



Wakefield School Board Public Minutes

February 6, 2024

Held in Paul School Library

Approved

BOARD MEMBERS		ADMINISTRATORS	
Mary Collins, Chair	✓	Anne Kebler, Superintendent	✓
Bob Ouellette, Vice Chair	✓	Frank Markiewicz, Business Administrator Via Zoom	
Brennan Peaslee	✓	Sarah Howard, Special Ed Director	✓
Sandrea Taliaferro	✓	Norma DiRocco, Principal	
Robert DeColfmacker	✓	Ivy Levitt-Carlson, Assistant Principal	

Those Present: Ashia Roy, Wesley Roy, Sophia Roy, Katie Howard, Shane Krafton and Mary Soares from Clearview TV

Mrs. Collins led those present in the salute to the flag at 6:00.

Presentation Annual Report Cover

Mrs. Kebler presented a check to Sophia Roy, the winner of the artwork for the 2024 Annual School District Report Cover.

Public Comment

None

Reports

Student Services Report

Ms. Howard reported that December and January have been busy months in our special education department. Our team managed an increased number of special education referrals and evaluations while supporting individual students and their plans. Winter weather always adds an additional layer of challenges as we juggle changes in schedules while adhering to special education timelines.

Our special education team is excited to welcome a new special education case manager to our team this month. Through grant funding we have been able to add and fill this position. This new position will allow us to add some additional support for our youngest learners and increased differentiated learning opportunities in our upper grades. We are fortunate to have a strong team of special educators who will mentor and support the newest member of our team.

Since the last report, the total number of identified students has increased by 6 students while our referral numbers have decreased. One of the goals of our special education department this year is to increase training and support for our paraprofessionals. On January 22nd during our Teacher Workshop Day, our paraprofessionals attended professional development provided by the New Hampshire Department of Education and 321- Insight. Paras attended 2 different in-person sessions on Proactive Behavior Strategies and Building and Sustaining Strong Relationships with Students. Feedback from the sessions was very positive and staff are excited for additional virtual and in-personal professional development opportunities through 321- Insight. Additional training opportunities for our paraprofessionals will occur on our March Teacher Workshop Day, and we will also be utilizing IDEA grant funding to give all paras access to online paraprofessional training through Master Teacher.

Our mental health and MTSS teams continue to work hard to support students through our school-wide response to intervention model. On Monday February 6th, School Leadership and MTSS Leadership Teams meet to review school-wide data. This group will review academic and behavioral data for students school-wide, reflect upon the data, and create instructional action plans based on the student and school-wide data. The team is excited to meet and reflect upon our successes and needs.

Mr. DeColfmacker asked if there would be some collaboration on which courses Paras should take using the IDEA Grant based on experience or what they are doing in classrooms. Ms. Howard said they are in the process of setting this up. Some are go getters and are taking courses and we are talking about how to support them with their para ll certifications. We will be looking at their needs and what our needs are. Mrs. Taliaferro asked if Mrs. Howard knew how many homeschooled children we have in our district. Ms. Howard said she will get that number for her. Mrs. Taliaferro asked if the cost of the workshops came out of the paras allotment. Ms. Howard said this is paid for through the grant. Mrs. Collins asked If there was contact with the day cares for children will learning problems. Ms. Howard said she worked with Lovell Lake Learning Center and every child three years old and above is eligible for services. We get referrals from there and parents also.

Superintendent Report

Mrs. Kebler said with the deliberative session complete, and only voting left to go it is good to take a deep breath and get into the school and watch the teaching and learning going on. It has been a bit of a disruptive few weeks with the weather, but hopefully we can believe the groundhog and look forward to an early spring.

Speaking of weather, I want to clearly outline again the process of cancellation. In order to alert our bus drivers of the decision as to a delayed opening or closing I have to make the call at 4:30. The transportation coordinator, facilities director and I monitor the weather forecasts daily, and the decision making for a delay or snow day begins around 4:00 am. When a weather event is anticipated our transportation coordinator monitors both the Maine and New Hampshire weather forecasts beginning at 4:00 am. The transportation coordinator is in touch with the Wakefield Road Agents, for road conditions, as well as plans for plowing, salting and sanding. Communication with our bus drivers for conditions in their areas is ongoing. In addition we have communication with school districts surrounding our district, and we are in continued contact

with the Assistant Superintendent of Rochester regarding our decision making. In addition, with unusual circumstances such as flooding and road closures, our transportation coordinator is in close contact with TFC Hildreth at the department of transportation.

Here is our process:

A decision is made by 4:30 as to the safety of our students and bus drivers being on the roads in Wakefield.

Your first option to refer to is WMUR for whether we have a delay or closing and this should be announced no later than 5:00 am.

At the time of our decision making we do not know what Rochester will be doing as they do not make their decision as early as we do, and I know you are all aware that the weather and road conditions in Wakefield are most often very different than Rochester.

If we have a delayed opening and there is no high school transportation in the morning, we will continue to assess the roads, and send an email and phone callout to Spaulding families if we are able to provide PM transportation.

If we have a delayed opening and Rochester does not at the time of our decision making there is AM high school transportation. If Rochester has decided on a delayed opening at the same time as we do there would be high school transportation, following a 2 hour delay schedule.

After you have referred to WMUR, you can also expect to receive an email and phone call from our ALMA system. We now have a separate email for Spaulding students. In addition we keep our community posted on our Paul School Facebook page. Book Page and it is most often shared with the Wakefield Community Facebook page.

