

**CANDIA SCHOOL BOARD MEETING  
THURSDAY, APRIL 5, 2018 AT 6:00 P.M.  
HENRY W. MOORE SCHOOL MEDIA CENTER**

**These minutes have been approved.**

Matt Woodrow, Chair, called the meeting to order at 6:02 p.m. Those in attendance were Board members Dana Buckley, Kim Royer, and Stephanie Helmig; Principal, Dr. Robert St. Cyr; Director of Student Services, Kathryn Duncan; Technology Director, Dan Roma; Superintendent, Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak, and Business Administrator, Karen Lessard.

Matt Woodrow led the attendees in the Pledge of Allegiance.

**PROOF OF POSTING**

Dr. Littlefield provided proof of posting.

**PINKERTON ACADEMY LIAISON**

Pinkerton Academy Liaison Elizabeth Nerney addressed the board with the following activities at Pinkerton:

- Beginning of 4<sup>th</sup> quarter
- Science testing
- Dr. Powers named interim Headmaster for the 18/19 school year
- Upcoming Spring College Fair
- Graduation set for 6/11/18 at SNHU

Matt Woodrow moved Superintendent Nominations up on the agenda.

**Administrator Nominations**

Motion by Matt Woodrow, seconded by Kim Royer, to approve the nomination of Michelle Lavallee as Assistant Principal for one year, and the motion carried unanimously.

Motion by Matt Woodrow, seconded by Kim Royer, to approve the nomination of Kathryn Duncan as Director of Student Services for one year, and the motion carried unanimously.

**Teacher Nominations**

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

Dr. Littlefield stated that he appreciates the fact that Dr. St. Cyr gave enough notice for him to look at the big picture and stated that, with a great deal of enthusiasm, that he is nominating Becky Wing as the Principal of the Henry W. Moore School, effective July 1, 2018. Dr. Littlefield stated that Becky is currently the Director of Math, Assessment, and Accountability for the Hooksett School District and has been in that position for 10 years. Prior to that, she was Assistant Principal at the David R. Cawley Middle School in Hooksett. Becky knows the Moore School staff and has worked directly with many of the Moore teachers. Dr. Littlefield said he is looking forward to the end of a really enjoyable era, and to the beginning of another one. He added that this appointment is to be conditional on the negotiation of an employment contract and updating with NHDOE credentialing.

Motion by Dana Buckley, seconded by Kim Royer, to accept the Superintendent's nomination of Becky Wing as the Principal of the Henry W. Moore School, effective July 1, 2018, said appointment to be conditional on the negotiation of an employment contract and updating with NHDOE credentialing, and the motion carried unanimously.

Dr. Littlefield thanked the board for their support in his nominations. Matt Woodrow thanked Bob St. Cyr on behalf of the board.

Matt Woodrow moved the first order of New Business up on the agenda.

Tanya Colon was in attendance with a request for a high school other than one of record. Matt Woodrow asked her if she would like to speak to the board in a public or non-public session. She chose a non-public session.

Motion by Matt Woodrow, seconded by Kim Royer, to enter into a non-public session RSA 91-A: 3 Section II c.

A poll vote was taken.

Royer-Yes

Buckley-Yes

Helmig-Yes

Woodrow-Yes

The motion carried at 6:11 p.m.

The board reconvened into a public session at 6:52 p.m.

Motion by Matt Woodrow, seconded by Dana Buckley, to seal the non-public 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.

### **APPROVAL OF MINUTES**

Motion by Matt Woodrow, seconded by Stephanie Helmig, to accept the minutes of the Candia School Board Meeting on March 21, 2018, and the motion carried unanimously.

Motion by Kim Royer, seconded by Stephanie Helmig, to accept the non-public, sealed minutes of the Candia School Board Meeting on March 21, 2018, and the motion carried unanimously.

### **PRESENTATION**

#### **HL Turner Group**

Karen Lessard stated that the HL Turner Group was unable to do a roof inspection because of the snow, but will be in attendance at the May 3<sup>rd</sup> meeting. A report will be sent to the board beforehand.

#### **2018/2019 Programmatic Overview (Part 2)**

Dr. St Cyr outlined the 2018/2019 Programmatic Overview which included:

- Middle School Schedule
- Unified Arts Electives
- Middle School Enrichment
- Advisory Activities
- Elementary Schedule
- Enrichment Transition Plan

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

Sandra Truby (High St.) asked if Dr. St. Cyr's plan was to be implemented in the fall, to which he said that was the expectation. Matt Woodrow stated that there will be some coordination with the incoming Principal.

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

Nothing additional

### **REPORTS**

#### **Reports of Administrators**

Administrator Reports were reviewed.

### **OLD BUSINESS**

#### **Goals**

Goals were reviewed.

### **NEW BUSINESS**

#### **Parent Request for High School Other Than One of Record-Earlier in the meeting**

#### **Retreat Date**

The board chose to schedule their retreat on May 22. Marge Polak will look into a venue. Matt Woodrow stated that he would like a second retreat. Kim Royer did not feel the need, saying that the board will be extra busy with the Superintendent Search. They agreed to meet at 4:00 on September 6, two hours before their regularly scheduled board meeting.

#### **Field Trip Request-Science Camp**

Motion by Matt Woodrow, seconded by Kim Royer, to approve the Science Camp field trip as presented, and the motion carried unanimously.

**Field Trip Request-Robotics**

Motion by Matt Woodrow, seconded by Stephanie Helmig, to approve the Robotics field trip as presented, and the motion carried unanimously.

**Field Trip Request-Legoland**

Kim Royer stated that there is a policy that caps the amount parents must pay toward a field trip. Some discussion ensued.

Motion by Stephanie Helmig, seconded by Dana Buckley, to approve the Legoland field trip as presented, with the Candia School District paying not more than \$8.00 per student, and the motion carried unanimously.

**POLICY REVIEW**

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

Motion by Dana Buckley, seconded by Matt Woodrow, to approve Policies 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 as presented, and the motion carried unanimously.

Dana explained that there was no first reading of policies due to the rescheduling of the Policy Committee Meeting.

**FINANCE/OPERATIONS**

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

Motion by Dana Buckley, seconded by Stephanie Helmig, to move the April 5, 2018 manifest in the amount of \$619, 384.91, and the motion carried unanimously.

The January budget adjustments were reviewed.

Motion by Matt Woodrow, seconded by Stephanie Helmig, 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)**

**Administrator Nominations-Earlier in the meeting**

**Teacher Nominations-Earlier in the meeting**

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

**INFORMATIONAL ITEMS AND CORRESPONDENCE**

**NEXT / UPCOMING AGENDA ITEMS**

HL Turner Group

**OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

Todd Keating (North Rd.) asked why there was no summary of policies up for review or adoption. He was told that these policies were reviewed as a first reading last month, and this was the second time before the board. He was also informed that each full packet, which includes the policies and their suggested changes, are on the SAU website (under 'Minutes').

Referring to his presentation, Jennifer Maurice asked Dr. St. Cyr if Enrichment time could be used for extra help. He said it could.

Nicole LaFlamme stated that a policy was adopted prohibiting teachers from sending 'wish lists' to parents. Anything required for education must be paid for by the district.

Nicole LaFlamme asked why the parents have to pay for the field trip to Washington DC, but the district is paying for the Robotics and Legoland field trip. This is not equitable. If something is not part of curriculum, the district should not be funding it. Is concerned because the budget is up significantly.

Nicole LaFlamme asked what the process was in choosing Becky Wing for the principal position. She asked if it was a 'one and done', why no search was opened up. Dr. Littlefield explained that it is his decision to make, and that he prefers to promote from within. He said he felt that Becky was a perfect choice and therefore brought this recommendation before the board.

Nicole LaFlamme asked if Dr. St. Cyr's presentation would be posted online. It will be.

Kim Royer stated that there has been no conversation regarding maintenance; what needs to be done. The board should be thinking about purchasing needed items and setting things up. It may be time to get bids on the baseball field.

**ADJOURNMENT**

Motion by Dana Buckley, seconded by Matt Woodrow to adjourn the meeting at 7:55 p.m., and the motion carried unanimously.

The next regularly scheduled Candia School Board Meeting will be held Thursday, May 3, 2018, at 6:00 p.m. at the Henry W. Moore School Media Center.

Respectfully submitted,

Rebecca SJ McCarthy  
Recording Secretary