1. CALL TO ORDER and STATEMENT ON REMOTE MEETINGS

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3. APPROVAL OF BOARD MINUTES
   a. Regular monthly meeting (June 4) ............................................. pp. 3-18
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4. RECOGNITIONS / REPORTS
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6. PERSONNEL
   a. Professional leave of absence
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7. NEGOTIATIONS
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      • Reprioritize steam-to-gas funds

9. OTHER BUSINESS
   a. Contract with communications consultant to ensure public messaging, focusing on response to Title IX sexual harassment and equity issues

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11. PUBLIC COMMENT – any subject, in accordance with Board Policy #132

12. ADJOURNMENT
Board members present: Jennifer Patterson, President; Gina Cannon, Tom Croteau, Chuck Crush, Barb Higgins, Liza Poinier, Jim Richards, Danielle Smith, David Parker; student Board representatives Gaven Brown and Alice Richards

Administrators present: Superintendent Frank Bass, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Facilities Matt Cashman, Director of Human Resources Larry Prince

Other administrators and staff: Kaileen Chilauskas, Jim Corkum, Pam McLeod, Carol McCarthy, Michele Vance, Kris Gallo, Susan Lauze, Karen Fischer-Anderson and teachers Graeme Crowther, Frank Harrison, Katherine McDonough

Students: Grennon Gurney, Niyanta Nepal, Shaylee Artus, Neil Shea, Sydney Kilgore, Alexis Flynn, Nick Richards

Guest: Kathleen Murphy

Agenda Item 1. Call to Order

Board President Jennifer Patterson called the meeting to order at 7:02 p.m. and read the following statement:

As President of the Concord School Board, I find that due to the State of Emergency declared by the Governor as a result of the Covid-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The business we intend to conduct today is necessary due to the need to hold the regular monthly meeting of the Board. This will include taking public comment as noted on the posted agenda by unmuting phone lines one by one during the public comment period. It would be helpful for those wishing to comment to indicate their names in the “comment” function of Microsoft Teams so we may call on you more easily. In accordance with Board Policy #136, public comments are limited to 5 minutes per person to allow all interested parties to comment. We encourage the submission of comments via e-mail at concordinfo@sau8.org

Please note that there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the Emergency Order, we are:

a) Providing public access to the meeting by telephone, with additional access by other electronic means: We are utilizing Microsoft Teams for this meeting. All Board members have the ability to communicate contemporaneously through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting.
through dialing the following phone # (925) 391-1169, Conf ID: 610 970 401#, by clicking on the link provided on the sau8.org website. The meeting is being broadcasted contemporaneously on ConcordTV’s education channel (Comcast Channel 6 or www.youtube.com/ConcordNHTV), and a recording of the meeting will be posted on the ConcordTV website.

b) Providing public notice of the necessary information for accessing the meeting: We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Microsoft Teams or telephonically. The meeting and pertinent instructions were posted on the District website, sau8.org, more than 24 hours prior to the meeting, and are highlighted at the top of the website.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: If anybody has a problem, please call 603 513-9008

d) Adjourning the meeting if the public is unable to access the meeting: In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Ms. Patterson said she would confirm by roll call which Board members were participating, that participating members were able to speak and to hear each other, and whether anyone else was present in the room from which Board members were participating (a requirement of the Right to Know law). She said votes taken would be by roll call. The following Board members noted that they were present and that no one else was present in the room with them: Gina Cannon, Tom Croteau, Chuck Crush, Barb Higgins, David Parker, Liza Poinier, Jim Richards, Jennifer Patterson, Danielle Smith. Student Board representative Alice Richards was also in attendance; Gaven Brown was attending Senior Awards Night and was not present.

Interim Superintendent Frank Bass, Business Administrator Jack Dunn, Assistant Superintendent Donna Palley, Director of Human Resources Larry Prince, Director of Facilities Matt Cashman, and several administrators and teachers also attended remotely.

Agenda Item 2. Approval of Agenda

Tom Croteau made a motion to approve the agenda.

The Board voted by roll call 9-0 (Jennifer Patterson, Gina Cannon, Tom Croteau, Chuck Crush, Barb Higgins, Liza Poinier, Jim Richards, Danielle Smith, David Parker voted aye) to approve the agenda (motioned by Mr. Croteau, seconded by Ms. Higgins).

Agenda Item 3. Approval of Board minutes

Ms. Patterson briefly reviewed the minutes of the Board meeting on May 4 and Special Board meetings on May 12, May 18, and May 28.
Mr. Crush commented that he had not been able to attend meetings recently as the senior health care community in Massachusetts he manages had been impacted by the Covid-19 pandemic. He thanked the Board for its understanding of his time constraints.

The Board voted by roll call 9-0 (Jennifer Patterson, Gina Cannon, Tom Croteau, Chuck Crush, Barb Higgins, Liza Poinier, Jim Richards, Danielle Smith, David Parker voted aye) to approve the minutes of the Board meeting on May 4 and Special Board meetings on May 12, May 18, and May 28 (moved by Ms. Higgins, seconded by Jim Richards).

Agenda Item 4. Recognitions/Reports

Ms. Patterson thanked student representatives Alice Richards and Gaven Brown for their excellent participation in Board processes over the year. She noted that their hard work, particularly in terms of policy development, had been invaluable. Ms. Richards reflected on the year, noting remaining dates for seniors and underclassmen. She thanked the Board for the opportunity to contribute and participate. She spoke briefly about the graduation plans at Memorial Field, with a ceremony divided by commons to give more space for students and parents. She said that, in the past, many students felt unsure who was listening to student opinion; she thanked students for their feedback on several policies. She noted that Gaven will continue to college next year, and she was excited to encourage student participation at the District level and include student feedback on policy development. Ms. Cannon, Ms. Higgins, and Mr. Richards thanked Alice and Gaven for their tireless efforts.

Ms. Patterson thanked Superintendent Bass for all he had done for the District during his interim year, noting how tremendous his work had been. She said the Board really appreciated all he had done.

Superintendent Bass discussed the elective, ungraded literature seminar he started at the same time as remote learning, with a group of high school juniors, to study and discuss great literature. The seminar timeframe was late March to mid-June. Students “travelled” to Oxford Mississippi, Dublin, Finland, St. Petersburg, Thebes, Greece, and India, “reflecting who we are and where we are going” through literature.

Over the course of the seminar, the issue of grading arose. The students spent considerable time reflecting on this issue, and presented their thoughts about how to create better learning to the Board. The students were G rennon Gurney, Niyanta Nepal, Shaylee Artus, Neil Shea, Sydney Kilgore, Alexis Flynn, Nick Richards. The students noted that an ad hoc committee comprised of themselves, teachers including Frank Harrison, Katherine McDonough and Graeme Crowther, and members of the administration including CHS Assistant Principals Jim Corkum and Kaileen Chilauskus, met over several weeks to discuss the District grading policy. They provided feedback on current policies, as well as new ideas on policies that may be proposed moving forward. They wanted the grading system to reflect how each student was capable of achieving competency and to encourage them to adopt a growth mindset.
Part 1 – Stepping away from a 1-100 system fully and why that is the best option for the school (Sydney). One of the most important decisions the school community must make is to switch completely to a 1-4 grading system. To use an analogy by Mr. Harrison, for the past few years we’ve had one foot on the dock with a 0-100 scale, and one foot in the canoe as we’ve slowly moved toward the 1-4 scale. Because we haven’t made that last step, we’re coming to a crucial point where the “in-between” stage is ultimately not representing the full potential of the new system, and has caused most of the confusion and frustration among students, teachers, and parents about competency-based grading. By changing the numbers, we are changing how we view grading and the learning process as a whole, which will be the foundation for moving forward with this system.

Part 2 – Feedback and how it must be integrated effectively for the transition to work. (Nick) Work Study Practices and collaboration grades will be used to distinguish students. An important aspect for the integration of this new grading system must be the feedback from students on how to effectively implement it; this what we felt our primary role was in this discussion. A major concern from students is how feedback on assignments will be received from teachers. Most students are confused why they received a 2.5 rather than a 3 on a given assignment. We as a group think this will be an important aspect of the system, as teachers must actively explain to students exactly what this assignment earned and why it earned that grade, so students can learn from their mistakes and improve upon them to accomplish the competency. Another concern related to feedback was how they will be distinguished from the group as individuals. What will make a student different from all the other students earning a 3? Work Study Practices and collaboration grades that reflect how active a student is in class, and how well they work with others, are effective methods to distinguish student achievement. This way, teachers can communicate what a student is doing beyond the grade they earn on a test or project. We believe the feedback we receive from teachers will be a vital part of this new grading plan.

Part 3 – Clear rubrics in each department must be established to maintain consistency (Alexis). Inconsistency among teachers and across departments has been one of the biggest complaints when trying out the 1-4 system this past school year. Students feel like they are being graded unfairly, simply because each teacher has handled this change differently. To tackle this issue, clear grading rubrics within each department must be established. This makes the most sense, since not every subject can be graded the same way. However, if all the teachers in one department are on the same page, there won’t be any confusion or inconsistency among the students. This will instill the confidence in both teachers and students that is necessary for this system to be successful.

Part 4 – The system must be reflective of growth – you should have multiple attempts to express your mastery of a competency, and your first several grades should be eliminated as long as you eventually show mastery. (Shaylee) Potentially, competency could shift the focus of students from a mindset of competition to a mindset of personal growth. With this new system, grades would update as students progress in their studies; once a student displays competency or above, the lower or weaker grades would no longer be averaged into the whole, therefore reflecting the end product and
illustrating what the student learned rather what he or she didn’t know at the beginning of the course. Also, in this new system, grades would be released less frequently, because students should be motivated to apply themselves to the best of their abilities rather than focusing on a certain grade. The intent of the new grading implementation should reflect the sole purpose of school, which is to continuously learn.

Part 5 – Once this grading system has been implemented, there has to be VERY clear communication with the community (parents, students and especially teachers) (Neil). When making a large-scale change like this, information should be over communicated to the people it affects, in this case parents, teachers and students. That communication could include: 1. In the beginning of the year, assemblies could be held for each grade, explaining the changes. 2. A packet of information could be created for students and parents to reference, and a separate packet created for teachers so they understand how to evaluate their students. We have to remember that the purpose of this communication is to help students be confident in the new system and see it for what it is: a positive evolution in learning and evaluation.

Conclusion (Niyanta). As a group, we have learned through our discussions what students need to successfully adopt this grading system. The most important concept we want the system to reflect is how every student is their own entity and should be viewed as such in a classroom. We want to eliminate the idea of competition and bring back the notion of learning for the sake of learning, and we believe that keeping these ideas in mind will help us do that this upcoming year.

Ms. Cannon commented that these students were among the best and brightest students in the community and their conversations were at the graduate school level. She said she hoped the community heard and took into consideration their ideas. Ms. Patterson said the students reflected the shift in mindset from competition to personal growth; to learning for its own sake. They were looking for ways to have the entire student body experience this.

Frank Harrison, who teaches biology, chemistry and “next-gen” science at CHS, said it had been great to work with these students, adding that the shift to competency-based grading was a long journey; CHS had been working on competencies for about 13 years. He said competencies actually represent the best, most mature way to implement self-pacing and allows students to find their own pace and he has seen students engage and have more ownership in the process. It hasn’t been perfect.

Kaileen Chilauskas said she watched students process what they had learned about competency-based grading – that they would receive more information, not less – and that they were not just receiving a single number grade but would receive an assessment on many competencies, and would be evaluated on aspects other than academics. Teachers would report on the whole person they are. She said students were looking at leaders in the building to make sure competency-based grading was implemented consistently and that they would receive adequate feedback from their teachers. She was enthusiastic about pushing the consistency, making sure exemplars are used.
Jim Corkum commented that all the students who spoke would be phenomenal educators. He said that teaching methods were evolving, the nature of student work has evolved, and now the way we report on student work also needs to evolve. In addition to reporting on academic progress, teachers would also focus on self-direction, showing citizenship, and how students worked as members of a team.

Board members thanked the students for their thoughtful presentation, noting that not only is communication needed but extensive training for teachers so that competency-based grading was implemented correctly and consistently. Superintendent Bass thanked the administrators and teachers for their participation in this ad hoc committee.

There was some discussion throughout the meeting about the technical aspects of the call. The Board worked to make sure that the public was able to view the meeting remotely, and responded to input about technical concerns from members of the public.

Superintendent Bass noted that Michael Worsley had been brought in to work with CHS Principal Mike Reardon on issues of diversity and racial discrimination awareness. He thanked Assistant Superintendent Donna Palley for her hard and continuing work on the summer school program, noting that any summer programming would make for a better transition for students from remote learning to, hopefully, a return to school in the fall.

