

**CANDIA SCHOOL BOARD MEETING  
THURSDAY, AUGUST 17, 2017 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 5:06 p.m. Those in attendance were Board members Becky Cronk, Kim Royer, Dana Buckley, and Stephanie Helmig; Principal, Dr. Robert St. Cyr; Assistant Principal, Michelle Lavallee; Director of Student Services, Kathryn Duncan; Technology Director, Dan Roma; Superintendent, Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak, and Business Administrator, Karen Lessard.

Bob St. Cyr led the attendees in the Pledge of Allegiance.

**PROOF OF POSTING**

Dr. Littlefield provided proof of posting.

**APPROVAL OF MINUTES**

The Board reviewed the minutes.

Motion by Becky Cronk, seconded by Dana Buckley, to accept the minutes of the Candia School Board Meeting on June 8, 2017, and the motion carried unanimously.

Motion by Becky Cronk, seconded by Kim Royer, to accept the sealed, non-public minutes of the Candia School Board Meeting on June 8, 2017, and the motion carried unanimously.

**OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

Jacqueline Wilkins expressed her concern with the bus schedule for the high school students. She felt issues with bus stops should be addressed or discounts for bus passes should be given to those who have to travel a number of miles to one of the stops available. Matt Woodrow said that bussing would be discussed later in the meeting.

Jennifer Maurice asked if a foreign language would be considered at some point. She said it is necessary in order to have students prepared for high school. Dana Buckley stated that was one of the goals discussed at the Board Retreat and that it will be discussed later on in the meeting. Dr. Littlefield stated that one of the nominees on the agenda for approval tonight has an extensive background in Spanish.

Joni Plante asked if a Pinkerton stop could be added at the Moore School.

Sue Demanche stated she is thankful to the Board for having any Pinkerton bus.

Jacqueline Wilkins clarified that she is not un-happy with the bus to Pinkerton.

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

No new updates.

**OLD BUSINESS**

**Superintendent Transition Team**

The Superintendent Transition Team met with Bob Lister (NHSBA) in July and reviewed the model. They need additional information from Auburn and Hooksett, and will meet again in October. The committee expects to have a decision on what application they will look at and will have more information for the SAU Board in October.

**NEW BUSINESS**

**Instructional Time Schedule**

Dr. Littlefield stated that there has been no change from last year. It is before the Board as it is required by Ed. Rules to do so.

Discussion ensued relative to an hourly calendar versus a daily calendar. Dr. Littlefield stated that because it is academically challenging enough to get everything done in 180 days, he recommends a daily calendar. An hourly calendar can set a last day of school, but the downside is less instruction to students. Kim Royer, who was on the Calendar Committee, said it was important to the committee that the kids weren't short-changed. Although the trend was to go to an hourly calendar, the committee wanted plenty of time for curriculum. She added that the approved calendar states that if more than five days are cancelled, days will be taken away from

the April vacation. This allows for a definite date for the last day of school, and allows for parents to be assured of setting camp dates in the summer.

Motion by Matt Woodrow, seconded by Dana Buckley, to approve the 17/18 Instructional Time Schedule as presented, and the motion carried unanimously.

### **Goals Setting-Discussion**

Dr. Littlefield stated that the Board discussed and set goals at their retreat. He said there are many goals to be attained, and the form to be used will be color-coded. When a goal is initiated, it will be yellow, ongoing will be blue, and when the goal has been met, it will be blue. Theoretically, all will be blue in June. Goals will be on all upcoming agendas.

### **Bus Passes**

Matt Woodrow asked the cost of bus passes. Karen Lessard stated that it has been \$75 per semester for a 2-way pass and \$37.50 per semester for a 1-way pass. She said they had offered a 10-pass card, but that so few students use this method, and because these are difficult for the bus driver, she would like to do away with them in the future. Dr. Littlefield stated that in no way do bus passes pay for transportation. Karen Lessard stated that it costs \$50,000 a year of which \$5,188 was offset by bus passes. Kim Royer stated that legally, the district is not obligated to provide transportation from 9<sup>th</sup> grade on, and that the Board chose to put in a third bus for Pinkerton students. Matt Woodrow stated there are currently two busses to Central and one bus to Pinkerton. He said busses can be reconfigured, if necessary, as ridership is determined. Becky Cronk stated that parents should remember that this is a transition year, and an interim year at Pinkerton. Karen Lessard stated that many things are taken into consideration when establishing routes. Stephanie Helmig asked if there was any liability in dropping of a high school student five miles from their home, to which Karen said there is not. Kim Royer stressed for those who live far from a pick-up/drop-off point to reach out to neighbors and set a car-pool schedule. Stephanie Helmig asked how the Board members should respond to those concerned with the Pinkerton stops, to which Kim Royer said that bus is a convenience. She said there were only four stops, but two additional stops have been added. Discussion continued about the possibility of adding a stop at the Moore School. Karen Lessard stated that there is already a huge parent pick-up and adding a high school stop would make for a potential huge bottleneck. Becky Cronk stated that she is not happy with the stops, as there is nothing on the east side of town. Karen Lessard will get information from Becky and will reassess stops for the Pinkerton bus.

Motion by Stephanie Helmig, seconded by Becky Cronk, to remove the 10-ride pass for the 18/19 school year, and the motion carried unanimously.

## **POLICY REVIEW**

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

Dana Buckley summarized the policies before the Board.

Motion by Dana Buckley, seconded by Stephanie Helmig, to approve the adoption of Policies AD and BA, and the motion carried unanimously.

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

Motion by Dana Buckley, seconded by Stephanie Helmig, to approve the first reading of Policies BDA, BCC, BDD, BDG, IGA and IGD, and the motion carried unanimously.

## **FINANCE/OPERATIONS**

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

Motion by Becky Cronk, seconded by Stephanie Helmig, to move the June 30, 2017 manifest in the amount of \$743,590.49, and the motion carried unanimously.

Motion by Becky Cronk, seconded by Dana Buckley, to move the July 20, 2017 manifest in the amount of \$216,708.41, and the motion carried unanimously.

Motion by Kim Royer, seconded by Matt Woodrow, to move the August 17, 2017 manifest in the amount of \$314,304.11, and the motion carried unanimously.

The Expenditure Report was reviewed. Some discussion ensued. Stephanie Helmig stated that the Budget Committee would like a monthly Revenue Report. Karen Lessard said she would provide one in each packet.

### **Budget Adjustments**

There were no budget adjustments.

## **PERSONNEL (if necessary)**

Bob St. Cyr explained the screening process used when bringing a candidate before the Superintendent, and said what stood out about the nominees.

**Ratification of Superintendent's Nomination**

Motion by Dana Buckley, seconded by Becky Cronk, to approve the ratification of the Superintendent's nomination of Rachel Angelis, and the motion carried unanimously.

Motion by Matt Woodrow, seconded by Kim Royer, to approve of the Superintendent's nomination of Samantha Post, and the motion carried unanimously.

**Resignation**

Motion by Becky Cronk, seconded by Matt Woodrow, to accept the resignation, with regrets, of Michael Sacharko, and the motion carried unanimously.

Matt Woodrow thanked the PTO and the volunteers, for the beautiful new sign. Becky Cronk stated that Lisa Cote deserves kudos for her perseverance with all the 'bumps' that came along the way on this project. Kim Royer asked if there was going to be any landscaping near the sign, to which Becky Cronk stated the Facilities Committee will be addressing it at their next meeting. Stephanie Helmig suggested a school-wide thank you card from the students.

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

**INFORMATIONAL ITEMS AND CORRESPONDENCE**

**NEXT / UPCOMING AGENDA ITEMS**

Revisit Videotaping of Meetings (discussion)

Turner Group Presentation

List of Teachers/Grades

The Board decided that from this point on, August meetings will be held at 6:00 p.m. as opposed to 5:00 p.m. as has been done historically.

**OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

Mark Laliberte addressed the Board stating that he approached Pinkerton to be considered the Candia representative for the Board of Trustees. Considerable discussion ensued. Dr. Littlefield stated that the process for the Board of Trustees is determined by Pinkerton. It is not a Board placement; it is a Pinkerton function only. They look at the best interest of Pinkerton, and do not represent Candia. It is a lifetime appointment.

Douglas Pinard asked if the Board would look at a Pinkerton bus stop on the east side of town, to which Becky Cronk stated that she would provide Karen Lessard with a map to do so. Matt Woodrow reiterated that the district is not obligated to provide transportation to high school, but they will be looking at a stop on the east side, and will do the best they can with routes.

Joni Plante said she is thankful for the transportation and asked if safety is considered when determining stops. She made some suggestions for stops. Karen Lessard said they do not generally go into private property such as the Birchwood Plaza as suggested by Ms. Plante. Matt Woodrow stated that safety is the #1 priority.

**ADJOURNMENT**

Motion by Becky Cronk, seconded by Dana Buckley to adjourn the meeting at 6:43 p.m., and the motion carried unanimously.

The next regularly scheduled Candia School Board Meeting will be held Thursday, September 7, 2017 at 6:00 p.m. at the Henry W. Moore School Media Center. Prior to the meeting, there will be a ribbon cutting ceremony for the new sign at 5:30 p.m.

Respectfully submitted,

Rebecca SJ McCarthy  
Recording Secretary