommendations. She said that in her program the food is supposed to be bland. Mrs. Dolaher said her son was handed two packets of sugar to do what he wants with. She suggested that all students eat in the cafeteria and another survey should go out. Tomorrow Mrs. Kebler will be contacting the people who are interested in serving on the committee.

Mrs. Collins asked if volunteers and visitors are allowed in the school yet. Mrs. White said based off the Covid data there are no volunteers or visitors in the school right now. Mrs. Kebler said that she is hearing that DHHS is coming out soon with much less restrictive rules. Mr. Ouellette said a Covid update should be on the next agenda. Mrs. Robbins clarified what she had said about food service. She wanted to make it clear that she felt it was a lot to add to an already full plate.

Nominations/Hires/Resignations

None

Non Public

Mr. Ouellette made a motion, seconded by Mrs. Gelinas, to go into non public under 91-A 3:11 (c) at 7:55. Gelinas aye, Collins aye, Robbins aye, Fogg aye, Ouellette aye (Vote 5-0)

The Board returned to public session at 8:07

Adjournment

Mr. Ouellette made a motion, seconded by Mrs. Gelinas, to adjourn the meeting at 8:07 (Vote 5-0)

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary

Paul School Administration Report

March 2022

- On Thursday February 3rd, 2022, our eighth-grade students visited the Technology Center at Spaulding High School. During their tour they were able to observe classes that were in session, meet with the teachers and ask questions of current students. Students finished their tour with a demonstration by the Spaulding ROTC Program.
- On Thursday, February 10th, 2022, Paul School students and staff took part in a lockdown drill. During the drill specific steps were taught and followed. When the practice was over, each room was unlocked by a member of the Paul School Emergency Management team and were then given the “All Clear.” After the lockdown teachers debriefed with their students to answer questions and review lockdown expectations. In the event of an unwanted person in the building or a situation that would make it necessary for our students to remain secluded in their classroom, we practice lockdown drills to ensure that our children are comfortable with procedures and safety measures.
- On Friday February 11th, 2022, we celebrated our 100th day of school, students and staff were creative with their costumes of what they would look like if they were 100 years old and made for an exciting day. On Monday February 14th, 2022, we celebrated our 101st day of school with a focus on the book 101 Dalmatians.
- On Friday February 11th, 2022, we had an early release day, the focus of the day was to better understand where staff were at in their understanding of data, how to use data to drive instruction as well as using data to be effective in grouping of students. Training for our staff in grades 3-8 on accessing NWEA data and how to generate groups using RIT scores was a success. The grade levels then went back to their teams to conduct a data dive to generate groups that meet the educational needs of students. Anne worked with our preschool and kindergarten team to discuss the process used to screen our incoming kindergarteners and how to effectively use the data from their recent testing to drive instruction. Lisa worked with grades 1 and 2, they were able to identify some administrative issues with the STAR testing that they fixed, and reviewed reports that were beneficial for looking at intervention groups.
- On Monday, February 14th, 2022, several of our 8th grade students opted in with parent permission to participate in NAEP testing. NAEP is different from our state assessments because it is a common measure of achievement across the country. The assessment is administered by proctors from 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. Students were assigned to take either a mathematics or reading assessment. In addition to subject-area questions, students voluntarily completed NAEP survey questions. The assessment took approximately 90 minutes for most students, which included transition time, directions, and completion of survey questions.

On Thursday, March 3rd, 4th grade students who have opted in with parent permission will have the opportunity to participate in NAEP testing. The process and procedure will be the same as our 8th grade students' experience.

- Pam has finalized our RISE Professional Development Day with a focus on Professional Development Workshops that are led by our own staff. Pam sent out an email asking staff who were interested in leading a workshop to reach out to her with an overview of their workshop, this information was sent to staff in a survey form, and they were able to choose three sessions they would like to attend. Pam sent an email to all staff with their sessions they signed up for.
- On February 18th, 2022- our PTA hosted an Outstanding Student Pizza Party to recognize our January recipients.

Important Dates-

- February 28- March 4, 2022- Read Across America Week
- March 1, 2022- Transportation Meeting 5:15 p.m. Paul School Library
- March 1, 2022- School Board Meeting 6:00 p.m. - Paul School Library
- March 3, 2022- Curriculum Committee Meeting 6:00 p.m. - Zoom
- March 3, 2022- NAEP testing grade 4
- March 4, 2022- Dr. Seuss Birthday Celebration
- March 7, 2022- Professional Development Committee Meeting- 7:30 a.m. - SAU Conference Room
- March 8, 2022- Paul School Leadership Team Meeting 3:30 p.m. - Paul School Library
- March 9, 2022- Paul School Mentor/ Mentee Meeting- 3:30 p.m. - Paul School Library
- March 10, 2022- Technology Task Force Committee Meeting- 7:30 a.m. - Paul School Library
- March 11, 2022- Hat Day- pay \$1 to wear your hat
- March 11, 2022- Progress Reports go home
- March 13, 2022- Daylight Savings Time
- March 14, 2022- PTA Meeting 5:30 p.m. - Paul School Library
- March 15, 2022- Paraprofessional Meeting 3:30 p.m. - Paul School Library
- March 15, 2022- School Board Meeting 6:00 p.m. - Paul School Library
- March 16, 2022- Staff Meeting- 3:30 p.m. - Paul School Gymnasium
- March 18, 2022- No School- Teacher Workshop Day
- March 25, 2022- Hat Day- pay \$1 to wear your hat
- March 25, 2022- Community Day

