

**CANDIA SCHOOL BOARD MEETING
THURSDAY, MAY 2, 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 6:03 p.m. Those in attendance were board members Dana Buckley, Mark Chalbeck, Stephanie Helmig, and Kristina Ickes; Principal, Becky Wing; Assistant Principal, Michelle Lavallee; Director of Student Services, Kathryn Duncan and Technology Director, Chris Jamrog; Superintendent, Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak; and Business Administrator, Karen Lessard.

Becky Wing, introduced the VEX IQ Robotics Team members, who led the attendees in the Pledge of Allegiance, followed by a video of their robot in action. Each member was given an American Flag pin. Matt Woodrow said the board is happy to support initiatives like this.

PROOF OF POSTING

Dr. Littlefield provided proof of posting.

PINKERTON ACADEMY LIAISON

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

- Student-led 'Go Fund Me' accounts for two families in need
- National Honor Society induction (4 Candia students)
- VEX Robotics Team competed in Louisville, KY
- Band went to Disney
- Science Testing for Junior's
- Ms. Iacuzio nominee for Teacher of the Year
- Upcoming Faculty Play
- Prom 5/18
- Graduation 6/10
- Upcoming AP Exams and Finals

APPROVAL OF MINUTES

Motion by Stephanie Helmig, seconded by Kristina Ickes, to accept the minutes of the Candia School Board Meeting on April 4, 2019. With Mark Chalbeck abstaining, all others in favor, the motion carried.

Motion by Matt Woodrow, seconded by Dana Buckley, to accept the (sealed) non-public minutes of the Candia School Board Meeting (6:35pm) on March 7, 2019. With Kristina Ickes abstaining, all others in favor, the motion carried.

Motion by Dana Buckley, seconded by Stephanie Helmig, to accept the (sealed) non-public minutes of the Candia School Board Meeting (6:50pm) on March 7, 2019. With Kristina Ickes abstaining, all others in favor, the motion carried.

Motion by Stephanie Helmig, seconded by Mark Chalbeck, to accept the (sealed) non-public minutes of the Candia School Board Meeting (7:25pm) on March 7, 2019. With Kristina Ickes abstaining, all others in favor, the motion carried.

Becky Wing gave an Instructional Update presentation.

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

Resident Jennifer Maurice (Patten Hill) stated that she is very excited to hear there are serious discussions about adding a Spanish teacher, but that if Spanish classes are made optional, every child should have the opportunity to participate.

Resident Dave Baldasaro (Fieldstone Lane) asked that the board consider rebuilding the school structure and have the Headmaster at Jesse Remington School review operating costs at the Henry W. Moore School.

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

Dr. Littlefield presented the CESP contract, which was approved in March, for the board to sign.

He also distributed the Code of Ethics / Code of Conduct for Educators. He said this is in response to occurrences elsewhere in the state and that certification is tied to it. Training will be done prior to the beginning of the school year

Dr. Littlefield also distributed an updated Retreat Agenda. He said the Facility Committee will have a proposal for playground updates at the retreat. Fund balance will be used to fund those updates.

Dr. Littlefield distributed a revised copy of 'Superintendent's Nominations'.

REPORTS

Reports of Administrators were reviewed.

NHSBA-Matt Woodrow reported that he has a calendar of upcoming events.

Facility-Mark Chalbeck stated that the 5-Year Plan is ready to be finalized, and that the committee will be bringing 'a lot' to the retreat.

Budget-Stephanie Helmig asked how to handle Budget Committee questions when they are not financial in nature, but more as to how/why a decision is made. Matt Woodrow suggested that the Budget Committee come to a board meeting to pose their questions to the full board.

OLD BUSINESS

Dr. Littlefield stated that the three SAU #15 Technology Director's will be in attendance at the SAU Board meeting (May 15), to do a Data Security presentation. He said the plan is the same for each district, as a lot of the infrastructure is the same. Each individual board will approve the plan at their next regularly scheduled board meeting.

Policy EEBB

After considerable discussion over a number of months, Becky Wing provided the board with policy EEBB procedures.

Motion by Matt Woodrow, seconded by Dana Buckley, to approve the changes to procedure regarding policy EEBB as presented by Becky Wing, and the motion carried unanimously. (A copy is attached to these minutes.)

Motion by Dana Buckley, seconded by Stephanie Helmig, to approve the second reading of Policy EEBB, and the motion carried unanimously.

NEW BUSINESS

Committee Assignments

The board reviewed and decided upon their committee assignments. They will be included as an Informational Item on the next agenda.

New Morning School Contract

Karen Lessard stated that the New Morning School Contract will be up in two months. Historically, the contracts are for three years. When asked by Kristina Ickes if this is ever put out to bid, Karen Lessard stated it had not been in her 13 years at SAU #15.

Motion by Matt Woodrow, seconded by Mark Chalbeck, to enter into a 12 month contract with the New Morning School, and the motion carried unanimously. Dr. Littlefield suggested researching the need for care for School Aged children.

Workers Compensation Renewal

Motion by Matt Woodrow, seconded by Dana Buckley to approve the Workers Compensation Renewal for 2019/2020 as presented, and the motion carried unanimously.

Field Trip Request

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

Proposed Meeting Schedule 2019-2020

Motion by Matt Woodrow, seconded by Dana Buckley, to approve the 2019/2020 Candia School Board Meeting Schedule as presented, and the motion carried unanimously.

POLICIES

Second Reading

The board reviewed policies GCI (Professional Development Opportunities, ILD (Non-Educational Questionnaires, Surveys, and Research, and KF/KF-R (Community Use of School Facilities).

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

First Reading

Policies GBGAA, IHAMC, JLCCA (Health Education), JBAA (Sexual Harassment and Sexual Violence), JBAA-R (Sexual Harassment and Sexual Violence *Form*), JEA (Compulsory Attendance Age), JFABB (Foreign Exchange Students), JI (Student Rights and Responsibilities), and JIA (Student Due Process Rights) were reviewed. Some discussion. Most were covered by state statute. Dr. Littlefield stated that JBAA-R is a form and the construction of a form is an administrative procedure, not policy. Many procedures currently tied to policies are being eliminated.

Motion by Dana Buckley, seconded by Matt Woodrow, to eliminate policies GBGAA, IHAMC, JLCCA, JBAA-R, and JEA, and the motion carried unanimously.

Motion by Dana Buckley, seconded by Matt Woodrow, approve the first reading of policies JBAA, JI, and JIA as presented, and the motion carried unanimously.

FINANCE/OPERATIONS

Review of Expenditure Manifests and Action Relating Thereto

Motion by Dana Buckley, seconded by Kristina Ickes, to move the May 2, 2019 manifest in the amount of \$730,405.99, and the motion carried unanimously.

Budget Adjustments

The 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

Motion by Dana Buckley, seconded by Matt Woodrow, to accept, with regret, the resignation of School Nurse Dina Jawidzik, and the motion carried unanimously.

Motion by Mark Chalbeck, seconded by Stephanie Helmig, to accept, with regret, the resignation of teacher Jamie Dina, and the motion carried unanimously.

Motion by Matt Woodrow, seconded by Dana Buckley, to approve the nomination of teacher Katelyn Heath, and the motion carried unanimously.

Motion by Dana Buckley, seconded by Mark Chalbeck, to approve the nomination of Spanish teacher, Jorge Sanchez, and the motion carried unanimously.

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

INFORMATIONAL ITEMS AND CORRESPONDENCE

Enrollment Reports

NEXT / UPCOMING AGENDA ITEMS

Data Security Plan/Technology Plan

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

ADJOURNMENT

Motion by Dana Buckley, seconded by Stephanie Helmig to adjourn the meeting at 8:40 p.m., and the motion carried unanimously.

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

The Candia Board Retreat will be held on Wednesday, May 29, 2019, Room 102A Belknap Building at SNHU.

Respectfully submitted,

Rebecca SJ McCarthy
Recording Secretary

Use of Private Vehicles to Transport Students

CSD File: EEBB

Current Policy

1. Any use of private vehicles for transportation of students to or from school, or to and from events such as field trips, athletic events, or other school functions, must have prior authorization by the Superintendent and/or his/her designee.
2. Individuals who provide student transportation do so at their own expense and liability.
3. If a parent requests the use of private transportation for their child, that request must be in writing and submitted to the school Principal.

Athletic & Co-Curricular Events:

Buses will be provided to and from events occurring Monday – Friday. Weekend events tend to have very low ridership; therefore, transportation is not typically necessary. If for some reason a bus cannot be secured for an event, the following procedures will be in place:

At the start of the “season”, parents will be required to complete a *Waiver/Permission to Transport Form*. This form outlines who they give permission to transport their child to and/or from events related to that activity. This form will be referenced when alternate transportation is requested/necessary.

Typical To & From School Transportation

At the start of the school year, parents/guardians will complete a private transportation release form for any and all persons whom they give permission to transport their child to and from school. Parents will still need to notify the school via handwritten note or email on the day(s) that their child will be picked up by anyone other than themselves. We will be piloting PickUp Patrol, a web application, for parents to make changes to their children’s regular after-school dismissal plans rather than emailing or sending in notes. This program can later be purchased at a discount if we find it to be effective.