

Agenda Worksheet

School Administrative Unit #101
Wakefield School District Board Meeting:
Paul School Library
60 Taylor Way, Sanbornville, NH 03872
sau101.org

Date: Tuesday, June 11, 2024 6:00PM

Transportation Committee 5:15pm

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

2. AGENDA REVIEW

3. PRESENTATIONS, PUBLIC HEARINGS

Public Hearing- Withdraw funds from the Paving of 76 Taylor Way Expendable Trust Fund

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

5. NON-PUBLIC; RSA 91-A;3 II, (c)

6. REPORTS

a. Superintendent Report

7. CONSENT AGENDA

a. AP Manifest- Batch #44246, \$840.94; Batch #44223, \$4,891.47; Batch #44215, \$1,157.32;
Batch #44221, \$219,319.34

b. Payroll Manifest- Batch #44228, \$211,832.87; Batch #44249, \$468.26; Batch #44248, \$3,207.89

8. MEETING MINUTES

a. WSB Public Minutes 5.28.24

9. OLD BUSINESS

a. RFP- Upgrade VoIP Telephone System

b. RFP- Integrated Security Camera System

10. NEW BUSINESS

a. Policy Workshop

11. POLICIES

a. IHAK- Character and Citizenship Education (2nd Reading)

b. IKG- Awards and Scholarships

12. COMMITTEE UPDATES

a. Culture and Climate Committee

b. Wellness Committee

13. NOMINATIONS/HIRES/RESIGNATIONS

Colleen Bonnell

14. FOLLOW-UP

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

16. ADJOURNMENT: PM

Upcoming: The next Wakefield School Board meeting will be held July 9th, 2024

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 (1): 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.

CLAIRMONT
ASPHALT PAVING & EXCAVATION, LLC
46 NH Rt 140 · Gilmanton, NH 03237
(603) 267-6534 · Fax (603) 267-9430

Customer: Town of Wakefield School District Job No: _____
Address: _____ Date: 8-18-2023
Phone: _____
Fax _____

Job Location: Front entrance road from gate to gate and down left side to new asphalt.

Job Description: Shim and Overlay also there are 2 catch basins that will be inspected and at least 1 will need rebuilding this quote includes a budget amount that may change depending what we find when we

Scope of Work: dig up the basins .

- A. The contractor, at the owner's request and expense, will obtain all necessary permits.
- B. Clean all surfaces to be repaved and trim all edges.
- C. Remove and reshape any areas where adding additional material would promote a drainage problem.
- D. Patch all large holes and areas that had to be reshaped with asphalt.
- E. Shim with asphalt all uneven areas of the existing asphalt.
- F. Overlay the entire job with 1 1/2 inches of asphalt after compaction.
- G. Emulsion will be used wherever necessary.
- H. Complete related cleanup work.
- I. Unless otherwise specified by addendum, payment is due upon completion of the project
Should collection become necessary the customer agrees to pay all reasonable collection cost and 2% per month on unpaid balances.

ESTIMATED COST \$ 52,000.00 shim and overlay 5 to 6,000.00 for the basin near the entrance

Salesperson: David Clairmont

Accepted by: *Stacia A. Colby*

Date 8 / 22 / 23

NOTE:
There is no excavation included in this estimate, other than the area that needs to be removed near the entrance.
The catch basin repair is listed as a separate quote that may vary depending on the scope of work needed to rebuild.

Superintendent Report
Wakefield School District
June 11, 2024

Positive happenings at the Paul School:

- Our graduating seniors came to visit our school on Thursday, June 6. They walked the halls in their graduating cap and gowns and all our students were in the hallways cheering them on. Many of our students had brothers and sisters that are graduating, so you can imagine, they were very excited to cheer their siblings on. This is a great opportunity to remind our students that even in high school Wakefield high school students are a part of our community, and help them set goals for themselves for future years. Congratulations to our graduating students both at Spaulding High School and at Kingswood High School.
- Mrs. Hurley's 5th grade class made a book for Wakefield's 250th birthday, which was published and sent to us this week. The library has a copy of it, and it has been left out for the board to view tonight. It is a great compilation of the students' writing and art work. It is the intent that one of the books will go in our time capsule when we bury it this summer. Stay tuned as to when we will be burying our time capsule.
- Our preschool playground is in the process of being built. We are very excited to be able to provide a playground right outside their door to use for their outdoor breaks! A great big thank you to Sarah Howard our Director of Student Services for building this into our special education grant, and to Brad Davis, our Facilities Manager for assisting with the coordination of this. We are excited to see this addition to our school.

The following are the definitions our staff developed last year to assist in a better understanding of the different pieces of what a curriculum entails. It is hoped that this will provide a better understanding of the part of the curriculum we look at when developing our essential standards for student learning.

Standards: Universal language that sets our foundation for our scope and practice, approached with accountability and fidelity (Essential learning targets we want our students to know and understand.)

Curriculum: Planned experiences based on grade level standards (Units of study)

Instructional Resources: Materials and people that support and enhance learning

Instructional Practices: The way information is delivered to support and enhance learning

Assessment: The measurement of student ability to show what they know in order to drive instruction

Our standards are based on the Massachusetts 2011 standards, and are broken down to form essential learning targets that we believe are essential for our students to learn. This is the part of the curriculum that is approved by the school board. The remaining definitions reflect the pieces of curriculum that our professional staff use in their teaching practice.

WAKEFIELD SCHOOL DISTRICT

Manual AP CHECK REGISTER

Report # 64836

Check Batch: 44246
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
44246	90341	05/30/2024	834	WASTE MGMT OF NH-ROCHESTER	0.00	840.94
Totals:					0.00	\$840.94

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WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

				<u><i>Robert DeColimacke</i></u> Robert DeColimacke, School Board Chairman		
				<u><i>Bob Ouellette</i></u> Bob Ouellette, School Board Vice Chairman		
				<u><i>Mary Collins</i></u> Mary Collins, School Board Member		
				<u><i>Sandrea Taliaferro</i></u> Sandrea Taliaferro, School Board Member		
				<u><i>Brennan Peaslee</i></u> Brennan Peaslee, School Board Member		
				<u><i>Carlene Stewart</i></u> Carlene Stewart, Treasurer		
				<u><i>Anne Kebler</i></u> Anne Kebler, CEO		

6

1 Check Listed.

WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Report # 64782

Check Batch: 44223
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
44223	90339	05/23/2024	175	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	0.00	173.31
	90340	05/23/2024	669	EVERSOURCE	0.00	4,718.16
Totals:					0.00	\$4,891.47

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WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

Robert DeColfmackey
Robert DeColfmackey, School Board Chairman

Bob Ouellette
Bob Ouellette, School Board Vice Chairman

Mary Collins
Mary Collins, School Board Member

Sandra Taliaferro, School Board Member

Brennan Peaslee
Brennan Peaslee, School Board Member

Carlene Stewart
Carlene Stewart, Treasurer

Anne Kebler
Anne Kebler, CEO

8

2 Checks Listed.

WAKEFIELD SCHOOL DISTRICT

Manual AP CHECK REGISTER

Report # 64769

Check Batch: 44215
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
44215	90338	05/22/2024	8926	IRVING ENERGY	0.00	1,157.32
Totals:						\$1,157.32

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WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT
APPROVALS

Robert DeColomachen

Robert DeColomachen, School Board Chairman

Bob Ouellette

Bob Ouellette, School Board Vice Chairman

Mary Collins

Mary Collins, School Board Member

Sandra Taliaferro, School Board Member

Brennan Peaslee

Brennan Peaslee, School Board Member

Carlene Stewart

Carlene Stewart, Treasurer

Anne Kebler

Anne Kebler, CEO

10

1 Check Listed.

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 64779

Check Batch: 44221
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
44221	23314	05/24/2024	1080	ADT COMMERCIAL LLC	0.00	149.52
	23315	05/24/2024	310	AMAZON BUSINESS	0.00	3,810.15
	23316	05/24/2024	9426	BOOTHBY THERAPY SERVICES, LLC	0.00	520.00
	23317	05/24/2024	9723	CENTRAL FENCE & DECK	0.00	2,247.50
	23318	05/24/2024	9375	DRUMMOND WOODSUM & MACMAHON PA	0.00	3,421.69
	23319	05/24/2024	1840	ELAYNE ELLIS	0.00	36.56
	23320	05/24/2024	9717	Ernest Couture	0.00	210.00
	23321	05/24/2024	1402	FRESH PICKS CAFE, LLC	0.00	24,579.20
	23322	05/24/2024	9709	Grand Slam Uniforms, Inc.	0.00	799.24
	23323	05/24/2024	585	HEALTH TRUST	0.00	5,566.87
	23324	05/24/2024	1266	HILLSIDE LANDSCAPING INC.	0.00	600.00
	23325	05/24/2024	9725	JOSHUA BALSER	0.00	210.00
	23326	05/24/2024	9691	KEBLER, DAVID	0.00	1,375.00
	23327	05/24/2024	1236	LAKESHORE LEARNING MATERIALS	0.00	481.83
	23328	05/24/2024	2026	MILTON SCHOOL DISTRICT	0.00	3,382.13
	23329	05/24/2024	1993	MONARCH SCHOOL OF NEW ENGLAND	0.00	5,467.88
	23330	05/24/2024	2128	NAPA AUTO PARTS	0.00	130.41
	23331	05/24/2024	1366	NEW ENGLAND CENTER FOR CHILDREN	0.00	19,202.50
	23332	05/24/2024	596	NH SCHOOL HEALTH CARE COALITION	0.00	81,464.50
	23333	05/24/2024	9668	OPTIMUM TRANSPORTATION	0.00	2,920.00
	23334	05/24/2024	9290	PAGE STREET LEASING, LLC	0.00	75.00
	23335	05/24/2024	260	PARKER EDUCATION	0.00	6,686.37
	23336	05/24/2024	9726	SARA BORELLI	0.00	141.52
	23337	05/24/2024	9659	SEBASTIAN SEPTIC SERVICE LLC	0.00	150.00
	23338	05/24/2024	9530	SOLJANT	0.00	10,187.50
	23339	05/24/2024	9679	STORAGE NETWORKS CORPORATION	0.00	344.00
	23340	05/24/2024	762	STRAFFORD LEARNING CENTER	0.00	43,510.18
	23341	05/24/2024	1610	THE LIBRARY STORE	0.00	102.38

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	23342	05/24/2024	9191	TORRES, LUIS	0.00	675.36
	23343	05/24/2024	9087	TYLER TECHNOLOGIES	0.00	315.00
	23344	05/24/2024	9669	VOYA BENEFITS COMPANY	0.00	477.05
	23345	05/24/2024	1944	WINNIPESAUKEE DRUG CONSORTIUM SERVICES L	0.00	80.00
Totals:					0.00	\$219,319.34

WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

Robert DeColfinaecker
Robert DeColfinaecker, School Board Chairman

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Brennan Peaslee
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Carlene Stewart
Carlene Stewart, Treasurer

Anne Kebler
Anne Kebler, CEO

Wakefield School Board Public Minutes

May 28, 2024

Held in Paul School Library

Draft



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

Others Present: Brad Davis, Facilities Director, Michele Lambert, Max Gehring from Clearview TV.

Mr. Ouellette asked for a moment of silence for Sean Dolaher, a former Paul School student who recently passed away.

Mr. DeColfmacker led those present in the salute to the flag at 6:00.

Agenda Review

Presentations. Public Hearings

Public Hearing: To withdraw funds from the Maintenance Building Replacement Expendable Trust Fund account.

Mr. Davis gave the Board an overview of phase 1 of the maintenance building project. It will start with demolition of the shed. There will be two dumpster rentals. Howe Two will do the excavation work. A 24x35 concrete slab will be laid to hold the building. They received three quotes. Mr. Davis said there were three bids, Lapierre Concrete, Perkins Concrete and Cullen Concrete. He recommends Lapierre Concrete who is also the lowest bidder, is also very reputable and will guarantee all his work. The total of Phase 1 is \$9,134.25.

Mr. Ouellette suggested tabling this until a spreadsheet is generated comparing all aspects of the three bids. He wants to see an apples to apples comparison. Mr. Davis explained that it took him months to get quotes from concrete companies. He said Mr. Lapierre was very responsive from the start and his company is well respected in the area. He said everyone had the same specs and has a quote on those specs.

Mr. Markiewicz said he makes sure that the bidders have the appropriate insurance binder, Workers Comp, vehicles. Many do not provide that information in a bid. Before they get a contract from him to do the work they will sign off and he will check references. Mrs. Peaslee said she is used to seeing a spreadsheet with check off boxes to make sure each company will

give what we're looking for. Mr. Ouellette asked if we have a Public Hearing and award a bid and the person we pick doesn't have the insurance we require we go back to the drawing board. Mr. Markiewicz said they would have a certain amount of time to secure the required insurance and we'd have to come back. The required insurance is listed in the spec sheet.

Mrs. Peaslee made a motion, seconded by Mrs. Collins, to award the bid for concrete work to Lapierre Concrete.

Mr. Ouellette said he will not be voting on this because he doesn't believe the Board has all the information they need. He feels the Trustees will want all I's dotted and t's crossed. **(Vote 0-5)**

Mr. Ouellette said that The Board doesn't know what is specified in the RFP because we don't have that and we have in the past. Mr. Markiewicz told Mr. Ouellette there is no RFP. These are solicitations for quotes. Mr. Davis said this is between \$5,000 and \$20,000 so three quotes suffice. It's not over \$20,000 so no RFP is required. Mrs. Peaslee is concerned about the huge price difference and wants to make sure everything needed is included in all bids. Mr. DeColfmacker asked the Board if they wished to table the Public Hearing. Mr. Ouellette said they just don't have enough information. He said if Mr. Markiewicz could tell the Board that the million dollar binder was there he'd have no problem with this company. Mr. Markiewicz said he has not reviewed the quote.

Mr. Davis said he talked to Mr. Lapierre and was told that he would guarantee his work and would be happy to submit paperwork to that effect. He's a big commercial company and he's sure he has insurance. Mr. DeColfmacker said because of the gym floor they feel they have to be extra cautious. Mrs. Collins asked if the motion could be restated to include pending insurance so this can move forward. Mr. Markiewicz said there would be a contract stating insurance, payment, contractor warranty etc. He will make sure the Board knows all these things are in place prior to spending any money. Mr. Ouellette said he doesn't want to delay the project. **Mrs. Peaslee made a motion, seconded by Mrs. Collins, to approve Lapierre Concrete contingent on the insurance binder and a signed contract. (5-0)**

Mr. DeColfmacker opened the Public Hearing at 6:18.

Mr. Ouellette made a motion, seconded by Mrs. Collins to approve the withdrawal from the Maintenance Building Replacement Expendable Trust Fund in the amount of \$9,134.25 for phase 1 of the project. (Vote 5-0)

Mr. DeColfmacker closed the Public Hearing at 6:20.

PTA Update

Mrs. Taliaferro read the following: We had a good turnout for pride day. We didn't reach our goal though. We have received field trip requests for most grades. Some have already started going and loads of fun. Our next event is a dance on May 31st. All grades will be at the school. We are looking for crock pot meals and baked good donation. We are also looking for a board assistant.

Public Comment

None

Reports

School Administration

It has been a wonderful month here at The Paul School. We have had an abundance of events happening that celebrate our students. We are eager to share all of these events with the community.

In eighth grade our students are headed to Boston this upcoming week and we are so thrilled to bring these students to the city and explore many different sites. We are extremely thankful to Sam Fairfield for taking the lead on the fundraising opportunities, the planning of the field trip and encouraging students to give their best effort to attend the trip. The eighth graders also have Canobie Lake to look forward to and semi-formal.

Our sixth grade team is gearing up for their Calumet trip in early June. This opportunity is truly incredible for our students. The sixth graders have the chance to spend the night in cabins and get a flue experience of camp life. Second graders are headed to Squam Lake Science Center, third graders attended a play, Kindergarten went to the Dover Science Museum, and First grade is headed to the Seacoast Science Center. We are so excited to see the students outside of the building and watch their global experiences grow.

Field day is slated for June 14th with a rain date of June 17th. Mr. B has set up a wonderful schedule for the day. The theme of this year is about the Olympic Games and Flag Day coupled together. Mr. B has created each activity to represent different countries and different Olympic events.

We are wrapping up many different pieces this month. Our committee meetings are finalizing their thoughts and we want to thank all the members for the committee work that has been done this year. We also will be finishing up with our clubs at the end of the month. We have had 104 students participate in this round with over ten different offerings. End 68 hours of hunger will have their last bags distributed this month. We are so thrilled to have had this program in our school and extremely thankful to Brianna Valdepena and the Lions Club for all their support.

Lastly, our spring sports are finishing up their seasons. We are so proud of our student athletes and the hard work they have put in. We completed SAS testing, with an overall test rate of 96% with grades 3,5, and 7 having 100% of students complete the SAS test. We would like to acknowledge the students in Mr. Perkins and Ms. Siegler's classes for their marked improvement in Mathematics. Stay tuned for more information!

As we gear up for the Sumner, our administration team looks forward to summer planning and the excitement of the work we will continue into next year. I would like to thank our full staff for an incredible year. We truly appreciate the dedication and enthusiasm each of your brings to the school each day.

Finance

Mr. Markiewicz gave the financial report for the period ending April 30th. He said he is typically looking for the unassigned fund balance to be around 3% of the total. He said there has been some overspent lines. We've been closely monitoring that since April. He said we are pleased

with the revenues that have come in. It's in a good place but could be better. We're okay with the Food Service Fund. All the details are in the packets and May and June will be closely monitored. We will keep you informed. He said in June he and Mrs. Lambert will be conducting a workshop training by the finance department on how we are going to administer next years budget and suggest they start building their budget prior to September as SB2 is very challenging. We need to be prepared for the Budget Committee. The workshop will take place in June and will be for department heads, administrators and any school board members who are able to attend or anyone interested in the budget process. With new department heads it's important for them to understand this process and how it affects them.

Mr. DeColfmacker told the audience watching from home that the school is having an issue with people showing up in vehicles at night and letting their dogs out and they are defecating on the property, fields and around the gardens. Mr. Davis stepped in it and we could have students doing the same. We think we know the makes and models of the vehicles and we're working on getting the license plate numbers. We will actively look to stop this. He said Mr. Davis has done a phenomenal job on the school grounds and fields. Teachers and students have worked hard getting the gardens going. The school is not a dog park. We have one at the ball fields. Dogs are not allowed to be on school property. And if you walk your dog on the grounds pick up after it. Mrs. Collins said that dogs are not allowed on the fields at all. Mr. DeColfmacker said this is purposeful, letting their dogs out of the car, letting them run around and do their business then leaving.

Consent Agenda

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

Meeting Minutes

Mrs. Collins made a motion, seconded by Mrs. Peaslee to approve the non public minutes of May 7th (Vote 5-0)

Mrs. Collins made a motion, seconded by Mrs. Peaslee to approve the public minutes of May 7th (Vote 5-0)

Old Business

Board Meeting Schedule (June, July, August)

The School Board meeting for June will be June 11th. The July meeting will be on July 9th. The August meeting will be August 13th. The Board will add meetings if necessary.

New Business

Seniors Visit

Spaulding seniors will walk the halls of Paul School on June 6th at 10:30.

RFP's Upgrade VoIP Telephone System and Integrated Camera System

This has been tabled until June 11th so that Mr. Markiewicz can give the Board an overview. Mrs. Collins asked if there would be a monthly fee for the cameras. Mr. Markiewicz answered no. She also asked who owns the footage. Mr. Markiewicz said we do. He said the venders aren't

asking for any upfront money so they will get paid when the job is done to the districts satisfaction and everything is up and running.

RFP Winter and Summer Grounds Maintenance

Mr. Davis said we have two companies who submitted bids. A comparison was included in the packet. Mr. Davis recommended Howe Two, who has done a good job of taking care of the grounds for the last seven years. Their bid was also considerably lower.

Mrs. Collins made a motion, seconded by Mrs. Taliaferro to award the bid to Howe Two for \$34,000. (Vote 5-0)

Policies

CFA-R Duties of the Principal (2nd reading)

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy CFA-R Duties of the Principal. (Vote 5-0)

IBA Curriculum development

This has not gone to the Policy Committee and is here for input from the Board. Mrs. Collins asked that there be a process for piloting a program. She would like a short presentation for programs being used. Mrs. Kebler said a program is not curriculum. She will bring definitions to the next meeting. Board members gave other input for the Policy Committee to look at.

IGD Curriculum Adoption (1st reading)

INAK Character and Citizen Education (1st reading)

IGE Parental Objections to Specific Media (1st reading)

IHAM Health Education and exemption From Instruction (1st reading)

IKG Awards and Scholarships (1st reading)

The Board would like to see a change in the policy and the scholarship to reflect that this is given to a student furthering their education.

Committee Updates

Culture and Climate

Attendees: Kathy Frothingham, Sara Gillikin, Angela Boston, Linda Simmons

Discussion:

How is the culture of the school?

Teacher Appreciation Week - Success

Next culture climate meeting June 4, 2024.

Work on sending out more thank you notes.

How can we support Norma and Ivy for all they do with behavioral management? Flowering

Plant from Wentworth Garden or Studleys

Get flowers in May- Linda contact Julie about getting money for the flowers-Kathy

Birthday board- create a survey next year with birthdays (staff can opt out of sending that information), also include allergies- for next year

Fundraiser- What are the steps to get a fundraiser approved?- Sara to ask Norma

Create one by the end of the Year
Bakesale?

Technology Committee

Mr. DeColfmacker told the Board that the tech committee has been busy tying up the end of the year. A Google form will be created to list all computers, peripherals, chargers etc. and will be inventoried for each grade and teacher. They are considering whether computers should be assigned per student or per classroom for the year. He said they are planning to have a summer workshop which will include taking a look at software and hardware and different vendors. They are continuing to interview for the right IT person. They have a couple more applications that just came in. They want to make sure they have the right inhouse support as well as the right vendors and the right service.

Nominations/Hires/Resignations

Follow Up

Spaulding Scholarship Night

Mrs. Collins called the scholarship night amazing and incredible. She said there was over \$500,000 given out and Wakefield was well represented. The Greater Wakefield Lions Club was there and handed out their scholarships.

Character Strong

Public Comment

None

Non Public

Mrs. Collins made a motion, seconded by Mr. Ouellette, to enter non public session under 91-A:3, 11 (c) at 7:31. Roll call vote: Collins aye, DeColfmacker aye, Ouellette aye, Taliaferro aye, Peaslee aye. (Vote 5-0)

The Board returned to Public Session at 8:16.

Mrs. Collins made a motion, seconded by Mr. Ouellette, to seal the non public minutes for three years. Roll call vote: Collins aye, DeColfmacker aye, Ouellette aye, Taliaferro aye, Peaslee aye. (Vote 5-0)

Adjournment

Mrs. Peaslee made a motion, seconded by Mr. Ouellette, to adjourn the meeting at 8:17. (Vote 5-0)

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath
School Board Secretary

Request for Proposal: Upgrade VoIP Telephone System

REQUIREMENTS	BIDS		
	Kent Communication Systems	Acapella Technologies	
Sealed Bid received by April 30, 2024	Yes	Email submitted 4/30/24 and sealed bid	
Bid Amount	13,345.30	24,341.00	
Contingency @ 10%	1,334.53	2,434.10	
Attended pre-proposal meeting on April 10, 2024	Yes	Yes	
Completed Submittal Form	Yes	No	
RFP document, including initials on each page of document	Yes	No	
Proposal materials showing equipment and systems specifications	Yes	No	
Insurance Coverage	Yes	N/A	
Business References	Yes	Yes	
Recurring Costs	9,742.80 Annual after year one	8,512.92 Annual	
TOTAL COST YEAR ONE	14,679.83	35,288.02	

Request for Proposal: Integrated Security Camera System

REQUIREMENTS	BIDS		
	Kent Communication Systems	Minuteman Security & Life Safety	
Sealed Bid received by April 30, 2024	Yes	Yes	
Bid Amount	34,943.50	60,370.33	
Three selected dates/times for vendor presentation/demo of proposed system	April 14, 2024	N/A	
Completed Submittal Form	Yes	Yes	
RFP document, including initials on each page of document	Yes	Yes	
Proposal materials showing equipment and systems specifications	Yes	N/A	
Insurance Coverage	Yes	N/A	
Business References	Yes	Yes	
Recurring Costs	None	Yes	

CHARACTER AND CITIZENSHIP EDUCATION

Those in charge of curriculum development will have the responsibility for integrating into the curriculum, as appropriate, the following principles:

1. Pursuant to Part 2, Article 83 of the New Hampshire Constitution, humanity, benevolence, and truth and honesty with self and others.
2. Fairness, integrity, and justice.
3. Respect, courtesy, and human worth.
4. Community service.
5. Pursuant to RSA 186:13, the rights and responsibilities of citizenship.
6. Each individual has dignity and worth.
7. A free society requires respect for persons, property, principles and self.
8. Each individual has a right to learn and freedom to achieve.
9. Each individual, regardless of age, gender, race, creed, color, religion, marital status, sexual orientation, national or ethnic origin, or disability, has the right to equal opportunity.
10. Each individual has the right to personal liberties.
11. Each individual is responsible for his/her own actions, and should exercise self-discipline where and when appropriate.
12. Each individual has a responsibility to the group as well as to the total society.
13. A democratic government is established by majority vote.
14. Democratic societies are based on law.
15. Problems are solved through reason and orderly processes.
16. An individual should be tolerant of another's beliefs and should have the freedom to express his/her own.
17. Each individual has the right to work, to pursue an occupation, and to gain satisfaction from personal efforts.

Teaching in the area of character and citizenship will be focused on the principles and, fundamental values of the United States, expressed in the Founding Doctrines of the United States which include the

Robert DeColfmacker, Chairman
Bob Ouellette, Vice Chairman
Mary Collins
Brennan Peaslee
Sandrea Taliaferro

Adopted by the Board: *14 March 2001*
Revised by the Board: *6 May 2002*
Revised by the Board: *7 March 2012*
Reaffirmed by the Board: *15 January 2014*
Revised by the Board: *18 June 2019*
Revised: *6 April 2021*

Declaration of Independence, NH State Constitution Parts 1 & 2 and will take place throughout the K-12 program.

Legal References:

NH Code of Administrative Rules, Section Ed 306.04(a)(5), Character and Citizenship
NH Code of Administrative Rules, Section Ed 306.04(i), Character and Citizenship

Revised: September 2017

Revised: May 2008

Reviewed: July 2005

Revised: November 1999, July 2004

Robert DeColfmacker, Chairman
Bob Ouellette, Vice Chairman
Mary Collins
Brennan Peaslee
Sandra Taliaferro

Adopted by the Board: 14 March 2001
Revised by the Board: 6 May 2002
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Revised by the Board: 18 June 2019
Revised: 6 April 2021

AWARDS AND SCHOLARSHIPS

The Board may offer a variety of awards and scholarships sponsored by groups and individuals. Any new award or scholarship must be approved by the Board. No offer of award will be accepted which is discriminatory on the basis of race, color, creed, national origin, or sex.

Every year the Board may award a \$500 scholarship to a Wakefield high school student who graduated from Paul School. The recipient of the scholarship demonstrates strong academic achievement, participates and excels in extra-curricular activities, and has completed community service. A committee consisting of the school principal, the superintendent, and middle school language arts teachers will review the essays applications and make a recommendation to the full Board for approval. The Board shall determine the award based on the committee recommended essays that are submitted by students answering a specific question.

Robert DeColfmacker, Chairman
Bob Ouellette, Vice Chairman
Brennan Peaslee
Sandrea Taliaferro
Mary Collins

Adopted by the Board: 14 March 2001
Reaffirmed by the Board: 6 May 2002
Reaffirmed by the Board: 16 May 2012
Revised by the Board: 3 September 2014
Reaffirmed by the Board: 4 March 2015

WAKEFIELD SCHOOL BOARD SCHOLARSHIP APPLICATION – 2024

1. Name of Applicant: _____

2. Mailing Address: _____

3. Email Address & Phone Number: _____

4. Name of Parents or Guardians: _____

5. List of schools to which you have applied: _____

6. Which school is your first preference? _____

7. By which school have you been accepted? _____

8. Vocational preference after graduation from college: _____

9. Please explain what you have done for extra-curricular activities: _____

10. Please tell us what you have done for community service: _____

Please attach transcript.

Application Deadline: **April 11, 2024**

Please write an essay of no more than two pages responding to the following prompt:

Who has had the most influence in your life, other than a family member, and explain why?

Applications, transcripts and essays can be mailed to:

Wakefield School District/SAU 101
Attn: Scholarship Application
76 Taylor Way, Sanbornville, NH 03872

Culture and Climate Committee
June Meeting Notes
6-4-24

Attendees: Kathy Frothingham, Sara Gillikin, Angela Boston, Linda Simmons
Meeting time: 3:20-3:45

Discussion:

*End of Year Staff Celebration on 20th

*Work on sending out more thank you notes.

*How can we support Norma and Ivy for all they do with behavioral management?

*Flowering Plant from Wentworth Garden or Studleys

*Get flowers- Linda

*Contact Julie about getting money for the flowers-Kathy

*Birthday board- create a survey next year with birthdays (staff can opt out of sending that information), also include allergies- for next year

*Fundraiser- What are the steps to get a fundraiser approved?- Sara to ask Norma

*Create one by the end of the year

*Bakesale?

*After school dance?

*Thank volunteers: combine with PTA and 68 hours of hunger for a volunteer celebration

Needs:

*Order flowers- Linda

*Work on sending out more thank you notes.

Ideas for Fundraiser for next year: Restaurants, Candy Sale, Dance

Next Year ideas for future:

Snack Cart

School Store/Cart

Principal and Assistant Principal Flowers

Thank you cards

Soda/ Chips Treat

Potluck Breakfast

Occasional Sweet Treat (Brownie, Cookie, Etc.)
Pen or other Trinket for Full Staff
Staff Works Day
Staff Hilltop Fun Center Day

Completed Items

- *Staff Celebration Organized
- * Fundraiser steps

Paul School Health & Wellness Committee Agenda

Meeting #4

Date: May 22, 2024

3:30-4:15

Agenda Item	Person to Share/Timing Time Keeper:	Notes
Welcome & driving question to guide discussion		
Discussion Topics: <ul style="list-style-type: none"> • End 68 Hours of Hunger Update • Policy Update 2024 Wellness Policy.pdf		Elayne- idea for next year Wellness PD for the staff by staff: i.e. cooking class, yoga, travel (ie staff strengths) Policy updated, pls review Reinforce policy and expectations start of next year Field day scheduled for 6/14 End 68 Hours: Still working with Lions Club & FCC to organize & store food. "We are currently serving 21 students. The Amazon Wishlist has been very helpful but donations have been slow lately. We are planning on running a craft fair in late September as a fundraiser as the previous one raised quite a bit of money. We are looking for ideas on other fundraisers if anyone has any brainstorming ideas they would like to let me know of! We will not be operating in the summer, there has been some confusion about that. But I have been working closely with the Food Pantry to promote to End 68 families their summer EBT program that pays \$30/week/child on a gift card to be used for specific food items at Lovell Lake. I believe some End 68 families have signed up for that and

		for further food pantry assistance for the summer."
Clarifying questions		
Brainstorm next steps		<p>Fall: 68 Hrs fundraiser ideas Reinforce policy expectations Staff Wellness PD</p> <p>**Added 5/31/24 from Bri V re: Breakfast Challenge Fall '24:</p> <p>"The goal of the school breakfast challenge is to increase student participation. Right now, about 67% of our students who are qualified for free/reduced lunch currently access their free breakfast. I am not sure what our total school percentage is. The school will partner with NH Hunger Solutions to find creative ways to increase these numbers which in turn will support student learning as basic needs will be met. We need staff members who are willing to be on this "team" to support this initiative. This can be as simple as teachers reminding every student that enters their classroom in the morning that we have breakfast available! I will send more information about what we are planning on doing to reach our goals once I meet with NH Hunger Solutions. I would absolutely love to have the support of the Health and Wellness Committee and think this could be a great goal for the committee for next school year!"</p>

Present: Ms. Alie, Ms. Ellis, Mr. Perkins, Ms. Huckins, Ms. King, Ms. O'Neill, Ms. Capen

Certified Staff Nomination			
Name	Title	Effective Date	Salary

Staff New Hire FYI			
Name	Title	Effective Date	Salary

Resignations			
Name	Title	Effective Date	Salary
Colleen Bonnell	Paraprofessional	6/20/2024	\$14.04 hourly

Retirements			
Name	Title	Effective Date	Salary

May 29, 2024

Dear Anne Kebler,

I am writing this letter to inform you that I will be resigning from my position as Special Education Paraprofessional at the Paul School. My last day of employment will be June 20, 2024. I have enjoyed working at the Paul School and appreciate the opportunities provided during my time here.

All the best,
Colleen Bonnell