We believe ALMA has been able to fix the glitch they were having causing us to drop the phone calls. If you continue to have the phone call dropped, please contact the SAU office so we can further investigate.

FOR PAUL SCHOOL FAMILIES: you do have an option of a text instead of a phone call. If you would like further information about this please contact the SAU office as well.

I appreciate all of your patience with the communication, and believe we have ALMA working in a way now that there should not be any complications. If there are, please let us know so we can research the problem. We have been lucky this year with limited delays and cancellations, let's hope we continue down that pathway.

At the Paul School we are diving deep into our literacy standards to assure they are aligned vertically and we are sure that each grade level is teaching consistent standards throughout the grade. Along with this work comes a lot of discussion around instructional practice and assessment. Our Professional Learning Communities will be having collaborative conversations around these two important variables when thinking about standards. We look forward to sharing our work with the board and community throughout the spring.

Finally, I want to thank the entire School Community - school board, staff and parents for their support during this challenging time in my life. Having the support of all of you made it much easier to spend the time I needed with my Dad, and I am glad that I was able to bring peace to his end of life. Thank you from the bottom of my heart, you all made it much easier for me.

Mrs. Taliaferro asked, when both schools have a delayed opening are we providing transportation to the High School? Mrs. Kebler said they are. There was one time that four drivers were unable to transport but they are working on fixing this. Mr. DeColfmacker thanked Mrs. Kebler for this explanation and outline. He said the notification system is much better this year. He said Spaulding makes their call much later than we do. Mrs. Peaslee said that when there was a two hour delay for Paul School and Rochester didn't have the delay we would pick up Spaulding students two hours late and deliver them to the high school and those two hours would be excused.

Public Comment

Mrs. Soares gave a shout out to the Guidance Counselors because it's counselor week and they do a fabulous job.

Consent Agenda

Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to approve the consent agenda. (Vote 4-1)

Meeting Minutes

Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to approve the non public minutes of 1-30-24. (Vote 5-0)

Mr. DeColfmacker made a motion, seconded by Mrs. Collins to approve the public minutes of 1-30-24. (Vote 5-0)

New Business

24/25 Employee Holiday Schedule

After some discussion a majority of the Board agreed with the employees request to have July 4th their floating holiday. No Board vote required.

Calendar Discussion

Mrs. Kebler said Rochester has an early release once a month strictly for curriculum work and she'd like to recommend that Paul School do the same. They plan on mirroring the Spaulding Calendar. Mrs. Collins received a note from School District Clerk Valarie Ward and they will be holding the November election at Paul School and ask that no students be present. Mrs. Kebler said that the early release days will be very structured around curriculum.

Mrs. Peaslee made a motion, seconded by Mrs. Collins to approve the Local food for Schools Cooperative Agreement NHDMFA Grant for \$4.600. (Vote 5-0)

Job Descriptions

Mrs. Kebler said there are changes to the format of the Job description form.

Mr. DeColfmacker made a motion, seconded by Mrs. Peaslee to approve the Library Assistant Job Description. (Vote 5-0)

Mr. DeColfmacker made a motion, seconded by Mrs. Peaslee to approve the Special Ed Paraprofessional Job description.

Mr. DeColfmacker rescinded his motion and Mrs. Peaslee rescinded her second until Mrs. Kebler can add some items from negotiations to the job description.

Mrs. Peaslee made a motion, seconded by Mr. Ouellette to table the Special Ed Para Job Description. (Vote 5-0)

Mrs. Keebler said on the opposite week of policies she will bring a couple of job descriptions to be approved.

Committee Update

Curriculum Committee

Mrs. Taliaferro gave a synopsis of the Curriculum Committee meeting. They are working on standards for all subjects making sure they are aligned vertically. They are looking at Spaulding's standards they require for Freshmen and Sophomores.

Mrs. Taliaferro said that she knew the AREA Agreement had been tabled but asked if anyone had looked into Barrington's Attorney since they have done this. Mr. DeColfmacker told her that Mr. Upton had recommended another attorney and we'll go with his advice. He's not sure if it's Barrington's attorney. Mrs. Taliaferro said it might be a good idea to check with Barrington and their attorney as they have already done this. Mr. DeColfmacker said Barrington has had this in place for decades just like we have. Mrs. Peaslee said our first meeting was just introductions. We're not trying to recreate the wheel. We'll look at everything. Mr. DeColfmacker said that Mr. Kebler will be handling the attorney part.

Culture and Climate

Follow Up

Added statement for the job description

Number of Homeschoolers

Transportation for two-hour delay

Mrs. Collins said there will be a non public meeting at Five O'clock on February 20th.

Non Public

Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to enter non public session under 91-A:3, 11 (c) at 6:45. Roll call vote: Collins aye, DeColfmacker aye, Ouellette aye, Taliaferro aye, Peaslee aye. (Vote 5-0)

The Board returned to Public Session at 7:25.

Concerning the non public meeting on February 20th, after some discussion it was decided that the non public meeting would take place at 5:30 to accommodate Mrs. Peaslee's work schedule.

The School Board meeting will begin at 6:30 instead of 6:00. The facilities meeting will take place at 5:00.

Mr. DeColfmacker said that three signatures are needed on the manifest and asked that Mrs. Taliaferro or Mrs. Peaslee be that third signature at time when he is unavailable. Mrs. Taliaferro said she thinks the manifest should be brought to the meeting like they used to.

Adjournment

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to adjourn the meeting at 7:38.
(Vote 5-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary