



Wakefield School Board Public Minutes

May 2, 2023

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	✓		

Mrs. Collins called the meeting to order at 6:05.

Others Present:

Everett Howard, Elizabeth Howard, Katie Howard, Aaron Howard, Brandon Bredeen, Chris McKay, Ryan Manning, Relf Fogg, and Mary Soares from Clearview TV.

Agenda Review

The Board agreed to have the presentation put first on the agenda. Mr. DeColfmacker requested that Parks and Rec Approval be placed under Old Business.

Public Hearing, Presentations

Howard Systems

Mrs. Collins told the Board that they received no backup information from Howard Systems and asked if they wished to proceed. The Board agreed to hear Howard Systems.

Mr. Everette Howard said they were the oldest integration company in New England and does everything inhouse. They have had the same customers for twenty years. When they took over at Paul School there were many things that needed to be addressed and accomplished. He said we're not only doing the network but also the access control, security, cameras, phone system etc.

Part of their service include parts like the alarm system that needed fixing. He went on to say some of the systems will be in need of replacement soon because they can't be updated. He said instead of having to pay someone separately we incorporate everything all into one. We stepped in after the last IT company had used up all their hours knowing this would be a long term contract for us. There were many additional services that we did not bill the school for. We are in it for the long term. We have been investing in long term solutions for the school. We fixed the locks on all the new doors along with the installation of sixteen additional WIFI's at no

additional cost. This is some of what we have invested in the school. Mr. Aaron Howard talked about the many changes the school has made including Infinite Campus and the Lunch System and that through Howard Systems the school has a team working on these things each day. Mr. Everett Howard said we also have everything in a secure location. We have an onsite as well as an off site location. They also take care of the firewall and all licensing. This is all included in their budget. We fixed all the fiber connections. We were also able to allow staff, who were very involved in IT, to focus on their own daily tasks.

They also provide services to Town Hall and the Police Department. Mr. Everett Howard said that the school has a benefit by having a staff on hand that are very talented in many facets. He said they have invested a lot of money into these projects because we are looking at them as long term. He said they had invested a lot of money in the school that they have to recoup somehow. He also told the Board that they are planning to upgrade the bell system to sync with the clocks, install additional WIFI units outside and at the SAU, mass notification system, Meraki has to be removed, and this is all costs figured into their budget. Mr. Ouellette asked, besides the phone system, what other things are getting to the end of their life? Mr. Aaron Howard said the Meraki. There are currently two WIFI systems. The previous system had very expensive licensing which ends this year. We brought in a more cost affected solution.

Mr. Breeden said that the bell system is antiquated along with the speakers in every classroom. Mr. Everett said there are power supplies in the ceiling that never should have been put up there. Cameras will need replacing. Right now, they are changing our cable. Mrs. Taliaferro asked if they update the staff they've done. Mr. Everett Howard said yes, Mr. Williams, Ms. McNevech, now Mr. Adams and plan to work with the new Facilities Manager are updated. Mrs. Taliaferro asked if they had proposals for what they will be doing and Mr. Everett Howard said they included those in their budget. He said this year was a deficit for them, a loss to them in the first year.

Board Reorganization

Committees

Budget Committee

Mrs. Collins made a motion, seconded by Mr. DeColfmacker to appoint Mr. Ouellette as the Budget Committee Rep and Mrs. Peaslee as the Alternate. (Vote 5-0)

CIP

Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to appoint Mrs. Collins to the CIP. (Vote 5-0)

Curriculum

Mrs. Collins made a motion, seconded by Mrs. Peaslee, to appoint Mrs. Taliaferro to the Curriculum Committee. (Vote 5-0)

Mrs. Peaslee made a motion, seconded by Mr. DeColfmacker, to appoint Mrs. Collins to the Curriculum Committee. (Vote 5-0)

Facility

Mrs. Collins made a motion, seconded by Mrs. Peaslee, to appoint Mrs. Taliaferro and Mr. DeColfmacker to the Facilities Committee. (Vote 5-0)

NHSBA Delegate

Tabled

Paraprofessional Negotiations

Mrs. Collins made a motion, seconded by Mr. DeColfmacker, to appoint Mrs. Taliaferro and Mr. Ouellette to the Para Negotiating Committee. (Vote 5-0)

Policy

Mr. Ouellette made a motion, seconded by Mrs. Peaslee, to appoint Mrs. Collins to the Policy Committee. (Vote 5-0)

Professional Development

Mrs. Peaslee made a motion, seconded by Mrs. Taliaferro, to appoint Mrs. Collins to the Professional Development Committee. (Vote 5-0)

Rines Rd.

Mrs. Collins made a motion, seconded by Mr. Ouellette, to appoint Mr. DeColfmacker to the Rines Road Committee. (Vote 5-0)

Strategic Planning

Mrs. Collins made a motion, seconded by Mrs. Peaslee, to appoint Mr. DeColfmacker to the Strategic Planning Committee. (Vote 5-0)

Town Safety/Joint Loss

Mrs. Collins made a motion, seconded by Mrs. Peaslee, to appoint Mr. DeColfmacker to the Town Safety/Joint Loss Committee. (Vote 5-0)

Mrs. Collins made a motion, seconded by Mrs. Taliaferro, to appoint Mrs. Peaslee to the Town Safety/Joint Loss Committee. (Vote 5-0)

Technology

Tabled

Transportation

Mrs. Collins made a motion, seconded by Mrs. Taliaferro, to appoint Mrs. Taliaferro to the Transportation Committee. (Vote 5-0)

Mrs. Collins made a motion, seconded by Mr. Ouellette, to appoint Mrs. Peaslee to the Transportation Committee. Mrs. Peaslee declined and after a discussion Mrs. Collins rescinded her motion and Mr. Ouellette rescinded his second.

Wellness

Mrs. Taliaferro made a motion, seconded by Mr. DeColfmacker to appoint Mrs. Peaslee to the Wellness Committee. (Vote 5-0)

Mrs. Taliaferro said it would have been nice to wait for the vote of the Chair and Vice Chair until Mrs. Peaslee could have been here and believes it's a good idea to re-address it. Mrs. Collins said

it's not on the agenda to address it and questioned the request for back up that wasn't presented to the Board from Mrs. Taliaferro at the last meeting. Mrs. Taliaferro said was checking to see if she did anything wrong. Mrs. Collins said she could put the discussion on the next agenda if she wished. Mrs. Peaslee said in the minutes it did say board reorganization and that's what she had requested. She asked the Board to wait if it wasn't a legal matter. She doesn't feel that it was transparent to do half of the reorganization when she was here and half when she wasn't here. It should have all been done at the same time rather than splitting the reorganization. Mrs. Peaslee asked to have this reflected in the minutes. Mrs. Taliaferro said it was written correctly in the minutes. Mrs. Collins said reorganization and committees are actually two separate policies. She said the NHSBA sent her an email saying we need to follow policy. Mrs. Peaslee said the policy also says that we are to do committees at that meeting. She said Mrs. Collins split the policy in half. Mrs. Collins disagreed with what Mrs. Peaslee said the policy says.

Public Comment 6:59

Mr. Manning thanked the Board for answering his questions in an email. He said he wanted the facts included in the answers. He was concerned with the loss of instructional time for an extracurricular activity like band. He asked what if a baseball team wanted to practice during instructional time? He said if you let one you have to let all. He views the district kind of like a sinking ship. He feels that band should take place during IA's. His 8th grade daughter has told him that she doesn't feel she's ready for high school. He said we are behind academically and that's a concern. He suggested getting a curriculum in place because we don't have one. He asked about joining another SAU. Three minutes was called. Mrs. Collins told Mr. Manning he is on the agenda and we will be answering those questions. Mr. Fogg apologized for his behavior at the last meeting. Mr. Fogg said that Mrs. Collins stated that no one was ever given permission to do anything on the Rines Road property. He said that is a false statement as the Board gave the Water Precinct written permission to drill for wells and build an access road. He said the official record is inaccurate and falsified and this is one of the issues that should be investigated by the Board. When you have employees berating Board members that should be addressed.

Consent Agenda

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

Meeting Minutes

Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve the non public minutes of 4-18-23. (Vote 4-0-1)

Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve the public minutes of 4-18-23 with a correction. (Vote 4-0-1)

Reports

Superintendent's Report

Mrs. Kebler said very important tasks this spring will be to hire our new Principal, and Director of Student Services. She said below is a draft of the process we will be following for our Principal search. The approach to our principal search is somewhat different this year and is still in draft form. Dates are tentative based on whether our interviewing committee is available on all of these dates.

Superintendent Screening Anne

May 2, 2023 interview Committee mtg

2 interviews - Library 3:45 pm and 4:45 pm

2 Interviews - Library 3:45 pm and 4:45 pm

Debrief - narrow to 2 finalists May 8, 2023

May 10, 2023 Finalists meet with school (see below)

May 11th, 2023 Final Meeting to review data selected and choose a candidate

The addition to our process is a half day where the two finalists will meet with a group of classroom students, a group of our parent community representatives and our staff. This has been outlined in terms of a scheduled plan but is also still in draft form. After the visits the two finalists will meet with the school board for a ½ session each as an informal opportunity for the school board to ask any questions they may have. A rating scale will be used at all sessions which will be used to assist us in the final decision making.

She said, "I am pleased to say that all but 2 certified teachers are returning for the 23-24 school year. Both were related to childcare. We are still struggling with maintaining a stable staffing of our para educators and ABA Tutors; however, we continue to advertise and interview those candidates that meet the criteria.

School Administration Report

On April 3rd our Mentors and Mentees met to discuss keeping the momentum going between now and the end of the year, SAS assessments and modulars, opportunities for mentors/mentees to observe each other, and summer school expectations. We look forward to one more mentoring meeting between now and the end of the school year where we will celebrate their hard work as well as seek feedback around the program and share ideas of how we can better support our staff. Our second practice lockdown took place on April 4th. Staff and students did a great job of securing their locations. seating themselves in a hard comer and remaining quiet through the duration of the drill. Thank you to the Wakefield Police Department for their support in helping us with these drills.

On April 12th, we had members of the Spaulding class of 2023, who had attended the Paul School, complete their Community Day activities here at the Paul School. These students represented the strong values of our school community, they were helpful, kind and were willing to do whatever we needed them to do. We enjoyed having them here to inspire our students. We loved hearing stories of their time at the Paul School and the lessons they learned throughout

their time here and how they used these lessons along the way. Congratulations to the class of 2023!

On April 13th, the curriculum committee reviewed our staff work on definitions and looked at how we planned to examine standards in our next staff meeting. We also examined documents allowing grade spans to compare standards.

On April 14th, Staff participated in a professional development half day in which we continued our work to come to a common understanding around curriculum, instructional resources, instructional practices, standards, and assessment. This work is setting the stage for our next professional day on May 19th.

On April 20th we held a practice fire drill. We were able to evacuate the building and have everyone present and accounted for in less than 8 minutes. Students did an excellent job of staying quiet throughout the duration of the drill. Our Tier 2 team has continued to work to strengthen our Check In Check Out program and will be examining our data and considering how to improve upon this program for next year. Push in support for third grade students have continued to allow students to explore concepts of respect and kindness and emphasized our Be Statements.

On April 21st we honored our Outstanding Students of the Month. Our outstanding staff member for April was Shane Krafton. Community Day - Earth Day - On April 21st, students and staff participated in an Earth Day themed Community Day. Many classes spent their time cleaning up around the school. Buddy classes worked together to have a positive impact on our school community and foster positive relationships that will continue to build a better school community. Students also created Earth Day themed crafts and watched videos about the environment.

Each year, students in grades 3 through 8 participate in the New Hampshire Statewide Assessment System (NH SAS), taking tests in Reading/English Language Arts, and Mathematics; grades 5 and 8 also take a State Science test. Each test is 50 minutes and is administered electronically. Students who have the most significant cognitive disabilities are eligible to take the Dynamic Learning Maps (DLM) Assessment, as designed in their active individualized education program (IEP). Testing schedules were sent home before April Vacation, and teachers have been busy using the modular assessments to help students prepare for these tests. Along with student work, classroom assignments, projects, essays, and local assessments, state assessment results serve as one tool for measuring the degree to which students are on track to graduate from high school; results are also used to inform future instruction in the classroom. Parents/guardians may access training tests for the NH SAS by going to the portal.

Student SAS results are generally available within 10 days upon the student completing the test. The Paul School will send a student's Individual Score Report home as soon as possible after receiving results and certainly before the end of the school year. DLM scores will be released to Districts in early July. Schools will then send home to each family the individual Score Report for each student who took the DLM assessment as soon as possible upon receiving the results. Families were able to exempt their students from this year's state assessment (permitted in RSA 193-C:6) and opt-out paperwork was due on April 21st. If one chooses to exempt the student from the assessment, no scores or summary of individual student performance based on the statewide assessment will be provided to the family.

Old Business

Follow Up

Mrs. Kebler told the Board that Mr. Markiewicz is working with the attorney concerning the gym floor. Over vacation an expert did some tests on the sub-floor. The report goes to the insurance company and it's up to them whether they share the information with the Board. Mr. Upton also looked at the floor today. There is a section on the bid that speaks to the kind of insurance that the flooring company must have.

Mrs. Kebler said that the district did not receive any bids for grounds; landscaping and winter maintenance. The walkthrough requirement will be deleted from the requests for bids and reposted. All local companies they are aware of have been contacted. Anyone can suggest a company that may be interested. The Board talked about separating the winter and landscaping sections into two separate bids. Mr. Adams will talk with our present company to see if they would be willing to extend their contract for a while until we get another company.

Bus Driver Manual

Mrs. Peaslee went over some corrections that need to be made to the handbook. She said the special Ed section in particular needs to be revamped. She handed over her notes to Mrs. Kebler. She would like to see the revised manual on the agenda in July. Mrs. Collins said all handbooks should be presented and approved before the beginning of school.

Parks and Rec Board Approval

The Board, by consensus, agreed to Mr. DeColfmacker having a conversation with Parks and Rec Director Wayne Robinson about them utilizing the Gym during the summer. Mrs. Kebler said she and Mrs. Robinson have been having an ongoing collaboration for some time. They have started a conversation about storing items in other places other than the gym. Mrs. Kebler and Mr. DeColfmacker will meet with Mr. Robinson.

New Business

WSD Scholarship

Only one application was received. The Board agreed that the essay submitted was beautifully written.

Mrs. Peaslee made a motion, seconded by Mr. DeColfmacker, to accept applicant number one. (Vote 5-0)

Policies

BEDB – Agenda Preparation and Dissemination (2nd Reading)

The third paragraph was changed to: The inclusion of items suggested by any staff members, students, or citizens shall be added at the discretion of the board chairperson/superintendent. The chair will put the item on the next available agenda. The Board chose to leave “are encouraged to” in the last paragraph instead of changing the wording to “must”.

Mr. Fogg asked if a member of the public had not been put on the agenda by the chair where is the recourse. Mrs. Peaslee said contact the other Board members if it feels personal. Mr.

Ouellette said it is not the other Board members responsibility to put things on the agenda. Mrs. Collins asked that we stick to the policy and any changes we’d like to make to the policy.

Mrs. Collins said there is also a policy that states anyone who wants to be put on the agenda should provide backup information and it was not provided. Mrs. Peaslee asked that any policy that has to do with the agenda be referenced in policy BEDB. The Policy Committee will see about consolidating all policies having to do with agendas. Mrs. Collins said she and Mrs. Roy will be getting together next Wednesday and will develop a plan on how they will tackle the policy book. Mr. DeColfmacker would like the final approved agenda policy to be in the packet for every meeting going forward. The goals will also be in every packet.

Nominations/Hires/Resignations

Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to accept the resignation of Jessie Mau Woody. (Vote 5-0)

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

Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to accept the resignation of Bethany Whittum

Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to accept the resignation of Lisa Dubois. (Vote 4-1)

Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to accept the resignation of Tara Dexter, (Vote 5-0)

Mrs. Taliaferro asked if the Nominations/Hires/Resignations could be under the Consent Agenda. Mrs. Peaslee said the minutes could also be under the consent agenda along with reports. Mrs. Peaslee said minutes should be separate for corrections.

Nominations/Hires/Resignations and Reports will now be under the Consent Agenda by Board consensus.

Correspondence

Ryan Manning

Mrs. Collins said some of the questions Mr. Manning sent are not the Board's job as the Board members are not in the school. She said that Mr. Manning must go through the chain of command and each question addresses a different subject. She and Mrs. Kebler emailed their answers to Mr. Manning. Mrs. Collins read them aloud. Mrs. Peaslee said the Board has not discussed some of the items. Some are big picture items and some should be addressed by the principal or staff other than the Board. Mrs. Collins read the questions and answers. They are available on the SAU 101 website in the 5-2-23 packet.

Mr. Manning said he had anticipated that the whole Board would sit down and discuss his questions. Mrs. Peaslee said we can only have a discussion during a meeting. Mr. Manning said there was more he wanted to include and he could email this to the Board. Mr. DeColfmacker told Mr. Manning that it needs to go through the proper channels before coming directly to the School Board. Mr. Manning feels it's easier for the Board to sit down or form a committee as a centralized group rather than he going to different people. Mr. DeColfmacker said the Board does not meet outside of a meeting and can't communicate between one another as that creates a quorum. Mr. DeColfmacker suggested he join a committee. Mrs. Taliaferro asked that the Committees be posted in the front lobby.

Non Public Session

Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to enter non public under RSA 91-A 3:11 (c) at 8:10. Roll call: Ouellette aye, Collins aye, Taliaferro aye, DeColfmacker aye, Peaslee aye Vote: (5-0)

The Board re-entered public session at 8:50.

Adjournment

Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to adjourn the meeting at 8:55. (Vote 5-0) Ouellette aye, Collins aye, Taliaferro aye, DeColfmacker aye, Peaslee aye.

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary