



Wakefield School Board Public Minutes

July 5, 2022

Held in the SAU Conference Room

Approved

BOARD MEMBERS		ADMINISTRATORS	
Mary Collins, Chair	✓	Anne Kebler, Assistant Superintendent/CEO	✓
Brennan Peaslee, Vice Chair	✓	Frank Markiewicz, Business Administrator	
Bob Ouellette	✓	Lisa Dubois, Special Ed Director	
Sandrea Taliaferro	✓	Kristen White, Principal	✓
Robert DeColfmacker	✓		

Joe Williams, Marc Taliaferro and Mary Soares from Clearview Community TV

Mrs. Collins opened the meeting at 6:05 with the flag salute.

Non Public

Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to go into non public under 91-A 3:11 (c) at 6:05 Roll call: Ouellette aye, Collins aye, DeColfmacker aye, Peaslee aye, Taliaferro aye (Vote 5-0)

The Board returned to public session at 6:35. While in non public they conducted an exit interview.

Agenda Review

Mr. DeColfmacker asked about the orientation listed on the agenda. Mrs. Taliaferro replied that Mr. DeColfmacker said it was too broad and she found some things that we might have questions on. She said we can address this when we get to it on the agenda as she has other information. She said this wasn't a workshop just some ideas and information.

Public Comments

None

Consent Agenda

Mrs. Taliaferro asked about the check for the gym floor. Mr. Williams said it's a down payment. **Mr. Ouellette made a motion, seconded by Mrs. Peaslee, to approve the Consent Agenda. (Vote 5-0)**

Meeting Minutes

Mrs. Peaslee made a motion, seconded by Mr. DeColfmacker, to approve the 6-21-22 Public minutes with one correction. (Vote 5-0)

Mrs. Peaslee made a motion, seconded by Mr. DeColfmacker, to approve the 6-21-22 Non Public minutes with an addition. (Vote 5-0)

Reports

Superintendent Report

The end of the school year was a busy one in the SAU office. We went through a slight reorganization and Laurie Newsome is now our new Administrative Assistant working at the front desk of our offices. She continues to maintain her other duties of accounts receivable, grants management and is beginning to be trained on food service. Frank Markiewicz, our new Business Administrator has been consulting with us, training both Michele and Laurie in both grants management and food service. We are excited at the state of the SAU office as we are all taking on new tasks which will assist our office in running efficiently!

Projects in the school began immediately after students left for the summer, and Joe has been busy getting all that is necessary to be ready for contractors to come in and build our playground set, preparing for our gym floor to be put in and the paving of our sidewalks soon. We are excited for our new facilities projects to be complete! Thank you Joe for all his hard work! He was well prepared for our summer projects. During the last week of June, I have been busy planning and scheduling our leadership retreat which will take place sometime in the middle of July. Our leadership team Kristen White, Ivy Leavitt-Carlson, Lisa Dubois and Joe Williams will be meeting for two - three days working on our needs for the coming school year. Our priorities for the school year are clear as we reflect on the past year. Our focus will be on establishing a culture of professional collaboration with our staff and improving the culture of our school community for the students, staff and parents.

In addition we will be focusing on identifying systems to address challenging behaviors and improving instructional practice. We will be offering a much more in depth mentoring program which will not only be available to our new teachers, but also open to any teacher interested in examining their instructional practice through the 22-23 school year. In addition to our leadership retreat, our middle school teachers will be working together throughout the summer to develop a middle school program which is embedded in multi-disciplinary programming for our students, building a new team of middle school teachers that are excited to provide engaging program for all students, meeting their needs where they are at, and building leadership opportunities for our students to participate in assisting us in building a true Pre K - 8 school community that celebrates our students while develop lifelong skills in not only academic rigor, but also developing their social emotional skills to be successful as they move through their journey of education. I am excited to see the leadership of our upper grade students develop, allowing them a voice in establishing a culture of kindness, reflection and engagement in learning.

