

Agenda Worksheet

School Administrative Unit #101
Wakefield School District Board Meeting:
Paul School Library
60 Taylor Way, Sanbornville, NH 03872

Date: Tuesday September 5, at 6:00pm

Transportation Committee Meeting 5:15

1. CALL TO ORDER- Chair, followed by FLAG SALUTE

2. ROBERT DECOLFMACKER- Statement regarding recording in board meetings.

3. AGENDA REVIEW

4. PRESENTATIONS, PUBLIC HEARINGS

5. REPORTS

- a. Superintendent Report
- b. Transportation Report

6. PUBLIC COMMENTS: Public's opportunity to speak to items on the agenda.

7. CONSENT AGENDA

- a. AP Manifest- Batch #40778, \$90.00; Batch #40779, \$224.94; Batch #40780, \$6.90; Batch #40794, \$850.00; Batch #40801, \$119,760.06; Batch #40804, \$3,807.11; Batch #40821, \$500.00
- b. Payroll Manifest- Batch #40807, \$139,299.55; Batch #40831, \$1,857.07

8. MEETING MINUTES

- a. WSB Public Minutes 8.22.23 (draft)
- b. WSB Public Minutes 8.29.23 (draft)

9. OLD BUSINESS

- a. Lead Remediation Update

10. NEW BUSINESS

- a. Local Critical Shortage/Emergency Authorization

11. COMMITTEE UPDATES

- a. Committee Lists
- b. CIP Updates

12. NOMINATIONS/HIRES/RESIGNATIONS

- a. Brianna Valdenpena- Family Support Liaison
- b. Kayla Lancot- Special Education Paraprofessional
- c. Casey Avery- Paraprofessional
- d. Kelly Pitard- Driver
- e. Brianna Metivier- Paraprofessional

13. FOLLOW-UP

14. NON-PUBLIC: RSA 91-A:3 II, (c)

15. ADJOURNMENT:

PM

Upcoming: The next Wakefield School Board meeting will be held September 19, 2023

Agenda Worksheet

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.

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.

Superintendent Report
Wakefield School District
September 5, 2023

- **Touch The Future, TEACH! Apprenticeship program.**

I am excited to share with you an initiative sponsored by the U.S. Department of Labor, with the goal to increase the workforce in education. Enrollments in educational departments at many of our in-state colleges have dramatically decreased, and we are as a result seeing a significant drop in the workforce for teachers. This program is designed to grow our own educators, and will be of particular benefit to any of our support staff who might want to pursue certification in education. This will be available to any paraprofessional interested in participating, and any teacher who holds a Statement of Eligibility for certification. We will be one of three districts in the southeast region participating in this opportunity, and we are excited to become a member of the cohort.

This program will have no cost to the school other than the salaries and benefits we already provide our staff, and we will move towards becoming a professional development school. We will be primarily working with the Community College System of New Hampshire. We will also be working with Spaulding and Kingswood to help our Wakefield students who are enrolled in the teacher education program in their CTE programs, in order to assist these students in moving towards a career in education. We will be holding 2 informational meetings within the next month, and dates will be made available to the board should board members want to learn more about this. This is a great opportunity for our school and staff and will serve as a great recruiting tool to attract both paraprofessionals and ABA Tutors. I have included in your folders a more detailed document explaining the program.

- **Lead in school update**

A report of the process which the Paul School Facilities staff followed in accordance with NH Bill 1421 is on this agenda and will be discussed by Robert DeColfmaeker, Chair of the facilities committee. We have contacted New Hampshire Department of Environmental Services (DNHES) and requested a consultant from the department to work with us to recommend further remediation plans. I am also working with Amy Clark, Director of Facilities for the Department of Education, to assure we are meeting all the requirements necessary to comply with the law. We have followed the recommended remediation plan recommended by the DNHES, and will continue to move forward with recommended plans. We are aware that the Department of Education will provide grant funding up to 50% of the cost of any remediation plan needs. We will keep the community updated through the SAU 101 website as well as facebook and email. The information shared at the board meeting will be uploaded to the website on Wednesday, September 6 2023. In the meantime, all water to classroom sinks that have been

identified as high in lead per NH Bill 1421 will be turned off upon the return of the students.

- **Teacher Professional Development Days**

Our staff had a very productive workshop week, with our school leadership team Mrs. DeRocco, Mrs Ivy Leavitt-Carlson and Sarah Howard worked with the staff on developing their personal goals to relate directly to the School Wide Goals. Teachers met again after working together as a staff to develop action plans around the goals they have set. These goals will be analyzed this coming week, and or professional development plans for the year will be planned based on the themes of the goals. Much of the professional development will be embedded in the school days through lunch and learns, snippets of instructional practice and staff meetings along with our scheduled professional development day. Our staff also participated in some team building activities, participated in an extensive training on MTSS-B, Special Education and 504 rules and practices, and curriculum and data update. An escape room activity occurred on the first day of the workshop days which was framed around our staff handbook, assuring that our staff is familiar with the staff handbook. The last day of the workshop was devoted to allowing teachers to prepare their classrooms. The feel of the week was very positive, and our staff is excited to have our students return.

- **Superintendent Chats**

I will begin to hold 2 Superintendent Chats a month beginning this month. The first chat is scheduled for September 12th at 9:30. Please RSVP to the SAU if you plan on attending. The chats will be held in the conference room, and therefore it would be very helpful to know if you intend to attend so that we know we have the correct amount of seating. The Chats will be held on the 2nd Tuesday of the month at 9:30 and 4th Tuesday of the month at 4:30. We will focus on a few topics each month, with the first chat focusing on the teacher certification process, as well as systems we have put in place to provide an intensive mentoring and instructional coaching for any teacher that feels the need for this, but required for our new teachers from last year as well as this year. This opportunity is meant to be a place where we can work collaboratively and in a positive manner to move Paul School forward. At the first chat I will also be looking for feedback on what parents would like to have for topics in the future.

Respectfully,

Anne Kebler
Superintendent, SAU 101

**Transportation Report
Wakefield School District
September 5, 2023**

Summer has been a busy time for our Transportation manager and fleet of drivers. The following are some of the many things that were done this summer:

- Summer Maintenance:
 - Replace exhaust clamps
 - Changed out old batteries
 - Rust repair on mirrors
 - Battery boxes on a few buses have been repaired they now open and rust has
 - been repaired or slowed down.
 - Stair treads fixed on buses
 - Cleaning of buses: a few buses have had a deep clean. seats flipped up and
 - washed and vacuumed ...(not sure where all the sand comes from)
 - Found heater filters clogged. Vacuumed for now but will be ordering
 - replacement ones.
 - Mobile installation in New bus.
- Handbook
 - handbook was written and approved this summer, and drivers have reviewed
- Building of routes
 - We continue to review the cluster routes. We have requested for 5th time that surveys be filled out, they have been posted on the website, Facebook and we have paper copies available for those who do not have access. Our drivers will be meeting with Heather on Wednesday afternoon and adding cluster stops where they seem necessary in order to accommodate students to the best of our ability. It is hoped that we receive more surveys by Tuesday to assist us with this.