

Agenda Worksheet

School Administration Unit #101 Wakefield School District Board

Meeting:

Paul School Library

60 Taylor way, Sanbornville, NH

Date: Tuesday, May 17, 2022, at
6:00pm

Facilities Meeting, 5:15pm

1. **CALL TO ORDER** - Chair, followed by **FLAG SALUTE**
2. **PUBLIC HEARINGS**
 - a. Pursuant to 198:20-c
 - b. Transportation - not to exceed expenditure of \$109,000
 - c. Updating and Approving Security – not to exceed expenditure of \$15,000
 - d. Gym Floor Expendable Trust – not to exceed expenditure of \$161,000
 - e. Parking Lot and Sidewalk Maintenance – not to exceed expenditure of \$39,000
 - f. Building and Renovation Expandable Trust – not to exceed expenditure of \$10,000
3. **AGENDA REVIEW**
 - a. Board Member Resignation
4. **PRESENTATION**
 - a. Bus Yard, Dino Scala
5. **PUBLIC COMMENTS:** Public's opportunity to speak to items on the agenda.
6. **CONSENT AGENDA**
 - a. AP Manifest - Batch # 36003, \$138,988.18
 - b. Payroll Manifest - Batch # 36005, \$192,136.38
 - c. May Enrollment
7. **MEETING MINUTES**
 - a. 4.18.2022 AREA Meeting Minutes (draft - not approved)
 - b. 5.2.2022 Superintendent Search Committee (draft)
 - c. 5.10.2022 WSB Minutes (draft) – Mary will have them
8. **REPORTS**
 - a. Student Services Report
9. **NEW BUSINESS**
 - a. Eureka Math Program 2022
 - b. Superintendent, 2022
 - c. Letter for Water Precinct
 - d. RFP – Paving Project
10. **OLD BUSINESS**
11. **SUB COMMITTEE UPDATES**
 - a. 5.5.2022 Curriculum Committee Meeting Minutes (draft)
 - b. 4.19.2022 Facilities Meeting Minutes (draft - not approved)
 - c. 5.3.2022 Facilities Committee Meeting (draft)
12. **OTHER BUSINESS**

Agenda Worksheet

13. NOMINATIONS/HIRES/RESIGNATIONS

- a. A. Bultman
- b. I. Leavitt-Carlson
- c. G. Soucy
- d. J. Mau-Woody

14. NON-PUBLIC: RSA 91-A:3 II, if required.

15. ADJOURNMENT: _____ PM

Upcoming: The next Wakefield School Board meeting will be held Tuesday, June 7th, 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.

2 91-A:3, II (l): 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.

Mary,

Here is my letter of resignation to add to the next agenda. I plan to participate fully in the next regular board meeting and fulfill my responsibilities there. Thank you so much for your support, compassion, and understanding in this difficult decision I have had to make.

Dear Wakefield School District School Board,

Please accept this letter as my formal resignation from my position as a member of the Wakefield School Board. My last day of service will be at the next scheduled meeting on May 17, 2022.

I have proudly served this community to the best of my ability over the course of this past year and a half, and I am regretful that I am unable to fulfill my full-term originally scheduled to be completed in March of 2024.

I want to extend my deepest apologies to anyone who is let down by this decision that I have to make. I would like to take full responsibility and acknowledge that this was a job I willingly signed up for, worked my best to complete, and am no longer able to manage without it having a great impact on my personal well-being and the healthy functioning of my family.

There have been some recent changes in my responsibilities outside of my school board work that have caused me to have to reprioritize how I utilize the day's limited time. I am no longer able to serve the district at the capacity it deserves and understand that this means I have a responsibility to step down and make room for someone who can.

I am grateful to have had the opportunity to work with a variety of members of the Wakefield School Board, as well as the districts administration. I have gotten an inside view to some of the troubles and triumphs this school district has gone through. And I have gained a great appreciation for how dedicated the Paul School staff are. I will forever treasure all that I have learned, the growth I have had as an individual, and the connections I have made throughout this experience.

I will continue to do my best to do my part to be an active and contributing member to the Wakefield, and Paul School, communities that I have come to care so deeply about, but for now, that no longer will be through the school board lens.

I truly wish these remaining members and those who will take a seat at this table in the future, the very best. And from the bottom of my heart, I thank you for your courage in stepping up to the plate. This job takes a lot of time, effort, and really is a labor of love and you all deserve so much gratitude for your willingness to dedicate yourselves to serve your community in this way.

Thank you, and all the best!

Sincerely,

Sheena Robbins

5/4/22

Dear Madam Chair Mary,

It is with a heavy heart that I have come to the unfortunate decision to resign from my position on the Wakefield School Board. My last meeting will be Tuesday, May 17th.

This decision was not made lightly. As you know, I have had to Zoom into meetings due to my husband's change in work schedule. Unfortunately, due to this change, as well as juggling everything that comes with being a parent of a young child, I am no longer able to fulfill my commitment to the School Board and its various meetings and committees that are required.

Over the last year I have spent on the board, I have come to realize this district is living so much in the past and there is a lot of us vs. them mentality. I hope that in the future the community, teachers, administrators and board can begin to let go of the past and move forward with a fresh start. To put the children first instead of their own personal agendas. Often putting the children first means to support the teachers and work as a team to create the best learning experiences for the children. I have seen these changes slowly taking effect and hope that it continues to grow over time.

I apologize for any inconvenience this may cause to the students, families, staff and fellow board members. I have learned a lot from my time on the school board and value the connections I have made and lessons I have learned. Thank you for the opportunity to support the Paul School community. I thank you for your understanding that family comes first. I hope to continue finding ways to support the school. If there is anything I can do to ease the transition, please let me know.

Sincerely,

Caitlin Gelinias

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report# 55946

Check Batch: 36003
 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
36003	21181	04/29/2022	1080	ADT COMMERCIAL LLC	0.00	0.00
	21182	04/29/2022	9009	ALLISON NEAL, NEW ENGLAND TUTORS, LLC	0.00	0.00
	21183	04/29/2022	9358	ALWARD, KIMBERLY	0.00	0.00
	21184	04/29/2022	310	AMAZON.COM	0.00	0.00
	21185	04/29/2022	8900	ANDERSON'S ALPHABET U	0.00	0.00
	21186	04/29/2022	2957	BENEFIT STRATEGIES, LLC	0.00	0.00
	21187	04/29/2022	9487	BINX HEALTH, INC	0.00	0.00
	21188	04/29/2022	2308	BOSTON MUTUAL LIFE INSURANCE CO.	0.00	0.00
	21189	04/29/2022	9534	CUSTOM COMPUTER SPECIALIST	0.00	0.00
	21190	04/29/2022	8940	DRUMMOND WOODSUM, ATTORNEYS AT LAW	0.00	0.00
	21191	04/29/2022	434	GOVERNOR WENTWORTH REGIONAL HEALTH TRUST	0.00	0.00
	21192	04/29/2022	585	IRVING ENERGY-PROPANE	0.00	0.00
	21193	04/29/2022	8927	LHS ASSOCIATES, INC.	0.00	0.00
	21194	04/29/2022	497	LONGMEADOW FARM & HOME SUPPLY	0.00	0.00
	21195	04/29/2022	1005	MAINSTAY TECHNOLOGIES	0.00	0.00
	21196	04/29/2022	9095	MICHAEL O'NEILL	0.00	0.00
	21197	04/29/2022	9463	MSB CONSULTING GROUP	0.00	0.00
	21198	04/29/2022	2288	NATIONAL SCHOOL BOARDS ASSOCIATION	0.00	0.00
	21199	04/29/2022	9535	NEW ENGLAND CENTER FOR CHILDREN	0.00	0.00
	21200	04/29/2022	1366	NH ASSOCIATION OF SPECIAL ED	0.00	0.00
	21201	04/29/2022	1349	NH DEPT. OF SAFETY	0.00	0.00
	21202	04/29/2022	1995	PAGE STREET LEASING, LLC	0.00	0.00
	21203	04/29/2022	9290	PAMELA STILES	0.00	0.00
	21204	04/29/2022	9374	PEARSON CLINICAL	0.00	0.00
	21205	04/29/2022	9222	SEACOAST LEARNING COLLABORATIVE	0.00	0.00
	21206	04/29/2022	1866	SOLJANT	0.00	0.00
	21207	04/29/2022	9530	Stipo, Betsy	0.00	0.00
	21208	04/29/2022	9532		0.00	0.00

5

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Batch#	Check#	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	21209	04/29/2022	9191	TORRES, LUIS	0.00	0.00
	21210	04/29/2022	804	TREASURER, STATE OF NH	0.00	0.00
	21211	04/29/2022	2853	VACHON, CLUKAY & CO., PC	0.00	0.00
	21212	04/29/2022	9368	VERIZON	0.00	0.00
	21213	04/29/2022	834	WASTE MGMT OF NH-ROCHESTER	0.00	0.00
	21214	04/29/2022	575	WILLIAMS, BERNARD J	0.00	0.00
	21215	04/29/2022	1080	ADT COMMERCIAL LLC	0.00	0.00
	21216	04/29/2022	9009	ALLISON NEAL, NEW ENGLAND TUTORS, LLC	0.00	0.00
	21217	04/29/2022	9358	ALWARD, KIMBERLY	0.00	468.00
	21218	04/29/2022	310	AMAZON.COM	0.00	1,317.98
	21219	04/29/2022	8900	ANDERSON'S ALPHABET U	0.00	650.30
	21220	04/29/2022	2957	BENEFIT STRATEGIES, LLC	0.00	657.92
	21221	04/29/2022	9487	BINX HEALTH, INC	0.00	80.00
	21222	04/29/2022	2308	BOSTON MUTUAL LIFE INSURANCE CO.	0.00	205.11
	21223	04/29/2022	9534	CUSTOM COMPUTER SPECIALIST	0.00	7,973.13
	21224	04/29/2022	8940	DRUMMOND WOODSUM, ATTORNEYS AT LAW	0.00	3,448.00
	21225	04/29/2022	434	GOVERNOR WENTWORTH REGIONAL	0.00	14,982.25
	21226	04/29/2022	585	HEALTH TRUST	0.00	4,993.63
	21227	04/29/2022	8927	IRVING ENERGY-PROPANE	0.00	1,610.83
	21228	04/29/2022	497	LHS ASSOCIATES, INC.	0.00	2,237.40
	21229	04/29/2022	1005	LONGMEADOW FARM & HOME SUPPLY	0.00	127.79
	21230	04/29/2022	9095	MAINSTAY TECHNOLOG JES	0.00	1,355.00
	21231	04/29/2022	9463	MICHAEL O'NEILL	0.00	7,215.00
	21232	04/29/2022	2288	MSB CONSULTING GROUP	0.00	166.56
	21233	04/29/2022	9535	NATIONAL SCHOOL BOARDS ASSOCIATION	0.00	165.00
	21234	04/29/2022	1366	NEW ENGLAND CENTER FOR CHILDREN	0.00	27,900.00
	21235	04/29/2022	1349	NH ASSOCIATION OF SPECIAL ED	0.00	500.00
	21236	04/29/2022	1995	NH DEPT. OF SAFETY	0.00	1,000.00
	21237	04/29/2022	9290	PAGE STREET LEASING, LLC	0.00	75.00
	21238	04/29/2022	9374	PAMELA STILES	0.00	758.80
	21239	04/29/2022	9222	PEARSON CLINICAL	0.00	65.00
	21240	04/29/2022	1866	SEACOAST LEARNING COLLABORATIVE	0.00	30,685.00
	21241	04/29/2022	9530	SOLJANT	0.00	13,365.00
	21242	04/29/2022	9532	Stipo, Betsy	0.00	56.99
	21243	04/29/2022	9191	TORRES, LUIS	0.00	659.88
	21244	04/29/2022	804	TREASURER, STATE OF NH	0.00	4,387.63
	21245	04/29/2022	2853	VACHON, CLUKA Y & CO . PC	0.00	10,510.46

6

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Batch#	Check#	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	21246	04/29/2022	9368	VERIZON	0.00	163.60
	21247	04/29/2022	834	WASTE MGMT OF NH-ROCHESTER	0.00	706.35
	21248	04/29/2022	575	WILLIAMS, BERNARD J	0.00	150.52
	21249	04/29/2022	1080	ADT COMMERCIAL LLC	0.00	263.05
	21250	04/29/2022	9009	ALLISON NEAL, NEW ENGLAND TUTORS, LLC	0.00	90.00
Totals:					0.00	\$138,988.18

WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

Mary Collins
Mary Collins, School Board Chairman

Sheena Robbins, School Board Vice Chairman

Caitlin Gelinas, School Board Member

Brennan Peaslee
Brennan Peaslee, School Board Member

Sandra Taliaferro
Sandra Taliaferro, School Board Member

Pamela Stiles
Pamela Stiles, Superintendent

70 Checks Listed.

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

Superintendent: Pamela Stiles & Anne Kebler
Principal: Kristen White Assistant Principal: Tracy Bemis

**May Enrollment Report
2021-2022**

Grade	Class	Inv. Total	Class	Inv. Total	Class	Inv. Total
Little Paws	Boston AM	13	Boston PM	11		
K	Barlow	10	Libby	12	Roberts	13
1	Learned	17	Jakubec	17	Courts	16
2	Royle	21	Kelly	23	Tyler	21
3	Robinson	18	Reynolds	19	Purvis	18
4	Ellis	15	O'Neill	14	Nason	19
5	Olson	23	Bonnevie	22		
6	Perkins	18	Drum	16	Boucher	18
7	Mallette-Tonken (LA)	16	Soares (Science)	17	Stevens (Math)	18
8	Fairfield (SS)	15	Hadzima (LA)	15	Leonardi (Math)	14
Overall Total: 469						

8

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

updated 4/27/2022

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May.	June
LP	17	18	18	17	23	23	24	24	24	
K	37	34	34	37	33	33	33	35	35	
1	48	48	46	48	48	48	48	49	50	
2	65	65	65	65	63	65	65	65	65	
3	55	56	55	55	52	53	53	53	55	
4	48	47	47	48	46	47	48	48	48	
5	44	44	44	44	44	45	45	45	45	
6	55	56	56	55	53	53	51	51	52	
7	55	56	56	55	52	52	50	50	51	
8	43	45	44	43	44	44	44	44	44	
Total	467	469	465	467	458	463	461	464	469	0

9

4-18-22 AREA Meeting Minutes
Held in Room 144 SAU
Draft

In attendance from Wakefield: Mary Collins, Sandra Taliaferro, Brennan Peaslee, Wakefield Assistant Superintendent Anne Kebler,
In attendance for Spaulding: Chair Paul Lynch, Vice Chair Sarah Harrington, Matthew Pappas, Matthew Beaulieu, Anne Grassie, David Camire, Matthew Munn, Sandy Keans
Spaulding Teachers and Administration: ??

Calendar

Spaulding aligns their calendar with Dover and Somersworth because of Vo-Tech. They all follow the New Hampshire adopted calendar. Professional Development days are contractual with the Union. The calendars are set at the Southeasteres meetings. Mrs. Kebler was invited to attend the next two. The next one will be at Oyster River on the first Thursday of the month, May 12th at 8:15. Mrs. Kebler said it would be nice to coordinate with early release days also. Spaulding will send the calendar for next year to our SAU.

Dr. McDonald explained Raider Pathways, an alternative study program for struggling students. Smaller class sizes, structured, and the students feel connected.

Math Curriculum

They are using McGraw-Hill math programs, iReady math and Reveal Math for k-8. They found that Everyday math was not successful. Envision Math and Eureka Math were not piloted. They found Eureka Math requires a lot of professional development and teacher confidence. A teacher has to be very competent in teaching math. They felt that the reading art was very difficult for students and did not agree that the teacher should read the math problem. They extended an invitation for Math teachers to meet with the Spaulding math teachers.

Covid Guidelines

Spaulding follows the state protocol. They don't monitor students coming back after Covid or have them wear masks. They are as close to normal as possible. No masks and three feet distancing when possible. They are looking into air handlers. Students are participating in sports, after school activities, and dances.