While we are still faced with a serious staff shortage. I am encouraged by the teachers we have interviewed and hired and look forward to watching them grow within our school community. We are lucky to have had the candidates we have had, and I am confident we will be able to open school fully staffed. Summer will be a busy time at the Paul School, and September will be here before we know it. We will be ready and excited to open our doors in August promoting a year

of professional conversations of teaching and learning and engaging our students in authentic learning! Graduation was a wonderful experience for all, and I was proud to stand up on the stage and congratulate our 8th graders as they move on to high school. As always, the Wakefield School District will continue to follow these students throughout their high school years ensuring the success we expect for them as high school students. I want to thank all who supported me, including staff, parents and our school board throughout the past 6 months during a time of change and look forward to leading this school district. We have many opportunities available to us, and I believe that the school year 2022-2023 will be a great school year. Wakefield is a strong community, and together we can provide a safe and strong educational environment!

Administration Report

Grade 4 Remick Farm Field Trip - On Wednesday, June 1st the 4th grade classes went on a field trip to Remick Farm in Tamworth. Classes went on a guided farm tour with a Remick Educator. They learned the history of the farm and families that lived here while taking in the sights and sounds of a working farm.

Grades Pre-K-2 York's Wild Animal Kingdom Field Trip - On Thursday, June 2nd the 1st and 2nd grade classes went on a field trip to York's Wild Kingdom. The students, staff, and chaperones enjoyed the animals and lunch. Pre-K and Kindergarten students were scheduled to have a field trip to York's Wild Kingdom however plans were postponed due to weather conditions and then canceled due to inclement weather again. The kindergarten teachers arranged for a "stay at school field trip" for the students complete with a pajama day, fun activities and an animal movie.

Grade 8 Semi-Formal - The 8th grade Semi-Formal took place on Friday, June 3rd. Students in 8th grade. They enjoyed a buffet style dinner as well as desserts followed by dancing with music provided by Gerry Soucy.

Grade 7 T.L. Storer Field Trip –On Monday, June 6th the 7th grade students took a field trip to T.L Storer in Barnstead. The students enjoyed a day of archery, kayaking, canoeing, hiking and group games.

Boston Field Trips for Grade 8 - The students in 8th grade enjoyed two day trips to Boston on June 8th and June 9th. On the first day they went on the Boston Duck Tour, explored the Boston Museum of Science, went to the New England Aquarium, and ate dinner at Fire and Ice. The following day the students followed itineraries planned by their groups. Some group activities included following the Freedom Trail, touring Fenway Park, and shopping on Newbury Street.

Grade 5 Strawberry Banke Field Trip - Strawberry Banke Museum brings history to life, from Indigenous history to the present day. Student's toured historic houses on their original foundations, met costumed role players, watched traditional crafts demonstrations, and explored historical gardens.

Paul School Graduates Return - Paul school graduates of 2018 returned to Paul School on Thursday, June 9th in their caps and gowns for one last walk through the halls before their High

School Graduation. Paul school students and staff lined the halls to cheer and congratulate the soon to be graduates.

Grade 3 TL Storer Field Trip- On Friday, June 10th the third grade classes visited T.L Storer in Barnstead. Students participated in hands-on activities where they learned about orienteering, mammal studies, and forestry.

On Monday June 13th we held our Annual Schoolwide Field Day. We would like to thank our IA team, Cara McNevech, Caroline Dexter, Jessi Mau, Chris Gallant and Julie Sullivan, for all their hard work to create a fun event that we all will remember. This year, our middle school students volunteered to be Team Captains. Each team was made up of students representing all grade levels, we held a get to know you meet and greet on Friday June 10th for teams to become familiar with each other. Team Captains facilitated these events and were incredible leaders, encouraging their teams and helping them work together. We look forward to additional opportunities to work together across grade levels to support and learn from one another.

On Tuesday June 14th, an Awards Ceremony was held for students in grades 1 and 2. Students were recognized for IA including art, music, library, PE and health along with Citizenship awards. On Thursday June 16th, an Award Ceremony was held for students in grades 3 through 7. Students were recognized for IA including art, music, library, PE and health, High Honors and Honor Roll for students who earned them all four quarters, along with Citizenship awards. Celeste Nichols from the VFW presented the Patriots Pen Essay Competition winners, first place was awarded to Max Smith, second place awarded to David Nason and third place was awarded to Gianna Southers. Thank you to Kate Kelley for all her hard work to organize and host these wonderful events.

On Tuesday June 14th, students in both Pre-K classes celebrated their hard work this year with a graduation. Students in the 3-year old class will be stepping up to the 4-year old class. Students in the 4-year-old class will be moving on to kindergarten. Students and parents enjoyed a performance put on by the Pre-K students and light refreshments.

On Tuesday June 14th students in grade 8 who will be attending Spaulding High School in the fall participated in a Step up Day with 8th grade students from Rochester Middle School. Our students participated in a student panel where Spaulding students shared their experiences and encouraged our students to get involved in activities that they are interested in. Students were given their class schedules and were able to visit their first quarter classes. Students were able to enjoy lunch in the Spaulding cafeteria.

On Wednesday June 15th we celebrated our 8th grade class of 2022. We welcomed friends, family and members of the Paul School community who came from near and far to join us in celebrating and congratulating the many successes of our 8th graders. Mr. Jeff Lord of the American Legion, NH Post 61 in Milton presented the Citizenship Award, Mrs. Mary Collins and Mrs. Sandra Taliaferro presented the School Board Scholarship, Mrs. Nicole Dolaher, Mrs. Ashia Roy, Mrs. Kasey Frisbee and Mrs. Patrice Stevens presented the PTA Scholarship and PTA Awards. Mrs. Kristen White, Mrs. Tracy Bemis, Mrs. Anne Kebler and Mrs. Mary Cotlins

presented the President's Awards, Class Awards, Principal's Award & Honor Roll and the Presentation of Certificates of Completion. Ms. Jody Furlong presented the award for "Mayor of Paul School" with a heartwarming speech regarding the positive impact and legacy that Derek Joy has had on the Paul School Community. A special thank you to our PTA for providing delicious cupcakes and a beautiful graduation cake to celebrate all of our graduates. Thank you to Ms. Beth Capen and Mrs. Cara McNeveich for taking pictures, to Mrs. Mary Soares for filming the event and to Mr. Joe Williams, Mr. Gerry Soucy and Mr. Luke Salisbury for all their hard work to set up the facilities.

On Thursday June 16th, students in kindergarten celebrated their hard work and success this year with a graduation ceremony. Students, staff and families enjoyed time together celebrating our incredible kindergarteners. Step-up day for students in K was on Thursday June 16th. Students had the opportunity to hear about what to expect for the upcoming school year in the next grade. Families will receive a letter at the end of the summer with more information as well as the name of their students' teachers.

At our last Staff Meeting we celebrated the retirement of Gerry Soucy, Noelle Taylor, Kimberly Hastings and Deb Wilson. Their dedicated service to the students, staff and entire Paul School community has been inspiring. We wish them all the best in their retirement.

We also would like to thank the dedicated staff who will be moving on to new opportunities this coming school year- Tracy Bemis, Renee Stevens, Elizabeth Hadzima, Carol Mallette Tonken, Christopher Gallant, Meghan Gregoire, Katie Miressi, Amanda Long, Diana Pettis, Jaden McKellar and Kathleen Leonardi. The impact you have had on our school community will remain etched in the heart and fabric of our building.

This year we were fortunate to have three incredible long term substitutes who went above and beyond to ensure that the Paul School was a place for students to learn and grow. Their commitment to our school and the betterment of our students allowed for us to have a successful school year. Thank you to Nicole Dolaher, Theresa Drum and Danielle McKellar, we appreciate you!

Old Business

School Board Orientation - Sandra

Mrs. Taliaferro said she watched the webinars but needed more clarifying answer on how things should be done from the NHSBA on different things that work or doesn't work or if they could answer some simple questions. They are on the same page with wanting more involvement from your subcommittees or other things. She sent a personal email to Will Phillips. She questioned whether there was an opportunity to do a zoom with the Board so we could have it fine tuned a little bit different for our district. She said we keep hearing that NHSBA isn't for our town, it's for different or bigger types. She asked Mr. Phillips if they could put a workshop on for the Board. She said she wanted to bring this information back to this meeting. Mr. Phillips responded that they come to districts to do in person training and have done two in Wakefield in 2018/2019 and there is no charge for this. They are more that happy to come in for as many trainings that are needed. He said they would be about 75 minutes long plus time for questions. Mrs. Collins asked if Mrs. Taliaferro would like to pick one thing to focus on, one subject at a

time. Mrs. Taliaferro said it would be easier for them if they came in person. She said there are a couple of things in each video that would be good for clarifying. We don't need help with the whole video. She explained her outline. She then read Mr. Phillips email explaining the process and asking for dates and times when the Board is available. He asked for the best number to reach her to confirm a time and date.

