

## **Agenda Worksheet**

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

Date: Tuesday September 3, 2024 at 6:00pm

**Transportation Committee 5:15pm**

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

**2. AGENDA REVIEW**

**3. PRESENTATIONS, PUBLIC HEARINGS**

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

**5. REPORTS**

- a. Transportation
- c. Student Services
- d. Superintendent Report

**6. CONSENT AGENDA**

- a. AP Manifest- Batch #44704, \$36,853.94; Batch #44639, \$421.31; Batch #44641, \$4,110.75; Batch #44713, \$2,686.59; Batch #44717, \$102,419.71; Batch #44730, \$315.58; Batch #44721, \$3,020.44; Batch #44781, \$750.00
- b. Payroll Manifest- Batch #44742, \$174,310.57; Batch #44724, \$1,130.00; Batch #44748, \$2,937.77

**7. MEETING MINUTES**

- a. WSB Non Public Minutes 8.13.24
- b. WSB Public Minutes 8.6.24
- b. WSB Public Minutes 8.13.24
- c. WSB Policy Workshop Public Minutes 8.20.24

**8. OLD BUSINESS**

**9. NEW BUSINESS**

- a. High School Lottery 25.26
- b. Wakefield School Board Scholarship Essay Prompt

**10. COMMITTEE UPDATES**

**11. NOMINATIONS/HIRES/RESIGNATIONS**

Nicholas Gorman  
Dawn Stone  
Robin Fifield

**12. FOLLOW-UP**

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

**14. NON-PUBLIC;** RSA 91-A:3 II, if required (c)  
WSB Non Public Minutes 7.8.24  
WSB Non Public Minutes 7.9.24

**15. ADJOURNMENT:** PM

**Upcoming: The next Wakefield School Board meeting will be held September 17, 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 (l): Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

**Student Services Report: September 3, 2024**  
**Carol Keenan, Director of Student Services**

1. Every Student. Every Day. Whatever It Takes.
2. Current Staffing Includes the following:
  - A.) 6 Case Managers (+ 1 Vacancy)
  - B.) 24 Paraprofessionals/ABA Tutors
  - C.) 3 Part-Time Psychologists
  - D.) 2 Part-Time Speech Therapists
  - E.) 1 Speech Language Assistant
  - F.) 2 Part-Time Occupational Therapists
  - G.) 1 Part-Time Physical Therapist
  - H.) 1 ESOL Teacher (English for Speakers of Other Languages)
  - I.) 2 Part-Time BCBA's (Board Certified Behavior Analysts)
3. Enrollment Data includes the following:
  - A.) Paul Elementary School = 82 students on IEPs
  - B.) Spaulding High School = 38 students on IEPs
  - C.) Kingswood Regional High School = 4 students on IEPs
  - D.) Out of District = 5 students on IEPs
4. Three new students to Paul Elementary School on IEPs:
  - A.) 1 from Ossipee, NH
  - B.) 1 from Greenland, NH
  - C.) 1 from Denver, CO
5. New Special Education Referrals = 1 student
6. Special Education Disabilities include the following:
  - A.) Autism = 13 students
  - B.) Development Delay = 14 students
  - C.) Emotional Disability = 5 students
  - D.) Intellectual Disability = 4 students
  - E.) Multiple Disabilities = 1 student
  - F.) Other Health Impairment = 36 students
  - G.) Specific Learning Disability = 41 students
  - H.) Speech Language Impairment = 15 students
7. Section 504 Accommodation Plans at Paul School = 21 students
8. Section 504 Accommodation Plan Referrals = 5 students

9. New Updates include the following:

- A.) Case Managers to attend LEA Training with NHSEA
- B.) Paras to attend Professional Development on Early Release Days
- C.) Classroom teachers to be provided with PRIM-4 resource

10. Wakefield School District Current NHDOE Compliance Data = 87%!

Superintendent Report  
Wakefield School District  
September 3, 2024

The Paul School started its school year on Monday, August 26th. It was wonderful to see all the staff return on August 21st, and there were some great conversations that occurred during those first two days. The third day was dedicated to classroom set up. As a staff we continue to believe that ALL students can learn when provided with the appropriate support. Our focus for the two days in working with staff was working on developing strategies to help provide interventions in the classroom setting which allow all students to succeed in their classrooms.

On Thursday, August 22nd, our keynote speaker Katie Pagnotta presented “*Using Positive Relationships and Trauma-Responsive Approaches to Guide Effective Interventions*” Katie has held various roles in public schools such as school counselor, mental health therapist and educational coach. She has a great deal of experience working in PreK-8 school settings and has a great perspective of what a classroom environment looks like and the hard work teachers put into helping our students learn. She is the author of “Empowered by The Human Design, Utilizing the BBARS of Excellence Framework to Foster Student and Educator success. We are emphasizing the importance of building strong relationships with our students as we enter the beginning of the 2024 - 2025 school year.

We have expanded the role of our grant funded teachers Elayne Ellis and Penny Huckins. Utilizing both Title I and Title II grant money Elayne has added to her role Academic Coaching, and Penny has taken on the role of Professional Development Coordinator. During the first two days they worked with our staff around what our data tells us about our literacy instruction, our strengths and areas for growth. Using this data staff developed their personal and school professional development goals for the year. Our focus continues to be literacy, as we believe that all members of our educational staff have a role to play in developing literacy skills. Embedded professional development will be developed and coordinated by Penny and Elayne in collaboration with our building administrators. We are all very excited to have been provided with the extra early release days this year as we will be dedicating this time to analyzing student data to include not only our standardized testing but more importantly our students' work. It is this data that helps have the necessary conversations we need to have around best instructional practice.

We were very lucky to have retained most of our staff this year, and feel very fortunate in having been able to hire the teachers we needed and many new paraprofessional staff members to support our students.

As is well known, we have gone to a contracted service (First Student) for transportation this year. A summary of transportation developments is being shared with the transportation committee meeting and board this evening. I don't think there is a year that goes by that there are glitches in the school district's transportation during the first week of school, but we feel confident that we have made a good decision with the direction we have gone most importantly for the safety of our students and efficiency for our families.

I am looking forward to an exciting year for the Paul School students, and our high school students as well. We wish them well!

Respectfully Submitted

Anne L. Kebler  
Superintendent of Schools

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 65716

Check Batch: 44704  
 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 |
|----------------|---------|------------|-------------|----------------------------------|-------------------|--------------|
| 44704          | 23526   | 08/12/2024 | 9718        | Kent Communications Systems, LLC | 0.00              | 36,853.94    |
| <b>Totals:</b> |         |            |             |                                  | 0.00              | \$36,853.94  |

6

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

| Batch # | Check # | Check Date | Vendor Code | Vendor Name | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|-------------|-------------------|--------------|
|---------|---------|------------|-------------|-------------|-------------------|--------------|

## WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

*Robert DeColimackey*  
Robert DeColimackey, 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, School Board Member

*Carlene Stewart*  
Carlene Stewart, Treasurer

*Frank Markiewicz*  
Frank Markiewicz, Business Administrator

15

1 Check Listed.

# WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Check Batch: 44639  
 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    |
|----------------|---------|------------|-------------|------------------------|-------------------|-----------------|
| 44639          | 90354   | 08/05/2024 | 1706        | CHARTER COMMUNICATIONS | 0.00              | 421.31          |
| <b>Totals:</b> |         |            |             |                        | <u>0.00</u>       | <u>\$421.31</u> |

8



# WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

| Batch # | Check # | Check Date | Vendor Code | Vendor Name | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|-------------|-------------------|--------------|
|---------|---------|------------|-------------|-------------|-------------------|--------------|

## 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

Sandrea Taliaferro, School Board Member

Brennan Peaslee, School Board Member

*Carlene Stewart*  
Carlene Stewart, Treasurer

*Frank Markiewicz*  
Frank Markiewicz, Business Administrator

1 Check Listed.

# WAKEFIELD SCHOOL DISTRICT

## Manual AP CHECK REGISTER

Report # 65660

Check Batch: 44641  
 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      |
|----------------|---------|------------|-------------|-------------------|-------------------|-------------------|
| 44641          | 90355   | 08/07/2024 | 9241        | PITNEY BOWES INC. | 0.00              | 4,110.75          |
| <b>Totals:</b> |         |            |             |                   | <u>0.00</u>       | <u>\$4,110.75</u> |

0

# WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

| Batch # | Check # | Check Date | Vendor Code | Vendor Name | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|-------------|-------------------|--------------|
|---------|---------|------------|-------------|-------------|-------------------|--------------|

## WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

*Robert DeColfmacher*  
Robert DeColfmacher, School Board Chairman

*Bob Ouellette*  
Bob Ouellette, School Board Vice Chairman

*Mary Collins*  
Mary Collins, School Board Member

Sandrea Taliaferro, School Board Member

Brennan Peaslee, School Board Member

*Carlene Stewart*  
Carlene Stewart, Treasurer

*Frank Markiewicz*  
Frank Markiewicz, Business Administrator

1 Check Listed.

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 65726

Check Batch: 44713  
 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      |
|----------------|---------|------------|-------------|------------------|-------------------|-------------------|
| 44713          | 23527   | 06/30/2024 | 9522        | FRANK MARKIEWICZ | 0.00              | 1,602.21          |
|                | 23528   | 06/30/2024 | 2881        | KEBLER, ANNE     | 0.00              | 1,084.38          |
| <b>Totals:</b> |         |            |             |                  | <b>0.00</b>       | <b>\$2,686.59</b> |

12

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

| Batch # | Check # | Check Date | Vendor Code | Vendor Name | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|-------------|-------------------|--------------|
|---------|---------|------------|-------------|-------------|-------------------|--------------|

## WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

*Robert DeColfmacher*  
 \_\_\_\_\_  
 Robert DeColfmacher, 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, School Board Member

