



Wakefield School Board Public Minutes

November 1, 2022

Held in the Paul School Library

Approved

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

Mary Soares from Clearview TV.

Mrs. Collins opened the meeting at 6:00 with the flag salute.

Agenda Review

Add truck under Old Business. Add sealed minutes to Non Public.

Mrs. Kebler passed out the laminated goals sheet and the enrollment paper

Public Comment

None

Consent Agenda

Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to approve the Consent Agenda. (Vote 5-0)

Meeting Minutes

Mrs. Peaslee made a motion, seconded by Mrs. Taliaferro, to approve the 10-18-22 public minutes. (Vote 4-0)

Reports

School Administration Report

We held a grade 8 Family Information Night on Monday, October 17th to discuss the 8th grade field trip to Boston in the Spring. We had a fantastic turnout and are thankful for the volunteers who are supporting their fundraising efforts. Currently the eighth graders are selling candy grams and will deliver them this week to those who purchased them.

This last weekend was the Fall Festival and we had a fantastic turn out, more students volunteers than we had slots to fill. Everyone both willing and eager to help out any way

they can. and abundant townsfolk who were both generous and patient with our 8th graders. We would like to extend our gratitude to the Greater Wakefield Chamber of Commerce, Country Goods and Groceries and anyone who came out to support our students.

Our Tier 2 Team rolled out the Check-In Check Out. CICO, program to staff at our October faculty meeting. This Program is designed to help students get immediate feedback throughout the day, as they work to be safe, be kind, be responsible. and be cooperative. We have identified students and the staff they have fostered positive relationships with as supports. letters were sent home to families with an opt out option if they feel their child would not benefit from CICO. For more information, please contact Bridget Jameson. Or Lori Cook. We would like to thank Dr. Jameson for her expertise and for leading our staff training.

We had picture day on October 19th in the gym. Student pictures will appear in the Yearbook and on student ID's. Special thanks to Nichole Dolaher for volunteering and making this event run smoothly.

Our second Fire Drill was held on October 19th. We evacuated the building and had everyone accounted for in 8 minutes and 40 seconds. Well done to our Paul School community for completing this drill successfully. We will continue throughout the year practicing these drills to ensure safety of our students and staff. We would like to thank our PBIS team for hosting our Staff Field Day on Friday October 21st. Staff members participated in events that were chosen by our winning grade level, grades 1 and 2 of our recess and lunch roll out. We had beautiful weather for this event. Students and staff had a fantastic time cheering each other on. The highlight of the event was when staff were pied in the face during rock, paper, scissors, the losing partner was pied in the face. A special shout out to Mrs. Siegler who won two events to help grades 5 and 6 hoist the championship trophy.

On Friday October 21st. we held our second Annual Paul School Staff Outdoor Games event. We are thankful to our PTA who provided food. Our winners of the Cornhole Tournament were Jackie Jakubec and Jen Learned. We had a lot of laughs and enjoyed our time together.

Title One Family Night was held on Wednesday October 26th and hosted by Ms. Ellis, Mrs. Bonnevie and Ms. Crowley. The evening was filled with information surrounding Title One. resources to build strong foundational skills in reading and math, excellent food, and a community committed to their children's education. If you missed this event and your child receives Title One services and you would like additional information please reach out to our Title One Coordinator Elayne Ellis at elayne.ellis@saul01.org.

Our first Mentor/Mentee meeting was held on October 24th in the library. Participants had the opportunity to talk about the strengths of the mentoring Program and share ideas for the future, dig into standards and explore the vertical progression, and share ideas on how to support mentor/mentee observations. This program has helped our new staff understand schoolwide procedures, expectations, and curriculum and helped our new staff feel supported and successful.

