



Wakefield School Board Public Minutes

February 15, 2022

Held in the Paul School Library

Approved

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

Meeting Minutes

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

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

Mrs. Gelinas 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. Gelinas 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 they 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. Gelinas 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. Gelinas 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. Gelinas 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 than 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 schools 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