Bus Schedules

The students are dismissed at 2:14 but Wakefield kids leave at 2:10. Bus schedules are back to normal.

Respectfully submitted for approval at the next Facilities Sub-Committee meeting,

Priscilla Colbath
School Board Secretary

SAU # 101
Student Service Report
May 17, 2022

Special Education update:

As the last month of school approaches the team is working to wrap up all of the necessary items from this school year and are beginning to prepare for the next school year. Special educators are working closely with classroom teachers to assist with developing class lists for the 2022-2023 school year. They are also supporting students and teachers with the end of the year NH SAS and STAR assessments.

Also of note is that Kindergarten registration/screenings went well with almost 30 children participating over the two days.

Wakefield School District Special Education Numbers:

- Little Paws (PreK): 10 identified students and 14 non identified
- Paul School: (K-8): 81 students
- Spaulding High School: (9-12): 20 students
- Kingswood: (9-12): 2 students
- Out of District Placements: 6 students

Total number of students with disabilities: 119

Total number of 504 students: 28

Respectively Submitted

Lisa Dubois, Interim Director of Special Education

May 10, 2022

Mr. Peter Kasprzyk, Chair
Sanbornville Water Precinct
PO Box 254
Sanbornville, NH 03872

Dear Mr. Kasprzyk,

The Wakefield School Board will enter into an agreement with the Sanbornville Water Precinct allowing the Precinct to drill for water on the Rhines Rd property owned by the Wakefield School District. If water is found, by the Precinct, the Wakefield School District may then enter in a legally binding contract with the Sanbornville Water Precinct to proceed with the potential development of wells and a distribution system that is mutually beneficial to the Precinct, the School District, and the Town of Wakefield. Original permission was granted June 9, 2020, by the previous School Board. It is the current School Boards' decision to honor the previous agreement.

Sincerely,


Mary Collins

School Board Chairman

Paving Project - sidewalk adjacent to Taylor Way	#1 -- Sunday Paving & Sealing Inc	#2 - GMI Asphalt LLC	
Attend pre-bid meeting/walkthrough			
Signature Page -	N	Y	
Signature page as cover sheet	N	Y	
Form of Proposal :			
1.General company information-			
a. brief description of company structure	N	Y	
b. ownership	Y	Y	
c. parent company information	NA	Y	
2. Explanation and list of your company's services	N	Y	
3. How long has your company been in business	N	Y	
4. List of similar projects from your company - this list can be returned upon request	N	Y	
5. Minimum of 3 references of projects of similar size	N	Y	
6. All pages initialed and returned	N	Y	
Sidewalk Quote	\$11,920.00	\$20,785.00	
Paving of Taylor Way	\$43,480.00	\$59,430.00	
Total Quote	\$55,400.00	\$80,215.00	\$0.00
Y=Yes/N=No			
Comments:			
Company #1 -- Had done work for the district in the past			
Company #2 -- Good company, do it once & do it right			

13

Company

#1

Sunday Paving & Sealing, Inc.
 PO Box 1136
 Wolfeboro Falls, NH 03896
 603-569-7878
 info@sundaypaving.com
 https://www.sundaypaving.com



Estimate

ADDRESS
 Paul School
 60 Taylor Way
 Sanbornville, NH 03872
 P: (603) 630-2089 Joe Williams
 joe.williams@sau101.org

ESTIMATE # 1513
DATE 03/14/2022
EXPIRATION DATE 04/14/2022

PROJECT NAME:	PROJECT ADDRESS	50% DEPOSIT:	
Paving Road & Sidewalk	60 Taylor Way	\$26,700.00	
JOB DESCRIPTION			AMOUNT
Asphalt Paving			53,400.00
Taylor Way 18,500 Sq. Ft. - Cost at \$41,480.00			
Sidewalk 3,320 Sq. Ft. - Cost at \$11,920.00			
1. Reclaim Taylor Way to help solidify sub base materials, install gravel & prepare			
2. Remove adjacent sidewalk, install gravel & prepare			
3. Fine grade and vibratory compact sub base materials			
4. Pave 2.5" and compact to 2" finish depth			
Proposal Provided by Jim Gagnon			
		TOTAL	\$53,400.00

Materials and workmanship guaranteed for 1 year. Any changes or additions must be approved by both parties. Price good for 30 days from the date of this estimate.

Thank you for the opportunity to submit this estimate.

We look forward to working with you!
 Ryan Downer
 Sunday Paving & Sealing Inc.

Accepted By

Accepted Date

Thank you for your Business!
 We Now Also Accept Debit Card & Credit Card Payments By Calling the Office at 603-569-7878

Sunday Paving & Sealing, INC. Paving Great Jobs & Relationships Since 2003

15

Company

#2

STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #101
WAKEFIELD SCHOOL DISTRICT

Wakefield School District
Business Office
76 Taylor Way
Sanbornville, N.H. 03872

PROJECT NAME: Sidewalk and Taylor Way Paving

DUE DATE: May 13, 2022

Contact: Joe Williams
Phone: (603) 630-2089

ISSUED: MARCH 24, 2022

ALL PAGES OF THIS DOCUMENT MUST BE RETURNED TO ENSURE A VALID BID. BIDS SUBMITTED WITHOUT ALL PAGES CAN BE RENDERED INVALID. SEND ALL CORRESPONDENCE, AND REFERENCE PROJECT NAME, TO THE ADDRESS SHOWN ABOVE ON THE LEFT. WAKEFIELD SCHOOL DISTRICT STANDARD TERMS AND CONDITIONS SHALL APPLY.

Sidewalk Adjacent to Taylor Way Paving Project

Please complete the following:

Terms Net 30 E.I.N. 74-3130688 D & B No. _____

Company Name GMI Asphalt, LLC

Signature 

Printed Name Ron Vaillancourt Title Project Manager

Phone # (603) 524-0200 Fax # (603) 524-3700

Bid Items: Cost to accomplish the Work as described within the specification.

Maximum price \$ 80,215.00

F.O.B. POINT: PRICES QUOTED SHALL BE FOB WAKEFIELD SCHOOL DISTRICT UNLESS OTHERWISE SPECIFIED.
COMPLIANCE: VENDOR MUST COMPLY WITH PROVISIONS OF STATE AND FEDERAL OSHA LAWS, STANDARDS, AND REGULATIONS.
ACCEPTANCE: PLEASE ITEMIZE ALL PRICES, DISCOUNTS AND CHARGES. WE RESERVE THE RIGHT TO ACCEPT ALL OR PART, OR DECLINE THE WHOLE. THERE IS NO OBLIGATION TO BUY.
TAXES: NONE
SPECIFICATIONS: ATTACH COMPLETE SPECIFICATIONS FOR ANY SUBSTITUTION OFFERED.

March 9, 2022

17

Bidder Initials RV 

5

STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #101
WAKEFIELD SCHOOL DISTRICT

ADDENDUM TO RFQ SIDEWALK ADJACENT TO TAYLOR WAY PAVING PROJECT

THIS ADDENDUM IS TO GIVE SEPARATE PRICING ON THE LISTED PROJECT.
PLEASE PROVIDE TWO SEPARATE PRICES. ONE WILL BE FOR THE SIDEWALK AS A
STAND ALONE PROJECT.

THE PRICING OF TAYLOR WAY WILL BE A SEPARATE PRICE AS A STAND ALONE
PROJECT.

THIS PAGE WILL COINSIDE WITH PAGE NUMBER FIVE(5) OF THE RFQ. PLEASE
PUT WITH BID PACKET.

PRICING:

1.) SIDEWALK ADJACENT TO TAYLOR WAY: \$ 20,785.00

2.) TAYLOR WAY: \$ 59,430.00

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #101
WAKEFIELD SCHOOL DISTRICT**

**Sidewalk Adjacent to Taylor Way Paving Project
ATTACHMENT "A"
WAKEFIELD SCHOOL DISTRICT**

NOTES:

All permits, bonds, etc. to be obtained from Contractor who was awarded bid.

Date and Project Timeline:

- Project to be started July 1, 2022 and completed by August 12, 2021

Requirements for Project:

- All work should meet conditions, means methods, and materials should comply with the NHDOT's most recent editions of **Standard Plans for Roads and Bridge Construction**.
- AASHTO specification for paving of road and sidewalks.
- Fix catch basin closes to sidewalk in front of Trane air conditioning units.
- Reclaim Taylor Way to help solidify sub base materials.
- Remove existing sidewalk.
- Install gravel as needed to achieve proper pitch.
- Grade and compact paving areas to be compliant to AASHTO specifications.
- Pave two inches base coat with a one inches finish topcoat of pavement meeting AASHTO specification.
- Repaint all areas (crosswalks, no parking, fire lane, etc.) affected from new pavement.
- The road square footage is 18,500 Taylor Way.
- Sidewalk square footage is 3,320 adjacent to Taylor Way.
- Expansion joints where and if needed.

Project Site:

- Is to remain clean and free of debris at the end of each workday.
- Summer School will be going in session from July 5, to July 28. If project takes place in this time frame, the entering of the school will be done through doors #16 . Staff will also need to enter this direction.

March 9, 2022

19

Bidder Initials RV



6

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #101
WAKEFIELD SCHOOL DISTRICT**

III. FORM OF PROPOSAL

All responses to this RFQ shall consist of the signature page as a cover sheet, Attachment "A", and the responses to the following information, which must be numbered exactly as listed. The following requirements constitute the minimum for all bids. Failure to do so may render your proposal incomplete and subject to disqualification.

1. Provide general information about your company. Brief description of company structure, ownership, and parent company information.
2. Provide explanation and list of your company's services.
3. How long has your company been in business?
4. Provide a list of similar projects from your company. (This list can be returned upon request.)
5. Submit a minimum of three (3) references of projects of similar size; which is preferred or larger. Please include the contact name, organization, address, phone/fax numbers, and the date of the project.
6. Use the attached spreadsheet and/or list and/or diagrams, called Attachment "A" to document the total price to provide the services. All proposals pricing should include all time, materials, labor, shipping, etc. Any fees/charges not identified at this point will NOT be allowed for the term of the contract period. Prices will be firm for six (6) months.



May 13, 2022

State of New Hampshire
School Administrative Unit #101
Wakefield School District
Facilities Manager
60 Taylor Way
Sanbornville, NH 03872

1. GMI Asphalt, LLC is a full service site work and paving company. We are locally owned and operated by Warren Colby who resides in Gilford, NH. GMI Asphalt, LLC has been an approved contractor for the State of New Hampshire Department of Transportation for several years running. This means we are a stable, safe, compliant company that provides paving and site work services that meet or exceed all government standards in safety and performance.

2. We provide services for municipal, private, commercial and residential customers all over New England. Our primary territory is in NH, but we have the capability to fulfill projects outside our home state. Full service site work from initial excavation to utility installation, full depth pavement reclamation, fine grading, paving, curb installation, guardrail installation, shoulder gravel installation, drainage improvements, and most everything in between.

3. GMI Asphalt, LLC was founded in 2004. We have never defaulted on a contract, and we have maintained steady growth and expansion each year since.

4. GMI Asphalt, LLC has successfully completed several school paving projects including the running track and parking lot at Inter-Lakes High School, parking lot and walkway paving and repairs at 5 different schools in Manchester, NH as well as drainage and site work improvements at the Boscawen Elementary School, and the Webster Elementary School. We've performed multiple paving projects at the Bedford School District as well as Hillsboro-Deering School District and at Newfound Middle School.

21

A handwritten signature in black ink, appearing to be the initials "JC" or similar, written in a cursive style.



PAVING SPECIALISTS

5. A list of municipal references for your review:

City of Concord
311 N State St
Concord, NH 03301

Fred Schaefer - Public Works
(603) 228-2737
FSchaefer@ConcordNH.gov

Town of Sanbornton
PO Box 124
Sanbornton, NH 03269

Johnny Van Tassel - Public Works
(603) 286-8306
highway@sanborntonnh.org

Town of Moultonborough
PO Box 139
Moultonborough, NH 03254-0139

Chris Theriault - DPW Director
(603) 253-7445
ctheriault@moultonboroughnh.gov

City of Manchester
475 Valley Street
Manchester, NH 03103

Owen Friend-Gray - Highway Engineer
(603) 792-5307
ofriend@manchesternh.gov

We thank you for your consideration and look forward to working with you.

Ron Vaillancourt - Project Manager
GMI Asphalt, LLC
288 Laconia Road
Belmont, NH 03220
(603) 524-0200 office
(603) 524-3700 fax
ron@gmiasphalt.com

22

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #101
WAKEFIELD SCHOOL DISTRICT**

Owner: The School Board of Wakefield School District

Project: Paul School Sidewalk Adjacent to Taylor Way Paving Project

Overview: Wakefield School District invites proposals for the Sidewalk Adjacent to Taylor Way Paving Project at Paul School

Project Contact: Joe Williams
Facilities Manager, SAU #101
60 Taylor Way
Sanbornville, NH 03872
603-630-2089

Due Date: Until 2:00 p.m. local time, on the 13th day of May, the Wakefield School District will receive the original proposal as herein set forth in a sealed envelope marked "Sidewalk Adjacent to Taylor Way Paving Project Wakefield School District RFQ" at the office of:

School Administrative Unit #101
76 Taylor Way
Sanbornville, N.H. 03872

Attn.: Joe Williams

E-mail, fax, or other forms of the proposal will not be accepted. Quotes received after the closing date and time will not be accepted.

REJECTION/AWARD OF PROPOSALS: The School District reserves the right to accept or reject any or all proposals, to negotiate with any or all Bidders, and to waive any informalities in the Request for Quote process, and to enter into an agreement with the Bidder whom the School District in its sole discretion determines is in the best interest of the School District even though the Bidder may not submit the lowest bid or proposal. Bidders shall be responsible for any and all expenses that they may incur in preparing their proposals.

WITHDRAWAL OF ANY PROPOSALS is prohibited for a period of one-hundred eighty (180) days after the proposal due date.

March 9, 2022

23

Bidder Initials RV



1

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #101
WAKEFIELD SCHOOL DISTRICT**

All bidders can set up appointments to view project between the times of 8:00am to 2:00 April 25, 26, or 27th at the Paul School. Please call Facilities Manager to setup appointment. (603-630-2089)

I. GENERAL INFORMATION

1. Wakefield School District is soliciting proposals for the reclaiming and repaving 3,320 sq. ft. of sidewalk and 18,500 sq. ft. of Taylor Way plus additions for Wakefield School District as needed for the Paul School located at 60 Taylor Way, Sanbornville, NH 03872.
2. The School District intends to enter into an agreement effective **May/June of 2022** for this project. The selection of the Bidder is conditioned upon the successful Bidder signing a contract agreeable to the School District. If the successful Bidder does not sign the contract, the School District may withdraw its offer and select another Bidder.
3. The School District prefers to maintain only one (1) contact person throughout the quoting process. Please appoint one (1) representative of your company with the responsibility for communicating with the School District on all matters relative to this Request for Quote. During this process, all communications must be channeled through the Facilities Manager to ensure proper documentation and dissemination of information.
4. **The Form of Quote and the signature page must be completed in its entirety; failure to do so may render your quote incomplete and subject to disqualification. All information available regarding this bid is contained within this RFQ.**
5. The items specified on the Attachments "A" in this RFQ are intended to provide a foundation for a contractual agreement. Your bid should include items, which, in your professional opinion, are needed for the Sidewalk Adjacent to Taylor Way Paving Project Wakefield School District RFQ. Deviations from the established format may result in disqualification of Quote. Your quote must clearly indicate any deviations.

II. TERMS AND CONDITIONS

1. Wakefield School District reserves the right to solicit additional information from Bidders to determine which Bidder best meets the needs of the School District. Additional information may include (but is not limited to) past performance records; list of available personnel, plant and equipment; description of work which will be done

**STATE OF NEW HAMPSHIRE
SCHOOL ADMINISTRATIVE UNIT #101
WAKEFIELD SCHOOL DISTRICT**

simultaneously with the School District project; on-site tour and evaluation by School District personnel; references, or any other pertinent information. The Wakefield School District also reserves the right to investigate any and all Bidders to determine the Bidder's ability to perform services under the RFQ.

2. Successful Bidder agrees to maintain comprehensive general liability insurance, including contractual liability, with limits not less than \$1 million per occurrence and \$2 million aggregate; professional liability with limits not less than \$1 million per occurrence and \$2 million aggregate; automobile liability for owned, non-owned and hired vehicles with a combined single limit not less than \$1 million per occurrence; Employers Liability with a minimum limit of \$500,000; and Workers' Compensation to statutory limits as required by the State of New Hampshire. Successful Bidder agrees to have the Wakefield School District added as an additional insured with respect to comprehensive general liability insurance and provide the School District with 30 days prior written notice of any material changes in the above insurance. Successful Bidder shall provide the School District with a certificate of the above insurance coverage and amounts upon execution of this agreement.
3. Successful Bidder shall indemnify the School District, its school board members, officers, employees, agents and students from and against any costs, losses, damages, liabilities, expenses, demands and judgments, including court costs and attorney fees, which may arise out of Bidder's performance of services, except to the extent caused by the sole fault or negligence of the School District.
4. The School District may at any time terminate the services and/or Contract with the successful Bidder at the School District's convenience and without cause. In case of termination for the School District's convenience, the successful Bidder shall be entitled to receive payment from the School District limited to actual documented expenses as of the date of termination as its sole remedy. In no event will the School District be responsible for lost profits, compensatory or other consequential damages.



Curriculum Committee Meeting
May 5, 2022

In Attendance: Diana Pettis, Jasmine Robinson, Julie Crowley, Mary Soares, Pam Stiles, Cara McNevech, Kristen White, Sandra Taliaferro, Tracy Bemis

1. Diana "passing the baton"
 - a. Diana expressed her thanks to the committee for their work
 - b. The committee thanked Diana for her leadership.
 - c. A committee facilitator will be determined in the fall.
 - d. There will be no meeting in June.
2. Math Update
 - a. Parent Forum
 - i. Jasmine shared her feedback.
 - ii. Parents were surprised that the school had no consistent curriculum.
 - iii. Some comments about slowing down the implementation.
 - iv. Committee thanked Jasmine for the outstanding presentation.
 - v. Committee thanked Julie for her participation.
 - b. The Board will need to make a decision about the program as they are responsible for final approval.
3. Literacy Seminar
 - a. Ten staff members have registered for the Summer Literacy Seminar to be held August 1-4.
 - b. Pam will facilitate.
 - c. The purpose of the Seminar is to create a common understanding of literacy, to begin to think about a K-8 sequence of skill building and an exploration into some of the resources available.
4. Discussions
 - a. Other discussion topics included:
 - i. The suggestion that the implementation of a school-wide math program not be delayed another year.
 - ii. A concern that there is a lack of trust between and among staff, administrators, parents and the school board.
 - iii. A concern that more teachers were not involved in the piloting process.
 - iv. An explanation of the year long work, invitations and opportunities given to the staff for inclusion
 - v. The need for a full time Curriculum Coordinator (possible inclusion in the Covid ESSER grant)
 - vi. A comment about math nights and the struggle some parents may have with helping their children with math homework. Programs are now requiring students to understand processes instead of just performing steps. This is something some parents do not have experience with.
 - vii. A comment about why a program more reflective of the past can't be used.
 - viii. Statements about the Board needing to decide how it wants to handle curriculum decisions: either they will make initial decisions or continue to have the Curriculum Committee do their work.

WAKEFIELD SCHOOL BOARD
4-19-22 Facilities Sub Committee Minutes
Held in the Library
Draft

In attendance: Sandra Taliaferro, Caitlin Gelinis, Assistant Superintendent Anne Kebler, Principal Kristen White, Facilities Director Joe Williams,

The meeting was opened at 5:00 by Mrs. Kebler. Mrs. Peaslee was made Chair of this subcommittee.

Fields (Practice and Recess)

Mr. Williams explained that the fields when wet are not used. The use will not only destroy the field but the mud will be ground into the carpet. When the ground is frozen, they can be used. He said it's been like that since he went to school here.

Playground

Playground is ordered and Mr. Williams is looking at lining everything up for install. The playground will be located 60' from the double gate and will be a 40' x 100' area.

Baseball Diamond

Bases are here and will be installed this spring by Corey Howe. The right field is not regulation so it will be a ground rule double.

Sidewalks

Mr. Williams has touched bases with the contractor and the cost of the sidewalks will be \$15,000-\$16,000.

Gym Floor

Mr. Williams is waiting for bids to be returned. He wanted to know if the Board will want to set aside half hour intervals with bidding contractors to explain their products at the May 3rd Board meeting. This will be brought to the full Board tonight. Bids closed April 22nd and he is accepting bids for flooring products other than Nora Flooring.

Dumpsters

Mr. Williams said we need to order another dumpster. Bees will be out soon and he usually compacts the trash two or three times a week. He also takes trash to the Transfer Station using his own truck on Monday and Friday. He said it cost the district a \$160 charge for overfill. The Waste Management line is over spent. He explained there has been a lot of trash because of students eating in their rooms. Mrs. Kebler will check to see if this cost can come out of ESSER funds. He would like a 10 yard dumpster.

Pro Rider Motorcycle Safety Class

FYI Michele Cole and Jason McKenna will be holding advanced motorcycle safety courses on various weekends. They have an insurance binder and also waivers for hold harmless. They have also filled out a facility use form. These will take place on Saturdays. They have received permission from Mrs. White.

Mrs. Taliaferro said the field discussion was different in this meeting from what parents have said.

Mrs. Gelinis made a motion, seconded by Mrs. Taliaferro to adjourn the Facilities Sub-Committee meeting at 6:00. (Vote 2-0)

Respectfully submitted for approval at the next Facilities Sub-Committee meeting,

Priscilla Colbath
School Board Secretary

WAKEFIELD SCHOOL BOARD
5-3-22 Facilities Sub Committee Minutes
Held in Sped Conference Room
Draft

In attendance: Sandra Taliaferro, Brennan Peaslee, Assistant Superintendent Anne Kebler,
Facilities Director Joe Williams,

The meeting was opened at 5:45.

Gym Floor

Mr. Williams showed samples of the flooring from the four bidders.

The meeting ended at 5:55.

Respectfully submitted for approval at the next Facilities Sub-Committee meeting,

Priscilla Colbath
School Board Secretary

Wakefield School District
SAU 101

Staff New Hires				
Name	Title	Effective Date	Replacing/New	Salary
Alyssa Bultman	7th Gr. Math	7/1/2022	Renee Stevens	\$39,474.00
Ivy Leavitt-Carlson	Asst. Principal	7/1/2022	Tracy Bemis	\$75,000.00

Resignations			
Name	Title	Effective Date	Salary
Gerald Soucy	Custodian	6/30/2022	\$17.94/hour
Jessie Mau-Woody	Teacher	6/30/2022	\$34,173.00

Retirements			
Name	Title	Effective Date	Salary



WAKEFIELD SCHOOL DISTRICT
SCHOOL ADMINISTRATIVE UNIT 101

INTENT TO HIRE

Name of Employee: Alyssa Buttman
Position being hired for: 7th Grade Math
Existing Employee? Yes No
Replacing: Renee Stevens

Submit with this form:
Completed Application
Reference Sheet
Resume (if applicable)
Transcripts (if applicable)
Certification (if applicable)
Three letters of
recommendation (if applicable)

NH Certification ID # SOE Expiration Date: 2024
Baccalaureate Degree from: William Wood University
Degree Equestrian Science Year 2010
Graduate Degree from: William Wood University
Degree Education Year 2018

Hours Per Day: _____ Days Per Week: _____ Days Per Year: _____
Time Card: Yes _____ No _____
Collective Bargaining: WTA WPA No Affiliation

Hiring Manager Comments:
Alyssa comes highly recommended by her references. The interview team felt she would be a wonderful addition to the middle school team. Her ability to foster positive relationships and strong math knowledge will benefit our students.
Submitted by: [Signature] Date: 5/2/22

To be filled in by Superintendent
Account Number: _____
Hourly Rate: _____ Salary: Track/Step: 39 474.00 - M1
Signature of Superintendent: [Signature] Date: 5/

32



WAKEFIELD SCHOOL DISTRICT
SCHOOL ADMINISTRATIVE UNIT 101

INTENT TO HIRE

Name of Employee: Ivy Leavitt - Carlson
Position being hired for: Assistant Principal
Existing Employee? Yes No
Replacing: Tracy Bernis

Submit with this form:
Completed Application
Reference Sheet
Resume (if applicable)
Transcripts (if applicable)
Certification (if applicable)
Three letters of recommendation (if applicable)

NH Certification ID # 81702 Expiration Date: 6/30/2024

Baccalaureate Degree from: UNH
Degree BS. Environmental Conservation Year 2001

Graduate Degree from: Plymouth State
Degree Educational Leadership Year Anticipated May 2022

Hours Per Day: _____ Days Per Week: _____ Days Per Year: _____

Time Card: Yes No

Collective Bargaining: WTA WPA No Affiliation

Hiring Manager Comments:
The interview team feels strongly that Ivy will be an asset to our school. Her strong curriculum building background and diverse experiences will make her a strong partner in supporting our school's vision.

Submitted by: [Signature] Date: 5-5-22

To be filled in by Superintendent

Account Number: 100-2410-51120-1-00-00000

Hourly Rate: _____ Salary: Track/Step: \$75,000.00

Signature of Superintendent: [Signature] Date: 5-12-2022

32

RECEIVED

MAY 12 2022



From: Gerald R Soucy

11 May 2022

Subject: Letter of resignation

To: Joe Williams, Kristen White, Pam Stiles

When I recently received my contract renewal forms I was told that it was due to the fact that I had not submitted a formal letter of resignation. I am therefore submitting this letter to inform you of my resignation immediately after the end of this contract year (as of July 1st 2022) . Thank you for considering me for renewal. Best wishes to all remaining staff of Paul School

Gerald R Soucy

RECEIVED

MAY 12 2022



04/27/2022
Paul School
60 Taylor Way,
Sanbornville, NH
03872

To the members of the SAU and the School Board,

I regret to inform you that I will not be returning for the 2022-2023 school year for the *Health Teacher* position at the Paul School. This decision has come down solely to finances. I cannot thank you enough for welcoming me into your school's community with open arms and for making a difficult transition into the school in the middle of a school year as seamless as possible. Everyone has been wonderful to work with and this has made an outstanding teaching experience for me. It has been my privilege to teach the children in attendance at this school. I hope that I was able to make a positive impact on them. Thank you for your understanding.

Jessie Mau-Woody
Health Teacher