

Agenda Worksheet

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

Date: Tuesday, December 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

PTA

Supporting Substance Misuse Prevention at Paul School- Brainna Valdepena

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

5. REPORTS

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

6. CONSENT AGENDA

- a. AP Manifest- Batch #45219, \$234,262.02; Batch #45218, \$11,792.36; Batch #45211, \$121.99; Batch #45192, \$8,726.13; Batch #45134, \$2,246.76; Batch #45229, \$84.54;
- b. Payroll Manifest- Batch #45215, \$209,401.12; Batch #45264, \$777.36; Batch #45256, \$119,981.21; Batch #45258, \$2,968.53

7. MEETING MINUTES

- a. WSB Non Public Minutes 11.6.24
- b. WSB Public Minutes 11.6.24

8. NEW BUSINESS

- a. Warrant Articles

9. OLD BUSINESS

- a. Board Goals

10. COMMITTEE UPDATES

Culture and Climate

11. FOLLOW-UP

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

13. NON-PUBLIC; RSA 91-A:3 II, if required

14. ADJOURNMENT:

PM

Upcoming: The next Wakefield School Board meeting will be held December 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.

Too Good For Drugs

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**Supporting Substance Misuse Prevention at Paul
School**

How will this be funded?

NHed Promising Future Grant- allotted amount will go towards purchasing K-8 curriculum bundles. No further funding will be required for our district to purchase these materials

*This was a very competitive grant. Implementing an evidence-based substance misuse prevention curriculum is a competitive preference priority requirement

└

The need for substance misuse prevention education

- Higher substance use rates reported for youth among our community (42.7% vs state average of 34.1%)Carroll County YRBS Data (2021)

5

- Needs assessment completed last SY indicates desire for increased support and education (see data slides)

- State requirements indicating developmentally appropriate K-12 drug and alcohol education. Having an approved set curriculum will make this easier to accomplish. Implementing a program with fidelity is most effective rather than using various resources to meet the standards requirements

Myths vs. facts about substance misuse prevention education

Myth: talking about substance misuse prevention will increase substance use



Fact: providing education around substance misuse enables students to make safer and healthier choices. Early education and intervention strategies are proven to reduce the impact of substance misuse and mental disorders in communities (SAMHSA)

Myth: This topic is too mature for younger students



Fact: Prevention education is designed to be developmentally appropriate. Concepts are introduced as appropriate for the age group(s)

Elementary Health Standards for Drug and Alcohol Education

Students need to know:

- 1.1 differences between medicinal and non-medicinal drug use (AOD)
- 1.2 benefits and correct use of medicine
- 1.3 risks of incorrect use of medicines
- 1.4 school rules for taking medicine at school

Students need to know:

- 2.1 differences between dependence and addiction
- 2.2 physical, social, and emotional effects
- 2.3 risks of inhalants
- 2.4 signs and behaviors of AOD use
- 2.5 benefits of not using AOD (physical, social, emotional, legal, financial)

Students need to know:

- 3.1 pressures to use
- 3.2 internal influences
- 3.3 family influences
- 3.4 peer influences
- 3.5 cultural influences
- 3.6 legal factors
- 3.7 influences on different types of AOD use

Students need to know:

- 4.1 how to accept personal responsibility for choices about alcohol and other non-medicinal drug use
- 4.2 how to make a personal commitment not to use

Middle School Health Standards for Drug and Alcohol Education

Students need to know:

- 1.1 risks of dependence and addiction
 - 1.2 physical, social, and emotional effects of AOD use
- ∞
- ## Students need to know:
- 5.1 effects and consequences of other non-medicinal drug use
 - 5.2 how to get help
 - 5.3 how to deal with pressure to use
 - 5.4 how to encourage others not to use

2.1 risks of dependence and addiction

2.2 physical, social, and emotional effects of AOD use

2.3 signs and behaviors of AOD use

2.4 effects of binge drinking

2.5 effects of inhalant use

2.6 effects of marijuana use

2.7 effects of use of other smoked illicit drugs

2.8 relationship between AOD use and transportation injuries

2.9 relationship between AOD use and other injuries

2.10 relationship between AOD use and sexual behavior

2.11 relationship between AOD use and mental health

2.12 benefits of not using AOD (physical, social, emotional, legal, financial)

Students need to know:

3.1 pressures to use

3.2 internal influences

3.3 family influences

3.4 peer influences

3.5 cultural influences

3.6 legal factors

3.7 influences on different levels of AOD use

Students need to know:

4.1 how to accept personal responsibility for choices about AOD use

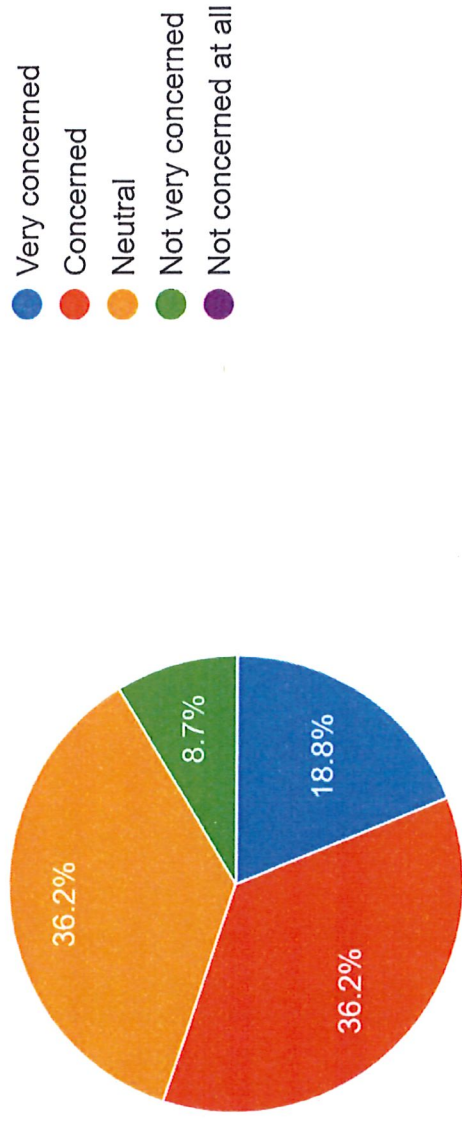
4.2 how to make a personal commitment not to use

What parents/guardians are saying

How concerned are you about substance use among youth in the community?

69 responses

9

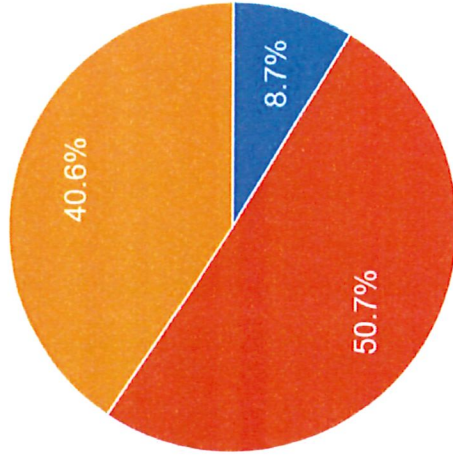


What parents/guardians are saying

Do you feel that there are enough prevention and intervention programs in the community to address substance use among youth?

69 responses

10

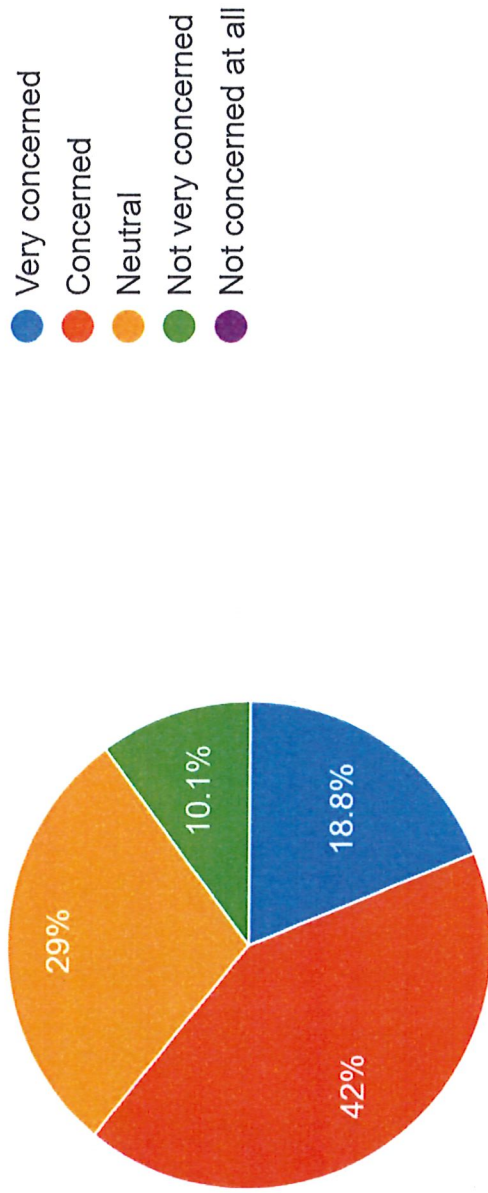


- Yes, programs are sufficient
- No, more programs are needed
- Not sure

What parents/guardians are saying

How concerned are you about substance use in general in the community?
69 responses

—



TooGood For Drugs

- Substance misuse prevention curricula that is research and evidence-based, considered a best practice curricula
 - Research of efficacy dating back to 2001!
- Designed to increase protective factors associated with healthy decision making and mitigate risk factors associated with risky behaviors
- Recognized as a SAMHSA (Substance Abuse and Mental Health Services Administration) Model Program
- Aligns with National Health Standards from CDC/State of NH Health Curriculum Guidelines

2

KINDERGARTEN

GRADE 1

GRADE 2

GRADE 3

GRADE 4

GRADE 5

At the elementary school level, additional skills and developmental topics build on the core skill set to broaden the student's sense of self-efficacy and confidence. Lesson designs are tailored to the intellectual, cognitive, and social development of the student. Interactive games and activities help students visualize and apply the strategies and skills directly so they can begin to apply them in their daily life right away. These additional concepts include:

- Managing Mistakes and Disappointment
- Resisting Peer Pressure
- Understanding Peer Influence
- Making Healthy Choices

Substance use and its effect on the body are introduced when developmentally appropriate. In the youngest grades, the lessons develop an understanding of what is healthy to put in the body and what is not. This foundation prepares students for discussions about tobacco, alcohol, and other drug use in later elementary years.

- Safe Use of Medicines - Grades K - 5
- Effects of Nicotine Use - Grades 2 - 5
- Effects of Alcohol Use - Grades 3 - 5
- Effects of Marijuana and THC Use - Grade 5

Substance use topics are discussed in the context of expectations, peer pressure and influence, and the role of the media. In particular, more complex social challenges and influences that present a greater risk for escapism and risky behavior are explored and met with strategies for managing those situations in a positive and healthy way.

Interactive games and activities create an experiential learning environment so students can learn and apply the skills in the classroom setting.

Additional skills and developmental topics build on the core social skill set to broaden the student's sense of self-efficacy and confidence and are tailored to the intellectual, cognitive, and social development of the student.

- Media Literacy and Media Influence
- Resisting Peer Pressure
- Understanding Peer Influence
- Understanding Addiction
- Complex Social and Dating Relationships
- Exploring Risk Taking and Differentiating Healthy and Unhealthy Risks

Substance use and its effects on the body are introduced when developmentally appropriate. More complex discussions are introduced at the Middle School level and progress in depth as the students mature.

- Safe Use of Prescription and OTC drugs
- Effects of Nicotine Use including ENDS
- Effects of Alcohol Use
- Effects of Marijuana and THC Use
- Effects of Street Drugs including Opioids and Stimulants

<https://toogoodprograms.org/collections/too-good-for-drugs>

Program Correlation with State Standards

Please see handouts. They can be found [here](#) as well.

References

Health Education Curriculum Guidelines, State of NH:

<https://www.education.nh.gov/sites/g/files/ehbemt326/files/inline-documents/2020/standards-health.pdf>

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SAMHSA:

<https://www.samhsa.gov/find-help/prevention#:~:text=Prevention%20and%20early%20intervention%20strategies,development%20of%20substance%20use%20disorders.>

TooGood For Drugs: <https://toogoodprograms.org/collections/too-good-for-drugs>


<https://toogoodprograms.org/pages/correlations-new-hampshire/>

MEMORANDUM

TO: Wakefield School Board
Transportation Sub-Committee

DATE: November 5, 2024

THROUGH: Superintendent Kebler

FROM: Frank Markiewicz 

SUBJECT: School Buses and Vans

Attached is a spreadsheet showing four options for consideration regarding the District's school bus and caravan inventory. The estimated costs to repair and the estimated value for each vehicle was provided to the district by FirstStudent, with the value indicated after repairs.

Option #1: To sell the entire fleet to FirstStudent at a negotiated price.

Option #2: To sell the indicated buses to FirstStudent at a negotiated price and retain ownership of one 77-passenger bus and two caravans.

Option #3: Place the entire fleet out to bid via a "Request for Quote" and let the market determine value.

Option #4: A combination of selling and retaining.

Considerations:

- Majority of the vehicles have been idle since June, 2024.
- Cost to repair provided by FirstStudent is using their facilities and mechanics. Cost for the district to repair the fleet would most likely be higher having to utilize a local garage.
- Unknown market for the sale of used school buses and caravans.
- Winter storage.
- All the school buses would need to be towed back to the district as three of the buses were taken off the road by NH State Police and the others are not inspected.
- Hiring a CDL school bus driver to use retained vehicles for field trips, athletics, co-curricular activities, and for the Wakefield Recreation Department. This position could provide custodial services to the district when there are no planned activities that would require transportation.

Attachment: Transportation Inventory and Options

WAKEFIELD SCHOOL DISTRICT
Transportation Inventory

Option #1 *Negotiate with FirstStudent on the purchase of the entire fleet*

Description	Manufacturer	VIN	Year	Type	Purchase Price	Mileage	Est Cost to Repair	Est Value
340TS School Bus	Freightliner	4UZABRFC4RCUL0044	2022	Bus-77	111,800	27,201	4,600	77,240
340TS School Bus	Freightliner	4UZABRFC5MCMR6496	2021	Bus-77	92,020	75,593	5,500	71,590
340TS School Bus	Freightliner	4UZABRFC3LCLZ4418	2020	Bus-77	88,080	52,309	5,500	63,040
Freightliner	Freightliner	4UZABRFC8KCKV9398	2018	Bus-77	83,477	109,645	6,200	41,660
School Bus	Freightliner	4UZABRFCJXJ2998	2018	Bus-77	84,900	92,428	7,400	50,160
School Bus	Freightliner	4UZABRDTXGCGR6171	2016	Bus-77	82,472	126,998	7,800	27,430
School Bus	Freightliner	4UZABRDT7FCGM9095	2015	Bus-77	82,565	153,723	8,200	9,450
Minotour Bus	Chevrolet	1GB3GSBG8K1160403	2019	Bus-13	65,391	60,217	3,100	44,510
Caravan	Dodge	2C4RDGBGXKR585256	2019	Van	24,585	59,221	3,100	2,596
GRAND CARAVAN	DODGE	204PDGBG5HR618902	2017	Van	25,823	22,118	3,100	7,719
TOTALS					741,113		54,500	395,395

Option #2 *Negotiate with FirstStudent on the sale of the following vehicles:*

Description	Manufacturer	VIN	Year	Type	Purchase Price	Mileage	Est Cost to Repair	Est Value
340TS School Bus	Freightliner	4UZABRFC5MCMR6496	2021	Bus-77	92,020	75,593	5,500	71,590
340TS School Bus	Freightliner	4UZABRFC3LCLZ4418	2020	Bus-77	88,080	52,309	5,500	63,040
Freightliner	Freightliner	4UZABRFC8KCKV9398	2018	Bus-77	83,477	109,645	6,200	41,660
School Bus	Freightliner	4UZABRFCJXJ2998	2018	Bus-77	84,900	92,428	7,400	50,160
School Bus	Freightliner	4UZABRDTXGCGR6171	2016	Bus-77	82,472	126,998	7,800	27,430
School Bus	Freightliner	4UZABRDT7FCGM9095	2015	Bus-77	82,565	153,723	8,200	9,450
Minotour Bus	Chevrolet	1GB3GSBG8K1160403	2019	Bus-13	65,391	60,217	3,100	44,510
TOTALS					741,113		54,500	307,840

Option #3 *Place the vehicles for sale via "Request for Bids"*

Description	Manufacturer	VIN	Year	Type	Purchase Price	Mileage	Est Cost to Repair	Est Value
340TS School Bus	Freightliner	4UZABRFC4RCUL0044	2022	Bus-77	111,800	27,201	4,600	77,240
Caravan	Dodge	2C4RDGBGXKR585256	2019	Van	24,585	59,221	3,100	2,596
GRAND CARAVAN	DODGE	204PDGBG5HR618902	2017	Van	25,823	22,118	3,100	7,719

Option #4 *To be determined*

To be determined

Student Services Report: December 3, 2024
Carol Keenan, Director of Student Services

1. Every Student. Every Day. Whatever It Takes.
2. Enrollment Data includes the following:
 - A.) Paul Elementary School = 87 students on IEPs
 - B.) Spaulding High School = 31 students on IEPs
 - C.) Bud Carlson Academy High School = 2 students on IEPs
 - D.) Kingswood Regional High School = 3 students on IEPs
 - E.) Out of District = 5 students on IEPs
3. New students to Paul Elementary School on IEPs: none
4. New Special Education Referrals = 2 students
5. Special Education Disabilities include the following:
 - A.) Autism = 17 students
 - B.) Development Delay = 16 students
 - C.) Emotional Disability = 4 students
 - D.) Intellectual Disability = 4 students
 - E.) Other Health Impairment = 27 students
 - F.) Specific Learning Disability = 41 students
 - G.) Speech Language Impairment = 19 students
6. Section 504 Accommodation Plans at Paul School = 24 students
7. Section 504 Accommodation Plan Referrals = none
8. Wakefield School District Current NHDOE Compliance Data = 97%!!
9. In The Spirit of the Season Message: I am so sincerely grateful to the following people:
 - A.) The Superintendent and School Board for hiring me as the Director of Student Services;
 - B.) The entire Paul School Staff for embracing and welcoming me into their community;
 - C.) The Special Education Case Managers for their knowledge, dedication, and professionalism;
 - D.) The teachers, paras, ABA tutors, and related service providers for doing what is best for all students;
 - E.) To the students who make us love coming to work every day.
 - F.) To our families for allowing us to teach, support, and care about their children.

Happy Holidays to All.

**Superintendent's Report
Wakefield School District
December 3, 2024**

I am pleased to present this month's Superintendent's Report, highlighting key updates and accomplishments within the Wakefield School District.

1. Budget Update

I am very pleased with the budget process to date. Our department heads have worked diligently to craft a budget that reflects thoughtful consideration of our needs while remaining fiscally responsible. Their efforts have resulted in a budget that has been well-received by most of the Budget Committee thus far. I would like to extend my gratitude to Brennan for her invaluable assistance, particularly her expertise in transportation and its history, which has been instrumental in our discussions. Included in this packet are the FY24 warrant articles. I look forward to reviewing these tonight so we can finalize this year's warrant articles for approval and submission to the Budget Committee at the next meeting.

2. Professional Development Plan

Our professional development plan has been submitted to the state for approval. Concurrently, we are working on an evaluation system for teachers that aligns with this plan. The goal is to establish measurable goals in the spring for the next school year, enabling us to design tailored professional development opportunities during the summer.

3. Professional Development Highlights

I am excited to share some of the exceptional professional development opportunities provided to our staff this year. Our instructional coaches have initiated weekly "lunch and learn" sessions in the Title I room. These informal gatherings encourage teachers to engage in collegial discussions about best practices, with topics focusing primarily on literacy, classroom management, and restorative practices for addressing challenging behaviors. Additionally, staff meetings have become collaborative spaces where educators share innovative practices and strategies that are working effectively in their classrooms.

4. Project-Based Learning in First Grade

A special shoutout goes to our first-grade team for embracing project-based learning during this busy time of year. With numerous interruptions to students' schedules due to holidays, this approach has provided an engaging and collaborative way for students to work with their peers. Thank you to our first-grade teachers for their creativity and commitment to fostering student-centered learning.

Thank you for your continued support as we work together to provide the best possible education for our students. I look forward to discussing these updates and other agenda items during tonight's meeting.

Respectfully submitted,
Anne Kebler
Superintendent of Schools, SAU 101

Paul School Enrollment Report

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
LP	15	16	17							
K	30	31	31							
1	33	33	33							
2	40	40	40							
3	39	41	41							
4	47	47	46							
5	63	65	65							
6	55	57	56							
7	46	47	47							
8	45	45	46							
Out of District	2	2	2							
Total	415	424	424	0	0	0	0	0	0	0

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High School Enrollment Report

	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
Spaulding	171	166	163							
Kingswood	14	14	14							
Bud Carlson	9	10	10							
Brewster	1	1	1							
Out of District	2	2	2							
Total	197	193	190	0	0	0	0	0	0	0

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 67270

Check Batch: 45219
 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
45219	23768	11/12/2024	9690	ACAPELLA TECHNOLOGIES, LLC	0.00	3,500.00
	23769	11/12/2024	9769	ALLEN, ANDREW	0.00	75.00
	23770	11/12/2024	310	AMAZON BUSINESS	0.00	3,811.99
	23771	11/12/2024	9426	BOOTHBY THERAPY SERVICES, LLC	0.00	35.00
	23772	11/12/2024	2308	BOSTON MUTUAL LIFE INSURANCE CO.	0.00	837.06
	23773	11/12/2024	9759	BROADVOICE LOCK BOX 913150	0.00	1,224.81
	23774	11/12/2024	288	BUREAU OF EDUCATION & RESEARCH	0.00	295.00
	23775	11/12/2024	958	CONSOLIDATED COMMUNICATIONS	0.00	113.91
	23776	11/12/2024	9674	DE LAGE LANDEN FINANCIAL SERVICES, INC	0.00	995.00
	23777	11/12/2024	9375	DRUMMOND WOODSUM & MACMAHON PA	0.00	2,752.36
	23778	11/12/2024	2090	FEDERAL LICENSING, INC	0.00	75.00
	23779	11/12/2024	9741	FIRST STUDENT	0.00	130,401.93
	23780	11/12/2024	9400	GENERATION GENIUS, INC	0.00	1,495.00
	23781	11/12/2024	1422	HACKWORTH FIRE & SERCIRITY	0.00	1,282.50
	23782	11/12/2024	9757	HEARN, KRISTEN	0.00	75.00
	23783	11/12/2024	9771	LAPIERRE CONCRETE FLATWORK INC	0.00	6,450.00
	23784	11/12/2024	9737	LEAVING THE VILLAGE LLC	0.00	108.00
	23785	11/12/2024	533	MCINTIRE BUSINESS PRODUCTS	0.00	378.88
	23786	11/12/2024	9768	McShane, James	0.00	172.00
	23787	11/12/2024	9746	Microbric, LLC	0.00	1,469.00
	23788	11/12/2024	9649	MICROSOFT CORPORATION	0.00	26.00
	23789	11/12/2024	1366	NEW ENGLAND CENTER FOR CHILDREN	0.00	239.70
	23790	11/12/2024	9519	NEW HAMPSHIRE PRINT & MAIL	0.00	274.41
	23791	11/12/2024	605	NHSBA	0.00	219.00
	23792	11/12/2024	2218	OVERDRIVE INC.	0.00	250.00
	23793	11/12/2024	260	PARKER EDUCATION	0.00	8,952.65
	23794	11/12/2024	8932	RONALD JALBERT	0.00	75.00
	23795	11/12/2024	1209	SALMON PRESS, INC	0.00	180.00

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WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	23796	11/12/2024	1101	SANBORNVILLE WATER DEPARTMENT	0.00	5,665.00
	23797	11/12/2024	1259	SCHOLASTIC INC	0.00	524.70
	23798	11/12/2024	708	SCHOOL HEALTH CORPORATION	0.00	67.86
	23799	11/12/2024	89	SCRIPPS HOWARD NATIONAL SPELLING BEE	0.00	192.50
	23800	11/12/2024	1866	SEACOAST LEARNING COLLABORATIVE	0.00	785.00
	23801	11/12/2024	9530	SOLIAINT	0.00	9,300.00
	23802	11/12/2024	1706	CHARTER COMMUNICATIONS	0.00	138.63
	23803	11/12/2024	1950	ILENE B. SPITZER, M.D.	0.00	3,150.00
	23804	11/12/2024	9585	ST CHARLES SCHOOL	0.00	29,125.01
	23805	11/12/2024	9440	STATE OF NH DEPARTMENT OF LABOR	0.00	150.00
	23806	11/12/2024	762	STRAFFORD LEARNING CENTER	0.00	11,485.04
	23807	11/12/2024	9191	TORRES, LUIS	0.00	600.32
	23808	11/12/2024	804	TREASURER, STATE OF NH	0.00	3,689.33
	23809	11/12/2024	9368	VERIZON	0.00	410.48
	23810	11/12/2024	9669	VOYA BENEFITS COMPANY	0.00	1,789.25
	23811	11/12/2024	2164	W.B. MASON COMPANY	0.00	1,424.70
Totals:					<u>0.00</u>	<u>\$234,262.02</u>

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WAKEFIELD SCHOOL DISTRICT 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 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

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44 Checks Listed.

WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 67268

Check Batch: 45218
 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
45218	23763	11/12/2024	310	AMAZON BUSINESS	0.00	1,166.64
	23764	11/12/2024	9736	Constructive Playthings	0.00	1,399.99
	23765	11/12/2024	9761	Martin Literacy Inc (Dropping Knowledge)	0.00	4,420.20
	23766	11/12/2024	370	ONE SOURCE SECURITY	0.00	2,210.29
	23767	11/12/2024	2254	WILSON LANGUAGE TRAINING CORP	0.00	2,595.24
Totals:						\$11,792.36


25

WAKEFIELD SCHOOL DISTRICT 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 DeColfmackel, School Board Chairman

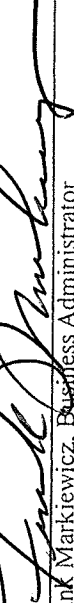

 Bob Ouellette, School Board Vice Chairman


 Mary Collins, School Board Member

Sandrea Taliaferro, School Board Member

Brennan Peaslee, School Board Member


 Carlene Stewart, Treasurer


 Frank Markiewicz, Business Administrator

26

5 Checks Listed.

WAKEFIELD SCHOOL DISTRICT

Manual AP CHECK REGISTER

Report # 67245

Check Batch: 45211
 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
45211	90373	11/08/2024	1706	CHARTER COMMUNICATIONS	0.00	121.99
Totals:					0.00	\$121.99

27

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 DeColf, School Board Chairman


 Bob Ouellette, School Board Vice Chairman

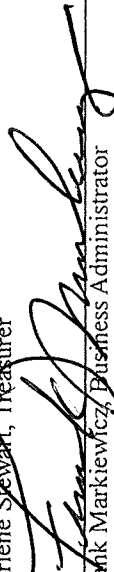

 Mary Collins, School Board Member

28

Sandrea Taliaferro, School Board Member

Brennan Peaslee, School Board Member


 Carlene Stewart, Treasurer


 Frank Markiewicz, Business Administrator

1 Check Listed.

WAKEFIELD SCHOOL DISTRICT

Manual AP CHECK REGISTER

Report # 67204

Check Batch: 45192
 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
45192	90370	11/05/2024	669	EVERSOURCE	0.00	4,687.78
	90371	11/05/2024	834	WASTE MGMT OF NH-ROCHESTER	0.00	1,912.46
	90372	11/05/2024	9608	BMO HARRIS BANK N. A.	0.00	2,125.89
Totals:						\$8,726.13

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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 DeColimackey, School Board Chairman



 Bob Ouellette, School Board Vice Chairman



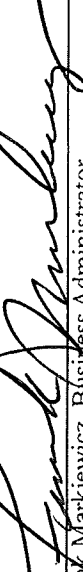
 Mary Collins, School Board Member

 Sandra Taliaferro, School Board Member

 Brennan Peaslee, School Board Member



 Carlene Stewart, Treasurer



 Frank Markiewicz, Business Administrator

30

3 Checks Listed.

WAKEFIELD SCHOOL DISTRICT Manual AP CHECK REGISTER

Check Batch: 45134
 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
45134	90369	10/28/2024	8927	IRVING ENERGY-PROPANE	0.00	2,246.76
Totals:						\$2,246.76

3


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, School Board Chairman


Bob Ouellette, School Board Vice Chairman


Mary Collins, School Board Member

Sandrea Taliaferro, School Board Member

Brennan Peaslee, School Board Member


Carlene Stewart, Treasurer


Frank Markiewicz, Business Administrator

32

1 Check Listed.

WAKEFIELD SCHOOL DISTRICT

Check Authorization

Report # 67302

Check Batches: 45229 - (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: Check Date
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: No

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount	
45229	23812	11/14/2024	310	AMAZON BUSINESS	0.00	84.54	
Totals:						0.00	\$84.54

1 Check Listed.

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WAKEFIELD SCHOOL DISTRICT AP CHECK REGISTER

Report # 67297

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 DeColfmancker
Robert DeColfmancker, School Board Chairman

Bob Ouellette
Bob Ouellette, School Board Vice Chairman

Mary Collins
Mary Collins, School Board Member

Sandrea Taliaferro
Sandrea Taliaferro, School Board Member

Brennan Peaslee
Brennan Peaslee, School Board Member

Carlene Stewart
Carlene Stewart, Treasurer

Anne Kebler
Anne Kebler, Superintendent

34

1 Check Listed.

Wakefield School Board Public Minutes

Wednesday November 6, 2024

Held in the Library

Draft



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

Others Present: Michele Lambert, Ashia Roy, Relf Fogg, Katie Roy, and Max Gehring of ClearView TV.

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

Agenda Review

None

Presentations, Public Hearings

PTA

The PTA did a fundraiser with Chipotle. They did not meet their goal of people attending so they did not receive any funds. They had a 4th grade appreciation event and the kids enjoyed it. They served fruit kabobs. Upcoming events are: There will be a dance on November 22. November 18 is 5th grade appreciation day. They will have crockpot meals for teacher conferences on November 25th. Mrs. Collins asked about the Read-a-thon. Community members will be reading to the classrooms. Mr. Ouellette told Mrs. Roy that he had not forgotten about the solar lighting on the shed. He will be bringing his electrician to the school to take a look at the project. Mrs. Peaslee suggested an outside timing light.

Public Comment

Mr. Fogg gave a little history on transportation from the 2001-2002 School District Report. At that time the district was leasing buses and the voters approved lease/purchasing buses. He asked if in March the voters approve a warrant article commanding the district to do their own transportation and the Board sells the buses how will you transport the students?

Reports

Student Services

Enrollment Data includes the following: Paul Elementary School 87 students on IEPs, Spaulding High School 32 students on IEPs. Bud Carlson Academy High School 2 students on IEPs. Kingswood Regional High School 3 students on IEPs. Out of District 5 students on IEPs.

Two new students to Paul Elementary School on IEPs: 5 new to PK. New Special Education Referrals 1 student.

Special Education Disabilities include the following: Autism 15 students. Development Delay 16 students. Emotional Disability 4 students. intellectual Disability 4 students. Other Health impairments 29 students. Specific Learning Disability 42 students. Speech Language impairments 19 students.

Section 504 Accommodation Plans at Paul School 24 students. Section 504 Accommodation Plan Referrals 1 student. Wakefield School District Current NHDOE Compliance Data 96%.

New Updates/Student Success Stories: All teachers have now received and are using the PRIM-4 (Pre-Referral intervention Manual which is an excellent resource for students who are struggling in the classroom. The book includes classroom interventions for teachers to put in place that are cost free and require very little prep time.

The interventions in the book are categorized into the following thirteen categories: Memorization, Abstractions, Generalizations, and Organization. Listening, Speaking, Reading, Writing, Spelling, Mathematical Calculations, Academic Performance, interpersonal Relationships, Depression/Motivation, Inappropriate Behavior Under Normal Circumstances, Rules and Expectations, Group Behavior, and Social Communication.

In addition to the hundreds of intervention ideas, the PRIM-4 also provides classroom templates for the following classroom graphic organizers: Student Contract Template, Outline Template, Outline Alternative Form Template, Topic Mapping Form Template, Double-Column Note-taking Template, Assignment Form Template, Assignment Form Template, 2-Week Project Outline Template, Test Taking Skills and Strategies, Studying For A Test Strategies, Flash Card Study Aid Template, Fiction Story Frame Template.

Finally, the PRIM-4 also offers the following resources for effective classrooms: Typical Methods of Modifying Academic Tasks List, Preventing Behavior Problems List, Elementary Reinforcer Survey, Secondary Reinforcer Survey, Elementary Classroom Reinforcers List, Secondary Classroom Reinforcers List, Elementary Reinforcer Menu Ideas, Secondary Reinforcer Menu Ideas, Reward Tally Point Cards, Reward Tally Point Records.

Enrollment

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
LP	15	16								
K	30	30								
1	33	33	3							
2	40	40	2							
3	39	41	2							
4	47	47	2							
5	63	65	3							
6	55	57	3							
7	46	47								
8	45	45								
Out of District	2	2								
Total	0	415	424	0	0	0	0	0	0	0

High School Enrollment Report

	Sept	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
Spaulding	171	166								
Kingswood	14	14								
Bud Carlson	9	10								
Brewster	1	1								
Out of District	2	2								
Total	197	193	0	0	0	0	0	0	0	0

as of 10/29/24

Mrs. Kebler said we didn't hire a third grade teacher because there were no applicants. She said we are getting tight as far as classroom space. There isn't a spot in the building that isn't in use. She said at some point we will have to talk about space.

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 Mr. Ouellette to approve the Non Public minutes of 10-15-24. (Vote 5-0)

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve the Public minutes of 10-15-24. (Vote 5-0)

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve the Public minutes of the Budget Workshop of 10-22-24. (Vote 4-1)

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve the Public minutes of the Budget Workshop of 10-29-24. (Vote 4-1)

Old Business

Budget Committee Alternate

Mrs. Kebler said she had contacted Mrs. Peaslee to see if she would like to meet with her to go over the budget as she was unable to attend the two budget workshops. Mrs. Peaslee asked her to put alternate on the agenda as she preferred to have the Board make that decision.

Mrs. Collins made a motion, seconded by Mr. Ouellette, to have Mr. DeColfmacker be the alternate to the Budget Committee.

After some discussion Mrs. Peaslee said she would like to continue as alternate to the Budget Committee. **(Vote 0-5)**

New Business

FY26 Budget Approval

1100: Regular Ed: Teacher health insurance had a 10.8% increase. High School tuition is \$18,000 per student. 5 teacher computers have been added for a total of \$5,830.

1200: Special Ed: The Board approved the PAWS program which replaces the Partner Program for a savings of \$224,000.

1430: Summer School: For the last 3 years Summer School has been paid for by ESSER Funds. ESSER has ended. Mr. Kebler told the Board they would have to decide whether to add it to the Operating Budget. Extended School Year is in the 1200 lines.

Mrs. Collins made a motion, seconded by Mr. Ouellette, to add Universal Summer School to the Operating Budget for a cost of \$51,170. (Vote 3-2)

This includes transportation. There were 20 students who went to Universal Summer School last year.

2310: School Board:

Six tablets for School Board at a cost of \$2,994. NHSBA membership will now be \$4,229.

2320: Administration: Add one Computer.

2900: Other Benefits: 3% increase for unaffiliated workers.

Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve a 3% raise for unaffiliated workers. (Vote 5-0)

BOTTOM LINE: \$13,105,857, a 5% increase. Up \$646,434

Mrs. Collins made a motion, seconded by Mr. Ouellette, to approve the FY26 Operating Budget at \$13,105,857.

Mrs. Taliaferro asked the Board, "Do we wanted to separate out the transportation and put it in a warrant article so we don't have the fear of a default budget? She said she doesn't want everything else not passing for the kids. Mrs. Collins said she doesn't believe we can do that. Mr. Markiewicz said it could be put in a warrant article but if it fails you can't go to the budget and move money around to cover transportation. No means no.

Mrs. Taliaferro asked if they had a plan B if we go to default. Mr. Markiewicz hopes to have the default budget and revenues for the next meeting. Mr. Ouellette said if we went to default there would have to be a lot of discussion among administrators as to where we could find the money

and then make a recommendation to the Board. He said 80% of the budget goes to salary and benefits so there aren't a lot of areas to move money from. (Vote 3-2)

Mrs. Kebler said there was no need to have Mr. Markiewicz stay on zoom as the rest of the meeting is transportation and policies. She went on to say that he came out of retirement twice to help the Wakefield School District. He's put great systems in place. It's a huge loss. It's very unfortunate. She personally thanked him for doing such a great job. Board members thanked him for the great job he had done for the district.

November 19th School Board Meeting

Mrs. Kebler and Mr. Ouellette can't be at the November 19th meeting. Mr. Ouellette said that with the Budget Committee meetings on the 18th and 20th there may be questions from the Budget Committee so we may have to schedule another meeting. After a discussion the Board decided to forgo the November 19th meeting and keep November 26th open.

Mrs. Collins made a motion, seconded by Mr. Ouellette, to remove the November 19th meeting. (Vote 4-1)

Ashia called First Student and they told her our policies are in line with theirs.

Policies (Second Reading)

EEAB- Establishment of School Bus Routes

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy EEAB- Establishment of School Bus Routes. (Vote 3-2)

EEAE- School Bus Safety Program

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy EEAE- School Bus Safety Program. (Vote 3-2)

JICC- Student Conduct on School Buses

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy JICC- Student Conduct on School Buses. (Vote 3-2)

JICDD- Student Discipline Out of School Actions

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy JICDD- Student Discipline Out of School Actions. (Vote 5-0)

GBCD- Background Investigation and Criminal Record Check

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy GBCD- Background Investigation and Criminal Record Check. (Vote 5-0)

GBCD-R-RG(1)- Criminal History Records Information Internal Controls and Procedures

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy GBCD-R-RG(1)- Criminal History Records Information Internal Controls and Procedures. (Vote 5-0)

EHB- Data/Records Retention

Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy EHB-Data/Records Retention. (Vote 5-0)

EEAEA- Mandatory Drug and Alcohol Testing-School Bus Drivers and Contracted Carriers
Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy EEAEA-Mandatory Drug and Alcohol Testing-School Bus Drivers and Contracted Carriers. (Vote 5-0)

ECAF- Audio & Video Surveillance on District Transportation Procedures and Guidelines
Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy ECAF- Audio & Video Surveillance on District Transportation Procedures and Guidelines. (Vote 5-0)

EEAA- Video & Audio Surveillance on School Property
Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy EEAA- Video & Audio Surveillance on School Property. (Vote 5-0)

JRA- Student Records and Access (FERPA)
Mrs. Collins made a motion, seconded by Mr. Ouellette to approve policy JRA- Student Records and Access (FERPA). (Vote 5-0)

EEA – Student Transportation Services (withdraw)
Mrs. Collins made a motion, seconded by Mr. Ouellette to withdraw policy EEA – Student Transportation Services. (Vote 5-0)

Committee Updates

Transportation

Mrs. Taliaferro said she had some questions for Mr. Markiewicz that weren't answered in the Transportation Committee. She said she did find in the contract with First Student 2.4, saying all transportation connected with the school will be provided by them. Mrs. Kebler said they were not able to provide transportation for soccer. She talked to them and said you can't tell us that we can't get someone else if you can't provide service. They agreed to provide an MOA. Mrs. Taliaferro wants to see one. Mrs. Kebler said she'd provide one for her.

Mrs. Kebler had an email conversation with Rebecca Kelsea of the NH State police to dispel the comment that she was untruthful about her statement on rostering which she read aloud.



Anne Kebler <anne.kebler@sau101.org>

Rostering

3 messages

Anne Kebler <anne.kebler@sau101.org> Thu, Sep 19, 2024 at 9:23 AM
To: "Kelsea, Rebecca" <rebecca.l.kelsea@dos.nh.gov>
Cc: Relf Fogg <indafogg@yahoo.com>

Good morning Rebecca, at a recent board meeting a resident spoke about rostering in public comment and it is not how I understood it. I have 2 questions:
1.) When rostering bus drivers, do you accept the roster by email. It was also my understanding that you needed the originally signed roster and therefore need to either mail it or hand deliver it. Could you confirm if this is correct?
2.) Also, it was my understanding that in order to be rostered you need to be employed by a school district or private transportation company. Could you confirm that I understand this correctly as well.

I appreciate your response to this, it will be greatly appreciated. You have always been very helpful to me while I've been Superintendent and I appreciate that as well, transportation is a whole different world that they don't real teach in a leadership program. :-)

For full disclosure, I have blind cc'd the resident to allow for anonymity, but if you could reply all it would be great.

Thank you, I hope you have a great day!

Best Regards,
Anne

Anne L. Kebler
Superintendent
76 Taylor Way
Sanbornville, NH 03872
p~ 603-871-8502
f ~ 603-871-8608

STATEMENT OF CONFIDENTIALITY:

The information transmitted herein is intended only for the person or entity to which it is addressed and may be confidential and/or privileged material. Any unauthorized disclosure, reproduction, use, or dissemination (either in whole or in part) is prohibited. If you are not the intended recipient of this message, please notify the sender immediately and delete this message and any attachments from any computer and/or mobile device.

Kelsea, Rebecca <rebecca.l.kelsea@dos.nh.gov> Thu, Sep 19, 2024 at 9:38 AM

EXTERNAL: Do not open attachments or click on links unless you recognize and trust the sender.

Good morning Rebecca. at a recent board meeting a resident spoke about rostering in public comment and it is not how I understood it. I have 2 questions:

- 1.) When rostering bus drivers, do you accept the roster by email. No. It was also my understanding that you needed the originally signed roster and therefore need to either mail it or hand deliver it. Could you confirm if this is correct? Yes. Rosters are not accepted by email and must be mailed or brought into the Pupil Transportation office.
- 2.) Also, it was my understanding that in order to be rostered you need to be employed by a school district or private transportation company. Could you confirm that I understand this correctly as well. Yes, you are correct. To be rostered with the state to hold a School Bus Certificate (SBC) a person must be employed by a school district or private transportation company. Private transportation companies cannot legally provide transportation services that is requested/paid for by the school without having drivers rostered and cleared by both the Department of Safety (Pupil Transportation) and the Department of Education.

I appreciate your response to this, it will be greatly appreciated. You have always been very helpful to me while I've been Superintendent and I appreciate that as well, transportation is a whole different world that they don't real teach in a leadership program. :-) If you have any other questions, or would like to have a phone conversation you are welcome to reach out-603-227-4095.

For full disclosure, I have blind cc'd the resident to allow for anonymity, but if you could reply all it would be great. Thank you for the heads up. You are welcome to forward my response, if reply all doesn't work.

As you know, Anne, we are here to help people operate legally; if there is transportation company that wants to provide this service and is not operating within the rules, they are encouraged to reach out to us so we can help them legally provide the transportation! We do not want to take transportation away from the industry but rather, help those that are doing it provide the service legally.

Thank you. I hope you have a great day! You, too!

[Quoted text hidden]

Anne Kehler <anne.kehler@sau101.org>
To: "Kelsea, Rebecca" <rebecca.l.kelsea@dos.nh.gov>
Cc: "Hildreth, Gregory" <Gregory.M.Hildreth@dos.nh.gov>

Thu, Sep 19, 2024 at 9:03 PM

Thank you very much Rebecca, as usual you are always very helpful, it is greatly appreciated. As Trooper Hildreth recently told me " it is all about keeping our kids safer" We have gone with First Student, and feel very fortunate that they were able to meet our needs both for summer programs and the first day of school in less than 9 weeks. It is very refreshing to know that I have well trained staff and drivers for our students.
Enjoy your weekend!

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Mrs. Kebler reviewed the Technical Advisory RSA 189:6. She also spoke with the commissioner and he has indicated that if we don't have transportation for our students on the first day of school and we open for convenience of students and parents It would not be considered one of the 180 instructional days.

RSA 189:6 Transportation of Pupils.

The local school districts shall furnish transportation to all pupils in grade 1 through grade 8 who live more than 2 miles from the school to which they are assigned.

If an impacted school - namely a school with students in grades 1 through 8 - is unable to provide transportation as described above, the school will be considered closed for purposes of the minimum instructional days as defined by RSA 189:24. If a school chooses to remain open to meet the needs of the community (e.g. food program, after school programming, or other student needs), the days will not be counted as one of the 180 required instructional days. Schools with students in grades 9 through 12 may remain open as to those grades. These district level determinations should be made at the local level.

Mrs. Taliaferro asked if the memorandum about the buses and vans will be going out to everyone in the packet and be listed on the website? She read the memorandum.

Mrs. Peaslee said we haven't followed policy for selling buses which is to offer them to the town first and that needs to happen before we decide to sell them. Mrs. Kebler said they would have to pay for them. Mrs. Peaslee does not believe that's what the policy says. Mrs. Collins says the policy says obsolete. Because the bus has value to offset the transportation cost.

Mr. DeColfmacker read Policy DN: SCHOOL PROPERTIES DISPOSAL PROCEDURE

The Board authorizes the superintendent or the superintendent's designee to dispose of obsolete items according to the following priority actions:

1. First, by offering the items to the Town of Wakefield or any of its municipal departments for use. If they decline the item(s);
2. By selling to the highest bidder or whatever other business arrangement is in the best interest of the school district, including but not limited to selling items to local residents. If the item has still not been disposed of;
3. When practicable, the Board shall donate such items to charitable organizations and schools. If not practical;
4. By giving such items to local citizens. If the item(s) have still not been disposed of, then the item(s) will be disposed of

5. By removal to the town dump. Sale of real estate shall be by the vote of the electorate of the school district at an annual or special school district meeting and the revenue derived from the sale of school property shall be returned to the general fund.

The recipient of any item must sign a form releasing the school district from any liability. Fixed asset inventories will be amended to reflect changes in values through disposal.

Mrs. Peaslee said the meaning of obsolete is no longer in use or useful. Mrs. Kebler asked Mrs. Peaslee and Mrs. Taliaferro if they wanted to give a bus to the town at no charge. Mrs. Peaslee said I am telling you to follow policy and offer them to the town. Mrs. Kebler said another option would be to keep the buses until after the March vote. We were trying to help defray costs. Mrs. Kebler said that Mr. Scala and she had spoken and I told him he had first option to purchase a bus.

Mrs. Peaslee still believes the policy says offer. She said that's what they have done with computers and desks in the past. The police did it with the generator. The town does it with the town trucks. She feels that the taxpayers have already paid for a bus once so if the town decides they want a bus you give it to them. Mrs. Kebler will get a legal opinion. No decision was made on the buses.

MEMORANDUM

TO: Wakefield School Board
Transportation Sub-Committee

DATE: November 5, 2024

THROUGH: Superintendent Kebler

FROM: Frank Markiewicz *FM*

SUBJECT: School Buses and Vans

Attached is a spreadsheet showing four options for consideration regarding the District's school bus and caravan inventory. The estimated costs to repair and the estimated value for each vehicle was provided to the district by FirstStudent, with the value indicated after repairs.

Option #1: To sell the entire fleet to FirstStudent at a negotiated price.

Option #2: To sell the indicated buses to FirstStudent at a negotiated price and retain ownership of one 77-passenger bus and two caravans.

Option #3: Place the entire fleet out to bid via a "Request for Quote" and let the market determine value.

Option #4: A combination of selling and retaining.

Considerations:

- Majority of the vehicles have been idle since June, 2024.
- Cost to repair provided by FirstStudent is using their facilities and mechanics. Cost for the district to repair the fleet would most likely be higher having to utilize a local garage.
- Unknown market for the sale of used school buses and caravans.
- Winter storage.
- All the school buses would need to be towed back to the district as three of the buses were taken off the road by NH State Police and the others are not inspected.
- Hiring a CDL school bus driver to use retained vehicles for field trips, athletics, co-curricular activities, and for the Wakefield Recreation Department. This position could provide custodial services to the district when there are no planned activities that would require transportation.

Attachment: Transportation Inventory and Options

WAKEFIELD SCHOOL DISTRICT
Transportation Inventory

Option #1 Negotiate with FirstStudent on the purchase of the entire fleet

Description	Manufacturer	VIN	Year	Type	Purchase Price	Mileage	Est Cost to Repair	Est Value
340TS School Bus	Freightliner	4UZABRFC4RCUL0044	2022	Bus-77	111,800	27,201	4,600	77,240
340TS School Bus	Freightliner	4UZABRFC5MCMR6496	2021	Bus-77	92,020	75,593	5,500	71,590
340TS School Bus	Freightliner	4UZABRFC3LCLZ4418	2020	Bus-77	88,080	52,309	5,500	63,040
Freightliner	Freightliner	4UZABRFC8KCKV9398	2018	Bus-77	83,477	109,645	6,200	41,660
School Bus	Freightliner	4UZABRFCJXJ2998	2018	Bus-77	84,900	92,428	7,400	50,160
School Bus	Freightliner	4UZABRDTXGCGR6171	2016	Bus-77	82,472	126,998	7,800	27,430
School Bus	Freightliner	4UZABRDT7FCGM9095	2015	Bus-77	82,565	153,723	8,200	9,450
Minitour Bus	Chevrolet	1G3GSSB68K1160403	2019	Bus-13	65,391	60,217	3,100	44,510
Caravan	Dodge	2C4RDGBGXR85256	2019	Van	24,585	59,221	3,100	2,596
GRAND CARAVAN	DODGE	204PDGBG5HR618902	2017	Van	25,823	22,118	3,100	7,719
TOTALS					741,113		54,500	395,395

Option #2 Negotiate with FirstStudent on the sale of the following vehicles:

Description	Manufacturer	VIN	Year	Type	Purchase Price	Mileage	Est Cost to Repair	Est Value
340TS School Bus	Freightliner	4UZABRFC5MCMR6496	2021	Bus-77	92,020	75,593	5,500	71,590
340TS School Bus	Freightliner	4UZABRFC3LCLZ4418	2020	Bus-77	88,080	52,309	5,500	63,040
Freightliner	Freightliner	4UZABRFC8KCKV9398	2018	Bus-77	83,477	109,645	6,200	41,660
School Bus	Freightliner	4UZABRFCJXJ2998	2018	Bus-77	84,900	92,428	7,400	50,160
School Bus	Freightliner	4UZABRDTXGCGR6171	2016	Bus-77	82,472	126,998	7,800	27,430
School Bus	Freightliner	4UZABRDT7FCGM9095	2015	Bus-77	82,565	153,723	8,200	9,450
Minitour Bus	Chevrolet	1G3GSSB68K1160403	2019	Bus-13	65,391	60,217	3,100	44,510
And retain the newest 77-passenger school bus and the two caravans:								307,840
340TS School Bus	Freightliner	4UZABRFC4RCUL0044	2022	Bus-77	111,800	27,201	4,600	77,240
Caravan	Dodge	2C4RDGBGXR85256	2019	Van	24,585	59,221	3,100	2,596
GRAND CARAVAN	DODGE	204PDGBG5HR618902	2017	Van	25,823	22,118	3,100	7,719

Option #3 Place the vehicles for sale via "Request for Bids"
Option #4 To be determined

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Nominations/Hires/Resignations

Mrs. Collins made a motion, seconded by Mrs. Taliaferro, to accept Frank Markiewicz resignation with deep regret. (1-4)

FYI Valerie Gustavson

Mrs. Taliaferro asked, "Would the monthly expenditure report for the reporting period roughly be what our default budget would be. \$11,138,413? Mrs. Lambert said that would not be our default. That's what we spent. MRS. Lambert said you would take your fiscal year 24 budget to get default calculations for the fiscal year 26 default budget.

Follow Up

Para and ABA Tutor List

Those lists are in the packets

FY24 Vendor List

This list is in the packets

FY24 Expenditure Report

Public Comment

Mrs. Collins called for a point of order. She said policy BEDH states members of the public are allowed to speak only one time for three minutes. Mr. DeColfmacker agreed with Mrs. Collins. Mr. Fogg was not recognized by the Chair. as he had already spoken at the first public comment. Mr. Fogg continued to give his opinion on space in the building and buses.

Non Public

Mrs. Collins made a motion, seconded by Mr. Ouellette, to enter non public at 8:05 under RSA 91-A:3 II (c). Roll call: Taliaferro aye, DeColfmacker aye, Collins aye, Ouellette aye, Peaslee aye.

The Board reentered public session at 8:06

Adjournment

Mrs. Collins 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



Article 01 Election of officers

Article 1: Election of Officers (voting by official ballot March 12, 2024)

To choose the following school district officers:

- (1) Moderator: 1-Year Term
- (1) School District Clerk: 1-Year Term
- (1) School District Treasurer: 1-Year Term
- (2) School Board Members: 3-Year Term

Yes No

Article 02 Operating budget

Shall the Wakefield School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling TWELVE MILLION FOUR HUNDRED SIXTY-TWO THOUSAND FOUR HUNDRED AND SEVENTY DOLLARS (\$12,462,470). Should this article be defeated, the default budget shall be ELEVEN MILLION EIGHT HUNDRED TWENTY SIX THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$11,826,770) which is the same as last year, with certain adjustments required by previous action of the Wakefield School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

Estimated Tax Impact Proposed: \$3.48 Default: \$3.20

(The Wakefield School Board recommends by a vote of 3-2. The Wakefield Budget Committee recommends by a vote of 9-3).

Yes No

Article 03 Wakefield Paraprofessionals' Union CBA

To see if the school district will vote to approve the cost items included in the collective bargaining agreement reached between the Wakefield School Board and the Wakefield Paraprofessionals' Union which calls for the following increases in salaries and benefits at the current staffing level:

- Fiscal Year 2025-Estimated Increase
- Fiscal Year 2026-Estimated Increase
- Fiscal Year 2027-Estimated Increase

and further to raise and appropriate [] for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

Estimated Tax Impact \$

(The Wakefield School Board recommends by a vote of 5-0. The Wakefield Budget Committee recommends by a vote of .)



Article 04 Wakefield Paraprofessionals' Union CBA

Shall the school district, if WARRANT ARTICLE #3 is defeated, authorize the governing body to call one special meeting, at its option, to address WARRANT ARTICLE #3 cost items only?

Yes No

Article 05 Special Education

To see if the School District will vote to raise and appropriate the sum of FIFTY THOUSAND DOLLARS (\$50,000) to be added to the Special Education Capital Reserve Fund previously established.

Estimated Tax Impact \$0.02

(The Wakefield School Board recommends by a vote of 5-0. The Wakefield Budget Committee recommends by a vote of 10-2.)

Yes No

Article 06 Transportation

To see if the School District will vote to raise and appropriate the sum of ONE HUNDRED AND TEN THOUSAND DOLLARS (\$110,000) to be added to the Transportation Trust previously established.

Estimated Tax Impact \$ 0.05

(The Wakefield School Board recommends by a vote of 4-1. The Wakefield Budget Committee recommends by a vote of 12-0).

Yes No



Article 07 Replacing Boilers

To see if the School District will vote to raise and appropriate the sum of FIFTY THOUSAND DOLLARS (\$50,000) to be added to the Replacing Boilers Capital Reserve Account previously established.

Estimated Tax Impact \$ 0.02

(The Wakefield School Board recommends by a vote of 5-0. The Wakefield Budget Committee recommends by a vote of 12-0).

Yes No

Article 08 Well Replacement

To see if the Wakefield School District will vote to raise and appropriate the sum of FIFTEEN THOUSAND DOLLARS (\$15,000) to be added to the Well Replacement Capital Reserve Fund previously established.

Estimated Tax Impact \$0.01

The Wakefield School Board recommends by a vote of 5-0. The Wakefield Budget Committee recommends by a vote of 9-3)

Yes No

Article 09 Replacement HVAC Units

To see if the school district will vote to establish a HVAC Capital Reserve Fund under the provisions of RSA 35:1 for replacing HVAC air handling units at The Paul School and to raise and appropriate the sum of SEVENTY-FIVE THOUSAND DOLLARS [\$75,000] to be placed in this fund. Further, to name the Wakefield School Board as agents to expend from said fund.

Estimated Tax Impact \$0.03

(The Wakefield School Board recommends by a vote of 5-0. The Wakefield Budget Committee recommends by a vote of 12-0.)

Yes No

Article 10 Classroom Floor Replacement

To see if the school district will vote to establish a Classroom Floor Replacement Capital Reserve Fund under the provisions of RSA 35:1 for replacing classroom floors and to raise and appropriate the sum of TWENTY-FIVE THOUSAND DOLLARS [\$25,000] to be placed in this fund. Further, to name the Wakefield School Board as agents to expend from said fund

Estimated Tax Impact \$0.01

(The Wakefield School Board recommends by a vote of 5-0. The Wakefield Budget Committee recommends by a vote of .)



Article 11 Technology Network Infrastructure

To see if the school district will vote to establish a Technology Infrastructure Capital Reserve Fund under the provisions of RSA 35:1 for equipment and services for the school district network infrastructure such as, but not limited to, routers, wiring, switches, access points, wireless network improvements or any other equipment, software, or service that is necessary for the maintenance, improvement, performance or management of the district's network and to raise and appropriate the sum of FIFTY THOUSAND DOLLARS [\$50,000] to be placed in this fund. Further, to name the Wakefield School Board as agents to expend from said fund.

Estimated Tax Impact \$0.02

The Wakefield School Board recommends by a vote of 5-0. The Wakefield Budget Committee recommends by a vote of .)

Yes No

Article 12 Discontinue Trust Funds

To see if the school district will vote to discontinue the following trust funds. Said funds and accumulated interest to date of withdrawal, are to be transferred to the district's general fund.

School Asbestos Abatement and Renovation Trust Fund
Building Repair, Maintenance, and Equipment for the new SAU Office Trust Fund
Windows Trust Fund.

Yes No

Article 13 Wakefield Education Association CBA

To see if the school district will vote to approve the cost items included in the collective bargaining agreement reached between the Wakefield School Board and the Wakefield Education Association which calls for the following increases in salaries and benefits at the current staffing level:

Fiscal Year	Estimated Increase
2024	{AMOUNT}

and further to raise and appropriate {AMOUNT} for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

Estimated Tax Impact \$

(The Wakefield School Board recommends by a vote of. The Wakefield Budget Committee recommends by a vote of .)

Yes No



Article 14 Wakefield Education Association CBA

Shall the school district, if WARRANT ARTICLE #13 is defeated, authorize the governing body to call one special meeting, at its option, to address WARRANT ARTICLE #13 cost items only?
(Majority vote)

Yes

No

Wakefield School Board Goals

October, 2024 - October, 2025

The School Board will support initiatives that promote the well being of students and staff by meeting the following goals

1. The Board will support efforts that will prepare students for a successful future.

- a. The budget will support student needs
- b. Approval of curriculum goals and standards
- c. Support professional development for employees

2. The Board will promote the use of well-functioning systems.

- a. Board meetings will be in an efficient, organized, respectful manner
- b. Reports/Documents will be kept and will be accurate and timely
- c. Board packets will accurately reflect the agenda
- d. Policies will be kept up-to-date and implemented consistently
 - i. *Action Plan: The board will hold a policy workshop after new legislation (spring and fall)*
- e. If Board members require additional information they will table the item

3. The Board will encourage community cohesiveness

- a. Public Forums will be held
- b. Student work and/or school highlights will be encouraged at Board meetings
- c. Communication will be prioritized and will be done in a positive manner
- d. Board members will maintain an open mind and listen to all points of view

**Culture and Climate Committee
November Meeting Notes
11-13-24**

Attendees: Kathy Frothingham, Sara Gillikin, Caroline Dexter, Meghan Libby, Linda Simmons, Meghan Kelly, Juliana Purvis

Meeting time: 3:20-4:00

Discussion:

*Sodas for Teachers- at Parent Teacher Conferences. Monday 25th

*Pizza for Teachers- at Parent Teacher Conferences Monday 25th- Meghan Kelly contact pub on the day of. Kathy pick up from pub

*Meeting notes while Sara on maternity leave- Juliana

*Funds left over from last year?-Kathy (Operation Send a Little Love)

*Put out donation box whenever we supply goodies in the teachers lounge- Caroline to make donation box

*Send Birthday card or announcement for staff birthdays-Caroline will take care of while Sara on maternity leave

*Christmas Dress-up?-Juliana contact Meghan Nason about this

*Staff lunch in Jan. or Feb? Create Amazon wishlist- snacks, paper plates, napkins, k-cups, ramen noodles, utensils, hot chocolate, thank notes

*Christmas Events

*Next meeting- November 10th (Tuesday)

Needs:

Completed:

*Birthday Survey

*Staff Breakfast- November 1st

*Reach out to Pub for donations

*50s day