

# Wakefield School Board Public Minutes

March 19, 2024

Held in Paul School Library

Approved



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

Those Present: Town Administrator Dino Scala, Nicole Cuevas, Katie Howard, Candace Dewey, and Max Gehring from Clearview TV

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

## **Board Reorganization**

Mrs. Kebler asked for nominations for Chairman.

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to elect Mr. DeColfmacker as chair. (Vote 3-2)**

Mr. DeColfmacker asked for nominations for Vice-Chair.

**Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to make Mr. Ouellette Vice Chair. (Vote 5-0)**

## **Agenda Review**

Mrs. Kebler added the school calendar, which was approved yesterday by the Union to New Business. She also has the AREA meeting that will be held April 15<sup>th</sup> at 6:00 and is looking for agenda items.

**Mrs. Peaslee made a motion, seconded by Mrs. Taliaferro, to have a second public comment after Committee Updates. (Vote 5-0)** There will be two 15 minute public comments. Mr. Ouellette asked that a clarification statement be placed under Old Business. Mrs. Taliaferro said she may have a follow up comment as well. Mr. DeColfmacker asked that the AREA Agreement Exploratory Committee update be put under Committee Updates

## **Presentation**

### **NH Hunger Solutions**

Brodie Deshaies presented the following:

## **School Districts and Food Access**

### **How can we better feed Wakefield's students?**

#### **Presentation by NH Hunger Solutions**

for the benefit of the SAU 101 (Wakefield)

- What is NH Hunger Solutions? Who administers federal nutrition programs?
- School board and district's role in student nutrition and food access
- Federal and state nutrition programs school districts can/do utilize
- Community Eligibility Provision and Special Assistance Alternatives
- Local practices school districts can adopt to increase food access
- Conclusion with relevant links and contact information

**Mission:** We advocate to end food security, improve equitable access to nutritious food, and address hunger's root causes for all New Hampshire residents.

**Vision:** Hunger is eliminated in New Hampshire.

In order to achieve our mission and vision, NH Hunger Solutions focuses on **these four priority areas:**

1. Engage in policy advocacy to close the gap between those eligible for and those enrolled in federal nutrition programs (SNAP, School Meals, Summer Meals, WIC)
2. Work with schools and communities to increase participation in school meals
3. Increase public awareness of the causes of and solutions to hunger in NH
4. Engage in coalition building among existing and emerging food access councils and coalitions.
  
5. Administered at the Federal level by the USDA's Food and Nutrition Service
6. At the state level in NH, it is administered by NH Education Department's Office of Nutrition Programs and Services (ONPS)
7. "The Office of Nutrition Programs and Services provides educational leadership, program technical assistance, federal and state funding and general services that promote and fund health, nutritional daily needs of children and adults and nutrition education for all program participants through the administration of USDA Child Nutrition Services in New Hampshire schools, institutes and summer programs."

#### **What is a school district's role in food access and nutrition?**

- Uniform Grant Guidance (UGG), 2 CFR Part 200
  - Regulates food service procurement for school districts
- Richard B. Russell National School Lunch Act
  - Establishes the National School Lunch Program in 1946
- Child Nutrition Act of 1966
  - Establishes other federal child nutrition programs like the School Breakfast Program
- Child Nutrition Reauthorization Act
  - Congress votes every 5 years to amend, expand, or create additional nutrition programs
  - Ex. The Healthy, Hunger-Free Kids Act of 2010
- NH RSA 189:11-a
  - Federal and state mandates related to school nutrition for school districts
  -

- Almost every school district participates in both programs, but not all
- National School Lunch Program
  - A federally assisted meal program operating in public and nonprofit private schools and residential child care institutions
  - Provides nutritionally balanced, low-cost or no-cost lunches to children each school day
- School Breakfast Program
  - A federally assisted meal program operating in public and nonprofit private schools and residential child care institutions
  - Provides healthy breakfasts to children, typically before the school day commences
  - In NH, all students who qualify for the free or reduced price school breakfast receive breakfast for free
  
