



# Wakefield School Board Public Minutes

January 17, 2023

Held in the Paul School Library

Approved

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

## **Others Present:**

Wayne Robinson, Bo Keating Tom Daniels, Joe Williams, Caitlin Gelinas, Megan DeColfmacker, Ashia Roy, Sheena Robinson and Mary Soares from Clearview TV

Mrs. Collins called the meeting to order at 5:30.

## **Agenda Review**

Mrs. Collins said a parent will be coming in to talk about recess. She would like to put that under PTA Update. As a courtesy to those coming to speak it will be Parks and Rec, PTA Update, Recess and then Gym Floor. The Board agreed to these changes.

## **Presentations**

### **Parks and Rec – Multi Generational Community Center Presentation**

Wayne Robinson Director of Parks and Rec made a presentation for the proposed Wakefield Multi-Generational Community Center to the Board explaining the multi-year process. He showed a conceptual drawing of the outside of the building and a drawing of the interior, pointing out the different rooms and what they may be used for. He explained potential costs and the many benefits of having this facility in Wakefield. They want to offer many programs for all ages. The facility will be located on town owned property at the current ballfield location. The tax impact breaks down to \$56 a year on a \$350,000 assessed value home. Grants, corporate sponsorships and naming rights are all part of the funding that will lower this number. Right now, they have twenty children in their after school care program and this would grow to sixty with the new building. Also, the numbers would increase for their summer camp to one hundred. Mr. Keating said it would be a safe healthy place for kids to go. All the details are available at the Parks and Rec building and online.

### **PTA Update**

Ashia Roy told the Board that the PTA tried to have a tubing night at Gunstock but there wasn't enough interest. They are trying to reschedule this for March 12<sup>th</sup>. They are working on their

Easter breakfast. They have been doing their student centers and the last one was an ice cream event. They still do the snack tray for each grade level and continue to stock the teachers' lounge monthly. They have a movie night and a couple of dances coming up.

### Recess

Mrs. Robbins, Mrs. DeColfmacker and Mrs. Gelinas came before the Board to request a change in the 20 degree number for allowing students to play outside in the winter. They would like it changed to 15 degrees as it is in many surrounding schools. They stated the health benefits both physical and mental of students to playing outside. Mrs. Robbins asked the Board to adhere to policy IMAH - Daily Physical Activity. In the Student Family Handbook there is a section labeled Recess where there is an expectation for parents and students. She also would like the students to access facilities and supplies. They were also concerned with the kids playing on the tar in front of the school and not the field and the playground equipment.

Mrs. DeColfmacker said that there seems to be a climate and culture problem. There are policies in place stating that students are to come to school with the proper clothing for recess. She is also concerned with the kids playing on the tar in front of the school and not the field and the playground equipment. She feels they should be following the expectations in the handbook. Remind students to bring in their winter gear. Establish a donation/rental box for winter gear. She said we should be allowing our children thirty minutes of unstructured time on a daily basis. The recess policy will be on the next agenda.

### Gym Floor

Mr. Williams told the Board that he had come up with options. He said in order to move the basketball hoops the back one has to go back and the front one has to go forward and then move the other four. He received a quote from Hussey Seating for \$28,735. None of the duct work would have to be moved. It would be cutting in what is there and that quote is \$1000. He said this is a lot more cost effective than replacing the whole floor. The volleyball net holders would have to be moved. One is cemented in and the other one is not. All of the floor around those would be taken care of by Carl's and Son Flooring under the umbrella of their insurance. This would all be paid for through their insurance. There would be no cost to the district. The soonest Hussey Seating could get here is the end of July/the first of August. Mr. Williams is in the process of talking with Carl's and Son Flooring to see if that would work for them. He said there will be an agreement that if any damage is done to the floor by Hussey Seating Carl's and Son will take care of that.

Mrs. Taliaferro asked if this is how this will be taken care of? Mr. Williams said this is the best scenario that he could come up with for everyone besides replacing the floor. Mrs. Taliaferro said this was a big project and wasn't done correctly. She questions just moving things. She said maybe she could have her husband come in and look at the floor to see if he may have some suggestions. Mr. Williams said the tough part of this is where we did the cut in floor. They would have to re-cut everything and re-order everything. Mr. Williams said this has happened in other districts and on college campuses. Joe at Hussey seating said he has had to come in and move things numerous times because of floors and lines so it's happened before. Mrs. Taliaferro said she does not like this solution.