Ms. Palley said many people were developing a variety of programs for the summer. Remote learning was being monitored to see if improvements could be made; materials students would need in their homes in order to participate were being provided. Thousands of books had been sent to hundreds of students around the city. Planning committees were focusing on specific areas, and this work will continue looking at these needs for the fall; the distinct areas of focus are physical safety, social/emotional needs, teaching and learning, technology, and operational aspects. Parent, student and staff surveys were in development. The District had applied for and received several grants from FEMA, the Cares Act, etc. Ms. Palley also recognized IT Director Pam McLeod and the IT department for their work.

Superintendent Bass briefly discussed the proposal for consultant Nate Levenson to perform a survey of special education, and concerns about its timing and cost. He said he reached out to teachers and special education administrators, who felt the survey was needed, but with so many immediate requirements due to the Covid-19 situation, it could not be started now. The status of the pandemic in the fall was unknown. He recommended issuing an RFP for the special education/student services survey in September or October, after which the Board could make its decision.

Superintendent Bass discussed with the Board several open positions. CMS and ADS had decided to each have a full-time school psychologist at their buildings, which would not increase the budget but was a different use of the budgeted positions from what had originally been contemplated. Ms. Palley said there were currently two full-time school psychologists covering all five elementary schools, plus preschool and all out-of-district needs. The two new psychologists at ADS and at CMS would focus on clinical work with students, and connections with family partners. There would be a small amount of testing
but that would not be the primary focus for these positions. Mr. Croteau noted that the administration’s role was to say what they needed, and the Board’s role was to provide resources. Mr. Parker commented that addressing the social/emotional needs of children was complicated, and he thought it best to delay the assessment of the special education program. He said while these positions might be needed, he had reservations. Superintendent Bass clarified that these were one-year contracts. He said he agreed with Mr. Parker in general but recognized a short-term issue to provide services to students who need them. Ms. Cannon suggested that two clinicians would be vital if the District resumed physical school in the fall; that behaviors expected in a classroom might not have been expected at home.

Superintendent Bass thanked CHS Principal Mike Reardon and CPD Chief Osgood for their graduation planning, which was finalized as a full-day event with three graduations. He said he wanted to make it as supportive and family-oriented an event as possible. Ms. Higgins thanked teacher Jennifer Speidel for all her work creating masks for CHS seniors.

Jack Dunn described the Fleischman family donation, and others that had been made to support families. The District had been feeding between 200-250 families, with any overflow going to the Boys & Girls Club. He highlighted financial donations made to help pay down lunch balances and provide food to families. The website concordschoolsfeedsfamilies.org had gone live and was accepting donations. The student balances would likely be zeroed out and would be completed by the end of the week. Board members thanked the Fleischman family and others who had made donations in support of Concord families for their generosity.

Agenda Item 5. Public Comment—agenda items only. Ms. Patterson reviewed the relevant policy and gave guidance about input. She acknowledged comments that had been received by email about the nomination of Kathleen Murphy as interim Superintendent, including those who expressed concern that the District do everything it could to eliminate racial injustice and promote equity. She invited Mrs. Murphy to comment.

Kathleen Murphy said racial equity was a very important issue, especially as New Hampshire had historically been homogenous, and she appreciated the forthrightness and honesty of those who had raised the issue. She spoke about the racial bullying situation that had recently occurred in the Hampton School District, emphasizing that she was involved and committed to community relations, transparency and the work that had been done in that District. About 18 months ago, principals in her district had been dealing with racial comments that primary-age school children had made which were of great concern to the student involved and her family. When she became aware of this, she immediately met with the parents, afterwards assuming that resolution had been achieved, the child’s needs had been met, and the family had found what they were looking for. She said that, in retrospect, this did not happen. She later found the family had filed a complaint with the NAACP. A request for a manifest educational hardship placement resulted in a public hearing, where the District and the family presented information. This request was denied by the Hampton school board. The family then went to the NH DOE; their request for a
hearing at that level was later withdrawn. Mrs. Murphy said she did take further steps to address racial equity in the schools, including hosting a public forum and inviting local churches to participate. In order to address these concerns, she felt it was important to build expertise within the leadership team and in staff, who continue to participate in training sponsored by NH Listens from the Carsey Institute at UNH. After that training, she contracted with a third party to review the incident to provide her with other opportunities to improve and to understand situation. In that review, suggestions included reviewing District policy. She provided new language in the bullying policy and trained teachers on that. She received notice from the Office of Civil Rights in Boston via the Department of Justice (4-5 months after the initial work was done) that asked for yet another review and monitoring of data on bullying and racial discrimination in the district. OCR recommended another policy based on Title VI; as the then-policy did not include procedure for parents to file complaints. She said she had been committed through her career to improvement, noting that there are also difficult periods for any leader. She said she took a lot of time to talk with her community, families and staff to help them heal. She said that the most important thing was to continue one’s awareness of implicit bias, to understand what youngsters go through dealing with the challenges of special education, poverty, race and other barriers to learning. Educators need to understand the differences that exist among children.

Hopkinton resident Darlene Gildersleeve said there had been a petition of no confidence to remove Superintendent Murphy, and what stood out to her was that teachers and parents seemed to be fearful of retribution. She noted that Office of Civil Rights (OCR) lawsuits were expensive to school districts. She said she was calling as an interested party and on behalf of parents in Hampton. She said, while several Board members were parents focused on special education, they also needed to look at the character of the nominee, who was recommending her, and make those recommendations public.

Caller Sheri Cloutier (no town indicated) asked Superintendent Murphy what she would have done differently, and also stated that her recommendations needed to be made public. She asked, with the current widespread and present state of racism in the US, what she would do to build community.

Caller Jeffrey Clay (no town indicated) encouraged Board members to google “Keith Ingraham,” suggested that what took place in Hampton was not the first time Mrs. Murphy made improper decisions.

Concord resident Phil Baroody said he was a 42-year school counselor, and had had the pleasure and honor of working with Mrs. Murphy for nine years, first when she was Principal at Candia and later for seven years in Derry. He said she was “a straight shooter,” and honest, noting that even if in disagreement, she would always listen to you. He said that, as a middle school counselor, he had been involved in situations like Concord’s recent experience and had seen Mrs. Murphy make tough calls. He was calling to pledge his support, noting that she would be very visible in the community, and that a lot of people who know and had worked with her, including teachers and educators, were in support.
Concord resident Sarah Moeckel said she was not sure if other commenters were Concord residents. She said recently learned how complicated the history of the incident in Hampton had been. Ms. Moeckel said the District needed a proactive, robust plan for diversity of all types: socioeconomic, racial and mental health and was concerned if the Board would fail to recognize and plan ahead for that. She said Superintendent Bass had done a good job, and including student voices in policy development was a good start.

Concord resident Pedro Altagracia, who said he works in public health, asked Mrs. Murphy if she had proactively taken courses to improve her cultural competence and recognize her implicit bias. He said the role of an interim was, at least, to smooth the transition for the next candidate. He said that most children he had interacted with have been children of color; as Concord's student population was continuing to diversify. He said those thinking of staying in Concord long-term might do so because education was prioritized here, but he would feel more comfortable if the Superintendent received training to identify possible personal bias as she handled related situations.

Mrs. Murphy responded to the comments of callers, noting that she had been a member of a statewide leadership cohort sponsored by the Endowment for Health, focusing on racial equity. The program provided 40 hours of training, including work on cultural competencies and implicit biases. She also continued to participate in training on those topics at Hampton. In terms of inclusion, she said the starting point for her on equity issues was special education, which then expanded to issues of income, poverty, and diversity of students in terms of racial and ethnic backgrounds. She had long been concerned about mental health and social/emotional student learning, and pursued a 4-year grant for training teachers and staff on trauma. She acknowledged that her responses had been more reactive than proactive; anticipating the next steps her district needed to prepare for, but that Hampton now had a goal and an active plan to address equity in the district. Initially Hampton was a homogeneous community, but this has begun to change. She said she has demonstrated an ability to look forward and see what the needs are. Mrs. Murphy noted that student voices are very important, and these were included in the recently-completed 3-5 year strategic plan for Hampton District. One of the issues Hampton students saw for the future was grading. Regarding the situation in Newmarket, she said she was alerted to someone who was a volunteer, not a teacher, who did not hold certification but had taught martial arts in the community. A student brought their concerns forward; when she heard about it, she contacted the police and immediately became a police matter. She made the correct response regarding felonious sexual assault on students, and the perpetrator is still in jail. Regarding what she would have done differently about the racial bullying incident, she wished she would have had a conversation earlier with the family. She had not been aware of the situation as it was being handled within the school. Mrs. Murphy said she has an open door to listen and to learn, which is critically important for a leader.
Agenda Item 6. Personnel

Superintendent Bass commented on implicit bias and how it could affect decision-making. He noted that School Safety Officer (and Title IX Coordinator) Karen Fischer-Anderson's role would be to address issues of equity and training, among other important areas.

He presented candidate Kathleen Murphy as interim Superintendent.


Ms. Patterson commented that there was no guarantee that any institution would always be free of repugnant behavior, but that it did need the structures in place to address this. She said the Board had been privileged to have Dr. Bass working with the Board and the community to begin to address these issues. The Board had hoped to have a permanent Superintendent in place, but it understandable that two finalists had withdrawn their names from consideration due to the Covid-19 pandemic. She said that, looking at what Mrs. Murphy had faced, she was impressed with her willingness to come forward and learn from her mistakes, a tremendously qualifying experience in her opinion. She said Mrs. Murphy was a well-qualified candidate not just in her academic credentials but how she has handled challenges.

Ms. Cannon suggested that whoever was interested in the Interim position would not be eligible for the permanent position. Ms. Patterson said the Board was explicitly moving forward with the position as a one-year position.

Ms. Higgins said she was on the sub-committee to identify and vet the candidate along with Mr. Parker, Mr. Dunn, and Mr. Bettencourt. She spoke with the Winnacunnet superintendent at length, who was very honest with her and supportive of Mrs. Murphy, saying she was willing to do the right thing for her District no matter how it would be seen publicly. She added that she had received a message from Concord resident Dellie Champagne in support of Mrs. Murphy. Ms. Higgins also spent time speaking with the Concord Monitor reporter, but not a single statement was included from that. She said she was frustrated when people were influenced by a single inadequate newspaper article,
fueled by someone who did not know the candidate. She said Mrs. Murphy had answered every question and has not looked away, and Concord needs a superintendent who can deal with conflict and trauma.

Mr. Parker stated that he was on the ad hoc search committee for the interim Superintendent and attested to the hard work of due diligence that was done. Stating that schools are probably more inclusive than any other institution in the city, he noted that racial injustice was not just a school issue but was a cultural issue. He said an interim Superintendent's job was not to give a long-term vision to the community; that was the Board's job. Mr. Parker said he asked her tough questions, and asked references tough questions, and was convinced she was the right choice.

Ms. Cannon said she looked up the OCR complaint online and read the findings completely. She stated that, having been an agitator against the Board a year ago and now better understanding the Board's role and responsibilities, she had no concerns about standing up in support of Mrs. Murphy's nomination.

Mr. Croteau said it was not until the Monitor article that he was made aware of the breadth of the issues that occurred in Hampton, which had raised questions for him. He said that perhaps a two-week period or a month's time would be helpful to give people more time to do research and come to the place where Mrs. Murphy's hiring would be better. He said that people might think, what is Board doing considering someone with those attachments for the interim Superintendent?

Mr. Crush shared that this was Dr. Bass' last Board meeting, and he was proud to have been integral in bringing him on board. He said he had not been able to read as much about the candidate as others had but, with that said, he was not comfortable moving forward and felt more due diligence was needed; he said he was going to err on the side of caution.

Ms. Patterson asked what Board members were contemplating as a process in terms of needing more time, noting that Dr. Bass was present for the rest of the month, and that there were significant matters on the District's plate and a real need for continuity. Mr. Croteau said the public was just now having questions and the community would need to have more time. Mr. Parker said the job of the ad hoc committee was to research thoroughly, and did so with intentionality. Ms. Higgins said she felt the Monitor article was not fair, noting that Mr. Croteau had been on previous Superintendent search committees and the Board happily accepted his candidates. Mr. Crush said he felt more time was needed to consider Mrs. Murphy's candidacy, and he would need more thought about what to do in the interim. He said he appreciated the work of the ad hoc committee and their time doing the legwork and talking to references, but that the final decision was for the full Board to make, not the ad hoc committee. He said it was important to do the right thing in hiring the leader of the District for the next year.

Mr. Richards said he very much liked the way Mrs. Murphy answered the questions at the meeting, that she was professional and would not mind the delay requested in order for other Board members to do more research.
Liza Poinier thanked the commenters and recognized the work of the ad hoc committee, agreeing that the Board did not have to vote at that time but could set another meeting in two weeks, now that the community has had a chance to hear of Mrs. Murphy. She said the Board was looking for an interim, not someone who would stay for many years and needed someone who was honest, forthright and transparent to continue the path of healing the District was on, and to give time to identify a permanent Superintendent.

Ms. Cannon suggested these concerns had not been “on anyone’s radar” until the Monitor published its article. She said the reporter did not do his due diligence prior to printing the article, and should apologize for the significant mistakes that made a substantial material difference in what people took away from that article. She said the OCR findings were public record and encouraged other Board members and the public to look up the matter. She commented about the hypocrisy of people concerned about a petition to remove Mrs. Murphy because she placed the Hampton Principal immediately on administrative leave, saying she was castigated for doing the absolutely right thing, to protect the alleged victim until enough information was gathered to come to a conclusion.

Ms. Patterson asked what the Board would gain by taking more time, noting that Board members had opportunities to do background research and the Board had solicited and received public input, and asked Mrs. Murphy to respond to concerns raised; in her opinion, Mrs. Murphy had responded directly to everything that was said. Danielle Smith said she had felt strongly positive about Mrs. Murphy but after reading the article had thought perhaps more time was needed. She said Mrs. Murphy did such a great job addressing those concerns and was not sure what more time would accomplish. Mr. Parker commented that, if it were a perfect world, he would not have a problem delaying a decision somewhat. He said Mrs. Murphy was the most kid-centered superintendent he had encountered, with an understanding of special education, but was not a one-issue candidate. He said a delay would only give the public more time to make sure they were being heard, but said the Board was hearing the public now. He said he did not see what would be gained by taking more time.

Ms. Patterson noted that the last comment she received before the meeting asked whether the District and Mrs. Murphy were open to making commitments to eliminate racial inequity, and that the focus should be on making and honoring such commitments. In terms of that, Mr. Parker commented that the Board already addresses these issues, having hired Karen Fischer-Anderson to lead Title IX issues including bullying and racism.

Mr. Parker moved to select Kathleen Murphy as Interim Superintendent. Ms. Cannon seconded the motion.

The Board voted 5-4 by roll call (Jennifer Patterson, Gina Cannon, Barb Higgins, Liza Poinier, David Parker voted aye; Tom Croteau, Chuck Crush, Jim Richards, Danielle Smith voted nay) to approve the hiring of Kathleen Murphy as Interim Superintendent (motioned by Ms. Cannon, seconded by Mr. Croteau).

Mr. Prince presented two administrator confirmations.
Kerry Finnegan, Assistant Principal Rundlett Middle School, $122,138, step III, M+30/CAGS. Certification: Experienced Educator Certificate, exp. 06/30/21; Principal, Special Education Administrator, Associate School Psychologist, Emotional and Behavioral Disabilities, General Special Education. Kerry replaces Chrigus Boezeman (step III = $113,996) – resignation. Budgeted at $113,996.


The Board voted 9-0 by roll call (Jennifer Patterson, Gina Cannon, Tom Croteau, Chuck Crush, Barb Higgins, Liza Poinier, Jim Richards, Danielle Smith, David Parker voted aye) to confirm the administrator hires as presented (motioned by Mr. Richards, seconded by Mr. Crush).

Human Resources Director Larry Prince presented four professional leaves of absence.

The Board voted 9-0 by roll call (Jennifer Patterson, Gina Cannon, Tom Croteau, Chuck Crush, Barb Higgins, Liza Poinier, Jim Richards, Danielle Smith, David Parker voted aye to approve the professional leaves of absence as presented (motioned by Ms. Higgins, seconded by Mr. Croteau).

Mr. Prince presented a number of confirmations of current teachers.

Jesse Camacho, Math Teacher, Concord High School, $17,121, 20% of M-14, one year only. Jesse is requesting a 20% leave of absence from his full-time Special Education teacher position to accept this assignment: 80% Special Education Teacher/20% Math Teacher. Jesse has been employed as a teacher with Concord School District since 2006. Funded by Special Education Teacher position. Budgeted at $17,121.

Heidi Crumrine, Literacy Coach, Concord High School, $35,322, 40% of M+30-14, one year only. Heidi is requesting a 40% leave of absence from her full-time English teacher position to accept this assignment: 60% English Teacher/40% Literacy Coach. Heidi has been employed as a teacher with Concord School District since 2004. Heidi replaces Kaileen Chilauskas (40% of M-14 = $34,242) – transfer to CAA. Budgeted at $34,242.

Jeffrey Fullam, Art Teacher, Concord High School, $17,121, 20% of M-14, one year only. Jeff is requesting a leave of absence from his 20% Curriculum Facilitator position to accept this assignment: 100% Art Teacher. Jeff has been employed as a teacher with Concord School District since 1999. Funded by Curriculum Facilitator position. Budgeted at $17,121.

Alyson Holt, Science Teacher, Concord High School, $23,617, 30% of M-12, one year only. Alyson will continue in this one-year-only assignment: 30% Science Teacher. Alyson has been employed as a teacher with Concord School District since 2019. She replaces Frank Harrison (20% of M-14 = $17,121) – LOA and Lyn Vinskus (10% of M+30-14 = $8,830) – LOA. Budgeted at $25,951.

Kristen Houghton, Curriculum Facilitator, Concord High School, $34,242, 40% of M-14, one year only. Kristen is requesting a 40% leave of absence from her full-time English teacher position to accept this assignment: 60% English Teacher/40% Literacy Coach. Kristen has been employed as a teacher with Concord School District since 2004. Kristen replaces Kaileen Chilauskas (40% of M-14 = $34,242) – transfer to CAA. Budgeted at $34,242.

The Board voted 9-0 by roll call (Jennifer Patterson, Gina Cannon, Tom Croteau, Chuck Crush, Barb Higgins, Liza Poinier, Jim Richards, Danielle Smith, David Parker voted aye) to confirm the administrator hires as presented (motioned by Mr. Richards, seconded by Mr. Crush).

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position to accept this assignment: 60% English Teacher/40% Curriculum Facilitator. Kristen has been employed as a teacher with Concord School District since 2007. She replaces Kaileen Chilauskas (40% of M-14 = $34,242) – transfer to CAA. Budgeted at $34,242

Zachary Procek, English Teacher, Concord High School, $47,548, M-2, 40% one-year-only. Zachary is a full-time English Teacher He has been employed as a teacher with Concord School District since 2019. He replaces Denise Fournier (M-14 = $85,605) – retirement. Budgeted at $85,605

Lyn Vinskus, Science Coach, Concord High School, $35,322, 40% of M+30-14, one year only. Lyn holds this position 2019-2020 and is once again requesting 40% leave of absence from her full-time Science Teacher position to continue in this assignment: 60% Science Teacher/40% Science Coach. Lyn has been employed as a teacher with Concord School District since 1998. Federal Funds

Eric Dyment, Classroom Teacher, Rundlett Middle School, $78,722, M-12. Eric held this position one-year-only in 2019-2020: Grade 6 Classroom Teacher. Eric has been employed as a teacher with Concord School District since 2019. He replaces Emily Bemis (M-14 = $85,605) – transfer. Budgeted at $85,605

Ann Lanney, School Nurse/Nurse Coordinator, Rundlett Middle School, $63,672, BSN-12. Ann’s School Nurse position is being redefined: School Nurse/Nurse Coordinator. Ann has been employed as a School Nurse with Concord School District since 2002. New Position. Budgeted at $63,672

Alison Casko, Classroom Teacher, Abbot-Downing School, $88,304, M+30-14. Alison is leaving her position as Technology Integrator/Media Specialist to accept this assignment: Classroom Teacher. Alison has been a teacher with Concord School District since 1998. She replaces Diane Serard (B-13 = $77,687) – retirement. Budgeted at $77,687

Tina-Marie Hussey, Classroom Teacher, Beaver Meadow School, $50,112, B-3, one year only. Tina held this position one-year-only in 2019-2020: Elementary Classroom Teacher. Tina has been employed as a teacher with Concord School District since 2019. She replaces Michelle Mulligan (B-13 = $77,687) – LOA. Budgeted at $77,687

Andrea McMillan, ELL Teacher, Mill Brook School, $38,038, 80% of B-2. Andrea is an ELL teacher, one-year-only, at Concord High School. Her assignment 2020-2021 will be: 80% Elementary ELL Teacher. Andrea has been employed with Concord School District since 2018. New Position. Budgeted at $44,228

Mr. Prince presented a number of new teacher confirmations.

Alice Ochterski, World Language Teacher, District, $17,994, 40% of B-1. Certification: Pending. Alice replaces Nancy Emery (20% of B-13 = $15,537) – resignation and 20% New from Reallocation. Budgeted at $19,793

Heather Zerbi, School Nurse, Concord High School, $51,812 RN- 6. Education: College of Nursing, Aberdeen, Scotland, UK, RN Gen/88; Forsterhill College, Aberdeen, Scotland,
UK, RN Peds/84. Certification: School Nurse 2, exp. 06/30/21. License: Registered Nurse, exp. 04/21/21. Heather replaces Mary Palm (BSN 12 = $63,672) – transfer. Budgeted at $63,672


Lisa Noordergraaf, Music Teacher, Rundlett Middle School, $22,369, 91 days of B-1, 1st Semester Only. Certification: Pending. Lisa replaces Anthony Varga (91 days of M+30-14 = $43,911) – LOA. Budgeted at $43,911

Sarah Nute, Classroom Teacher, Rundlett Middle School, $64,957, M-7. Certification: Experienced Educator Certificate, exp. 06/30/22 Elementary Education K-8, English Education 5-12. Sarah replaces Betsy Heath (M-14 = $85,605) – retirement. Budgeted at $59,784


Rachel Casasanta, Special Education Teacher, Broken Ground School, $64,957, M-7. Certification: Experienced Educator Certificate, exp. 06/30/21, Elementary Education (K-8). General Special Education. New Position. Budgeted at $59,784

Katrina Faherty, Special Education Teacher, Broken Ground School, $57,849, B-6. Certification: Beginning Educator Certificate, exp. 06/30/21, General Special Education. Katrina replaces Lisa Mills (M-14 = $85,605) – retirement. Budgeted at $88,304


The Board voted 9-0 by roll call (Jennifer Patterson, Gina Cannon, Tom Croteau, Chuck Crush, Barb Higgins, Liza Poinier, Jim Richards, Danielle Smith, David Parker voted aye) to confirm the new teacher hires as presented (motioned by Mr. Crush, seconded by Ms. Cannon).
Agenda Item 7. Update on Superintendent search
Ms. Patterson noted that, unfortunately, the Superintendent search needed to be suspended until the fall. The public input received and the work of many in the District this year, including the screening committee, would continue to be helpful and would contribute to the new search.

Agenda Item 8. Negotiations Committee
Ms. Patterson noted that the committee had met on May 26 to discuss contractual issues. As all negotiations are non-public, no further information was available.

Agenda Item 9. Proposed calendar of meetings
The proposed Board calendars for June and July were discussed, including a joint meeting of the Capital Facilities and Finance committee on June 11 and a Special Board meeting on the budget on June 25.

Agenda Item 10. Public comment
Concord resident and parent Kate Frey thanked Superintendent Bass, Principal Mike Reardon and those working on an actual graduation for the Class of 2020. She asked for an update on next steps for the Perkins report, noting a reversal of longtime law about internal personnel practices by the NH Supreme Court. Superintendent Bass commented that the task was to balance what was appropriately in the public domain and what was not. The redacted report would be sent to the court, which would adjudicate its release. Ms. Frey asked whether the District’s attorney would continue to oppose the release of the report. Superintendent Bass commented that, although the Supreme Court had ruled on a related case, it was not as simple as declaring that all students were protected and all staff were not; the Judge with jurisdiction over this would decide whether the District successfully determined what was appropriate for the public and what was not.

There was no further public comment.

Agenda Item 11. Adjournment
The Board voted 9-0 to adjourn (motioned by Mr. Crush, seconded by Ms. Higgins).

The Board adjourned at 10:38 p.m.

Respectfully submitted,

Barb Higgins, Secretary
Linden Jackett, Recorder
Concord School District
Special Board Meeting
June 10, 2020

Board President Jennifer Patterson called the meeting to order at 6:30 p.m. and read the following statement:

As President of the Concord School Board, I find that due to the State of Emergency declared by the Governor as a result of the Covid-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The business we intend to conduct today is necessary due to the need to have a conversation about what steps the Board and the District will take to address discrimination. We will not take public comment today, but we will in the future as part of our focus on how to engage in a robust public conversation. We encourage the submission of comments via e-mail at: concordinfo@sau8.org. There is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the Emergency Order, we are:

a) Providing public access to the meeting by telephone, with additional access by other electronic means: we are utilizing Microsoft Teams for this meeting. All Board members have the ability to communicate contemporaneously through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # (925) 391-1169, Conf ID: 452 161 660# by clicking on the link provided on the sau8.org website. The meeting will be broadcast contemporaneously on ConcordTV’s education channel, and a recording of the meeting will be posted on the ConcordTV website.

b) Providing public notice of the necessary information for accessing the meeting: we previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Microsoft Teams or telephonically. The meeting and pertinent instructions were posted on the District website, sau8.org, more than 24 hours prior to the meeting, and are highlighted at the top of the website.

c) Providing a mechanism for the public to alert the Board during the meeting if there are problems with access: if anyone has a problem, please call 603-513-9008.

All members will be participating remotely, and any votes that are taken during this meeting shall be done by roll call vote. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Board members present: Gina Cannon, Tom Croteau, David Parker, Liza Poinier, Jim Richards, Danielle Smith, Jennifer Patterson, Barb Higgins (arrived later in the call)

Board members absent: Chuck Crush
Administrators present: Interim Superintendent Frank Bass, incoming Interim Superintendent Kathleen Murphy, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, School Safety Officer Karen Fischer-Anderson

Ms. Patterson briefly reviewed the agenda, which was to update the Board on recent administration-led conversations regarding discrimination, and to provide the Board the opportunity to discuss next steps. She noted that this was an issue of deep concern to everyone; the Board had previously discussed racism and bullying; more recently, requests had come from the public about what the Board and the District would commit to do to address discrimination. She noted that CHS students had recently organized a "Black Lives Matter" march in Concord. She said the District, Board members as elected officials, and the community as a whole were faced with both opportunity and obligation to listen and to educate themselves on racism and discrimination. As a first step, there was a call on June 8 among a number of administrators, three Board members, and community members including students, teachers, and advocates. A significant focus of the conversation was how to take concrete steps to address these issues. She welcomed incoming interim Superintendent Kathleen Murphy, noting that her participation was enabling a seamless transition in terms of hearing the will from the Board and developing the action steps to address discrimination. This process will include talking and listening to staff, students and community members and using the expertise within the administration and outside it.

Interim Superintendent Bass noted that over twenty people, including several students, were on the call to discuss discrimination including racism, religious bias and sexism. Several explicit examples of discrimination were shared and discussed, leaving the disheartening realization that this issue pervaded the community. Participants realized that the challenge was to engage in relationships with people who might appear or sound or act differently from themselves, creating opportunities to learn and make better connections. Unconscious and overt bias were discussed. Participants contributed ideas about concrete steps that could be taken over time to address these issues.

Student Safety Compliance Officer Karen Fischer-Anderson, whose role includes ensuring that the District conducts effective training and policy development on nondiscrimination, described the call and several participants, including several who shared personal experiences of discrimination. She said that critical components to change were awareness, training and discussion, involving a variety of audiences: students, staff and parents. She suggested that viewing a number of YouTube videos on implicit bias and "micro-aggression" could be helpful to point out the impact of discriminatory comments. She noted that with significant changes to Title IX, processes and procedures to address discrimination and inequity that affect students' ability to participate in school programs or activities were required to be enacted. She said she was working on a draft policy with regard to that requirement. The implementation date was August 14. The draft policy would include definition of terms, and both formal and informal grievance process.
Participants to the call also discussed the need to gather data to see whether there are disparate disciplinary outcomes at both the middle school and high school. Ms. Fischer-Anderson will analyze disciplinary reports from the last two years and look for any disproportionality in the outcomes based on specific infractions. Finally, she plans to work on developing a long-term “restorative justice” process; these have been shown to confer a significant educational and community benefit beyond sanctions typically imposed in disciplinary proceedings. She said she learned from the call the value of acknowledging that one may have made a mistake and how to handle it at the time it occurred.

Kathleen Murphy noted the talent and depth of experience expressed by participants on the call. These individuals could be of tremendous help in the ongoing discussions, and development of procedures and long-term planning, particularly in hiring.

Barb Higgins shared a recent experience with “micro-aggression” in a discussion with Stephanie Alicea, a woman of color, at a charter school.

David Parker, who as Vice Chair of the City and Community Relations Committee was one of the Board members who listened in on the June 8 call, said that everyone was implicitly biased in one way or another: gender bias, age bias, class bias, cultural bias, race bias, learning disability bias, mental health bias, social bias. He said human brains were biologically designed to consistently discriminate.

Ms. Patterson, who as Board President participated on the call, said she felt the Board had good opportunities, as elected officials, to do more than what could be done within the schools themselves. She said she would also like to work with City officials on this broader community issue.

Liza Poinier, who as Chair of the City and Community Relations Committee listened in on the call, commented that she agreed with one person on the call that short, regular, consistent education for students was important. Once a year training for staff would not have the same impact as having training available at, perhaps, five minutes per week. She mentioned other comments that characterized discrimination as an emergency similar to Covid-19, in terms of an opportunity to pull together to address it.

Gina Cannon commented that the choices about how to respond to the brain’s biological purpose of discrimination (differentiation) are taught. She said the Board would need to be very careful in how it describes trying to eradicate discrimination.

Ms. Fischer-Anderson said that denigration of another person, using “micro-aggressions,” could be subtle. It might not have been meant to be mean or hurtful, but could cause anger or pain in the person to whom it is delivered.

Ms. Higgins noted that she had invited Stephanie Alicea to attend the meeting.

Tom Croteau agreed there was a need for training by experts, with a focus on younger students initially, and that it would always need to involve trust-building.

Jim Richards reiterated how impressed he had been by the Black Lives Matter rally organized by CHS students a few days prior. He said he was moved by the speakers at that rally. He agreed that building trust in these conversations was critical, and that this needed
to be a continuous and ongoing process, and especially to include students who were interested in participating.

Superintendent Bass emphasized the importance of approaching this conversation from an educational perspective, for instance trying to transform a conversation about how ones’ comments or actions might be received from an exclusionary to an inclusionary choice, allowing engagement with someone else and resulting in some kind of learning experience. He said the group that had been on the call would be writing a statement for publication.

Ms. Patterson suggested that the Board issue a statement; Ms. Higgins said there should be input from people experiencing discrimination. Mr. Parker recognized the positive efforts of the CHS students who organized the Black Lives Matter rally. He also said that a draft statement by Ms. Poinier was valuable; all Board members should review this. Ms. Cannon said there should be a statement, but specifics should not be included without input from those experiencing discrimination; it would have the potential to be misunderstood. She said everyone must recognize that there was no race diversity on the Board. Ms. Poinier said she would be interested in recruiting people from diverse backgrounds to stand for election to the Board.

Ms. Patterson summarized her sense of the Board’s conversation: that there was support for the continuation of these calls, and for development of a plan and a statement that would come more organically from participants in the call, to be reviewed by the Board.

Ms. Poinier expressed a view that the Board’s statement should be finalized soon, rather than after the next scheduled call with stakeholders on June 22; Ms. Cannon and other Board members agreed. Superintendent Bass said the Board’s communication should be built on what Concord students are capable of doing, as they “lead the charge.” Ms. Poinier read the draft statement aloud. Board members expressed support for the statement generally, with some discussion of wording, and agreed that it should be issued this week.

Adjournment

The Board voted 8-0 to adjourn (motioned by Ms. Higgins, seconded by Mr. Richards).

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Barb Higgins, Secretary
Linden Jackett, Recorder
Board President Jennifer Patterson called the meeting to order at 7:00 p.m. and read the following statement:

As President of the Concord School Board, I find that due to the State of Emergency declared by the Governor as a result of the Covid-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The business we intend to conduct today is necessary due to the need to consider approval of a tentative agreement with the Concord Educational Assistants Association (CEAA). This will include taking public comment by unmuting phone lines one by one during the public comment period. It would be helpful for those wishing to comment to indicate their names in the “comment” function of Microsoft Teams so we may call on you more easily. In accordance with Policy #136, public comments are limited to 5 minutes per person to allow all interested parties to comment.

We encourage the submission of comments via e-mail at: concordinfo@sau8.org. Please note that there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the Emergency Order, we are:

a) Providing public access to the meeting by telephone, with additional access by other electronic means: we are utilizing Microsoft Teams for this meeting. All Board members have the ability to communicate contemporaneously through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # (925) 391-1169, Conf ID: 27142549# by clicking on the link provided on the sau8.org website. The meeting will be broadcast contemporaneously on ConcordTV’s education channel, and a recording of the meeting will be posted on the ConcordTV website.

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c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: if anybody has a problem, please call 603-513-9008.

All members will be participating remotely, and any votes that are taken during this meeting shall be done by roll call vote. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.
Board members present: Gina C. Cannon, Tom Croteau, Barb Higgins, David Parker, Liza Poinier, Jim Richards, Danielle Smith, Jennifer Patterson

Board members absent: Chuck Crush

Administrator present: Business Administrator Jack Dunn

Ms. Patterson briefly reviewed the agenda, the presentation of the tentative collective bargaining agreement with Concord Educational Assistants Association (CEAA). She said the Negotiations Committee had met earlier in the week, and recommended that the Board approve this agreement.

Mr. Dunn noted that there are 181 members in this group, paid through federal grants and the general fund. They are organized into two groups: instructional assistants who work directly with students, and program assistants who work with students to some extent and also with staff to develop programs for special education students. He noted this group had been on a two-year cycle to differentiate themselves from other groups, but this is a three-year agreement. He said during the budget discussions, the Board had wanted to increase the wages of this group. He presented the highlights of the new master agreement, from 2020 to 2023

**Wages (Year 1) – budget estimate**

- Step 1 (bottom step) from $14.20/hr. to $16.00/hr. (Instructional Assistants)
- Step 11 (top step) from $20.23/hr. to $20.80/hr.
- Step 1 (bottom step) from $16.23/hr. to $18.00/hr. (Program Assistants)
- Step 11 (top step) from $22.36/hr. to $23.40/hr.

| YEARM1: BUDGET IMPACT ESTIMATE |
|---------------------|---------------------|
| **CEAA List 01/24/2020 at FY19-20 step and rate** |
| $4,513,102.54 Wages |
| 345,252.41 FICA |
| 173,905.63 NHRS |
| **$5,032,560.58 Total FY19-20** |
| **Proposed schedule & RBT applied to CEAA list 01/24/2020** |
| $4,834,696.25 Wages |
| 369,854.23 FICA |
| 184,029.65 NHRS |
| **$5,388,580.13 Total Proposed** |
| **Cost of proposed increase to 01/24/2020 list** |
| $321,593.71 Wages |
| 24,601.82 FICA |
| 10,124.02 NHRS |
| **$359,319.55 Total impact to 01/24/2020 list** |
| **Budget for CEAA increases** |
| $180,000.00 Wages |
| 10,850.00 FICA |
| 20,106.00 NHRS |
| **$210,956.00 Total budgeted for increases** |
| **Budget shortfall using 01/24/2020 list** |
| $(141,593.71) Wages |
| (13,751.82) FICA |
| 9,981.98 NHRS |
| **$(145,363.55) Budget shortfall using 01/24/2020 list** |
Year 2: 1.75%
Year 3: 1.75%
The percentage increases among steps has been reduced.

**Health Insurance** – keep District/employee contributions as is for 3 years of agreement. Single plan only

**RBT stipend** – increase from $0.30/hr. to $0.60/hr.

**Sick day payout** – increase payments by $15 per day

- 10-15 years of service: From $75 to $90 per day
- 16-20 years of service: From $85 to $100 per day
- 21+ years of service: From $95 to $110 per day

Language was added: to be eligible for this benefit, a two-week notice must be provided.

The amount of time paid for opening day training was increased from 3 hours to 6 hours

It was agreed that a committee would be formed to review time and equipment needed for the performance of non-student-contact duties.

1.) Upon successful completion of the probationary period, members will receive four (4) sick days.
   - Current provision calls for thirty (30) hours.

2.) Removed/deleted all language as it pertains to “Non-Instructional Assistants” and the Cadillac Tax.

Mr. Dunn noted that the agreement was “front-loaded” by shrinking steps; for example, some groups going from one year to the next could be 4%, which might have nothing to do with increasing the base rate. In shrinking the steps, the base rate would be truer than what is built in. More was given in the first year, then there were smaller increases going forward: Years 2 and 3 would be a 1.75% increase.

Contributions for medical insurance were kept the same for the three-year agreement. He said that if an employee was with the District before year X, the District pays 95% of medical; if here before year Y, the District pays 85% of medical. Each year, the amounts get closer to what the taxpayers actually pay for District employee health insurance. He noted that there had been some discussion about making more than a single plan available. He said a 2-person plan would represent $900,000 in the budget; a family plan would be over $7 million (for the entire group).

The RBT stipend (certification) was increased; 20-30 EAs get behavioral technician training. In the past there was no stipend; the stipend was 30 cents/hour in the last contract and 60 cents/hour in this contract.

Sick day payout was increased by $15 and employees could accrue up to 90 days.

He noted that the time to be on hand before opening day was increased to six hours. With Title IX and anti-discrimination training, EAs would be paid if they attend the training.

He said a need for equipment and time to be able to process Medicaid-eligible students was identified, with dates that need to be achieved. There was a need to meet and lay out guidelines. With grant funding, the District would be able to provide some educational assistants with devices.
Changes were also made to the probationary period: four sick "days" would now be provided (an equity issue related to whether one worked a 3.5-hour or 6-hour day). A "sick day" for a 3.5-hour-person would be 3.5 hours; a "sick day" for a 6-hour-person would be 6 hours.

Language about "non-instructional assistant" and Cadillac tax language, which was part of ACA that had been eliminated, was removed.

Ms. Patterson recognized and thanked the administrative negotiating team: Mr. Dunn, Larry Prince, and Donna Palley, noting that it was a fair agreement. She said the Board does want to recognize and honor what the educational assistants bring to the District. Jim Richards stated that he was on the Negotiations Committee, and thanked both sides which worked very hard on the agreement. He said he was particularly in favor of more competitive starting salary to attract the best people possible, and pointed out those with RBT training were beneficial to District and, more importantly, valuable to students. Tom Croteau said he hoped it would help fill in some staffing gaps.

Public comment

There was no public comment.

The Board voted 8-0 by roll call (Gina Cannon, Tom Croteau, Barb Higgins, David Parker, Jennifer Patterson Liza Poinier, Jim Richards, Danielle Smith voted aye) to approve the tentative contract with CEAA (motioned by Ms. Higgins, seconded by Mr. Croteau).

It was noted that Board members had discussed a response to the recent "Black Lives Matter" protests. A letter will go out to the public tomorrow.

Adjournment

The Board voted 8-0 to adjourn (motioned by Mr. Parker, seconded by Ms. Higgins).

The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Barb Higgins, Secretary
Linden Jackett, Recorder
Board members present: Jennifer Patterson, Tom Croteau, Jim Richards, Gina Cannon, Chuck Crush, David Parker, Liza Poinier, Danielle Smith, Barb Higgins (arrived 5:51 p.m.)

Administrator: Business Administrator Jack Dunn

Board President Jennifer Patterson called the meeting to order at 5:30 p.m. Based on Governor Sununu’s emergency order #12, and the necessity of all Board members to remain in separate locations to protect public health during the Covid-19 emergency, she determined as Board President that all members would participate remotely, and this emergency determination would be noted in the minutes.

Ms. Patterson said she would confirm by roll call who was participating, that participating members were able to speak and to hear each other, and whether anyone else was present in the rooms from which Board members were participating. She said any vote taken during the meeting would be by roll call. The following Board members noted that they were present, could speak and hear others speaking on the call, and that no one else was present in the room: Gina Cannon, Tom Croteau, Chuck Crush, David Parker, Liza Poinier, Jim Richards, Danielle Smith, and Jennifer Patterson. Barb Higgins arrived at 5:51 p.m.

Business Administrator Jack Dunn, incoming Interim Superintendent Kathleen Murphy, Assistant Superintendent Donna Palley and Assistant Principal Nancy Pender were also present.

Ms. Patterson noted that a declaration of an emergency meeting which would suspend the presence of quorum or a physical location under the Governor’s emergency order #12 and RSA 91-A, must be stated and included in the minutes. She read the following statement:

As President of the Concord School Board, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The business we intend to conduct today is necessary due to the need to review Finance Committee recommendations and discuss possible changes to the current (FY20) budget, and to finalize the salary for our 2020-2021 Interim Superintendent. This will include taking public comment by unmuting phone lines one by one during the public comment period. We encourage the submission of comments via e-mail at: concordinfo@sau8.org

Please note that there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the Emergency Order, we are:
a) Providing public access to the meeting by telephone, with additional access by other electronic means:
We are utilizing Microsoft Teams for this meeting. All members of the Board have the ability to communicate contemporaneously through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # (925) 391-1169, Conf ID: 908 748 307#, by clicking on the link provided on the sau8.org website. The meeting is being broadcasted contemporaneously on ConcordTV’s education channel (Comcast Channel 6 or www.youtube.com/ConcordNHTV), and a recording of the meeting will be posted on ConcordTV’s website.

b) Providing public notice of the necessary information for accessing the meeting:
We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Microsoft Teams or telephonically. The meeting and pertinent instructions were posted on the website of the Board at: sau8.org more than 24 hours prior to the meeting, and are highlighted at the top of the website.

c) Mechanism for the public to alert the public body during the meeting if there are problems with access:
If anybody has a problem, please call 603 513-9008.

d) Adjourning the meeting if the public is unable to access the meeting:
In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

She asked that Board members and members of the public mute their microphones when not speaking, and wait to be recognized.

Business Administrator Jack Dunn noted the meeting would be largely a repeat of the joint Capital Facilities/Finance meeting on June 11, with some additional information included, and that a motion would be presented for consideration. He reviewed the agenda, which included a review of the FY20 budget, upcoming considerations for the FY21 and FY22 budgets, and the Interim Superintendent salary. He noted that the Board would be requested to take action on both the FY20 budget adjustment and the Interim Superintendent’s salary.

Mr. Dunn reviewed the FY20 approved budget, noting it would end on Tuesday, June 30. He explained that the year-end fund balance would be between $3.5 and $4 million, and that the estimate of what was needed for FY21 was $2.1 million. He proposed that everything above the required $2.1 million be put into existing District trust funds.

Mr. Dunn described FY20 impacts and considerations, noting that while medical/dental claims were currently down, there could be a surge down the road due to artificial suppression in the pandemic. He also noted a large decrease in gas costs due to remote learning.
Education
- Wage savings for non-additional hours and hires
- Substitute accounts
- Benefits (for example, dental) – claims anomaly
- Unused transportation expenses
- Unused supply and books funds

Food Service
- Allocation of salaries for staff not working in Food Service program per USDA guidance (waiting for additional guidance from DOE)

Grants
- Extension for carryover funds (no cap)

Mr. Dunn noted that it was recommended at the June 11 meeting that the surpluses in several budget lines be moved to District trust funds corresponding with each particular line, such as school buildings and renovation; instructional materials; health and dental; and special education. He emphasized that these surpluses were anomalies due to the Covid-19 pandemic and that these funds should be saved.

Mr. Dunn reviewed the budget timeline, noting that it was a busy time of year for financial and budget processes.

June
- Close out fiscal year
- Latest numbers (provided two hours ago)

July
- Reconcile all account lines (General Fund alone: 4,825 accounts; Food Service: 461; and federal)
- Initial reports sent to auditors

August
- Report status of transfers to Board
- Auditors arrive second or third week of August

Jennifer Patterson asked whether there was a sense of which funds would be seeing the biggest transfers. Mr. Dunn explained that there was $529,000 left over in FY19 and that in the current year (FY20), that number was $3 to $4 million. He displayed the “dashboard” used to manage the District budget, and showed where this surplus came from. He explained that overages should be rolled into the most relevant trust fund; for example, an overage in the teacher salary line should be rolled into the Instructional Trust Fund. He explained for clarification that this was money that had already been raised in taxes and that the motion was not to add more money to the budget, but simply to reallocate existing money from an unexpected surplus into appropriate Trust Funds for savings. Ms. Patterson added that this might allow the District to use monies in the Trust Funds if needed when adjusting the budget in October, rather than increasing the budget. Mr. Dunn explained...
that he would not want the Board to be in a position to have to increase, given all the unknowns in the near future.

Mr. Croteau added that the Board would not want to give anyone in the community false hope about “giving it back to the taxpayers,” noting that the Trust Funds were developed to help keep the budget as level as possible year after year, in case of financial crises that may arise, mitigating/minimizing the tax impact.

Ms. Cannon asked for clarification that $2.1 million needed to be rolled over into this year’s budget to keep all budget lines balanced, and then funds above that should be put into “rainy-day funds” to offset contingencies that might come up. She asked whether, with the District network being down, some of this rainy-day fund should perhaps be used to fix whatever is causing that problem. Mr. Dunn explained that the outage was most likely a vendor issue or a piece of hardware and that IT was working on the issue immediately. He said a redundancy site might help service if some part of the network goes down.

In response to a question from Mr. Crush whether funds could be moved among Trust Funds if needed, Mr. Dunn replied that was a possibility, with a vote of the Board.

Mr. Parker asked whether there were additional expenses over the last few months. Mr. Dunn said he was analyzing many factors and accounts now, but that the data was very raw, and that he was not sure what expenditures might be covered under CARES. He said that there were savings overall. Mr. Parker commented that the needs of students were changing and being impacted. As the District moved into a new school year with many unknowns ahead, he was glad the Board had the flexibility to move the money where needed.

There was no public comment.

Ms. Higgins joined the meeting at 5:51 p.m. She said that putting the surplus into a Trust Fund in order to develop savings was a prudent thing to do.

Mr. Croteau made the following motion, seconded by Jim Richards: Move that the school Board authorize the administration to transfer funds that exceed the required $2.1 million dollars for the FY21 budget from FY20 budget line surpluses into the appropriate Trust Funds. The administration will report at the August monthly Board meeting, or as requested, the status of the transfers and fund balances. The Board understands that until the second week of August it has the ability to adjust the transfers.

Mr. Richards commented that it was reassuring that this discussion paralleled the June 11 meeting. He fully supported the motion, echoed points made by Mr. Parker and others, and thanked Mr. Dunn for his budget work. Ms. Patterson commented that this was a prudent approach, providing significant flexibility.

The Board voted 9-0 by roll call (Tom Croteau, Chuck Crush, Barb Higgins, David Parker, Jennifer Patterson, Liza Poinier, Jim Richards and Danielle Smith voted aye) to authorize the administration to transfer funds that exceed the required $2.1 million dollars for the FY21 budget from FY20 budget line surpluses into the appropriate Trust Funds. The administration will report at the August monthly
Board meeting, or as requested, the status of the transfers and fund balances. The Board understands that until the second week of August it has the ability to adjust the transfers.

Mr. Dunn reviewed the FY21 budget, which was approved on April 13, 2020.

<table>
<thead>
<tr>
<th>FUND</th>
<th>APPROVED 4/13/2020</th>
</tr>
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<tbody>
<tr>
<td>Operations Excluding Debt Service</td>
<td>79,759,150</td>
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<tr>
<td>Operations Debt Service</td>
<td>6,212,817</td>
</tr>
<tr>
<td>Transfer to Facilities and Renovation Trust</td>
<td>1,417,746</td>
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<tr>
<td>Transfer to School Bldg. Maint. Trust</td>
<td>98,665</td>
</tr>
<tr>
<td>Transfer to Vocational Reserve</td>
<td>193,918</td>
</tr>
<tr>
<td>Transfer to Food Service</td>
<td>20,000</td>
</tr>
<tr>
<td>Total General Fund</td>
<td>87,702,296</td>
</tr>
<tr>
<td>Food Service Fund</td>
<td>1,968,514</td>
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<tr>
<td>Grant Fund</td>
<td>3,600,200</td>
</tr>
<tr>
<td>CRTF Capital Projects Fund (FY20)</td>
<td>125,000</td>
</tr>
<tr>
<td>TOTAL APPROPRIATIONS</td>
<td>93,396,010</td>
</tr>
</tbody>
</table>

He reviewed impacts and considerations of the budget, noting adaptations needed in Food Service if more meals needed to be prepped and delivered.

Education
- Reopening of school
- Staffing (ex. temporary or substitutes)
- Compensatory education
- Social and emotional support
- PPE equipment and supplies
- Technology (i.e. phones, computers, etc.)
- Remote learning (i.e. software, books, conferencing, supplies)
- The possibility of starting normally, then going back to remote learning
- CRTF enrollment

Food Service
- Staffing
- Food preparation
- Delivery
- Supplies
Community
- Tax rate

Grants
- Coronavirus Aid, Relief, and Economic Security (CARES) Act – Elementary and Secondary School Emergency Relief Fund (ESSER): $953,636.64*
- FEMA Public Assistance (PA)
  - 75% Federal
  - 25% Local operating budget

Other
- TBD

Ms. Patterson noted that the Board would hear an update on the plan for opening for the 20-21 school year at the monthly meeting in July.

Mr. Dunn reviewed FY22 budget impacts/considerations, reminding the Board that NHRS rates would go up next year. He reminded the Board that the District sent out the MS-22, a document which needs to be electronically signed by all Board members, that covers the budget passed in April. Another MS-22 would be needed to cover adjustments made at this meeting, as both need to go to the Department of Revenue.

Continuation of additional equitable aid (see NHSBA notice)
- FY20 – additional $1,040,776
- FY21 – additional $671,596
- FY22 – funding due to expire

New Hampshire Retirement System (NHRS)
- News: NHRS Trustees reduce assumed rate of return (press release)
- CSD estimated impact if the employer rate increases*:
  - Teacher rate (1%): all funds – $342,506
  - Non-teacher rate (.5%): all funds – $43,536

Settled agreements:
- UAW: Food Service
- Maintenance/Transportation
- NEA: Administrative Assistants
- NEA: Teachers/Nurses

Ms. Patterson noted that on June 1 the Board approved Kathleen Murphy as Interim Superintendent for the 2020-2021 school year. The salary at that time was listed as “TBD” so she was bringing the proposed salary of $155,000 for one year forward for Board approval. She noted that this Superintendent salary level was consistent with that for similar districts across the state. She motioned that the Board approve a salary of $155,000 for Interim Superintendent Kathleen Murphy for the 2020-2021 school year. Mr. Crush seconded.

Mr. Croteau asked whether other expenditures related to this position were included in the $155,000 figure. Ms. Patterson replied that typically the salary amount was voted on, as benefits include all standard health insurance terms, in line with other administrator
contracts. Mr. Dunn commented that Ms. Murphy would have the same SchoolCare plan and contribution amount, same tax annuity as other administrators, no sick day payout, payments into NHRS. No other "fringe" benefits were included.

The Board voted 9-0 by roll call (Tom Croteau, Chuck Crush, Barb Higgins, David Parker, Jennifer Patterson, Liza Poinier, Jim Richards and Danielle Smith voted aye) to approve a salary of $155,000 for Interim Superintendent Kathleen Murphy for the 2020-2021 school year.

Mr. Parker suggested listing benefits cost in the future for the benefit of taxpayer and transparency. Mr. Dunn said he could provide the more information on the value of the District's health insurance plans as well as other standard benefits.

Kathleen Murphy thanked the Board for their work and said she was looking forward to serving the District. She said flexibility would be important in the coming school year, and this was a good budget move to help be prepared.

Adjournment

The Board voted 9-0 to adjourn (motioned by Ms. Higgins, seconded by Mr. Richards).

The Board adjourned at 6:42 p.m.

Respectfully submitted,

Barb Higgins, *Secretary*
Lauren Hynds, *Recorder*
Board President Jennifer Patterson called the meeting to order at 5:30 p.m. and read the following statement:

As President of the Concord School Board, I find that due to the State of Emergency declared by the Governor as a result of the Covid-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The business we intend to conduct today is necessary due to the need to plan for the July 2020 monthly Board meeting and the calendar of meetings in July and August. The Board will not be taking public comment at this meeting.

We encourage the submission of comments via e-mail at: concordinfo@sau8.org. Please note that there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the Emergency Order, we are:

a) Providing public access to the meeting by telephone, with additional access by other electronic means: we are utilizing Microsoft Teams for this meeting. All Board members have the ability to communicate contemporaneously through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # (925) 391-1169, Conf ID: 397 076 342# by clicking on the link provided on the sau8.org website. The meeting will be broadcast contemporaneously on ConcordTV’s education channel, and a recording of the meeting will be posted on the ConcordTV website.

b) Providing public notice of the necessary information for accessing the meeting: we previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Microsoft Teams or telephonically. The meeting and pertinent instructions were posted on the District website, sau8.org, more than 24 hours prior to the meeting, and are highlighted at the top of the website.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: if anybody has a problem, please call 603-513-9008.

All members will be participating remotely. No votes are anticipated, but any taken during this meeting shall be done by roll call vote. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Board members present: Gina Cannon, Tom Croteau, Barb Higgins, Liza Poinier, Jim Richards, Jennifer Patterson

Board members absent: Chuck Crush, David Parker, Danielle Smith
Interim Superintendent Kathleen Murphy, Business
Administrator Jack Dunn, Assistant Superintendent
Donna Palley, Director of Human Resources Larry Prince,
Director of Facilities Matt Cashman

Jennifer Patterson briefly described the agenda, which was to review the draft agenda for
the July 6 Board meeting and the calendar of meetings for July and August.

Jack Dunn described the agenda for the audience. Larry Prince noted that Frank Bass had
asked to teach an independent study from July to November, 2020 for a stipend of $3,000.
Ms. Patterson noted that this was a continuation of the literature class he had been
facilitating remotely.

Ms. Prince asked to add a CAA confirmation to the personnel section of the meeting.

Mr. Dunn noted that the report from the Negotiations Committee referenced an already­taken vote on the contract with CEAA.

Kathleen Murphy said she had added a discussion of and vote on a limited contract (35
hours total) for a communications consultant, which she felt was critically important for the
District at a time when significant work on policies and training related to Title IX and
equity was being undertaken. In addition, the District would need to enable strong and
appropriate communication about the return to school to all media outlets, agencies, the
City, and DOE. She suggested that communication needed to broaden beyond the
traditional lines of communication.

Ms. Patterson noted that this was timely in this rapidly changing situation, and it was
important to get the District's message out. She referenced preliminary recommendations
about reopening which suggested each district would make decisions for itself.

Mr. Dunn suggested an action item (vote) be added about reprioritizing funds left over
from the steam-to-gas conversion project, a recommendation of the joint Finance/Capital
Facilities committees meeting.

Mr. Prince noted that celebrating the District's employees was typically done in June. While
he needed time to order the gifts, he felt it could be scheduled for August or September. He
felt it was important to do this in person, noting that family members were always invited.
The event could have upward of 50-75 people. It was suggested that a larger facility be
sought. Ms. Patterson noted that the District was still operating under emergency orders
until the middle of July, and caution needed to be taken with in-person meetings.

In response to a question from Tom Croteau asked for quick update on the status of
Communications Director, Ms. Patterson noted that the position had not been brought
forward in the budget and the Board was not considering an actual position; rather, there
was a request to approve a short-term consultant contract.

The Board discussed the July calendar, noting that meetings would revert to Wednesdays
instead of Thursdays. An Instructional Committee to discuss school re-opening, and a
Communications & Policy Committee meeting to discuss a Title IX policy, required to be in
place by mid-August, were scheduled.
In response to a request Gina Cannon structuring notice of meetings that are rescheduled, Ms. Patterson noted the practice of a newsletter from the Superintendent to full Board, which Superintendent Murphy said she would renew.

Mr. Prince suggested scheduling a Negotiations Committee meeting after the Executive Committee on July 27, which will be renamed as a Special Board meeting for scheduling (5:00 to 6:00 pm). The Negotiations Committee meeting would be scheduled starting at 6:00 pm on July 27.

Liza Poinier scheduled a City & Community Relations Committee meeting on August 12.

In response to a question from Barb Higgins whether there were facilities concerns with the school reopening, Ms. Patterson suggested addressing all these issues at the Instructional Committee.

Mr. Prince suggested there might be a need for another Negotiations Committee meeting in August.

Ms. Patterson noted that, looking at preliminary re-opening guidelines, another Communications Committee meeting in August might be required to establish policies to address questions.

Ms. Patterson noted to Board members that NHSBA was holding a conference with Primex on reopening, on July 23 and invited them to attend.

Adjournment

The Board voted 8-0 to adjourn (motioned by Mr. Richards, seconded by Mr. Croteau).

The meeting adjourned at 6:04 p.m.

Respectfully submitted,

Barb Higgins, Secretary
Linden Jackett, Recorder
<table>
<thead>
<tr>
<th>TO:</th>
<th>Members, Concord School Board</th>
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</thead>
<tbody>
<tr>
<td>FROM:</td>
<td>Larry Prince, Director of Human Resources</td>
</tr>
<tr>
<td>DATE:</td>
<td>June 1, 2020</td>
</tr>
<tr>
<td>REFERENCE:</td>
<td>Interim Superintendent Nomination 2020-2021</td>
</tr>
</tbody>
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Kathleen Murphy  
Chester, NH  
Education: Concord School District  
Interim Superintendent of Schools  
University of New Hampshire, Durham, NH  
CAGS Administration, 1994  
Rivier College, Nashua, NH  
M.S. Educational Administration, 1976  
Plymouth State College, Plymouth, NH  
B.S. Education, 1971  
Certification: Experienced Educator Certificate, exp. 06/30/22  
Superintendent, Principal  
Experience: Superintendent, 2011-present  
Hampton School District, Hampton, NH  
Commissioner for MIC3, 2014-present  
Military Interstate Children’s Compact Commission, NH  
Director Division of Instruction, 2008-2011  
New Hampshire Department of Education, Concord, NH  
Superintendent of Schools, 2003-2008  
Newmarket School District, Newmarket, NH  
Instructional Supervisor, 2002-2003  
Nashua School District, Nashua, NH  
Assistant Superintendent, 1996-2002  
Derry Cooperative School District, Derry, NH  
School Principal, 1984-1996  
West Running Brook Middle School, Derry, NH  
Gilbert H. Hood Middle School, Derry, NH  
Grinnell Elementary School, Derry, NH  
Candia Moore School, Candia, NH  
Classroom Teacher, 1971-1984  
Grinnell Elementary School Classroom Teacher  
Kathleen replaces Franklyn Bass, Ph.D.  
Salary: $155,000  
One Year Only
TO: Members, Concord School Board
FROM: Larry Prince, Director of Human Resources
DATE: July 6, 2020
REFERENCE: Administrator Confirmation 2020-2021

Shawn White
Center Barnstead, NH
Education: Rundlett Middle School
Director of Special Education
Plymouth State University, Plymouth, NH, CAGS/15
Plymouth State University, Plymouth, NH, M.Ed./05
Plymouth State College, Plymouth, NH, B.S./98
Certification: Experienced Educator Certificate, exp. 06/30/22
Principal, Special Education Administrator, General
Special Education, Specific Learning Disabilities
Experience: Timberlane Regional School District, Plaistow, NH
Director of Secondary Special Education, 2019-2020
Coe-Brown Northwood Academy, Northwood, NH
Special Education Teacher, 2003-2019
Pine Haven Boys Center, Allenstown, NH
Special Education Teacher, 2002-2003
Shawn replaces Kerry Finnegan (step III, M+30/CAGS = $118,067) – transfer
Budgeted at $118,067

$113,670 step II, M+30/CAGS
TO:        Members, Concord School Board
FROM:      Larry Prince, Director of Human Resources
DATE:      July 6, 2020
REFERENCE: Teacher Confirmations 2020-2021 Existing Staff

Donna Hillyer  Concord High School  $47,548
Deerfield, NH  Special Educations Teacher  B-2
Certification: Educational Intern License – Alternative 4, exp. 06/30/22
Donna held a one-year-only Special Education teacher position at Concord High School for the 2019-2020 school year.
Donna has been employed with Concord School District since 2013.
Donna replaces Lauren Orlen (M+30-14 = $88,304) - LOA
Budgeted at $88,304

Lauren Orlen  Concord High School  $88,304
Concord, NH  School Counselor  M+30-14
Certification: Experienced Educator, exp. 06/30/23
General Special Education
Statement of Eligibility, effective 05/13/2020
School Counselor
Lauren is requesting a leave of absence from her full-time Special Education teacher position to accept this assignment:
Lauren has been employed as a teacher with Concord School District since 2006.
Lauren replaces Jocelyn Jerry-Wolcott (M-14 = $85,605) – retirement
Budgeted at $59,784
Kathryn Todd
Concord, NH

License:

Concord High School
Speech-Language Pathologist
State of NH Licensing, exp. 12/31/2021
Speech-Language Pathologist
Kathryn is currently in this position as a one-year-only assignment.
This is in addition to Kathryn’s 50% Speech-Language Pathologist position at Concord High School.
Kathryn has been employed as a speech-language pathologist with Concord School District since 2012.
Kathryn replaces Sara Hans (30% of M-14 = $26,491) – LOA
Budgeted at $26,491

$23,616
30% of M-12
one year only
TO: Members, Concord School Board
FROM: Larry Prince, Director of Human Resources
DATE: July 6, 2020
REFERENCE: Teacher Confirmations 2020-2021

Magalie Lawrence
Concord, NH
Education: Concord High School
French Teacher
Bloomsburg University, Bloomsburg, PA, B.S./90
Pursuing
New from Reallocation
Budgeted at $17,121

Susan Gorham
Concord, NH
Education: District
School Nurse
University of New Hampshire, Durham, NH, B.S./93
Registered Nurse, exp. 01/18/22
Family Tree, Hopkinton, NH
Nurse, PT, 2016-present
Concord Hospital, Concord, NH
Nurse, per diem, 2014-present
Staff Nurse, 2002-2003
Merrimack Valley School District, Boscawen, NH
School Nurse, PT, 2011-2014
Health South Rehabilitation Hospital, Concord, NH
Staff Nurse, 2005-2011
Lowell General Hospital, Lowell, MA
Staff Nurse, 1997-2001
New York University Medical Center, New York, NY
Staff Nurse, 1994-1997
New Position
Budgeted at $51,292

$8,997
20% of B-1

$63,672
BSN-12
Christy Ayer
Amherst, NH
Education:
American International College, Springfield, MA, M.A./03
LeTourneau University, Longview, TX, B.S./99
Certification:
Experienced Educator Certificate, exp. 06/30/22
Experience:
Heron Pond Elementary School, Milford, NH
School Psychologist, 2003-present
Gateways Early Supports & Services, Nashua, NH
Educator, 02-06
Heritage Developmental Center, South Hadley, MA
Developmental Specialist, 01-02
Early Childhood Intervention, Longview, TX
Early Intervention Specialist, 99-01
School for Little Children, Longview, TX
Teacher, 98-99
Christy replaces Tara Spencer (M+30-14 = $88,304) - transfer
Budgeted at $88,304

Christine Roman
Alexandria, NH
Education:
Plymouth State University, Plymouth, NH, B.S./08
Certification:
Experienced Educator Certificate, exp. 06/30/21
Digital Learning Specialist
Elementary Education, K-8
Experience:
Bridgewater-Hebron Village School, Bridgewater, NH
Specialist/Technology Integrator, 2015-present
Classroom Teacher, 2008-2015
Special Education Resource Program Aide, 2004-2008
Christine replaces Alison Casko (M+30-14 = $88,304) - transfer
Budgeted at $88,304
Alicia Frank
Londonderry, NH

**Education:**
- Broken Ground School/Mill Brook School School Psychologist
- University at Buffalo, Buffalo, NY, PhD/01
- University at Buffalo, Buffalo, NY, M.A./97
- North Park College, Chicago, IL, B.A./91

**Certification:**
- Experienced Educator Certificate, exp. 06/30/23
- School Psychologist

**Experience:**
- Nashua School District, Nashua, NH
  - School Psychologist, 19-present
- Hudson School District, Hudson, NH
  - School Psychologist, 08-18
- Counseling Center of Nashua, Nashua, NH
  - Outpatient Therapist, 07-08
- Northwestern Counseling & Support Services, St. Albans, VT
  - Outpatient Therapist, 04-07
- Alicia replaces Melissa Pazdon (M+30-13 = $84,885) - transfer
  - Budgeted at $84,885

$88,304
M+30-14

Julie Britton
Rochester, NH

**Education:**
- Granite State College, Concord, NH, B.S./13

**Certification:**
- Experienced Educator Certificate, exp. 06/30/21
- General Special Education

**Experience:**
- Pittsfield Elementary School, Pittsfield, NH
  - Special Education Teacher, 15-present
- New Position
  - Budgeted at $59,784

$55,285
B-5
one year only

Teacher Confirmations
Capital Facilities Committee Chair Jim Richards called the meeting to order at 5:31 p.m. Based on Governor Sununu's emergency order #12, and the necessity of all Board members to remain in separate locations to protect public health during the COVID-19 emergency, he had determined as Chair of the School Board Capital Facilities Committee that all members would participate remotely, and this emergency determination would be noted in the minutes. Mr. Richards noted that a declaration of an emergency meeting which would suspend the presence of quorum or a physical location under the Governor's emergency order #12 and RSA 91-A must be stated and included in the minutes. He read the following statement:

As Chair of the Concord School Board Capital Facilities Committee, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The business we intend to conduct today is necessary due to the need to review Finance Committee recommendations and discuss possible changes to the current (FY20) budget, including the need for summer facilities projects, which is why this is a joint meeting of the Finance and Capital Facilities committees. We do not plan to take public comment today but encourage the submission of comments via e-mail at: concordinfo@sau8.org

Please note that there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the Emergency Order, we are:

a) Providing public access to the meeting by telephone, with additional access by other electronic means: We are utilizing Microsoft Teams for this meeting. All members of the Board have the ability to communicate contemporaneously through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone number: (925) 391-
1169, and entering Conference ID: 765 008 195#, by clicking on the link provided on the sau8.org website. The meeting is being broadcasted contemporaneously on ConcordTV’s education channel (Comcast Channel 6) or www.youtube.com/ConcordNHTV), and a recording of the meeting will be posted on ConcordTV’s website.

b) Providing public notice of the necessary information for accessing the meeting: We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Microsoft Teams or telephonically. The meeting and pertinent instructions were posted on the District website: sau8.org more than 24 hours prior to the meeting, and are highlighted at the top of the website.

c) Mechanism for the public to alert the public body during the meeting if there are problems with access: If anyone has a problem, please call 603-513-9008.

d) Adjourning the meeting if the public is unable to access the meeting: In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Mr. Richards took roll call to determine those Committee members participating. He said that Board members will be participating remotely, and any votes taken during this meeting shall be done by roll call vote. When each member states their presence, he asked them to also state whether there is anyone in the room with them during this meeting, which is required under the Right-to-Know law. He asked participants to mute their microphones when not speaking, and wait to be recognized.

The following Committee members noted that they were present, could speak and hear others speaking on the call: David Parker, Liza Poirier, Danielle Smith, Jim Richards, Tom Croteau. Board members Jennifer Patterson and Gina Cannon were also present. Barb Higgins, a member of both committees, joined the meeting late, noted in the minutes.

The following administrators noted that they were present and could speak and hear others speaking on the call: Business Administrator Jack Dunn, Director of Facilities Matt Cashman, CHS Principal Mike Reardon, Assistant Superintendent Donna Palley.

Mr. Dunn reviewed the committee membership and agenda, which included the FY20, FY21, and FY22 budgets, summer facilities projects, and reprioritizing the steam-to-gas conversion funds.
He reviewed the FY20 budget, which had been approved on October 28, 2019, after the tax rate setting and City valuations came in.

<table>
<thead>
<tr>
<th>FUND</th>
<th>APPRoved 10/28/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Operations Excluding Debt Service</td>
<td>76,661,835</td>
</tr>
<tr>
<td>- Operations Debt Service</td>
<td>6,367,912</td>
</tr>
<tr>
<td>- Transfer to Facilities and Renovation Trust</td>
<td>1,911,609</td>
</tr>
<tr>
<td>- Transfer to School Bldg. Maint. Trust</td>
<td>358,406</td>
</tr>
<tr>
<td>- Transfer to Vocational Reserve</td>
<td>172,804</td>
</tr>
<tr>
<td>- Transfer to Special Education Trust</td>
<td>362,801</td>
</tr>
<tr>
<td>- Transfer to Technology Innovation Trust</td>
<td>250,000</td>
</tr>
<tr>
<td>- Transfer to Food Service</td>
<td>50,000</td>
</tr>
<tr>
<td><strong>Total General Fund</strong></td>
<td><strong>86,135,367</strong></td>
</tr>
<tr>
<td>Food Service Fund</td>
<td>1,951,883</td>
</tr>
<tr>
<td>Grant Fund</td>
<td>3,386,196</td>
</tr>
<tr>
<td>CRT C Capital Projects Fund (FY20)</td>
<td>110,000</td>
</tr>
<tr>
<td><strong>TOTAL APPROPRIATIONS</strong></td>
<td><strong>91,583,448</strong></td>
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</tbody>
</table>

He explained that the estimated year-end fund balance was $3.5 to $4 million, and that only $2.1 million was needed to support FY21, the budget that would state on July 1, 2020. He noted that this was a fairly significant excess of funds and the Committees should discuss what to do with those excess funds. Mr. Dunn explained that the excess derived from unused transportation expenses, unused benefits, unused supply funds, and wage savings during the ongoing Covid-19 pandemic. He explained that Food Service workers who were not working could not be charged to the Food Service account and their salaries must be rolled into the General Fund.

**Education**
- Wage savings for non-additional hours and hires
- Substitute accounts
- Benefits (i.e. dental)
- Unused transportation expenses
- Unused supply funds

**Food Service**
- Allocation of salaries for staff not working in the Food Service program per USDA guidance
Mr. Dunn made a recommendation for transferring the excess funds into appropriate District Trust Funds for saving and mitigating any future unexpected needs.

**FY20 – PROPOSAL TO ENCUMBER FUNDS**

<table>
<thead>
<tr>
<th>CASH ACC#</th>
<th>ACCOUNT NAME</th>
<th>PROJECTED ENDING BALANCE, JUNE 30, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>91702</td>
<td>School Buildings Renovation and Maintenance Fund</td>
<td>807,111.23</td>
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<tr>
<td>91703</td>
<td>Instructional Materials Trust Fund</td>
<td>45,959.95</td>
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<tr>
<td>91704</td>
<td>Health and Dental Medical Reserve</td>
<td>1,047,383.41</td>
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<td>91705</td>
<td>Energy Trust Fund</td>
<td>170,812.21</td>
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<tr>
<td>91706</td>
<td>Facilities Purchase and Renovation Expendable Trust Fund</td>
<td>7,295,954.31</td>
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<td>91709</td>
<td>Special Education Expendable Trust</td>
<td>396,818.30</td>
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<tr>
<td>91714</td>
<td>Innovation Technology Expendable Trust Fund</td>
<td>303,639.22</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>10,067,678.63</strong></td>
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</tbody>
</table>

Mr. Dunn reviewed the FY21 budget, which was approved on April 13, 2020.

<table>
<thead>
<tr>
<th>FUND</th>
<th>APPROVED 4/13/2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Operations Excluding Debt Service</td>
<td>79,759,150</td>
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<tr>
<td>- Operations Debt Service</td>
<td>6,212,817</td>
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<tr>
<td>- Transfer to Facilities and Renovation Trust</td>
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<tr>
<td>- Transfer to School Bldg. Maint. Trust</td>
<td>98,665</td>
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<tr>
<td>- Transfer to Vocational Reserve</td>
<td>193,918</td>
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<tr>
<td>- Transfer to Food Service</td>
<td>20,000</td>
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<tr>
<td><strong>Total General Fund</strong></td>
<td><strong>87,702,296</strong></td>
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<tr>
<td>Food Service Fund</td>
<td>1,968,514</td>
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<tr>
<td>Grant Fund</td>
<td>3,600,200</td>
</tr>
<tr>
<td>CRTC Capital Projects Fund (FY20)</td>
<td>125,000</td>
</tr>
<tr>
<td><strong>TOTAL APPROPRIATIONS</strong></td>
<td><strong>93,396,010</strong></td>
</tr>
</tbody>
</table>

**PROJECTED TAX IMPACT SUMMARY (VALUATION EXPECTED LATE OCTOBER 2020)**

- Projected City Valuation (real growth): 0.68% or $24,675,957
- Tax Rate (local): $13.44/€, +10.16% or 1.16%
- Tax Rate (state) Fixed Amount: $1.99/€, -0.06% or -2.99%
- Tax Rate (local and state combined): $15.43/€, +10.12% or 1.12%

He reviewed budget impacts and considerations, including education, Food Service, community, and grants. Matt Cashman described the purchase of several new sweeper machines to clean the schools more quickly and effectively and noted that part of their would be covered by a FEMA Public Assistance grant. Mr. Dunn emphasized that it was
important to maintain reserve funds to help stabilize future budgets and avoid the need to raise additional funds via taxes, clarifying the excess funds have already been raised through taxation, and this request was not for additional money, but simply moving existing money into savings accounts for future needs.

Education
- Reopening of school
- Staffing (ex. temporary or substitutes)
- Compensatory education
- Social and emotional support
- Personal protective equipment and supplies
- Technology (i.e. phones, computers, etc.)
- Remote learning (i.e. software, books, conferencing, supplies)
- Start school normally; plan for the possibility of returning to remote learning

Food Service
- Staffing
- Food preparation
- Delivery
- Supplies

Community
- Tax rate
- Tax revenues

Grants
- Coronavirus Aid, Relief, and Economic Security (CARES) Act – Elementary and Secondary School Emergency Relief Fund (ESSER): $953,636.64*
- FEMA Public Assistance (PA): 75% federal; 25% local operating budget

Finance Committee chair Tom Croteau asked whether the Committees would have clear indications of where these funds might realize their most responsible use. Mr. Dunn explained that each budget line with excess funds would be placed into the most appropriate Trust Fund category, such as Buildings and Maintenance; Instructional; Special Education; and Technology.

Mr. Richards clarified that $2.1 million of the $3.5 to $4 million budget overage was already earmarked for the already-approved FY21 budget.

Liza Poinier commented that City revenues were already down dramatically, and that above all, the Board should do everything it must do to be prepared to not keep any items that are not absolutely essential, as it may be asked to make major cuts in October 2020.

Mr. Richards suggested that overages in health and dental claims could represent deferments in appointments and that a spike in the fall/winter could occur, when people later utilize these benefits.

Mr. Croteau asked whether the Board could take its small tax increase and flatline it if necessary. Mr. Richards suggested that real growth might not be as much as anticipated.
Mr. Dunn reminded the Board that, in anticipation of refinancing the elementary school building bonds, having healthy reserve balances would help the District obtain better rates and could create additional savings over the life of the bond. He added that the Board would be better equipped to handle unexpected budget needs in the fall with these savings. Mr. Richards clarified that any adjustments made to the budget in October would be reflected in taxpayers' January 2021 tax bills.

Mr. Richards asked whether there was any estimation of the cost associated with return to school in August. Mr. Cashman said that several state task forces were working on what that would look like, and that the administration anticipated having some guidance in early July. He said they were also keeping track of the CARES funds and how that money was being spent so the District could keep it in the right category.

Barb Higgins joined the meeting at 5:45 p.m.

Mr. Dunn reviewed anticipated impacts on the FY22 budget, which would include continuation of additional equitable aid, NHRS rates, and bargaining unit agreements.

**Continuation of Additional Equitable Aid**
- FY20 – an additional $1,040,776
- FY21 – an additional $671,596
- FY22 – funding due to expire

**New Hampshire Retirement System (NHRS)**
- News: NHRS Trustees reduce the assumed rate of return
- CSD estimated impact if the employer rate were to increase:
  - Teacher rate (1%): all funds – $342,506
  - Non-Teacher rate (.5%): all funds – $43,536

**Settled agreements:**
- UAW: Food Service
- Maintenance/Transportation
- NEA: Administrative Assistants (CEOPA)
- NEA: Teachers/Nurses (CEA)

Ms. Higgins thanked Mr. Dunn for tying in past actions and decisions to make current issues more relatable and easier to understand.

Mr. Richards and Mr. Dunn clarified that if NHRS rates increased 1%, from 17% to 18%, the budget would need an additional $342,000 to account for that increase, which the District did not have any control over.

Mr. Parker asked what determines or influences the NHRS rate. Mr. Dunn noted that actuaries examine investments and employer and employee contributions, looking at what comes in and how much needs to go out in order to balance and satisfy those anticipated payouts.

Mr. Croteau made the following motion:
That the Finance committee recommend that the School Board encumber a significant portion of the unreserved fund balance from the FY20 budget above the $2.1 million needed for the FY21 budget. The motion was seconded by Ms. Higgins.

Mr. Richards clarified this would be a roll call vote of the Finance Committee.

The committee voted 4-0 by roll call (Mr. Croteau, Ms. Higgins, Mr. Parker, Ms. Poinier voted aye) to recommend that the School Board encumber a significant portion of the unreserved fund balance from the FY20 budget above the $2.1 million needed for the FY21 budget (motioned by Mr. Croteau, seconded by Ms. Higgins).

Mr. Dunn and Mr. Cashman reviewed summer projects. Mr. Dunn provided an overview of buildings, grounds, and debt service. He described the various projects, noting that he would discuss both summer projects and projects that would need to be bonded over many years. Some adjustments needed to be made to the summer projects category.

<table>
<thead>
<tr>
<th>REPAIRS &amp; MAINTENANCE (School Year – Operating Budget)</th>
<th>SUMMER PROJECTS (Contracted Work – Operating Budget)</th>
<th>BOND (&gt; 10 years – Debt Service)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roof Repairs</td>
<td>Roof Repairs</td>
<td>Roof Replacement</td>
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<td>HVAC Repairs</td>
<td>HVAC Repairs</td>
<td>HVAC Replacement</td>
</tr>
<tr>
<td>Floor Repairs</td>
<td>Floor Repairs/Replacement</td>
<td>Flooring</td>
</tr>
<tr>
<td>Gym Floor Repairs</td>
<td>Gym Floor Finish</td>
<td>Gym Floor Strip</td>
</tr>
<tr>
<td>Landscaping</td>
<td>Landscaping</td>
<td>Site work/Infrastructure</td>
</tr>
<tr>
<td>Blinds/Shades/Screens Repairs</td>
<td>Blinds/Shades/Screens Repairs</td>
<td>Blinds/Shades/Screens Replacement</td>
</tr>
<tr>
<td>Mechanical Contractor Repairs/Replacements</td>
<td>Mechanical Contractor Repairs/Replacements</td>
<td>Mechanical Contracting</td>
</tr>
<tr>
<td>Equipment Repairs</td>
<td>Equipment Repairs</td>
<td>Equipment (including buses)</td>
</tr>
</tbody>
</table>

Mr. Cashman described painting needs, pothole repair, flooring repairs and replacement, and LED lighting upgrades.

Mr. Croteau noted the presence of motion detectors/automatic light switches in some locations, and asked if those were already in the schools. Mr. Cashman said there were in all of the schools but not in the Central Office. LED lighting upgrade at the elementary schools would help provide energy savings. Lighting upgrades at MBS were underway and should be complete within two weeks.

Mr. Richards noted this project was listed as having a 3-year payback and asked what the life of an LED was. Mr. Cashman noted that they were advertised to last 20+ years; as with anything electrical, failures were possible, but if LEDs would fail this tended to happen within the first one to two months, leaving them under warranty to be replaced at no charge. Mr. Cashman noted that BGS and CHS LED lighting was planned for next year. The tricky thing at BGS was that it was built 1973 and renovated in 1985; ceiling tiles were built into a very unique grid, and lighting replacement would cost more as it would likely require ceiling replacement since the existing tiles were non-standard.
Ms. Cannon noted that she had switched to LEDs in her house five ago, saw a 30% drop in energy cost and have replaced only one lightbulb.

Mr. Dunn described the bonded projects and recommendations for reprioritizing bond funds. He explained that the required steam-to-gas conversion project several years ago came in approximately $1 million under budget, so those bonded funds could be used for other building and facilities projects, including upgrading some single-pane windows and outdoor areas at CHS, paving the Central Office parking lot, increasing parking at MBS, and White Farm roof replacement. He noted that projects at the schools, which impact students, would be prioritized over others.

**Concord High School**
- CHS entrance
- Walkways
- Site work
- Stair treads (677 stairs and landings)

**Beaver Meadow**
- Sidewalk
- Pickup lane

**Central Office**
- Parking lot
- Retaining wall

**White Farm**
- Roof

**Mill Brook**
- Increase parking

**Capital Improvement Plan** (it was noted that this was located in the Capital Facilities Committee “google” folder) highlights:
- HVAC replacement – CHS/BGS/BMS
- CHS West building toilets (five floors)

Mr. Cashman presented photos of the CHS courtyard and explained the repairs that were needed to increase safety and accessibility. He suggested contracting with a professional engineer and landscape architect to plan out a good, solid, long-term fix for these areas.

Mr. Richards echoed Mr. Cashman’s description of the area as worn-out and potentially dangerous, especially in light of the importance of outdoor spaces nowadays.

Ms. Cannon asked whether this work would be something “in the wheelhouse” of CRTC as a hands-on project. Mr. Cashman students could be included and witness the planning stages, but given the scope of the project, professionals would be needed to engineer and complete the work.
CHS Principal Mike Reardon emphasized that the condition of the courtyard was dire and becoming a liability, saying he was surprised no one had been severely injured there in the last few years. He noted that there were no water lines to maintain grass, and the front of school was mostly weeds and dirt, which a landscape architect should take into account to improve the school’s appearance. Mr. Cashman said those ideas should be included in discussions with a landscape architect, with a final determination based on budget confines.

In response to a question from Mr. Croteau whether the cobblestones were real, Mr. Cashman noted they were composites and not real stones; they were not worth salvaging as would make more sense to remove and replace them.

Ms. Poinier noted that she was in full support of this project and of hiring professionals to complete the work while also including interested CRTC students. She asked that consideration be given to accessible design with the potential need for outdoor classroom space and natural seating options.

In response to a question about the timeframe for this project, Mr. Cashman noted that existing holes had been patched and filled, but if the Board approved the reallocation of bond funds for this purpose, the administration would prepare an RFP with planning and design work over the fall/winter and anticipate completing the work next summer, over about two months. Mr. Parker asked how different input about this project was weighed, such as that from the Principal or students. Mr. Cashman noted that architects tended to be very good listeners and would start out listening to Committee and community members to rough-sketch designs that works within physical parameters and the budget.

Ms. Higgins suggested professionals should do rocks and groundwork, but perhaps plantings could be done through community donations; in this way, beautifying efforts could connect community while also help to lower cost. Ms. Poinier suggested asking reunion classes to set up funds to donate plants or imprinted bricks.

Mr. Cashman described the need to replace stair treads at CHS, explaining that there were nearly 700 stairs in the school and many were slippery and trip hazards. This should be a prioritized project as the replacement should last at least 20 years. He then presented the need to replace the over-30-year-old BMS sidewalk and traffic lanes.

Mr. Cashman described retaining wall repair needs at the Central Office, which overflows neighboring property and was in very rough shape. He noted that it would make sense to increase parking at Central Office as there was some extra land that could be used for that purpose.

Mr. Cashman described roof damage at White Farm, noting that it was at least 30 years old and needed replacement rather than repair, including early indicators of water damage/stains on the ceiling inside the building. A new roof would last for 20+ years. He noted that the White Farm building was used by the District for alternative classroom-style learning for high school-aged students, including building and kitchen projects.
Mr. Dunn reiterated that these funds were already raised through bonding and that these projects did not represent an additional needed money but were, rather, the reallocation of excess funds to address high-priority facilities projects.

Ms. Cannon asked the Board to encourage the use of recycled post-consumer/green materials with minimal carbon footprint to the extent it was fiscally responsible; Mr. Cashman noted that in an ongoing effort to reduce the District's "carbon footprint," the schools' heating systems were converted from fossil fuels to natural gas, a cleaner energy.

Mr. Croteau moved that the Finance Committee recommend that the School Board vote to reprioritize funding left over from bond proceeds that had been earmarked for the steam-to-gas conversion project and to use the balance of funds instead for site improvements to Concord High School, Beaver Meadow School, Central Office and Mill Brook School as presented. The motion was seconded by Mr. Parker.

Mr. Richards clarified this would be a roll call vote of the Finance Committee.

Finance Committee members voted 4-0 by roll call (Ms. Higgins, Mr. Parker, Ms. Poinier, and Mr. Croteau voted aye) to recommend that the School Board vote to reprioritize funding left over from bond proceeds that had been earmarked for the steam-to-gas conversion project and to use the balance of funds instead for site improvements to Concord High School, Beaver Meadow School, Central Office and Mill Brook School as presented (motioned by Mr. Croteau, seconded by Mr. Parker).

Adjournment

The Board voted 8-0 to adjourn (motioned by Mr. Parker, seconded by Ms. Higgins).

The Board adjourned at 7:10 p.m.

Respectfully submitted,

Tom Croteau, Chair, Finance

Jim Richards, Chair, Capital Facilities

Lauren Hynds, Recorder
# July 2020 Board Meetings

<table>
<thead>
<tr>
<th>Sun</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
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<td></td>
<td>5:30 p.m. Instructional Committee</td>
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<td></td>
<td>The agenda is to discuss Covid-19/ school opening</td>
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<tr>
<td>5:00 p.m. Special Board meeting for scheduling</td>
<td>5:30 p.m. Communications &amp; Policy Committee</td>
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<tr>
<td>6:00 p.m. Negotiations Committee</td>
<td></td>
<td></td>
<td>The agenda is to discuss policies re Title IX and discrimination</td>
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## August 2020 Board Meetings

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<tr>
<td></td>
<td>7:00 p.m. School Board meeting</td>
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<td>5:30 p.m. Negotiations Committee This is a non-public meeting</td>
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<td>5:30 p.m. City &amp; Community Relations Committee</td>
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<td>5:00 p.m. Special Board meeting for scheduling</td>
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<td>First Day of School for Students</td>
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