- Applications
  - Schools send school meal applications at the beginning of each school year
  - Student's school meal applications can be filled out any time during the school year
  - Additional state aid is provided to school districts for every student enrolled in F/R school meals by October 15th of each year
  - The amount of state aid provided per F/R student depends on several aspects of the state's education funding formula
- Qualifications
  - Children in households with incomes up to 130% of the Federal Poverty Level qualify for free school lunches
  - Children in households with incomes from 130% to 185% of the Federal Poverty Level qualify for reduced price school lunches
  - In NH, children in households with incomes up to 185% of the Federal Poverty Level qualify for free school breakfast

Household Size	Free Guidelines	Reduced-Price Guidelines
	Yearly	Yearly
1	\$18,954	\$26,973
2	\$25,636	\$36,482
3	\$32,318	\$45,991
4	\$39,000	\$55,500
5	\$45,682	\$65,009
6	\$52,364	\$74,518
7	\$59,046	\$84,027
8	\$65,728	\$93,536
<b>For each additional family member add:</b>	<b>\$6,682</b>	<b>\$9,509</b>

- DAF: Administration of Federal Grant Funds (specifically DAF-4)
  - Intended to establish the local board's expectations and standards for financial management and other internal controls relative to federal grant awards as required under the UGG
- EF: Food Service Management
  - Establishes local board's expectations and standards for meeting the state and federal mandates established in RSA 189:11-a and other relevant federal statutes
- EFA: Availability and Distribution of Healthy Foods

- Instructs Superintendent to distribute healthy food and implement “developmentally appropriate opportunities to learn food preparation skills that support nationally recognized research-based nutrition standards” in accordance with federal laws
- EFAA: Meal Charging
  - Meets federal and state mandates for meal charging preventing stigma
- EFE: Vending Machines
  - Establishes regulations for vending machines in schools
- IJO: School, Family and Community Partnerships (also KA)
  - On part of the policy encourages parents to attend school-sponsored parent workshops and several things, including nutrition
- JLCF: Wellness
  - Establishes standards and expectations for meeting federal and state requirements for promoting student wellness and good health
  - Also establishes standards for meeting current federal regulations pertaining to school lunch and breakfast programs and NH Education Department guidelines
- EFC: Free and Reduced-Price Lunch
  - Requires the district to offer free or reduced-price lunches through the National School Lunch Program and establishes a process for families applying
- JLCI: Coordinated School Health Program
  - Creates regulations and expectations for adopting the “Whole School, Whole Community, Whole Child (“WSCC”) model framework established by the CDC for addressing health in schools
  - This includes “Nutrition environment and services”

### **Additional Federal & State Nutrition Programs**

- Component of the National School Lunch Program
- Federally assisted snack service that fills the afternoon hunger gap
- Each snack served is reimbursed by the USDA
  - Up to one reimbursement per participant per day
  - Snacks must meet Federal nutrition requirements
  - School districts must offer free or reduced price snack to eligible students
- In order for the afterschool care program to be eligible, it must provide organized, regularly scheduled activities in a structured and supervised environment, including an educational or enrichment activity. Program connects children with nutritious food during the summer when school isn’t in session
- Reimburses providers who serve free, nutritious meals and snacks to children
- Meals are served at summer sites in eligible low-income communities
  - Eligible communities have at least 50% of the children eligible for free or reduced price school meals
  - Approved rural communities facing food access issues may provide grab-n-go or delivery
- Children 18 and younger may receive free meals and snacks at any open SFSP site
- Meals and snacks are also available through SFSP to persons with disabilities who are over age 18 and participate in school programs for people with mental or physical disabilities
- **The Carroll County Food Access Network is looking for more organizations, libraries, and school districts to host summer meal sites!**
- Also called Farm to School (F2S)

- Administered by the NH Department of Agriculture with help from:
  - NH Farm to School Program (NHFTS) at the UNH Sustainability Institute
  - NH Food Alliance (NHFA)
  - NH Hunger Solutions
- The program is a USDA non-competitive grant to be used by school districts to purchase local, minimally processed foods for school lunch operations
- Increase access to and consumption of highly nutritious, fresh, unprocessed foods by students and staff
- Federal money disseminated to school districts across NH
  - School districts have unclaimed grant money waiting to be applied for!
  - **SAU 101 has applied and qualifies for at least \$4,086.65!**

### **Community Eligibility & Special Assistance Alternatives**

- Allows eligible schools to offer breakfast and lunch each school day at no cost to all students
- Eliminates unpaid meal charges
- Minimizes stigma related to Free and Reduced Price (F/R) Meal programs
- Reduces the paperwork and administration for school nutrition staff and families
- Streamlines meal service operations in school districts
- 90 schools across NH are eligible to participate in CEP
  - **This estimate is based on 2021-2022 data!**
- Eligibility:
  - Any school district, group of schools in a district, or individual school with 25% or more "identified student" percentage
  - Identified students are those certified for school meals by means other than a household application, and include:
    - Children who are directly certified for free school meals because their household participates in SNAP or TANF; or,
    - Children who are certified for free school meals because they are experiencing homelessness, are considered a runaway, certified as migrant, in foster care, or enrolled in Head Start.
- Reimbursement:
  - Under CEP, all meals are free to all students. Meals are still reimbursed by the USDA but reimbursement for meals in CEP schools is calculated using an Identified Student Percentage (ISP).
  - The ISP is determined by the number of "identified students" (as explained above), divided by the total school district's/group of schools'/individual school's enrollment as of April 1.
  - The percentage of meals reimbursed at the free rate is determined by multiplying the ISP by 1.6.
- **TWO IMPORTANT DISCLAIMERS!**
  - **1. These are NH Hunger Solutions' estimates and not official figures!**
  - **2. SAU 101 has an "Identified Student Percentage" (ISP) of less than 25%, so SAU 101 does not qualify for the Community Eligibility Provision**
- Estimated Costs IF SAU 101 Qualified and Participated in CEP
  - Total Enrollment: 450
  - Estimated Enrollment Eating School Lunch: 315
  - Estimated Enrollment Eating School Breakfast: 203
  - Cost Per Year to Provide No-Cost Lunch: \$163,825
  - Cost Per Year to Provide No-Cost Breakfast: \$62,815
  - Total Cost Per Year to Implement CEP: \$226,641
- **INCREASE YOUR SCHOOL'S IDENTIFIED STUDENT PERCENTAGE (ISP)!**

- Direct Certification into the Free and Reduced Price Meals Program increases your school's ISP
- **Encourage families to participate in federal programs they qualify for so their children can be directly certified for Free and Reduced Price Meals**
- What programs directly certify?
- Any child belonging to a household that participates in...
  - SNAP (food stamps)
  - TANF (Temporary Assistance for Needy Families)
- Or children who are...
  - Migrants
  - Homeless
  - In foster care or Head Start
- Categorically eligible to receive Free or Reduced Price Meals at school
- Children who are categorically eligible for Free or Reduced Price Meals can be directly certified to receive Free or Reduced Price Meals at school without submitting a school meal application to determine their income eligibility
  - **About 75 kids in Wakefield / SAU 101 receive SNAP, but 300 kids live in households at 200% of the Federal Poverty Level or less**
  - **An estimated 225 kids aren't enrolled but qualify for SNAP**
- **Work with the NH Food Bank SNAP Outreach Coordinator for Carroll County**
  - Nadine SanAntonio - [sanantn54@gmail.com](mailto:sanantn54@gmail.com)
- These are "...alternative provisions to the normal requirements for annual determinations of eligibility for free and reduced price school meals and daily meal counts by type (free, reduced price and paid meals) at the point of service."
- Provision 1
  - "This Provision reduces application burdens by allowing free eligibility to be certified for a 2 year period."
- Provision 2
  - **"This Provision reduces application burdens and simplifies meal counting and claiming procedures."**
  - **Recommended Special Assistance Alternative for SAU 101 to explore**
- Provision 3
  - "This Provision reduces application burdens and meal counting and claiming procedures. It allows schools to simply receive the same level of Federal cash and commodity assistance each year..."

### **Local practices or initiatives increasing food access**

- NH ranks 47th out of 50 states for school breakfast participation
- 30-35 schools in NH are not offering breakfast to their children
- Majority of schools in NH do not offer breakfast after the first bell
  - Breakfast is only served before school hours in almost all NH schools
- Benefits of school breakfast:
  - Increased focus in the classroom
  - Fewer hunger visits to school nurses
  - Increased federal revenue for schools
  - Better educational outcomes for students
  - Higher graduation rates
- **SAU 101 has high school breakfast participation rates!**
  - About 67% (2/3s) of students who receive Free or Reduced Price Lunch also receive a Free or Reduced Price Breakfast
  - Most school districts around the state average 45%
- Offers breakfast as a part of the school day rather than before school hours

- An evidence-based practice being adopted across the country
- Multiple models for this school breakfast delivery method...
  - “Grab and go” Breakfast: Prepackaged breakfasts that are distributed to students
  - Second Chance Breakfast: During an extended break (like between a first and second period), students are able to get breakfast in the cafeteria
  - Breakfast in the Classroom: Breakfasts are delivered to students
- Benefits to this local practice:
  - Increases participation in school breakfast
  - Allows children to receive breakfast at any time they are hungry
  - Reduces stigma (“poor kids eat breakfast”)
  - Available grants for school districts who need help implementing
- Schools in the challenge work to increase breakfast participation
- The school with the highest increased participation will be awarded the Elaine VanDyke School Breakfast Champion Award and a press conference can be held at your school to announce the winner.
- Grants and support are available through NE Dairy Council and UNH Cooperative Extension
- Apply through the NH Education Department
  - Start by using the Summer Food Service Program (SFSP) Checklist for On-Line Application
- Application deadline is June 15th of each year
- Consider partnering with a nonprofit organization or the NH Food Bank
- Work with direct service providers to ensure families are aware your school is a Summer Meal Site
- **The Carroll County Food Access Network is looking for hosts to help establish more Summer Meal Sites in Southern Carroll County!**
- F/R Meals = Free and Reduced Price Meals
- If more students fill out the application form for F/R School Meals and are accepted into the program, then more students will access school meals
- **Require all families to fill out F/R School Meal Applications**
- Increased school funding!
  - State education aid grants increase when schools have more students enrolled in F/R School Meals
- **Continue offering and promoting your online F/R Meal Applications**
  - Increases access to the paperwork and makes it easier for families
  - It is estimated that only ~12 school districts offer an online application
- Commonly called “Universal Meals” or “No-Cost Meals for All”
- Costs can be mitigated with participation in the Community Eligibility Provision (CEP) or Special Assistance Alternatives for eligible schools
- Free, Reduced Price, and Full-Price Meals will still be reimbursed at the regular federal rates if you don’t utilize federal programs
- **Any school district can go to universal meals at any time**
  - PTA, nonprofits, other organizations can help fundraise to cover costs
  - School districts can propose a warrant article requesting the funds from residents/taxpayers
- **MAKE SURE families still fill out the Free and Reduced Price Meals Applications so your state funding isn’t negatively impacted**
- **NH Hunger Solutions can help you estimate the cost to implement**
- Create a Strategic Plan for increasing food access in schools
  - You can integrate this plan into any current strategic plan SAU 101 has currently

- Set short and long term goals
  - Use objective statistics to measure success or failure
  - Ensure statistics are applicable and easy to interpret
- Start small and build towards larger overarching goals
  - Example...
  - **Year One:** Increase F/R Meal Application outreach, create a SNAP Outreach Team (coordinate with NH Food Bank), develop a district-wide SNAP Outreach Plan, implement SNAP Outreach Plan in Year Two
  - **Year Two:** Explore Special Assistance Alternative Provision 2 and CEP, develop/finalize MOUs with other school districts, host an open Summer Meal Site, participate in the School Breakfast Challenge
  - **Year Three:** Propose a warrant article for universal meals, supported with additional federal funds from Special Assistance Alternative Provision 2 or CEP, continue other initiatives

### **Additional Information**

- NH Hunger Solutions
  - School Breakfast Challenge
  - Our Advocacy Alerts webpage
  - Our data page with NH specific hunger statistics
  - Sign up for our email list(s)
- NH School Boards Association Policy Portal
- NH ED's Office of Nutrition Programs and Services (ONPS)
- USDA Food and Nutrition Service (FNS)
- USDA FNS Meals for Schools and Childcare
- NH Farm to School
- Food Research Action Center (FRAC)
- Carroll County Food Access Network
  
- Executive Director, Laura Milliken
  - lmilliken@nhhungersolutions.org
- Deputy Director, Riona Corr
  - rcorr@nhhungersolutions.org
- Policy and Communications Manager, Brodie Deshaies
  - bdeshaies@nhhungersolutions.org
- Child Nutrition Manager, Karyn Rice
  - krice@nhhungersolutions.org
- Complete list of staff: <https://nhhungersolutions.org/about-us/staff-board/>

### PTA

Mrs. Howard reported that the PTA had a successful dance that brought in money for their next two appreciation events for the kids. Their next big event is the breakfast with the bunny on Sunday March 24<sup>th</sup>. They are also looking for a secretary board member. They will be doing snacks and face painting at the eclipse event on April 8<sup>th</sup>.

### Public Comment

Mrs. Dewey thanked Mrs. Kebler and the administration for meeting with her. She said she wants the Board to stop fighting and to reach out and find out what the school needs. She said they don't have what they need.

### Board Reorganization

#### Committees



Budget Committee

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

**Mr. DeColfmacker made a motion, seconded by Mrs. Peaslee, to appoint Mrs. Collins as the alternate to the Budget Committee. (5-0)**

CIP

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

Curriculum

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

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

Facility

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

**Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to appoint Mrs. Taliaferro to the Facility Committee. (5-0)**

Joint Loss

**Mr. DeColfmacker made a motion, seconded by Mrs. Peaslee, to appoint Mr. Ouellette to the Joint Loss Committee. (5-0)**

NHSBA Delegate

**Mr. DeColfmacker made a motion, seconded by Mrs. Peaslee, to table the NHSBA delegate. (5-0)**

Policy

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

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

Professional Development

**Mrs. Collins made a motion, seconded by Mr. DeColfmacker, to table the Professional Development representative. (5-0)**

Rines Road

**Mr. DeColfmacker made a motion, seconded by Mrs. Peaslee, to table the Rines Road Committee. (5-0)**

Strategic Planning

**The Board by consensus tabled the Strategic Planning Committee.**

Teacher Negotiations

**Mr. DeColfmacker made a motion, seconded by Mrs. Collins, to appoint Mr. Ouellette as a School Board Rep. to the Teacher Negotiation Committee. (5-0)**

**Mrs. Peaslee made a motion, seconded by Mrs. Taliaferro, to appoint Mrs. Taliaferro as a School Board Rep. to the Teacher Negotiation Committee. (2-3)**

**Mr. DeColfmacker made a motion, seconded by Mr. Ouellette, to appoint Mrs. Collins as a School Board Rep. to the Teacher Negotiation Committee. (3-2)**

Technology

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

Transportation

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

**Mr. Ouellette made a motion, seconded by Mr. DeColfmacker, to appoint Mrs. Taliaferro to the Transportation Committee. (5-0)**

Wellness

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

**Reports**

School Administration Report

Mrs. DiRocco said It is March Madness here at the Paul School. Students are thinking about 'W' in their-PAWS statements and Working Hard this month. At the end of the month students look forward to celebrating their hard work in the annual staff vs. student basketball game. The games are slated for March 27th and 28th.

We would like to formally congratulate our spelling bee winner Lily Richardson. Lily is a fifth grade student in Ms. Siegler's class. We would also like to congratulate our runner up, Jillian Pevear. Jillian is a seventh grader in Mr. Gillikin's homeroom class.

Mr. Balsler, our athletic director; is looking for an assistant coach for our boys baseball team. If there is anyone in the community who would like to support our young athletes we are in need of an assistant coach. Anyone interested can reach out to the school and ask to speak with Brandon

Balser. We are really hopeful to add another positive role model to our baseball team as assistant coach. This is a stipend position.

Students in grades 3-8 have completed their SAS writing test. In speaking with different grade levels, it was really great to hear the positive feedback from teachers about students and their assessments. Teachers are extremely proud of their students and saw many students taking the assessment seriously with care and craft. As of the testing window closing our completion rate on the assessment was at 96%. a much higher percentage than our previous years. We will take this schedule and learn about how to adapt and improve it for our next set of assessments around SAS which will begin in May-June.

Over the last few months, we have made some big changes towards improving accountability and the safety of our dismissal process. The first stage of this process was the rollout of Pickup Patrol as a means of communicating dismissal changes, absences, and tracking students leaving the building. Last month, we moved the location of the buses to the side of the building, to reduce the amount of students at the front of the building during the dismissal process. This week, we have moved the car line to the front of the building and will be using Pickup Patrol to dismiss students to the car line as their family arrives. Families that park and pickup now have that as an option for Pickup Patrol as well.

We have a big community event coming up at the beginning of April. Our school will be hosting a viewing party of the Solar Eclipse on April 8th followed by an Open House event. The eclipse will be hosted outside on our athletic fields (weather permitting) at 3:30 pm. Families are invited to join this special event and an RSVP will be sent home next week. We encourage families to fill out the RSVP so we can plan for the number of students who will be staying and who will need to be dismissed as usual. This event will be TOTALITY worth it! She said they had plenty of glasses for everyone. All students will receive the glasses whether they are staying for the event or not.

Mrs. Levitt-Carlson told the Board that they are excited to partner with the PTA for this event. The PTA will be selling snacks and doing face painting. The eighth graders will be selling popcorn. They are hoping to also have music for the event. Some teachers will be showcasing eclipse themed activities and others will be showcasing what they have been working on. We're excited to welcome the community. Mrs. Levitt-Carlson showed features of the pick up patrol and how it works. By using the new ALMA app, they had 1,500 less calls to the office since January. It is user friendly and more efficient. Mr. Ouellette asked if they would like permanent signs as opposed to the cardboard signs. Mrs. Levitt-Carlson said that would be nice. Mr. DeColfmacker said this is an example of positive things happening at school that make things much more efficient and safer.

Mrs. Levitt-Carlson showed a snapshot of how they are doing with office discipline referrals as compared to last year. Overall, the school has made tremendous strides in the area of students losing class time being sent to the office. By and large the students are doing what they are supposed to do. She said the pulse of the building is calmer. She also put up a slide to show of what the write ups are for. Physical aggression has the most write ups but that category actually

contains simple things like shoving in line. It's a very broad category and there has been improvement. There is a huge improvement in in-school and out-of-school suspension. Out of 416 students 278 have not had any referrals this year, no write-ups.

### **Consent Agenda**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the consent agenda. (Vote 3-2)**

### **Meeting Minutes**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the non public minutes of 3-5-24. (Vote 5-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the public minutes of 3-5-24.**

Mrs. Collins objected to emails going back to June being added to the minutes that the Board did not discuss. Mrs. Taliaferro felt they should have to correct the record as there were more than two Board members on the emails, which makes it a public record. Mr. DeColfmacker felt those early emails were not within the time frame. Mr. Peaslee said at this point they were handed out to everyone in the public. Might as well just include what was handed to everyone. She agrees it wasn't the topic of conversation but they were handed out to everyone who was sitting here. She said what Mrs. Colbath wrote was fine.

Mr. DeColfmacker said he's not sure the minutes are accurate because the emails were not a topic of conversation. Mrs. Taliaferro said she had told everyone in an email she was going to include the early emails. Mr. Ouellette and Mr. DeColfmacker said it was all very confusing. Mr. Ouellette reminded the Board not to respond to emails sent to the whole Board. Mrs. Taliaferro said she responded because she felt it was a bashing. Mr. DeColfmacker said in hindsight we should have tabled the discussion until all Board members had a chance to read all the emails. He went on to say if you say you are bringing emails we should see them all before we get here. (Vote 0-5)

### **Old Business**

#### **Approval of Judith Nason Trust Fund**

**Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to approve the Judith Nason Memorial Scholarship. (Vote 5-0)**

Mrs. Kebler said this scholarship is open to any college students, not just those currently graduating from high school this year.

### **Clarification**

Mr. Ouellette read the following:

I want to clarify a few things from the last meeting, when Sandra said that I received 93 pages of documents without having to request a 9-A or being charged a fee for copies. I was a board liaison committee member, on the feasibility study that Sandra chaired, and Norma Joy vice chaired. As a feasibility committee member, I was asked to request documents for this committee

for their research. I, as a school board member, asked permission from the school board to see if I could receive those documents for the committee's research and was granted that request.

To clarify, committees have the authority to ask for documents without a 91-A request and are not charged for copies because they are conducting board business with board approval.

The only reason Sandra was asked to submit a 91-A request was because she didn't have board approval for requesting the documents as a board member. Sandra was requesting as a citizen which requires a 91-A request and cost for copies to be made for her personal use. I wanted to apologize to Anne, the board members, and the community for any confusion I may have caused

Mrs. Taliaferro said she would clarify that she asked about contracts at least three different times in meetings and nothing was ever done. She asked again when the Board got the holiday schedule and the Board was told that they did a survey for which day they wanted their floating holiday. She asked to have them scanned to her and the only answer she got back was they weren't allowed to scan contracts. She knew that was wrong, contracts can be scanned. She just wanted clarification on the holidays. When she looked at the contracts she found a lot of mistakes and things that weren't completed.

She said Mr. DeColfmacker gave a directive to a staff member. She asked if Mr. Ouellette remembered why she asked for a non public on November 17<sup>th</sup>. Mrs. Kebler said to Mrs. Taliaferro I think you have gone from one subject to another. Mrs. Peaslee said as School Board members we are able to get more information on subjects on the agenda to get a better understanding before a vote is taken.

Mr. Collins said an individual Board member is not to speak on behalf of the Board without prior authority. So if you sit at a Board meeting and ask for something and the Board doesn't take action then nothing happens. Mrs. Kebler said not last meeting but the one prior she was asked in the morning to scan contracts to Mrs. Taliaferro and she said she didn't have time. That evening she asked the Board if they wanted the contracts on the next agenda and the Board said no. She said a point of clarification; Mrs. Lambers said you can't scan because our scanner is not working. Mrs. Taliaferro responded that Mrs. Lambert said you're not supposed to scan contracts.

Mr. DeColfmacker also made a point of clarification. He said his discussion with the technology person at school was based off a false statement that was made at a Board meeting. As a member of the technology committee he asked about students having issues with computers. He said it's not appropriate for a School Board member to ask for exceptions for anything for a student.

The DeColfmacker said time to move on. Mrs. Taliaferro continued to talk so the Chair called for a point of order and then he called for a recess at 8:22.

The Chair called the meeting back to order at 8:29.

### **New Business**

#### **MS-22**

Mr. Markiewicz gave a summary of the MS-22. There were no questions from the Board. The Board signed the document.

### Teacher Certifications

Mrs. Taliaferro asked if they should have information on which teachers are hired under statement of eligibility and when that expires so we can help them get what they need. Mrs. Kebler said we haven't in the past.

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the list of teachers for the next school year. (Vote 3-2)**

Mrs. Kebler asked Mrs. Taliaferro and Mrs. Peaslee if they were voting no because they want more information. Mrs. Peaslee answered no.

### School Calendar

Mrs. Kebler said the calendar was approved by the Union on Monday. She said they decided to have three teacher workshop days in August instead of four as is in the contract. They will have the fourth at the end of the year. She is hoping to go to Camp Calumet or some place like that to do some debriefing. The calendar is the same as Rochester. The first day of school is August 26<sup>th</sup>.

**Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to approve the school calendar. (Vote 5-0)**

### Policies (all 2nd Reading)

#### BBB School Board Elections

**Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to approve policy BBB. (5-0)**

#### BBBC Board Member or District Officer Resignation

**Mrs. Collins made a motion, seconded by Mrs. Peaslee, to approve Policy BBBC. (Vote 5-0)**

#### BBBE Unexpected Term Fulfillment

**Mrs. Peaslee made a motion, seconded by Mr. Ouelette, to approve Policy BBBE. (Vote 5-0)**

#### BCA School Board Member Ethics

**Mrs. Collins made a motion, seconded by Mr. Ouelette, to approve Policy BCA. (Vote 5-0)**

#### BCB Board Member Conflict of Interest

**Mrs. Collins made a motion, seconded by Mr. Ouelette, to approve Policy BCB. (Vote 5-0)**

#### BBH Board Officers

**Mrs. Collins made a motion, seconded by Mrs. Peaslee, to approve Policy BBH. (Vote 5-0)**

### Committee Updates

## Culture and Climate

No questions

## AREA Exploratory Committee

Mr. DeColfmacker told the Board that they were able to gather all the documents. The latest version of the agreement is 2018. We are looking at splitting the committee into two subcommittees. One will look at our current policy and procedure for lotteries etc. The other would be looking at the actual agreement itself. We have asked Mrs. Kebler to get some legal council as we move through this process. Mrs. Peaslee said the Committee would like the Board chair and vice chair to meet with other Board members from other schools.

**Mrs. Peaslee made a motion, seconded by Mr. Ouellette, for the chair and vice chair to start a conversation and to gather information with some of the surrounding school districts, specifically Kingswood at this point. (Vote 5-0)**

The next meeting will be another data gathering meeting. They are purposely taking this slow. There will be a lot of work.

## Public Comment

Mrs. Howard asked if she would get a response from someone about having the PTA on the agenda. Mrs. Kebler said she would respond and in order to have anything in the packet it has to be in by Thursday morning.

Mr. Ouellette asked if the Board will have an orientation. Mrs. Kebler will contact Matt Upton.

**Mr. Ouellette made a motion, seconded by Mrs. Collins to have Mr. Upton conduct an orientation at his convenience. (Vote 5-0)**

## Non Public

**Mr. Ouellette made a motion, seconded by Mrs. Peaslee, to enter non public session under 91-A:3, 11 (c) at 9:01. Roll call vote: Collins aye, DeColfmacker aye, Ouellette aye, Taliaferro aye, Peaslee aye. (Vote 5-0)**

The Board returned to Public Session at 9:37.

## Adjournment

**Mrs. Collins made a motion, seconded by Mrs. Peaslee, to adjourn the meeting at 9:37 (Vote 5-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath  
School Board Secretary

