

# Wakefield School Board Public Minutes



August 8, 2023  
Held in Paul School Library  
Approved

BOARD MEMBERS		ADMINISTRATORS	
Mary Collins, Chair	✓	Anne Kebler, Superintendent	✓
Bob Ouellette, Vice Chair	✓	Shari Colby, Business Administrator	
Robert DeColfmacker	✓	Sarah Howard, Director Student Services	
Sandrea Taliaferro	✓	Norma DiRocco, Principal	✓
Brennan Peaslee		Ivy Levitt-Carlson, Assistant Principal	

**Others present:** Heather Powers, Sam Carberry, Ryan Manning, Relf Fogg and Mary Soares from Clearview TV

The meeting was called to order by Mrs. Collins at 6:00. She led the salute to the flag for those present.

## **Agenda Review**

Add a conversation around PandaDocs for hiring.

## **Presentations/Public Hearings**

### **Reports**

#### **Transportation**

Mrs. Powers told the Board that the new bus is here and registered with the Town. Summer School went well. The Board has the Drivers Handbook in their packet. We are in the process of doing routes and getting ready for the start of school. Bus inspections have begun. Parents have been sent forms and she is continuing to receive them. She has received about two hundred between high school and the Paul School. Mrs. Kebler said she would send out a reminder tomorrow. Mr. Ouellette asked if any buses needed maintenance, Mrs. Powers said we are fixing some rust ourselves and sending some down to Rochester for inspections. Mrs. Kebler said they are now going to Rochester Truck for bus maintenance. The turnaround is better and it's saving us some money.

### **Public Comment**

Mrs. Soares read a very nice letter from Jodi Furlong about her time spent at Paul School and how she will miss the kids and staff as she pursues new endeavors closer to her home. Mr. Fogg stated some complaints he had about the Chair and not being put on the agenda.

## **Consent Agenda**

**Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to approve the Consent Agenda. (Vote 4-0)**

### **Meeting Minutes**

**Mr. DeColfmacker made a motion, seconded by Mrs. Taliaferro, to approve the non public minutes of 7-25-23. (Vote 4-0)**

**Mr. DeColfmacker made a motion, seconded by Mrs. Taliaferro, to approve the public minutes of 7-25-23. (Vote 4-0)**

### **Old Business**

#### **Job Descriptions**

Mrs. Kebler will bring the job description for the Family Support Liaison (Social Worker) to the next meeting as they are still working on it. They followed the NHSBA recommendations for job descriptions.

**Mr. DeColfmacker made a motion, seconded by Mrs. Taliaferro, to approve the Reading Interventionist Job Description. (Vote 4-0)**

**Mr. DeColfmacker made a motion, seconded by Mrs. Taliaferro, to approve the Math Interventionist Job Description. (Vote 4-0)**

Mrs. Taliaferro asked if teaching about malware, spam, security risks, hackers, scammers etc. could be listed in the job description. Mrs. Kebler said she will send this to the Technology Integration Specialists mentor.

**Mr. DeColfmacker made a motion, seconded by Mrs. Taliaferro, to approve the Technology Integration Specialists Job Description. (who will be the 6<sup>th</sup> IA teacher). (Vote 4-0)**

Mrs. Kebler said they are interviewing a Library Media Specialist tomorrow so we'd have two people that can focus on media. Mrs. Kebler will see that job descriptions will be posted on the website. Mrs. Collins asked who was updating the website now. Mrs. Kebler said Mrs. Soares has offered to do it over the summer and then we have four or five people who will be working on it so it's not just one person.

### **New Business**

#### **School Hours**

Mrs. Taliaferro said the Board needed to talk about the start time for school. Mr. Kebler said Katie Moraski, who used to work at Paul School, is now the Community Liaison for the YMCA. Mrs. Kebler and Mrs. Moraski are working on a morning program that's a YMCA partnership with the school from 7:30 to 8:30. She said the fifteen minute change in the school day will make a huge difference for transportation. She said they had students waiting sometimes to 4:00 waiting for bus pick-up and a lot of money was paid to have people cover and transportation was really rushed. The Leadership Team (Superintendent, Principal, Assistant Principal, Business Administrator, Special Ed Director) discussed this at length and felt it would be a positive step

forward to change the time by fifteen minutes and make the school day 8:45. She asked for the Board's approval.

Mrs. Taliaferro asked how this would be funded and what the cost of the program would be. Mrs. Kebler said they are at the beginning stages. She will be sending out a survey by the end of the week to find out how many families will be participating in the program. Mrs. Moraski currently has a program in Madison and that program runs about \$20,000. It will be funded under ESSER and next year it will be funded by the Title 4 grant or we can move to a pay for it from the budget. She said she doesn't know if this will be implemented on day one. Mrs. Taliaferro doesn't think the school time should be changed. She thought we were fine when we had all seven big bus drivers.

Mrs. Kebler said the buses that pick up from Spaulding get back to Paul School later than Paul School dismissal time. There are three that are late and kids wait quite a long time to get on those buses. She said there used to be a start time similar to what's being proposed. She said it's been received well by anyone they have talked to. Mrs. Taliaferro said she has had eight kids at Paul School and doesn't remember the start time being later. The start time has been 8:30 and children couldn't be let off earlier than 8:15. Mrs. Collins said that's the way it's always been. Mrs. Taliaferro doesn't understand why there isn't enough time now. Mrs. Kebler said there isn't, it feels like a rush.

Mrs. Taliaferro is very hesitant to switch the start time. Mr. DeColfmacker suggested just not have start times in the Drivers Handbook as they will be in the Student Handbook. That way we could approve this handbook tonight. Mr. DeColfmacker said he can see the challenge for the buses getting back from Rochester considering the traffic. Mrs. Collins said hours were changed because of COVID and the lack of drivers. The Board would like feedback from parents about changing times. Mrs. Kebler will send something out to them. Mr. Ouellette asked Mrs. Kebler to look into the Parks and Rec programs.

#### Bus Drivers Manual

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve the Bus Drivers Handbook pending school day start and end times. (Vote 4-0)**

#### Student and Family Handbook

**Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to approve the Student and Family Handbook.**

Mary asked to add for policy reference KE and KEB on page 65 Parents Right to Know that references the Chain of Command for complaints. Mr. DeColfmacker would like to add under District Policies that parents can also go to school or SAU office for policies. Mrs. Taliaferro asked about coffee and energy drinks in the classrooms and cafeteria. How are you planning to enforce this and does this rule go for teachers too? Mrs. Kebler said that's addressed in the Wellness Policy. Mrs. DiRocco will check the Wellness Policy. Mrs. Taliaferro also questioned that girls could wear any size strap on tops but the bra strap couldn't be showing being contradictory. Mrs. Kebler said they talked about getting a student group together to talk about dress code. Mrs. Kebler said they are hoping to buy an app for Alma called Pickup Patrol that

will make tracking much easier. She said SNAP and SWISS will be transferred to Alma. Mrs. Taliaferro was concerned with the number of apps parents will have to download. **(Vote 4-0)**

The school will be using one discipline program next year instead of three. Mrs. Taliaferro was hoping for a more detailed description of what a minor and major would look like. Mrs. DiRocco said that would be detailed in the staff handbook.

#### YMCA Mourning Program partnership

Mrs. Kebler said the YMCA will provide the supplies and activities. The community liaison reports to the school a couple times a week. There would be an opportunity for students to do school work.

#### PandaDocs for Hiring

Mrs. Kebler said the Board signs off on manifests using PandaDocs and she wondered why the Board couldn't receive resumes and sign off on teacher hiring using Panda Docs? She spoke to the School Board attorney and he said it was definitely a way to do it.

Mrs. Taliaferro asked about hiring another guidance counselor. That would be two guidance counselors and a social worker. Mrs. Kebler said one will be hired through a grant. Mrs. Taliaferro asked for a list of all employees and their positions and whether they are grant funded. Also, what positions that are being paid for by a grant that you expect to continue. Also, any positions you are anticipating hiring. She said it seems like we have put in a lot of positions using ESSER Funds for the gap, loss of learning. She said it feels like people may be covering the same things once again. Mrs. Kebler said that the School Psychologist will need to be built into the budget. Mrs. Kebler said they sent out a survey on how the community would like ESSER Funds spent and have received 19 surveys. She said the ESSER 3 grant had been frozen for awhile but she will now be able to give the Board a report. Both the Math and Reading Interventionists are grant funded. Mr. Ouellette said he doesn't want to get into the same position that they were in a few years ago whether the position is a want not a need and the Budget Committee starts cutting those funds. It came up as how many kids do we have and how many guidance counselors do we need. The ESSER information will be for the September 5<sup>th</sup> meeting.

#### Nominations/Hires/ Resignations

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette to approve Tracy Baussmann as Math Interventionist. (4-0)**

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette to approve Sara Gilikin as a First Grade Teacher. (4-0)**

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette to approve Olivia Therrien as Family Support Liaison.** Mrs. Kebler said her degree is in Macro Social Work and is just what is needed. She uses resources outside of school for students. **(4-0)**

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette to approve Tarah Llewellyn as Technology Teacher. (4-0)**

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve Laurianne Soucy as Reading Interventionist. (4-0)**

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve Dawn Alie as Health Teacher. (4-0)**

**Mr. DeColfmacker made a motion, seconded by Mrs. Taliaferro, to accept the resignation of Jennifer Learned with regret. (3-1)**

**Mr. DeColfmacker made a motion, seconded by Mrs. Taliaferro, to accept the resignation of Jodi Furlong with regret. (3-1)**

FYI hired Julie Muldoon, Administrative Assistant  
FYI hired Sara Blorelli, Special Ed Administrative Assistant

#### **Non Public Session**

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to enter non public session under RSA 91-A 3:II (c) at 7:10. Roll call: Ouellette aye, Collins aye, Taliaferro aye, DeColfmacker aye Vote: (4-0)**

The Board returned to Public Session at 7:51

#### **Follow Up**

Mrs. Kebler told the Board that the Board packet will no longer be printed for members of the public at meetings. It has never been printed in the past. They all have phones and the packet is online. Mrs. Kebler will send a letter to the parents this week asking for the parents feelings about changing the times for school and bring that information back to the Board at the next meeting. The Board decided to meet on August 22<sup>nd</sup> at 6:00

#### **Adjournment**

**Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to adjourn the meeting at 7:58 (Vote 4-0) Ouellette aye, Collins aye, Taliaferro aye, DeColfmacker aye.**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath  
School Board Secretary