

**CANDIA SCHOOL BOARD MEETING  
THURSDAY, NOVEMBER 1, 2018 6:00 P.M.  
HENRY W. MOORE SCHOOL MEDIA CENTER**

**These minutes have not been approved.**

Matt Woodrow, Chair, called the meeting to order at 6:00 p.m. Those in attendance were Board members Dana Buckley, Mark Chalbeck, and Kim Royer (6:08 p.m.); Principal, Becky Wing; Assistant Principal, Michelle Lavallee; Director of Student Services, Kathryn Duncan; Technology Director, Chris Jamrog; Superintendent, Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak, and Business Administrator, Karen Lessard.

Becky Wing introduced Coaches Helmig and Thyng, and members of the Girls Soccer Team who led the attendees in the Pledge of Allegiance.

**PROOF OF POSTING**

Dr. Littlefield provided proof of posting.

**PINKERTON ACADEMY LIAISON**

Elizabeth Nerney addressed the board with activities at Pinkerton that included:

- Fall sports are winding down
- Cross-Country are Division 1 Champions
- Friday night football championship vs. Londonderry
- Freshmen Reception a few weeks ago was well attended and a good experience
- No school on November 12
- December 1 Sophomore Semi-formal
- Winter sports tryouts

**APPROVAL OF MINUTES**

Motion by Mark Chalbeck, seconded by Matt Woodrow, to accept the minutes of the Candia School Board Meeting on October 4, 2018, and the motion carried unanimously.

**OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

Resident Judi Lindsey was in attendance and said her trip was wonderful. She will be giving a presentation at some point at the Smyth Library.

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

The Board reviewed the Superintendent updates.

**PRINCIPAL'S PRESENTATION ON HOMEWORK PRACTICES**

Becky Wing gave a brief presentation of current homework practices. She got input from teachers of all grades on the purpose of their homework assignments, what it looked like, and what they felt was a reasonable amount of time for their grade level. She said Pinkerton is currently reassessing their homework procedures while following competencies. Ms. Wing will continue to monitor homework practices and will look into parent involvement, homework completion rates, and how many students participate in the Homework Club.

**REPORTS**

**Reports of Administrators** were reviewed.

Mark Chalbeck asked Marge Polak how assessment training went, to which Marge said it was more of an update for state assessments. They talked about the process at the Department of Education going from the old assessments to the new assessments. Mark Chalbeck asked Becky Wing about the development of small math groups, to which she said that Cheryl St. Pierre has begun math assessments and is developing mini-lessons for small group instruction. Marge said Auburn and Hooksett will be observing these lessons.

Dana Buckley updated the board on the Superintendent Search. There will be a "Meet the Candidate" night on Thursday, November 15 at the David R. Cawley Middle School at 6:00 p.m. The board will make their final decision on Monday, November 19.

Mark Chalbeck stated that Lynda Byrne has drafted a 5-year maintenance plan with targeted yearly goals. This will be presented to the Select Board for planning/budgeting purposes.

Matt Woodrow asked the board's permission to add discussion of the preliminary budget to the agenda. The board agreed.

### **Preliminary Budget**

Matt stated that the board had their budget workshop on October 30 and said that the SAU team did a phenomenal job in creating the budget that reflects goals and priorities. He said funding for a foreign language teacher is included in the budget, as is funding for previously identified areas for improvement to the facility such as replacement of windows downstairs, relocation of the nurses area, tile removal, updating phones and intercom system, and adding strobe lighting to the restrooms.

Motion by Matt Woodrow, seconded by Dana Buckley, to adopt the preliminary budget of the Candia School District as presented, and the motion carried unanimously.

Kim Royer reported that negotiations are going well. They will meet after Thanksgiving.

## **OLD BUSINESS**

### **Goals**

Goals were reviewed.

### **Policies KF, KF-R-Use of Facilities, IJOA, IJOA-R-Field Trips**

Motion by Dana Buckley, seconded by Mark Chalbeck, to table Policies KF, KF-R, IJOA, and IJOA-R until the December meeting, and the motion carried unanimously.

## **POLICIES**

### **Second Reading**

The board reviewed policies CHB-Board Review of Regulations, CHD-Administration in Policy absence, CLA-Treatment of Outside Reports, EC-Buildings and Grounds Management, and EDC-Authorized Use of School Owned Materials.

Motion by Dana Buckley, seconded by Matt Woodrow, to approve Policies CHB, CHD, CLA, ED, and EDC, and the motion carried unanimously.

### **First Reading**

The board reviewed policies EEAEC-Student Conduct on Buses, EEBB-Use of Private Vehicles to Transport, EFC-Free and Reduced Lunches, EI-Risk Management, and BEDG-R-Access to Minutes and Public Records.

After considerable discussion, motion by Dana Buckley, seconded by Matt Woodrow, to table Policy EEBB until the December board meeting, and the motion carried unanimously.

Motion by Dana Buckley, seconded by Mark Chalbeck, to eliminate Policy EFC, and the motion carried unanimously.

Motion by Dana Buckley, seconded by Mark Chalbeck, to approve the first reading of Policies, EEAC, EI, and BEDG-R, and the motion carried unanimously.

## **FINANCE/OPERATIONS**

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

Motion by Matt Woodrow, seconded by Mark Chalbeck, to move the November 1, 2018 manifest in the amount of \$761,988.61, and the motion carried unanimously.

### **Budget Adjustments**

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.

Kim Royer asked for the fund balance for this year. Karen Lessard will email that to the board.

## **PERSONNEL**

### **Co-Curricular Nomination**

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

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

## **INFORMATIONAL ITEMS AND CORRESPONDENCE**

Enrollment Reports

### **NEXT / UPCOMING AGENDA ITEMS**

Discussion ensued relative to Shooter Detection Systems (SDS), if it should be included in the December agenda, and the possibility of creating a Safety Committee with a board member as a part of that committee. It will be on the SAU Board agenda for discussion on November 14 SAU.

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

Jennifer Maurice (Patten Hill Rd.) thanked the board for adding for a foreign language teacher in the proposed budget.

Jeremy Gill (South Road) asked if there is an option for grant-funding an SDS, or if any board member could seek out such a grant. Dr. Littlefield stated that the Hooksett board voted to go with an SDS, and that he pursued grant funding for it. However, he said Hooksett agreed to go ahead with it even if the grant isn't approved.

Lisa Cote (Main St.) updated the board with PTO activities that included a Halloween Party, Cash Calendar Fall Fundraiser, Box Top collection, BINGO night, Book Fair, Popcorn Tuesday, and a Grade 5 dance. She thanked the board for their continued support.

### **ADJOURNMENT**

Motion by Dana Buckley, seconded by Matt Woodrow to adjourn the meeting at 7:25 p.m., and the motion carried unanimously.

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

There will be an SAU Board Meeting on Wednesday, November 14, 2018, at 6:30 p.m. at the Henry W. Moore School Media Center.

There will be an SAU Board Meeting on Monday, November 19, 2018, at 6:30 p.m. at the David R. Cawley Middle School Media Center.

Respectfully submitted,

Rebecca SJ McCarthy  
Recording Secretary