During the week of October 24 - 28 students in all grades participated in Nature's Classroom. Our Pre-k and Kindergarten students worked together on team building activities where they focused on listening to their peers and communicating with each other. Students in grades 1 and 2 participated in team building activities, BioBlitz, building a civilization and tracking animals. Students in grades 3 and 4 participated in team building activities, building a civilization, mad scientist and field journaling. Students in grades 5 and 6 participated in team building activities, BioBlitz, orienteering And mad scientist. Students in grades 7 and 8 participated in team building activities, building a civilization, camouflage and stalking and BioBlitz. The feedback from students and staff were positive, they enjoined learning outdoors and more about their environment. For more information on the NOW, Nature on Wheels program please visit: [http : //naturesclassroom.com](http://naturesclassroom.com).

Our FFV program is up and running and each day our students receive a fresh fruit or vegetable. On average, we have 130 students eating breakfast and 240 students eating lunch. We would like to give a special thank you to Jen Hayward for her tireless efforts to troubleshoot all of the challenges that come with the implementation of a new program. Infinite Campus Parent Portal is up and running. Families received an email with a link to access Infinite Campus.

Old Business

Mr. Ouellette gave a recap of the two Budget Committee meetings stating that the Committee was dealing with the Town side at those two meetings. He told the Board that the Town had done a wage study and found some departments on the low side like the Police Department. He said that Wakefield is a stepping stone for officers. They are trained and then leave for a better paying job. They are working to make wages more equitable.

Review and Approval of FY23-24 school district budget

Mr. Markiewicz informed the Board that last year the Operating Budget article didn't include Foodservice or grants. These two items do not have a tax impact but you still need approval from the voters. He called DRA and was told they let it go but it's not the way it should be. The Board wanted Mr. Markiewicz to go back to the way it should be. Mr. Ouellette and Mrs. Kebler will not be at the next meeting but she could zoom in for a couple of hours until she catches her plane. Mrs. Taliaferro asked if there could be a note on the bottom of a warrant article saying if

you vote yes this is what's going to happen. If you vote no this is what's going to happen. Mr. Markiewicz said you cannot suggest any impact. He said that the Board could hand out a packet of information but you can only give the intent of the article. There can be no politicizing. Mr. Markiewicz suggested a Power Point at Deliberative Session that can also be put on the website for review. He offered to help the Board with the Power Point.

Line 5. Stipend approval will now come to the Board. Twelve of the stipends are for mentoring. There is \$18,000 in stipends in this line

Line 2. Added one regular ed Para

Line 3. Three long term subs will not be needed for next year.

Line 4. Posted to the wrong line last year.

Mr. Markiewicz said health insurance is based on a 9% increase on the current rate. The rate from School Care won't be out until December. Retirement rate went down for staff and teachers. No change for FICA

Line 15. There is a 7% increase in the current number.

Line 16. 3% increase but the Spaulding tuition rate has not come in yet. Expected Friday. Mrs. Taliaferro and Mrs. Peaslee asked Mr. Markiewicz to check the math on this line. Mr. Markiewicz said the numbers are correct.

Line 24. This was moved to the Superintendent line as it is a district position.

Line 25. There are six Special Ed Teachers. The pre K-1 Special Ed teacher works with children with disabilities. She is also the pre-school coordinator and the Child Find Coordinator. She is also, the LEA Rep. for the fiscal piece of Special Ed. There are 5 Case Managers.

Line 28. This line will be zero

Line 29. We have 8 ABA Tutors and need 12.

Line 30. Line kept at \$5,000

Line 31. Line stays the same

Line 46. No increase in the number of services. Increase in rate.

Line 47. Built into the tuition rate

Line 48. \$1,500 added to this line for testing protocols. Last year there was a mistake

Line 49. 3% increase

Line 50. This is the Partner Program. \$35,000 comes out of the IDEA Grant

Line 51. Expect more revenue

Line 52. Anticipated one student. We are required to pay Special Ed cost for student attending a Charter School.

Line 53. \$39,867 posted incorrectly

Line 54. Elementary student OD \$50,000

Line 56. 1 Middle School, 6 High School. (Age 22 now)

Line 57. Same

Line 58. Supplies same

Line 60. Ace used in curriculum

Line 61. Student who required equipment is no longer here.

Line 63. Only one is needed.

The increase in Special Education is due to Out of District students.

Line 68. 8th grade class trip. Corrected by Mr. Markiewicz.

Line 69. 7-8 supplies for class trip.

Line 70. Increase to a total of \$9,500. Mrs. Peaslee asked what line coaches are paid from. It should be in the athletics function. Change note to add coaches.

Line 75-78. Board will have to look at continuing Universal Summer School next year.

Line 79. Add \$3,500 for Truant Officer

Mrs. Peaslee made a motion, seconded by Mr. DeColfmacker to put \$3,500 back into the budget for a Truant Officer. (3-2)

Line 82. Haven't been able to find a Social Worker

Line 83. Position is budgeted in SAU now.

Mr. DeColfmacker asked what positions will be eliminated when ESSER goes away. Mrs.

Kebler said she has to do a breakdown for the Budget Committee binder and that will outline some of the positions and line items that will be affected.

Line 90. Should be \$900

Line 92. Should be \$1

Line 93. Should be \$458

Line 95. Mrs. Taliaferro and Mrs. Peaslee questioned the changes in the amount in this line. Mr. Markowitz explained that the preliminary numbers often change for a myriad of reasons from incorrect data to changes in lines because of grants etc. There will be changes from one version to the next.

Line 117. Add retirement. Half is in ESSER

Line 122. Add \$500

Line 123. Take out \$1,029

Line 138. Change to \$3,549

Line 166. Mrs. Taliaferro questioned the accuracy of this line. The number is accurate.

Line 201. Change to 3% increase

2610 Notes needed under lines

2721 Discussion on making drivers part time. Their contracts say 7 hours and Mrs. Peaslee said that no routes should be as long as 7 hours. She said that they should clock in and out. The Board felt that hourly employees should be using a time clock. Retirement was briefly discussed. Mr. Markiewicz suggested that the discussion take place in non public.

Truck

Mr. Ouellette said that Mr. Williams did research on different size trucks with and without plows included. A truck is not in this year's budget. He asked if money was going to be added to next year's budget. He said he heard Mr. Williams state more uses than he had ever heard before. He said he doesn't believe a \$60,000 plus truck is the way to go. Mrs. Colbath said that is off the table because this Board can't obligate the next Board and what if the budget didn't pass and you had to go to a default budget. The Board continued the discussion about the truck. They decided to do a little research to see if they can put the truck into next year's budget and ask the town, possibly Wayne or contract services to get through this year.

New Business

BMO Purchasing Card (Frank)

Mr. Markiewicz said it's very hard to underwrite credit cards for districts. He called a friend at a bank and he suggested a P-Card. Mr. Markiewicz explained that the P Card (Purchasing Card) is like a debit card. Mr. Markiewicz said he would write up some procedures for use of the card. The Board only wants one card and the Superintendent will be in charge of the card.

Mrs. Peaslee made a motion, seconded by Mr. DeColfmacker to sign the agreement with the Bank of Montreal. (Vote 4-1)

Mrs. Collins signed the agreement.

Review of FY22-23 Approved stipends

Mrs. Kebler passed out the Stipend Proposal Form that will be filled out and come to the Board for approval along with the list of stipends. The list will be discussed in non public. Mr. DeColfmacker asked that the grant the stipend will come from also be on the form. The CBA states that they will get \$25 per hour or their per diem rate, whichever is higher.

Policies

Policy IJL Library Materials Selection and Adoption(1st reading)

This policy will be put in the Wakefield format. The librarian listed how she makes her book selection, who approves the books, and the procedures. The American Library Association determines what age group the book is appropriate for. Mrs. Taliaferro asked whose guidance controversial books would be under. Mrs. Collins said parents will sign a permission slip. She said just because you don't want your child to read a book doesn't mean it can't be in the library. Mrs. White said the controversial books have to be asked for. Mrs. Peaslee said, so a kindergartener can't check out these books and have that posted on Facebook?

Mr. DeColfmacker said what he didn't see in the policy was how we handle books that are Brought up on Facebook when the language in that book shouldn't be in the library. He said he Realizes that it was a controversial subject that the student wanted to learn more about but it was in a perverse kind of way. How does that get handled because that book is in this library? Mrs. Collins said you would take this up with the librarian and go through a process. Mrs. Peaslee asked who is reading these books prior to purchase? Mr. DeColfmacker feels that the Librarian isn't the right person to make that decision. Mrs. Peaslee and Mrs. Taliaferro agreed. Mr. DeColfmacker said it should be Guidance or Social Worker or another appropriate person if they can't talk to their parents for whatever reason.

Mrs. Taliaferro said she had read other policies and this one is contradicting other policies. She said some would not feel that some of these books are appropriate to the school community, based on their principals. Mrs. Taliaferro continued by reading policies DJ, IJL, IDA, IGD AND KEC.

Mrs. Collins said the policies you read have to do with curriculum development and instructional Books not library books. Mrs. Taliaferro said she reads it differently. She went on to finish reading Policy KEC which says there will be a book review committee for curriculum adoption and any parent that files a complaint about the material will follow a process and procedure. She said there are a lot of controversial books and she would like them brought to the Board for review.

Mrs. Collins said this policy is about purchasing books for the library and in the packet, there is the procedure for selection of learning resources. She told Mrs. Taliaferro that the policies she brought up have to do with curriculum. She said that if a parent wants a book removed, they go to

Mrs. White and that's when the Book Review Committee comes together. Mrs. Kebler said she needs to do some research on this matter. Mrs. Peaslee said the topic of the book she questioned was appropriate bur the way it was presented was inappropriate. She asked why the books aren't

scrutinized prior to purchase. If the child used that language in school they'd be in trouble. Mr. DeColfmacker said it has to be decided who makes the decision on checks out a book and he believes a librarian is not a good choice. Students rights need to also be researched. Mr. DeColfmacker said if the words written in the book came out of any students mouth in the hallway they would be in big trouble. How do we handle that. He feels if there is language in the books that can't be said in the hallway they shouldn't be in the library. The topic is fine, the language is inappropriate.

Mrs. Collins called a five minute recess at 8:33.
The meeting resumed at 8:39.

Sub Committee Updates

Draft copy of 5 Year Technology Plan (for Budget Committee material

The Board discussed the Plan that is going to the Budget Committee. Mrs. Colbath said she believes the committee is looking for an inventory number of computers the school now has. Computers are scanned when they come in.

Other Business

Volunteer Therapy Dog

Mrs. White asked about allowing a therapy dog into the building. She said the two policies don't really address this. Mrs. Peaslee suggested a resource. Mrs. White asked about direction from the Board, has this happened in the past, how has this been done, would you need parent permission, what's the liability? Mrs. Collins said in general animals aren't allowed in school and we have to worry about allergies and fear of dogs. Mr. Ouellette suggested checking with our insurance company first.

Superintendent Evaluation

Mrs. Collins told the Board that they all had to evaluate the Superintendent and it has to be done by the end of this month. Mr. Ouellette suggested using the form they used last year. Each member will fill them out and then the Board will meet to discuss them.

Nominations, Hires, Resignations

Mr. Ouellette made a motion, seconded by Mrs. Collins, to hire Stephanie Stewart as a bs driver. (Vote 4-1)

Mr. Ouellette made a motion, seconded by to accept Beth Witham's resignation with regret. (Vote 2-3)

Mrs. Kebler said she will be taking with Ms. Withum who has extended her resignation date to November 10th.

Mr. Ouellette suggested shortening the agenda. Mrs. Kebler asked if, in the past budget discussions were part of regular School Board meetings. Mr. Ouellette said they were separate workshops.

Non Public

Mr. Ouellette made a motion, seconded by Mrs. Taliaferro to enter non public at 9:52 under RSA 91-A 3, II (c). Roll call: Peaslee aye, DeColfmacker aye, Collins aye, Taliaferro aye, Ouellette aye. (Vote 5-0)

The Board re-entered public session at 10:45.

Adjournment

Mr. Ouellette made a motion, seconded by Mrs. Taliaferro, to adjourn the meeting at 10:45. (Vote 5-0)

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary