

**CANDIA SCHOOL BOARD MEETING  
THURSDAY, MARCH 7, 2019 6:00 P.M.  
HENRY W. MOORE SCHOOL MEDIA CENTER**

**These minutes have been approved.**

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

Music Teacher, Mr. Brown, introduced the Moore School Band, who led the attendees in the Pledge of Allegiance, then followed with performing the National Anthem.

**PROOF OF POSTING**

Dr. Littlefield provided proof of posting.

**PINKERTON ACADEMY LIAISON**

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

- Winter Dance
- 'Plethora' of 2-hour school delays
- Optional Youth Rest and Behavior Survey
- 'Mr. Pinkerton'
- Girls Basketball made Final Four in Division 1
- 'Astro Mafia' cheering on all sports teams
- SAT's for Juniors on 3/27/19
- Ms. Jennifer Resmini will be Dean of Faculty in the new school year
- Thanked Kim Royer for her nine years on the board
- 95 days until graduation

**APPROVAL OF MINUTES**

Motion by Kim Royer, seconded by Dana Buckley, to accept the minutes of the Candia School Board Meeting on January 31, 2019, and the motion carried unanimously.

Motion by Stephanie Helmig, seconded by Kim Royer, to accept the minutes of the Candia School Board Meeting on February 6, 2019, and the motion carried unanimously.

Motion by Kim Royer, seconded by Mark Chalbeck, to accept the non-public minutes of the Candia School Board Meeting on February 6, 2019, and the motion carried unanimously.

**OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

Residents Daniel and Marshall Roma addressed the board and thanked Kim Royer for her time spent on the board. The elder Mr. Roma stated that he had been a member of the Moore staff for a number of years, and in that time, his collaboration with the board was one he recalls fondly and proudly. He said Kim had been a great ally and provided incredible support for creating the culture in the Moore School. Mr. Roma stated that was honored to have been a part of her time on the board.

Resident Becky Cronk thanked Kim Royer for her time and energy spent during her years on the board. She thanked the board for revisiting Policy EEBB and felt that parents should be able to collaborate efforts to transport children to and from school events. She asked the board to support funding the VEX IQ Team.

Resident Deb LeBlond thanked Kim Royer for her nine years on the board and said it is hard work and the board has big shoes to fill. Deb presented Kim with a floral bouquet.

Matt Woodrow echoed the others' sentiments on behalf of the board and said Kim brought a unique prospective because of her history on the board, as well as being a teacher and special educator. He said she is much appreciated. The board presented Kim with a floral bouquet.

Kim stated that it is time for her to take a break. She said it's been a very rewarding experience and that the years flew. Kim added that she may want to return at some point in the future.

Matt Woodrow asked the board if they would be amenable to moving the agenda around to accommodate those in attendance and on the agenda to do business with the board.

The board wholly agreed.

**NEW BUSINESS**  
**VEX IQ Funding Request**  
**Kindergarten Entrance**  
**Kindergarten Entrance**  
**High School Placement**

Becky Wing said that the VEX IQ Team achieved the highest award in the NH/VT State Championship. They would like permission to go to Kentucky and are also asking for the board to help fund that trip.

Becky said \$1,792 would be the equivalent to what the board allowed last year.

Matt Woodrow stated he would be in favor; it's a huge accomplishment which should be celebrated and supported. Dana Buckley asked if there was any additional fundraising, to which Becky said there is, but more money is needed. Kim Royer asked if this was a 'school group', to which Becky said it was. Kim was supportive, but warned the board to be careful not to 'pick and choose' which events to fund.

Motion by Matt Woodrow, seconded by Dana Buckley, to approve \$1,792 for the VEX IQ Team as requested, and the motion carried unanimously.

Becky Cronk thanked the board for their support.

**NON-PUBLIC SESSION RSA 91-A: 3 Sections II c**

At 6:35 p.m., motion by Matt Woodrow, seconded by Dana Buckley, to enter into a non-public session RSA 91-A:3 Section II c. A poll vote was taken. With all in favor, the motion carried in the affirmative.

The board reconvened into a public session at 6:50 p.m.

At 6:50 p.m., motion by Matt Woodrow, seconded by Stephanie Helmig, to enter into a non-public session RSA 91-A:3 Section II c. A poll vote was taken. With all in favor, the motion carried in the affirmative.

The board reconvened into a public session at 7:10 p.m.

At 7:25 p.m., motion by Matt Woodrow, seconded by Mark Chalbeck, to enter into a non-public session RSA 91-A:3 Section II c. A poll vote was taken. With all in favor, the motion carried in the affirmative.

The board reconvened into a public session at 8:12 p.m.

Motion by Matt Woodrow, seconded by Dana Buckley, to seal all three 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.

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

No new updates.

**REPORTS**

Reports of Administrators were reviewed.

**OLD BUSINESS**

**Goals**

Dr. Littlefield pointed out the movement on the goals.

**Policy EEBB-Use of Private Vehicles to Transport Students**

Previously tabled Policy EEBB-Use of Private Vehicles to Transport Students-was discussed. Dr. Littlefield suggested that Becky Wing create something that will work for herself and the staff with regard to transportation to/from school events. Ms. Wing will have this at the April board meeting.

Motion by Matt Woodrow and a second by Stephanie Helmig to table Policy EEBB and the motion carried unanimously.

**NEW BUSINESS**

**Date for Follow-up Meeting with Select Board**

The board will meet with the Select Board on Monday, March 18, one hour prior to the regular Select Board Meeting. Kim Royer encouraged the board to continue this practice, as it is unique and beneficial.

**Administrative Structure**

Dr. Littlefield proposed structure called for the elimination of the Common Core Facilitator position. He said

this position has been a very positive influence on the Moore School, but that enrollments are such that the administrative structure had to be revisited.

Motion by Kim Royer, seconded by Mark Chalbeck, to approve the Superintendent's recommended Administrative Structure as presented. With Mark Chalbeck opposed, all others in favor, the motion carried in the affirmative.

## **POLICIES**

### **Second Reading**

The board reviewed policies JEC (Change of School or Assignment-Manifest Educational Hardship), JIC (Student Conduct), and EIB (Liability Insurance), and EID (Insurance).

Motion by Dana Buckley, seconded by Matt Woodrow, to approve the second reading of the policies as presented, and the motion carried unanimously.

### **First Reading**

Policies FEA-Educational Specifications, FEB-Selection of a Design Professional, FEH-Supervision of Construction (Clerk of the Works), GCH-Professional Staff Orientation, GCI-Professional Development Opportunities, HP-Employee Job Actions, HPA-Employee Job Actions (Unauthorized Employee Absences), ILD-Non-Educational Questionnaires, Surveys, and Research, and KF/KF-R-Community Use of School Facilities were reviewed.

Motion by Dana Buckley, seconded by Matt Woodrow, to eliminate policies FEA, FEB, FEH, GCH, HP, and HPA, and the motion carried unanimously.

Considerable discussion ensued relative to policy KF/KF-R. Many changes have been considered and made over the past few months. The board made no additional changes. Kim Royer stated Becky Wing should be concerned with students, staff and education. Dr. Littlefield stated that from this point it is a building decision.

Motion by Dana Buckley, seconded by Mark Chalbeck, to approve the first reading of policies GCI, ILD and KF/KF-R as presented, and the motion carried unanimously.

## **FINANCE/OPERATIONS**

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

Motion by Dana Buckley, seconded by Mark Chalbeck, to move the March 7, 2019 manifest in the amount of \$707,747.58, and the motion carried unanimously.

### **Budget Adjustments**

The budget adjustments were reviewed.

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

### **Revenue Report**

The revenue report was in the packet for review.

## **PERSONNEL**

### **Superintendent's Appointment**

Motion by Stephanie Helmig, seconded by Dana Buckley, to approve the Superintendent's Nomination of Michelle Lavallee as Assistant Principal, and the motion carried unanimously.

Kim Royer stated that Cheryl St. Pierre did an amazing job in the Common Core Coordinator position, and will now return to teaching in the classroom. Her work is very much appreciated.

### **Resignation**

Motion by Dana Buckley seconded by Kim Royer to accept, with regret, the resignation of Rachel Angelias, effective June 30, 2019, and the motion carried unanimously.

Motion by Kim Royer seconded by Matt Woodrow to accept, with regret, the resignation of LeeAnn Wells, effective June 30, 2019, and the motion carried unanimously.

### **Co-Curricular Assignment**

Motion by Matt Woodrow, seconded by Mark Chalbeck, to approve the co-curricular nomination as presented, and the motion carried unanimously.

## **INFORMATIONAL ITEMS AND CORRESPONDENCE**

Financial Audit

Enrollment Reports

**NEXT / UPCOMING AGENDA ITEMS**

Board Reorganization  
Staff Nominations  
Instructional Updates  
Policy EEBC

**OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD**

Resident Jennifer Maurice thanked the board for continuing to review Policy EEBC and likes the idea of a waiver, but keeping it seasonal so nothing falls through the cracks.

**ADJOURNMENT**

Motion by Dana Buckley, seconded by Stephanie Helmig to adjourn the meeting at 9:05 p.m., and the motion carried unanimously.

The next regularly scheduled Candia School Board Meeting will be held Thursday, April 4, 2019, at 6:00 p.m. in the Henry W. Moore School Media Center.

Respectfully submitted,

Rebecca SJ McCarthy  
Recording Secretary