NH Department of Education
Federal Fiscal Monitoring Audit
School Year 2020-2021
February 16, 2022
Summary Report

1. Department of Education selected 3 grants to review:
 - a. IDEA
 - i. Salaries and Benefits, February 2021
 - b. Title I
 - i. Professional Services Contract
 - ii. General Supplies
 - iii. Salaries and Benefits
 - c. CARES-ESSER
 - i. New Computers

2. Eleven (11) policies were reviewed:
 - a. All were acceptable, however DAF needs to be updated
 - i. The update has been identified and made and will be brought to the Policy Committee

3. There were no questioned costs

4. There were two *Areas of Findings*:
 - a. Finding #1:
 - i. Purchase Orders must accompany all purchases
 1. That has been corrected as of July, 2022
 - ii. An MOU for services was in place instead of a contract. Contracts are required.
 1. That has been corrected as of July, 2022
 - iii. There is a lack of internal controls, specifically in the areas of:
 1. Procurement
 2. Inventory Management
 3. Time and Effort
 - b. Finding #2:
 - i. Lack of control surrounding time and effort procedures
 - ii. In February 2021
 1. Timecards were missing required information - grant name, certifying statement
 2. Timecards were also signed prior to the period of performance end date
 - a. This has been corrected as of July, 2022

5. The District has 30 days from the date of the audit to submit a corrective action plan. It is expected that the two corrective action plans will be submitted on Friday, February 25, 2022.

6. The District has until July 30, 2022 in which to submit evidence of correction with outlined procedures.
 - a. The goal date for submission is April 22, 2022

WAKEFIELD SCHOOL DISTRICT

2022-2023 School Year Calendar (updated 2/14/22)

AUGUST/SEPTEMBER (22 days)

M	T	W	T	F
22	23	TW	TW	TW
TW	F	31	1	NS
H	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY (15 days)

M	T	W	T	F
		1	2	3
6	7	8	9	ER
13	14	15	16	17
NS	NS	NS	NS	NS
27	28			

OCTOBER (19 days)

M	T	W	T	F
3	4	5	6	TW
H	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

MARCH (22 days)

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	TW
20	21	22	23	24
27	28	29	30	31

NOVEMBER (18 days)

M	T	W	T	F
	1	2	3	4
7	8	9	10	H
14	15	ER/PC	ER/PC	18
21	22	NS	H	NS
28	29	30		

APRIL (15 days)

M	T	W	T	F
3	4	5	6	7
10	11	12	13	ER
17	18	19	20	21
NS	NS	NS	NS	NS

DECEMBER (17 days)

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	ER
19	20	21	22	23
NS	NS	NS	NS	NS

MAY (21 days)

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	TW
22	23	24	25	26
H	30	31		

JANUARY (20 days)

M	T	W	T	F
H	3	4	5	6
9	10	11	12	13
H	17	18	19	20
23	24	25	26	27
30	31			

JUNE (11 days)

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	L	SD
SD	SD	SD	SD	SD
SD	SD	SD	SD	SD

August – January = 96 Days

February – June = 84 Days

TW= Teacher Workshop, No School
PC = Parent Conferences

ER = Early Release (12:40)
SD= Snow Day Make Ups if Needed

H= Holiday (No School)
NS = No School

August 24-29 Staff Returns
 August 30 First day for Students
 September 5 Labor Day
 October 11 Columbus Day
 November 11 Veterans' Day
 November 17-18 Early Release/Parent Conferences
 November 24-26 Thanksgiving Recess
 December 26-30 Holiday Break

January 2 New Year, No School
 January 16 Civil Rights Day
 February 20-24 Winter Break
 March 17 Teacher Workshop, No School
 April 24-28 Spring Break
 May 19 Teacher Workshop
 May 29 Memorial Day
 June 15 Last Day (if no snow days)

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Points of Note:

- The draft was sent to the Teachers' Union on February 7. They requested that the early release days for parent conferences in November be switched from Thursday and Friday (11/17 and 11/18 shown on the 1st draft) to Wednesday and Thursday (11/16 and 11/17 shown on the 2/14/22 draft). There would then be a regular day of school on that Friday, 11/18. This would help avoid some teachers needing to be at school until late on a Friday and possibly some students taking a long weekend.
- The calendar includes 180 student days, 7 workshop days and 5 early release days (per contract)
- This calendar mirrors the Rochester calendar's start date and all major vacations.
- There are 4 PD days prior to students returning (per contract).
- The first student day is August 30.

Rochester School District 2022-2023 School Year Calendar

	Mo Tu We Th Fr		Mo Tu We Th Fr
AUGUST/ SEPTEMBER (22 Days)	TW 30 31 1 2 5 6 7 8 9 12 TW 14 15 16 19 20 ER 22 23 26 27 28 29 30	FEBRUARY (15 Days)	1 2 3 6 7 ER 9 10 13 14 15 16 17 20 21 22 23 24 27 28
OCTOBER (20 Days)	3 4 5 6 7 10 11 12 13 14 17 18 ER 20 21 24 25 26 27 28 31	MARCH (22 Days)	1 2 3 6 7 8 9 10 13 14 15 16 TW 20 21 22 23 24 27 28 29 30 31
NOVEMBER (17 Days)	1 2 3 4 7 TW ER 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30	APRIL (15 Days)	3 4 ER 6 7 10 11 12 13 14 17 18 19 20 21 24 25 26 27 28
DECEMBER (17 Days)	1 2 5 6 7 8 9 12 13 14 15 16 19 20 21 22 23 26 27 28 29 30	MAY (22 days)	1 2 3 4 5 8 9 ER 11 12 15 16 17 18 19 22 23 24 25 26 29 30 31
JANUARY (19 Days)	2 3 4 5 6 9 10 ER 12 13 16 17 18 19 20 TW 24 25 26 27 30 31	JUNE (11 Days)	1 2 5 6 7 8 9 12 13 14 15 SD SD SD SD SD SD SD SD SD SD

TW = Teachers' Workshop

ER - Early Release Day

Student Days Out

August 29	Teachers Return - TW	December 26-30	Holiday Break
September 5	Labor Day	January 2	New Year
September 13	Teachers' Workshop/Primary	January 16	Martin Luther King Day
October 10	Columbus Day	January 23	Teachers' Workshop
November 8	Teachers' Workshop/Election	Feb 20-24	Winter Break
November 11	Veterans Day	March 17	Teachers' Workshop
November 23-25	Thanksgiving Break	April 24-28	Spring Break
		May 29	Memorial Day

Early Release: September 21; October 19; November 9; January 11; February 8; April 5; May 10

180 Instructional Days 5 Teacher Workshop/Parent Conference

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Memo

To: Superintendent Office SAU49
From: Anne Kebler, Interim SAU Administrator
Re: KRHS Wakefield Students Continuation
Date: March 1, 2022

On March 1, 2022, the Wakefield School Board approved the below students for continuation to attend Governor Wentworth Regional School District 2022/2023.
The students and their current grade levels are:

Kali Chase	9
Sophia Gutierrez	9
Gaven Peaslee	10
Hailey Peaslee	9
Wyatt Pitts	9
Landen Swain	9
Marquis Williams	10

Sincerely

Anne Kebler
Interim SAU Administrator, SAU101



Bringing new levels of security, savings and service to your operational infrastructure

Proposal

Submitted to: SAU 101 Paul School

Date: May 4, 2021

Project: DDC Upgrade Paul School SAU 101

Summary:

BASIX Automation Integrators (BASIX) hereby submits the following quotation for the above referenced project.

BASIX' Scope of Work shall include:

- Provide a new Web Server Front End Controller
- Reuse existing workstation on site
- Programing, graphics
- 4 hours of owner's training
- Reuse existing terminal controllers
- Add Boiler water pressure and water leak detector for boiler room

Exceptions and Clarifications to BASIX Scope of Work:

BASIX standard insurance only, any additional coverage will be at an additional cost.
Anything not specifically mentioned in this proposal is to be considered excluded from this pricing and associated contracts.

Base Price: \$15,900

Add Price to replace all controllers \$14,500

Authorized By:

John Lloyd | Inside Sales
JLloyd@basixai.com
BASIX Automation Integrators
Direct: 603.610.6932
Cell: 603.722.0183

CORPORATE OFFICE: 10 CROSBY ROAD, DOVER NH 03820 603.610.6900 P 603.610-6909 F
MAINE BRANCH: 999 FOREST AVENUE SUITE 1 PORTLAND ME 04103 207.878.8848 P 207.878.8980 F
VERMONT BRANCH: 89C ETHAN ALLEN DRIVE, SOUTH BURLINGTON, VT 05403 802.879.5355 P 802.879.4574 F
WWW.BASIXAI.COM

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Wakefield School Board Scholarship

Essay Prompts

2020/2021

- Thinking about your intended education, how would you use your skills to contribute to society?

2019/2020

- Who has made the most influence in your life, other than your parents, and explain why?

2019/2020

- “What do you think is wrong with our country today? What do you think needs to be done to make it Better? Or what do you think is right with our country today and what do you think needs to be done to make it even better?”

2017/2018

- Thinking about your intended education, how would you use your skills to contribute to society?

2016

- If you were to have an opportunity to speak in front of the incoming freshman class, what would be the theme of your speech and why?

2015

- When you meet someone for the first time, what do you want them to know about you, but don't generally tell them?

2014

- Write about a challenge you have faced and how it has helped you grow into a successful student?