Mr. Williams said that Carl's and Son Flooring is willing to come talk to the Board. He said when we met a few weeks ago it was for me to come up with scenarios and this was the best scenario. Mrs. Taliaferro said the financial part does not play into us. I get that it's a big cost to them. Mrs. Peaslee asked how long the project would take and Mr. Williams said four to six weeks and the bleachers would have to be removed again and Hussey Seating would have to be scheduled.

Mr. DeColfmacker said we paid \$155,000 for the floor and I would expect to get what we pay for. We have more contractors involved and items to be moved makes it a lot more mental work for us and a lot more people involved. He would like them to give us what we paid for, a floor that's installed properly. He would like to hear a time frame and when they can fix the floor. He wants to weigh both options. He said we owe the taxpayers a proper floor. Mr. Williams said he will call them tomorrow and asked that they be put on the agenda for the February 7<sup>th</sup> Board meeting. He said we are probably looking at \$140,000 on their end. They already have the plans. They will come to the meeting and the Board will know the timeline, a financial line and what the installer will do. Mrs. Peaslee said she doesn't want any hidden costs. Mr. Williams said the only problem he could see is when the floor is peeled off will the subfloor come with it. The Board would like Mr. Taliaferro to come in and look at the floor to see if he has any suggestions. Mr. Williams explained signing off with installers to be put in the queue. The project could be another year out.

### **Public Comment**

Mrs. Collins said following RSA 189:74 Public Comment begins now (7:02) and will run for thirty minutes. There are currently three bills coming up that affect School Boards, HB254, HB308 and HB427. She said the audience can give input tonight when they go over the policy. During public comment everyone has three minutes to comment and are not allowed to give their minutes to another person. When everyone in the room has used their three minutes the time will continue to run. If someone comes in and has a comment, they will be allowed their three minutes. When the thirty minutes is up public comment is over. Anyone can request to be put on a following agenda if they want to speak longer.

Mrs. Gelinas spoke about recess saying that Rochester is 15 degrees and it's not cold if you're dressed properly. She said it's often the teachers complaining it's too cold not the children. She said when her child comes home, she knows when she didn't get to play outside. She has heard parents say they don't send outdoor clothes because they're not going outside anyway. She asked the Board to take into consideration the benefits to children's behavior when they get to play outside. Mrs. Ouellette said when her kids were here the nurses office always had extra hats, mittens, boots. She suggested reaching out to people to see if they have extra or outgrown outdoor items. Mrs. Kebler said they had a conversation around this topic with the Leadership Team and there is strong resistance and we can work on that. Her grandchildren's elementary school has an outdoor hanging closet where people drop off things children have outgrown. At the next staff meeting we'll see if we can make this work.

### **Consent Agenda**

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

### **Meeting Minutes**

**Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to approve the 1-3-23 non public minutes with any amendments.**

Mrs. Collins added that “Mrs. Collins was asked to send to questions from the evaluation to staff and administrators,” to the end of the second paragraph  
**(Vote 5-0)**

**Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to approve the 1-3-23 public minutes with any amendments. (Vote 5-0)**

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the 1-10-23 public minutes with an amendment (Vote 5-0)**

### **Reports**

#### **Student Services Report**

A Child Find Clinic was advertised and scheduled for January 11<sup>th</sup> and no one showed up. They will have another one in the Spring.

Transition planning for high school has begun. The team will work with both Spaulding and Kingswood.

### **Old Business**

#### **Time Clock**

Mr. Ouellette shared what he uses for a timeclock. The Board had a discussion at the last meeting about having all hourly employees use the timeclock. Mrs. Kebler said there may be some concern about that but it would actually be easier for payroll. Mr. Ouellette explained that this timeclock is hooked up to a computer program at the SAU and it actually calculates the hours worked. People cannot punch others cards with this system as it will be by thumb print. There would be some initial entries that would have to be made like vacation and sick leave. Mrs. Peaslee wondered if they could talk to each other and if there was a program that had to be purchased. Mr. DeColfmacker read the particulars from the internet on this particular machine. They will look into other options. A little more research will be done.

#### **School Moderator**

Rick Dill will be the School Moderator. The Board signed the paperwork.

#### **Deliberative Session Preparation.**

#### **Assignment of Warrant Articles**

The Board decided to not do a power point presentation.

#### **Articles:**

2. Mrs. Collins will move the article and Mr. Ouellette will second it.
3. Mrs. Collins will move the article and Mr. DeColfmacker will second it.
4. Mrs. Collins will move the article and Mrs. Taliaferro will second it.

5. Mrs. Collins will move the article and Mrs. Peaslee will second it.
  6. Mrs. Collins will move the article and Mr. DeColfmacker will second it.
  7. Mrs. Peaslee will move the article and Mrs. Collins will second it.
  8. Mrs. Peaslee will move the article and Mrs. Collins will second it.
  9. Mrs. Collins will move the article and Mr. Ouellette will second it.
- Mrs. Kebler will doo the summaries and email them to the Board members. Deliberative Session is Saturday February 4<sup>th</sup> following the Towns. (About 11:00)

## **New Business**

### **Annual Report Cover**

The process is that the SAU narrows it down to five and the Board chooses one. It wasn't an easy decision. The Board felt that they were all very good. The Board chose and congratulated Ashlyn Williams.

### **Elayne Ellis Life Changer of the Year Nominee**

Mrs. Kebler announced that Ms. Ellis is nominated for a Life Changer award. She said she couldn't agree more. The Board concurred and congratulated her.

Mrs. Kebler said she would like to bring some celebratory things to the Board to celebrate kids.

Mr. DeColfmacker asked about the spelling bee. Mrs. White said we are down to two. A fifth grader and a sixth grader. Tomorrow they will face off for the championship.

Mrs. Taliaferro said she would like to thank the classes who sent all the Christmas cards to her son and the other Marines. Her son said they appreciated getting the cards at Christmas when they weren't able to be home. They appreciated getting a little piece of home for the holidays.

### **Policies** (All 1<sup>st</sup> Reading)

**BEDD** – Reaffirming, no changes. Mr. Ouellette said all the percentages were incorrect. The percentages are for a three member Board. They should be 60% not 51% and 3 members not 2. Mrs. Taliaferro asked if adding back-up material should be in this policy. Mrs. Collins will look into this to see if it should be added or if it's on another policy.

**BEDH** – Rules of Order, Changes: Public comment will be 30 minutes. Speakers will only be able to speak once, and speakers may not relinquish their speaking time to other public speakers. Also: If there are not enough speakers at the beginning of the meeting to exhaust the full 30 minutes the Board will move forward and conduct the business of the Board. The amount of time left will be noticed, and the Board chair will recognize a member of the public for comment should someone new enter the meeting. Mrs. Collins said this complies with the law 189:74.

Mr. DeColfmacker asked where the 3 minutes come from. He said if there are three people here, they should be allowed 10 minutes. Mrs. Collins explained that a time needs to be set. Some districts have 2 minutes and she's never seen more than 5 minutes. He asked if there was an RSA that backed this up and said that should be noted in the policy. Mr. Ouellette said if people need more than 3 minutes they should ask to be put on a future agenda. Mr. DeColfmacker said

sometimes we come across like we're stifling someone. He wants the public to feel they can get their words out. Mrs. Taliaferro said in Rochester they get 3 minutes and if there's still time when everyone has had a chance to speak, they kept going back around the room. She said she doesn't believe the law states that no one can have more than 3 minutes. Mr. Ouellette said we have to give everyone equal time and if the 30 minutes have been used up and there are more that want to speak for a second time that could be a problem. Mrs. Collins said we are not supposed to have a back and forth during public comment. Mrs. Taliaferro said maybe it would be beneficial to have the two public comments back again dividing them into two 15 minutes segments. Mrs. Collins said when the public comment is at the end people in the audience talk among themselves and sometimes just speak out. There is public input after presentations and during policy.

