

# Wakefield School Board Public Minutes

Tuesday December 17, 2024

Held in the Library

Approved



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

Others Present: Michele Lambert, Brad Davis and Max Gehring with ClearView TV.

Mr. DeColfmacker led those present in the flag salute at 6:03.

## **Agenda Review**

Mrs. Kebler said she emailed information on the status of the buses and the Warrant Articles. She said we have told our teachers to be very careful with paper because we are watching our budget. She asked the Board if she emailed something to them is it still necessary to make copies. Three Board members were fine with printing the material. Mrs. Taliaferro asked to have a hard copy. Mrs. Collins said at the Public Hearing for paving she had stated that they didn't need a public hearing because we had already approved the project. She said she was incorrect and had misinterpreted what one of the Trustees had told her. Mrs. Kebler said that the student writing will take place in January.

## **Presentations, Public Hearings**

None

## **Public Comment**

None

## **Reports**

### **Facilities**

Mr. Davis said the RFP had been posted for the maintenance building. He said the New Hampshire Department of Education had adopted Admin Rule 320 which requires a chemical hygiene plan. He read the list of what that is to include. They are working on that plan. There will be some training for staff. The fire Department completed the annual state fire and safety inspection and we received a satisfactory. There were a couple of small housekeeping items. A dim exit light was noted. We have been keeping up with heating bugs. We've had to deal with a couple of control valve leaks. We are getting outdoor speaker strobes so any classes outside the building will be able to hear the fire alarms and warnings. Snow removal has gone well. We have

a new three year contract with Howe Two and things have been defined clearly in the contract. Mr. Davis takes care of snow removal for buses. He's working on paving quotes for the rest of Taylor Way.

### Finance

Mrs. Lambert said we are in pretty good shape. Rs. Taliaferro asked why the Professional Development line for the SAU was over. She asked to have the answer on the Follow Up at the next meeting. She also asked about travel being over in Fiscal Services. Mrs. Lambert said this is for Mr. Markiewicz mileage. His contract was for remote and face to face when necessary. He lives 2 ½ hours away so this was part of his contract. Mrs. Taliaferro said she understood as her boss lives three hours away. Mrs. Lambert said this is not in Mr. Markiewicz current contract to be reimbursed.

### Consent Agenda

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the Consent Agenda. (Vote 3-1)**

### Meeting Minutes

**Mrs. Collins made a motion, seconded by Mr. Ouellette to approve the public minutes of 12-3-24. (Vote 4-0)**

### Old Business

#### Drug and Alcohol Curriculum

Mrs. Kebler said it's good to see a solid curriculum for Health.

**Mrs. Collins made a motion, seconded by Mr. Ouellette to approve the Drug and Alcohol Curriculum.**

Mr. DeColfmacker agreed with Mrs. Kebler and said it's wonderful for our school to have been given this grant. Mrs. Collins said that parents will be able to see what's being taught than they can opt out if they are uncomfortable with any part. Mrs. Taliaferro said she is happy to see the drug and alcohol part now that the police department is no longer doing the D.A.R.E program any longer. She is concerned with the family life, sexuality and mental health part. Mrs. Keenan told the Board most of these curriculums have a parent letter explaining the curriculum. She also suggested a parent night. **(Vote 3-1)**

### New Business

#### Promising Future Grant

In the packet.

### Policies

#### GBGBA- Use of Automated External Defibrillator

1<sup>st</sup> Reading. New NHSBA policy. It's already being followed by the school nurse. Mr. Ouellette said there is a training video and if the school doesn't have access to it let him know.

#### JLCA- Emergency Plan for Sports Related Injuries and Additional protocols for Athletics

1<sup>st</sup> Reading. New NHSBA policy. The plan is in the packet.

### Committee Report

#### Curriculum

Committee members continue to work on "I can" statements for the power standards. They completed the first look at writing standards and dove into reading for each grade level. Mrs.

Collins said it's amazing the work the committee is doing. Mrs. Kebler said they will be sending home a guide to the curriculum so parents will know what's being taught in parent/student friendly language.

## Joint Loss

### Joint-Loss Management Committee 10/24/24

Ivy Leavitt-Carlson  
Aaron Nason  
Brad Davis  
Georgia Brunelle  
Aisilyn Guivens

#### Agenda

1. Purpose of Joint Loss Committees and Review of confidentiality expectations - I. L.C.
2. Review from last year
3. Incident report review for the last quarter (this one will be big the first time around)
  - a. Discussion/clarification of number breakdown
  - b. Clarification of Incident Report - when/what to document
    - i. G. Brunelle - Touch base with Michele Lambert
  - c. Need for continued Para/1-1 training - CALM training/refresher
4. Building and grounds concerns - B. Davis
  - a. Address Outdoor Fire Alarm Issues
  - b. Vandalism Clean-up with PD
  - c. Winter weather concerns - parking lots/plowing regarding contract with First Student
5. Health office concerns
6. Staff Concerns
  - a. Present info on JLMC and how to report issues
  - b. A. Guivens = contact for staff for concerns
  - c. Inform staff on Incident Report procedure
  - d. Middle School Bathroom Behaviors
  - e. Refresh Lock Down procedures at next Staff Meeting
7. Recommendations/Action Items
  - a. Put meetings in Panther Press
    - i. Staff concerns brought to A. Guivens beforehand
8. Agenda for next meeting
  - a. Next Meeting January 16th

## Nominations/Hires/Resignations

### **FYI**

Maggie O'Blenes

David Sampson

Mrs. Keenan said we only have three paras from contracted services to replace. We have been able to hire our own to replace the contracted paras. This is a major savings.

### **Follow Up**

#### Warrant Articles

Mrs. Kebler said the handout is a draft copy of warrant articles. This does not include the CBA. Mrs. Taliaferro felt all the warrant articles with the figures the Board decided on at the last meeting should all go to the Budget Committee. The Board agreed that a handout explaining the warrant articles should be handed out at Deliberative Session. The Board discussed each article. The Board decided it was unnecessary to buy tablets for them as Mr. Ouellette brought his in to the Technology Director who installed Windows 11 and it's like a new computer. The rest of the Board will make appointments with the Director to get theirs updated.

#### Article 4 Special Education

No change

#### Article 5 Boiler Replacement

No change

#### Article 6 Replacement HVAC Units

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to lower the \$75,000 to \$50,000. (Vote 3-1)**

#### Article 7 Classroom Renovation

No change

#### Article 8 Technology Network Infrastructure

(No money to be added)

#### Article 9 Maintenance Contingency

No change

#### Article 10 Building Renovation

(No money to be added)

#### Article 11 Paul School Roof Repair

No Money to be Added

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to eliminate Articles 8 Technology Network Infrastructure, 9 Maintenance Contingency and 10 Building Renovation. (Vote 3-1)**

#### Status of Buses

##### **1. Status of Buses**

a. Section 2 - #2.5 of Transportation Agreement

Contract Language:

“Within sixty (60) days of execution of the Agreement, Contractor shall provide notice to the District of whether it intends to purchase all or part of the district’s current fleet. The Parties acknowledge that execution of this Agreement does not obligate the Contractor to purchase any vehicles from the district.”

The Wakefield School Board received documentation regarding the value of the buses and maintenance costs on November 5th, which was 56 days after the contract’s execution. Contrary to statements made by Sandra, the board did not wait six months for this information.

It should be noted that First Student has expressed a willingness to purchase the buses but is not in urgent need of them. According to Christopher Taft, the local manager, First Student currently has an adequate fleet.

b. Section 5 - #5.2

Contract Language:

“Contractor shall provide maintenance and administrative facilities needed to provide service under this Agreement. District will provide a location for parking for buses designated for District use (the ‘Lot’). District shall be responsible for all maintenance related to the Lot including, but not limited to, plowing and all utility costs of the Lot.”

Discussions with Area Regional Manager Ben Henry clarified that this section refers to the contractor’s responsibility for maintaining their buses, which are being used to transport our students.

c. Recent Conversations with First Student

**Key Questions Asked:**

1. What would it take to get the buses back to Wakefield?

Towing Costs: Each bus would cost approximately \$500-\$700 to tow. This is a rough estimate.

**Repairs to Pass Inspection:**

Estimated costs range from \$5,000 to \$10,000 per

bus. It was noted that the buses had been neglected for an extended period.

**Additional Notes:**

Following the meeting, a discussion arose regarding Mr. Fogg, who has been hired by First Student. Christopher Taft confirmed that while Mr. Fogg was hired, there is no intention for him to drive a Wakefield route.

Discussions with Christopher Taft revealed that First Student does not plug in their buses unless necessary to assist with starting in extreme cold. This practice does not impact the condition of the buses. This perspective was supported by Tim Eldridge (Eldridge Transportation), who confirmed that he only plugs in a few of his buses and not his spares. I have reached out to two additional transportation companies for further confirmation and will follow up on Monday.

**Summary of Costs:**

Towing Costs: \$500-\$700 per bus × 7 buses + 1 small bus = approximately \$4,700

Repair Costs: Estimated at \$5,000-\$10,000 per bus; total approximately \$61,000

If the board decides to delay a decision until after the school vote in March, Brad has suggested housing the buses in the back of the front parking lot. Tim Eldridge noted that snow removal from spare buses is typically unnecessary.

Mrs. Taliaferro said it's been 78 days since the contract was signed. Mrs. Kebler said she counted business days. Mrs. Taliaferro feels it would be beneficial to get the buses sticker ready rather than towing them back to the school. Mr. Ouellette said he believes two of them need tires and a sticker. We have a set of tires we purchased and haven't been put on a bus. He suggested taking the easy ones, get them stickered and bring them back one at a time. Each bus has an estimated breakdown of repair costs. He asked about the newest buses. Do they just need stickers? Are they still under warranty? Mrs. Kebler and Mrs. Peaslee both talked to Justin and Justin feels First Students values were very reasonable and probably higher than what he would value them at. Mr. Ouellette and Mr. DeColfmacker believe the vans are undervalued. Mrs. Kebler said the vans are here. She has to check on their value. Mrs. Kebler said Mr. Fogg had called offering to drive buses back to Wakefield. Mr. DeColfmacker would like a schedule from First Student for bus repairs.

Mrs. Taliaferro said that she has been asking some of these questions for years and always got shut down. She didn't ask them to be argumentative. That's why she asked all those questions so they wouldn't be here today. Mr. Ouellette asked that Transportation be on every agenda for updates. He said the Board is going to have to make a decision on what to do with the buses at some point.

Mr. Ouellette asked if we had money in the bus repair line and Mrs. Lambert said no, it went to the transportation contract. Mr. DeColfmacker asked how will we pay for this and Mrs. Taliaferro said it's a bottom line budget.

### Gym Floor

Mr. DeColfmacker said there is a statute of limitations for the insurance money. We will be getting that but don't know if we can use it for the floor or if it will be considered revenue or go back into the operating budget which will have to be spent by the end of the year. It would mean giving the flooring company a deposit. Mrs. Kebler will call the NH Charitable Trust. Mr. DeColfmacker passed around handouts. There are two options, a rubber floor at \$65,000 with a lifetime warranty and a vinyl floor with a two year warranty at \$80,000. There is \$9,000 in the trust and if the \$25,000 can be used that means we'd have to come up with about \$30,000 to replace the floor. The floor is still deemed safe. Mr. DeColfmacker said the company is very credible and is honoring an estimate they gave Mr. Davis last spring. He does realize this still needs to go out to bid.

Mrs. Kebler said the Budget Committee meeting is January 6<sup>th</sup> to go over the Warrant Articles, Default Budget and Revenue Projections. She said these will not be ready for School Board approval by January 6<sup>th</sup>. The next date for negotiations is January 7<sup>th</sup> and the Board will have to ratify it. She asked that the Board change the next meeting to January 8<sup>th</sup>. Mr. Ouellette said they have met twice with the union and expect to meet only once more.

Mrs. Kebler said she and Mr. O'Connor have talked about how we get this to the Budget Committee because it has to be done and ready for the Public Hearing on January 14<sup>th</sup>. Mr. Ouellette asked if the Budget Committee date could be changed. Mrs. Colbath said December

30<sup>th</sup> is the only open date between now and January 14<sup>th</sup>. If everything isn't ready some can be done prior to the Public Hearing. Mrs. Lambert said the Board will have to vote on the Warrant Articles. Mr. Ouellette asked why the Board couldn't vote on the Warrant Articles now. Mrs. Lambert said she doesn't have the tax impact ready. She'll be trained tomorrow. The Board decided to meet Thursday, January 2<sup>nd</sup> at 5:00. The next School Board meeting will be moved from Tuesday January 7<sup>th</sup> to January 8<sup>th</sup> at 5:30.

### **Operating Budget**

The computers were taken out of the budget and there was a duplication of the BCBA so that \$70,000 came out of the budget. This makes the budget \$89,593 less than what the Board originally voted on.

**Mr. Ouellette made a motion, seconded by Mrs. Collins, to approve the operating budget at \$13, 016,277. (Vote 4-0)**

Mr. Ouellette said that's a 4% increase over last year.

### **Public Comment**

None

### **Non Public**

**Mr. Ouellette made a motion, seconded by Mrs. Collins to enter non public under RSA 91-A;3 ll (c). Roll Call Vote: DeColfmacker aye, Collins Aye, Ouellette aye, Taliaferro aye.**

The Board returned to public session at 7:54

### **Adjournment**

**Mrs. Collins made a motion, seconded by Mrs. Taliaferro, to adjourn the meeting at 7:55. (Vote 4-0)**

Respectfully submitted for approval at the next School Board meeting,

Priscilla Colbath  
School Board Secretary