*Carlene Stewart*  
 \_\_\_\_\_  
 Carlene Stewart, Treasurer

*Frank Markiewicz*  
 \_\_\_\_\_  
 Frank Markiewicz, Business Administrator

2 Checks Listed.

13

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 65781

Check Batch: 44717  
 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 |
|---------|---------|------------|-------------|--------------------------------------|-------------------|--------------|
| 44717   | 23529   | 08/13/2024 | 9434        | 2-WAY COMMUNICATIONS SERVICE, INC.   | 0.00              | 3,046.76     |
|         | 23530   | 08/13/2024 | 9690        | ACAPELLA TECHNOLOGIES, LLC           | 0.00              | 3,729.00     |
|         | 23531   | 08/13/2024 | 310         | AMAZON BUSINESS                      | 0.00              | 9,373.49     |
|         | 23532   | 08/13/2024 | 9426        | BOOTHBY THERAPY SERVICES, LLC        | 0.00              | 596.25       |
|         | 23533   | 08/13/2024 | 9469        | CONWAY DAILY SUN                     | 0.00              | 95.00        |
|         | 23534   | 08/13/2024 | 363         | DIPRIZIO GMC TRUCKS INC.             | 0.00              | 453.69       |
|         | 23535   | 08/13/2024 | 9088        | ELDRIDGE TRANSPORTATION SERVICE      | 0.00              | 2,711.75     |
|         | 23536   | 08/13/2024 | 9741        | FIRST STUDENT                        | 0.00              | 10,773.40    |
|         | 23537   | 08/13/2024 | 2161        | HOWE TWO LAWN CARE & LANDSCAPING LLC | 0.00              | 3,466.66     |
|         | 23538   | 08/13/2024 | 1907        | IXL LEARNING                         | 0.00              | 10,925.00    |
|         | 23539   | 08/13/2024 | 9651        | LCI Flooring LLC                     | 0.00              | 12,298.80    |
|         | 23540   | 08/13/2024 | 9737        | LEAVING THE VILLAGE LLC              | 0.00              | 375.00       |
|         | 23541   | 08/13/2024 | 1005        | LONGMEADOW FARM & HOME SUPPLY        | 0.00              | 17.49        |
|         | 23542   | 08/13/2024 | 9632        | MASTERLIBRARY.COM, LLC               | 0.00              | 1,500.00     |
|         | 23543   | 08/13/2024 | 9649        | MICROSOFT CORPORATION                | 0.00              | 26.00        |
|         | 23544   | 08/13/2024 | 9366        | MOXDOG MEDIA SOLUTIONS LLC           | 0.00              | 1,069.20     |
|         | 23545   | 08/13/2024 | 1340        | NHASEA                               | 0.00              | 750.00       |
|         | 23546   | 08/13/2024 | 2265        | NWEA                                 | 0.00              | 4,466.00     |
|         | 23547   | 08/13/2024 | 370         | ONE SOURCE SECURITY                  | 0.00              | 4,411.91     |
|         | 23548   | 08/13/2024 | 9639        | PICK UP PATROL, LLC                  | 0.00              | 873.09       |
|         | 23549   | 08/13/2024 | 9139        | SCHOOLLAW.COM                        | 0.00              | 400.00       |
|         | 23550   | 08/13/2024 | 9744        | SHEPHERD, KAREN                      | 0.00              | 48.25        |
|         | 23551   | 08/13/2024 | 9530        | SOLIANT                              | 0.00              | 4,964.00     |
|         | 23552   | 08/13/2024 | 9585        | ST CHARLES SCHOOL                    | 0.00              | 21,101.60    |
|         | 23553   | 08/13/2024 | 762         | STRAFFORD LEARNING CENTER            | 0.00              | 779.50       |
|         | 23554   | 08/13/2024 | 9640        | The Education Cooperative            | 0.00              | 430.00       |
|         | 23555   | 08/13/2024 | 9191        | TORRES, LUIS                         | 0.00              | 375.20       |
|         | 23556   | 08/13/2024 | 9226        | TOWN OF WAKEFIELD - TAX COLLECTOR    | 0.00              | 1,601.72     |

F

# WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 65781

| Batch #        | Check # | Check Date | Vendor Code | Vendor Name           | Electronic Amount | Check Amount |
|----------------|---------|------------|-------------|-----------------------|-------------------|--------------|
|                | 23557   | 08/13/2024 | 9293        | UNION LEADER          | 0.00              | 311.00       |
|                | 23558   | 08/13/2024 | 9368        | VERIZON               | 0.00              | 410.08       |
|                | 23559   | 08/13/2024 | 9669        | VOYA BENEFITS COMPANY | 0.00              | 1,039.87     |
| <b>Totals:</b> |         |            |             |                       | 0.00              | \$102,419.71 |

## WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

*Robert DeColfmackee*  
Robert DeColfmackee, School Board Chairman

*Bob Ouellette*  
Bob Ouellette, School Board Vice Chairman

*Mary Collins*  
Mary Collins, School Board Member

Sandra Italiaferro, School Board Member

Brennan Peaslee, School Board Member

*Carlene Stewart*  
Carlene Stewart, Treasurer

*Frank Markiewicz*  
Frank Markiewicz, Business Administrator

31 Checks Listed.

# WAKEFIELD SCHOOL DISTRICT

## Manual AP CHECK REGISTER

Report # 65806

Check Batch: 44730  
 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    |
|----------------|---------|------------|-------------|-----------------------|-------------------|-----------------|
| 44730          | 90358   | 08/15/2024 | 9608        | BMO HARRIS BANK N. A. | 0.00              | 315.58          |
| <b>Totals:</b> |         |            |             |                       |                   | <b>\$315.58</b> |

6



# WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

| Batch # | Check # | Check Date | Vendor Code | Vendor Name | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|-------------|-------------------|--------------|
|---------|---------|------------|-------------|-------------|-------------------|--------------|

## WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

*Robert DeColfmacken*  
Robert DeColfmacken, School Board Chairman

*Bob Ouellette*  
Bob Ouellette, School Board Vice Chairman

*Mary Collins*  
Mary Collins, School Board Member

Sandrea Taliaferro, School Board Member

Brennan Peaslee, School Board Member

*Carlene Stewart*  
Carlene Stewart, Treasurer

*Frank Markiewicz*  
Frank Markiewicz, Business Administrator

1 Check Listed.

# WAKEFIELD SCHOOL DISTRICT

## Manual AP CHECK REGISTER

Report # 65788

Check Batch: 44721  
 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      |
|----------------|---------|------------|-------------|----------------------------|-------------------|-------------------|
| 44721          | 90356   | 08/14/2024 | 1706        | CHARTER COMMUNICATIONS     | 0.00              | 850.00            |
|                | 90357   | 08/14/2024 | 834         | WASTE MGMT OF NH-ROCHESTER | 0.00              | 2,170.44          |
| <b>Totals:</b> |         |            |             |                            |                   | <b>\$3,020.44</b> |

18

# WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

| Batch # | Check # | Check Date | Vendor Code | Vendor Name | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|-------------|-------------------|--------------|
|---------|---------|------------|-------------|-------------|-------------------|--------------|

## WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

*Robert DeColfmacke*  
Robert DeColfmacke, School Board Chairman

*Bob Ouellette*  
Bob Ouellette, School Board Vice Chairman

*Mary Collins*  
Mary Collins, School Board Member

Sandrea Taliaferro, School Board Member

Brennan Peaslee, School Board Member

*Carlene Stewart*  
Carlene Stewart, Treasurer

*Frank Markiewicz*  
Frank Markiewicz, Business Administrator

2 Checks Listed.

# WAKEFIELD SCHOOL DISTRICT

## Manual AP CHECK REGISTER

Report # 65890

Check Batches: (First) - (Last)  
 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    |
|----------------|---------|------------|-------------|---------------|-------------------|-----------------|
| 44781          | 23567   | 08/23/2024 | 9691        | KEBLER, DAVID | 0.00              | 750.00          |
| <b>Totals:</b> |         |            |             |               |                   | <b>\$750.00</b> |

20

# WAKEFIELD SCHOOL DISTRICT

## Manual AP CHECK REGISTER

| Batch # | Check # | Check Date | Vendor Code | Vendor Name | Electronic Amount | Check Amount |
|---------|---------|------------|-------------|-------------|-------------------|--------------|
|---------|---------|------------|-------------|-------------|-------------------|--------------|

WAKEFIELD SCHOOL DISTRICT - SCHOOL BOARD AND SUPERINTENDENT APPROVALS

*Robert DeColomack*  
 \_\_\_\_\_  
 Robert DeColomack, 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, School Board Member

*Carlene Stewart*  
 \_\_\_\_\_  
 Carlene Stewart, Treasurer

*Frank Markiewicz*  
 \_\_\_\_\_  
 Frank Markiewicz, Business Administrator

21

1 Check Listed.

# Wakefield School Board Public Minutes



August 6, 2024  
Held in SAU Conference Room  
Draft

| BOARD MEMBERS               |   | ADMINISTRATORS                          |   |
|-----------------------------|---|---|---|
| Robert DeColfmacker, Chair  |   | Anne Kebler, Superintendent via Zoom    | ✓ |
| Bob Ouellette, Vice Chair   | ✓ | Frank Markiewicz, BA                    | ✓ |
| Mary Collins                | ✓ | Carol Keenan, Student Services Director |   |
| Brennan Peaslee             | ✓ | Norma DiRocco, Principal                |   |
| Sandrea Taliaferro via Zoom | ✓ | Ivy Levitt-Carlson, Assistant Principal |   |

Mr. Ouellette led those present in the salute to the flag at 5:30.

### **Transportation Contract**

Mr. Markiewicz said the Board waived the bidding policy on July 9<sup>th</sup> and he contacted SLC, Eldridge Transportation and First Student to discuss our transportation needs providing routes and our special ed needs. Neither Eldridge Transportation nor SLC are able to meet our needs. Mr. Markiewicz provided the contract that would go to First Student after legal counsel reviews it. First Student wanted more than a one year contract to make it a viable option for them. They would also be willing to include an option for years 4 and 5. The cost per day per big bus would be \$489.70 and \$369.51 for sped buses. There are currently four students who need transportation out of district driven separately. Mrs. Peaslee suggested asking about district sharing with other districts with First Student going to the same destinations to see if there would be a cost savings.

Mr. Markiewicz continued saying that we ran seven buses last year. The estimated cost for First Student to handle transportation would be \$939,374.10. The district would be responsible for fuel costs and the First Student buses would be housed at the Paul School bus area. Mrs. Peaslee said we would be better off having them take care of the fuel costs with a fleet account as we would no longer be eligible to get the state discount as the buses would have to be owned by the municipality to take advantage of the discount.

Mr. Markiewicz is working on the total the district spent last year on transportation. Mrs. Taliaferro asked to have the total cost of everything including repairs and insurance and all the little things etc. The Board discussed asking for a one year lease, the condition of the buses, repairs needed and costs, if First Student would be interested in our buses. The buses being parked on Paul School campus, the cost of electricity to plug them in during cold weather winter plowing, drivers, access to the school, who would hear complaints. Also, our buses will be parked in the First Student lot in Rochester.

**Mrs. Peaslee made a motion, seconded by Mrs. Collins, to add fuel costs into the contract (Vote 4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to negotiate the cost of electricity to plug in First Student buses. (4-0)**

Mr. Markiewicz will also have a discussion with them about plowing costs.

Mr. Kebler said that there is \$188,000 available through the IDEA Grant to help cover the cost of transportation.

**Mrs. Taliaferro made a motion, seconded by Mrs. Peaslee, to change the contract to one year. (Vote 3-1)**

It was stated that this is actually a one year contract as the voters are the only ones that can agree to allow the Board to enter into a contract longer than a year.

Mr. Ouellette suggested keeping a bus to transport students for co-curricular and sports activities.

Mr. Markiewicz asked the Board for direction as school starts in four weeks and we need to transport the students. Mr. Markiewicz was asked to try and negotiate what the Board voted on earlier and let the members know if he was successful. The contract needs to go to the attorney. The Board will wait until the next meeting to vote on the contract.

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to allow Mr. Markiewicz to continue the process with the contract and send the contract to the attorney for review. (3-1)**

Mr. Markiewicz said we need to get this to a contract attorney ASAP. He told the Board that he had complied with the law and sent all the drivers the letters. Mrs. Peaslee supplied some information about possible future steps. Mrs. Kebler said they will put together a summary of what's occurred with transportation.

### **Adjournment**

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to adjourn the meeting at 7:20. (Vote 4-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath  
School Board Secretary

# Wakefield School Board Public Minutes

August 13, 2024

Held in SAU Conference Room

Draft



| BOARD MEMBERS               |   | ADMINISTRATORS                          |   |
|-----------------------------|---|---|---|
| Robert DeColfmacker, Chair  | ✓ | Anne Kebler, Superintendent             | ✓ |
| Bob Ouellette, Vice Chair   | ✓ | Frank Markiewicz, BA                    | ✓ |
| Mary Collins                | ✓ | Carol Keenan, Student Services Director | ✓ |
| Brennan Peaslee             | ✓ | Norma DiRocco, Principal                | ✓ |
| Sandrea Taliaferro via Zoom | ✓ | Ivy Levitt-Carlson, Assistant Principal |   |

Others present: Michele Lambert, Brad Davis, Randy and Dannielle Linscott  
Mr. DeColfmacker led those present in the salute to the flag at 6:00.

## **Public Hearing Withdraw Funds From the Classroom Renovation Fund**

Mr. DeColfmacker opened the Public Hearing at 6:01.

Mr. Davis requested that the Board expend \$24,597.58 from the Classroom Renovation Trust Fund to pay Portsmouth Flooring to redo the floors in the two Kindergarten rooms and the two Partner rooms. They are all large areas. Mr. DeColfmacker asked if there would be third party testing for any possible moisture issue as the paperwork said they will charge for a moisture test. Mr. Davis will get that information for the Board. Mrs. Collins asked Mr. Davis if he anticipated any additional floor prep or issue. He said the slab looked in good shape and he did not. No questions or comments from the audience. Mr. DeColfmacker closed the Public Hearing at 6:05.

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the withdrawal of 24,597.58 from the Classroom Renovation Trust Fund for Portsmouth Flooring. (Vote 5-0)**

## **Public Comment**

None

## **Non Public**

**Mrs. Collins made a motion, seconded by Mrs. Taliaferro, to enter non public under 91-A:3 11 (c) at 6:08. (Vote 5-0)**

The Board returned to public session at 6:22.

## **Reports**

### **Principal Report**

Happy August! I hope you all have been having a wonderful vacation and staying cool in this summer heat Our summer school program is ending and we want to thank the dedicated staff who stayed on with us to support our students through July and early August. We also want to



take a minute to thank Mary Soares for organizing our summer food and our in house volunteers for distributing and packing snacks and lunches. We had substantial support from our greater Wakefield community in supplying healthy breakfast, snacks and lunch daily. It was truly a wonderful summer here at The Paul School.

As we plan for our 2024/2025 school year, it's important that we update you about some exciting temporary changes. Many families have become aware this summer, however; I want to officially announce to the community that my husband, and I are expecting our first child this October! I will be working as principal until our baby's due date and will take a maternity leave from around the middle of October through December break. During my time away, Ivy Leavitt-Carlson our assistant principal, will be stepping in as the building level principal. She will be working hand in hand with staff in the building to continue the amazing work that we put forward at the beginning of the year.

There are several dates we want the community to be aware of as we begin to prepare ourselves for the year. The first day of school for all students is Monday, August 26th. There is no school on Friday, August 30th and Monday September 2nd. Our open house is scheduled for September 18th, more details to come in our opening weeks. This year we look forward to our continuation of building community partnerships. As we continue the celebration of the 250<sup>th</sup> birthday of Wakefield we will be centered around the theme of "Your Story. Our Legacy". We hope to build school goals around this theme and are excited to maximize opportunities for literacy and writing.

A reminder that as we gear up for the start of the school year it is important that families are accessing their Alma and pick up patrol accounts. Families should reach out to the school if they need support in accessing any of these applications. It is imperative that all families fill out their Free and Reduced Lunch Forms that they will receive on the first day of school. These forms support school programming. Please apply even if you believe you do not qualified.

#### 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 7-16-24 Non Public Minutes. (Vote 5-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the 7-8-24 Public Minutes. (Vote 5-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the 7-9-24 Public Minutes. (Vote 5-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the 7-16-24 Public Minutes. (Vote 5-0)**

**Old Business**

**Transportation Contract**

1.1 Mr. Markiewicz said that First Student was unwilling to change to a one year contract as this wouldn't be possible for them for only one year. The agreement may be extended for two additional years.

2.5 Within sixty days of execution of the agreement negotiations for the possible purchase of Wakefield's buses if they are interested. First Student buses will be parked at Paul School. First Student will transport Wakefield buses to their lot in Rochester at no cost to the Wakefield district.

2.2 Mrs. Peaslee asked if we needed an added route for special ed it should say something in the contract about that. We have three out of district students and one in district special ed student right now. Mr. Markiewicz said they were still negotiating the contract as late as this morning. Mr. Upton has a contract attorney that has agreed to review this contract immediately.

Mr. Markiewicz did negotiate a payment for the electricity to plug in the buses at the Paul School charging stations of \$500 a month. Mr. Markiewicz did find out that we could still use the state DOT fuel system. Mrs. Peaslee asked if it could go into the contract and Mr. Markiewicz said First Student isn't interested in doing so. Mr. Markiewicz will check with other districts to see how they handle fobs for fuel consumption.

11.1 Mrs. Peaslee said there should be a time they will be notified stated for notice to First Student for inclement weather. Mrs. Kebler said by 5:00 am is standard.

9.1 Mrs. Peaslee asked if this covers if their employee gets injured on our campus? Mr. Markiewicz said First Student covers the liability.

Field/athletic trips will be added to page 13.

25.1 Mr. Markiewicz changed that section to read the Business Administrator not him personally.

Mrs. Peaslee asked to add the pay rate for a monitor added to the contract if needed.

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the contract with First Student for \$879,374.10 pending review by legal . (Vote 3-2)**

The Board discussed different plans for the buses if First Student doesn't want them. The Board talked about keeping a 77 passenger bus and perhaps a van or small bus.

**Grant Stipends**

Mrs. Lambert presented the grant stipends for fiscal year '24 to the Board. She said some of the stipends are for one person and some for two, three or more.

|  |                           |
|--|---------------------------|
| Child Find                               | \$10,000.00 REAP and IDEA |
| Homeless                                 | \$10,000.00 TITLE 1       |
| Literacy Work                            | \$2,721.60 REAP           |
| Computer updates and screen replacements | \$308.21 REAP             |
| Titte 1 Project Manager                  | \$213.00                  |
| Mentor Stipends                          | \$3,250.00 ESSER III      |
| Technology                               | \$2,500.00 ESSER III      |
| Grant Management                         | \$5,000.00 ESSER III      |

## New Business

### School Board Meeting Calendar

Mrs. Kebler said that November 5<sup>th</sup> is election day and they will be held at the school. No school. The meeting was moved to Wednesday November 6<sup>th</sup>. There will be a tentative budget workshop on October 22<sup>nd</sup>. Mr. Markiewicz will put together a list of when functions will be ready to be discussed by the Board.

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the 2024/2025 School Board meeting calendar. (Vote 5-0)**

### Student Handbook

Transportation will be updated. Pick Up Patrol will now go to First Student.

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the 2024/2025 School Student and Family Handbook. (Vote 5-0)**

### Staff Handbook

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the 2024/2025 Staff Handbook. (Vote 5-0)**

## Policies

Mrs. Collins told the Board that there were new policies because of the new Title 9 federal law. All staff must be trained, she said the NHSBA suggested all districts waive policy BGAA, second reading so that districts can get this done before school begins. These policies cannot be changed.

**Mrs. Peaslee made a motion, seconded by Mrs. Collins, to waive policy BGAA. (Vote 5-0)**

Mr. DeColfmacker says this broadens the policies and gives definitions.

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

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

**Mrs. Peaslee made a motion, seconded by Mrs. Collins, to repeal Policy AC-R. (Vote 5-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to repeal Policy JIE. (Vote 5-0)**

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

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve Policy ACAA-R1. (Vote 5-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve Policy ACAA-R2. (Vote 5-0)**

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

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve Policy ACAB-R1. (Vote 5-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve Policy ACAB-R2. (Vote 5-0)**

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

**Nominations/Hires/Resignations**

Thomas Leonard IT specialist (FYI)

**Public Comment**

None

**CIP**

Mrs. Collins said she and Mr. Davis met with the town CIP Committee.

**Area Agreement**

Mr. DeColfmacker told the Board that he had contact with an attorney who handled Barrington area agreement. = Mr. DeColfmacker will get a cost for this attorney. He said we will have to set up an official area agreement committee.

It was mentioned that the school needed a new truck for travel and plowing.

**Adjournment**

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to adjourn the meeting 7:39 (Vote 5-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath  
School Board Secretary

# Wakefield School Board Public Minutes

August 20, 2024

Held in SAU Conference Room

Draft



| BOARD MEMBERS                |   | ADMINISTRATORS                          |   |
|------------------------------|---|---|---|
| Robert DeColfmacker, Chair   | ✓ | Anne Kebler, Superintendent             | ✓ |
| Bob Ouellette, Vice Chair    | ✓ | Frank Markiewicz, BA                    |   |
| Mary Collins                 | ✓ | Carol Keenan, Student Services Director |   |
| Brennan Peaslee              |   | Norma DiRocco, Principal                |   |
| Sandrea Taliaferro via phone | ✓ | Ivy Levitt-Carlson, Assistant Principal |   |

Others present: Ashia Roy

Mr. DeColfmacker led those present in the salute to the flag at 5:30.

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to end the meeting by 7:30. (4-0)**

## Agenda Review

Mrs. Collins asked to take up policy JFACC first as she feels it will have the longest discussion. Policy DAFB doesn't apply to our school. Policy EBBC will go to the school nurse before being discussed by the Board.

## JEACC- Tuition Expense for Wakefield Resident

After a Board discussion it was decided that a packet will go to seventh graders at the beginning of the year letting parents know about the lottery. Letters of interest from parents will be due at the SAU by September 10<sup>th</sup> of each year. The lottery will be drawn each year at the second School Board meeting in September.

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy JFACC. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy JFACC with changes. (4-0)**

## ACF- Food and Nutrition Services: Anti-Discrimination and Civil Rights Complaints

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy ACF. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy ACF. (4-0)**

## ACN- Nursing Mothers Accommodation

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy ACN. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy ACN. (4-0)**

ADB- Drug Free Workplace & Drug Free Schools

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy ADB. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy ADB. (4-0)**

ADC- Prohibitions Regarding Use and Possession of Tobacco Products, E-Cigarettes and E-Liquids in and on School Facilities and Grounds

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy ADC. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy ADC. (4-0)**

DAFB- Equivalence in Instructional Staff and Materials

Doesn't apply to Paul School. This is for a Title 1 SWS

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to remove policy DAFB. (4-0)**

EHAC- Electronic/Digital Records and Signatures

This policy had to be approved and attached to policy DGA prior to the approval of policy DGA.

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy EHAC. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy EHAC. (4-0)**

DGA- Authorized Signatures

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy DGA. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy DGA. (4-0)**

EBBC- First Aid

This policy will go to the school nurse prior to Board approval.

EBBD- Indoor Air Quality & Water Quality

*First Reading*

EHAB- Data Governance and Security

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy EHAB. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy EHAB. (4-0)**

EHB- Data/Records Retention

*First Reading*

GCO- Teacher Performance and Evaluation System

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy GCO. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy GCO. (4-0)**

IFA- Instructional Needs of Each Individual Student

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy IFA. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy IFA. (4-0)**

IGE- Parental Objections to Specific Course Material

***First Reading***

IHAMA- Teaching about Alcohol, Drugs, and Tobacco

***First Reading***

IHAM- Health Education and Exemption from Instruction

***First Reading***

IHBAA- Evaluation Requirements for Children with Specific Learning Disabilities

Reference policies will be checked.

***First Reading***

IMBA- Distance Education

Reference policies will be checked.

***First Reading***

JCA- Change of Class or School Assignment-Best Interest and Manifest Hardship

***First Reading***

JICD- Student Discipline and Due Process

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy JICD. (3-1)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy JICD. (4-0)**

JIC- Student Conduct

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy JIC. (3-1)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy JIC. (4-0)**

JJJ- Access to Public School Programs by Nonpublic, Charter School and Home Educated

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy JJJ. (3-1)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy JJJ. (4-0)**

EBB- School Safety

***First Reading***

EB- Workplace Safety Program & Joint Loss Management Committee

***First Reading***

EEAE- School Bus Safety Program

*First Reading*

EBCB- Fire and All Hazard Drills

*First Reading*

EBCC- False Alarms, Bomb, Active Shootet and Other Such Threats

*First Reading*

GBCD- Background Investigation and Criminal History Records Check

*First Reading*

JKAA- Use of Restraints and Seclusion

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to waive the second reading of policy JKAA. (4-0)**

**Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve policy JKAA. (4-0)**

Policies **EBB**, **EB**, **EEAE**, **EBCB** and **EBCC** will be grouped together and come to the Board with NHSBA reference policies.

**Adjournment**

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to adjourn the meeting at 7:30. (Vote 4-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath

School Board Secretary



# Wakefield School District High School Enrollment Numbers for the 24/25 School Year

As of: 08/29/2024

|               | Spaulding  | Bud Carlson | Kingswood | Other    |
|---------------|------------|-------------|-----------|----------|
| 9th Grade     | 54         |             | 7         |          |
| 10th Grade    | 46         | 1           | 2         |          |
| 11th Grade    | 36         | 5           | 2         |          |
| 12th Grade    | 38         | 3           | 3         | 2        |
| <b>Totals</b> | <b>174</b> | <b>9</b>    | <b>14</b> | <b>2</b> |

33

|  |          |
|--|----------|
| Overall Total                                    | 199      |
| x 10%  | 19.9     |
| rounded to                                       | 20 spots |
| Spots already accounted for                      | -11      |
|  | <b>9</b> |
| <b>spots available for the 25/26 school year</b> |          |

Anne Kebler, CEO  
Superintendent

Frank Markiewicz  
Business Administrators

Michele Lambert  
Finance Manager

## SCHOOL ADMINISTRATIVE UNIT #101

Wakefield School District

76 Taylor Way

Sanbornville, New Hampshire 03872

Telephone (603) 871-8502

Fax (603) 871-8608

Carol Keenan  
Director of Student Services

Jen Hayward  
Finance Assistant

Ashia Roy  
Administrative Assistant

TO: Wakefield Students and their Families, Grade 8  
FROM: Anne Kebler, Superintendent of Schools *AK*  
RE: High School Lottery Information  
DATE: August 29, 2024

Secondary students and parents who choose to enroll in public schools or public academies other than Spaulding High School for the 25/26 school year, are required to confirm their school of choice with a letter of intent, **no later than September 10, 2024** to the Wakefield District. Letters should be sent to the SAU office, 76 Taylor Way, Sanbornville, NH 03872 or emailed to [info@sau101.org](mailto:info@sau101.org)

All applicants will be placed into a lottery. The lottery is a random drawing of numbers whereby each student entered in the pool will be given a number. The student and family will know the outcome of the lottery by number only at the time of the drawing.

The School Board conducts this lottery at their second meeting in September (17, 2024). Students chosen will be contacted by the Superintendent's office by phone call within 24 hours of the lottery and in writing within 72 hours. The first names drawn that meet the maximum number of students that can attend public high schools other than Spaulding for that given year will be considered for School Board approval. All other names will be placed on a waiting list in order of names drawn. There are 9 available spots for the 25/26 school year.

For more information on the Wakefield School District Tuition Policy, please reference Board Policy [JFACC](#)

## TUITION EXPENSES FOR WAKEFIELD RESIDENTS

The Wakefield School Board recognizes its duty to “provide, at District expense, elementary and secondary education to all pupils who reside in the district until such time as the pupil has acquired a high school diploma or has reached age 21, whichever occurs first” (RSA 189.1-a). Residency is defined by RSA 193:12. The superintendent shall decide residency issues under this section. If more than one school district is involved in a residency dispute or the parents who live apart cannot agree on the residence of a minor child, the respective superintendents shall jointly make such decision. In those instances, when an agreement cannot be reached in a timely manner, the commissioner of education shall make a determination and such determination shall be final. No school district shall deny a pupil attendance or implementation of an existing individual education plan. A pupil shall remain in attendance in the pupil's current school during the pendency of a determination of residency. Notwithstanding the provisions of RSA 21-N:11, III any person aggrieved by a determination of the commissioner may appeal such determination to a court of competent jurisdiction.

The Wakefield School District operates public schools within the Villages of Wakefield for kindergarten through eighth grade students. The Wakefield School District does not assume tuition expenses for students in kindergarten through eighth grade enrolled in schools other than the district's schools, except those placed in out-of-district schools by Wakefield student service teams.

In addition, the Wakefield School District contracts with the Rochester School District to provide a secondary education for Wakefield's ninth through twelfth grade students. The Wakefield School District assumes the tuition expense for Wakefield students enrolled at Spaulding High School as well as provides transportation services for the regular school program. The Wakefield School District also assumes tuition expense for ninth through twelfth grade students who are placed in out-of-district schools by Wakefield student service teams.

As a service to secondary students and parents, the Wakefield School District permits secondary education students to attend a public high school or public academy other than Spaulding High School, with the Wakefield School Board approval, except for schools established under RSA 194-B:3 (Charter Schools) outside the authority of the Wakefield School District, and schools established under RSA 194B:3-a. The Wakefield School District assumes the cost of tuition up to, but not exceeding, the Spaulding High School tuition rate for the same year. If the tuition exceeds the Spaulding High School rate, the excess is borne by the student and parents. The district does not provide transportation services to public high schools or public academies other than Spaulding High School, except services mandated by Wakefield student service teams.

The Wakefield School District does not provide any of its funds to schools established under RSA 194B:3 (Charter Schools) outside the authority of the Wakefield School District, and established under RSA 194-B:3-a.

The Wakefield School Board establishes the following procedure for payment of tuition to public high schools and public academies other than Spaulding High School:

1. Eighth grade students and secondary students currently attending public schools or public academies other than Spaulding High School and their parents are provided with a copy of the School District's *Tuition* policy by the Superintendent upon request.

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

Adopted by the Board: 6 August 2013  
 Revised by the Board: 3 September 2014  
 Revised by the Board: 21 September 2016  
 Revised by the Board: 20 September 2022  
 Approved by the Board: 18 April 2023  
 Revised by the Board: 20 August 2024

2. Secondary students and parents who choose to enroll in public schools or public academies other than Spaulding High School are requested to confirm their school of choice no later than September 10. This is a letter or email of intent to the Wakefield School District expressing interest in attending another high school. Intents should be sent to the Superintendent at the SAU office. All applicants will be placed into a lottery. The lottery is a random drawing of numbers that are drawn at the second school board meeting in September. Each student entered into the pool will be given a number. Said student and family will know the outcome of the lottery by number only at the time of the drawing. Students chosen will be contacted by phone call within 24 hours of the lottery and in writing within 72 hours. This correspondence will come from the SAU office.
3. The first names submitted that meet the maximum number of students that can attend public high schools other than Spaulding for that given year will be considered for Board approval.
4. Students returning to an approved out of district high school need to confirm their acceptance and attendance of said school by October 1<sup>st</sup> for each following school year.
5. When tuition rates are tentatively set at public schools and public academies in which Wakefield students have chosen to enroll, the Superintendent advises the students and parents of the approximate rates, the portion of the rates which the district will assume (based on the Spaulding High School approximate rate), and the portion of the rates which the student and parent may have to assume.
6. When the actual Spaulding High School tuition rate is finalized, the student and parents will be notified accordingly. Their portion of the tuition is due in full, payable to the Wakefield School District, prior to November 15.
7. Secondary students who wish to enroll in a public school or public academy at a time after the first day of classes may do so at any time, based on the date of entry and the Spaulding High School rate, and approval by the Wakefield School Board.
8. The Wakefield School District pays the tuition directly to the receiving school.

The School Board charges the Superintendent with the responsibility to inform current and potential receiving high school of the district's policy and to advise the schools that the district does not accept financial responsibility for students who do not have approval granted through the *Proof of Residency Form*, which is required to be submitted annually.

Adapted from Barrington School District Policy JFABA

Mary Collins, Chairperson  
 Robert Decolmacker, Vice Chairperson  
 Sandra Taliaferro  
 Bob Ouellette  
 Brennan Peaslee

Adopted by the Board: 6 August 2013  
 Revised by the Board: 3 September 2014  
 Revised by the Board: 21 September 2016  
 Revised by the Board: 20 September 2022  
 Approved by the Board: 18 April 2023

## Wakefield School Board Scholarship

### Essay Prompts

2021/2022, 2022/2023, 2023/2024

- Who has had the most influence in your life, other than your parents, and explain why?

2020/2021

- Thinking about your intended education, how would you use your skills to contribute to society?

2019/2020

- Who has made the most influence in your life, other than your parents, and explain why?

2019/2020

- “What do you think is wrong with our country today? What do you think needs to be done to make it Better? Or what do you think is right with our country today and what do you think needs to be done to make it even better?”

2017/2018

- Thinking about your intended education, how would you use your skills to contribute to society?

2016

- If you were to have an opportunity to speak in front of the incoming freshman class, what would be the theme of your speech and why?

2015

- When you meet someone for the first time, what do you want them to know about you, but don't generally tell them?

2014

- Write about a challenge you have faced and how it has helped you grow into a successful student?

| Certified Staff Nomination |       |                |        |
|----------------------------|-------|----------------|--------|
| Name                       | Title | Effective Date | Salary |
|                            |       |                |        |
|                            |       |                |        |
|                            |       |                |        |
|                            |       |                |        |
|                            |       |                |        |

| Staff New Hire FYI |                  |                |                |
|--------------------|------------------|----------------|----------------|
| Name               | Title            | Effective Date | Salary         |
| Dawn Stone         | Paraprofessional | 8/21/2024      | \$22.78 Hourly |
|                    |                  |                |                |
|                    |                  |                |                |
|                    |                  |                |                |

| Resignations  |                  |                |                |
|---------------|------------------|----------------|----------------|
| Name          | Title            | Effective Date | Salary         |
| Nick Gorman   | Case Manager     | 8/12/2024      | \$52,723.00    |
| Robin Fifield | Paraprofessional | 10/1/2024      | \$22.78 Hourly |

| Retirements |       |                |        |
|-------------|-------|----------------|--------|
| Name        | Title | Effective Date | Salary |
|             |       |                |        |
|             |       |                |        |

Wakefield School District  
School Administrative Unit #101

Intent to Hire - Support Staff Hire

To: (Name) ADMINISTRATIVE ASSISTANT  
 From: (Name) Carri Keenan  
 Date: (Submitting) 8-15-24  
 \*Include Personal Action Form

| Documents Required when submitting this form: |                                     |
|---|-------------------------------------|
| Completed Application                         | <input checked="" type="checkbox"/> |
| Resume  | <input checked="" type="checkbox"/> |
| Certs or Transcripts                          | <input checked="" type="checkbox"/> |
| Reference Sheet                               | <input checked="" type="checkbox"/> |
| Union Notification                            | <u>by Frank</u>                     |

I wish to hire the following employee:

Employee's Name: Dawn Stone  
 Existing Employee (Yes or No): No  
 If existing, current position: \_\_\_\_\_  
 Position being hired for: Student Support Para  
 Replaces (Name): \_\_\_\_\_  
 Is this a NEW or EXISTING position? existing  
 Budget Line: 120051140

Start Date: 8-21-24 (if possible)  
 Hours Per Day: 8:15-3:15  
 Days Per Week: 5  
 Days Per Year: all

Non-Certified: \_\_\_\_\_ ID# \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 Certified: Para II ID# 77136 Expiration Date: 6-30-27

Hiring Manager Comments:

Excellent Interview,  
Reference Check +  
experience,

Superintendent Comments:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

| To be filled in by the Business Administrator   |                        |
|---|------------------------|
| <u>Para II Cert.</u>                            |                        |
| Step: <u>12</u>                                 | Rate: <u>22.78</u>     |
| B.A. Signature: <u>Frank Murphy</u>             | Date: <u>8/19/24</u>   |
| Superintendent Signature: <u>Anne L. Kebler</u> | Date: <u>8/19/2024</u> |

RECEIVED

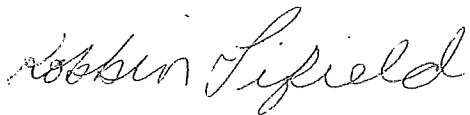
AUG 29 2024

Robbin Fifield

Dear Superintendent Anne Kebler,

I am writing to submit my letter of resignation. I am planning to work through September 30<sup>th</sup>, 2024, and have filed my retirement papers effective October 1<sup>st</sup>, 2024. I have greatly enjoyed my career at the Paul School and will always cherish the relationships I have made with staff and students. The memories will be with me as I go to my next chapter of life. I would like to thank everyone for the opportunity to work in the best school and community in New Hampshire.

Sincerely



Robbin Fifield