Mrs. Collins suggested that if the Board had specifics, they could bring them forward. She said a lot of the things on the list were discussed at the orientation meeting they already had. Mrs. Taliaferro said she was bringing options forward because we need work and workshops. Mr. DeColfmacker said he feels this is tying in with policies we already have in place. Can we just live by the policies already in place? Mrs. Taliaferro asked if he wanted her to look up the policies for each question? Mr. DeColfmacker said not necessarily but if we already have a policy why not just go by that policy as most items on her list already have policies. She said she doesn't know if the policies direct us and answer all the questions. She said she would have to look up the policies to see if they say what we are and aren't allowed to do.

Mrs. Taliaferro asked is anyone is interested in more training from the NHSBA? She said somethings she has questions on and somethings she has been told outright, no I'm doing wrong. When Mr. Ouellette asked who said she was doing anything wrong and she replied every email she usually gets. Mr. DeColfmacker explained what the policy said about calling the attorney. She said example 1, she explained that she was allowed to be on the phone when the Board spoke with the attorney. Example 2, she is allowed to respond to the attorney when they were doing the contract, explain what was in there. Mr. DeColfmacker said, you are not allowed to respond and Mrs. Taliaferro felt she was. Mr. DeColfmacker said if you read the Wakefield policy it states that the Superintendent responds. This is a unique situation as this involved superintendent hiring and so Mrs. Taliaferro should have directed her questions to the Chair who acts on behalf of the School Board. Mr. Ouellette said there is also Board approval. The majority of the Board can approve someone to speak on their behalf.

Mrs. Collins said that her first example was attorney client privilege and we didn't know who was around you. Mrs. Peaslee said that if one person was being discussed, it's like non public a reputation could be hurt as someone could overhear it. She said the first thing the attorney asked was that there be no recording. Mrs. Collins said Mrs. Taliaferro's second example was to ask the attorney for clarity not to add to the contract. Mrs. Taliaferro said there were things in the contract that they hadn't agreed to and Mrs. Collins said the Lawyer put the deadlines in. Mrs. Collins said she followed everything the lawyer told her to do. Mrs. Taliaferro wants to get the expertise from the NHSBA someone whose job it is. Mr. DeColfmacker doesn't think making everyone else agree to another workshop is right. He also said that if any member sees a policy that needs to be updated it should be discussed by the Board.

Mrs. Colbath offered to go over some questions that Mrs. Taliaferro has using the NHSBA policies, the Wakefield School Board policies and the laws plus her 30 years' experience with Wakefield School District. Mrs. Taliaferro declined she said she wants it from an attorney.

Contracted Services Custodial

Mr. Williams received three quotes, the third ABM said they were not interested. APC cost is \$95,680 for two full time for 52 weeks and MetroWest is \$104,000. PBS is \$133,017.16. Mrs. Peaslee asked what the total for the two employees are in the budget. Mr. Williams said they simply can't get help. Mrs. Collins asked about hiring local rather than the big companies. Mr. Williams said it just doesn't work out and everyone is going to these companies now. Mrs. Peaslee said after looking at the budget her rough estimate would be about \$83,000 without benefits. The Board didn't have the actual amount. Mr. Williams said one person he talked to was saving about \$25,000 with this contractor. Mr. Ouellette said we have no choice but feels Mr. Williams will be back in front of the Board in six months saying this isn't working out. The Board discussed adding a clause to the contract that says we will continue to advertise.

Mr. Ouellette made a motion, seconded by Mr. DeColfmack, to approve APC Services for cleaning at \$95,680 for a year. (Vote 5-0)

Transportation – Bus Yard considerations

Town of Wakefield.

Park busses temporarily at the ball fields until a plan can be implemented and funds appropriated. The Public Works Dept. and Town of Wakefield are willing to help us with this transition. This would need to be a more in depth conversation of everything it would entail. moving of shed, digging of electrical, surveillance, plowing, etc.).

Paul School Front Parking Lot This would park the busses in the far outer section of the parking lot. The lines would need to be changed for bus parking. Also, electrical would need to be installed. There is a quote from 2017 from North Wind Electric. This was a conversation that occurred when Terry Wiggin was Business Administrator Plowing and sanding would also need to be discussed.

Paul School Behind School Parking. This would be to park the busses behind the building where the current outdoor classroom entrance, gardens, and fruit trees are located. We would also need to move the outside storage container. An engineered plan for this project will be needed for this project [the stumps that are located under the finish grade, paving f concrete, structure to cover the busses, electrical/lighting, and supply storage with electric, plowing/sanding. This was a conversation between former school board member Relf Fogg, Joe Williams Facility Manager, and Brennan Peaslee former Transportation Manager (FY 2019?).

Rines Road Property. This would be parking the busses at the 52 acre parcel that is currently being logged. An engineering plan for this project will be needed for this project (road, drainage, storage, power, lighting, plowing/ sanding, etc.).

Mrs. Peaslee said during the Transportation meeting they discussed getting an engineer to look at two of the options for housing the buses at the school. Mr. Williams suggested having the engineer take a look at the swale just across the road from the SAU building for a third option.

Scoreboard

The warranty for the scoreboard is for parts for five years.

Mr. Ouellette made a motion, seconded by Mrs. Peaslee, to approve the scoreboard for \$11,165. (Vote 5-0)

This money is coming from the ESSER Funds

New Business

Food Services

Approve cost of student meal prices for SY 22-23

Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the cost of school breakfast at \$2.00 and lunch at \$3.00. (Vote 5-0)

Mrs. Kebler informed the Board that the contract is done and she sent it to Mr. Markiewicz to look at before she sent it to the DOE for approval. She has arranged an extension until July 29th. The request for bids for next year will be sent out the end of March.

Policies

Policy DFA Investment (second reading)

This policy needs to be reaffirmed every year. No changes.

Mrs. Peaslee made a motion, seconded by Mrs. Collins, to reaffirm policy DFA. (Vote 4-0-1)

Nominations, Hires, Resignations

Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to accept the resignation of Penny Morin with regret. (Vote 3-2)

Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to accept the nomination of Lindsay Hurley. (Vote 5-0)

Mrs. Peaslee made a motion, seconded by Mrs. Collins, to accept the resignation of Kathleen Leonardi. (Vote 5-0)

Mrs. Peaslee made a motion, seconded by Mrs. Collins, to accept the nomination of Shane Krafton. (Vote 5-0)

Mrs. Peaslee made a motion, seconded by Mrs. Collins, to accept the nomination of Lisa Dubois as Special Ed Director. (Vote 5-0)

Mrs. Peaslee made a motion, seconded by Mrs. Collins, to accept the nomination of Frank Markiewicz as Business Administrator. (Vote 5-0)

Mrs. Peaslee made a motion, seconded by Mrs. Collins, to accept the nomination of Anne Kebler as Assistant Superintendent/CEO. (Vote 5-0)

Mr. DeColfmacker said when he was at the town safety meeting there was a discussion about a generator for the school because the school is considered a gathering place in case of an emergency. He said there could be funding for that. Mrs. Kebler had asked if the school gets the grants or does the town get the grants. That wasn't clear but they are thinking they can get a generator. Mrs. Collins will check the CIP. Mrs. Peaslee said that at the Transportation Committee meeting they discussed basically what was said here tonight. Mrs. Kebler said the grant money for security came through today. There are two rounds for security grants, the first round is due July 29th. This is a competitive grant. The second round is due by the end of August.

Adjournment

**Mrs. Peaslee made a motion, seconded by Mrs. Collins, to adjourn the meeting at 7:49
(Vote 5-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary