

**CANDIA SCHOOL BOARD MEETING  
WEDNESDAY, MARCH 21, 2018 AT 6:00 P.M.  
HENRY W. MOORE SCHOOL MEDIA CENTER**

**These minutes have been approved.**

Dr. Charles P. (Phil) Littlefield, called the meeting to order at 6:00 p.m. Those in attendance were Board members Matt Woodrow, Dana Buckley, Kim Royer, and Mark Chalbeck; Principal, Dr. Robert St. Cyr; Assistant Principal, Michelle Lavallee; Technology Director, Dan Roma; Assistant Superintendent, Marge Polak, and Business Administrator, Karen Lessard.

Dr. Littlefield explained the nomination process by which a Board Chair is selected.

Motion by Dana Buckley to nominate Matt Woodrow as Chair. A roll call vote was taken.

Kim Royer-Yes  
Stephanie Helmig-Yes  
Matt Woodrow-Yes  
Dana Buckley-Yes  
Mark Chalbeck-Yes  
The motion carried.

Matt Woodrow presided over the meeting from this point.

Motion by Matt Woodrow to nominate Stephanie Helmig as Vice-Chair. A roll call vote was taken.

Kim Royer-Yes  
Stephanie Helmig-Yes  
Matt Woodrow-Yes  
Dana Buckley-Yes  
Mark Chalbeck-Yes  
The motion carried.

Motion by Matt Woodrow to nominate Dana Buckley as Clerk. A roll call vote was taken.

Kim Royer-Yes  
Stephanie Helmig-Yes  
Matt Woodrow-Yes  
Dana Buckley-Yes  
Mark Chalbeck-Yes  
The motion carried.

The Board reviewed the Standing Committees. The committees for the 18/19 year will be:

**Budget:** Stephanie Helmig and Dana Buckley (alternate)

**Facilities:** Mark Chalbeck and Kim Royer

**NHSBA Delegate:** Matt Woodrow

**Policy:** Dana Buckley

**Transportation:** Mark Chalbeck

**SERESC:** Kim Royer

**Long-Term Planning:** Matt Woodrow

**Wellness:** Dana Buckley

**CESPA:** Kim Royer

**Manifest:**

May/June/July: Mark Chalbeck

Aug./Sept./Oct.: Kim Royer

Nov./Dec./Jan.: Matt Woodrow

Feb./Mar./April: Dana Buckley

Bob St. Cyr introduced Sue Demanche who introduced members of the VEX IQ Robotics Team who led the attendees in the Pledge of Allegiance.

## **PROOF OF POSTING**

Dr. Littlefield provided proof of posting.

Matt Woodrow thanked outgoing Board member Becky Cronk on behalf of the Board for her service on the Board. He then welcomed new Board member Mark Chalbeck to the Board.

## **PINKERTON ACADEMY LIAISON**

Pinkerton Academy Liaison Elizabeth Nerney addressed the Board with the following activities:

- Headmaster Morse left and has been replaced, temporarily, by Dr. Powers
- Spring sports have begun
- Juniors to SAT's today
- The 'blizzard bags' have been depleted due to the number of snow days
- 'Anything Goes' play on April 2
- HOSA competition
- Spanish class traveled to Costa Rica
- French class is going to France
- Trip to Mexico upcoming

## **APPROVAL OF MINUTES**

Motion by Dana Buckley, seconded by Matt Woodrow, to accept the minutes of the Candia School Board Meeting on February 1, 2018, with the following amendment. Page 2 under Old Business/Goals, line 6 should read '**He asked administration to try to think out of the box for possible ways to get that to happen without affecting core subjects**', and the motion carried unanimously.

Motion by Matt Woodrow, seconded by Stephanie Helmig, to approve the sealed minutes of the Candia School Board non-public meeting on February 1, 2018, and the motion carried unanimously.

Motion by Matt Woodrow, seconded by Dana Buckley, to approve the minutes of the February 22, 2018 meeting, and the motion carried unanimously.

Motion by Matt Woodrow, seconded by Stephanie Helmig, to approve the sealed minutes of the February 22, 2018 meeting, and the motion carried unanimously.

## **PRESENTATIONS**

### **Robotics**

Sue Demanche introduced members of the VEX IG Robotics Team, all 6<sup>th</sup> graders, Jacob Cote, Max Cote, Bodi Joas, Keith Sangillo, and Alex Turner, who demonstrated their challenge. Candia's team 2701A has qualified for the VEX IQ World Championship in Louisville, KY in late April. It will be streamed live.

### **PowerSchool Unified Insights**

Previously asked by the Board to find a system to aggregate student assessments and data points, Dan Roma presented the PowerSchool Unified Insights (PUI) program which does just that. It would be funded with REAP (federal grant) funds. Dan fielded many questions by the Board. Dr. Littlefield stated that this presentation was something administration was planning on doing, as the current system, Performance Plus, no longer meets the needs and Marge Polak stated the intent is to do away with it. She said PUI would double the functionality of Performance Plus.

Motion by Kim Royer, seconded by Matt Woodrow, to support the transition to PowerSchool Unified Insights, and the motion carried unanimously.

## **OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

Resident Ken Geokjian asked if day to day grades and testing could be added into the PowerSchool Unified Insights system, to which Dan Roma stated it would, as it captures everything.

Teacher Judi Lindsey, stated that because of connections to a school in Ghana through the 'Level Up Village' (LUV) program, donations of old sports equipment and uniforms were made by the Candia Youth Athletic Association. She passed around a picture of the Ghana children in CYAA uniforms.

Teacher Mary Pacheco stated that 3 of 5 days of training on the science program have been completed. She said there has been positive feedback.

## **UPDATES FROM DR. CHARLES P. LITTLEFIELD, SUPERINTENDENT OF SAU #15**

Dr. Littlefield stated that good leaders are always growing and are forward thinking. He said he is now notifying the board, with mixed emotions, that Bob St. Cyr has decided not to continue on as Principal after this school year ends.

Matt Woodrow thanked Dr. St. Cyr for this thirteen years, and said his efforts in the school community and culture were much appreciated. Kim Royer said that Dr. St. Cyr's decision to continue through the year is a testament to his hard work and dedication to the Moore School.

Motion by Matt Woodrow, seconded by Dana Buckley, to accept, with regret, Bob St. Cyr's intent to not return to the Moore School after June 30, 2018, and the motion carried unanimously.

Stephanie Helmig wished to thank Lynda Byrne and her staff for the extra efforts in disinfecting the building during the flu season.

## **REPORTS**

### **Reports of Administrators**

Administrator Reports were reviewed.

There were no updates of standing committees.

## **OLD BUSINESS**

### **Goals**

Goals were reviewed. Dr. Littlefield stated that they are making good progress on attaining goals. Stephanie Helmig asked about the upcoming report by the Turner Group and how it fits in with the five year plan. Karen Lessard said the hope is for the Turner Group to be at the April meeting. Dr. Littlefield said after the Board sees the report, it can be 'chunked' into phases. Kim Royer reminded the Board that the report is a public document on a public building and that the Board will be looking to budget for items. Dana Buckley asked for the report to be posted on the website.

## **NEW BUSINESS**

### **Foreign Exchange Student**

Mr. & Mrs. Geokjian were in attendance to ask for Board approval of a foreign exchange student for the 2018/2019 school year at Pinkerton.

Motion by Matt Woodrow, seconded by Stephanie Helmig, to approve the Geokjian's request for a foreign exchange student for the 2018/2019 school year, and the motion carried unanimously.

## **POLICY REVIEW**

### **2<sup>nd</sup> Reading/Adoption**

Motion by Dana Buckley, seconded by Kim Royer, to approve for adoption policies, ILDA/ILD-Non-Educational Surveys and Questionnaires, IMDA-Patriotic Exercises, JICD-Student Discipline and Due Process, JICFA-Hazing, JLF-Reporting Child Abuse or Neglect, DKA-Payroll Procedures, and DIH-Fraud and Fiscal Management as presented, and the motion carried unanimously.

### **1<sup>st</sup> Reading/Review**

Motion by Dana Buckley, seconded by Matt Woodrow, to approve the 1<sup>st</sup> reading of policies BFE-Administration in Policy Absence, BG-Policy Development, BGA-Policy Development System, BGB-Policy Adoption, BGC-Policy Review and Evaluation/Manual, BGE-Policy Dissemination, BGF-Waiver of Policies, BHC-Board/Employee Communication, and DFA-Investments, and the motion carried unanimously.

Motion by Dana Buckley, seconded by Matt Woodrow to eliminate policy JLDBB-Suicide Prevention in favor of a building protocol, and the motion carried unanimously.

## **FINANCE/OPERATIONS**

### **Review of Expenditure Manifests and Action Relating Thereto**

Motion by Dana Buckley, seconded by Stephanie Helmig, to move the March 21, 2018 manifest in the amount of \$955,813.40, and the motion carried unanimously.

### **Budget Adjustments**

The budget adjustments were reviewed.

Motion by Matt Woodrow, seconded by Kim Royer, to approve the budget adjustments as presented, and the motion carried unanimously.

### **Revenue Report**

The revenue report was in the packet for review.

**PERSONNEL (if necessary)**

**OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

**NON-PUBLIC SESSION RSA 91-A: 3 Sections II (if needed)**

Motion by Matt Woodrow, seconded by Dana Buckley, to enter into a non-public session RSA 91-A:3 Section II (c) at 7:16 p.m. A roll call vote was taken, and the motion carried unanimously.

The Board reconvened into a public session at 8:10 p.m.

Motion by Matt Woodrow, seconded by Mark Chalbeck, to seal the minutes in perpetuity, because the divulgence of the information would likely adversely affect the reputation of a person/people other than a member of the board itself, and the motion carried unanimously.

Some discussion of 'Blizzard Bags' ensued. No action was taken.

**INFORMATIONAL ITEMS AND CORRESPONDENCE**

Enrollment Reports

**NEXT / UPCOMING AGENDA ITEMS**

Personnel Appointments

2018-2019 Programmatic Overview I (Part 2) (April 5, 2018)

May 3, 2018 Meeting: Suicide Prevention Protocol

**ADJOURNMENT**

Motion by Matt Woodrow, seconded by Stephanie Helmig, to adjourn the meeting at 8:20 p.m., and the motion carried unanimously.

The next regularly scheduled Candia School Board Meeting will be held Thursday, April 5, 2017 at 6:00 p.m. at the Henry W. Moore School Media Center.

Respectfully submitted,

Rebecca SJ McCarthy  
Recording Secretary