**Mrs. Taliaferro made a motion to put back two public comments, one at the beginning and one at the end.** The motion failed for lack of a second. Mrs. Peaslee said as long as the agenda is clear, we stay on the agenda and it's available to the public she sees no need for two public comments. Mr. Ouellette said, It's a public comment not a debate back and forth.

**Mrs. Peaslee made a motion, seconded by Mrs. Taliaferro that "Public Comment may be extended by a majority vote of the Board," put back into the policy.** This line will be put at the end of the paragraph. Mrs. Taliaferro doesn't feel it's fair to limit people to people's concerns to 6 minutes a month. Mr. DeColfmacker said we have processes for that if they really want resolution. Mrs. Ouellette asked for clarification of the wording of the motion. Mr. DeColfmacker said the Board can make the choice to extend the minutes per person of the 30 minutes. **(Vote 5-0)**

**DJ-** The addition of "federal funds" in the last paragraph is to accommodate grant requirements.

**DJ-R** – After discussion about what should be required for payment of a P-Card the Board decided by consensus to require an itemized receipt plus the statement. Mrs. Kebler will check with the P-Card people and Mr. Markiewicz to get the procedure for payment.

**DK** – Reaffirmed adding "P-Card procedures" after purchase order in the first paragraph.

### **Nominations/Hires/Resignations**

**Mrs. Peaslee made a motion, seconded by Mrs. Collins, to accept the resignation of Bernard Williams with regret.** Mrs. Taliaferro has concerns about leaving in the middle of the school year. Mr. DeColfmacker said this is a huge loss for the school. He had great connections with the kids and went above and beyond for his job. **(Mrs. Collins rescinded her second and Mrs. Peaslee rescinded her motion. This will be discussed in non public in accordance with RSA 91-A 3:11 (c))**

**Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to accept the FMLA leave for Jasmine Robinson. (Vote 5-0)**

### **Follow-Up**

Mr. Kebler said the two quotes for Transportation Contracted Services and bus purchase quote will be back in the office in February and will be brought to the February 21<sup>st</sup> Board packet. The bids will be on the website this week.

Mrs. Kebler said she reached out to Robbie Nason and he would like two students get a \$1,000 scholarship each year and will contribute to the Judith Nason Memorial Trust Fund when it gets

low. He liked Mrs. Kebler's idea that the applicant writes an essay on how they can contribute to the community because she was so community oriented. She explained how they did the Siemon Scholarship and would like that to happen and would also like Mrs. Colbath to be part of the choosing of the recipient of the scholarship because of her friendship with Judy. She said they need to find the original document that established the Trust as there would probably be a change in the wording for the Deliberative Session. She has looked and can't find it. She will send the wording of the warrant article to the attorney.

**Mr. Ouellette made a motion, seconded by Mrs. Peaslee, to allow Mrs. Colbath to be part of the Judith Nason Scholarship Committee. (Vote 5-0)**

Mrs. Kebler said they are still struggling with Infinite Campus. She said she went on to School Messenger and it's still active. She tried it out and asked her Administrative Assistant if it worked who got both a text message and an email. She called them today and asked what it would take for us to be back. We haven't paid a bill this year. She said it was simple and they had no problems. She feels that the communication around transportation is so problematic it's creating its own little culture. She would like to pursue keeping School Messenger. High school would be included and we'll be able to communicate with individual buses. We were told this week that we need to manually put everything into Infinite Campus because it's not accepting the upload.

There was discussion about the high school kids not being transported when only four drivers were available. They did pick them up in the afternoon. The seventh bus driver should be trained by the end of the week and contracted service begin for high school. Mrs. Kebler has contacted three other contracted services and they can't help us. Indeed has been up and running for about a week and a half. They have not received applicants for a BA, or Transportation Coordinator. We did receive applicants for nurse and bus drivers. Mr. Markiewicz has sent feelers out to all the associations he belongs to.

**Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to enter non public under RSA 91-A 3:11 (c) at 8:39. Roll call Vote: Ouellette aye, Collins aye, DeColfmacker aye, Taliaferro aye, Peaslee aye.**

The Board re-entered public session at 9:15.

### **Adjournment**

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to adjourn the meeting at 9:16 (Vote 4-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath  
School Board Secretary