Board of Education, Concord School District

Annual Organization meeting and Regular meeting

January 7, 2013

Board members present: Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn, Barbara Higgins, Nick Metalias, Jennifer Patterson, Tara Reardon, Oliver Spencer, and Joseph Alexander and Holly Grace (student representatives)

Administrators: Chris Rath, Donna Palley, Larry Prince, Matt Cashman

Annual Organizational Meeting

Call to Order

Superintendent Chris Rath called the meeting to order at 7:00 p.m. She seated new Board members Tom Croteau and Oliver Spencer and welcomed Kass Ardinger to her third term and Clint Cogswell to his second term as school board members. She pointed out the clauses in the Charter that govern the first meeting of the Board in each calendar year. She then opened the floor to nominations for president of the School Board.

Tara Reardon nominated Kass Ardinger for president, noting “… It would be an easy sell to talk about the tough budgets and transition to our wonderful facilities that Kass has shepherded us through, but for me it is Kass’ keen intellect, her ability to quickly absorb information and her openness to discuss everyone’s ideas and thoughts that makes Kass the right choice for president, and she does all of that with a great sense of humor. During my tenure, she has conducted the meetings of the School Board in an efficient but thorough fashion, making sure members have the information they need to make thoughtful decisions, and that everyone’s questions are answered, and equally important, that it is all conducted within our rules and the subject matter that is being discussed is clear to our viewing public.” There were no other nominations.

The Board voted 8–0 (Ms. Ardinger abstaining) to elect Kass Ardinger as president of the Concord School Board for 2013 (motioned by Tara Reardon, seconded by Jennifer Patterson).

Board President Ardinger thanked the Board for its vote of confidence in her leadership, and opened the floor for nominations for vice president of the School Board. Barb Higgins nominated Mr. Cogswell as vice president, noting that he is a very dedicated member of the School Board, and has spent most of his career in Concord. There were no other nominations.

The Board voted 8–0 to elect Clint Cogswell (Mr. Cogswell abstaining) as vice president of the Concord School Board for 2013 (motioned by Barb Higgins, seconded by Bill Glahn).
Ms. Ardinger opened the floor for nominations for secretary of the School Board and nominated Tara Reardon as secretary, noting that she “… is in the third year of her first term on the Board and will be stepping up her duties this year to include Chairperson of Capital Facilities committee. Tara has served the public interest at both the local and state levels, and she brings a wealth of government experience and valuable insights to her seat on the School Board.” There were no other nominations.

The Board voted 8–0 to elect Tara Reardon (Ms. Reardon abstaining) as secretary of the Concord School Board for 2013 (motioned by Ms. Ardinger, seconded by Mr. Glahn).

Ms. Ardinger opened the floor for nominations for Deputy Clerk of the Concord School Board. Mr. Glahn nominated Patrick Taylor. There were no other nominations.

The Board voted 9–0 to elect Patrick Taylor as Deputy Clerk of the Concord School Board for 2013 (motioned by Mr. Glahn, seconded by Mr. Cogswell).

Ms. Ardinger noted that retired BMS Principal Dr. Roger Brooks has been elected, as required under the new charter, as Treasurer of Concord School District. Dr. Brooks, who was present, thanked the voters and the School Board and assured them he would do his best to keep the District running smoothly. Kass congratulated him.

Ms. Ardinger noted that long-time School Board Clerk Roger Phillips has been elected, as required under the new charter, as Clerk of the Concord School Board. Mr. Phillips, who was present, expressed bemusement that he needed to be elected this year having served over 24 years as Clerk nominated by the School Board.

The Board voted 9–0 to adjourn the organizational meeting (motioned by Ms. Higgins, seconded by Nick Metalious).

Regular Monthly Meeting

Agenda Item 1. Call to Order
The meeting was called to order at 7:12 p.m.

Agenda Item 2. Approval of Agenda
The Board voted 9-0 to approve the agenda as amended (motioned by Ms. Patterson, seconded by Ms. Higgins).

Agenda Item 3. Public Comment– agenda items only
There was no public comment.

Agenda Item 4. Recognitions
Student Holly Grace noted that on Thursday, Friday and Saturday evenings the Performing Arts Department will present Rent. The students involved in the production have been working tirelessly for the last two months, and this is their
moment to shine. All of the performances will begin at 7 p.m. in the Christa McAuliffe Auditorium at CHS.

Mid-year exams are coming up in two weeks. The first day of exams is January 22. Four Concord High School students were selected to participate in the New Hampshire Music Educators Association and the New Hampshire Band Directors Association All State Chamber Music Festival. This event was held on Saturday, January 5, at the Timberlane Performing Arts Center in Plaistow. Congratulations to Rachael Smith, Female Vocal Ensemble; Mary Alice Anderson, String Ensemble; Ryan Dubois, Male Vocal Ensemble; and Erika Schaper, Flute Ensemble.

Student Joseph Alexander noted that last month’s canned food drive raised over 9,000 items and that these items were collected were without incentives by the student body. Joe also noted that on Thursday, the CHS team will take up the Granite State Challenge, a TV quiz show, against Oyster River. The show will air in February. The Beaver Meadow Cup Stacking Club, mentored by volunteer James Kinhan, presented a demonstration of their skills and teamwork. Of the over 30 members of the club, seven students are from BMS and one from RMS.

Superintendent Rath noted that CRTC students in Sharon Bean’s Health Science and Technology classes joined forces with Home Instead Senior Care of Manchester to collect almost 100 gifts for the elderly as part of the Be a Santa to a Senior project. Members of this class frequently participate with community seniors. Superintendent Rath recognized Ms. Bean’s leadership and the service of the students.

RMS students joined nearly 5,000 middle and high school students and teachers across New Hampshire, Massachusetts and Rhode Island for a one-day program called Stand Up 2012, which was created to educate, motivate and empower young people to actively promote positive social change in their schools and communities.

Fifth grade students from Broken Ground School visited the Executive Council meeting to sing their version of “Sure Gonna Miss You” as a farewell to Governor John Lynch after his eight years of service.

Kass noted that recognition of Superintendent Rath will occur later in the meeting.

Agenda Item 5. Approval of Board Minutes

Ms. Ardinger reviewed the minutes of the regular monthly meeting on December 5.

The Board voted 9–0 to approve the minutes of the regular monthly meeting on December 3, 2012 (moved by Ms. Higgins, seconded by Ms. Patterson).

Ms. Ardinger reviewed the minutes of the non-public meeting on December 17 and the special Board meeting on December 17, both of which were discussions of and action on the sale of property.

The sale of the Dame School property to the City for $1.00 includes the following agreements: the District will have use of the City Auditorium at no charge for two nights per year for school performances; the District will have use of the planned indoor turf fields for March and April each year if the planned Community Center is built; the City will re-use equipment and furniture in the building; and if the building is not used by the City for municipal purposes the property, upon Board approval, may revert to the School District. Closing on the property is pending.
The Board also discussed and voted to ratify the sale of the Rumford School building to Christ the King Parish for $600,000, which will include an historical preservation covenant on the deed; the parish will re-use the equipment and furniture in the building, and the proposed closing date is January 15, 2013.

The Board voted 9–0 to approve the minutes of the non-public meeting and the Special Board meeting on December 17, 2012 (moved by Ms. Reardon, seconded by Tom Croteau).

Agenda Item 6. Personnel
Staff nomination
Mr. Prince presented one staff nomination.
Darcy Ferry, Grade 6 Teacher, Rundlett Middle School, $22,567, rate of B-5, prorated 88 days, second semester only. Darcy replaces Judith French (88 days of M-14 = $35,306).
Budgeted at $35,306
The Board voted 9–0 to approve the staff nomination as presented (moved by Mr. Cogswell, seconded by Oliver Spencer).

Agenda Item 7. Instructional
Jennifer Patterson reported on the December 12 Instructional Committee meeting, which was a follow-up informational discussion about the science credit requirements for Concord High School. Prior to 2011-2012 school year, students had two choices to fill the science requirements: they could choose either a two-class option (biology and physical science), or a three-class option (biology, chemistry, physics). Last year Physical Science was removed from the curriculum and students are now required to earn three credits in science in order to graduate.
This science requirement is necessary to be adequately prepared for the state NECAP tests. New Department of Education science standards will be released, and the CHS science department will look at their programs in light of the new standards.
The second agenda item was a discussion of the NEASC re-accreditation process that takes place every 10 years. This process includes a self-study component and a visiting team. Currently, seven committees at CHS are reviewing specific issues and writing reports to complete the self-study. The visiting team will visit CHS next fall. No action was taken at this meeting.
Oliver Spencer asked why Physical Science was removed from the curriculum. Ms. Patterson responded that the Instructional Committee has monitored a movement toward heterogeneous classes in a number of academic areas and eliminating classes that have over time come to have lower standards. This change reflects the intention that everyone can be taught a more rigorous curriculum.

Agenda Item 8. Other Business
Update on school safety
Superintendent Rath provided information about District activities to address the safety of students in the schools. She noted that safety plans have a long history in Concord. Several years ago the District engaged in a full training program with Greg
Champlain of Homeland Security on emergency management procedures, formed
crisis teams, developed emergency plans and began lockdown drills in our schools.
Last summer, she reviewed the emergency plans and, in light of a number of new
administrators, initiated an update of the plans and designated Matt Cashman as the
emergency management point person for the District. Mr. Cashman is assisting schools
with the implementation of drills, and physical security procedures at each school.
Mr. Cashman noted that each school is required to carry out 10 drills per year – these
are mainly fire drills but also include lockdowns. Their primary purpose is to teach
staff what to do in emergencies, and familiarize students with these routines. Three
safety initiatives are:

1. Lockdown drills. The District has solicited the help of CPD to review and evaluate
lockdowns at each school. Mr. Cashman and Officer Mike Pearl go room by room to
ensure that all safety procedures are being followed.

2. All exterior doors are locked once school starts. This measure ensures that everyone
comes through the front entry. Video buzzer systems are being installed at BGS and
BMS (the new elementary schools have these systems, as does RMS). In these
systems, visitors are visually identified and buzzed in. He noted that administrators
are continually looking at security at CHS. A buzzer system will be installed at the
accessible entrance on Westbourne Street.

CHS Principal Gene Connolly noted that the CHS crisis committee, including the
District facilities manager, an occupational therapist, the school resource officer, the
CHS facility manager and Gene, has developed an emergency evacuation plan (EEP)
and plans fire drills, lockdowns and “shelters-in-place.” He noted that CHS has some
security challenges, including the fact that there are 300 students from sending schools
who attend CRTC. He noted that over three days last spring, every Concord policeman
took a tour of the building. The CHS engineering program has drawn floor plans and
provided a “thumb drive” of the floor plans for each CPD officer.

Chief John Duval noted that the relationship between the Concord Police Department
and the School District has a very long history, and has evolved over the years. He said
that many of the things the department does are reactive (preparing for something that
might happen), but that it is equally important to be proactive in the schools. He noted
the value of looking for reasonable approaches and ways to share information where
possible.

There was a discussion of protocols and security plans, including the new NIMS
protocol that was adopted by the Board in 2012. Superintendent Rath noted that one of
the most important aspects of school security is an environment in which students
“feel safe to tell [about potential dangers],”

The Board welcomed Mark Joyce, Executive Director of the NH School Administrators
Association, to speak about the process used by the NHSAA in conjunction with the
American Association of School Administrators to select the Superintendent of the
Year. He noted that Superintendent Rath is known for her instructional leadership and
her strong contribution to the profession as a whole. She has helped many educators
prepare to be future educational leaders, and exemplifies the NHSAA motto, “Champions for Children.”

Ms. Ardinger made the following comments:

“Tonight it gives us great pleasure to publicly acknowledge, as a Board, the bestowal of a very prestigious award on the Superintendent of the Concord School District, Dr. Christine Rath. Chris has been at the helm of our school district since 2000 and we believe, no, we KNOW, that she deserves this honor many times over for her leadership and hard work on behalf of Concord students.

Earlier this year, Chris gave me the honor of writing a letter in support of her nomination for Superintendent of the Year, and in it I included a description of her leadership during the elementary school consolidation project:

‘Exquisitely sensitive to community sentiment in the planning and execution of a major consolidation and building plan, Dr. Rath has been instrumental in first, drafting the plan on how to consolidate Concord’s elementary facilities from nine buildings to five, and then working with the Board to gather community input through surveys, community forums, task forces, presentations to community service groups and newsletters.

Much work was done by the administration to explain to the public the need for modernizing school buildings, many of which were over a century old and having detrimental effects upon educational programming, and to underline the inequality of the educational programs and inaccessibility among the various elementary schools. Dr. Rath not only identified the problems, but she was also a leader in formulating the vision of four elementary campuses spread across the city to serve all of the city’s neighborhoods.

Dr. Rath was able to convey the rationales, both educational and financial, underlying the plan. By providing the community important information through several years of public outreach efforts, Dr. Rath encouraged the wide community support that now exists for the consolidation.’

Of course we all know now how the course of the consolidation unfolded, and we can thank our Superintendent for shepherding that process in the way that she did. But it is Chris’ steadfast, daily adherence to a demand for excellence from all who work under her, and indeed she demands nothing less than that from herself, which underlies the true meaning of this award. With her astute understanding of educational pedagogy and policy, she is fearless in leading teachers and administrators towards a vision of how children learn best and creating models for their achievements. She is a master at building consensus and understands that the best results come from a shared commitment to learning and teaching in an environment that is supportive and nurturing.

I am proud to represent a school district led so ably by this educator. She sets the standard for how a school district should be run and we all reap the benefits.”
Mr. Glahn commented that he had met Superintendent Rath 27 years ago, noting that what amazes him is her ability to keep the big picture in mind. He noted, “… It’s pretty clear to me that this consolidation plan never would have occurred without Chris.”

Mr. Cogswell noted that Superintendent Rath has been a part of the Concord community for a long time and has kept the District “on track” over the difficult economy of the past five years. He noted that the elementary school consolidation was an enormous project that required a strong leader.

Superintendent Rath thanked the Board and Mr. Joyce for the recognition, noting that she views the award as something that belongs to the school district, and to the vision of the School Board.

Agenda Item 9. Proposed calendar of meetings
Superintendent Rath discussed the proposed Board committee meetings for January, February and March, 2013, noting that the Board will host a breakfast on January 8 for the new legislative delegation from Concord, for a discussion of educational issues in the upcoming session. The Board will meet for its annual retreat on Saturday, January 19 from 8 to noon at Mill Brook School.

Agenda Item 10. Public comment
There was no public comment.

Agenda Item 11. Adjournment

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

The Board adjourned at 8:15 p.m.

Respectfully submitted,

Tara Reardon
Secretary
Board of Education, Concord School District

Annual Legislative Breakfast
January 8, 2013

Board Members present: Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn

Jennifer Patterson, Tara Reardon, Oliver Spencer, and Joseph Alexander and Holly Grace (student representatives), Roger Brooks, Treasurer

Absent: Nick Metaliaus, Barb Higgins

Administrators: Chris Rath, Donna Palley, Larry Prince, Matt Cashman, Jack Dunn, Matt Ballou

From the City: Jim Bouley, Brian LeBrun, Stephen Shurtleff, Jennifer Kretovic

Legislators Senator Sylvia Larsen; Representatives Mary Stuart Gile, Christy Bartlett, James MacKay, Mel Myler, Paul Henle

Superintendent Chris Rath welcomed the legislative delegation and City representatives to Abbot-Downing School, and presented the three Culinary Arts students who had prepared breakfast for the District’s guests. They were: seniors Tyler Tobin and James Denoncourt of Concord, and Alex Houle from Deerfield.

Superintendent Rath presented the agenda: to provide an update of facts and figures about our school district; present an overview of our budget; and discuss important state funds.

She presented a series of slides that included tabulated data and notes, which are reproduced here.

District demographics
Concord is the fourth largest school district in state, with 128 preschool students; 1,970 elementary students K – 5; 1,012 middle school students 6 – 8; 1,755 high school students 9 – 12 (Concord: 1565 and Deerfield: 190); and 4,865 students in total.

Concord is a refugee resettlement community, with 1,941 refugees having arrived from 27 countries since 2001.

35% of Concord students qualify for free and reduced-price lunch, thereby making all schools in the District Title I schools.

In addition, 94 students within Concord School District are home-schooled.
Decrease in Drop-Outs

Superintendent Rath noted that since 2006-2007, the high school drop-out rate has steadily declined, most significantly beginning in 2009-2010 with the new state law setting the minimum drop-out age of 18.

Academic Progress

- Students in low SES group make progress in reading
- 94% of our eighth graders last fall (who did not have individual educational plans – IEPs) tested proficient in reading

NH Accountability System
Superintendent Rath noted that all of our schools met the threshold in the NH Accountability system for providing the opportunity for an adequate education.
Current Year’s Budget

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operations</td>
<td>$63,454,188</td>
</tr>
<tr>
<td>Debt Service</td>
<td>$7,202,046</td>
</tr>
<tr>
<td>Reserve funds</td>
<td>$756,981</td>
</tr>
<tr>
<td><strong>General Fund</strong></td>
<td><strong>$71,413,215</strong></td>
</tr>
<tr>
<td>Food Service Fund</td>
<td>$1,703,604</td>
</tr>
<tr>
<td>Grant Fund</td>
<td>$3,188,840</td>
</tr>
<tr>
<td><strong>Total Appropriations</strong></td>
<td><strong>$76,305,659</strong></td>
</tr>
</tbody>
</table>

**School District Budget for FY13**

- Regular Education Programs: 45%
- Special Programs: 22%
- Buildings and Grounds: 18%
- Administration: 8%
- Benefits: 3%
- Transportation: 3%
- Adult Ed: 1%

**Major Cost Drivers for FY2013**

- Increase in health insurance for 2012-2013
- Almost 30% increase in cost of health insurance premiums since 2008-2009
- For FY12 and FY13, increase district’s contribution $1.2 million - state’s share of retirement downshifted to school district
- For FY13-14, projecting new cost of $976,923 as a result of increased contribution percentages for our two groups
- Significant reductions in staffing
- 50 positions since 2010 – all categories
### Revenue

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local revenue</td>
<td>$5,021,584</td>
</tr>
<tr>
<td>State revenue</td>
<td>$15,560,860</td>
</tr>
<tr>
<td>Federal revenue</td>
<td>$1,648,363</td>
</tr>
<tr>
<td>Other transfers</td>
<td>$1,888,482</td>
</tr>
<tr>
<td>Local taxes</td>
<td>$44,577,191</td>
</tr>
<tr>
<td>Fund balance FY12</td>
<td>$2,716,734</td>
</tr>
</tbody>
</table>

### Revenue for FY13

- **Local taxes**: 62%
- **State revenue**: 22%
- **Federal revenue**: 2%
- **Other transfers**: 3%
- **Fund balance FY12**: 4%
- **Local** $5,021,584
- **State** $15,560,860
- **Federal** $1,648,363
- **Other** $1,888,482
- **Local taxes** $44,577,191
- **Fund balance FY12** $2,716,734

### Projected State Revenue for FY 2013-2014

<table>
<thead>
<tr>
<th>Program</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Adequate Education Aid</td>
<td>$13,154,017</td>
</tr>
<tr>
<td>Catastrophic Aid</td>
<td>$313,319</td>
</tr>
<tr>
<td>Vocational Aid</td>
<td>$689,040</td>
</tr>
<tr>
<td>Vocational Capital Fee</td>
<td>$95,922</td>
</tr>
<tr>
<td>Building Aid</td>
<td>$1,308,562</td>
</tr>
<tr>
<td>Total State Revenue FY13</td>
<td>$15,560,860</td>
</tr>
</tbody>
</table>

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Adequate Education Aid FY 2013-2014

<table>
<thead>
<tr>
<th>Cost adequacy (new formula)</th>
<th>**</th>
<th>$19,686,877.17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statewide property tax</td>
<td></td>
<td>$8,219,565.00</td>
</tr>
<tr>
<td>FY2013 Prelim Grant</td>
<td></td>
<td>$11,467,312.17</td>
</tr>
<tr>
<td>Stabilization grant</td>
<td></td>
<td>$1,827,473.00</td>
</tr>
<tr>
<td>FY2013 Grant Adj Cap &amp; Stab grant</td>
<td></td>
<td>$13,154,017.00</td>
</tr>
</tbody>
</table>

** cost of adequacy under previous formula was $24,000,000

Adequate Education Aid formula components

<table>
<thead>
<tr>
<th>No. Students ADM</th>
<th>4,6867.29</th>
<th>$3,450.00</th>
<th>$16,171,150.50</th>
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</thead>
<tbody>
<tr>
<td>No. Students FRL</td>
<td>1,187.24</td>
<td>$1,725.00</td>
<td>$2,047,989.00</td>
</tr>
<tr>
<td>No. Students SPED</td>
<td>725.82</td>
<td>$1,856.00</td>
<td>$1,347,121.92</td>
</tr>
<tr>
<td>No. Students ELL</td>
<td>144.69</td>
<td>$675.00</td>
<td>$97,655.75</td>
</tr>
<tr>
<td>No. Grade 3 Non Prof Readers</td>
<td>34</td>
<td>$675.00</td>
<td>$22,950.00</td>
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</table>

Adequate Education Aid FY 2014 “worries”

November 15 estimate to be adjusted DURING the 2013-2014 year based on 2012-2013 enrollments and business Tax Credit Scholarship awards (students take their aid with them).

Catastrophic Aid

The District is responsible for special education costs per pupil up to 3 ½ times the estimated state average expenditure per pupil for the school year preceding the year of distribution, plus 20% of the additional cost, up to 10 times the estimated state average expenditure per pupil for the school year preceding distribution.

The Department of Education shall be liable for all costs in excess of 10 times the estimated state average expenditure per pupil.

If the amount appropriated is insufficient, the amount to the school district will be prorated.
Chart of catastrophic aid – 6 year history

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of students</th>
<th>Entitlement</th>
<th>Aid Amount to Concord</th>
<th>Prorated</th>
<th>Shortfall</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY08</td>
<td>37</td>
<td>$336,318.87</td>
<td>$336,318.87</td>
<td>100%</td>
<td>$-</td>
</tr>
<tr>
<td>FY09</td>
<td>40</td>
<td>$525,762.29</td>
<td>$477,102.99</td>
<td>90.75%</td>
<td>$(48,659.30)</td>
</tr>
<tr>
<td>FY10</td>
<td>48</td>
<td>$601,246.63</td>
<td>$511,772.71</td>
<td>83.21%</td>
<td>$(89,473.92)</td>
</tr>
<tr>
<td>FY11</td>
<td>39</td>
<td>$673,775.73</td>
<td>$520,404.83</td>
<td>68.31%</td>
<td>$(153,370.90)</td>
</tr>
<tr>
<td>FY12</td>
<td>24</td>
<td>$310,544.34</td>
<td>$214,325.33</td>
<td>71.80%</td>
<td>$(96,219.01)</td>
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<tr>
<td>FY13</td>
<td>projected; adjusted</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9/12</td>
<td>31</td>
<td>$569,670.87</td>
<td>$395,636.42</td>
<td>69.45%</td>
<td>$(174,034.45)</td>
</tr>
</tbody>
</table>

Vocational Aid for students from sending towns
According to the law, sending districts are responsible for 25% of the cost per pupil for the school year; the state should be reimbursing 75% of the cost per pupil. If there are insufficient funds, reimbursement has been prorated.

<table>
<thead>
<tr>
<th>Year</th>
<th>Tuition Due</th>
<th>State Share</th>
<th>Anticipated payment</th>
<th>Actual payment</th>
<th>Actual %</th>
<th>Shortfall</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
<td>$1,136,288.75</td>
<td>75%</td>
<td>$852,216.56</td>
<td>$641,435.00</td>
<td>56.45%</td>
<td>$(210,781.56)</td>
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<tr>
<td>2011</td>
<td>$1,112,667.47</td>
<td>75%</td>
<td>$834,500.60</td>
<td>$647,795.00</td>
<td>58.22%</td>
<td>$(186,705.60)</td>
</tr>
<tr>
<td>2012</td>
<td>$1,165,346.00</td>
<td>75%</td>
<td>$874,009.50</td>
<td>$616,492.00</td>
<td>TBD</td>
<td></td>
</tr>
</tbody>
</table>

Building aid
Over time, Concord’s building aid reimbursement has ranged from 20 – 40%. State building aid has funded a percentage of the principal from five different projects over past 18 years:

- 1995-2006 Concord High School Renovation and Addition 30%
- 2001 Elementary Upgrades and Bus Purchases 20%
- 2007 Energy Efficiency Project 40%
- 2010 Rundlett HVAC Upgrade 40%
- 2011 Elementary Consolidation Project 40%
- 2011 SAU Relocation 40%
Anticipated Building Aid for Biennium:

FY2013-2014 $1,296,561.88
FY2014-2015 $1,405,166.17

This includes about $55,000 each year representing 3% additional aid for building high-performance, CHPs-eligible school facilities.

The current building aid program expired June 30, 2010

Federal Grants

<table>
<thead>
<tr>
<th>Title 1</th>
<th>Financial Assistance for the Education of Children of Low-Income</th>
<th>$1,252,564</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title 2</td>
<td>Increasing student achievement through implementation of school and district-wide professional development</td>
<td>$311,822</td>
</tr>
<tr>
<td>Title 3</td>
<td>Language Instruction for Limited English Proficient Students, K-12</td>
<td>$51,993</td>
</tr>
<tr>
<td>Title 4</td>
<td>21st Century Community Learning Centers: Before and after-school, academic, enrichment programming</td>
<td>$262,000</td>
</tr>
</tbody>
</table>

State and Federal Grants

<table>
<thead>
<tr>
<th>Individuals with Disabilities Education Improvement Act</th>
<th>Supporting State and Federal special education priority areas</th>
<th>$1,117,394.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>NH State Dropout Prevention Grant</td>
<td>Improving outcomes for students at-risk for dropping out of school</td>
<td>$64,440</td>
</tr>
</tbody>
</table>

Assistant Superintendent Donna Palley noted that, while raising the dropout age has been a very positive move, concerns have arisen about how to fund programs to keep students in school and achieve high school completion.

Changes to Child in Need of Services (CHINS)
The changes to the CHINS law included a more restrictive definition of circumstances under which a child would qualify for court-ordered services, accompanied by a reduction in State funds for these services.

Senator Larsen, speaking of CHINS legislation, noted that this is clearly a need which many present were aware has nearly been eliminated. She invited Board members, administrators and even teachers to come to State House to describe the needs of students for whom the District would otherwise have filed CHINS petitions, and the impact of the loss of these funds on these students and on the District.

**Discussion**

Superintendent Rath recognized Ms. Palley for the strong application process for the 21st Century grant, which funds afterschool enrichment and homework help at the middle school and the high school.

Representative Myler asked, of new residents from the 27 countries represented in the Concord, whether the District provides interpreters for those children. Superintendent Rath noted that the budget include interpreters, many of whom end up being for the families rather than the students.

Mr. Spencer asked whether interpreter support is paid for from the general budget or is funded on the state or federal level. Ms. Palley noted that the District may use funds from the Title I grant for evening parent interpreters. Superintendent Rath that there is a whole category of ELL services, including interpreters, that is covered by the District’s general fund.

Senator Larsen asked for a description of after school programs funded through the 21st Century grant.

Ms. Palley noted that the program covers a huge variety of activities, including homework help staffed by District teachers, an investment club at the middle school, drop-in labs for art students, filmmaking, open gyms, drumming, drug and alcohol counseling, stress reduction classes partnered with Concord Hospital’s Center for Health Promotion, on-site music sessions partnered with Concord Community Music School, and a program that will be set up at the middle school by the Concord Police Department. The grant allows the District to provide transportation at the end of day, with late buses leaving the schools at 5:30 p.m.

Senator Larsen asked when the grant expires, and whether it can be renewed.

Ms. Palley noted that this is a 5-year grant. The District is expected to build capacity as the grant diminishes. The District can apply again, and will also be doing fundraising and additional grant writing in support of its goals.

The meeting ended at 8:50 a.m. Following the meeting, a number of Board members and legislators toured Abbot-Downing School with Superintendent Rath.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District  
Annual Board Retreat  
January 19, 2013

**Board Members:**  Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn, Barb Higgins, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer

**Administrators:**  Chris Rath, Donna Palley, Larry Prince, Matt Cashman, Jack Dunn

The agenda for the 2013 retreat was to review the work the Board had done during the 2012 school year and preview, organize and prioritize the work for 2013.

Board members and administrators reviewed and categorized the list of tasks and decisions made during 2012. The Board noted the various ways in which it promotes a vision and values for the school district, including developing and revising policy; allocating resources in its budgets; establishing trust accounts to achieve important goals; negotiating contracts that reflect the Board’s vision of excellence and value of efficiency; holding ceremonies (opening buildings), and participating on district committees like the Technology Plan Steering Committee and on search committees.

Specific actions, like the decision about the appropriate adaptive use of Walker and Rumford Schools, reflected a set of very specific values the Board had established, including preserving the historical aspects of the building and having a use that will benefit the community and be respectful and consonant with the specific neighborhood. The process of consolidation and the construction project, which took 10 years to accomplish, clearly reflected the compelling vision, values and goals the Board had established for its elementary program.

The Board reviewed its work in light of a recent research study published by the Center for Public Education and the National School Boards Association which identified eight traits of School Boards in high-achieving communities compared to School Boards in lower-achieving communities. The Board discussed its practice of working at the committee level to gather and discuss information and issues and its practice of decision making by consensus.

The Board and administration previewed, organized and prioritized a list of tasks and decisions that may need to be made in 2013. A set of major themes and priorities emerged. These will be reviewed by the full Board at the February School Board meeting. (See attached) The meeting concluded with a short video piece on a vision for the “Five Minute University.”

The Board adjourned at 12:00 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District

Regular monthly meeting
February 4, 2013

Board members: Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn,
present: Barbara Higgins, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver
Spencer, and Joseph Alexander and Holly Grace (student representatives)
Administrators: Chris Rath, Donna Palley, Larry Prince, Matt Cashman, Jack Dunn

Agenda Item 1. Call to Order
The meeting was called to order at 7:00 p.m.

Agenda Item 2. Approval of Agenda
The Board voted 9-0 to approve the agenda (motioned by Bill Glahn,
seconded by Oliver Spencer).

Agenda Item 3. Public Comment– agenda items only
There was no public comment.

Agenda Item 4. Recognitions
Superintendent Rath recognized Clint Patten, who retired from the District last June
after 14 years of service. Mr. Patten was hired on August 29, 2001 as Bus Driver, then in
2008 worked as a Bus Monitor until his retirement in June 2012, for a total of 14 years in
the District.
Mr. Patten thanked the Superintendent and Board, and Transportation Director Terry
Crotty. He said he had always enjoyed working with the children and at the School
District and appreciated the recognition by the School Board and administration.
School Board student representative Holly Grace noted that over the last month a
number of CHS students have been recognized.
A select number of CHS student art works from thousands of submissions were juried
for the exhibit Scholastic Art Awards of New Hampshire, the statewide art show for
students throughout the state in grades 7 through 12. The following students received
these awards: Lauren Festa, Gold Key; Shawna Duval, Silver Key; Alexis Miville, Silver
Key and Honorable Mention; Ryan Nichols-Cloutier, Silver Key; Lauren Anderson,
Honorable Mention; Tori Beaudet, Honorable Mention for two pieces; Noah Lord -
Honorable Mention; and Vicki Pendak, Honorable Mention.
Cailin Casey, Susan Griffith, Sarah Kilham, Erin McNabb, Ashley Tullo, Rachael Smith,
and Kelly Varnell will be inducted into CHS Chapter #3033 of Tri-M National Music
Honor Society, an international program dedicated to the recognition of exceptional
music students in grades 6-12 who meet rigorous musical, academic, leadership, and character criteria.

Several CHS students achieved distinction at the Division 1 State indoor track meet: BJ Smith, new state champion in the 3000 with a time of 9:08.06; George Feliz, new state champion in the 55 meter hurdles with a time of 7.86 seconds; Tolbert Nemo, new state champion in the 55 meter dash with a time of 6.67 seconds; Rebecca Massah runner up in the girls 55 meter hurdles with a time of 9.1 seconds; and Smita Boesch-Dining, runner up with a time of 4:46.09, which broke the previous school record set by Ember Smith in 2000 with a time of 4:49.9. These athletes qualify for the New England Indoor Track and Field meet in March, as well as the boys 4x200 meter relay team consisting of Tolbert Nemo, Thomas O'Brien, Seimou Smith, and George Feliz.

Holly noted that Freshmen, Sophomores and Juniors are signing up for next year’s courses at this time.

School Board student representative Joseph Alexander noted that the Winter Carnival has been revived, with the theme Fire & Ice, and will include a winter carnival dance. He also noted that sophomore Maria Wilkinson has initiated the “Everybody Loves Everybody” club, an anti-bullying club.

Superintendent Rath noted that the New Hampshire Interscholastic Athletic Association and New Hampshire Athletic Directors Association recognized the following seniors: Mary Annon, Arriane Lupango, Alyson Beaulieu, Arielle Berger, Hannah Bouchard, Jessica Carroll, Alexis Erickson, Julia Finch, Charleston Hoadley, Kaitlyn Kelleher, Michael Khan, Hannah Orzechowski, Patricia Sloper, John Clary, Tyler Ford, Harrison Gunn, Mitchell Hayes, Adam Resnick, Matthew Schulte, Joseph Braden Smith. This award is presented each year to high school seniors who have excelled in athletics and academics, actively lettered in at least two varsity sports and demonstrated outstanding school and community spirit and leadership.

She also noted that the NHIAA recognized that the CHS girls soccer team had a season without any yellow or red cards – a significant indication of good sportsmanship.

CHS Principal Gene Connolly introduced Anna-Marie DiPasquale, LiC, ELL Social Worker, whose role is primarily dedicated to working with CHS students.

Anna-Marie introduced Jocelyn Eno, Lutheran Social Services of New England (LSSNE) Educational Liaison at RMS.

There is contracted partnership between CSD and LSSNE to provide services to refugee and immigrant students as they transition to academic life in the United States. Currently, 9% of the student body at CHS came to the U.S. as refugees or immigrants. Services for these students include school integration, academic achievement, leadership opportunities, parent and teacher engagement, and creating future academic opportunities. This partnership was started 2.5 years ago. LSSNE applied for and received a grant from the Office of Refugee Resettlement (ORR), the “School Impact Grant.” This partnership includes a Bhutanese “cultural liaison,” Mr. Rup Timsina, and also an African cultural volunteer.

The presentation began with a 2-minute Public Service Announcement for the Be the Change Club at CHS. It was created and directed by Pedro Pimental, who came to CHS from Brazil speaking no English.
Both the High school and the middle school have a *Be the Change Club* and use the APB protocol (Attendance, Performance, Behavior: perfect attendance, a grade of 70 in each class, and good behavior are required). Since this program has been implemented at both the high school and middle school, APB has resulted in an improvement in attendance and performance.

**ANNA-MARIE** acts as a “community liaison” including visiting parents in their homes, with interpreters if necessary, to discuss their child’s progress.

**JOCELYN ENO** is responsible school registration, testing, mentors, and the partnership with the Friends Program at the middle school, is the advisor to *Be the Change Club* at RMS, promotes parent/teacher engagement, and also acts as a “community liaison,” including visiting parents in their homes to discuss their child’s progress.

School Board member Oliver Spencer asked whether this program would survive if the school impact grant went away.

Ms. Ardinger noted that Anna-Marie’s position was originally funded by the grant but was put in the District budget last year, also noting that these grants are year-to-year. Anna-Marie noted that originally she was solely funded by LSSNE and covered students in both RMS and CHS. After the partnership was formed between CSD and LSSNE, Jocelyn Eno was hired to work with RMS students. Her position is funded solely through LSSNE.

Mr. Spencer noted the value of American students having access to diverse populations and learning about the experiences of students who have come to the US as refugees.

Anna-Marie told that Board that Concord Police Chief John Duval was the keynote speaker at *Be the Change’s* Leadership Summit, and commented to her afterward that the student speakers were both insightful and creative.

Anna-Marie told the Board that she spoke at a national Immigrant and Refugee Conference last year and heard comments that CHS is ahead of other states and districts in integrating and putting refugee students in a leadership role and helping them to feel a part of their community.

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**Item 5. Approval of Board Minutes**

Ms. Ardinger reviewed the minutes of the regular monthly meeting on January 7, the Legislative Breakfast on January 8, and the Annual Board Retreat on January 19. The School Board goals set during the retreat will be discussed at the March meeting.

*The Board voted 9–0 to approve the minutes of the regular monthly meeting on January 7, 2012, the Legislative Breakfast on January 8, 2013, and the Annual Board Retreat on January 19, 2013 (moved by Clint Cogswell, seconded by Mr. Glahn).*

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**Agenda Item 6. Instructional**

Jennifer Patterson reported on the January 14 Instructional Committee meeting. The agenda was a discussion of the work of the data teams at all levels in the District. The
second part of the meeting concerned the cost of teacher benefits for teachers intending to apply for the Christa McAuliffe sabbatical. The committee members had consensus that the District would support the cost to the District of the sabbatical. No action was taken at that meeting. Three teachers from the District have applied for this sabbatical.

Agenda Item 7. Negotiations
Bill Glahn reported on the meeting of the Negotiations Committee on January 23. The UAW unions are approaching new contract terms. No action was taken.

Agenda Item 8. Proposed calendar of meetings
Superintendent Rath discussed the proposed Board committee meetings for February and March, 2013, noting that Joint City Council / School Board Committee will meet on February 15 with a presentation of the School District’s proposed budget. The budget will be voted on at the Special School Board meeting on March 27. The public hearing on March 18 will be at Christa McAuliffe School at 5:30, and the second public hearing on March 20 will be at Mill Brook School at 7:00 p.m.

Agenda Item 9. Public comment
There was no public comment.

Agenda Item 11. Adjournment
The Board voted 9-0 to adjourn (motioned by Tara Reardon, seconded by Nick Metalious).

The Board adjourned at 7:55 p.m.
Respectfully submitted,

Tara Reardon
Secretary
Board President Kass Ardinger called the meeting to order at 5:30 p.m. She explained that the meeting was the Board’s first look at the Superintendent’s FY 2013-2014 proposed budget, and the introduction of iPads as a budget review tool for Board members. Ms. Ardinger thanked Business Administrator Jack Dunn for his hard work developing this new process. She explained to new Board members Tom Croteau and Oliver Spencer that the budget process is interesting, sometimes confusing, and may take time for them to become familiar with it.

Mr. Dunn explained the agenda would be to review the PowerPoint budget presentation; budgets would then be distributed, and training on use of the electronic budget would be provided.

Superintendent Chris Rath directed the Board’s attention to the FY 2013-2014 Budget goals per the presentation. The school district will strive to:

- Continue to provide strong educational programs and services to Concord’s children
- Maintain class sizes to low- to mid-range of Board’s guidelines
- Allocate resources to align curriculum with Common Core State Standards
- Meet the needs of increasing numbers of children with complex needs in our primary programs
- Provide additional consultation to staff and teams working with children with serious emotional and/or behavioral challenges

Mr. Dunn further explained these goals as they relate to the proposed FY 2013-2014 budget.

- Increase availability of technology as an educational and administrative tool (to be discussed on February 11)
- Balance the downshifting of costs from the State with educational needs and local taxpayers’ ability to support them
- Collect an increased amount of budget detail in school and program budgets to identify areas of savings using group purchasing
- Provide a completely electronic budget
Mr. Dunn distributed copies of a PowerPoint presentation of the 2013-2014 proposed budget and explained that the District budget is composed of three (3) expenditure funds: the General Fund, the Grants Fund and the Food Service Fund, with two types of budget categories: functions (areas of activity) and objects (service or material object). He stated that the proposed expenditures for the General Fund for FY 2013-2014 are projected to be $72,791,790, a 1.93 % increase. Almost half of this increase is due to the 25% rate increase in NH Retirement from the State. The Grants Fund is projected to be $3,591,960 and the Food Service Fund is projected to be $1,729,959, for a total appropriation of $78,113,709.

Mr. Dunn displayed a pie chart depicting percentage breakdowns of the proposed General Fund budget by function.

**Regular Programs** represent 45.3% or $32,871,932.31 of the FY 2013-2014 proposed budget and include:

- All major curriculum areas
- Program for English Language Learners (ELL)
- Vocational education programs
- Co-curricular activities
- Library media and technology programs
- Assessment program
- Substitute teachers
- District budget tutors
- Mentoring program
- Professional development administrative assistant
- Course reimbursement funds
- Conference and travel funds

A more detailed description of proposals for Regular Programs is:

- **Regular Education**
  - Maintains class sizes at low- to mid-range of the Board’s policy guidelines

- **Vocational education**
  - Maintains current programs
  - Moves Cosmetology position from Carl Perkins Grant to General Fund

- **Co-Curricular**
  - Maintains current programs
  - Increases in salaries, retirement, official fees, and requests for equipment repairs/replacement
  - Moves trainer position from wage account to Professional Services account

- **Support Services**
  - Maintains four library/media/tech integrators added this year
  - Continues to bring technology at Beaver Meadow and Broken Ground up to level of new elementary schools
• Continues to budget for replacement of library books and materials, but allocates funds to purchase educationally-related applications for iPads
• Begins new iPad project at Rundlett Middle School
• Replaces six heavily-used computer labs at Concord High School
• Continues replacement plan for technology
• Makes significant upgrades to copiers, network infrastructure equipment and labs through purchases and capital leases. (More details will be provided at the February 11 Technology budget sessions.)
• Continues practice of leasing computer equipment

Special programs represent 22.3% or $16,195,467.04 of the FY 2013-2014 proposed budget and include:

• District special education programs
• Consulting services
• Tuition for students to attend Second Start
• Tuition for students to out-of-district programs
• Contract for Medicaid administration
• Supplies, books, software
• Guidance, nurses, speech and language, physical therapy, vision and hearing staff salaries and benefits
• Contract for physical therapy services
• Extended day and extended year programs for children with special needs

A more detailed description of proposals for Special Programs is:

♦ Adds 4.65 teaching assistant positions to meet the increasing needs of students in primary grades with special needs
♦ Reallocates resources for increased consultation for children with serious behavioral and/or emotional challenges
♦ Budgets same number of out-of-district placements as FY2012-2013
♦ Reduces one (1) special ed / speech and language tutor position

Adult/Community Education represents .6% or $458,065.49 of the FY 2013-2014 proposed budget and includes:

• Diploma Academy and Adult High School
• Community Education Adult Enrichment Classes

A more detailed description of proposals for Adult/Community Education is:

♦ Reduce postage and advertising costs
♦ Reprioritize funds to upgrade website
♦ Ensure that revenues offset expenses

Buildings, Grounds, Construction and Debt Service represent 18.1% or $13,124,837.14 of the FY 2013-2014 proposed budget and includes:

• Director of Facilities and Planning position
• Maintenance and custodial salaries, benefits and overtime
- Maintenance agreements fees
- Facilities inspection and testing services
- Property and liability insurance
- Cleaning and maintenance supplies
- Utilities
- Replacement of equipment (e.g. pumps, motors)
- Summer projects
- Debt service

A more detailed description of proposals for Buildings, Grounds, Construction and Debt service is:

- Maintains an additional hour of cleaning at Central Office added in FY2012-2013
- Increases water/sewage fees due to increases assessed values of the new buildings (calculated on assessed value of homes)
- Decreases in energy project lease payment
- Budgets purchase of maintenance contracts on HVAC systems for three new schools
- Budgets no funds for Walker or Rumford

**Summer Projects**
- Carpet, stair treads, and tile replacement
- Masonry repairs
- Intercom system upgrade – CHS
- Rundlett courtyard replacement
- Locker replacement at Broken Ground (1973 and 1985)
- Roof replacement at CHS (not currently budgeted. Additional details will be provided at the February 18 Work Session.)

**Debt Service Notes**
- Principal
- Interest

First year of increase. The District goal is to maintain $3.2 million for debt service. The Board will discuss this on February 18. **Administration** represents 7.9% or $5,730,393.00 of the FY 2013-2014 proposed budget and includes:

- School Board
- Superintendent Office
  - Superintendent
  - Assistant Superintendent
  - Director of Student Services
  - Finance Office
  - Business Administrator
  - Principals’ and Directors’ offices
  - Administrative Assistants

A more detailed description of proposals for Administration is:
♦ Budgets step increases only for CAA
♦ Budgets for increases in legal fees
♦ Level-funds Superintendent’s contingency

Transportation represents 3.6% or $2,580,952.90 of the FY 2013-2014 proposed budget and includes:

- Transportation Director
- Bus drivers, monitors, crossing guards and mechanics salaries and benefits
- Contract to transport students in out-of-district placements
- Repair, maintenance, and fuel (diesel and gasoline)
- Capital leases
- Co-curricular /Charter / PTO trips
- After-school transportation
- Summer transportation for City of Concord Recreation (level-funded)
- Provide and manage homeless transportation

A more detailed description of proposals for Transportation is:

♦ Bus drivers and maintenance staff negotiations
♦ Continues bus replacement plan; proposes to lease four new buses (two big, two small)
♦ Purchases two replacement mini-vans
♦ Budgets additional funds for after-school transportation, offset by revenue from 21st Century Grant
♦ Budgets same fuel usage, but increased cost per gallon

Benefits represent 2.3% or $1,652,168.00 of the FY 2013-2014 proposed budget and includes (objects in this function are all subject to negotiations):

- Healthcare Consultants
- Health Insurance for Retirees under 65
- Cobra and Section 125
- Life and Disability
- Unemployment
- Worker’s Compensation

A more detailed description of proposals for Benefits is:

♦ Includes 0% increase in healthcare rates
♦ Level funded

Revenue represents $24,518,808 ($401,519 over FY 2012-2013) of the FY 2013-2014 proposed budget and includes:

- Local
  - Tuition, Transportation Fee, Other Fees
- State
  - Adequacy Grant, Building Aid, Catastrophic Aid, Vocational Aid, E-Rate
- Federal
• Medicaid, Interest Rebates
• Trust Reserves
  • Facilities Purchase and Renovation, Instructional, Risk Management, Energy, Special Education

Mr. Dunn concluded by summarizing that projected expenditures of $72,791,790, revenues of $24,518,808, and Unreserved Fund Balance of $1,700,000 will result in the projected amount of $46,572,982 to be raised by taxes. Based on the .55% increase in City valuation, the increase to the tax rate would be 3.86%, bringing the rate per thousand of assessed valuation to $13.44. Costs of negotiated agreements and use of additional reserves are still to be determined. (One reserve is a $275,000 Energy Reserve.)

At the conclusion of the PowerPoint presentation, Finance Committee Chair Clint Cogswell stated the district has absorbed the downshifting of costs through several years.

Mr. Dunn explained that a significant increase in the cost of steam is for two reasons. The first is that a centrifugal pump at the high school was rebuilt as part of its five-year life cycle plan, and in November 2012, the Public Utilities Commission (PUC) approved a rate increase.

Superintendent Rath stated that no proceeds from the sales of Walker, Rumford, or Dame School buildings have been factored into the budget.

At this point the Enrollment projections slide was reviewed by Superintendent Rath.

Mr. Dunn reviewed the Budget Development meetings slide displaying the date, location, time and topic for each Finance Committee meeting during the budget process.

Superintendent Rath explained that the employers’ rate increase in retirement is a significant factor in the FY 2013-2014 proposed budget. She explained that the 30% State share of the contribution currently provided will no longer be available, in effect changing the rate that employers contribute (which is due to a long period of under-funding).

Mr. Dunn distributed the iPads and training and an overview of iPad setup was discussed. The entire budget was reviewed on the iPads.

The Board voted 9-0 (motioned by Tara Reardon, seconded by Nick Metalious) to adjourn.

The meeting adjourned at 6:42 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District  
FY2013-2014 Board Work Session #2  
February 6, 2013  

**Board members:**  Kass Ardinger, Clint Cogswell, Tom Croteau, Barb Higgins, Nick Metalious, Jennifer Patterson, Bill Glahn, Tara Reardon, Oliver Spencer  

**Administrators:**  Superintendent Chris Rath, Larry Prince, Jack Dunn, Matt Cashman  

Board President Kass Ardinger called the meeting to order at 5:28 p.m. Ms. Ardinger explained that this was the second meeting to discuss the FY 2013-2014 proposed budget. The agenda was to discuss Revenues, Staffing and Benefits.  

The first topic for discussion was Revenues, referenced on pages 13 and 51-58 of the FY 2013-2014 proposed budget. The revenue sources include:  

1. Local revenue from tuition, transportation, investments, and the amount to be raised in taxes  
2. State revenue from Adequacy, Building Aid, Catastrophic Aid, Vocational Aid, Vocation Capital Fee  
3. Federal revenue from Medicaid, Interest Rebates, E-Rate  
   i. E-Rate offsets some of the cost of upgrading technology  
4. Revenue from Trust Reserves  

Superintendent Rath explained that Equitable Education Aid in the revenue list should be changed to Adequate Education Aid. She explained the formula for this aid and how the State calculates the amount a school district will receive from this fund. She also explained that aid is based on number of students in specific categories. According to a new law passed in the last session of the legislature, these numbers will be adjusted mid-year next year for a more accurate count. Ms. Ardinger noted that this may be due in part to the State taking advantage of declining enrollments.  

Mr. Dunn then reviewed the “Revenue for the General Fund for 2014” pie chart, showing the total of $72,791,790 estimated for the FY 2013-2014 proposed budget. The Board requested that this pie chart be added to the actual budget proposal.  

Mr. Dunn also displayed the “Revenue for All Funds for 2014” pie chart, with the total of this category of the FY 2013-2014 proposed budget estimated at $78,113,709. He stated the Federal and Grants sections of this pie chart should be combined and that he would also add this pie chart to the actual budget proposal.  

Lastly, Mr. Dunn directed the Board to page 53 (v1.0) of the FY 2013-2014 proposed budget to view the projected total tax rate amount of $13.44. He then turned the meeting over to Superintendent Rath to discuss Staffing.
Superintendent Rath showed the Board where in the electronic proposed budget they could find the information regarding salaries and reviewed the Salaries Object Summary and Salaries Object Detail information. She directed the Board’s attention to the Salaries Object Summary slide on pages 20–21 of the electronic budget. She noted the proposed budget request is $38,768,062, a 1.93% or $732,232 increase from the FY 2012-2013 Budget.

Superintendent Rath then directed the Board’s attention to the Salaries Object Detail slide on pages 22–26 of the electronic budget. She explained that the most significant increases from the FY 2012-2013 Budget are CEA, which is a .71% or $181,605 increase; CEAA, an 11.62% or $383,964 increase; and Unaffiliated, an $118,000 increase. She noted that FY 2013-2014 is the second year of the CEA contract.

Superintendent Rath explained the changes in professional staff are to add one classroom teacher for Mill Brook, reduce two classroom teachers at Rundlett, add one Cosmetology position to the general fund from a grant fund (Carl Perkins), fund 20% of five reading specialists with grant funds to support coaching teachers, reallocate funds from .5 EH consulting teacher to a consultant working with the District on the needs of children with complex emotional needs. In response to a question from Oliver Spencer about the definition of EH, Superintendent Rath explained that this denotes children with emotional handicaps or very specific emotional needs.

Superintendent Rath noted the proposed changes in teaching assistants, by adding 4.65 FTE or 5 aides at .93 FTE CEAA positions totaling $128,235. She noted that the staffing list had been added to the proposed budget in Appendix B.1. The staffing lists include Elementary, Middle, High School, and District broken out by General and Grant funds.

There is a request to make a part-time technology position full time.

Superintendent Rath then turned to Projections and Class Size Plans, referencing information on pages 96-97 of the electronic budget while displaying the corresponding slide. Projections are based on current enrollments for all grades except kindergarten.

Superintendent Rath then turned the meeting over to Human Resources Director Larry Prince to explain and discuss Benefits. Mr. Prince distributed a packet of information (included in the electronic budget) regarding Health Insurance, Dental Insurance and Medical Rate changes. He noted that the Benefits Object Summary and Detail could be found on pages 27–29 of the electronic FY 2013-2014 proposed budget. A decrease of $377,000 is anticipated, mostly due to the 0% increase in health insurance rates for FY14 and the implementation of the new HMO “Buy-Up” plan. Mr. Prince explained the mandated benefits cost, over which the District has no control. These benefits include Social Security, New Hampshire Retirement System for Non-Teachers and Teachers and Health Insurance, as well as Unemployment Insurance and Workers’ Compensation, both mandated by the State. Other negotiated benefits are Dental, Life and Disability Insurance, Retiree Health, Separation Pay, and Professional Development.
Mr. Prince referenced the Healthcare Census slide, the Healthcare Insurance Budget slide, and Medical Rate Changes slide. Ms. Ardinger noted that the health care consultants from SchoolCare are essential for keeping health care well-managed and containing costs.

Mr. Prince displayed the Dental Insurance slide, at which time Mr. Dunn noted that in addition to helping the District manage health care, the consultants also help manage dental plan costs.

At the conclusion of the Revenues, Staffing and Benefits portion of the meeting, Mr. Dunn highlighted two items on which the Board will need to take action at the February 18 Board work session. The first is action on the bond premium, where the Board will need a 2/3 vote to approve withdrawal of the pro-rated portion of the bond premium. He noted that this was money that was not factored into the financial plan for the new elementary schools and was money paid by investors who purchased the bonds above par.

Mr. Dunn then referred the Board to the Debt Schedule located in Appendix B.10 of the budget to show the upcoming debt obligation for FY14 and highlighted the importance of considering Board action on the bond premium.

The Board discussed the use of the premium to offset the projected tax spike, as well as planning for future capital projects for school buildings.

Ms. Ardinger suggested putting the money into the Facilities and Renovation Trust Fund to offset future costs of building projects, similar to the Board action in 2005 that helped pay for the three new elementary schools. She expressed the desire to put capital money toward capital projects.

Bill Glahn commented that in examining the debt schedule, the Board could quickly save money after the 2016 Fiscal Year if future Boards would commit to a fixed debt level, like the $3.2 million, and put that differential away.

Jennifer Patterson said that the Board should consider the future needs of the District and keep the debt level the same for as long as possible.

Ms. Ardinger noted that the State building program from which the District currently receives aid no longer exists, and that the new program may not be as generous.

Mr. Dunn mentioned the second item on which the Board will need to take action is rescinding an unissued bond premium from the 1994 Concord High School renovation and addition.

Mr. Dunn reviewed the agenda for Monday, February 11, which included an overview of the technology budget.

Mr. Spencer stated that as part of the technology presentation at the next work session he would hope to see the application of technology toward the development of true life skills.
Mr. Glahn expressed the desire to ensure that the District utilize technology for educational purposes.

Mr. Dunn reviewed the changes that will appear in the next version of the proposed budget.

The Board voted 9–0 (motioned by Barb Higgins, seconded by Ms. Patterson) to adjourn.

The meeting adjourned at 7:13 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District  
FY2013-2014 Board Work Session #3  
February 11, 2013

Board members: Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn, Barbara present: Higgins, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer  
Administrators: Superintendent Chris Rath, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Technology Matt Ballou

Board President Kass Ardinger called the meeting to order at 5:39 p.m. noting that this was the third meeting to discuss the FY 2013-2014 proposed budget; specifically to discuss technology. She turned the meeting over to Business Administrator Jack Dunn. Mr. Dunn introduced Director of Technology Matt Ballou and then reviewed the technology expense chart below.

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>PURCHASE</th>
<th>LEASE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abbot-Downing</td>
<td>$3,180.00</td>
<td>-</td>
<td>$3,180.00</td>
</tr>
<tr>
<td>Beaver Meadow</td>
<td>$35,722.50</td>
<td>$37,677.53</td>
<td>$73,400.03</td>
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<tr>
<td>Broken Ground</td>
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<td>$37,677.53</td>
<td>$73,467.53</td>
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<tr>
<td>Christa McAuliffe</td>
<td>$3,135.00</td>
<td>-</td>
<td>$3,135.00</td>
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<tr>
<td>Concord High</td>
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<td>$59,395.24</td>
<td>$127,372.74</td>
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<td>District</td>
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<td>$229,706.30</td>
<td>$517,181.32</td>
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<td>Mill Brook</td>
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<td>-</td>
<td>$3,067.50</td>
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<tr>
<td>Rundlett</td>
<td>$72,265.00</td>
<td>$60,774.45</td>
<td>$133,039.45</td>
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<tr>
<td>TOTALS</td>
<td>$508,612.52</td>
<td>$425,231.05</td>
<td>$933,843.57</td>
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Mr. Ballou discussed the technology budget, starting with a review of the 2012-2013 year and a review of inventory, followed by a review of the proposed budget, an explanation of educational opportunities involved in the technology budget, the technology infrastructure and finally, examining future technology needs of the Concord School District.

In the 2012-2013 year, the District installed wireless and wired network infrastructure in the three new elementary schools, built over 200 student and staff laptops, added wireless capacity at Broken Ground, Beaver Meadow, Rundlett and Concord High schools and updated the media center computer labs at Broken Ground and Beaver
Meadow schools. The District has replaced computer labs at Concord High School and Rundlett, implemented a roll-out of over 1500 iPads and started work on a new technology plan.

District inventory currently includes 1600 iPads, 948 desktops, 670 laptops and 155 networked printers. Almost every classroom has an LCD projector, and most classrooms at the elementary level have Interactive White Boards. At the middle and high schools there is a proposed phase-in of classroom upgrades, which include projectors and mounting kits.

In the 2013-2014 proposed budget, the largest District initiative is an upgrade to network infrastructure at Beaver Meadow, Broken Ground, Rundlett and Concord High schools. Other initiatives include consolidated phone lines, replacement of labs and server upgrades.

The 2013-2014 proposed budget school technology initiatives include a Rundlett Robotics lab, ceiling-mounted projectors at Concord High, Rundlett, Beaver Meadow and Broken Ground schools, a 3rd grade iPad cart deployment at Broken Ground and Beaver Meadow, a 6th grade iPad cart deployment at Rundlett. Other initiatives include classroom A/V upgrades to Concord High, Rundlett, Beaver Meadow and Broken Ground schools, and an upgrade to the Concord High AutoCAD lab and Media Center systems, as well as replacement computers for staff.

The District’s current bandwidth infrastructure is a 100 mbps Comcast connection. The District plans to put out a bid for Internet access as part of its e-Rate eligibility in order to increase capacity and obtain competitive pricing. Large amounts of this bandwidth are used at the elementary schools. Comcast provides usage reports and alerts when usage is close to maximum. The District has two lines available; however, one is slower than the other. Mr. Ballou displayed the bandwidth infrastructure graph, noting that it represents a total for staff and students.

Assistant Superintendent Donna Palley discussed the educational impact of the proposed technology in the 2013-2014 proposed budget. She explained that the access to curriculum speaks to the power of technology. As with Common Core and its complex text, demanding multimedia and diversity of learners, technology is a great tool for teachers to manage the high expectations for everyone. She explained that electronic text such as the iPads the Board is using for review of the proposed budget, allows embedded support for students, such as links to websites. Further it extends the teachers’ abilities, makes better use of time and has built-in feedback and guidance.

New this year are four Technology Integrators, who in half a school year have made great strides in determining where technology is enhancing the curriculum, what staff is using and how to use it. A few examples are applications used to introduce and explain concepts such as Dragon Box for Algebra and iCart Sort, which creates sets of cards that can be sorted on the iPad and provides students more time to focus on work with less emphasis on paperwork for teachers. One way technology has enhanced
students' learning is that it helps students explain their thinking process in math work, as they can talk, be recorded and share with the class how they understand math.

Other enhancements include publishing student work with e-portfolios, and guided practice using basic computation such as Fastt Math and Fraction Nation, which help students become quicker and more accurate with math skills.

Technology engages and motivates students by developing digital timelines and quick response code (QR) connections. Students are acquiring information with a balance of books and technology. An example of this technology is the Destiny software, in which students can manage their own personal library accounts by reserving books and making book recommendations.

Technology is important in assessing how teachers promote students' thinking, as well as reading fluency, and re-teaching and enrichment at the elementary level, where teachers can see the learning results at the end of a unit.

Ms. Ardinger asked how teachers are being trained on the new technology. Ms. Palley explained that technology staff perform the lesson in the classroom while teachers observe. There is also a series of iPad training sessions, and some training during faculty meetings.

Bill Glahn stated he would like to see the technology lesson in the classroom. Donna Palley offered to have the Board sit in on a training session. Superintendent Chris Rath offered to set up times that observations would be available for the Board members at the schools.

Ms. Ardinger asked whether the additional $933,000 would be a one-time cost or an indication of a steady increase, to which Superintendent Rath responded that there is likely to be an increase over last year, but perhaps not at this level every year since this budget has a lot of infrastructure in it.

Ms. Ardinger then asked about the Department of Education requirements for technology and communication and how this proposed plan fits into the those requirements. Superintendent Rath explained that the current set of standards required by the Department of Education for Information Communication Technology (ICT) are that all students in the elementary level have a digital portfolio, which is the District’s goal for the end of the 2012-2013 school year.

Ms. Ardinger asked if there will be a process for purchasing iPad applications as there is with textbooks. Ms. Palley explained that textbooks are actually more expensive compared to iPad applications and that in the budget, applications are considered “other instructional materials.” Mr. Dunn added that teachers can control the use of texts on the iPad, such as how long a student was looking at the book, how many chapters were read, etc.

In response to Ms. Ardinger's request to describe the use of the applications for Special Education, Ms. Palley replied that, although the Special Education iPad applications cost approximately $100 - $200 per application, they are more interactive with the
students with special needs. Ms. Palley explained that the iPad is a new tool, and some applications are not as good as others.

Ms. Ardinger asked if the District had looked for all grant money available. Ms. Palley stated the District continues to seek additional resources, but the main source of the funding originally was Title IID funds, which are no longer available.

Mr. Ballou then discussed infrastructure, explaining that the majority of the wired infrastructure for Concord High, Rundlett, Broken Ground and Beaver Meadow schools was introduced between 2001 and 2002, with a mixture of switches that are working independently and some switches that have limited or no management capability. The connection to the network is 1 gbps (gigabyte per second). The speed to the desktop, laptop and phone is 100 mbps (megabyte per second). The infrastructure at Abbot-Downing, Christa McAuliffe and Mill Brook schools, by comparison, is 10x faster, or 1 gbps. The new schools also have a modular intelligent design with all modules working together, high management capability, and scalable as needs and technology change. The connection to the network is 10 gbps, 10 times the previous design, and the speed to the desktop, laptop and phone is 1 gbps, also 10 times the previous design.

Mr. Ballou further explained the wireless infrastructure has 165 access points across the District, which is managed via “Cloud” controller. The wireless infrastructure holds a school and guest network, with a throttling Quality of Service (QOS) on which the District has priority. Device tracking provides a speed to device upward of 130 mbps, as well as reporting. Rundlett Middle School currently has different equipment but migration is planned. He then displayed a PowerPoint slide showing connectivity at one site and a wireless infrastructure graph for all schools.

Looking forward, the District plans to continue migration toward mobile technology to include wireless and network upgrades and investment in mobile devices. The District is also looking at a number of other opportunities including the internet connection speed, a program called “Bring Your Own Device” (BYOD), a mix of traditional computers with mobile technology, moving existing systems to other schools, and a five-year plan for upgrading networking and support equipment in other buildings.

Clint Cogswell asked whether it was possible for employees to purchase equipment through the District at a discounted rate. Mr. Dunn explained that if a BYOD program was implemented, the District would have to purchase the devices and then set up a payment plan for reimbursement through payroll. This would require some working capital to achieve.

When asked by Oliver Spencer if the District has a plan in place for cyber defense, Mr. Ballou replied that there are multiple layers within the infrastructure, and separate guest and District access.

Tom Croteau asked for an explanation of mbps, to which Mr. Ballou replied that mbps refers to speed and capacity.
Mr. Dunn explained where to find links to most of the applications, including those referenced in the 2013-2014 proposed budget in Appendix C.1 (page 121, version 2.3).

Mr. Dunn asked if the Board would like to discuss the copiers that were included in the agenda or, if in the interest of time, it should be posted to the Wednesday, February 13 meeting. All agreed to table the subject of copiers until February 13th.

The Board voted 9-0 (motioned by Mr. Cogswell, seconded by Mr. Croteau) to adjourn.

The meeting adjourned at 7:09 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board member(s) present: Kass Ardinger, President, Tom Croteau, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer

Board member(s) absent: Clint Cogswell, Bill Glahn, Barbara Higgins

Administration: Superintendent Chris Rath, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman, Director of Student Services Robert Belmont, Director of Technology Matt Ballou

Board President Kass Ardinger called the meeting to order at 5:33 p.m. She explained that this was the fourth work session to review the FY 2013-2014 proposed budget; the agenda was a discussion of Special Education and multi-function copiers within the District.

Assistant Superintendent Donna Palley introduced Director of Student Services Bob Belmont, noting that the agenda was a discussion of revenue with regard to the Individuals with Disabilities Education Act (IDEA), Catastrophic Aid and Medicaid. In addition, students with autism and students supported by Educational Assistants would be discussed.

Mr. Belmont displayed the IDEA (Individuals with Disabilities Education Act) Grant slide, outlined below, and explained that the increase in the 2012-2013 school year IDEA Grant was due to the redistribution of the State available funds state-wide. He also explained that this was not a guarantee for next year. He further explained that the District does not know what funding it will receive from the IDEA grant until May or June of a given year, and the District determines the number of students who will benefit from this grant in October of each year.

<table>
<thead>
<tr>
<th>IDEA Grant</th>
<th>Allocation Amount</th>
<th>Preschool IDEA Grant</th>
<th>Allocation Amount</th>
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<td>2010-2011</td>
<td>$1,095,550.70</td>
<td>2010-2011</td>
<td>$27,703.72</td>
</tr>
</tbody>
</table>

With regard to Catastrophic Aid (CAT aid), Mr. Belmont explained that RSA 186-C:18 legislation for calculation and distribution of state aid for special education is determined when a cap of $46,289.59 or more is reached (3.5 times the state average tuition.) At the end of each school year, the District files for students in special education believed to have met the criteria for CAT aid. In FY2011-2012, the total
amount expended for 24 students was $1,422,020.78. Entitlement was $310,544.34 and Aid was funded at 69.016%, which was $214,325.33. In FY2012-2013, the total amount expended for 31 students was $2,141,469.23. Entitlement was $569,663.02 and Aid was funded at 71.796%, which was $408,995.26.

Mr. Belmont discussed what NH Medicaid means for schools. He explained that in 1990 the State of New Hampshire implemented its Medicaid policy, which meant that, for students with disabilities, parents may provide their child’s Medicaid number and the District can bill for certain Medicaid services specified in the IEP. The student’s regular Medicaid coverage, however, is not impacted by this billing. In FY2009-2010, the District received $757,149.20 from Medicaid; in FY2010-2011 the District received $569,566.80; in FY2011-2012 the District received $804,484.44. Ms. Ardinger recommended that the District make sure the parents know how to get Medicaid coverage.

Mr. Belmont explained autism, a disorder of neural development characterized by impaired social interaction and communication and by restricted and repetitive behavior, currently occurring in one in 86 births. The first signs of autism in children are usually observed before he/she is three years old. Autism affects information processing in the brain by altering how nerve cells and their synapses connect and organize; how this occurs is not well understood. Autism appears to have a strong genetic basis, although it is unclear whether Autism Spectrum Disorder (ASD) is explained more by rare mutations or by rare combinations of common genetic variants.

Based on data dated February 2013, there are currently 15 students with autism at the preschool level; 26 students with autism at the elementary level; 23 students with autism at the middle school level; and 26 students with autism at the high school level, for a total of 90 students that present with autism in the District.

IEP services for children with autism begin at age three when children are transitioning from early services. Elementary education services, delivered in all five elementary schools, include training with parents and staff, increased iPad usage for students, and iPad training for educational assistants, as well as middle- and high school-level services. Currently there are three teachers at the elementary level specifically working with students with autism.

Lastly, Ms. Palley displayed a graph showing students supported by educational assistants in FY2013-2014. The following is a summary of the total.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Number of Educational Assistants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>16</td>
</tr>
<tr>
<td>Grade 1</td>
<td>13</td>
</tr>
<tr>
<td>Grade 2</td>
<td>20</td>
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<td>Grade 3</td>
<td>18</td>
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<td>Grade 4</td>
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<td>Grade 6</td>
<td>11</td>
</tr>
<tr>
<td>Grade 7</td>
<td>17</td>
</tr>
</tbody>
</table>
Following the presentation, Ms. Palley explained that the number of Special Education Assistants is particularly high at the high school level because Special Education students spend 6-7 years at the high school rather than the traditional four years.

Superintendent Rath referenced page 70, Version 2.4 in the FY2013-2014 proposed budget and listed teaching assistant staff, which includes Preschool Special Education Assistants, Special Education Instructional Assistants, Autism Assistants, Student Support Assistants, Library Assistants, Tech Assistants, Elementary 3R Program Assistants and Project See Assistants.

The Special Education Instructional Assistants line is the area of proposed increase in the FY2013-2014 budget. In the current year, 1.44 is funded under the Contingency Fund, but will be discontinued after the 2012-2013 year, so the administration is proposing to put this in the FY2013-2014 budget. The increase is offset by a decrease in the General Fund for a reading specialist being shifted to Professional Development.

Ms. Ardinger asked if this proposal provides students with the best help, or if our focus should be on another model. Superintendent Rath replied that the District looks closely at whether students are progressing as expected. Ms. Ardinger asked if one model will suit the greatest numbers of children, with the range of learning being so wide. Ms. Palley stated that the Special Education teachers need support and assistance with student behaviors and emotions. In response to Ms. Ardinger’s question whether the District has adequate special education teacher coverage, she noted that special education teachers are reallocated to meet the needs of students.

Mr. Dunn then discussed multi-function copiers within the District.

The overall goal is to be prepared for the current contract expiration on June 30, 2013, to ensure that each location has the right-sized equipment, reduce in number the 155 single-function printers, acquire a shorter lease term, gain electronic volume management and security through rules-based systems, optimize functionality, reduce the number of units from 53 to 46, increase print speed, work within the budget and establish a stronger business relationship with the current vendor.

Mr. Dunn displayed a PowerPoint Graph displaying the current copier setup, a Per Page Comparison slide indicating the cost based on a 5% impression per page, and the Cost Example slide comparing single function to multi-function savings.

Mr. Dunn explained the features of the District’s current setup compared to the proposed setup, describing the benefits of transitioning to the features of multi-function at all schools, Scan-to-Email, Copy, Scan-to-Folder, Automatic Count Reporting, Rules-Based Management, Accountability, Follow Me Print, Color Option,

Mr. Dunn noted Board policy #322 that states “The Superintendent or the Business Administrator may authorize purchases outside of the bidding process: (a) to take advantage of temporary pricing opportunities which are well below anticipated bid prices or (b) when only one source for a particular product exists. When these options are used, the Finance Committee will be informed.”

He explained that the vendor had made several concessions including overage reduction, waiving the move of copiers to the new schools, providing a dedicated and certified project manager, as well as providing significant planning and implementation development. In addition, the vendor will offer the Why Wait? Program, which will allow the District to move forward with the implementation of the multi-function copiers while keeping the payment the same through the remainder of the 2012-2013 school year. Mr. Dunn informed the Board that the District will be at the end of the lease at the end of this school year and to change vendors would cost anywhere from $250 to $500 per replacement copier.

The multi-function copier proposed timeline, after Board presentation and requested approval on February 13, will be to finalize copier location and plan with administration targeted for February 19, finalize paperwork with attorneys and the vendor on February 22, and order and install in March. Training and network and security card implementation is in the March/April timeframe. IT Network Drop installation is scheduled for April 21, and all features will be implemented and phase-out of personal printers will begin in the May/June timeframe.

At this point the District realizes there will be a culture change with limited to no replacement of personal printers; however, Mr. Dunn noted that savings will be realized in cost of time taken from the Technology department for repair and maintenance of printers currently used within the District, as well as the cost of toner for these printers.

After the presentation, Mr. Dunn reminded the Board that the agenda for Monday night, February 18 will be the 5-10 year plan, the bond premium, rescinding debt, and leases. At the end of the public meeting on February 18, the Board will recess into a non-public meeting for an update on the sale of properties.

Ms. Ardinger asked Board members to take time to get their questions in line and look for areas where reductions can be taken.

The Board voted 9–0 (motioned by Tara Reardon, seconded by Nick Metalias) to adjourn.

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District

FY2013-2014 Board Work Session #5 – Capital Projects and Bonds
February 18, 2013

Board members present: Kass Ardinger, President, Clint Cogswell, Barbara Higgins, Nick Metalious, Oliver Spencer, Tom Croteau, Bill Glahn, Jennifer Patterson, Tara Reardon

Administration: Superintendent Chris Rath, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman

Board President Kass Ardinger called the meeting to order at 6:02 p.m. Ms. Ardinger noted that this was the fifth meeting to review the FY 2013-2014 proposed budget. The agenda was to discuss Capital Projects and Funding, and the Board would take action on several items. Ms. Ardinger explained that after this meeting the Board would begin to make decisions regarding the FY 2013-2014 proposed budget.

Business Administrator Jack Dunn explained that the agenda was to discuss Capital Projects for FY 2013-2014, the Concord High School 1994 Addition and Renovation Bond, the Debt Schedule and the Elementary Building Project Bond Premium.

Director of Facilities and Planning Matt Cashman then described the various capital projects as listed in Appendix B.10 on page 105 of the electronic FY 2013-2014 proposed budget. These projects include floor tiling at Beaver Meadow School, carpet replacement and the second phase of locker replacement at Broken Ground School, as well as removing the existing front entry concrete lattice and replacing it with a combination of concrete, grass and mulch at Rundlett Middle School. The District proposes to replace stair treads, make masonry repairs and replace the intercom system at Concord High School.

Ms. Ardinger summarized this portion of the capital facilities request for the FY 2013-2014 proposed budget by saying that the District plan is to upgrade and maintain the Beaver Meadow, Broken Ground, Rundlett, and Concord High School buildings so as to assure the public that the older buildings are being maintained to an appropriate level.

Another proposed capital project for FY 2013-2014 is the Concord High School roof in Appendix B.10, page 106, which was not included in the original FY2013-2014 proposed budget as noted in the budget narrative. The District requests additional appropriation from alternative funds for replacement of the roof over the music wing. The current roof is more than 27 years old and has been patched and repaired over the last few years but continues to develop leaks. Because the roof is replaced in sections, Ms. Ardinger questioned if roof replacement will possibly be included in the FY 2014-
2015 budget, to which Mr. Cashman responded that an analysis of roofing is included in the 5-10 year plan. Mr. Dunn referenced the 5-10 year Capital Facilities Plan as listed in Appendix B.11 of the electronic FY2013-2014 proposed budget and explained there will be a review of all the information at a future Capital Facilities Committee meeting.

With regard to the Concord High School 1994 Addition and Renovation Bond, Mr. Dunn proposed motion language for the Board to clean up outstanding bond authorizations that were never issued. These bond authorizations date back to July and August of 1994. The bonds were part of the High School Renovation and Addition project. Mr. Dunn requested that the Board vote that the $925,128 un-issued balance of the $2,025,128 authorized to be borrowed by vote of the Board on July 11, 1994 be rescinded and of no further force or effect. The City of Concord July 11, 1994 meeting minutes state:

“NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

Section 1. That the City Manager and City Treasurer are authorized to borrow $2,025,128 for the use of the Concord School District. The purposes include capital improvements for reconstruction and alterations. Architectural, engineering and other professional services may be included. A portion of said sum may be used to purchase land and to provide funding for associated costs including clerical, legal, and insurance expenses. For this purpose the said officers shall issue $2,025,128 bonds or notes of the City under the Municipal Finance Act and Chapter 261 of the Laws of 1889 as Amended.”

The Board voted 9–0 that the $925,128 un-issued balance of the $2,025,128 authorized to be borrowed by vote of the District on July 11, 1994 is hereby rescinded and of no further force or effect (motioned by Ms. Ardinger, seconded by Bill Glahn).

Mr. Dunn also proposed to the Board that the $439,000 un-issued balance of the $31,939,000 authorized to be borrowed by vote of the District on August 8, 1994 be rescinded and of no further force or effect. The City of Concord August 8, 1994 meeting minutes state:

“NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

Section 1. That the City Manager and City Treasurer are authorized to borrow $31,939,000 for the use of the Concord School District. The purposes include capital improvements for reconstruction and alterations. Architectural, engineering and other professional services may be included. A portion of said sum may be used to purchase land and to provide funding for associated costs including clerical, legal, and insurance expenses. For this purpose the said officers shall issue $31,939,000 in bonds or notes of the City under the Municipal Finance Act and Chapter 261 of the Laws of 1889 as amended.”
The Board voted 9–0 that the $439,000 un-issued balance of the $31,939,000 authorized to be borrowed by vote of the District on July 11, 1994 is hereby rescinded and of no further force or effect (motioned by Ms. Ardinger, seconded by Clint Cogswell).

Next on the agenda, Mr. Dunn referenced the Current Bond Schedule in Appendix B.13 of the electronic FY2013-2014 proposed budget and the Debt Schedule also in Appendix B.13a, with savings if $3.2 million is held.

Mr. Dunn explained the Bond Premium by stating that the premium is the amount of proceeds generated in their offering of the bonds to the market by the underwriter at the prices charged, in exchange for the coupon on the face of the bonds that the District pays, over and above the amount of compensation that the underwriter sets to compensate itself for underwriting the bonds. For example, if the bond maturing in year 5 has a coupon on it of 3%, but the yield on that bond is 2%, the 1% differential is part of the aggregate premium generated upon the resale of the bonds. In order for that one bond to pay 3% but yield only 2%, the purchaser has to pay a premium, above par, to purchase the bond. The aggregate of all the premiums, net of discounts (where the purchaser pays less than par on a maturity of the bonds) is the original issue premium.

The use of the premium is restricted to paying the bond principal ($1,880,000) or reprioritizing toward another project. The rationale for the use of the bond premium is to release the obligation of restricted funds and free up money to reprioritize for other projects. This results in taxes not being raised. Ms. Ardinger explained that the fund will always be used to pay the debt and the FY2013-2014 bookkeeping will show that Concord School District used the $1.8 million to pay the debt. Mr. Dunn displayed a chart describing the bond premium proposal, which shows the Elementary General Obligation bond premium amount of $1,873,465.59. Based on 96.43% of the project being complete, the District can authorize the use of about $1,806,500 (actual $1,806,582.87).

Mr. Dunn also proposed to the Board to transfer the $1,806,500 to the Facilities Purchase and Renovation Expendable Trust Fund for the purpose of paying a portion of the bond premium of the Elementary Building Project principal due on the bonds. This transfer will be withdrawn from bond premium received from the sale of $17,725,000 General Obligation School Bonds, 2010 Series A dated December 8, 2010 held in the Elementary Consolidation Project Expendable Trust.

The Board voted 9–0 to transfer up to $1,806,500 to the Facilities Purchase and Renovation Expendable Trust Fund for the purpose of paying a portion of the bond premium of the Elementary Building Project principal due on the bonds. This transfer will be withdrawn from bond premium received from the sale of $17,725,000 General Obligation School Bonds, 2010 Series A dated December 8, 2010 held in the Elementary Consolidation Project Expendable Trust (motioned by Mr. Glahn, seconded by Tara Reardon).
Jennifer Patterson requested a breakdown showing the activity based on the vote. Mr. Dunn will prepare something for Work Session #6.

Ms. Ardinger announced that the Board needed to recess into a Non-Public session as previously mentioned, for the purpose of discussing the status of Concord School District properties for sale.

The Board voted 9–0 by roll call (motioned by Ms. Ardinger, seconded by Ms. Reardon) to adjourn into a Non-Public session.

The Board recessed into Non-Public session at 7:04 p.m.

The Board reconvened after a roll call vote to end the Non-public session at 7:17 p.m.

Ms. Patterson motioned to have the Non-Public session minutes sealed in order to keep the session as non-public, and that not to do so would defeat the purpose.

The Board voted 9–0 (motioned by Ms. Patterson, seconded by Ms. Reardon) to seal the Non-Public session minutes.

The Board voted 9–0 (motioned by Ms. Reardon, seconded by Mr. Glahn) to adjourn.

The meeting adjourned at 7:19 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board member(s) present: Kass Ardinger, President, Clint Cogswell, Tom Croteau, Bill Glahn, Barbara Higgins, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer

Administration: Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman

Board President Kass Ardinger called the meeting to order at 5:31 p.m. She explained that this was the sixth meeting to review the FY 2013-2014 proposed budget. The purpose of the meeting was to discuss Reserves, as well as answer or find answers to Board member questions on line items specifically related to the FY 2013-2014 proposed budget.

Ms. Ardinger stated that the Board needs a solid understanding of what increases in the FY 2013-2014 proposed budget consist of. Clint Cogswell added that the proposed budget increases will include some unknown factors, such CHS registrations and CRTC tuitions.

Business Administrator Jack Dunn then reviewed the agenda for the meeting, starting with Reserves, along with historical transaction history, particularly on the Health and Facilities Reserves and budget proposals. Also on the agenda were details of bond premiums, questions and answers regarding bond premiums, debt service impact history, and the iPad plan and its progress.

Mr. Dunn displayed the list of Expendable Trust Reserve Balances in Appendix B.14 and the motions to create Expendable Trust Funds in Appendix B.14a. From this list, he pointed out the proposed $275,000 in the Energy Trust Fund for the Concord Steam payment of $100,000 and the Noresco payment of $175,000, as well as the $1.8 million in the Facilities Purchase and Renovation Expendable Trust Fund as discussed at the February 18 work session.

Mr. Dunn explained the difference between moving and transferring funds into the expendable trust versus into the general fund. The FY 2013-2014 budget proposes to move $1.8 million from Facilities Purchase and Renovation Expendable Trust Fund to the General Fund to keep the debt level at $3.2 million as it has been since 2005, and additional funds to replace the high school roof above the Music wing.

Mr. Dunn explained the School District Risk Management Fund (Health Risk), and displayed the Health and Dental Medical Reserve transaction history, which shows balances as of July 1 from FY 2008-2009 through FY 2012-2013. When Tara Reardon
asked how this reserve is funded, Mr. Cogswell replied that when the District was self-insured and had a surplus, funds were put into this account.

Below is the motion as found in Appendix B14a for the Health and Dental Medical Reserve.

School District Risk Management Fund

3/20/96 – School Board voted to create an expendable general trust fund under the provisions of RSA 198:20-c, to be known as the School District Risk Management Fund, for the purpose of establishing a reserve for the School District’s self-insured programs, including Health, Dental, and Disability. Furthermore, to name the School Board as agents to expend and to raise and appropriate the sum of $51,069 toward this purpose.

Mr. Dunn described the transaction history of the Facilities Purchase and Renovation Trust Fund and how it has been used in past years.

Ms. Ardinger pointed out the value of presenting an historical record of how the District has saved taxpayers money.

In discussing the Facilities and Renovation Trust Fund balance in relation to the proposed replacement of the roof at Concord High School, Mr. Dunn explained that the balance as of January 31, 2013 was $1,230,144 and the bond premium deposit authorization amount of $1,806,500 voted on at the February 18, 2013 meeting brings the total Trust Fund balance to $3,036,644. Mr. Dunn explained that if $1,828,543 is withdrawn from the balance to level the debt service and fund the replacement of the roof, the new total Trust Fund balance will be $1,208,101.

Ms. Ardinger explained that the roof cannot be funded from the bond because the $1.8 million bond premium has restrictions. The District is only allowed to pay the principal on the debt of this bond with this money; however, the proposal is to pay more on the principal to free up money to pay for the roof. The District is proposing to move $252,000 from the Facilities Purchase and Renovation Expendable Trust Fund to the School Buildings Renovation and Maintenance Fund to assist in the cost of replacing the roof. This is beneficial to taxpayers, as this action will not cause an increase in taxes. Ms. Ardinger asked Mr. Dunn for a written explanation for Board members of how the bond premium will be used. Mr. Dunn agreed and pointed out that the proposal is a good balance between keeping the tax rate from rising. Use of the bond premium is an attempt to balance the tax impact to taxpayers and the educational needs of the District, considering the downshifting of State costs.

Bill Glahn stated that the Board should think about future movement of funds into the Facilities Renovation and Trust Fund. Ms. Ardinger reminded the Board that the sale of District properties has not been figured into the FY 2013-2014 proposed budget and that the Board should consider the capital funds as a benefit to future taxpayers just as current taxpayers have benefited from the actions of previous Boards.

Below is the motion, as found in Appendix B.14a, for the Facilities Purchase and Renovation Expendable Trust Fund.
Facilities Purchase and Renovation Expendable Trust Fund

11/13/06 – School Board voted to amend the following motion and include language (in bold) as follows: that the Concord School District establish an Expendable Trust Fund under the provisions of RSA 198:20-c to be known as the Facilities Purchase and Renovation Expendable Trust Fund for the purpose of purchasing additional facilities and/or real property and renovating existing and new facilities and/or real property and raise and appropriate $2,685,000 toward this purpose. Ms. DeVorsey further recommended to fund this account with an amount up to $2,685,000 from revenue collected in Fiscal Year 2006-2007 from the State of NH Vocational Center Building Aid for the phase of the Vocational Center construction which is already complete plus from the sale of any School District facilities and/or real property. Ms. DeVorsey recommended that the Concord School Board be named as agents to expend from this fund.

Several Board members had additional questions or noted that they would like to see more information before deciding how to proceed.

Ms. Ardinger requested a breakdown, in pie chart form, of what the total increase in the FY 2013-2014 proposed budget consists of and what the administration is requesting. Mr. Dunn agreed to prepare that information for the March 4 meeting. He stated that a quick breakdown of the increases are divided among costs associated with CEA, CEAA, Unaffiliated & Other contracts, Technology, New Hampshire Retirement and Repair and Maintenance, of which half is cost of retirement.

Mr. Glahn asked about the valuation and the decreasing local and state tax rate list in the “Tax Impact Summary.” Mr. Dunn explained that Valuation Chart assumes a .55% valuation increase. For every additional increase in valuation, the tax rate will decrease.

Mr. Cogswell asked how the contract on copiers will cover overages if more than the allotted number of copies is made. He also requested a breakdown of the increase in lease account 644200, as well as a breakdown of the 3-, 4-, and 5-year leases. He also asked about the time frame for phasing out the printers that are currently owned.

In response to a question about why buses are leased rather than purchased, and how much is received when the lease is up or when the owned buses are sold at auction, Mr. Dunn replied that the cost at this time of leasing a bus over 7 years was more advantageous than raising taxes to pay for 3 big buses at $90,000 and 1 small bus at $50,000. The interest rate on a 7-year lease is about 2.1%.

Tom Croteau asked about Emergency Management systems contracts. Mr. Cashman said that he would provide a breakdown of contracts at the next Board work session.

In response to a question from Jennifer Patterson about how long the new buildings are under warranty, Mr. Cashman noted that the roof is covered for 25-30 years and the buildings are covered for one full year; however, many components have warranties in excess of one year. Mr. Dunn stated he would have a new building warranty breakdown to review with the Board at its March 4 meeting.
Ms. Ardinger asked to review registrations and tuitions for CRTC, Community Education, etc. and stated that, although it may not be completed for this budget, this data is something the Board should review.

Ms. Reardon requested a breakdown of the data/cell/voice accounts. Mr. Dunn will provide information on this at the March 4 meeting.

Oliver Spencer stated he would like to see improvements at Rundlett and also reiterated the importance of copier training for staff. In response to Mr. Spencer’s request for improvements at Rundlett, Mr. Cashman suggested convening some future Facilities Committee meetings at each school so that committee members can view issues first-hand.

Ms. Patterson requested more information on the Food Service and Athletics budget, and asked if transportation costs in Athletics could be reduced. Mr. Dunn stated in Appendix A.7 – Co-Curricular Transportation, that each school pays $3.70 per mile in transportation costs.

Mr. Dunn reminded the Board of upcoming meeting dates:

1. March 4 – Open meeting to answer questions/provide requested information
2. March 6 – Post Budget
3. March 18 – Public Hearing at Christa McAuliffe School at 5:30 p.m.
4. March 20 – Public Hearing at Mill Brook School at 7:00 p.m.

The Board requested a meeting on March 4 to receive further information on items discussed at this meeting and to get answers to questions submitted by Board members.

Ms. Ardinger announced that the Board needed to go into a Non-Public session for the purpose of discussing the status of Concord School District properties for sale.

The Board voted 9–0 by roll call (motioned by Ms. Ardinger, seconded by Mr. Glahn) to recess into a Non-Public session.

The Board recessed into Non-Public session at 6:52 p.m.

The Board reconvened after a roll call vote to end the Non-public session at 7:00 p.m.

Ms. Ardinger motioned to have the Non-Public session minutes sealed in order to keep the session as non-public, and that not to do so would defeat its purpose.

The Board voted 9–0 (motioned by Ms. Ardinger, seconded by Ms. Reardon) to have the Non-Public session minutes sealed.

The Board voted 9–0 (motioned by Barb Higgins, seconded by Ms. Patterson) to adjourn.

The meeting adjourned at 7:01 p.m.

Respectfully submitted,
Tara Reardon, Secretary
Board of Education, Concord School District  
Regular monthly meeting  
March 4, 2013  

**Board members:** Kass Ardinger, Clint Cogswell, Tom Croteau, Barb Higgins, Nick  
**present:** Metalious, Jennifer Patterson, Bill Glahn, Tara Reardon, Oliver Spencer and student representatives Holly Grace and Joe Alexander  
**Administrators:** Superintendent Chris Rath, Donna Palley, Larry Prince, Jack Dunn, Matt Cashman

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**Agenda Item 1. Call to Order**  
The meeting was called to order at 7:00 p.m.

**Agenda Item 2. Approval of Agenda**  
*The Board voted 9-0 to approve the agenda (motioned by Tara Reardon, seconded by Nick Metalious).*

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**Agenda Item 3. Public Comment – agenda items only**  
There was no public comment.

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**Agenda Item 4. Recognitions**  
Doris Ballard, Executive Director, introduced ConcordTV’s new “junior TV host” Lindsay Irwin, an 8th grade student at Rundlett Middle School with experience in community theatre. Emma Nakuci, the alternate junior TV host, is a student at Christa McAuliffe School. Their first hosting assignment will be on Sunday, April 14. Lindsay talked about her theatre experience and the upcoming programming. Emma told the Board that she hasn’t been on TV before and that it is a big opportunity for her. She said she was excited to have been picked from the field of those auditioning, especially since she has not had prior TV experience.  
Mr. Metalious noted that Hanna Miller, a RMS 8th grader, won the State Championship Spelling Bee and will compete nationally.  
Student representative Holly Grace noted that Winter Carnival, a two-week event, began the week before vacation and will culminate in the Snowflake Ball on Saturday March 16. She told that Board that next Thursday, March 8, is the Annual Dodge Ball event. Holly also told the Board that Julia Finch, a CHS senior has won the *Poetry Out Loud* competition and also defended her state champion ski jumping title.  
Joe Alexander announced that Tara Mounsey, a 1996 graduate and Olympic Gold Medalist, will be the graduation speaker for the Class of 2013. He also noted that March is Music and Art in our Schools month, starting with a district-wide show at the Steeplegate Mall and will include the Jazz Band, Orchestra, Band and Choral concerts.
Superintendent Rath noted that Sarah Koch, CHS Class of ’97, has won a prestigious, highly competitive fellowship from the Alfred P. Sloan Foundation, one of only 126 awards for early-career scientists in North America. Her mother Brenda Koch attributed her daughter’s start as a mathematician to her public education in Concord by many talented, dedicated and caring teachers. She said that Sarah was particularly inspired in the classroom and toward her ultimate career choice by former teachers Ms. Davis and Mr. Lemeris.

Superintendent Rath directed the Board’s attention to an article about in Architecture Boston magazine focused on architectural aspects of Abbot-Downing School that enhance diverse student learning styles. She also noted that seventh-graders at RMS presented a Medieval Faire recently that reflected their study of the Middle Ages. CHS’s Nordic ski teams had a great showing at the Division I State Championships at Waterville Valley. The team came away with three individual titles and two state championships. The Crimson Tide boys’ and girls’ Nordic teams each won their fifth straight Division I state title. This performance was especially sweet for the seniors on both teams since they came away with state titles for each of their four years at Concord High. With this latest showing, the boys have won seven out of eight years and the girls, six times in seven years. Nate LaTourette won both the boys’ classic and skate races, and sophomore Erin Waters won the girls’ classic race, a full 28 seconds ahead of the second place finisher from Central. All six CHS skiers finished in the top eight in the skate race and in the top 10 in the classic. Congratulations to the skiers as well as to Coach Betournay, Coach Swift and Coach Clarner.

At the recent NH Class L State Wrestling meet hosted by CHS, the CHS team finished fifth. Junior Walters Ndi won his second title as NH State Wrestling Champion. Senior Captain Vinny Benincasa placed second, Dan Losacano placed third, Travis Reyes, Sean Hall and Connor Stadnicki placed fourth, and Nick Engel was sixth. Congratulations to Coach Munnell and the entire team.

CRTC Director Steve Rothenberg discussed Student Performance upon Understandings Review (SPUR), an assessment process developed by CRTC staff, that includes assessment of “hard skills” (for example, working on auto brakes) and “soft skills” (collaboration and teamwork). This new model of assessment is a major element in our drive to create an environment to motivate and maximize student performance. The components of the SPUR system include:

- A quarterly, private, 15-minute SPUR meeting between every student and their teacher for a performance review around soft and hard skills, where protocols (script) and expectations are clear for all parties.

- A soft skill assessment model centered around five performance areas (Collaboration, Conduct and Attitude, Work Readiness, Feedback and Improvement, and Work Ethic), each with clear Center-wide rubrics (now on their fourth revision). A commitment to count soft skills as 40% of the final assessment grade. Mr. Rothenberg presented the “soft skills” rubric.
A hard skills competency-based model with defined developmental rubrics encompassing theoretical and practical understandings and measurement criteria.

A student evidence portfolio to store personal performance data in pockets aligned to particular skills.

A new competency-based graphical report card showing skill development on hard and soft skills over a student’s eight quarters.

A customizable assessment model centered on: adjustable performance targets and the ability to associate different value weights to particular skills, that is translatable to a traditional alphanumeric system. This flexibility separates achievement (hitting your personal targets and getting a good grade) from normalized criteria-based performance.

Several CRTC instructors talked in greater detail about SPUR, including Valerie Flanders, Teacher Preparation; Sharon Bean, Health Sciences; Jennifer Strong-Rain, Teacher Preparation – Crimson Tide Preschool; Will Brunkhorst, Coordinator; Joe Messineo, Information Technology; Phil Bill, Automotive Technology; and Bob McIntosh, Culinary Arts.

In response to a question from Ms. Reardon whether there were plans to present this model to the rest of the teachers at Concord High, Mr. Rothenberg noted that CRTC classes are smaller and that the CRTC program modifies its class schedule to enable teachers to schedule the 15-minute SPUR meetings with each and every student. Student representative Joe Alexander commented that he has noticed that CRTC students take pride in the SPUR process and like the 15-minute one-on-one time with their teachers.

Agenda Item 5. Approval of Board Minutes
Ms. Ardinger also reviewed the minutes of the regular monthly meeting on February 4.

The Board voted 9–0 to approve the minutes of the regular monthly meeting on February 4, 2013 (moved by Ms. Reardon, seconded by Bill Glahn).

Ms. Ardinger briefly reviewed the minutes of the School Board Work Sessions on February 4, 6, 11, 13, 18 and 20.

The Board voted 9–0 to approve the minutes of the Board Work Sessions on February 4, 6, 11, 13, 18 and 20 (moved by Jennifer Patterson, seconded by Ms. Reardon).

Agenda Item 6. Personnel
Leaves of Absence
Mr. Prince presented two unpaid child rearing leaves for the 2013-2014 year for a guidance counselor at CHS and an elementary teacher at Christa McAuliffe School.

The Board voted 9–0 to approve the unpaid leave of absence request as presented (moved by Mr. Metalious, seconded by Barb Higgins).
Mr. Prince presented several coach nominations.
Stephanie Johnson, Girls Lacrosse Head Coach, Concord High School, $4,920, Step 3, Group 3, 13.0%. Stephanie replaces Terrance Anderson
Bryant Lausberg, Unified Track Coach, Concord High School, $946, Step 2, Group 14, 2.5%. Bryant replaces Kristen Houghton
Kyle Mosher, Girls Track Assistant Coach, Concord High School, $2,271, Step 1, Group 9, 6.0%. Kyle replaces Nicolas Zeras
Richard Bragg, Boys Track Head Coach, Rundlett Middle School, $2,271, Step 3, Group 11, 6.0%. Rick replaces Brian Huckins
Erica Luis, Girls Track Assistant Coach, Rundlett Middle School, $757, Step 1, Group 14, 2.0%. Erica replaces Elizabeth Allen

The Board voted 9–0 to approve the coach nominations as presented (moved by Ms. Higgins, seconded by Mr. Metalious).

Agenda Item 10. Joint City Council / School Board Committee
Ms. Higgins reported on the Joint City Council / School Board Committee meeting on February 15. The School District presented its proposed 2013-2014 budget, discussed the District’s settlement of collective bargaining agreements and the status of the City’s collective bargaining agreements, and reviewed the debt schedule. No action was required.

Agenda Item 12. Proposed calendar of meetings
Superintendent Rath discussed the proposed Board committee meetings for March. She noted the two public hearings on March 18 and March 20, at which the administration will review the budget for the public, and an opportunity for public comment. The Special School Board meeting will have a vote on the preliminary budget in order to issue contracts.

Agenda Item 13. Public comment
There was no public comment.
Mr. Metalious asked how it is determined whether to cancel or delay school due to snow. Superintendent Rath described the process.

Agenda Item 14. Adjournment
The Board voted 9-0 to adjourn (motioned by Ms. Higgins, seconded by Mr. Glahn).
The Board adjourned at 8:20 p.m.
Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District  
FY2013-2014 Board Work Session #7  
March 4, 2013

Board Member(s) present: Kass Ardinger, President, Clint Cogswell, Tom Croteau, Bill Glahn, Barbara Higgins, Nick Metaliou, Jennifer Patterson, Tara Reardon, Oliver Spencer

Administrators: Superintendent Chris Rath, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman

Board President Kass Ardinger called the meeting to order at 5:35 p.m. Ms. Ardinger explained that the meeting was the Board’s seventh opportunity to review the FY 2013-2014 proposed budget. The agenda was to review questions and answers.

Mr. Dunn reviewed a chart representing the $2.1 million increase to the general fund, and other proposed cuts and considerations. He directed the Board to the updated electronic FY 2013-2014 proposed budget.

Item #1, the categories of general fund increases were shown in pie chart form. The increases include NH Retirement at 43% or $914,000; CEA at 8% or $181,000; CEAA at 18% or $383,964; Unaffiliated, etc. at 6% or $118,000; Technology at 20% or $425,231; and Concord Steam at 5% or $100,000.

Superintendent Rath explained the two causes for the NH Retirement System increase: the state no longer contributes a portion to NH Retirement, and for next year there is a 25% increase to the employer contribution rate. The increase is fixed for the next two fiscal years.

Next, in item #2, the declining local and state tax rate impact based on the valuation increases was shown. Ms. Ardinger explained that the chart assumes that if there was a 0% increase in valuation, the tax rate would increase approximately 4.40% over last year, or to a rate of $13.51 per thousand. As the valuation increases, the tax rate begins to decline; therefore a projected valuation increase of .55% would result in a decrease in the local tax rate of .06 cents and .01 cents on the state rate, resulting in a 3.86% increase over last year, or a rate of $13.44.

Next, in item #3, Mr. Dunn noted that the copier contract is for 1,000,000 copies. If 2,000,000 copies are made, the District would have to pay for the additional copies made, at the contracted rate of $.0049 cents per page for black-and-white, and $.075 cents per page for color. There is no additional surcharge or fee if the allotted number of copies is exceeded, however. Mr. Dunn said that an approximate 20% reduction in the number of copies is anticipated. He explained that the District will have the ability to program the copiers to remotely shut down and therefore maintain certain hours of
use. He displayed the list of increases and cuts in the new contract, including $29,380 for toner, paper and copy counts, and $10,000 in paper. Also included is $3,500 for printers, based on five at $700, $5,885, based on 1.2 million copies and $10,000 in toner.

Next, in item #4, Mr. Dunn noted that object numbers and updates have been added and updates for a breakdown in cost of leases.

For item #5, Mr. Dunn explained that the increase in Repairs and Maintenance is due to the addition of two new vans, for $15,000. This amount was placed in that account incorrectly and was moved to object code 673600, titled Replacement Vehicles.

Mr. Dunn displayed the 3-, 4- and 5-year proposed leases as described in Item #6. Laptops and workstations are on the proposed 3-year lease; iPad carts and iPads are on the proposed 4-year lease; and district servers and network infrastructure are on the proposed 5-year lease. He noted that because of current low interest rates it might be best to take advantage of low, long-term interest rates to finance equipment rather than increase tax rates to pay for equipment that will last multiple years.

In response to a question about why buses are leased and whether the District could purchase or delay replacing buses, Mr. Dunn referenced the Bus Replacement Schedule in Appendix B.8, noting the updates, and stated that several years ago the District tried to begin replacing its aging fleet of buses and vans. Last year the District leased four buses (two 70 passenger and two 19 passenger with handicapped accessibility). The buses were proposed to be leased and were budgeted at approximately $50,000 per year for seven years. Due to better than expected financing, the lease payment for seven years came in at $11,700 below what was expected. This year the District proposes to lease three large buses and one small bus, and to purchase two replacement vans. The cost of financing a bus over seven years is $5500 - $6000. The large buses cost about $90,000 and the smaller buses cost about $50,000. Ms. Ardinger stated that leasing buses seemed to be a good alternative at this time.

Mr. Dunn noted that item #8 described how much the District receives when buses are sold. Since October 2008, the District has sent five big buses to auction for an average sell price of $635; and three small buses to auction for an average sell price of $2,125. Mr. Cashman added that the typical mileage at the time of sale is approximately 200,000 miles.

Next, in item #9, and in response to a question of how long the printer phase out would be, Mr. Dunn explained that the District’s goal is to phase out as many personal printers over the next year as possible. Inkjet printers, which cost considerably more than laser printers, would be eliminated first. Personal laser printers/multi-function devices would then be moved to strategic places including computer labs and low usage buildings such as White Farm or the Maintenance department.

Next, in item #10, Mr. Dunn stated that Emergency Management Systems (EMS) refers to all life safety repairs and maintenance requirements with which the District must by law comply. These include fire alarm monitoring, service of the fire protection system, and application fees for certifications and elevator inspections.
Next, in item #11, Mr. Dunn referenced the list of warranties on the new buildings. Jennifer Patterson asked if the District performs testing when the end of the warranty is near. Mr. Cashman responded that testing is done every year. In response to a question from Clint Cogswell about the 10-year floor warranty, Mr. Cashman stated that the District has a good working relationship with Harvey Construction and that he believes Harvey would take care of issues even after the one-year warranty expires. In response to a question from Ms. Ardinger about maintaining the rubber floors, Mr. Cashman explained that they are easy to maintain with a minimal cleaning system. In response to a question from Tom Croteau about who maintains responsibility for building issues, Mr. Cashman noted that the District would contact its contractor, Harvey Construction, which would in turn bring any issues to their subcontractors. In response to a question from Barb Higgins about the one-year warranty on the air handlers, Mr. Cashman noted that the contractor would resolve problems with anything they had installed. Tom Croteau asked about intrusion detection, and Mr. Cashman noted that alarms for the new buildings are included on this list; however, there currently are alarms in all the buildings.

Next, in item #12, Mr. Dunn noted that Concord High School and CRTC are currently taking class registrations. Superintendent Rath added that although these registrations are not complete, the numbers are very close to the current FY 2012-2013 year. She also explained that the CRTC “sending schools” have not all committed to student numbers; however, administrators are confident they will have sufficient enrollment. She added that Rundlett Middle School enrollments are not yet final.

Next, in item #13, Mr. Dunn delineated Voice (653100), Cell (653150), and Data (653200) object codes. He said that Voice covers land lines and T1 circuits at $51,000 per year; Cell covers 50 phones at $21,000 per year; and Data covers two internet providers, one at $20,600 and the other at $4600.

Next, Mr. Dunn remarked on item #14, additional repairs and maintenance for Rundlett Middle School in Appendix B.11.

The 5 – 10 year plan for Rundlett Middle School was discussed. Nick Metalious noted that at a recent Rundlett Middle School, he noticed the bathrooms need upgrading, the lunchroom was cold, and doors swing out into the hallway creating a potential hazard to passersby. He stated he would like to see repairs on the inside addressed before repairs on the outside. Superintendent Rath suggested the Board convene specifically to determine the priorities at Rundlett. Mr. Cashman offered a tour to show the Board some of the issues that are not normally seen. Oliver Spencer suggested the District hold off on paving and use those funds to repair the bathrooms. Mr. Cogswell would like to set up a meeting at the school to review these issues.

Next, in item #15, Mr. Dunn provided a general overview of the copier training plan; once the board approves the budget he will work with the project manager from Ricoh and begin the project plan. He explained that he and the project manager have reviewed the copier placement in each school with each administrator.
Next, in item #16, Mr. Dunn stated that the District will prepare a schedule to hold Capital Facilities meetings at each school.

Next, in item #17, Mr. Dunn noted that the Food Service budget can be found in Appendix B.16 and the Athletic Transportation budget in Appendix A.7. Ms. Patterson asked if athletic team transportation could be reduced or consolidated. Superintendent Rath explained that the District cannot make that determination at this time. Ms. Reardon suggested the District contact the NH Interscholastic Athletic Association (NHIAA) to inform them that there are issues with funding athletic transportation. Superintendent Rath responded that she will speak with the Executive Director of the NHIAA to get an update on their scheduling process to address this situation.

Lastly, item #18 dealt with the amount of square footage supported by the District. Mr. Dunn explained that for the FY 2013-2014 proposed budget, the District will be maintaining 1,178,761 building square footage (sf). If the District sells Walker and Rumford schools, that amount would decrease to 1,117,882 sf, a difference of 60,879 sf. The District anticipates these buildings will sell in the next six months; the cost of running these buildings has not been budgeted.

Mr. Dunn noted that other budget considerations include the possibility of sequestration, the state budget, the federal government budget and cuts going forward, the Unreserved Fund Balance, valuation, and a budget review in October.

With regard to sequestration, Mr. Dunn told the Board that the Build America and Qualified School Construction (QSCB) bond payments were received in February. Superintendent Rath explained that there is no official notification yet on IDEA and Title I funds. Ms. Patterson asked how the District will handle teacher contracts for this, and Superintendent Rath explained that Title I contracts are not issued for tutors until summer. The District will need to review the plans for the IDEA grant before issuing contracts. She noted that those funds could be cut between 5% to 8%.

Mr. Dunn explained that a review of tuition, fees, the need to replace a portion of the Concord High School roof, use of the bond premium, and the Food Service program will be discussed at the work session on Wednesday, March 6.

Ms. Patterson suggested that the Board review course level detail. Ms. Ardinger added that the Board had been able to review course sign-ups in a work session during last year’s budget process. Mr. Dunn suggested scheduling this review for the March 13 work session.

The Board voted 9–0 (motioned by Ms. Reardon, seconded by Mr. Metalious) to adjourn.

The meeting adjorned at 6:48 p.m.

Tara Reardon, Secretary
Board Members present: Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn, Barbara Higgins, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer

Administrators: Superintendent Chris Rath, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman

Board President Kass Ardinger called the meeting to order at 5:35 p.m. and explained that the meeting was the Board’s eighth opportunity to review the FY 2013-2014 proposed budget. The agenda was to review questions from the March 4 meeting, discuss food service and other considerations.

Business Administrator Jack Dunn displayed a list of agenda items and added that enrollments for Concord High School and the Concord Regional Technology Center (CRTC), Tuition and Fees would be discussed at the March 13 meeting.

The first item reviewed was the Food Service Budget Summary and Detail found in Appendix B.16. Mr. Dunn noted that the $4,000 in increase under purchased property reflects costs at the new schools not in the District budget last year because the expenses were part of the building project.

Clint Cogswell asked that the Board make breakfast for students a high priority in the FY 2013-2014 budget.

Jennifer Patterson referenced the Proposed Meal Price increase for 2013-2014, and Revenue by Projected Participation, and questioned whether participation in the lunch program was up or down from last year. Mr. Dunn replied that due to new food regulations, there is a 15% decrease in high school participation, primarily due to many students going across the street to buy pizza and fries. Tara Reardon asked if there were any alternatives to the regulations; Superintendent Rath explained the District needed to follow the regulations.

Tom Croteau asked if the District was breaking even with the food service budget. Mr. Dunn stated that the administration expects the program to “break even.” He also explained that the District charges a 2.8% indirect fee, as allowed by law, to cover the administrative costs of running the program. Mr. Dunn referred the Board to Object 690000 Principal and Transfers in Appendix B.16.

Superintendent Rath noted that the government determines the rate for the state-funded portion of the food service program. She stated that the meal price the school sets is typically discussed at a Finance Committee meeting after the District budget
process is complete. She also explained that the goal of the food service program is that it be self-supporting. While the program can’t carry debt over from one school year to the next, it can carry surpluses.

Superintendent Rath noted that a Department of Education official had referenced food service and sequestration at a recent meeting, but had no additional information at this time.

Superintendent Rath gave an update on athletic travel. She had spoken with Pat Corbin, the Executive Director of NHIAA. A few years ago NHIAA had made several changes, where teams would play in certain regions rather than throughout the state, and the NHIAA was continuing to try to minimize travel for athletic teams. She also spoke with Director of Physical Education and Sport Steve Mello. She requested information from other districts comparable to ours to analyze how our district compares with other athletic transportation budgets. This information will be discussed at the March 13 Board Work Session. Bill Glahn noted that when cuts need to be made, it seems that athletic transportation is the first area turned to for reduction. He agreed that it would be a good idea to gather data from other districts before considering reductions to the athletic transportation budget.

Mr. Dunn displayed the table below showing the use of the Bond Premium.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>$3,826,700.00</td>
</tr>
<tr>
<td>Interest</td>
<td>$3,190,843.00</td>
</tr>
<tr>
<td>Subtotal P&amp;I</td>
<td>$7,017,543.00</td>
</tr>
<tr>
<td>BAB Rebate</td>
<td>$ 747,300.00 (-)</td>
</tr>
<tr>
<td>QSCB Rebate</td>
<td>$ 197,139.00 (-)</td>
</tr>
<tr>
<td>Subtotal Rebates</td>
<td>$ 944,439.00 (-)</td>
</tr>
<tr>
<td>Net P&amp;I-Rebates</td>
<td>$6,073,104.00 (=)</td>
</tr>
<tr>
<td>Building Aid</td>
<td>$1,296,561.00 (-)</td>
</tr>
<tr>
<td>Net Amount</td>
<td>$4,776,543.00 (=)</td>
</tr>
<tr>
<td>CHS Roof</td>
<td>$ 229,957.00 +</td>
</tr>
<tr>
<td>Total Payment</td>
<td>$5,006,500.00 (=)</td>
</tr>
<tr>
<td>Bond Premium</td>
<td>$1,806,500.00 (-)</td>
</tr>
<tr>
<td>Board Debt Level</td>
<td>$3,200,000.00 (-)</td>
</tr>
</tbody>
</table>

He noted that the net amount of $4,776,543 is aligned with the debt schedule and that the CHS roof cost of $229,957 total $5,006,500. By including the bond premium and the District’s debt level, there is no additional impact to the local tax rate.

In response to a question from Mr. Croteau whether the District would receive any rebates next year, Mr. Dunn noted that a small decrease in interest rebates would be
received due to the declining principal amount on the Qualified School Construction Bond (QSCB). On the Build America Bond (BAB), the District will continue to receive the same interest rebate for the next several years, until a larger portion of the equal principal payment is paid. The interest rebates could be subject to reductions due to the recent sequestration legislation. Mr. Croteau asked about the impact on next year’s budget by paying $229,957 for replacement of the CHS roof. Superintendent Rath replied that it would show up as an expenditure in construction and therefore would not affect the bond payments for the following year. In response to a question from Mr. Glahn about when the bond principal is paid, Mr. Dunn replied that the District pays this in November.

Ms. Ardinger noted that keeping the debt service at $3.2 million, using the bond premium to pay the bond principal and to pay for the repair of the CHS roof, all help reduce tax spikes. Mr. Glahn added that although taxpayers are paying $3.2 million for the new schools, the $3.2 million has been a flat rate every year even when the money was not immediately needed. He noted that by FY 2015-2016, the District may not need the $3.2 million. Ms. Ardinger added that the District avoids tax spikes with this plan and now that the District is post-construction of the new elementary schools, the Board would choose whether to continue to save. She stated that one goal of the Board has been to limit tax spikes. Mr. Glahn added that the debt service plan was designed to deal with big projects by maintaining a level debt service of about 5% of the budget. Mr. Dunn estimated that a home assessed at $250,000 would pay about $265 per year in taxes toward the $3.2 million.

Mr. Dunn reviewed the other issues the Board would continue to consider that had been discussed at the meeting on March 4:

- Sequestration – update: 8.7% decrease in QSCB
- State budget
- Federal Government – Agreement on budget and cuts going forward
- Unreserved Fund Balance
- Valuation
- Review of the budget in October

Mr. Dunn broke down the Appropriation based on the anticipated .55% valuation increase. With a total appropriation at $72,992,367, revenue at $24,748,765 and the Unreserved Fund Balance at $1,700,000, the total amount to be raised in taxes is $46,543,602.

The Board voted 9–0 to post the preliminary FY 2013-2014 budget with an anticipated valuation increase of .55%, resulting in a tax rate of $13.43 per thousand or an increase of 3.79%, for a total amount to be raised in local taxes of $46,543,602 (motioned by Mr. Cogswell, seconded by Barb Higgins).

Ms. Ardinger pointed out that the posting included the General Fund only and that the .55% valuation increase was a projection created by the Concord School District. Ms. Ardinger noted that the pie chart on page 162 of the proposed FY 2013-2014 budget,
which is available on the website, was a valuable tool in educating the public about the increases. She noted that with 43% of the increase necessitated by changes in the NH Retirement System, this is a very realistic budget.

Mr. Cogswell commented that with all the state and federal government issues the District faces, the small increase in the proposed budget is remarkable.

Mr. Glahn noted that 78% of the proposed FY 2013-2014 budget is non-discretionary, which includes salary increases, retirement, and other costs. He commented that the public might ask why there are any salary increases; however, he noted that the bargaining units had been fair in negotiating only very small increases.

Mr. Dunn reviewed the upcoming meetings, including the public hearings.

March 13 – A review of Concord High School and Concord Regional Technical Center enrollments
March 18 – Public Hearing at Christa McAuliffe School at 5:30 p.m.
March 20 – Public Hearing at Mill Brook School at 7:00 p.m.
March 25 – To be determined
March 27 – Special Board meeting to approve the FY2013-2014 budget

Mr. Dunn noted that the public has access to the most updated version of the FY 2013-2014 budget on the District website (concordnhschools.net).

Mr. Glahn complimented the administration on preparing the budget and explaining the information in laymen’s terms. Mr. Croteau thanked the administration for their quick responses to the Board’s questions. Ms. Reardon thanked the administration for the implementation of the iPad technology and commented how this implementation has saved the District money by not having to print all the revisions for the binders previously used.

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

The meeting adjourned at 6:44 p.m.

Tara Reardon, Secretary
Board President Kass Ardinger called the public hearing to order at 5:36 p.m. Ms. Ardinger noted that the Board would hear public comment on the FY 2013-2014 posted budget. After Business Administrator Jack Dunn made a short presentation, the hearing would be opened for public comment.

Mr. Dunn presented the 2013-2014 proposed budget including an overview of goals for FY 2013-2014, an explanation of budget development meetings, changes by object code, enrollments, staffing, summary of appropriations, other considerations and upcoming meetings.

He noted that the Concord School District’s budget goals were to continue to provide strong educational programs and support to Concord’s children by maintaining class sizes with low- to mid-range of the Board’s guidelines as shown in Appendix B.3 of his presentation; to allocate resources to assist in aligning curriculum with Common Core State Standards; to meet the needs of an increasing number of children with complex needs in primary programs; and to provide additional consultation to staff and teams working with children with serious emotional and/or behavioral challenges. Other goals included increasing availability of technology as an educational and administrative tool; balancing the downshifting of costs from the state for students with educational needs and local taxpayers’ ability to support this downshifting; collecting an increased amount of budget detail in school and program budgets to identify areas of saving with group purchasing; and maintaining an operating budget debt service of 5%, which has been the same since 2005. Lastly, the district had a goal to provide a completely electronic budget.

Mr. Dunn referenced the budget development meetings in February and March and noted that the budget is made up of the following funds:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$72,992,367</td>
</tr>
<tr>
<td>Grants</td>
<td>$3,591,960</td>
</tr>
<tr>
<td>Food Service</td>
<td>$1,729,959</td>
</tr>
</tbody>
</table>

for a total appropriation of $78,314,286
Mr. Dunn displayed a pie chart showing budget overview by function, for the General Fund only. By function, the percentage breakdown is Regular Education (38%), Special Education (15%), Vocational Education (1%), Co-Curricular (1%), Adult/Continuing Education (1%), Pupil Services (7%), Support Services (4%), Board/District Administration (2%), Building Administration (5%), Fiscal Services (1%), Buildings and Grounds (8%), Transportation (4%), Site Improvement Staff Services (0%), Benefits (2%), Construction Services (1%), Bond Principal/Interest (10%), and Transfers (0%) as included in the $72,992,367 total.

Mr. Dunn presented an overview of each General Fund object constituting the requested $72,992,367 with the difference in each from the FY 2012-2013 budget.

In the Salaries object, the request is $38,768,062; an increase of $732,232 or 1.93%. Included in salaries are CEA, CEAA and CEOPA contracts through 2015. Food Service, Maintenance/Transportation, Custodial, Bus Drivers and CAA are currently set to expire in 2013.

The Benefits request is $17,121,106, an increase of $608,139 or 3.68%. NH Retirement System has increased its rates approximately 25% effective for the next two years. Due to a 0% increase in healthcare rates and implementation of the HMO Buy-Up Program, there is an overall decrease in cost of $377,754.

The Professional Services request is $1,242,303, an increase of $100,431 or 8.8%. Included in the increase is the cost of a specialist for Autism and the New England Association of Schools and College’s (NEASC) accreditation study at the high school next year.

The Purchased Property request is $2,164,995, an increase of $607,529 or 41.29% and includes leased computer equipment, a new roof over the music area of the high school being funded from reserves, water/sewage, and the replacement of four buses.

Property and liability insurance included in the Purchased Services request is $2,327,561, an increase of $50,756 or 2.23%.

In Supplies, Books and Utilities the request is $3,503,948; an increase of $130,876 or 3.88%, due mostly to an 18% increase in the cost of steam.

The Equipment request of $336,782, an increase of $91,106 or 37.08%, includes new computers and two replacement vans.

Adversely the Dues, Fees and Interest request is $3,522,936, a decrease of $165,914 or 4.50%, due to the reduction in interest on the debt.

Lastly, the principal on debt and transfers to trust accounts in the Transfers request is $4,004,674, a decrease of $600,162 or 13.03%.

Mr. Dunn displayed the projected enrollments by level and school year, showing the breakdown of elementary, middle and high school enrollment with a total enrollment of 4,754 students for the 2012-2013 school year and the projected enrollment for 2013-2014 at 4,732 students.
Mr. Dunn noted that staffing reflects the difference in number of staff at the elementary, middle and high school levels, as well as the Central Office.

In summary, the General Fund increases are due to increased cost of the NH Retirement System ($914,000 or 42%); Salaries ($732,232 or 34%); Technology ($425,231 or 19%); and cost of Concord Steam ($112,000 or 5%), for a total estimated increase of $2,183,463.

The summary of appropriations consists of the total General Fund appropriation of $72,992,367; Revenue of $24,748,765; and the Unreserved Fund Balance of $1,700,000, for a total amount of $46,543,602 to be raised in taxes. Based on an anticipated valuation increase of .55%, the tax rate would be $13.43 per $1,000, or 3.79%.

Mr. Dunn noted that the District was aware of legislation and budget processes that could have an impact on the budget. These included sequestration, which could mean an 8.7% decrease in the Qualified School Construction Bond; the state biennial budget; the federal government’s agreement on a budget and cuts going forward; the unreserved fund balance to be determined; valuation; and the opportunity for the Board to review the budget in October.

Upcoming budget meetings include a work session on March 20 at 5:30 p.m. at Mill Brook School to discuss Concord High School and Concord Regional Technical Center course enrollments, Tuitions and Co-Curricular Transportation, followed by a public hearing at 7:00 p.m. An additional work session at 5:30 p.m. on March 25th was still to be determined. A Special Board meeting is planned for March 27 at the Central Office at 5:30 p.m. to finalize the FY 2013-2014 budget.

Ms. Ardinger explained that the FY2013-2014 budget was posted on the District’s website at www.concordnhschools.net. Under the News and Projects tab on the red bar across the top of the page, select Concord School District Budgets and choose 2013-2014 proposed budget.

Ms. Ardinger asked if any member of the public had comments or questions. There was no public comment; however, Superintendent Rath noted that a member of the public audience had asked her before the meeting about the impact of sequestration on the district. She explained that no firm changes have yet been made, but there could be a 5% reduction in Title I and IDEA federal grants.

With no public comment, President Ardinger asked for a motion to adjourn.

The Board voted 8-0 (motioned by Jennifer Patterson, seconded by Nick Metalious) to adjourn.

The meeting adjourned at 5:52 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board member(s) present: Kass Ardinger, President, Clint Cogswell, Tom Croteau, Bill Glahn, Jennifer Patterson, Oliver Spencer

Board member(s) not present: Tara Reardon, Nick Metaliou, Barbara Higgins

Administration: Superintendent Chris Rath, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman, Concord High School Principal Gene Connolly

Board President Kass Ardinger called the meeting to order at 5:44 p.m., noting that it was the ninth opportunity for the Board to discuss the FY 2013-2014 proposed budget. The specific purpose of the meeting was to discuss co-curricular transportation, tuition and fees, enrollments at Concord High School and Concord Regional Technical Center, and to show the Board the per pupil cost of Concord School District compared to all other NH school districts broken down by elementary, middle/junior and high school according to a November 2012 report from the NH Department of Education.

Superintendent Chris Rath explained that co-curricular transportation was based on a per-mileage cost derived by taking the total cost of transportation, less homeless transportation, out-of-district placements, and crossing guards divided by the total number of miles driven, to arrive at a cost per mile. Bill Glahn asked if overtime for drivers working after-hours for sporting events and field trips was included. Larry Prince replied that those hours were considered in the budget under an overtime account line. Ms. Ardinger reminded the Board that there was $38,000 in revenue this year from athletic-related sources.

Business Administrator Jack Dunn explained that some tuition fees cannot be adjusted; however, those listed in Appendix B.17 are adjustable. In response to a question from Jennifer Patterson about Project Search, Donna Palley replied that the program is a young adult on-the-job training program that partners with Community Bridges at Concord Hospital. Mr. Dunn explained the athletic gate fees, athletic activity fee for sports participation and the high school parking fee, which is a lottery due to limited student parking. Ms. Ardinger asked if the District has raised fees or if tuition rates have changed. Superintendent Rath noted that tuition rates and fees were raised several years ago and that adjusted rates and fees would be discussed at a future Finance Committee meeting.

Mr. Dunn then explained that the District was examining the Community Education program and its history. Matt Cashman added that the District was looking at other community education programs in the area to compare with the District’s program. In response to a question from Jennifer Patterson about whether classes are well subscribed, Mr. Cashman noted that most classes are registering mid- to high 20s. He
noted that part of the budget includes monies for an improved website, which he believes will help promote courses through better information and social media.

Mr. Cashman referenced building rental rates in Appendix B.17b. An increase in the cost of facilities rental effective July 1, 2013 will be considered at a future meeting.

Superintendent Rath directed the Board’s attention to a summary of high school enrollment, showing total enrollment in addition to total registration, total number of sections per semester, class size range and average, and staffing for the 2012-2013 and 2013-2014 school years, as well as changes in staffing. Additional sections are planned to be added in Art, Music, and Technology Education. She noted that due to low enrollment numbers, sections in World Language will be reduced; specifically, there is a trend of fewer students interested in French and Latin but enrollment for Spanish has increased. Foreign language is not a requirement for high school graduation, but most colleges do require a foreign language as a prerequisite. In addition, the state requires that school districts offer foreign languages. The total change in staffing for World Language is -4 due to retirements within the department.

Bill Glahn noted that 30-33 students in math classes would lead the Board to assume these numbers are based on levels (ex. Advanced, etc.). Superintendent Rath replied that these numbers are based on averages and are not precise and not weighted by the number of students in classes.

Concord High School Principal Gene Connolly noted that Recovery means that students may re-take a class they were unable to pass the first time, and Extended means students who need more time to complete course requirements have more time in that class.

In response to a question about declining foreign language enrollments at the middle school level, Superintendent Rath stated that foreign languages are exploratory in 7th grade. In response to a question from Oliver Spencer about which classes a student will be assigned to if he/she does not elect a language, Superintendent Rath replied that students without a foreign language class on their schedule will be placed in a content literacy class.

Superintendent Rath explained that at the Concord Regional Technical Center (CRTC), enrollments include one or two sections for the first and second year. For example, Culinary Arts had an enrollment of 44 students for the first year, with 22 indicating they were coming back for the second year. There are some uncertainties in these numbers because second-year students will be seniors and will need to be accepted into the second year as well as meet their graduation requirements. Another factor is how much money will be committed from sending schools.

Superintendent Rath thought there could be an issue in Health 1 and 2, where 48 students were enrolled in the first year and 45 students indicated returning for a second year. This would mean there would need to be two sections in the second year.

She noted that Fire Science is listed in the course offerings; however, some program details still need to be worked out. At this point in time, Construction 2 has a “soft” 34
students indicating they want to return. At this point, she feels that the Health Science program, which includes students interested in a career in the medical field, might need to be expanded based on current enrollment numbers. Any recommendation would be brought to the Board later this spring.

As noted by Mr. Connolly, scheduling will be worked out in April, at which time the district will have more information on enrollments. Superintendent Rath did note that contracts are issued based on the current enrollment numbers.

Lastly, the Board reviewed the cost per pupil report from the NH Department of Education located in Appendix B.19. Superintendent Rath noted that a smaller school district with fewer students could have a higher per pupil cost, and cautioned the Board to consider that if a given school was considered part of a City, then the City might absorb some of the costs, making the cost per pupil less. An example of this is Manchester, which uses City buses to transport students.

Ms. Ardinger noted that she sees no need to make any changes in the budget; however, the Board needed the information presented.

The Committee voted 6-0 (motioned by Clint Cogswell, seconded by Bill Glahn) to adjourn.

The meeting adjourned at 6:44 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Concord School District
Public Hearing #2 on the Budget
March 20, 2013

Board Member(s) present: Kass Ardinger, President, Clint Cogswell, Tom Croteau, Bill Glahn, Jennifer Patterson, Tara Reardon, Oliver Spencer

Board Member(s) not present: Nick Metalious, Barbara Higgins

Administration: Superintendent Chris Rath, Assistant Superintendent Donna Palley, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman

Board President Kass Ardinger called the public hearing to order at 7:12 p.m. and explained that it was the second meeting to hear public comment on the FY 2013-2014 posted budget. She stated that, due to the fact there were no members of the public in attendance, the administration would not repeat the presentation of the budget that Business Administrator Jack Dunn had given at the public hearing on Monday, March 18.


After notifying the Board that the next work session to finalize the budget would be March 27 at the Central Office Board Room at 5:30 p.m., she asked for a motion to adjourn.

The Board voted 7–0 (motioned by Clint Cogswell, seconded by Tom Croteau) to adjourn.

The meeting adjourned at 7:13 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board member(s) present: Kass Ardinger, President, Clint Cogswell, Tom Croteau, Barbara Higgins, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer

Board member(s) not present: Bill Glahn

Administration: Superintendent Chris Rath, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman

Board President Kass Ardinger called the meeting to order at 5:34 p.m. noting that its purpose was to approve the posted FY 2013-2014 proposed budget. She noted that two Public Hearings, on March 18 and March 20, were not well-attended. She noted that the Board would need to vote on the budget for the purpose of hiring and issuing contracts for FY 2013-2014.

Business Administrator Jack Dunn provided a budget summary, followed by a proposed motion to adopt the FY 2013-2014 budget. He noted that he would present the Board important contract issue dates and discuss other considerations for the FY 2013-2014 budget. After the vote, the Board would then be asked to sign the cover sheet of the NH Department of Revenue Administration’s required MS-22 form, Report of Appropriations Actually Voted (RSA 21-J:34 and 198:4-a).

The following data summarized the total appropriation for the FY 2013-2014 budget.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$72,992,367</td>
</tr>
<tr>
<td>Food Service Fund</td>
<td>$1,729,959</td>
</tr>
<tr>
<td>Grant Fund</td>
<td>$3,591,960</td>
</tr>
<tr>
<td>Total Appropriations</td>
<td>$78,314,286</td>
</tr>
</tbody>
</table>

The projected tax impact summary was as follows:

- Projected City Valuation: .55%
- Tax Rate: $13.43 per thousand
- Percentage Increase: 3.79%

Mr. Dunn requested that the Board vote to raise and appropriate the sum of $78,314,286 and to adopt the budget for fiscal year 2013-2014 as posted on March 6, 2013. He explained that the budget included the transfer to the Vocational Capital Reserve fund for an amount up to $177,974. This amount is raised from a capital fee charged to the sending districts for capital improvements to the Concord Regional Technical Center program. Also included was a withdrawal from the Facilities Purchase & Renovation Expendable Trust for an amount up to $1,806,500 to pay the principal on the elementary bond, and a withdrawal from the Energy Expendable Trust for an amount up to $275,000 to pay the additional cost of supplies/services to Concord Steam and Noresco.
Ms. Ardinger asked the Board for comments and explained that reserves are limited; however, by this method the District is able to keep the tax rate as stable as possible. She noted that the District has used and will continue to use the Facilities and Renovation Fund to keep the level of debt at 5%, as well as the Energy Expendable Trust used to pay for any excess increases. She thanked the administration for its hard work on building and presenting the FY 2013-2014 proposed budget and explained that she is pleased with the overall outcome.

The Board voted 8–0 to raise and appropriate the sum of $78,314,286 and to adopt the budget for fiscal year 2013-2014 as posted on March 6, 2013 inclusive of the following transfers to existing expendable trust funds:

- Vocational Capital Reserve fund for an amount up to $177,974;

And also inclusive of the following withdrawals from expendable trust funds to fund appropriations:

- Facilities Purchase & Renovation Expendable Trust for an amount up to $1,806,500;

- Energy Expendable Trust for an amount up to $275,000 (motioned by Barbara Higgins, seconded by Tom Croteau).

Ms. Ardinger noted that the Executive Committee had met prior in the day to discuss the April and May calendar, which will be discussed at the April 1 monthly Board meeting.

Mr. Dunn reminded the Board that it could revisit the FY 2013-2014 budget in October 2013, noting that any changes would require the vote of 7 members.

The Board voted 8–0 (motioned by Barbara Higgins, seconded by Nick Metalious) to adjourn.

The meeting adjourned at 5:41 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District

Regular monthly meeting

April 1, 2013

Board members present: Kass Ardinger, Clint Cogswell, Tom Croteau, Barb Higgins, Nick Metalias, Jennifer Patterson, Bill Glahn, Tara Reardon, Oliver Spencer and student representatives Holly Grace and Joe Alexander

Administrators: Superintendent Chris Rath, Donna Palley, Larry Prince, Jack Dunn, Matt Cashman

Agenda Item 1. Call to Order
The meeting was called to order at 7:00 p.m.

Agenda Item 2. Approval of Agenda
The Board voted 9-0 to approve the agenda (motioned by Tara Reardon, seconded by Nick Metalias).

Agenda Item 3. Public Comment– agenda items only
There was no public comment.

Agenda Item 4. Recognitions

Champions for Children

Abbot-Downing School – Margaret Harlan
When Margaret’s granddaughter, Carly, was in Luanne’s Snow’s second grade, she began weekly volunteering. Five years later...she’s still volunteering, in classrooms and in the library. We know its Thursday when Margaret is at school! She loves to help behind the scenes - filing, laminating, coping, assisting with book displays, checking out books and shelving books that have been returned. She has donated book marks, books and some school supplies for students. The children call Margaret ‘Grammy’: she’s happy, smiling and friendly to all. They know Grammy is the special person who brought them inside recess games, has their pencils sharpened, and buys them each a book to add to the classroom library. Thank you to Margaret for her years of dedicated volunteer service to students at Abbot-Downing (Conant School).

Beaver Meadow School – Shea Sennett and Lindsay Whitelaw
As a part of an initiative by President Clinton to have all elementary students reading at grade level by the third grade, federal work-study funds have been allotted to place university students in the community serving as reading tutors.
They work with children in pre-k through the fifth grade. America Reads tutors have a unique opportunity to make a positive difference in the lives of local youth, and Beaver Meadow students have been fortunate to benefit from these tutors.

Shea Sennett – Last fall I received an email that read, “My name is Shea Sennett and I am a student at the UNH School of Law in Concord. I heard that it was possible to do my work study tutoring students at your school. Prior to law school, I spent two years as a ninth grade Algebra teacher in Hartford, Connecticut. I absolutely love working with kids, particularly those who need our help most.” Shea has been tutoring students since September. He is responsible, reliable, and always has a bounce in his step when he checks in with the office. Although he is paid through work-study funds to serve as a tutor, his involvement with our students and staff go far beyond what is expected of him by America Reads. BMS teachers comments include: “In a word, Shea has been AMAZING! He is a natural and makes sure that he spends time with and gets to know each of the students. He even visits on his days off and packs a lunch every day so that he can spend lunch with the kids, too … He is truly compassionate about the children’s needs and knows just what to do or say to turn their day around … He gets down at their level and has the ability to have students learn new things and complete work when others have not … Shea will read with the kids, recommend books, and help them with their writing … he has even been known to use his experience as a math teacher to help students through troublesome areas like fractions and division. The kids anxiously watch the clock for 10:30 to arrive on Mondays and Wednesdays, and when Shea walks into class they all greet him with a smile, a hug, or a “Hey, Shea is here!” Having him as part of the BMS community has been wonderful.

Lindsay Whitelaw - Last fall I received an e-mail that read, “My name is Lindsay Whitelaw and I am a first year law student at the UNH School of Law in Concord. I am writing to ask if you have any availability at Beaver Meadow for reading or math tutors through the America Reads program. I grew up in Concord and think this would be a great opportunity to give back to the school system that helped me so much.” Lindsay has been tutoring students since September, working with fifth grade students. She is kind, caring, committed, and motivated to make a difference – she strikes a balance between setting high expectations and when to push, and when to back off and to just offer support. When it came time to build her second semester schedule at the Law School, she designed a personal class schedule that allowed her to continue working with our students. She approaches students with a genuine warmth and kindness that sets students at ease. She epitomizes the Beaver Meadow community and the staff and students always look forward to her presence.

Broken Ground School – Jude Griffith
The Broken Ground School Champion for Children is Jude Griffith. When her daughter Tessa entered third grade in the fall of 2011, Jude immediately connected with the classroom teacher and offered her help, volunteering in the classroom during Reader’s Workshop once a week and leading a math skills group every Friday. She always had a smile and supports students’ learning in a calm, no-
nonsense way. Her dedication to students has an enormous difference in meeting the diverse needs of learners, and she never failed to offer help for field trips and classroom celebrations, donating materials and supplies in a quiet unassuming way. Early in September during the Back to School Night, Jude approached Chris Demers, our Technology/Media Integration Specialist, with a deal that he simply could not pass up. Chris was just getting a handle on this new role; one of the biggest challenges he faced was how to keep the beloved library program up and running at BGS. He and Tootie Arnold, the technology assistant, were busy supporting students and teachers in classrooms with the integration of new technology across the curriculum. The plan all along had been to seek parent volunteers to provide regularly scheduled book check-out times for each class. Yet here it was mid-September and this had not yet been put in place. It was at this critical time that Jude showed up with a wonderfully generous offer to help out in the library! Since that time, it has been the Broken Ground School version of the Elves and the Shoemaker. Things just magically got done... thanks to Jude’s diligence and expertise in running a library. Soon after she started, Jude took on responsibilities beyond assisting with book check-out: shelving books, cataloging each book and finding a home for it on the shelves. To date she has processed over 100 books and continues to add to our library. Jude decorated the library for the holiday season and pulled relevant titles, displaying them prominently for students’ easy access. When we received a shipment of new graphic novels, Jude created an inviting display, encouraging our readers to take notice! Jude’s support of the library/media program as well as the students and staff of Broken Ground is a shining example of a true Champion for Children. Her humble service has an amazing impact on our school community. We feel truly blessed by this unsung hero in our school.

Christa McAuliffe School – David Greenwood

Christa McAuliffe School Principal Kristen Gallo wrote: “It was my good fortune to move into the new Christa McAuliffe School last August and to serve as its first principal. The school is representative of this community’s priority for commitment to the education of its children now and for years to come. I realize that schools like our new elementary schools do not happen especially in today’s world without a lot of foresight and hard work by a lot of people within the schools and within the community. One of those people, who helped make Christa McAuliffe School and the other two new schools happen, is David Greenwood. When the project began many years ago, David’s daughters were students first at Dewey School and then at Kimball School. David took an interest in this project at a very critical time, before the solutions for how best to configure our elementary schools took shape. David was one of a group of parents who organized to learn about the projects and helped craft the vision for what should be. David shared his professional expertise as well as his understanding of the Concord community and his desire for the best educational system for his children and all the children of Concord. It is for this reason that we recognize David Greenwood as a Champion for Children.

Mill Brook School – Leigh Walls
Since her retirement from teaching in 2011, Leigh has been an incredible resource to our school. Many would say that Leigh was a Champion for Children during her years as a classroom teacher, putting in countless hours after school and spending most of her Sunday afternoons and evenings there. Since retiring, Leigh has continued her annual tradition of personally presenting writing samples and photos to each of her former first grade students as they graduated Concord High School. Just the other day, our reading specialist ran into a parent of one of Leigh’s former first grade students, who was no longer a student in the Concord School District. The parent related how her son had received a packet in the mail from Mrs. Walls at graduation time. He opened the packet to find a picture of himself taken when he was in kindergarten and a sample of some writing he had done. Both she and her son were thrilled and amazed that Leigh had taken the time to send these artifacts. As with this boy, Leigh tries to locate all of her former students, no matter where they are, so that they will have these treasures. This exemplifies the care and devotion that she feels for children. Since her official retirement, Leigh has volunteered weekly first at Dame and now at Mill Brook School. She helps administer assessments including AIMSweb, reading records and kindergarten assessments. She has updated the vocabulary lessons for the afterschool program, and helps maintain the multiple copybook collection for classroom teachers so that they can quickly find books for reading instruction. Leigh has trained other volunteers to make sorting sets for word work, and volunteers to help at evening events including Math Night. We are the benefactors of her many talents, her attention to detail, her depth of knowledge and her incredible dedication.

Rundlett Middle School – Dan Habib

Rundlett Middle School’s nominee for the 2013 Champion for Children is a name familiar to many households in the city of Concord. Perhaps you know him by one of his preferred titles: “Betsy’s husband,” “neighborhood dad,” or “father of two sons.” Some may be familiar with our nominee as a result of the work he has done over his career as a photojournalist for the Concord Monitor, or as Filmmaker in Residence at the Institute on Disability at the University of New Hampshire. Still others may know him for his work as director, producer and cinematographer of the documentary film Including Samuel and, more recently, Who Cares about Kelsey? At Rundlett Middle School, we know him as Dan Habib, Samuel’s father, a parent who has chosen to be actively involved in our school, giving generously of his time and talent to students, teachers and families. Looking for Dan on a Tuesday afternoon? Stop by Rundlett Middle School and visit room 408; you will find him working with members of the RMS PRIDE Team, committed to creating a safe and healthy school culture in service of student learning. Dan contributes fresh ideas and a keen ability to ask questions that help clarify issues or that challenge the team to become what we profess in our vision statement: “… a caring community striving for excellence. Together we will learn, improve ourselves, and respect and support one another.” As keynote speaker for Rundlett’s 2012-2013 Parent Academy, Dan addressed his passion for creating all-inclusive schools. As a
member of the PRIDE Team, Dan has been a major leader on our school’s Parent Engagement committee by giving many hours to soliciting and examining parent feedback, designing surveys and evaluating the data in order that we may become a vibrant school able to serve all members of our community. It is with deep gratitude and great pride that Dan Habib is Rundlett Middle School’s 2013 Champion for Children.

Concord High School – Taryn Seybold

Taryn Seybold, whose son, Nick Battles, is a junior at Concord High School, is CHS’s 2013 Champion for Children. Taryn was nominated by Special Education teacher Peter Bombaci, who said the following: “It is a true honor to recommend Taryn Seybold for distinguished public service to benefit children in New Hampshire. Taryn is the Division Coordinator for the Concord National Little League, which promotes a team that allows children with both physical and cognitive disabilities to participate in baseball. She provides personal transportation to the practices and games for parents or guardians who are unable to get their child to and from games or practices, and is involved with the Special Olympics, coaching and providing rides and meals to those who would otherwise be unable to attend. She has organized the purchase of tickets and transportation for students and athletes to attend Red Sox and Celtic games. She also provides cakes and treats for student birthdays, as well as baked treats for all students and staff for various holidays. She is a true champion advocate for students with cognitive disabilities.

Student representative Holly Grace noted that the National Honor Society induction ceremony was held last week. April vacation is coming up from April 22-26. CHS had an assembly on April 18 and 19 with a presentation by the Board of Pharmacy about pharmaceutical drug use.

Joe Alexander noted that Holly was inducted into the National Honor Society. Spring sports have started. Joe also informed the Board that four CHS winter teams have been recognized by NHIAA for good sportsmanship: wrestling, ski jumping, girls’ basketball, and girls’ ice hockey.

Superintendent Rath noted a thank you letter from Pat Corbin of NHIAA thanking Gene Connolly and Steve Mello for their work hosting a winter tournament. She also shared a notice from advisor Jason Petzold acknowledging the Concord Robotics Team’s best score in its history at the first Boston Regional Robotics Competition in March. He commended team captain Mike Lally and safety captain Russell Rucker, for their effort and excellence.

Agenda Item 5. Approval of Board Minutes

Ms. Ardinger briefly reviewed the minutes of the School Board Work Sessions on March 4, 6, and 20.

The Board voted 9–0 to approve the minutes of the Board Work Sessions on March 4, 6, and 20 (moved by Tara Reardon, seconded by Oliver Spencer).
Ms. Ardinger briefly reviewed the minutes of the Public Hearings on March 18 and 20, and the minutes of the Special Board meeting on March 27.

The Board voted 9–0 to approve the minutes of the Public Hearings on March 18 and 20 and the Special Board meeting on March 27 (moved by Jennifer Patterson, seconded by Mr. Spencer).

Agenda Item 6. Personnel
Leaves of Absence
Mr. Prince presented two professional leaves for the 2013-2014 year to pursue other opportunities in the District: Alison Casko and Linda Lawson.

The Board voted 9–0 to approve the professional leave requests as presented (moved by Mr. Metalious, seconded by Barb Higgins).

Mr. Prince presented several administrator nominations.

The Board voted 9–0 to approve the administrator nominations as presented (moved by Mr. Cogswell, seconded by Ms. Patterson).

Mr. Prince presented several staff nominations.

Linda Lawson, English Facilitator, Concord High School, $28,273, rate of 40% of M+30-12, one year only. Linda replaces Denise Fournier (40% of M-14 = $29,809) – return to full-time English teacher position. Linda has requested a 40% leave of absence from her full-time English teacher position. Budgeted at $29,809

Joanne Casale, Special Education Teacher, Rundlett Middle School, $51,475, rate of M+30-4. Joanne replaces Nicole Soucie (B-7 = $52,243) – resignation. Joanne previously took a one-year-only leave of absence from her 60% Strong Foundation/40% Abbot-Downing School position. Budgeted at $52,243

Alison Casko, Technology Integrator/Library Media Specialist, Abbot-Downing School, $74,522, rate of M-14, one year only. Alison is requesting a one-year leave of absence from her Grade 6 teacher position. Federal Funds

The Board voted 9–0 to approve the staff nominations as presented (moved by Mr. Croteau, seconded by Mr. Metalious).

Mr. Prince presented the remaining staff nominations.

The Board voted 9–0 to approve the staff nominations with the exception of Jane Cogswell (moved by Bill Glahn, seconded by Ms. Reardon).

The Board voted 8–0 (Mr. Cogswell abstained) to approve the nominations of Jane Cogswell (moved by Mr. Glahn, seconded by Ms. Patterson).

Mr. Prince presented the Veterans Salary Scale for FY2013-2014 and FY2014-2015. Those on the list will receive a bonus based on seniority provisions in the CBA.

The Board voted 9–0 to approve the Veterans Salary Scale as presented (moved by Mr. Spencer, seconded by Ms. Higgins).
Agenda Item 12. School Board Goals
Superintendent Rath discussed the Board goals that were developed during the Board’s annual retreat in January. She discussed the committee meetings that will be scheduled to address these goals over the course of the rest of the year.

Agenda Item 12. Proposed calendar of meetings
Superintendent Rath discussed the proposed Board committee meetings for April and May.

Agenda Item 13. Public comment
There was no public comment.

Agenda Item 14. Adjournment
The Board voted 9-0 to adjourn (motioned by Ms. Higgins, seconded by Mr. Glahn).
The Board adjourned at 8:05 p.m.
Respectfully submitted,

Tara Reardon, Secretary
Board members present: Kass Ardinger, Tom Croteau, Barb Higgins, Nick Metalious, Jennifer Patterson, Bill Glahn, Tara Reardon, Oliver Spencer and student representatives Holly Grace and Joe Alexander
Absent: Clint Cogswell
Administrators: Superintendent Chris Rath, Donna Palley, Larry Prince, Jack Dunn, Matt Cashman

Agenda Item 1. Call to Order
The meeting was called to order at 7:00 p.m.

Agenda Item 2. Approval of Agenda
The Board voted 8-0 to approve the agenda (motioned by Nick Metalious, seconded by Tom Croteau).

Agenda Item 3. Public Comment – agenda items only
There was no public comment.

Agenda Item 4. Recognitions
Distinguished Educators
Abbot-Downing and Christa McAuliffe Schools – Anne Wilkinson
Distinguished Educator is what Anne Wilkinson is to Abbot-Downing and Christa McAuliffe Schools. To these new buildings, she brought many years of special education instruction to children as well as guidance, mentoring, and problem solving to teachers and educational assistants. Her relationships with parents are strong, honest, and compassionate, who find her to be a good listener and mediator, someone with whom they can share their hopes, dreams, and frustrations. Educating our students with special needs is her passion.
Anne works directly with regular ed and special ed personnel to ensure that students receive effective, high quality instruction. She consistently brainstorms creative solutions to the organization of various programs, including individual students’ school days, the autism program, and positive behavior support plans and their implementation. Anne is a genius with scheduling and re-scheduling and re-scheduling support personnel. She routinely seeks input from personnel and truly elicits the best from everyone she works with. Her special services meetings are facilitated with compassion, respect, and with students’ best interest at the forefront of conversations.
Anne is also a workaholic. She makes giant to-do lists, and revels over crossing each item out as the weekdays tick by. She not only balances the two elementary schools,
but she attends team meetings and provides testing to students at Woodside, Strong Foundations, and St. John’s School.

Anne is deeply committed to special education throughout our state. She recently participated on a Focus Monitoring group, a special ed audit, for the Manchester School District. She dedicated numerous hours examining students’ IEPs and learning about Manchester’s practices in order to ensure that services are being delivered with fidelity. Anne has brought this new learning back to our schools and we will be better prepared for future special ed audits within our own Concord schools.

Through all the turmoil, behaviors, management, and fires to attend to each day, Anne maintains an outstanding sense of humor, summoning the serenity of Buddha with her ability to remain calm and collected with the most bizarre situations and individuals she grapples with on a daily basis. When Anne first announced her retirement, I thought the stress of all the ludicrous events throughout the school day had finally taken its toll. I was wrong. Soon after her retirement announcement, she announced that she wanted to seek part-time employment within the district! Wow. She had her chance to escape, and she just couldn’t do it. Now Anne, some people may call this courageous, caring, and altruistic … I just call it crazy! I am deeply appreciative for all the guidance and mentoring Anne has given me throughout my first year in Concord. It would have been incredibly difficult to lead the CMS staff without her at my side. I deeply respect her and her dedication, passion, and humor.

Rundlett Middle School – Brendan O’Connor

Have you ever wished that you had the ability to travel back in time so that you could meet some great historical figure, or experience what everyday life was like for people of another era? Imagine having access to a device that would allow you to journey back in time. Where would you dare to go? Who would you choose to meet? Although no such technology exists, I would like you to meet a teacher from Rundlett Middle School who possesses a unique power that allows him to transport his students to all times and places in recorded history. It is my pleasure to introduce to you Brendan O’Connor, a seventh grade social studies teacher at Rundlett Middle School.

If the Middle Ages never seemed to capture your imagination, visit Mr. O’Connor’s social studies class. On one day, you might find His Royal Highness, King O’Connor, wearing a crown and a robe, speaking with his young subjects who are completely engrossed in conversation and discussion with their monarch. On another day, you might encounter His Holiness, Pope Brendan, or the Knighted, Sir O’Connor, dressed accordingly, leading students on a journey through time they will remember forever. Students who have had the opportunity to learn social studies with Brendan build a lasting relationship with a teacher who is committed to his profession and cares deeply for them. He is a teacher who consistently shows warmth, caring and respect for all students. Among his colleagues, Brendan is a highly respected member of the faculty. He is a team player who generously contributes to the work of the group. One of his many contributions to our school community is his work as a Professional Development Coach. His calming spirit and approachability are gifts that make him well suited for this role. As the Facilitator of the PRIDE Team, he has helped to infuse an understanding of PBIS among the faculty and students at Rundlett Middle School.
Brendan has done this by making formal presentations for parents, teachers and students. Most importantly, by power of example, Brendan models the core values that constitute Rundlett PRIDE – Perseverance, Respect, Integrity, and Excellence. It is an honor to name Brendan O’Connor as a Distinguished Educator.

Rundlett Middle School – Dawn Florino

It’s an hour before the start of the school day, and already in room 305, preparations for student instruction are underway. Computers are up and running, reading materials and writing folders have been placed on tables. The teacher reviews the list of students she will be working with that day. They too will begin their day early. Time is precious, but the work itself is a source of joy for Dawn Florino, Rundlett Middle School’s Reading Specialist.

Dawn Florino is a highly regarded teacher who genuinely listens to and respects her students and fellow staff members. She dares to ask the question that, when answered, places the greatest demand upon a teacher: What can I do to help my students learn? Dawn’s response to this question has transformed the classroom experiences of our students. Her leadership, intellectual curiosity, and desire to improve instruction for our students have played a significant role in helping teachers gain a deeper understanding of literacy instruction. Never self-serving, Dawn is consistently guided by the question: What can I do to become a better teacher? Her response to this question has led her to Rivier College where she is pursuing a Ph.D. which will focus upon reading and writing. Dawn’s expertise and passion for helping students grow as readers and writers is a gift that she shares generously with others. Her work on literacy instruction has been welcomed and valued by teachers and students alike. She shares this knowledge with her colleagues by coaching and mentoring them on literacy instructional strategies for the classroom and across content areas. Dawn has participated on various school and district leadership teams, facilitating workshops and coordinating Rundlett Middle School’s Title I programming.

As a reading specialist, Dawn is firmly grounded in the belief that literacy is not a luxury; it is a right and a responsibility. She is a teacher who leads by way of example. In both formal and informal settings, Dawn has assisted other teachers in understanding the literacy needs of their students. Her passion for teaching and learning are key ingredients that help create a positive learning environment for students. If you were to ask a student about what kind of teacher Ms. Florino is, you would hear a variety of positive comments, but the common thread would be a description of a teacher who cares deeply, not only about what students learn, but also about how they learn. Dawn is a teacher who knows her students. Her genuine interest in the lives of her students and concern for their progress in class help to personalize a large middle school. Dawn’s work and leadership has had a positive impact upon staff and student engagement and achievement. It is with great pride and gratitude that she is recognized as a 2013 Distinguished Educator.

Concord High School – Tamara Hatcher

Tamara Hatcher is a consummate professional and works tirelessly as the curriculum facilitator for the math and business departments. In addition to being a great teacher, Tamara is a great leader for the departments she represents. She is a strong advocate
for math education and wants all students to achieve at the highest level possible. Through her work with the district math curriculum committee and on the Quantitative Literacy initiative, Tamara, along with other members of the math department, proposed to make Algebra 1 a heterogeneously grouped class. This was a major change for the math program at Concord High School and one that Tamara strongly believed needed to be made in order to improve math instruction and student achievement. For the math department to make this change, Tamara organized a group of teachers who met during the 2011-2012 school year to help make this change. In addition, Tamara led the same group of teachers and curriculum design work this past summer at the Concord School District Curriculum Institute to prepare for the Algebra I program this year at Concord High School.

Tamara has also been an active leader on the Concord High School Curriculum Facilitators team. She has worked with special education teachers and teachers from other core disciplines on scheduling issues, class enrollments and the SINI team. She is a team player and is willing to work on committees and help whenever needed. Tamara doesn’t get caught up in the minutiae of projects but instead, sees the big picture and works hard to get the job done.

As a teacher Tamara is respectful to all her students, sets high expectations, is organized, willing to take risks and has a wonderful caring manner with all her students. Her students are engaged and active participants in their learning. In addition, Tamara is very positive with parents and has been able to explain the structure of the curriculum in Algebra 1 this year so that parents understand it and are open to the changes.

Whenever I nominate a teacher for this honor, I think of the qualities I would like to see in a distinguished educator. Tamara Hatcher has many of those qualities as she cares deeply for her students, is a strong leader and advocate 21st century learning expectations, is involved in school and district committees and is a great role model for the teachers she works with.

Concord High School –Lyn Vinskus

Lyn Vinskus is an excellent leader, facilitator, and visionary. She has nearly single-handedly created a common set of curriculum, instruction, and assessment for the chemistry department at CHS. Beginning many years ago she noticed that different chemistry teachers were providing different learning experiences and were proceeding at very different paces through the year. Ms. Vinskus realized that with up to seven different chemistry teachers per year, this meant that CHS did not have a guaranteed curriculum for chemistry. She led the department in first determining what was most important to teach and then in determining the best order and pace to teach it in. In the true model of a great leader Vinskus facilitated all of this work with minimal disagreements from the other teachers and she delivered results. Each teacher now teaches in their own way and with their own artistry but thanks to Ms. Vinskus all students are experiencing the same curriculum.

Ms. Vinskus next created a common mid-year and final exam for chemistry. Again without dissension she moved chemistry teachers from a point where they could agree to one common question to a point where they could agree to a completely common
assessment. From there she facilitated formal meetings where teachers shared how their students had performed. Using this analysis Vinskus and the team adjusted the curriculum and instruction, based on data, to improve the educational experience for students at all ability levels.

While much more could be said about Lyn’s professionalism and abilities, an assistant principal shared with us that he was in a bind last summer and needed someone to teach one section of physics. The original person hired had fallen through and school was starting in a few weeks. Without a single complaint Lyn went from teaching 2 preps to 3, one of which she hadn’t taught in years. There are different ways to approach a situation like this one and Ms. Vinskus has chosen the route of a consummate professional. She has not only taught the course but has become one of our leading physics teachers. Lyn Vinskus makes everyone around her better.

Concord High School – Peter Bombaci

It is my pleasure to nominate Peter Bombaci for recognition as a Concord School District Distinguished Educator. Peter has been with the Concord School District for 20 years and is a special education teacher in our Access Program.

When we think of Peter, the first word that comes to mind is compassion. Without a doubt, Peter is one of the kindest, most caring individuals in our building; in fact, I can comfortably say that he is one of the kindest people that I have ever known, and more than one person has voiced that same sentiment to me. Professional at all times, Peter is a perfect role model. Through his many acts of kindness, he demonstrates the high regard that he has for our students, staff and parents. This respect is certainly reciprocated.

Peter takes special efforts to celebrate the successes of his students, and does so in numerous ways. Every morning, Peter can be seen in the doorway to his classroom, happily greeting every student who enters—no birthday or other achievement goes unnoticed! This year, our Access Program is using a display case outside the Main Office to publicly celebrate student sport, artistic, writing and other accomplishments. These displays are regularly updated, and many who walk the busy hallway are drawn to this informative and joyful display.

Regardless of the challenge, Peter can always be counted upon to “make things work,” according to Special Education Coordinator Meeta Brown. Aside from his talent in the classroom, another excellent example is his involvement with our unified sports teams. Steve Mello, Director of Physical Education and Sport, expressed his deep gratitude to Peter for everything he did to help create such great experiences for our participating students, their parents, and our Concord High family. Regardless of the need, Peter was there to follow up with parents and ensure that team members got to practice and games on time. Regardless of the issue, Peter took care of countless details to ensure that everything went smoothly.

Peter is the embodiment of what every teacher should be. In addition to being an outstanding and talented classroom teacher, he helps us all to be better people. He is the perfect candidate for recognition as a Distinguished Educator.

Moving on to other recognitions, student representative Holly Grace noted that SAT tests were held last weekend, and AP exams will be held in the next two weeks. This
Saturday, CHS will hold its “parent academy” for families of incoming 9th graders to learn more about the school.
Joe Alexander noted that seniors have made their college decisions. When asked, he said he will be attending St. Anselm to major in political science. He noted that the Spanish lip sync project, where Spanish IV students show off their language skills by dancing/singing team acts, is May 31. He noted that Holly will be part of it.
Joe also told the Board about a new charity event: CHS Casino Night – that will be held this Thursday, the funds from which will support four charities including Families in Transition and the Friendly Kitchen.
Kass Ardinger noted that Joe also acted in the NH Moot Court exercise, and has been selected as the Boston Red Sox Scholar.

Agenda Item 5. Approval of Board Minutes
Ms. Ardinger reviewed the minutes of the regular Board meeting on April 1.

The Board voted 8–0 to approve the minutes of the regular Board meeting on April 1 (moved by Oliver Spencer, seconded by Mr. Metalious).

Agenda Item 6. Personnel
Leaves of Absence
Mr. Prince presented four professional leaves for the 2013-2014 year: Kaileen Chilauskas, Erika Dietsch, Barbara Jobin, and Tracy Renaud; as well as Pamela Wroblewski (personal); Jennine Lachapelle, and Rebecca Taylor (child rearing).

The Board voted 8–0 to approve the leave requests as presented (moved by Jennifer Patterson, seconded by Mr. Spencer).

Mr. Prince presented several staff nominations.
Nancy Wiggin, Mathematics Teacher, Concord High School, $29,809, rate 40% of M-14, one year only. One-year-only for Curriculum Facilitator. Budgeted at $29,809
Sara Pratt, Science Teacher, Concord High School, $38,414, rate of B-1. Sara replaces Anthony Hans (B-2 = $40,719). Budgeted at $40,719

Pamela Sergio, Special Education Teacher, Concord High School, $65,303, rate of M-11. Pam replaces Laurie Lowd (B-13 = $67,609) – retirement. Budgeted at $58,389

Chris Demers, Assessment Coordinator, District, $74,522, rate of M-14. Chris was previously on a leave of absence from this position. Budgeted at $74,522

Kaileen Chilauskas, Literacy Coach, Concord High School, $14,904, rate of 20% of M-14, one year only. Kaileen has requested a leave of absence from 20% of her full-time English teacher position. Federal Funds
Erika Dietsch, Art Teacher, Concord High School, $20,590, rate of 40% of M-5, 20% one year only. 20% one-year-only for Curriculum Facilitator and 20% reallocation. Budgeted at $25,199

Barbara Jobin, Special Education/Project SEARCH Teacher, Concord High School, $94,503, rate of VM-24 years, one year only. Barbara has requested a leave of absence from her Speech Language Pathologist position for 2013-2014. Budgeted at $77,508
Kathryn Todd, Speech-Language Pathologist, Concord High School, $26,890, rate of 50% M-6, one year only. Kathryn replaces Barbara Jobin (50% of M-14 = $37,261) – LOA to Project SEARCH. Budgeted at $37,261

Jennifer Rivers, Guidance Counselor, Concord High School, $44,561, rate of M-2, one year only. Jennifer replaces Joanne McLaughlin (M-7 = $56,085) – LOA. Budgeted at $56,085

Ms. Ardinger asked whether the other .5 Speech/Language Pathologist at CMS was filled. Superintendent Rath noted that administration plans to fill this position.

**The Board voted 8–0 to approve the staff nominations as presented (moved by Tara Reardon, seconded by Mr. Metalious).**

Mr. Prince presented three coach nominations.

**SPRING**

Laura Norwalt, Spirit Head Coach, Concord High School, $3,649, Step 3, Group 6. Laura replaces Mary Watson

Bonnie Proulx, Girls JV Field Hockey Coach, Concord High School, $2,305, Step 3, Group 11, 6.0%. Bonnie replaces Eliza Timbas

**FALL**

Bonnie Proulx, Girls Freshman Lacrosse Coach, Concord High School, $2,271, Step 3, Group 11, 6.0%. Bonnie replaces Eliza Timbas

**The Board voted 8–0 to approve the coach nominations as presented (moved by Ms. Reardon, seconded by Mr. Metalious).**

Agenda Item 7. Capital Facilities

Tara Reardon reviewed the minutes of the April 3 meeting which took place at Rundlett Middle School. She drew the Board’s attention to the prioritized list of items that need to be replaced at this school. An upcoming Capital Facilities Committee meeting will be tours of Broken Ground and Beaver Meadow Schools to review building maintenance needs.

Agenda Item 8. Curriculum and Instruction

Jennifer Patterson reviewed the minutes of an April 8 joint meeting of the Instructional and Negotiations Committees. The Media Technology Program was reviewed, and a report of the Educator Effectiveness Committee was presented.

At the April 15 meeting, the purpose of which was to hear from Concord High School curriculum facilitators regarding the extended learning opportunities available to students at the high school, the Committee heard from the curriculum facilitators in the areas of math (Tamara Hatcher), the English FLEX program (Denise Fournier), social studies (Stacy Boyajian), and science (Lise Bofinger).

Tom Croteau congratulated Gene Connolly and his staff on the work they did to bring these presenters to the Board.
Agenda Item 9. Finance
Barb Higgins reported on the meeting of April 28, which was a presentation on how the District raises revenue (approximately $600,000) in the form of tuition, fees and Food Service. The majority of the meeting was clarification of these three areas.

The Board voted 8-0 to approve the fees and meal prices proposed by the administration (motioned by Mr. Spencer, seconded by Bill Glahn).

At the Finance Committee meeting on May 6 the Committee heard two proposals to the District for afterschool care for the next school year (2013-2014), one from the Boys & Girls Club, and the other from the YMCA.

The Board voted 8-0 to approve the YMCA afterschool program at Abbot-Downing School for school year 2013-2014 as recommended by the administration (motioned by Barb Higgins, seconded by Mr. Croteau).

Agenda Item 10. Negotiations
Bill Glahn reported on the Negotiation Committee meeting of April 17, regarding progress on the contract with the CAA. Also under consideration are contracts with Maintenance and Transportation.

Agenda Item 11. Proposed calendar of meetings
Superintendent Rath discussed the proposed Board meetings for May, in particular the Concord Trust Awards ceremony on May 13. She described the Concord Trust foundation and its work. She also reviewed the meetings in June, including the retiree reception just prior to the June Board meeting, and graduation on June 15 at 10:30 a.m. She asked Board members who are planning to attend to contact Linden.

The Board voted 8-0 on a roll call vote to seal the minutes of the preceding non-public meeting on a student matter, per RSA 91-A:3 II(c) (motion by Ms. Patterson, seconded by Mr. Croteau).

Agenda Item 12. Public comment
There was no public comment.

Agenda Item 13. Adjournment
The Board voted 8–0 to adjourn (motioned by Ms. Higgins, seconded by Mr. Glahn).

The Board adjourned at 8:05 p.m.
Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District

Regular monthly meeting

June 3, 2013

Board members present: Kass Ardinger, Clint Cogswell, Tom Croteau, Barb Higgins, Nick Metalious, Jennifer Patterson, Bill Glahn, Tara Reardon, Oliver Spencer and student representative Joe Alexander

Board members absent: Jennifer Patterson

Administrators: Superintendent Chris Rath, Donna Palley, Larry Prince, Jack Dunn, Matt Cashman

Agenda Item 1. Call to Order
The meeting was called to order at 7:00 p.m.

Agenda Item 2. Approval of Agenda

The Board voted 8-0 to approve the agenda (motioned by Tara Reardon, seconded by Nick Metalious).

Agenda Item 3. Public Comment– agenda items only
There was no public comment.

Agenda Item 4. Recognitions
Superintendent Rath, Assistant Superintendent Donna Palley and Director of Human Resources Larry Prince recognized and thanked the retirees for their many years of service.

Linda Ahern began working with the District as a volunteer at Dame School in November 1980. In December 1980, she became an instructional assistant at the Dame Preschool, and worked there for nine years. In the Fall of 1989, Linda was transferred to Eastman School where she worked in the Preschool for twenty-three years. Her most recent assignment was spent at our new Mill Brook School Preschool. Linda graduated from Lowell High School in Lowell, Massachusetts in 1968.

Marie Cross retires after working at Concord High School as an instructional assistant for 27 years. She returned to Concord High School in 1999 after a leave of absence and has worked there for the past 14 years. She attended St. John’s High School in Concord, and received a two-year degree from the New Hampshire School of Cosmetology.

Laurie Koch joined the District in 1985 as a Resource Room assistant at Rumford School, where she worked for seven years. In the Fall of 1992, she was transferred to Concord High School, where she continued as an instructional assistant for 21 years. Laurie received a Bachelor of Science degree in Accounting from Franklin Pierce College, Rindge, in 1986.

Joseph LaChance retired in June 2012 after 34 years of service to the District as a custodian at Concord High School. Joey was always at work, and would go year after...
year without taking a sick day. He would always do what was asked of him, was always very pleasant, and was well liked by teachers and staff. If there was one word that could describe Joey, it would be “dedicated.” He graduated from Concord High School in 1978.

Laurie Lowd came to the District in 1986 as a special education teacher at Concord High School, where she has spent the last 27 years. The Concord School Board recognized Laurie as one of the District’s distinguished educators in 2001-2002. Laurie received her Bachelor of Science degree in Education from Keene State College, Keene, New Hampshire in 1978.

Patricia Nolin began working for the District in March, 1988 as a preschool instructional assistant. During her 26 years of working with preschoolers, Patty worked at Eastman, Conant, Rumford and Beaver Meadow Schools. She is known to have been steady, loyal, and very flexible in meeting the needs of the preschool students. She attended Gorham High School in Gorham, New Hampshire.

Melissa St. Pierre has held the position of Speech-Language Pathologist (SLP) with the District since 1990. Beginning in 2002, she assumed the role of Literacy Leader along with that of SLP, and she has continued in this role throughout her tenure with the District. Melissa received her Bachelor of Science degree from Worcester State College, Worcester, Massachusetts in 1978, and her Master of Arts degree from Case Western Reserve University, Cleveland, Ohio in Speech in 1979.

Anne Wilkinson joined the District in 1985 as a Resource Room/Learning Disabilities Teacher, and worked in that role for 11 years. In 1996, she worked at Conant School, splitting her role into part-time Special Education Coordinator as well as part-time Special Education teacher. Anne worked at Eastman School from 2004 through 2007, and in the Fall of 2007, she began her role as a full-time Special Education Coordinator. Anne reached Masters plus 30 status in 2003 from Plymouth State University, focusing on Administration. She received her Master of Education degree from Notre Dame College in 1992, and in 1973, her Bachelor of Science degree in Special Education from St. John the Provider, Rutland, Vermont.

While not present, the following retirees were also recognized.

Victoria D’Alessandro began working at Rundlett Middle School in 1993. She taught special education through 2002. Since 2002, Victoria has taught Science and held the position of Grade 6 classroom teacher. Victoria attended Montclair State University in Upper Montclair, New Jersey, and received her Bachelor of Arts degree in Physical Education/Literacy Arts in 1974.

Nancy Emery retires from the District after 17 years of service. She began working at Rundlett Junior High School in 1996 as a Latin teacher. She was transferred to Concord High School in 1997, and has spent the last 16 years teaching World Language at Rundlett Middle School and Concord High School. Prior to coming to Concord, Nancy spent 4 years working in St. Louis, Missouri as a middle school Latin and Social Studies teacher. She graduated in 1979 from Washington University in St. Louis with a Bachelor of Arts degree in Classics.

James Foley joined the District in 1980 as a teacher of Instrumental music until 1997, which is when he became a Music teacher at the middle school. He has worked with
the Concord High School Band and this year leaves us as a Music teacher and the
Music Department Curriculum Facilitator. Jim received a Bachelor’s degree from UNH
in 1977. His work with the Band has brought the program to prominence and
participation is at peak levels.
Daniel Magarian retires after 26 years of teaching for the District. He began his career
at Beaver Meadow School as a classroom teacher in 1987, where he taught for 10 years.
Dan then transferred to Rundlett Middle School 16 years ago, where he has taught
Science, Social Studies, and was a Grade 6 classroom teacher. Dan received his
Bachelor of Arts degree in History Education from the University of Massachusetts,
Amherst, Massachusetts in 1973, as well as a Master of Education degree from
Fitchburg State College, Fitchburg, Massachusetts in 1988.
Harold Tuttle began working for Concord School District in 2002 and spent the last 11
years working at Rundlett Middle School. He held the position of Grade 6 classroom
teacher for six years, and then taught Science for five years. Hal achieved Masters plus
30 status in 2004, with his focus on Curriculum Administration. He received his Master
of Education degree in 1989, and his Bachelor of Science degree in 1973 from Plymouth
State College, majoring in Elementary Education.
Charlotte Vanaskie came to the District in 1993, and began as an instructional assistant
and tutor at Rumford School. From 1996 through 2002, she held the position of
Reading Recovery teacher at Rumford and Dame Schools. In 2002, Charlotte combined
Reading Recovery and Kindergarten teacher as her new roles for nine years at
Rumford and Conant Schools. Charlotte taught Kindergarten full-time for the 2011-
2012 school year, and in her last year before retirement, was a Grade 2 teacher at the
new Abbot-Downing School. Charlotte attended the University of New Hampshire in
Durham, New Hampshire, and received her Bachelor of Science degree in
Occupational Therapy in 1984.
Ms. Ardinger recognized the two student representatives to the Board this year, Joe
Alexander and Holly Grace.
Joe Alexander’s primary activities have been through his leadership with school
government. Principal Gene Connolly noted that Joe has been an outstanding class
president, working tirelessly to ensure that the senior class has the best possible
experience in all aspects. A born leader, Joey has a reputation of being THE senior to
ask if you want to get something done. He is always willing to step up to help, and can
be counted upon to perform any task in an outstanding manner. Joe is involved in the
Model UN and National Honor Society, and has worked in the community at the Boys
and Girls Club. Confident, analytical, passionate and possessing exceptional
communication skills, Joe will study political science at St. Anselm College next year.
Holly Grace is currently a Junior at Concord High School. She is involved in student
government, Varsity Club, Model UN, SOCK Homelessness Club, Interact Club and
Swim Team. Holly offers her time in community service as part of several of these
clubs. This summer Holly will travel to Spain and live with a Spanish family, to
augment her study of the language and experience Spanish culture. Holly is already
active in the college search process. She is interested in studying physics or
international business.
Joe Alexander noted that Holly Grace was unable to attend that night’s meeting because she was at Concord High’s undergraduate awards night. He noted that the schools’ end-of-year rally to honor seniors, retirees, veterans was held last Friday, May 31. Joe noted that the girls softball team will plan in the semi-finals on Wednesday at SNHU, the only spring sports team that made it to semi-finals. He noted that the CRTC Competency Night, at which 2-year CRTC students are recognized, will take place this week, and that next week, Senior Week, will include the senior class trip, the prom, and graduation.

Superintendent Rath noted a letter from Sandra Howard, Ph.D., President of the New Hampshire Music Educators Association, recognizing RMS music teacher Gabe Cohen for his work as Coordinator for the NHMEA 2013 Southwest District Middle School Music Festival and commending him for his leadership.

She also noted an article in the Concord Insider about the 21st Century Inventors’ Club’s visit to Quirky, a company that brings products to market by “crowd-sourcing” inventions. Quirky invited 10 RMS students to their offices in New York City for a hands-on welcome and an opportunity to learn about its inside operation.

Agenda Item 5. Approval of Board Minutes
Ms. Ardinger reviewed the minutes of the regular Board meeting on May 6.

The Board voted 8–0 to approve the minutes of the regular Board meeting on May 6 (moved by Ms. Reardon, seconded by Mr. Metalious).

Agenda Item 6. Personnel
Leaves of Absence
Mr. Prince presented four professional leaves for the 2013-2014 year: Frank Harrison, Kimberly Desfosse, Jill Boisvert, and Tracy Harte, as well as two child rearing leaves (Heidi Crumrine, Erica Izzi).

The Board voted 8–0 to approve the leave requests as presented (moved by Clint Cogswell, seconded by Mr. Metalious).

Mr. Prince presented one administrator nomination, for the Assistant Principal position at Concord High School.
Ronna Cadarette, Assistant Principal, Concord High School, $105,448, Step IV. Ronna replaces Andrea Elliot (Step IV = $102,047) – resignation. Budgeted at $101,036

The Board voted 8–0 to approve the administrator nomination as presented (moved by Bill Glahn, seconded by Barb Higgins).

Mr. Prince presented a number of staff nominations.
Frank Harrison, Jr., ROPE Teacher, Concord High School, $14,904, rate of 20% of M-14, one year only. Frank replaces Tyler Ingram (20% of B-5 = $9,527) – resignation. Frank is requesting a 20% leave of absence from his full-time Science teacher position. Budgeted at $9,527

Rebecca Malloy, Science Teacher, Concord High School, $21,512, rate of 40% of M+30-5. This is in addition to Rebecca’s 60% continuing contract. Rebecca replaces Sara Pratt (40% of B-1 = $15,366) – transfer to full-time position. Budgeted at $15,366
Jessica Noelke, World Language Teacher, Concord High School, $16,288, rate of 40% of B-2. Jessica replaces Benjamin Duclos (40% of M-1 = $16,902) – one-year-only. Budgeted at $17,824

Wendy Saadaoui, World Language Teacher, Concord High School, $14,904, rate of 20% of M-14, one year only. Wendy replaces Pamela Wroblewski (20% of B-13 = $13,522) – LOA. This is in addition to Wendy’s 80% continuing contract. Budgeted at $13,522

June Adinah, Speech-Language Pathologist, Abbot-Downing School, $29,809, rate of 40% of M-14, one year only. June replaces Jennine LaChapelle (40% of M+30-8 = $24,277). Budgeted at $24,277

Jill Boisvert, Classroom Teacher, Abbot-Downing School, $45,328, rate of B-4, one year only. Jill has requested a leave of absence from her 50% kindergarten teacher position. Jill replaces Charlotte Vanaskie (50% of B-13 = $33,805) – retirement and Erin Broadbent (50% of M-12 = 34,188) – LOA. Budgeted at $59,926

Amy Gillam, Technology Integrator/Media Specialist, Broken Ground/Mill Brook Schools, $74,522, rate of M-14. Amy replaces Chris Demers (M-14 = $74,522) – transfer to Assessment Coordinator. Budgeted at $74,522

Lindsey Elefante, Classroom Teacher, Broken Ground School, $40,719, rate of B-2. Lindsey replaces Ember Stokes (B-7 = $52,243) – resignation. Budgeted at $52,243

Kimberly Desfosses, Special Education Teacher, Christa McAuliffe School, $40,719, rate of B-2, one year only. Kim replaces Tracy Harte (B-13 = $67,609) – LOA to accept one-year-only classroom position at Christa McAuliffe School. Budgeted at $67,609

Tracy Harte, Classroom Teacher, Christa McAuliffe School, $67,609, rate of B-13, one year only. Tracy replaces Rebecca Taylor (M-8 = $58,389) – LOA. Budgeted at $58,389

Tracey McLaughlin, Speech-Language Pathologist, Christa McAuliffe School, $37,261, rate of 50% of M-14, one year only. Tracey replaces Barbara Jobin (50% of VM/24 = $47,251) – LOA to Project SEARCH. Budgeted at $37,261

Megan Audet, Classroom Teacher, Mill Brook School, $38,414, rate of B-1. New position. Budgeted at $51,475

Lauren Daniels, Physical Education Teacher, Mill Brook School, $21,127, rate of 50% of M-1. Lauren replaces Stephen Sherman (50% of M-1 = $21,127) – resignation. Budgeted at $21,127

The Board voted 8–0 to approve the staff nominations as presented (moved by Ms. Reardon, seconded by Mr. Metalious).

Mr. Prince presented two coach nominations.

Jason Dennis, Girls Freshman Soccer Coach, Concord High School, $1,921, Step 1, Group 11, 5.0%. Jason replaces Kaylin Bull

William Savage, Girls Head Soccer Coach, Rundlett Middle School, $2,305, Step 3, Group 11, 6.0%. William replaces Brendan O’Connor

The Board voted 8–0 to approve the coach nominations as presented (moved by Mr. Metalious, seconded by Ms. Higgins).

Summer Hiring Procedures

Mr. Prince requested the Board’s approval to allow administration to hire certified personnel during the summer months of June, July, and August, with Board confirmation approvals occurring at the following monthly meeting. This will allow
the administration to contract with teachers during these critical months when desirable candidates may have multiple employment offers.

The Board voted 8–0 to allow the administration to hire over the summer months, with the Board to confirm these hires at a later date (moved by Mr. Cogswell, seconded by Mr. Metalious).

Agenda Item XI was moved up to this point in the agenda.
School District Clerk Roger Phillips explained to the Board the need for several Board resolutions to clarify issues regarding school district elections, the canvass of the vote, and compensation for the elected School District Clerk and School District Treasurer.

The Board voted 8–0 to adopt the following resolutions (moved by Mr. Glahn, seconded by Ms. Reardon):

Be it resolved: The filing period and filing fee of school district elections shall be the same as those for the city council. The School District Clerk shall coordinate district ballot preparation with the Clerk of the City of Concord, using the same time periods as prescribed for Concord municipal elections, and shall clearly distinguish school district matters from municipal matters. The School District Clerk shall report the results of the election to the School board to allow the School Board within three days of the election to canvass the votes cast so that the candidate receiving the highest number of votes shall be elected to fill the applicable vacancy. The School District shall compensate the School District clerk and School District Treasurer an annual sum set by the School Board.

Agenda Item 7. Finance
Clint Cogswell reported on the meeting held on June 3, just prior to this Board meeting, at which the Business Administrator recommended placing the Walker School sale proceedings into the renovation and maintenance fund.

The Board voted 8–0 to place the $900,000 received from the sale of the Walker School Building that closed on May 28, 2013 to the School Buildings, Renovation and Maintenance Fund (moved by Mr. Cogswell, seconded by Tom Croteau).

Agenda Item 8. Curriculum and Instruction
Tom Croteau reported on the meeting held on May 15, at which Assistant Superintendent Donna Palley presented an overview of the new Common Core standards, including the most important principles in language arts and in math. Ms. Palley also provided an overview of the work in the District over the last several years to prepare to make the transition to the Common Core standards, including professional development for teachers from preschool through middle school. She discussed a new assessment from the Smarter Balanced Consortium and a new writing assessment for kindergarten to grade 9. No action was requested at this time.
Agenda Item 9. Negotiations
Bill Glahn reported on the Finance Committee meeting of May 22, presenting the new contract with the CAA for a vote of the Board. He noted that this contract moves toward consistency among the various contracts regarding health insurance plans and employee contributions to the cost. The administrators will see increases in salaries. Mr. Glahn noted that the Committee is interested in an alternative to the current separation/retirement system for administrators and that discussion between CAA and the District about different ways to configure separation payments will continue.
Mr. Glahn complimented CAA reps Deb McNeish, Steve Rothenberg and Ann Rines, and Superintendent Rath, Larry Prince and Jack Dunn for their work on this contract.

The Board voted 8-0 to approve the collective bargaining agreement with the Concord Administrators Association as presented for the period July 1, 2013 to June 30, 2014 (motioned by Mr. Glahn, seconded by Mr. Metalious).

Agenda Item 10. Capital Facilities
Nick Metalious reviewed the minutes of the May 22 meeting, which was primarily a discussion of whether to renovate the RMS front entry or the 400 Wing bathrooms. Mr. Croteau asked whether a safety issue exists if the front entry area is not renovated at this time. Principal Tom Sica said that students frequently trip in the front area, which is used for recess, a waiting zone for buses, the primary school entrance, and is the visual entrance to the school.

The Board voted 8-0 to authorize the administration to renovate the 400 wing Rundlett Middle School bathrooms for an amount up to $144,000 in summer 2013 (motioned by Mr. Metalious, seconded by Ms. Higgins).

Proposed calendar of meetings
Superintendent Rath discussed the proposed Board meetings for June, in particular graduation on June 15 at 10:30 a.m. She also discussed meetings in July and August. Kass Ardinger commented on the draft “social media use” policy.

Agenda Item 12. Public comment
There was no public comment.

Agenda Item 13. Adjournment
The Board voted 8-0 to adjourn (motioned by Mr. Metalious, seconded by Oliver Spencer).
The Board adjourned at 8:05 p.m.
Respectfully submitted,

Tara Reardon, Secretary
Board President Kass Ardinger called the public hearing to order at 7:00 p.m. Business Administrator Jack Dunn presented materials for consideration of four action items regarding withdrawal of funds from reserve accounts, and to amend the FY 2013-2014 budget.

The first was a recommendation to withdraw up to $176,122 from the Concord Regional Technical Center Capital Reserve Fund to make purchases of material, equipment and capital improvements.

The second was a recommendation to withdraw up to $100,000 from the School Maintenance and Renovation Trust Fund to renovate the Rundlett Middle School 400 Wing boys’ and girls’ bathrooms. This work was reviewed by the Capital Facilities Committee on May 22, 2013.

Kass: the Board had already voted to appropriate $44,000 earlier. The bid will come in around $144,000

The third action item was a recommendation to increase the construction services account (645000) by $100,000 in the FY 2013-2014 Budget, bringing the total appropriations to $78,590,408.

Finally, the last was a recommendation to raise and appropriate up to $2,500 to be transferred to the Food Service Fund, with such amount to be funded from the June 30, 2013 Unreserved Fund balance available for transfer on July 1, 2013, to cover any outstanding balances of food services accounts that may not be collected before the end of the FY13 school year.

Ms. Ardinger noted that no one from the public was present.

The Board voted 8-0 to close the public hearing (motioned by Barb Higgins, seconded by Nick Metalious).

The public hearing adjourned at 7:05 p.m.
Board of Education, Concord School District
Regular monthly meeting
July 1, 2013

Board members present: Kass Ardinger, Tom Croteau, Barb Higgins, Nick Metalious, Jennifer Patterson, Bill Glahn, Tara Reardon, Oliver Spencer

Board member absent: Clint Cogswell

Administrators: Donna Palley, Assistant Superintendent, Larry Prince, Jack Dunn, Matt Cashman

Agenda Item 1. Call to Order
The meeting was called to order at 7:05 p.m.

Agenda Item 2. Approval of Agenda

The Board voted 8-0 to approve the agenda (motioned by Nick Metalious, seconded by Tara Reardon).

Agenda Item 3. Public Comment– agenda items only
There was no public comment.

Agenda Item 4. Recognitions

Assistant Superintendent Donna Palley noted a letter from NH Commissioner of Education Virginia Barry to Superintendent Chris Rath, thanking her and the members of the Educator Effectiveness Committee for participating in a workshop on educator effectiveness.

She also noted that the district’s Art Department has collaborated with the Steeplegate Mall to create a 10’ x 36’ mural representing the partnership among Government, Commerce and Education. Three panels depicting the State House, Concord High School and the Steeplegate Mall were created by talented students at CHS, and the adjacent panels were assigned to the other six schools in the district. Art teacher John Hatab headed up this major art project, now displayed in the courtyard near the BonTon store.
Agenda Item 5. Approval of Board Minutes
Ms. Ardinger reviewed the minutes of the regular Board meeting on June 6.

The Board voted 8–0 to approve the minutes of the regular Board meeting on June 6 (moved by Ms. Reardon, seconded by Barb Higgins).

Agenda Item 6. Personnel
Leaves of Absence
Mr. Prince presented a child-rearing leave for the 2013-2014 year, Courtney Connor.

The Board voted 8–0 to approve the leave request as presented (moved by Jennifer Patterson, seconded by Mr. Metalious).

Mr. Prince presented a number of staff confirmations.

Gabriel Cohen, Music Teacher, Concord High School, $41,026, rate of 60% of M-12. Gabe replaces James Foley (60% of B-13 = $40,565) – retirement. This is in addition to Gabe’s 40% music teacher position. Budgeted at $40,565

Lauren Daniels, Physical Education/Health Teacher, Concord High School, $16,902, rate of 40% of M-1. Lauren replaces Bryant Lausberg (40% of B-1 = $15,366) – resignation. This is in addition to Lauren’s 50% Physical Education teacher position at Mill Brook School. Budgeted at $15,366

Katherine McDonough, World Language Teacher, Rundlett Middle School, $23,048, rate of 60% of B-1. Kate replaces Nancy Emery (60% of B-13 = $40,565) – retirement. This is in addition to Kate’s 40% Latin teacher position. Budgeted at $30,885

Carol McCarthy, Special Education Coordinator, Elementary, $76,828, rate of M+30-14. Carol replaces Anne Wilkinson (M+30-14 = $76,828) – retirement. General Fund

Kerstin Dumas, Classroom Teacher, Abbot-Downing School, $23,036, rate of B-4, prorated 93 days, first semester only. Kerstin replaces Erica Izzi (93 days at M-11 = $33,187) – LOA. Budgeted at $33,187

Kirsten Woody, Mathematics Teacher, Concord High School, $21,512, rate of 40% of M-6. Kirsten replaces Courtney Connor (40% of B-4 = $18,131) – LOA. Budgeted at $18,131

Heather Santitto, Reading Specialist, Abbot-Downing School, $74,522, rate of M-14. Heather replaces Kristin Mashoke (M+30-11 = $67,609) – resignation. 80% budgeted at $54,087. 20% Federal Funds

Bethany Franz, Classroom Teacher, Beaver Meadow School, $40,719, rate of B-2, one year only. Bethany replaces Charlotte Vanaskie (50% of B-13 = $33,805) – retirement and Erin Broadbent (50% of M-12 = 34,188) – LOA. Budgeted at $59,926
Danielle Moran, Classroom Teacher, Christa McAuliffe School, $58,389, rate of M-8. Danielle replaces Heather Santitto (M-14 = $74,522) – transfer. Budgeted at $74,522

Jessica Hatchett, Art Teacher, Mill Brook School, $19,207, rate of 50% of B-1. Jessica replaces Christopher Arnold (50% of B-1 = $18,923) – resignation. Budgeted at $19,207

There were several questions about the effect of sequestration on federally-funded positions. Ms. Palley noted that the District fills positions once federal funds are confirmed.

The Board voted 8–0 to approve the staff confirmations as presented (moved by Ms. Patterson, seconded by Oliver Spencer).

Mr. Prince presented four coach nominations.

Tristan Black-Ingersoll, Boys Cross Country Head Coach, Concord High School, $3,265, Step 2, Group 6, 8.5%, Tristan replaces Patrick Casey

Young McWhinnie, Girls JV Soccer Coach, Concord High School, $2,305, Step 1, Group 9, 6.0%. Young replaces Devon Rabun

Nichole Garneau, Girls Field Hockey A Team Coach, Rundlett Middle School, $1,921, Step 1, Group 11, 5.0%. Nichole replaces Bonnie Proulx

George Golden, Cross Country Coach, Rundlett Middle School, $2,305, Step 3, Group 11, 6.0%. George replaces Jack Fraser

In response to a question from a Board member, Mr. Prince noted that the steps and stipends assigned to each coaching position are negotiated as part of the CEA Collective Bargaining Agreement. A number of factors are assessed when determining the proper step/stipend, including years of coaching experience (and at what level, i.e., middle school, high school or college), number of participating athletes and difficulty/length of schedule. Based on these, Mr. Mello places coaches on the appropriate step.

The Board voted 8–0 to approve the coach nominations as presented (moved by Bill Glahn, seconded by Mr. Metalious).

Agenda Item 7. Finance

Ms. Ardinger reported on the meeting held on June 3, to discuss transferring the proceeds from the sale of Walker School to the School Buildings Renovation and Maintenance Trust. Business Administrator Jack Dunn reviewed the history of the Walker School sale to Carlisle Capitol. An auction was held on November 15, 2012 at which Carlisle Capitol was awarded the bid. On December 3, 2012 at its regular monthly meeting, the Board authorized the Superintendent or designee to execute the sale. Due diligence was completed on March 1, 2013 and on May 28, 2013 the sale of Walker School was executed with a receipt of $908,352. The Purchase and Sale was set to expire on June 3, 2013.
Mr. Dunn explained the breakdown of funds received from the Walker School sale.

$ 50,000 – Deposit from 11/15/2012 (kept in a Trust in the attorney’s office until 5/28/13)
$850,000 – Balance of Purchase – 5/28/2013
$900,000 – Total Purchase Price – 5/28/2013
$ 5,362 – Reimbursement of Remaining Oil – 1,541 Gallons @$3.48 per gallon
$ 2,990 – Reimbursement of Legal Fees
$ 8,352 – Total Amount Reimbursed to the General Operating Fund – 5/28/2013
$908,352 – Total Proceeds Received

The Committee voted to recommend to the full Board to approve this transfer of funds.

Ms. Ardin then reported on the meeting held on June 17. The agenda was to request funds from the CRTC Capital Reserve Fund; review the A24F School Building Aid Final Application for closure of the Abbot-Downing and Mill Brook school projects; request funds from the Maintenance Reserve Fund for the Rundlett Middle School bathroom project; request an adjustment to the FY 2013-2014 budget for the Rundlett Middle School bathroom project; and discuss the transfer of funds into the Food Service Fund to cover food service accounts with negative balances.

At that meeting, Mr. Dunn reviewed the A24F School Building Aid Final Application for Abbot-Downing and Mill Brook schools, as the District was submitting the figures on the application to the state to close the projects. Abbot-Downing School was budgeted at $20,023,605 and came in at $17,622,627.18. The cost per square foot was $151.53 of the allowable $173.00 per square foot. Mill Brook School was budgeted at $20,192,571.00 and came in at $16,709,998.81. The cost per square foot was $162.91 of the allowable $173.00 per square foot.

At that meeting, Mr. Dunn explained that $48 million was budgeted to build the three schools, but the final bid price was $41.7 million.

At that meeting, Mr. Dunn referenced the list of items on the request for funds from the CRTC Capital Reserve Fund, totaling $176,122. The items included books for Auto Tech and Cosmetology, books and equipment including suits, helmets, and oxygen tanks for the Fire Science course, new Graphic Arts workstations and a dedicated network storage unit for Graphic Arts due to the amount of storage needed for this program alone.

At that meeting, the Committee voted to recommend that the School Board approve a withdrawal of up to $176,122 from the Concord Regional Technical Center Capital Reserve Fund to make purchases of material, equipment and capital improvements.

At that meeting, Mr. Dunn noted that the current balance in the School Maintenance and Renovation Trust Fund is $917,094.29. Recent activity includes a transfer of $900,000 into the Trust Fund from proceeds from the sale of Walker School on May 28, 2013. The Committee voted to recommend to the full School Board that it approve a
withdrawal of up to $100,000 from the School Maintenance and Renovation Trust Fund to renovate the Rundlett Middle School 400 Wing boys’ and girls’ bathrooms. This work had been reviewed by the Capital Facilities Committee on May 22, 2013.

The Finance Committee also voted to recommend that the full School Board increase the construction services account (645000) by $100,000 in the FY 2013-2014 Budget, bringing the total appropriations to $78,590,408.

Mr. Croteau commented that the $100,000 increase in the construction services account was not an oversight in any way on the part of Director of Facilities and Planning Matt Cashman. Board President Kass Ardinger noted that the increased expenditure, which will pay for renovating the Rundlett bathrooms, was a Board-initiated action.

At that meeting, the Finance Committee also voted to recommend that the full School Board raise and appropriate up to $2,500 to be transferred to the Food Service Fund, to be funded from the June 30, 2013 Unreserved Fund balance available for transfer on July 1, 2013, to cover any outstanding balances of food services accounts that may not be collected before the end of the FY13 school year.

The Board voted 8–0 to approve the withdrawal of up to $176,122 from the Concord Regional Technical Center Capital Reserve Fund to make purchases of material, equipment and capital improvements that have been requested by the administration (moved by Kass Ardinger, seconded by Mr. Glahn). This motion required a majority vote.

The Board voted 8–0 to approve the withdrawal of up to $100,000 from the School Maintenance and Renovation Trust Fund for the purpose of renovating the Rundlett Middle School 400 Wing boys’ and girls’ bathrooms (moved by Mr. Metalious, seconded by Ms. Higgins). This motion required a majority vote.

The Board voted 8–0 to increase the FY 2013-2014 budget by $276,122, bringing the total appropriations to $78,590,408 (moved by Ms. Reardon, seconded by Mr. Glahn). This motion required a yes vote by 7 or more Board members.

The Board voted 8–0 to increase the construction services account (645000) by $100,000 in the FY 2013-2014 Budget, bringing the total appropriations to $78,590,408 (moved by Ms. Reardon, seconded by Tom Croteau). This motion required a yes vote by 7 or more Board members.

The Board voted 8–0 to raise and appropriate the sum of up to twenty five hundred dollars ($2,500) to be transferred to the Food Service Fund, with such amount to be funded from the June 30, 2013 Unreserved Fund balance available for transfer on July 1, 2013, bringing the total appropriate to $76,308,158 (moved by Mr. Glahn, seconded by Ms. Higgins). This motion required a yes vote by 7 or more Board members.
In response to a question from Ms. Higgins, Mr. Dunn noted that the books on the Abbot-Downing and Mill Brook projects have been officially closed. Ms. Patterson noted that this process was not something that the Board needed to act on.

Ms. Ardinger reviewed the A24F School Building Aid Final Application for the closure of the projects at Abbot-Downing and Mill Brook Schools, noting that while Abbot-Downing was budgeted at close to $20 million, the final cost was $17.6 million. Mill Brook was budgeted for close to $20 million but the final cost was approximately $16 million. A final closing of the books for the purpose of receiving state building aid for the Christa McAuliffe School has not been completed.

Mr. Glahn emphasized that these three elementary school construction projects were done at one time, that all three came under budget and that there were few problems in the actual financing and construction process. He said that they are a credit the administration and to Mr. Cashman. The community can be very satisfied with these buildings, which are already going into their second year of operation. Ms. Ardinger noted that there was some amount of luck going into the situation, regarding timing of the Build America bonds, the bond ratings at the time, and the economy that resulted in lower overall construction bids.

Mr. Glahn left the meeting.

Agenda Item 8. Communications

Ms. Patterson reported on the Communications Committee meeting of June 5. Changes to Policy 561, Sargent Memorial Essay Contest and Policy 511.1, Elementary Enrollment Areas, were brought to the Board for a first reading. The changes to Policy 561 involve a change to the language to eliminate the requirement that the prize be awarded in the form of a savings bond. The changes to Policy 511.1 involved elimination of language related to handicapped-accessibility in the elementary schools, as all five schools are now completely handicapped-accessible. The “Administrative Procedures to Implement Board Policy 511.1” will also be eliminated as unnecessary. Language related to requests for children to attend an elementary school outside their neighborhood was retained, adding the phrase “and approved by the Superintendent.” She noted that the above policies will come before the Board at its next meeting for a second reading and a vote.

Two other existing policies were discussed at the committee meeting: Policy #11 Physical Examinations – Employees, and Policy #511 Non Resident Student Admission. Each policy has been referred back to the administration for further revision.

The Committee had its first discussion of a Social Media policy, noting that it is educationally valuable to use technology, while at the same time a policy to keep students and staff safe is required. Ms. Patterson noted that more community, student and staff input is needed. Mr. Spencer suggested consulting with outside experts such as Gregg Champlin with the Department of Homeland Security. Ms. Patterson noted that this policy is complex and legally complicated and requires careful thought.
Agenda Item 9. Capital Facilities
Tara Reardon reported on the Capital Facilities Committee meeting of June 10, which was a tour of Beaver Meadow School and a discussion of projects in that building that are on the five- and ten-year capital improvement plan. The next meeting, on July 8, will be a tour of Broken Ground School.

Agenda 10. Negotiations
Ms. Patterson reported on the meeting of June 19 at which the Committee heard an update on the status of ongoing negotiations, and approved the reallocation of funds within the approved budget for raises for selected unaffiliated positions.

Agenda Item 11. Other Business
Ms. Ardinger provided an update on the status of the contract with Deerfield School Board. On June 11 the Executive Committee met with the Deerfield School Board. This was not a meeting at which any negotiations took place. Deerfield was considering moving its students to one of two high schools other than Concord. According to the current contract, the Deerfield School Board has a deadline of June 30 of any given year to indicate that it intends to withdraw its high school students from Concord High School, which then would trigger a 3-year period before all students are withdrawn.

She noted that Superintendent Rath had sent a letter to SAU 53 Superintendent Patty Sherman proposing to move the notification date to September 30 and using that time to renegotiate a contract. Deerfield would select Concord High School as its school of record, and the next three months would be used to negotiate another contract. She informed the Board that on June 26, the Deerfield Board voted unanimously to accept that offer, and that the administration will continue renegotiations between now and September 30.

In response to a question from Tom Croteau, Ms. Ardinger noted that the purpose of the deadline is to negotiate. If the two parties cannot agree on contract terms, Deerfield could either notify Concord that it planned to terminate the contract over the 3-year termination period, or continue to negotiate. It has not been determined who will serve on the negotiating committee.

Agenda Item 12. Proposed calendar of meetings
Assistant Superintendent Palley discussed the proposed Board meetings for July and August.
Agenda Item 13. Public comment
There was no public comment.

Agenda Item 14. Adjournment

The Board voted 7–0 to adjourn (motioned by Ms. Reardon, seconded by Mr. Metalious).

The Board adjourned at 8:05 p.m.
Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District
Special School Board meeting
July 29, 2013

Board members present: Kass Ardinger, President, Bill Glahn, Nick Metaliou, Jennifer Patterson, Tara Reardon, Oliver Spencer

Board member absent: Clint Cogswell, Barb Higgins, Tom Croteau

Administrators: Donna Palley, Assistant Superintendent, Jack Dunn, Business Administrator

Board President Kass Ardinger called the meeting to order at 5:32 p.m. She explained the purpose of the special board meeting was to authorize the administration to close on a property and to discuss the next steps with regard to the Rumford School building.

Business Administrator Jack Dunn then displayed an aerial view of the Old Turnpike Road property (the property island only, no buildings) and explained to the Board that the sale of the property was set to close on July 31, 2013. That action would require a majority vote of the Board to sell and authorize closing.

The Board voted 6-0 to authorize the sale of 139-143 Old Turnpike Road to Burr-Mecum Real Estate Holdings LLC, and further to authorize the Superintendent or designee to execute the necessary documents to finalize the sale and transfer of the property in the amount of $160,000 (moved by Jennifer Patterson, seconded by Oliver Spencer). This motion required a majority vote.

Mr. Jack Dunn explained to the Board that Bishop Libasci, representing Christ the King Church had, at the completion of its due diligence of the Rumford School building, declined to complete the purchase of the building.

Ms. Ardinger explained that the District must refund the $10,000.00 deposit; Mr. Dunn further explained that this refund was part of the terms of the Purchase and Sale Agreement. The money had been kept in a Trust Fund with the District’s attorneys.

In response to a question about changes in the parish’s perspective of cost, Ms. Ardinger stated that the abatement of hazardous materials would incur significant additional costs to the church. The parish had been furnished materials that showed the extent of the hazardous materials.

Bill Glahn suggested that any future purchase and sale agreement ensure that the due diligence not significantly tie up the District’s ability to market the property. He also suggested that part of the terms for the next sale include a non-refundable deposit.
Mr. Dunn reviewed the criteria listed below for the consideration of each proposal that had been established by the Capital Facilities Committee at its meeting on October 17, 2012:

1. That the property be placed back on City tax rolls;
2. That the property’s historical character be preserved;
3. That the use of the building has public support;
4. That the property’s use be consistent with the character of the neighborhood;
5. That parking requirements be met;
6. That consideration in the property transfer be given to the timeframe and carrying costs to the District for building maintenance;
7. Price;
8. The extent to which the building can continue as a community resource;
9. The impact to the neighborhood in terms of increased traffic and noise of the eventual use of the property;
10. The extent to which the new owner of the property is a community asset.

Mr. Dunn noted that the Capital Facilities Committee would need to consider its next set of options.

Ms. Ardinger stated that the disposition of the building is now a question of process and asked the Board if a realtor should become involved. Ms. Patterson suggested starting over with the same process, using goals, with a public announcement and a Request for Proposal as opposed to a realtor. Ms. Ardinger noted that a real estate listing would be a public announcement.

Tara Reardon noted that a realtor would be best to publicize, but that the Board would not pay commission to a realtor if someone came forth on their own. She also suggested contacting Matt Walsh at the City of Concord to assist.

Mr. Glahn suggested that if the Board agreed that the above goals are used, that an announcement be made at the August 5 monthly Board meeting that the building is once again available and reaffirm the criteria. Ms. Ardinger agreed with making an announcement at the August 5 monthly Board meeting and directed that it be put on the agenda. Mr. Dunn, in the meantime, will talk with the realtor.

The Board voted 6–0 to adjourn (motioned by Ms. Patterson, seconded by Mr. Metalious).

The Board adjourned at 5:55 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District  
Regular monthly meeting  
August 5, 2013

**Board members present:** Clint Cogswell, Tom Croteau, Barb Higgins, Nick Metalious, Jennifer Patterson, Bill Glahn, Tara Reardon, Oliver Spencer  
**Board member absent:** Kass Ardinger  
**Administrators:** Donna Palley, Assistant Superintendent, Jack Dunn, Matt Cashman

Agenda Item 1. Call to Order  
The meeting was called to order at 7:05 p.m.

Agenda Item 2. Approval of Agenda  

The Board voted 8-0 to approve the agenda (motioned by Nick Metalious, seconded by Tara Reardon).

Agenda Item 3. Public Comment– agenda items only  
There was no public comment.

Agenda Item 4. Recognitions  
Jack Dunn introduced Food Services Director John Lash.  
Concord High School Principal Gene Connolly introduced several members of the CHS Girls Softball Team  
Assistant Superintendent Donna Palley noted that Project Search had won an award at the national Project Search conference in Cincinnati in June for achieving 90% employment for its graduates in the 2011-2012 school year.  
She also noted the successful canoe trip and family celebration for incoming 6th graders who were part of the Prepare to Succeed program at RMS. Many teachers participated in the program and in the culminating events.

Agenda Item 5. Approval of Board Minutes  
Clint Cogswell reviewed the minutes of the Public Hearing on July 1.
The Board voted 8–0 to approve the minutes of the Public Hearing on July 1, the regular Board meeting on July 1 and the special Board meeting on July 29 (moved by Ms. Reardon, seconded by Barb Higgins).

Agenda Item 6. Personnel

Leaves of Absence

Ms. Palley presented three professional leaves.

The Board voted 8–0 to approve the leave requests as presented (moved by Jennifer Patterson, seconded by Mr. Metalious).

Ms. Palley presented a number of staff confirmations.

Frederick Bernhardt, Automotive Technology Teacher, Concord High School, $39,635, rate of 67% of B-10. Fred replaces Philip Bill (67% of B-13 = $45,298) – resignation. Budgeted at $45,298

Justin Bourque, Social Studies Teacher, Concord High School, $49,170, rate of M-4. Justin replaces Glen Ring (rate of M-14 = $74,522) – retirement. Budgeted at $74,522

Meagan Burd, English Teacher, Concord High School, $38,414, rate of B-1, one year only. Meagan replaces Heidi Crumrine (M+30-11 = $67,609) – LOA. Budgeted at $67,609

James Foley, Music Teacher/Performing Arts Coordinator, Concord High School, $27,044, rate of 40% of B-13. Jim retired and is returning to a part-time music teacher/curriculum facilitator position. Budgeted at $27,044

Amy Schaeffner, Science Teacher, Concord High School, $23,048, rate of 60% of B-1, one year only. Amy replaces Frank Harrison (20% of M-14 = $14,904) – LOA and 40% one year only for curriculum facilitator. Budgeted at $36,416

Karen Steinbeck, Out of District Coordinator, Concord High School, $30,731, rate of 40% of M+30-14. Karen replaces Jane Cogswell (40% of M-14 = $29,809) – retirement. Budgeted at $29,809

Jessica Campbell, Grade 6 Teacher, Rundlett Middle School, $38,414, rate of B-1, one year only. Jessica replaces Susan DiCroce (B-13 = $67,609) – LOA. Budgeted at $67,609


Susan DiCroce, Math Lab Teacher, Rundlett Middle School, $67,609, rate of B-13, one year only. Susan replaces Karolyn Wurster (M-7 = $56,085) – resignation. Budgeted at $56,085

Darcy Ferry, Grade 6 Teacher, Rundlett Middle School, $49,939, rate of B-6, one year only. Darcy replaces Alison Casko (rate of M-14 = $74,522) – LOA. Budgeted at $51,475
Leah MacLeod, Literacy Lab Teacher, Rundlett Middle School, $97,401, rate of VM+6-25, one year only. Leah replaces Betsy Heath (M-14 = $74,522) – transfer. Budgeted at $74,522

Sarah McCarthy, Grade 6 Teacher, Rundlett Middle School, $46,866, rate of M-3, one year only. Sarah replaces Leah MacLeod (V+6-25 = $97,401) – LOA. Budgeted at $97,401

Kristine Nyhan, Art Teacher, Rundlett Middle School, $26,890, rate of 70% of B-1, 20% one year only. This is in addition to Kristine’s 10% art teacher position. Kristine replaces Erika Dietsch (40% of M-5 = $20,590) – 20% LOA/20% resignation plus 30% from reallocation. Budgeted at $38,491

Christopher Parker, Special Education/Autism Teacher, Rundlett Middle School, $42,254, rate of M-1. Chris replaces Pamela Sergio (rate of M-11 = $65,303) – transfer to Concord High School. Budgeted at $65,303

Tatiana Vezina, ELL Teacher, Rundlett Middle School, $21,127, rate of 50% of M-1, one year only. Tatiana is also nominated to a 50% elementary ELL teacher position. Tatiana replaces Jessica Campbell (50% of B-1 = $19,207) – LOA. Budgeted at $19,207

Tatiana Vezina, ELL Teacher, Elementary, $21,127, rate of 50% of M-1. Tatiana’s is also nominated to a 50% ELL teacher position at Rundlett Middle School. Tatiana replaces Nancy O’Keefe (50% of M-5 = $25,738) – transfer to full-time Special Education teacher position. Budgeted at $25,738

Anne Wilkinson, Special Education Coordinator, Elementary, $38,414, rate of 50% of M+30-14. Position not filled 2012-2013. Anne retired in June 2013 and is returning part-time. Budgeted at $37,261

Meagan Ferns, Kindergarten Teacher, Abbot-Downing School, $19,207, rate of 50% of B-1, one year only. Meagan replaces Jill Boisvert (50% of B-4 = $22,664) – LOA to full-time classroom position. Budgeted at $22,664

Rebecca Trento, Classroom Teacher, Abbot-Downing School, $19,522, rate of B-1, prorated 93 days, first semester only. Rebecca replaces Erica Izzi (93 days at M-11 = $33,187) – LOA. Budgeted at $33,187

Kerstin Dumas, Classroom Teacher, Christa McAuliffe School, $45,328, rate of B-4, one year only. Kerstin replaces Rebecca Taylor (M-8 = $58,389) – LOA. Budgeted at $58,389

Lucas Gallo, Special Education Teacher, Christa McAuliffe School, $23,048. rate of 60% of B-1, one year only. Lucas replaces Kimberly DesFosse (60% of B-2 = $24,431) – LOA. Budgeted at $23,048

Tracy Harte, Classroom Teacher, Christa McAuliffe School, $67,609, rate of B-13, one year only. Tracy replaces Carol McCarthy (M+30-14 = $76,828) – transfer to Elementary Special Education Coordinator. Budgeted at $76,828

Krystle Cann, Classroom Teacher, Mill Brook School, $40,719, rate of B-2. Krystle replaces Danielle Moran (M-8 = $58,389) – transfer to Christa McAuliffe School. Budgeted at $58,389
Stephanie Evans, Kindergarten Teacher, Mill Brook School, $19,207, rate of 50% of B-1. Stephanie replaces Krystle Cann (50% of B-2 = $20,360) – transfer to full-time classroom position. Budgeted at $20,360

Nancy O’Keefe, Special Education Teacher, Mill Brook School, $25,738, rate of 50% of M-5. Position filled one year only 2012-2013. This is in addition to Nancy’s 50% special education position. Position budgeted at 40% = $20,590 plus 10% reallocated from RMS = $5,148. Budgeted at $25,738

The Board voted 8–0 to approve the staff confirmations as presented (moved by Ms. Patterson, seconded by Oliver Spencer).

Agenda Item 7. Capital Facilities
Tara Reardon reported on the July 8 meeting of the Capital Facilities Committee.
Matt Cashman gave an update on Christa McAuliffe School, including improvements to the playground drainage.

Agenda Item 8. Communications
Ms. Patterson reported on the Communications Committee meeting of July 5.
Changes to Policy 561, Sargent Memorial Essay Contest and Policy 511.1, Elementary Enrollment Areas, were brought to the Board for a second reading. The changes to Policy 561 involve a change to the language to eliminate the requirement that the prize be awarded in the form of a savings bond. The changes to Policy 511.1 involved elimination of language related to handicapped-accessibility in the elementary schools, as all five schools are now completely handicapped-accessible. The “Administrative Procedures to Implement Board Policy 511.1” will also be eliminated as unnecessary. Language related to requests for children to attend an elementary school outside their neighborhood was retained, adding the phrase “and approved by the Superintendent.”

The Board voted 8–0 to revise Policy 561 Sargent Memorial Essay Contest as presented (moved by Bill Glahn, seconded by Mr. Metulous).

The Board voted 8–0 to revise Policy 511.1 Elementary Enrollment Areas as presented, and eliminate the “Administrative Procedures to Implement Board Policy 511.1” document (moved by Mr. Glahn, seconded by Mr. Metulous).

Two other existing policies were discussed at the committee meeting: Policy #11 Physical Examinations – Employees, and Policy #511 Non Resident Student Admission. These polices were presented to the Board for a first reading.
Agenda Item 11. Other Business

Jack Dunn noted that the Christ the Church Parish had decided not to purchase the Rumford School building. The next steps include reiterating the criteria for the consideration of each proposal:

1. That the property be placed back on City tax rolls;
2. That the property’s historical character be preserved;
3. That the use of the building has public support;
4. That the property’s use be consistent with the character of the neighborhood;
5. That parking requirements be met;
6. That consideration in the property transfer be given to the timeframe and carrying costs to the District for building maintenance;
7. Price;
8. The extent to which the building can continue as a community resource;
9. The impact to the neighborhood in terms of increased traffic and noise of the eventual use of the property;
10. The extent to which the new owner of the property is a community asset.

Agenda Item 12. Proposed calendar of meetings

Assistant Superintendent Palley discussed the proposed Board meetings for August and noted that the September 2013 meeting of the School Board will be held on Tuesday September 3 due to Labor Day occurring on September 2.

Agenda Item 13. Public comment

There was no public comment.

Agenda Item 14. Adjournment

The Board voted 7–0 to adjourn (motioned by Ms. Reardon, seconded by Mr. Metalious).

The Board adjourned at 8:05 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District  
Special School Board meeting  
August 19, 2013

Board members present: Kass Ardinger, President, Clint Cogswell, Tom Croteau, Jennifer Patterson, Tara Reardon (arrived after the first vote), and Oliver Spencer

Board members absent: Bill Glahn, Barb Higgins, Nick Metalious

Administrators: Chris Rath, Superintendent, Jack Dunn, Matt Cashman, Larry Prince

Board President Kass Ardinger called the meeting to order at 5:00 p.m. She explained the purpose of the Special School Board meeting was to authorize the administration to submit to Department of Homeland Security and, if approved, accept a grant called the Emergency Management Performance Grant (EMPG) in the amount of $24,450.

Matt Cashman explained that the U.S. Department of Homeland Security has provided a grant opportunity for additional school security measures. The grant is specifically to install blue strobe lights throughout the school and some outside areas to improve the emergency notification system, particularly when students are in hallways or at lunch. The deadline for the grant application to the Department of Homeland Security is Tuesday, August 27, 2013. If approved, the work would commence very shortly thereafter.

In response to questions from School Board members, Mr. Cashman noted that:

a) other than light bulbs and other minor items, this one-time cost will cover everything that is needed;

b) the plan is for the system to be activated from the high school main office, but that options to activate remotely with a passcode would be explored before final submission of the grant application;

c) emergency plan protocols would not change.

Mr. Cashman and Principal Gene Connolly will inform students, staff and faculty about the new security system through an appearance on the high school’s morning closed-circuit television show and also at teacher meetings. The strobe lights would become part of the drill program, which includes 10 drills per year.

The Board voted 5-0 to submit and, if approved, accept the Emergency Management Performance Grant (EMPG) in the amount of $24,450 and authorize the administration to execute the necessary paperwork to receive funding (moved by Jennifer Patterson, seconded by Tom Croteau). This motion required a majority vote.

As a second agenda item, Ms. Ardinger presented the request Concord Mayor Jim Bouley made at the Joint City Council/School Board Committee meeting on Friday,
August 16, 2013. Mayor Bouley asked if the School Board would write a letter to the City Council supporting the acceptance of the federal grant for the “Bearcat” security vehicle. Ms. Ardinger noted that she had agreed to put the item on this meeting’s agenda.

The Board had a lengthy discussion about the nature and merits of the request, and sought consensus as a Board about its response. Some concerns expressed included what specifically was being asked of Board members and the Board as a whole, the Board’s qualifications to comment on what the Concord Police Department needs or doesn’t need, and what it would take for Board members to educate themselves on this issue. Several Board members stated that they would like to see a presentation on the capabilities of this piece of equipment.

A number of Board members indicated they did not personally hold any position regarding the issue.

Ms. Ardinger noted that when the Board is asked to give a decision or opinion, the administration is asked to provide a great deal of background information. In this case, she expressed concern that publicly-elected School Board members could be seen as weighing in and trying to persuade other publicly-elected members of City Council to go one way or another on this equipment. She emphasized that the School Board has a very clear autonomy from City government. She further questioned whether the School Board would need to hold public hearings on this proposal before voting.

Tara Reardon arrived at the meeting.

Oliver Spencer commented that this equipment might allow the School Board and administration to further enhance safety of students and said he believed it to be within the purview of the Board.

Ms. Reardon noted that the City Council decision is whether to accept funds to replace a piece of equipment that has become obsolete. This equipment, known as the Bearcat, serves 20 towns and is used by a trained SWAT team. Ms. Reardon noted that there is no cost to the school district itself, and only a proportional cost to the towns.

Clint Cogswell made a motion that the School Board write a letter to the Concord City Council indicating its support for the City Council’s decision on the Bearcat understanding that if the City Council does vote to go forward, that the equipment could come to play in emergency situations in our schools. The motion was seconded by Ms. Reardon.

In response to a question from Mr. Croteau about inviting CPD Chief John Duval to speak to the School Board, Ms. Ardinger noted that the chief is always welcome to address the Board on issues of school security.

The suggestion was made that the School Board could write a letter supporting the value of the Concord Police Department’s initiatives regarding student safety, and that the School Board would defer to the Council on this particular issue. Ms. Patterson emphasized that such a response should not be an explicit endorsement of the
purchase nor support a specific outcome by the City Council, and stated that she would like not to take a vote at this time.

Mr. Cogswell amended his motion to give the Superintendent authority to draft a letter that would focus on support of the Concord Police Department and the City Council, and present it on Wednesday for consideration.

The Board voted 6-0 to direct the Superintendent to draft a letter supporting the action taken by the Council in deciding whether to accept a federal grant to purchase the “Bearcat” security vehicle and the District’s support for the work of the Concord Police Department and our schools, and present it at an upcoming Special Board meeting (motioned by Mr. Cogswell, seconded by Mr. Croteau).

Ms. Reardon noted that presentations about the project are available.

The Board voted 6-0 to adjourn (motioned by Mr. Cogswell, seconded by Mr. Spencer).

The Board adjourned at 5:50 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District
Special School Board meeting
August 28, 2013

Board members present: Kass Ardinger, President, Tom Croteau, Barb Higgins, Nick Metalious, Jennifer Patterson, Oliver Spencer

Board member absent: Clint Cogswell, Bill Glahn, Tara Reardon

Administrators: Chris Rath, Assistant, Donna Palley, Assistant Superintendent, Matt Cashman, Larry Prince

Agenda Item 1. Call to Order
Board President Kass Ardinger called the meeting to order at 5:30 p.m. She explained that the purpose of the special board meeting was to review the draft of a letter to Mayor Bouley concerning the Bearcat grant, and to consider Board action.

Agenda Item 2. Approval of Agenda

The Board voted 6-0 to amend the agenda to add an action regarding the minutes of the non-public meeting of the School Board on Wednesday, August 21, 2013 (motioned by Jennifer Patterson, seconded by Barb Higgins).

The Board voted 6-0 to approve the agenda as amended (motioned by Ms. Higgins, seconded by Nick Metalious).

Ms. Patterson made a motion to amend the agenda to seal minutes of the non-public School Board meeting on Wednesday, August 21, 2013 under RSA 91-A: 3 II(c) because not to do so would likely affect adversely the reputation of person.

The Board voted 6-0 to seal the minutes of the August 21, 2013 Special Board meeting under RSA 91-A: 3 II(c) for the same reasons for which it was held in non-public session (motioned by Ms. Patterson, seconded by Ms. Higgins).

Agenda Item 3. Presentation of Draft Letter
Board President Kass Ardinger made the following statement:

Before taking comments from the public this evening, I would like to offer some thoughts in order to clarify the nature of the School Board’s role with respect to the Bearcat question.

It is important to remind everyone that we, serving on this School Board, have absolutely no authority over the question whether the City should accept the grant to acquire the Bearcat. That authority resides only with the City Council.
The School Board’s charter makes clear that, as an independent and autonomous body, our authority is limited solely to matters relating to the operation of our public schools. All other matters affecting the City, including the Bearcat issue, are overseen by the City Council.

As elected School Board members, we greatly respect the work that our City Council does and are always careful to be sure that we respect its decision-making role on City matters. And we have enjoyed the same respect from the City Council, who have always recognized our responsibility over public school matters.

As we discussed at our last meeting, I think we all agree that our Board will support whatever decision that the City Council makes concerning the Bearcat and that we will continue our support for, and excellent working relationship with, our police department, no matter what the City Council decides on the Bearcat matter. Our Mayor and Councilors, and our police chief and police department, all work very hard to serve our Concord community, and they deserve our greatest appreciation for their efforts.

The question before us tonight with respect to the Bearcat arises solely from a request by Mayor Bouley that this Board consider sending a letter to the City Council, expressing this Board’s support for the acquisition of the Bearcat. We have already had a good discussion of this question at our meeting last week, and tonight, as we requested, the Superintendent will present us with a draft of a letter, consistent with that discussion, for our consideration. We will discuss the letter, consider possible changes, and finally decide whether any letter should be sent.

Whatever our discussion is, one thing will be clear. The School Board does not have any authority over the merits of the question whether the City should acquire the Bearcat.

Before we conduct our discussion, we recognize that there are several members of the public here tonight who would like to offer their thoughts on the Bearcat issue. We thank those who have taken the time to come here tonight. I would ask each person who may desire to speak to observe a couple of guidelines.

First, please be respectful of our role here. We are concerned only about our public schools, our students and our families. Please direct your comments to that role, as any broader issues related to the merits of the Bearcat are truly within the jurisdiction of the City Council, and not ours.

Second, please try to limit your comments to three minutes, so that we can be sure that everyone who would like to speak has a chance to. I will remind each speaker when three minutes have passed and will then invite a new person to speak when the time has elapsed.

Superintendent Rath presented the draft of the letter, the text of which is below, for the Board’s consideration.
To: Mayor James Bouley

We are writing in response to your request for a letter of support from the Concord School Board for the City Council’s acceptance of the federal grant to purchase the BearCat vehicle. As a co-equal body of local government, the School Board gives deference to the work the City Council has done to understand the ramifications of applying for a grant to purchase the BearCat vehicle. As such, we respect the decision-making process and have confidence in the ability of the members of the City Council to make a decision which best serves the citizens of Concord. We applaud the City Council for the open and thoughtful process the Council has conducted in order to hear from a wide variety of constituencies with respect to this particular decision.

We do want to express our appreciation and support for the work of Chief John Duval and the Concord Police Department. We have enjoyed a strong working relationship with the Concord Police Department for many, many years. We know that Chief Duval and the members of the police force have the safety of our children and the security of our schools and campuses as a top priority. For example, this past year when schools across the country were shaken by the events at Sandy Hook, Chief Duval was actively engaged with us as we evaluated the security of our school facilities and reviewed our emergency management procedures.

We wish the City Council well as you work to understand the issues involved in this decision and are confident you will make the right decision for the Concord community.

Sincerely,

Concord School Board

Agenda Item 4. Public Comment - agenda items only

Pamela Ean of 296 Pleasant Street Concord said she feels the Board should use this request from the Chief of Police as an opportunity to teach fiscal responsibility to students. She said she feels the whole process is not right and sends a negative message to students.

Christopher Booth of Concord recommended not sending the letter, as it is not the job of the School Board. He suggested that, if a letter is sent, additional text be added that the School Board does not support purchase of the Bearcat because it is not the right decision for Concord students as, for the same amount, 10 students could be sent to UNH for a year including room and board.

Brian Blackden of Ward 5 in Concord, with a business at 45 North State Street, noted that the School Board is a separate entity from the City Council. He objected to the Chief and Mayor making the request for support to the School Board and also to the
contents of the grant application. He said the Bearcat is not for the safety of the children and that this process is a poor example for our students.

**Samantha Clattenberg** of Ward 4 in Concord said that she has two children in the Concord School District. She said that the Bearcat application contained lies, and suggested that writing a letter of support would be like teaching her daughter that there would be no punishment if she got caught cheating on a test.

**Christine Boncer** told the Board that she lives in Northwood but uses Concord as her main town and is a small business owner. She said that Chief Duval and Mr. Aspell have libeled a number of peaceful activist groups, and spoke to the existing federal tax debt. She said the State already has two Bearcats. She asked the Board not to support the grant for the Bearcat.

**Michael Moresco** from Manchester expressed concerns about the militarization of local police force, noting that local police are meant to act as community law enforcement. He indicated that a high-quality SWAT team currently exists at the State Police and that local police departments don’t need this. He said he wants students to be safe but not to grow up in a world that teaches them that the glorification of force is something to look up to.

**Agenda Item 5. Board Consideration of Draft Letter**

Board members reflected on the role of the School Board and its relationship to the City Council as a co-equal but autonomous, elected body. They discussed whether the School Board has the authority to weigh in on the decision before the City Council and the necessity of keeping the boundaries between the two bodies clear. They discussed the desire of the School Board to support the important work of the City Council and the process it follows to reach its conclusions, as well as the work of Police Chief John Duval and the Concord Police Department, particularly regarding Concord’s school children. They discussed whether, given the specific role of the School Board, and the general trust the School Board has in the City Council, there was a reason to respond at all to the request. They discussed whether, in the spirit of wanting to work with the City Council, a letter saying the School Board supports the City Council’s process of testimony and hearings should be sent. They discussed whether the School Board rightly has an interest in the acquisition of the Bearcat as it pertains to school safety. Several members expressed support for individual Board members to share their specific views on the project directly with the City Council.

Mr. Spencer noted that, while the School Board does not have authority in this matter, the School Board has an interest in school safety, as the equipment (the Bearcat) would be integral to school safety in an extreme case. Mr. Spencer said he would prefer that the School Board weigh in on one side or the other of this issue. He said he did not support the draft letter as written. He noted that he had researched this vehicle and would not characterize it as “war-making,” but rather as a piece of equipment that enables one to move from a safe area to an unsafe area, and where SWAT members and police put their lives on the line, a critical piece of equipment in extreme cases. He
acknowledged its high price but noted that it does not have weapons systems or a robust communications system. He said that if this is one piece of equipment that would allow Concord police to do their job safely, in that one case he feels the School Board does have an interest in it.

Mr. Spencer added that he felt his experience in hostage rescue and close-quarters battle would be valuable to the School Board unfortunately because of the current security situation in this country. He noted that worst-case scenarios must always be planned for, using “as many tools in your kit bag” as possible. He suggested that while he agrees that the School Board as a whole does not have the expertise to evaluate the equipment, his background gives him that expertise. He does feel the School Board has an interest in this issue.

Ms. Ardinger called the question to approve sending the draft letter as written.

The Board voted 4-2 (Ms. Patterson and Mr. Croteau voted nay) in favor of the motion not to send the draft letter as written (motioned by Mr. Spencer, seconded by Ms. Higgins).

Ms. Patterson noted that she voted against the motion because she felt that if the School Board does send a letter it should be this one.

Ms. Higgins noted that, while the City Council knows how much the School Board appreciates its efforts on behalf of Concord citizens and, while the Council and School Board work well together on many levels, she feels it is not in the School Board’s jurisdiction to act on this request.

Ms. Patterson made a motion not to send any letter. Ms. Higgins seconded the motion.

Ms. Ardinger noted that, while she had thought the draft letter might be a way to show respect for the two governing bodies’ separate charters, if the letter would be viewed as anything else she would determine that no letter is better than that.

The Board voted 4-2 (Mr. Spencer and Mr. Croteau voted nay) in favor of the motion not to send any letter (moved by Ms. Patterson, seconded by Ms. Higgins).

Mr. Spencer made a motion that the School Board draft another letter and do what it was asked to do initially and support the purchase of the Bearcat as it relates to school safety. Mr. Croteau seconded the motion.

Mr. Croteau noted that he feels the School Board should respectfully respond to the request made of it, and that he would stand by his statement that Chief Duval and Concord Police Department and others have citizens’ best interests in mind. He said he would like the School Board to express that, having the ability to rescue children or staff in a safe way and prevent further problems, a positive vote by City Council would be in the School District’s best interests.

The Board voted 2 in favor 4 against (Ms. Higgins, Ms. Ardinger, Ms. Patterson and Mr. Metalious voted nay) the motion to write a letter to the
Mayor at the request of Concord Police Chief John Duval, based on their assessment of need, endorsing the purchase of the Bearcat as it relates to school safety (motioned by Mr. Spencer, seconded by Mr. Croteau).

Mr. Croteau and Ms. Ardinger thanked Board members for their careful consideration of the issue, and thanked those citizens who brought their concerns to the Board for their testimony.

Agenda Item 6. Adjournment

The Board voted 6–0 to adjourn (motioned by Ms. Higgins, seconded by Mr. Metalious).

The Board adjourned at 7:00 p.m.

Respectfully submitted,

Kassandra Ardinger, Board President
Board of Education, Concord School District
Regular monthly meeting
September 3, 2013

Board members present: Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn, Barb Higgins (arrived later), Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer

Administrators: Chris Rath, Donna Palley, Jack Dunn, Larry Prince, Matt Cashman

Agenda Item 1. Call to Order
The meeting was called to order at 7:05 p.m.

Agenda Item 2. Approval of Agenda
Kass Ardinger made a motion to add a non-public session at the end of the meeting, concerning personnel. Clint Cogswell seconded the motion

**The Board voted 8-0 to amend the agenda to add a non-public session at the end of the meeting on a personnel matter (motioned by Ms. Ardinger, seconded by Mr. Cogswell).**

**The Board voted 8-0 to approve the agenda (motioned by Mr. Cogswell, seconded by Nick Metalious).**

Agenda Item 3. Public Comment– agenda items only
There was no public comment.

Agenda Item 4. Recognitions
Superintendent Chris Rath noted a letter from Patrick Corbin, Executive Director of the New Hampshire Interscholastic Athletic Association, recognizing Concord High School as the runner-up for the NHIAA Sportsmanship banner for 2012-2013. Mr. Corbin noted the outstanding work of Director of Physical Education and Sport Steve Mello, as well as both coaches and fans, in “promoting the true values of interscholastic athletic competition.”

She noted a thank you from former School Board member Betty Hoadley recognizing staff members Matt Cashman, Lisa Lamb and Linden Jackett for their generosity in giving the 60th Reunion Class of 1953 tours of both Concord High School and the new
Christa McAuliffe School. The Class of 1953 has generously funded scholarships for Concord High School students for many years.

Superintendent Rath presented an email from Concord Fire Chief Dan Andrus about CHS senior Austyn Shea, a Fire Explorer who traveled to the Republic of Belarus in July for the Young Rescuers and Firefighters International competition, accompanied by Concord Firefighter Roman Bastek leading the U.S. delegation.

Lastly, she pointed to a letter from parent Megan Ryder thanking new Director of Food Service John Lash for several of his innovations to bring healthier food choices to Concord public schools. Ms. Ryder is a registered dietitian in the Oncology Department of the Payson Center for Cancer Care in Concord.

Agenda Item 5. Approval of Board Minutes

Ms. Ardinger reviewed the minutes of the regular monthly meeting on August 5.

The Board voted 8–0 to approve the minutes of the regular monthly meeting on August 5 (moved by Oliver Spencer, seconded by Tom Croteau).

Ms. Ardinger reviewed the minutes of the Special Board meeting on August 19 that included a vote to accept Homeland Security funds for blue security lights at CHS and a lengthy discussion about Mayor Bouley’s request to the School Board to write a letter to the City Council supporting the purchase of the Bearcat vehicle.

The Board voted 8–0 to approve the minutes of the Special Board meeting on August 19 (moved by Mr. Spencer, seconded by Mr. Croteau).

Ms. Ardinger noted that the special Board meeting on August 19 resulted in another Special Board meeting on August 28 to discuss the Bearcat issue in more depth and hear public testimony. At that meeting, the Board also took up consideration of the letter the Superintendent had drafted at the Board’s request. Ultimately the Board voted 2 in favor and 4 against the motion to write a letter to the City Council about the Bearcat.

There was discussion about the actual motions and votes. Jennifer Patterson recalled that it was she and Mr. Croteau who had voted against the first motion. The minutes of the August 28 Special Board meeting will be amended to accurately reflect the votes.

Barb Higgins arrived.

Mr. Spencer noted that he would like his testimony regarding his support for the Bearcat included in the minutes of the August 28 Special Board meeting. Tara Reardon asked that the names of the citizens giving public comment be added to the minutes.

The Board voted 7–0 (Mr. Glahn and Mr. Cogswell abstained) to approve the minutes of the Special Board meeting on August 28 with the modifications as noted (moved by Mr. Metahious, seconded by Mr. Croteau).
Agenda Item 6. Personnel

Leaves of Absence

Mr. Prince presented one professional leave request from a half-time Kindergarten position to accept a position as a first grade teacher at Abbot-Downing School.

The Board voted 9–0 to approve the leave request as presented (moved by Ms. Patterson, seconded by Mr. Spencer).

Mr. Prince presented a number of staff confirmations.

Renee D’Allesandro, School Nurse, Concord High School, $42,659, rate of RN-5. Renee replaces Mary Newton (BSN-11 = $55,081) – resignation. Budgeted at $55,081

Angella Mullins, English Teacher, Concord High School, $29,578, rate of 50% of B-10. Angella replaces Tyler Ingram (50% of B-5 = $23,817) – resignation. Budgeted at $23,817

Christian Clark, Grade 6 Teacher, Rundlett Middle School, $38,414, rate of B-1, one year only. Christian replaces Tracy Renaud (M-14 = $74,522) – LOA to math coach position. Budgeted at $74,522

Joseph Messineo, Technology Education Teacher, Rundlett Middle School, $11,831, rate of 20% of B-10, one year only. Joe replaces Gabe Cohen (20% of M-12 = $13,675) – transfer to CHS Music. This is in addition to Joe’s 33% internetworking teacher position. Budgeted at $13,675

Kristine Nyhan, Technology Education Teacher, Rundlett Middle School, $7,683, rate of 20% of B-1, one year only. Kristine replaces Gabe Cohen (20% of M-12 = $13,675) – transfer to CHS Music. This is in addition to Kristine’s 80% art teacher position. Budgeted at $13,675

Debra Pfitzenmayer, Integrated Technology Teacher, Rundlett Middle School, $76,828, rate of M+30-14, Deb replaces Daniel Magarian (M+30-14 = $76,828) – retirement. Budgeted at $51,475

Meagan Ferns Classroom Teacher, Abbot-Downing School, $37,574, rate of B-1, prorated 179 days, one year only. Meagan is taking a leave of absence from her one-year-only kindergarten teacher position. New position. Budgeted at $37,574

Aimee Ouellette, Kindergarten Teacher, Abbot-Downing School, $18,787, rate of 50% of B-1, prorated 179 days, one year only. Aimee replaces Meagan Ferns (179 days at 50% of B-1 = $18,787). LOA. Budgeted at $22,169

Annie Arnold, Classroom Teacher, Broken Ground School, $46,866, rate of M-3. Annie replaces Peggy Sinclair (M-14 = $74,522) – anticipated resignation. Budgeted at $74,522

The Board voted 9–0 to approve the staff confirmations as presented (moved by Mr. Cogswell, seconded by Mr. Spencer).

Mr. Prince presented two coach nominations.

Andrea Bacher, Ticket Manager, Concord High School, $1,729, Step 2, Group 12
Sarah Averill, Boys Soccer Coach, Rundlett Middle School, $1,921, Step 1, Group 9, 5.0%. Sarah replaces William Cosentino

The Board voted 8–1 (Ms. Higgins voted nay) to approve the coach nominations as presented (moved by Mr. Glahn, seconded by Mr. Metalious).

Agenda Item 7. Negotiations
Jennifer Patterson reported on the work of the Negotiations Committee, including successful contract negotiations with the Maintenance / Transportation and Food Service collective bargaining units. She thanked Jack Dunn, Larry Prince, Matt Cashman, John Lash and the union negotiating teams for their work on these negotiations.

Ms. Patterson presented several highlights of the successor master agreements.

CSD/UAW LOCAL 2232 Food Service highlights to successor 2-year agreement, 2013–2015
Salary: 1% in Year 1 (13-14), 1.5% in Year 2 (14-15). “New money” – Year 1: $11,208.82; Year 2: $13,244.43; Total: $24,453.27

Health Insurance:
3. Consumer-Driven Health Plan (CDHP)
   a) District contributes 100% of premium cost for 2 years
   b) Those hired after July 1, 2013 will contribute 20% (District contributes 80%)
   c) Current employees who are not now eligible, but become eligible during the term of this agreement pay 5% of premium cost (District contributes 95%).
   d) CDHP is the only health care plan offered during 2-year agreement

Separation Agreement: District agrees to increase separation agreement for those with 5 to 19 years of service from 100% of sick leave up to 50 days, to 100% of sick leave up to 75 days. This provision is in place only in the event the District outsources the Food Service program, with an effective date of July 1, 2015.

Outsource Provision Sidebar: The school district shall notify the bargaining unit its intent to outsource the food service program during the term of this contract by no later than January 1, 2015. If the decision to outsource is made, the District agrees to the Separation Agreement provision noted above.

Salary: 1% in Year 1, 1.5% in Year 2
New Money: Year 1: $9,801.79; Year 2: $12,859.54. Total: $22,661.33
Effective date of the salary increase is July 29, 2013
Health Insurance: Employee Contributions in Year 1: 11%; Year 2: 15%
New enrollees to the HMO plan pay 20% and the District contributes 80%

POS and OAPIN are not offered

Longevity: Add level at 15 years of service with annual stipend of $650. (Currently, longevity of $500 is paid at 10 years and $1,000 at 20 years.)

Bus Mechanic Stipend: $500 per year. This is due to added responsibility, as our Bus Mechanics are now responsible for placing inspection stickers on all buses (the State DOT used to provide this service).

Work Boots and Uniforms: increase District contribution to purchase of boots from $150 to $175; and in addition to uniform shirts and trousers, the District agrees to purchase three (3) sweatshirts on an “as needed” basis.

The Board voted 9–0 to approve the agreements for the Food Service and Maintenance/Transportation groups (moved by Mr. Glahn, seconded by Ms. Patterson).

Agenda Item 8. Communications

Ms. Patterson noted that the Communications Committee meeting on August 12 was a non-public meeting on a student matter.

Coming before the Board for second readings were Policies #411 Physical Examinations – Employees, and #511 Non Resident Student Admission. There was no further discussion of the proposed changes to these policies.

The Board voted 9–0 to revise Policy 411 Physical Examinations – Employees as presented (moved by Mr. Metalious, seconded by Mr. Croteau).

The Board voted 9–0 to revise Policy 511 Non Resident Student Admission as presented (moved by Mr. Metalious, seconded by Barb Higgins).

Agenda Item 9. Joint City Council / School Board

Ms. Higgins reported on the meeting of the Joint City Council / School Board Committee on August 16. The purpose of the meeting was to discuss traffic issues at Abbot-Downing School, but it was determined that the traffic in question was actually a long-established pattern for Rundlett Middle School buses.

In response to a question from Mr. Croteau about the lights along the back of Conant Street from the ADS playground and driveway, Superintendent Rath noted that a City Councilor had noted this concern, but as he was not present at the meeting, the discussion was deferred to a later meeting.
Ms. Higgins noted that at the very end of the meeting, the Committee received a request from Mayor Bouley to write a letter of support to the City Council for the Bearcat.

Agenda Item 10. Other Business – Opening Day Report

Superintendent Rath and Assistant Superintendent Donna Palley reported on the opening of school, noting that all buildings and grounds were in excellent shape. Good procedures for new preschoolers and kindergarteners to meet their new teachers and get familiar with their new schools had been initiated in a number of elementary schools. Incoming sixth graders at Rundlett initially appeared nervous, but soon thereafter were happy to see familiar faces from their previous elementary schools. Once again, Chrigus Bozeman enthusiastically conducted a very spirited opening day rally at Concord High School including music, videos, and the traditional welcoming of the senior class.

Superintendent Rath noted that enrollment numbers on opening day were very close to projections. Additional students at Abbot-Downing created the need for an additional first grade (with four sections, there are now 18 students per class). As was usual for that time of year, numbers at Concord High School were still in flux, but the projection was for 1750.

She noted that the extra first grade was a one-year-only position, and expressed appreciation for the cooperation of CEA at this late date to waive the job posting period so the position could be quickly filled. Principal McNeish noted that after two days of hard work contacting families about whether they’d be willing for their children to move into the new class, she was able to balance classes and felt good about the outcome. Ms. Ardinger also noted her appreciation for the cooperation of those families.

Second Other Business – Agenda Item Request

Ms. Ardinger noted that a Concord resident had requested that an item regarding the District’s position on prayer in the schools be added to the agenda. The Superintendent has included two policies in the Board packet that apply to this question: Policy #643 Religious Observances and Displays and Policy #754 School Visitors.

Superintendent Rath noted that under Policy #754 School Visitors, visitors must first report to the main office. Each school then applies its own procedures regarding the visitor’s purpose at the school. At Concord High School, visitors are asked to sign in and are for the purpose of their visit and who they will see. They receive a visitor pass and when they leave they sign out. She noted that when someone visits the school, it’s always a judgment call for administrators who supervise the sign-in and sign-out process.
Ms. Ardinger noted that Concord schools are under the control of administrators who are personable and make it their business to know our families. She emphasized the importance of providing discretion to administrators at each school.

Superintendent Rath explained that Policy #643 Religious Observances and Displays has been in place since 1994. The first sentence of this policy states the School Board’s philosophy on this issue, and then covers the observance of religious holidays and religion in the curriculum. She noted that the implementation of this policy requires the judgment of administrators in every case. When religious observance becomes a public display, the administration must determine whether it appears that the District is condoning or promoting that particular observance. There can be considerable discussion in each case before a decision is reached, and further evidence can change that judgment.

Ms. Ardinger noted that at the end of the policy, student-initiated responses that reflect student beliefs are covered. She noted that in Concord, students’ religious beliefs are accommodated in the form of student prayer groups and student clubs that involve religion. She said it is important to keep in mind that when US Supreme Court decisions regarding religion in schools and freedom of expression are rendered, the Court includes discernment about who the people expressing these beliefs are. If in any case it is adults expressing their beliefs, and if vulnerable students involved, the School Board has to protect students from feeling pressured in any way.

Mr. Glahn noted that the issue is really one of school campus visitors. He said that while anyone is free to pray (silently) anywhere they want to, their purpose as a school visitor comes to bear on which is the free exercise of religion and which falls under the establishment clause. He suggested the School Board did not need to consider any constitutional issue in this case, but should restrict its judgment to the application of the Visitors policy.

Mr. Oliver asked if there is more detail to the School Visitor policy, and suggested establishing a similar procedure at each school, such as having front desk personnel ask visitors to provide photo ID. He suggested having identical protocol would also help parents with children in different schools.

Superintendent Rath noted that the implementation of this policy is currently school-based.

Mr. Glahn suggested sending the policy to the Communications Committee for a discussion whether it should be refined; for example, the policy does not lay out what a proper purpose for a visitor coming onto campus should be. He provided the example of determining whether someone wanting to come onto school grounds to sell software to students is appropriate.

Mr. Croteau noted the importance of inviting administrators to talk to the School Board about the unique cultures at each of the buildings. Ms. Ardinger stated that any change to the policy should not write out of existence administrator discretion.
Agenda Item 11. Proposed calendar of meetings

Superintendent Rath discussed the proposed Board meetings for September, noting that September 11 would be a Board informational meeting for potential School Board candidates. The Finance Committee will meet on Sept. 23 to finalize the budget.

Ms. Higgins asked if the Instructional Committee could revisit what elementary school students are getting district-wide for their 45-minute “specials” (technology, etc.)

Mr. Cogswell reminded the Board that only committee members attend Communications Committee meetings when a grievance will be discussed. Committee members are Jennifer Patterson, Tara Reardon, Bill Glahn, and Kass Ardinger.

Ms. Ardinger reminded the public that the election filing period would begin on Friday September 6 and end on September 16. She reminded the public that the November 2013 election would be the first that the filings would be based on City wards. There are three School Board seats to be filled: one person from School Voting District A - Wards 1, 2, 3, 4; one person from School Voting District B - Wards 5, 6, 7; and one person from School Voting District C - Wards 8, 9, 10.

Mr. Glahn noted that, as this was the last School Board meeting before the election filing period ends, he wanted to take a moment to let the public know that School Board service, while a lot of work, is very rewarding as an opportunity to give back to your community in a unique way. He said there was a strong good candidate slate in the last election, and he would like to see contested races so that forums are held, and voters understand what the issues are and have an opportunity to learn each candidate’s position.

Agenda Item 13. Public comment

There was no public comment.

The Board voted 9-0 by roll call to move into non-public session for the purpose of discussing a personnel issue under RSA 91-A 3 II. a - public employee (motioned by Ms. Patterson, seconded by Mr. Glahn).

The Board came out of non-public session and voted 9-0 to seal the minutes under RSA 91-A 3 II. a - public employee (motioned by Ms. Patterson, seconded by Mr. Glahn).

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

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District
Regular monthly meeting
October 7, 2013

Board members present: Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn, Barb Higgins, Nick Metalious, Jennifer Patterson (arrived later), Tara Reardon, Oliver Spencer
Administrators: Donna Palley, Jack Dunn, Larry Prince, Matt Cashman

Agenda Item 1. Call to Order
The meeting was called to order at 7:05 p.m.

Agenda Item 2. Approval of Agenda
The Board voted 8-0 to approve the agenda (motioned by Barb Higgins, seconded by Nick Metalious).

Agenda Item 3. Public Comment– agenda items only
There was no public comment.

Agenda Item 4. Special Presentation
Director of Facilities and Planning Matt Cashman introduced Beth Richards, parent liaison on the City Task Force for the Safe Routes to School program, who spoke to the Board about the National WALKTOBER Month. She noted that the Central New Hampshire Regional Planning Commission works with the City Task Force on grant applications. To date, walking routes have been created and passed along to each of the principals; Beaver Meadow has created “Walk Wednesdays,” using a “walking school bus,” and Christa McAuliffe School will celebrate “Walktober.” She noted that Beaver Meadow received a “non-infrastructure” grant. The Task Force has applied for a federal grant and will hear later this fall whether that has been awarded to Concord. The Task Force is also collaborating on a “walkability assessment” as part of each school’s “Travel Plan,” for example, examining sidewalks that don’t connect; barriers to walking such as traffic; requesting more crosswalk striping from the city.
Mr. Cashman described the status of Safe Routes to School in each school. He noted that several District employees serving on the city-wide task force, including himself, Terry Crotty and Peter Johnson, help to prioritize different walking routes for each school.
Jennifer Patterson arrived.
CHS Principal Gene Connolly introduced the two student representatives to the Board for the 2013-2014 school year: Ryan Donnelly and Claire Celestin.
Mr. Connolly noted that Claire plays varsity volleyball, and has been a member of the Varsity Club, Student Government, and the Interact Club. Claire is a semi-finalist for the National Achievement Scholarship Program, a program created to honor academically talented Black American high school students (1,600 students selected from 160,000 candidates), and was a student representative for the CHS/ NEASC
reaccreditation visit last month. Claire also played a lead role, Mimi, in last year’s CHS production of RENT. Claire is fourth in her class.

Mr. Connolly noted that Ryan is a top leader at Concord High. He has been involved with the Varsity Club as President for two years, played lacrosse, been the morning announcements CHS Live host, and is Senior Class President. He recently completed his Eagle Scout project, has taken classes at the most rigorous level, works summers at Camp Spaulding and volunteers with the Salisbury Fire Department. He also has a 2nd Degree Black Belt. Ryan was master of ceremonies for the student presentation for the NEASC visit two weeks ago.

Ms. Celestin noted that students were happy to hear that the Board was taking up the issue of athletic entrance fees. She described the leadership meetings (for athletic team captains) developed by Mr. Mello and noted that they have helped her as a person and to hone her leadership skills. She noted that 47 students were in the leadership program now offered at RMS. Claire told the Board that the Parent Academy for Rundlett parents was set for Saturday, November 9 at RMS.

Ryan told the Board that the NEASC visiting committee (16 educators) came for a three-day visit as part of the reaccreditation process; the student presentation went well, and the Committee was impressed with CHS. Teachers Lise Bofinger and Chris Herr oversaw the Steering Committee. Ryan said that CHS students were happy to hear that Deerfield students would be returning as they add a lot to the high school. He also told the Board that the GAPP students from Germany had just arrived. In addition, he reported that RMS 6th graders have just taken the NECAP exams; 7th graders will take them this week; 8th graders will take them the week after. Lastly, he noted that the NH Astronomical Society will host Astronomy Night on Thursday October 10, led by Mrs. Whittemore.

Agenda Item 5. Recognitions

Assistant Superintendent Palley noted several recognitions.

Community Cycles, managed by Carol Lundin at CHS, is entering its second year of operation after successfully creating a solid foundation through a 2012-2013 Concord Trust grant. Future plans include participating more with community-based organizations, businesses and other Concord Schools, and offering more opportunities to all CSD students to participate in this integrated service learning program through a variety of practical options:

- Participating in our structured 8-week afterschool Bike Repair and Maintenance Program at Concord High School
- Learning practical and technical skills
- Working as a team to promote sustainable and healthy practices
- Earning a bicycle through successful program requirements
- Earning elective credit through successful program completion

Long-term goals include:

- Continuing to develop our community-based Repair Shop (White Farm location)
• Creating and maintaining a bikeshare program at CHS and other potential locations
• Empowering our CHS students with an increasing level of leadership and technical skills in order to assist in Concord School District and community-wide bicycling events and programs

To address these goals the program will be asking for more community involvement and support and in the meantime, volunteers can help in the following ways:

• Donate a bike to be recycled/repaired and then re-used for transportation or parts
• Become actively involved in any or all of our exciting current and long-term programs and goals
• Become a school-based “collaborator”

Ms. Palley noted that the 21st Century program at CHS – Concord High’s after-school enrichment program – is in full swing, meeting daily from 2:45 pm to 5:30 pm in the Student Center. Many students take advantage of daily assistance with homework and activities such as dance, frisbee, ping-pong and art. In cooperation with two community partners, Concord Community Music School and Concord TV, students can now take advantage of recording studio time on Mondays and/or guitar lessons on Thursdays at the Music School. A new program at Concord TV called “Plan and Shoot” will run on Mondays and Fridays. Students will plan a program to air on Channel 6 TV. Monday is planning day, and on Friday the students will tape the show. Interested students should meet in the Student Center after school on these days or stop by the 21C office near Commons A for further information. As always, all students are welcome to join the program daily for the activities of the day and for homework help.

Please see the 21C link on the Concord High website for a full calendar of activities.

Ms. Palley shared several comments from Morgan Sargent, 21C Site Manager for RMS:

We have completed our first two of weeks at 21C for the 2013-2014 school year. The enthusiasm of our students, the dedication of the staff, and some new program offerings have contributed to a successful start-up. Here are some highlights from last week’s program:

• Monday - students tried a new type of exercise and practiced Yoga with our instructor Monique.
• Tuesday - our science club met and researched how to care for fire belly toads and their environment. Students setup an aquarium that is now the residence of six fire belly toads.
• Thursday - students participating in the Concord Public Library Experience took their first trip to the library, where they were given the opportunity to explore the library and its resources.
• Friday - the Hula Hoop Club has taken off and has been a hit with students. 21C invites students, teachers, and parents to come on Friday afternoon and take a homemade hoola hoop for a spin.

Lastly, Ms. Palley noted that in her weekly newsletter, Superintendent Rath thanked students, parents, staff who supported the visit of the NEASC team and for completing that phase of the process for reaccreditation by the New England Association of
Schools and Colleges. She especially thanked Lise Bofinger and Chris Herr and the faculty members who chaired the various committees, noting: “your 18 months of work was a significant effort and we appreciate it. We are pleased the Visiting Committee got to see the high school in action – Spirit Week crazy shirts, mustaches and wigs, and all.”

**Agenda Item 6. Approval of Board Minutes**
Ms. Ardinger reviewed the minutes of the regular monthly meeting on September 3.

*The Board voted 9–0 to approve the minutes of the regular monthly meeting on September 3 (moved by Bill Glahn, seconded by Tara Reardon).*

**Agenda Item 7. Personnel**

**Leaves of Absence**
Mr. Prince presented one professional leave request from a half-time Kindergarten position to accept a first grade teacher position at Abbot-Downing School.

*The Board voted 9–0 to approve the leave request as presented (moved by Ms. Higgins, seconded by Mr. Metalious).*

Mr. Prince presented four coach nominations.

(Fall 2013) Meagan Ferns, Girls Field Hockey B2 Coach, Rundlett Middle School, $1,729, Step 1, Group 11, 5.0%. Meagan replaces Emily Marston

(Winter 2013) David Boudrias, Girls Ice Hockey Assistant Coach, Concord High School, $2,881, Step 1, Group 6, 7.5%. David replaces Stephanie Ala.


*The Board voted 9–0 to approve the coach nominations as presented (moved by Tom Croteau, seconded by Mr. Metalious).*

Oliver Spencer asked how much recruiting the District does for winter coaches. Mr. Prince noted that Director of Physical Activity and Sport Steve Mello does most of the recruiting.

Mr. Spencer indicated he will be volunteering in the alpine ski program.

**Agenda Item 8. Capital Facilities**
Ms. Reardon reported on the Capital Facilities Committee meeting on October 9. The agenda for the meeting was to consider a proposal for the purchase of the Rumford School building, discuss a traffic concern in the Abbot-Downing/Rundlett area, and hear an update on the roofing project at CHS.

Remi Hinxhia, the owner of Associated Enterprises, Inc. presented his letter of intent to purchase the Rumford School building for approximately 20-25 low-income apartments for $500,000 with the condition that the environmental inspection and clean up does not require more than $75,000. If the cost is more than $75,000, the additional monies would be deducted from the buying price. Mr. Hinxhia would honor the historical features of the exterior. The Committee determined that it would need due
diligence in information, plans and environmental contingencies before meeting with him again. The Committee discussed whether to hire a professional to sell this building. The Committee discussed a citizen concern about bus safety at Abbot-Downing School and Rundlett Middle School. The citizen, Warren Rundee, was concerned that since Abbot-Downing School was built the bus route has changed, producing congestion in front of the school. After an extensive investigation in the area, the only “congestion” was that one car had to wait no longer than 60-90 seconds for the buses to move along. There were no safety concerns or congestion. Ms. Reardon stated that the committee had reviewed the current bus route system; would not make changes to the routes at this time, and would continue to monitor it.

Mr. Cashman explained that the roofing company has agreed to pay for all materials and labor to fix the suspect areas on the CHS Music Wing roof at no cost to the District.

Agenda Item 9. Negotiations

Mr. Glahn reported on the work of the Negotiations Committee, including successful contract negotiations with the Transportation UAW 2232 collective bargaining unit.


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<th>Salary</th>
<th>New Money</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 (2013-2014)</td>
<td>1.50%</td>
</tr>
<tr>
<td>Year 2 (2014-2015)</td>
<td>1.00%</td>
</tr>
<tr>
<td>Year 3 (2015-2016)</td>
<td>1.25%</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>3.75%</strong></td>
</tr>
</tbody>
</table>

Salary effective date is first day of pay period that includes the union date of ratification.

**Health Insurance:**

Consumer-Driven Health Plan (CDHP) (Requires 100% participation)

<table>
<thead>
<tr>
<th>Employer Contribution Toward Premium Cost</th>
<th>Employee Contribution Toward Premium Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 (2013-2014)</td>
<td>100%</td>
</tr>
<tr>
<td>Year 2 (2014-2015)</td>
<td>100%</td>
</tr>
<tr>
<td>Year 3 (2015-2016)</td>
<td>95%</td>
</tr>
</tbody>
</table>

1.) Currently eligible employees not enrolled in the District’s group plan as of July 1, 2013, will contribute 5% toward the premium cost for all three years of the agreement (District contribution is 95%)

2.) Employees hired after July 1, 2013 will contribute 15% toward the premium cost for all three years of the agreement (District contribution is 85%)

3.) Allows for union membership to return to a single HMO plan in Year 3 (2015-2016), only if union and District agree with employer/employee contributions. Union must notify the District of its intent by no later than March 1, 2015.

**Miscellaneous:**
1.) Dental Insurance – all eligible employees contribute an annual amount of $0.20.

2.) Change from “shall require” to “may require” as it relates to pre-employment tuberculin tests

3.) Remove paragraph Section e under Article 14-Health Insurance. This language was pertinent when the District was self-insured. It is not relevant under the current fully-funded program. It reads, “Each year the District will conduct a study of actual health costs of health insurance claims and administrative costs to Blue Cross Blue Shield and will make an accurate determination of the actual premiums that would have otherwise been adequate to cover the costs. The Union has the right to participate in this audit and shall receive a copy of the audited analysis.”

4.) Article 20-Layoffs – reduce the number of required recall attempts the District must make from two to one.

5.) The District agrees to pay probationary trainees $0.50 less per hour than the prevailing Step 1 hourly rate.

6.) Add son/daughter-in-law and brother/sister-in-law to immediate family definition for purposes of bereavement leave

7.) For purposes of calculating the existing sick leave payout upon separation, the District agrees to standardize the daily hours worked at 6 hours.

8.) Agrees to add the following language: “Should there be no form of communication from an employee by the end of his/her authorized leave of absence (unless due to circumstances beyond their control, i.e. medically incapacitated), the District may terminate the employee effective immediately.”

9.) Exchange Labor Day holiday paid for Veteran’s Day holiday paid. No change to total number of paid holidays. This change is effective in Year 2 (2014-2015).

10.) District agrees to increase sick leave separation payout from $70 to $75 per day. This equates to a maximum increase of $250 for those with 5 to 19 years of service, and $500 for those with 20+ years of service.

11.) District agrees to increase sick leave payout for those who die while employed by the District from $70 to $75 per day.

12.) District agrees to payout any unused personal days each June.

Mr. Glahn thanked Larry Prince, Matt Cashman, Jack Dunn and Terry Crotty for their work on this successfully negotiated contract.

The Board voted 9–0 to approve the collective bargaining agreement for the Transportation group (moved by Mr. Cogswell, seconded by Ms. Patterson).

Agenda Item 10. Instructional
Ms. Patterson reported on the Instructional Committee meeting on September 18. The Committee heard a presentation on Common Core standards, specifically the writing standards. The Committee learned about the waiver from NCLB and what it
means for New Hampshire: SINI and DINI designations will no longer be used; rather, specific “Focus Schools” will get attention.

Ms. Ardinger noted that the Committee found it useful to examine the Common Core Standards in some depth. Mr. Glahn noted that it might be useful to have the administration make a presentation at a full School Board meeting about the Common Core Standards.

Ms. Patterson described the standards for writing in very general terms. Mr. Croteau commented that the Standards are specific enough to help teachers know what is expected of them. Ms. Ardinger noted that it is important for students to know what they’re learning and why.

Mr. Spencer also asked for a presentation on the Common Core standards to address the real value in these changes, and why we might need to have our kids do this.

In response to a question from student representative Ryan Donnelly about whether the new standards would have an impact on any of the English electives, Ms. Palley noted all the English teachers will take a look at curriculum in every class as they align it with the new standards.

Agenda Item 11. Communications
Ms. Patterson reported that the Communications Committee met on September 30 in a non-public session on a grievance.

Agenda Item 12. Joint Finance / Negotiations
Mr. Cogswell reported on the Finance Committee meetings on September 28 and October 2, noting that there was a non-public Negotiations Committee meeting on a contract issue at the end of the meeting on September 28.

FY 2013-2014 Budget
Business Administrator Jack Dunn explained that the Board posts its final budget for public comment. Concord is unique in that it has an opportunity to change its budget a final time in the fall. The district receives information about the assessed valuation from the City and has an opportunity to factor in variables such as the federal sequestration, etc. He is expecting to get the final valuation on October 21 and as of now is proposing that the $636,000 unreserved fund balance be used to finalize the budget.

Mr. Cogswell noted that Mr. Dunn has been working very hard in an effort to keep the tax impact the same.

Mr. Cogswell moved that the School Board accept the Finance Committee’s recommendation to post changes to the FY 2013-2014 budget, bringing the total appropriation to $79,494,054 and to post a Special Board meeting with a public hearing to be held on Monday, October 28th.

The School Board voted 9-0 accept the Finance Committee’s recommendation to post changes to the FY 2013-2014 budget, bringing the total appropriation to $79,494,054 and to post a Special Board meeting with a public hearing to be held on Monday, October 28th (moved by Mr. Cogswell, seconded by Mr. Metalious).
Deerfield Contract

Mr. Cogswell reported on the meeting called to discuss amending the existing Deerfield Tuition Agreement under which Deerfield students attend Concord High School.

The Deerfield School Board requested a negotiation to amend the current agreement with the District. Both sides proposed amendments to the existing agreement that would mutually benefit the students and taxpayers. Negotiations had been ongoing since the spring of 2013, and on Monday, September 30, 2013 an agreement was reached. Mr. Cogswell described the amendments to the Tuition Agreement as follows:

Under the existing contract, Deerfield was required to send 95% of its students to Concord High School each year. In the amended agreement, beginning in 2014-2015, Deerfield School Board has agreed to send at least 90% of its students to Concord High School. In exchange, the Deerfield Board has agreed that by February 15th of each year, Deerfield will provide Concord with a guaranteed number of students who will attend Concord High School for the upcoming school year, and tuition for this number of students will be guaranteed for the upcoming school year. If fewer students attend than the guaranteed number, Concord will credit the amount of tuition for the additional students to the Deerfield tuition bill in the next year. If the number of students is more than projected, Deerfield will pay the additional tuition.

The method of calculating the tuition rate will change. Beginning in 2015-2016, the tuition will be based on the actual net expenditures of the high school for the previous fiscal year, with a negotiated annual increase and a capital fee. This new method of calculating tuition is projected to result in lower annual tuition cost for Deerfield students as of 2015-2016.

The amended agreement includes an annual report to the Deerfield School Board in August of each year. It also includes a provision to ensure that Concord High School maintains its high standards. If Concord High School does not maintain its status as a school approved by the Department of Education, in the amended agreement, Concord would have two years to correct any deficiency. If Concord is not approved by the New Hampshire Department of Education after this time, the agreement allows Deerfield to withdraw all its students at the beginning of the following school year.

As the high school’s special education costs are not part of the calculation for the regular education tuition rate, the costs for special education services for Deerfield students will continue to be billed separately. The agreement continues a Joint Committee as provided for in the original agreement; however, the Joint Committee will have a role in any dispute resolution process. If the Joint Committee can’t resolve the dispute, the districts agreed to work with a professional mediator.

Mr. Dunn then explained that in FY 2014-2015, Deerfield would pay the same rate they pay this year, which is $14,163 per student; however, in FY 2015-2016 the rate will drop to approximately $11,500.

The Deerfield Tuition Rate will have three different rate calculation settings during the life of the amended contract. The tuition rate calculation rate will change in 2014-2015, 2015-2016, and again in 2017-2018. The tuition rate will be calculated as follows:
For the 2014-2015 school year the tuition rate will be the same as the 2013-2014 school year, which is $14,163 per student.

For both the 2015-2016 and 2016-2017 school year the tuition rate will be calculated by taking the total Concord High School expenditures for the most recently completed school year as reported by Concord School District, not the State, on its DOE-25 Financial Report and subtracting the total high school special education expenditures, regular and special education transportation expenditures and adding the net high school debt service bond payments. This total is then multiplied by the average of the last ten years of Concord High School expenditure increases. This total is then multiplied by a 5% capital fee. The net amount is then divided by the high school’s average daily membership (ADM) as reported by the Concord School District to determine the per student tuition rate.

For the 2017-2018 school year until the 2023-2024 school year the tuition rate will be calculated by taking the total Concord High School expenditures for the most recently completed school year as reported by Concord School District, not the State, on its DOE-25 Financial Report and subtracting the total high school special education expenditures, high school regular and special education transportation expenditures. This net amount is that multiplied by the average of the last ten years high school expenditure increases. In addition, a capital fee of $470 will be charged to each student and will increase in each subsequent year by the average of the last ten years of high school expenditure increases.

Ms. Ardinger moved that the School Board accept the Finance Committee’s recommendation to approve the amended Deerfield Tuition Agreement which will expire on June 30, 2024.

The Board voted 9–0 to accept the Finance Committee’s recommendation to approve the amended Deerfield Tuition Agreement which will expire on June 30, 2024 (moved by Ms. Ardinger, seconded by Mr. Glahn).

Mr. Croteau noted a recent article in Concord Monitor with comments from the Deerfield School Board about how it had been pleasant to negotiate with Concord.

Entrance fees to athletic events for students

Mr. Cogswell described the Committee’s recommendation to eliminate fees for certain high school athletic events. The rules for ticket fees will be clarified by Mr. Connolly with the gate person.

Mr. Glahn stated that District athletic programs do have a cost associated with them, noting that he’s advocated in the past that the District should pay ALL costs for athletic programs if they are offered. He suggested the possibility of charging a fee across the district for all students. He noted that the Board is ultimately responsible for these programs; that they are a part of the community and part of the District’s educational mission, and that the District should be paying for them.

Ms. Ardinger noted that every aspect of the athletic program is costly: officials, gym lights, etc. The Board’s choice is to either pay for those things through an increase in property taxes, or to continue to bill student athletes for sports they participate in; that this is ultimately a question of where the cost will be levied.
Ms. Patterson reminded the Board that when the fees were raised substantially, waivers for families that can’t afford the fees were established.

Mr. Spencer stated that he does not believe the elimination of these fees will increase audiences, and that students should get the word out to increase attendance at athletic events.

Ms. Higgins said she thought it would be helpful if athletic fees went directly to Athletics, as currently it is difficult for coaches to collect fees from the students, and students rarely want to admit they can’t afford the fees and to ask for a waiver.

Ms. Ardinger asked an audience member who was present to testify on this issue.

Parent Monique MacDonald said that her daughter is on the volleyball team; she would like to see the gate fees eliminated. She noted that families with three children, for example, would find it difficult to take the whole family to enjoy a game.

The Board voted 9–0 to eliminate entrance fees to District athletic events, effective immediately, for CHS students with valid current IDs, for RMS students, and for children under age 12 – and that the Board revisit this issue at the end of this school year or beginning of next school year to see if progress has been made. Entrance fees cannot be waived for any NHIAA playoff games (moved by Ms. Higgins, seconded by Mr. Metalious).

Agenda Item 13. Proposed calendar of meetings
Ms. Palley discussed the proposed Board meetings for October, noting that the Board needs to determine whether it will schedule its Special Board meeting to approve the final budget for either October 28 following the Public Hearing or October 30 at 5:30 p.m. It was determined that the Special Board meeting would be held on October 28.

Agenda Item 14. Public comment
There was no public comment.

Agenda Item 15. Non-public session – personnel
The Board voted 9-0 by roll call to move into non-public session for the purpose of discussing a personnel issue under RSA 91-A 3 II. a - public employee (motioned by Ms. Patterson, seconded by Mr. Metalious) and to adjourn at the end of that business.

The Board came out of non-public session and voted by roll call vote 9-0 to seal the minutes under RSA 91-A 3 II. a - public employee (motioned by Ms. Patterson, seconded by Mr. Glahn).

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

Respectfully submitted,
Tara Reardon, Secretary
School Board members present: Kass Ardinger, President, Clint Cogswell, Tom Croteau, Bill Glahn, Barb Higgins, Jennifer Patterson, Oliver Spencer, Tara Reardon

School Board member absent: Nick Metalious

Administration: Superintendent Chris Rath, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman

Board President Kass Ardinger called the public hearing to order at 5:34 p.m. The purpose of the hearing is to review the recommended changes to FY 2013-2014 budget and adopt a final budget for FY 2013-2014 for tax rate setting purposes. Business Administrator Jack Dunn will review the original FY 2014 budget the Board adopted in April 2013; a change to the budget made in July 2013 and the recommended changes made by the Finance Committee in September 2013. Ms. Ardinger added that the District had new information regarding the valuation since September 30.

Mr. Dunn reviewed the FY 2013 budget summary detailing revenue of $72,915,585 and expenses of $70,578,686. The FY 2013 unreserved fund balance was originally budgeted at $1,700,000 but the final audited amount is $2,336,899, an additional $636,899 in unreserved funds.

Mr. Dunn showed the Board the FY 14 Budget Summary that was originally approved by the Board on July 1 detailing projected revenue of $73,092,367 and expenses of $73,092,367 with an unreserved fund balance of $1,700,000. Based on a .55% valuation increase, this would result in a tax rate of $13.43. In September when the Finance Committee met, it made recommendations to use the additional $636,899 in unreserved funds in the following way:

- Cover a proposed reduction in the state adequacy grant $250,000
- Transfer to Special Education Trust account $261,899
- Transfer to Instructional Trust account $125,000

At the September meeting, the Finance Committee also recommended to transfer $66,747 in building aid revenue to the Facilities Purchase and Renovation Fund as this sum represents an overpayment by the state and will need to be returned to the state.

The Committee also agreed in September to increase the projected revenue from Medicaid program by $200,000 to cover additional district costs due to a reduction in the federal IDEA special education grant as a result of sequestration and additional costs related to out-of-district placements.
These changes would increase the total additional revenue projected for the FY 2014 budget by $903,646.

The FY 14 Posted Budget Summary approved by the Board on September 30, with the changes outlined above and based on the property valuation estimated in April 2013 (increase of .55%) would mean a tax rate of $13.43. This is summarized below.

<table>
<thead>
<tr>
<th></th>
<th>7/1/13 (approved)</th>
<th>9/30/13 (Committee Recommendations)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount to be raised in Local Taxes</td>
<td>$46,543,602</td>
<td>$46,543,602</td>
</tr>
<tr>
<td>Local</td>
<td>$11.06</td>
<td>$11.06</td>
</tr>
<tr>
<td>State</td>
<td>$2.37</td>
<td>$2.37</td>
</tr>
<tr>
<td>Local Valuation</td>
<td>$3,481,216,993*</td>
<td>$3,481,216,993*</td>
</tr>
<tr>
<td>State Valuation (w/o utilities)</td>
<td>$3,390,304,710*</td>
<td>$3,390,304,710*</td>
</tr>
<tr>
<td>Total Tax Rate</td>
<td>$13.43</td>
<td>$13.43</td>
</tr>
<tr>
<td>Percentage Increase Over Last Year</td>
<td>3.79%</td>
<td>3.79%</td>
</tr>
</tbody>
</table>

Mr. Dunn explained that since the Committee met on September 30, the District received the valuation from the city that resulted in an increase to the tax rate. Mr. Dunn then displayed the change in valuation from 2012 to 2013 and the new tax rate.

<table>
<thead>
<tr>
<th></th>
<th>2012</th>
<th>2013</th>
<th>Difference</th>
<th>Tax Rate ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local</td>
<td>$3,462,175,030</td>
<td>$3,423,524,216</td>
<td>($38,650,814)</td>
<td>$11.25</td>
</tr>
<tr>
<td>State</td>
<td>$3,371,760,030</td>
<td>$3,331,826,216</td>
<td>($39,933,814)</td>
<td>$2.41</td>
</tr>
<tr>
<td>TOTAL (as of September 30)</td>
<td></td>
<td></td>
<td>$13.66 or 5.56%</td>
<td></td>
</tr>
</tbody>
</table>

Mr. Dunn provided a proposal by the administration for the Board to consider that would reduce the impact on the tax rate due to the decrease in the valuation. This proposal involved not placing any funds into the Special Education Trust or the Instructional Trust, and increasing the Medicaid revenue estimate by $262,500 to offset the most recent notice of reduction in the state adequacy grant of $100,000, special education contracted services at $100,000 and using the additional $62,500 to reduce the tax rate.

This proposal would result in a total local and state tax rate of $13.45. This would be a 3.94% increase over last year, which went down 0.31%.

Finally, Mr. Dunn displayed a slide with the total proposed FY 2014 appropriations.

<table>
<thead>
<tr>
<th>Appropriations</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total General Fund Budget (w/ changes)</td>
<td>$73,259,114</td>
</tr>
<tr>
<td>Total Food Service Budget</td>
<td>$1,729,959</td>
</tr>
<tr>
<td>Total Grant Fund Budget</td>
<td>$3,591,960</td>
</tr>
<tr>
<td>Total Capital Fund Budget (CRTC)</td>
<td>$176,122</td>
</tr>
<tr>
<td>TOTAL APPROPRIATIONS</td>
<td>$78,757,155</td>
</tr>
</tbody>
</table>

Bill Glahn stated that it was difficult for the District to calculate exactly the needs of the District for special education students and recommended funds not be taken out of the Special Education Trust and given back to the taxpayers, to which Jennifer Patterson
responded that the District was not taking money out, just not putting money into the Trust. The District had expected a decrease of $250,000 in state adequacy, but new information from the Department of Education indicated that the reduction would be $100,000 instead. Mr. Dunn noted that every $100,000 would affect the tax rate by three cents per thousand.

Mr. Glahn suggested that the District analyze the rationale of the recommendations made by the Finance Committee at its September 30 meeting rather than just looking at the tax rate increase. Ms. Ardinger noted that the District was not proposing to spend more, but rather proposing to offset the change in valuation. She also stated that the District must look at the picture of the entire economy to see if it can afford to put the money into trusts and not give back to the taxpayers, noting that the Board was only looking at the year-end fund balance. Mr. Glahn said that he would like to make sure the District and the Board were providing logic and rationale for the decision to offset the increase in the tax rate or to put money into the trusts, which have been used to stabilize the tax rate over the last several years during difficult economic times.

Ms. Ardinger made a plea to the Legislature to stop changing the adequacy formula, stating that not knowing what the District would receive in state adequacy makes the budgeting process very difficult.

Mr. Cogswell noted that the District would most likely take a big hit in funding next year because of the reduction in tuition from Deerfield; therefore the District should consider placing the Unreserved Fund balance into the Trust Funds and raise the tax rate by a small amount.

When asked by Ms. Ardinger the reason for the $262,500 additional Medicaid revenue, Mr. Dunn replied that it was: to offset the cost of the Special Education Consulting Contract which was not covered by the IDEA Grant due to sequestration; due to the loss of state adequacy; and to help reduce the tax rate.

Board members continued to discuss the increases in Special Education services, sequestration, the decrease in valuation and adjustments made in the last few years, as well as the rationale both for returning funds to the taxpayers and for placing funds into trust funds.

Ms. Ardinger opened the hearing for public comments. There were no public comments.

**With no public comment, the Board voted 8-0 to adjourn the Public Hearing (motioned by Ms. Patterson, seconded by Tara Reardon).**

The Public Hearing adjourned at 6:08 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education, Concord School District  
Special Board Meeting  
October 28, 2013

Board member(s) present: Kass Ardinger, President, Clint Cogswell, Tom Croteau, Bill Glahn, Barb Higgins, Jennifer Patterson, Oliver Spencer, Tara Reardon

Board member absent: Nick Metalious

Administration: Superintendent Chris Rath, Business Administrator Jack Dunn, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman

President Kass Ardinger opened the Special Board meeting at 6:08 p.m., stating that its purpose was to approve a final FY 2013-2014 Budget for tax rate setting, and to vote on recommendations for the Unreserved Fund balance.

The discussion continued from the Public Hearing regarding where and how to most effectively appropriate funds. Ms. Ardinger noted that the Board should be very careful in making its motions, as seven votes are needed to adjust the budget and eight members are present.

Jennifer Patterson noted that placing funds in the reserve, as the Finance Committee had proposed on September 30, had served the District well in the past. She questioned whether there was a middle ground where perhaps the District did not put as much into the reserves as proposed but still placed some funds in the reserve and limited the tax increase. Tara Reardon agreed with Ms. Patterson, noting that was a good rationale.

Superintendent Rath informed the Board, with regard to placing money in the Instructional Trust, that the District would soon have the Common Core standards in place and having reserves would enable the District to purchase instructional materials when needed.

Ms. Ardinger asked the administration to inform the Board what the tax impact would be if only approximately $300,000 was placed into the Instructional and Special Education Trust Funds rather than $636,899. She recommended that the Board consider placing $225,000 into the Special Education Trust and $75,000 into the Instructional Trust.

Bill Glahn reminded the Board that the tax increase was related to the reduction in the state adequacy grant and the reduction in the federal grant due to sequestration, as well as property valuation. He noted that the District cannot continue to absorb these reductions as if they had no impact.

Discussion ensued about whether to leave the recommendations from the September 30 Finance Committee meeting in place or develop a compromise and reduce the amount put into reserves and lower the tax rate.
Business Administrator Jack Dunn noted that placing half the amount ($300,000) into Trusts, the total tax rate would be $13.54, a rate increase of 4.64%, noting this would result in an approximately $150 tax increase on a home assessed at $250,000.

After more discussion and with this information, the Board agreed this would be an acceptable compromise for both the District and the taxpayers and voted on the following motions.

The Board voted 8-0 to increase the unreserved fund balance in the amount of six hundred and thirty six thousand eight hundred and ninety-nine ($336,899) for a total of $2,036,899 for the FY14 Budget Year (motioned by Ms. Patterson, seconded by Ms. Reardon).

The Board voted 8-0 to increase Special Education contracted services by $100,000 for the FY14 Budget Year (motioned by Ms. Patterson, seconded by Barbara Higgins).

The Board voted 8-0 to transfer $66,747 to the Facilities, Purchase and Renovation Trust Fund for the FY14 Budget Year (motioned by Ms. Patterson, seconded by Tom Croteau).

The Board voted 8-0 to transfer $75,000 to the Instructional Trust Fund for the FY14 Budget Year (motioned by Ms. Patterson, seconded by Mr. Croteau).

The Board voted 8-0 to transfer $225,000 to the Special Education Trust Fund Trust Fund for the FY14 Budget Year (motioned by Ms. Patterson, seconded by Oliver Spencer).

The Board voted 8-0 to appropriate $73,559,114 for the General Fund in fiscal year 2013-2014 for total appropriations, including all funds, $79,057,155 (motioned by Mr. Glahn, seconded by Clint Cogswell).

As there was no other business, Ms. Ardinger called for a vote to adjourn the meeting.

The Board voted 8-0 to adjourn the Special Board meeting (motioned by Mr. Cogswell, seconded by Mr. Croteau).

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Tara Reardon, Secretary
Board of Education,  
Concord School District  
Regular monthly meeting  
November 4, 2013

**Board members present:** Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn, Barb Higgins, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer  
**Administrators:** Chris Rath, Jack Dunn, Larry Prince; Donna Palley and Matt Cashman were absent

Agenda Item 1. Call to Order  
The meeting was called to order at 7:05 p.m.

Agenda Item 2. Approval of Agenda  
Kass Ardinger noted that there is no non-public session at the end of this meeting.  
**The Board voted 9-0 to approve the agenda (motioned by Nick Metalious, seconded by Jennifer Patterson).**

Agenda Item 3. Public Comment  
There was no public comment.

Agenda Item 4. Recognitions  
Superintendent Rath noted several recognitions.  
A group of 15 CHS EnviroCorps students and two chaperones attended the Power Shift 2013 Environmental Conference in Pittsburgh in October and participated with 10,000 youth leaders in training, workshops, and panels, heard from leaders in the environmental movement, and learned how to take these environmental lessons back to their community. The 15 students who attended are Abigail Butt, Paige Hyndman, Michelle Le, Brooke Macri, Julia Makris, Tessa McDerby, Madeline McGonagle, Erin McNabb, Rylee Orlosk, Ben Sky, Maria Wilkinson, Cheyenne Wilson, Emily Spencer, Jules Townsend and John Pagavison. Thanks to Donna Reardon, teacher chaperone/advisor, and Louise Spencer, parent chaperone, for helping to make this leadership experience possible.

The Legends of New Hampshire Hockey honored CHS at its annual Hall of Fame luncheon, reviewed the history of CHS hockey teams, screened a highlight film of both boys and girls hockey teams, and hosted Tara Mounsey as the keynote speaker.

Broken Ground School is “Top School in the State” in the Global Scholastic Summer Challenge program to encourage more summer reading. A new 2013 World Record for Summer Reading was set with young people logging a total of 176,438,475 minutes read. Their success will be recognized in the 2014 Scholastic Book of World Records. The “LEtGO Your Mind” program was featured in a recent Concord Insider story.

Students have built motorized windmills, cars and tops in the hour-long program at the Christa McAuliffe School. Jim Harvey, creator of LEtGO Your Mind, said “We look at simple machines in the real world and brainstorm how to create them with Legos.”
The goal is to challenge the students to think creatively and problem solve, while working as part of a team.

CHS Senior Pedro Pimentel won a 2013 Governor’s Arts Award for his film, *This Beautiful World*.

Superintendent Rath noted a letter from Chief Justice Linda Stewart Dalianis thanking CHS teacher Chris Herr, Angel Douglas and her custodial crew, School Resource Officer Mark Hassapes, and Bob McIntosh and the Culinary Arts students who contributed to the luncheon as the school hosted the NH Supreme Court’s “On the Road” special session at Concord High School in October.

Superintendent Rath noted a story by Tim Goodwin about the CHS Football program in the *Concord Insider*. This season, Concord Tide football is one of the top two teams in the Division I North Conference, with a playoff spot on the line, something the team had not achieved since 2004.

RMS Parent Academy will be held on Saturday November 9 from 9 to noon for parents and guardians of current and future middle school students to provide valuable information about the characteristics and needs of the adolescent.

Superintendent Rath announced that Concord is one of three communities in the state that has received a significant federal grant, New Hampshire Communities for Children Safe Schools/Healthy Students Initiative, which will provide $500,000 each year for four years. The purpose of the grant is to increase the number of students who have access to behavioral health services.

Student representative Ryan Donnelly noted that the new buzz-in system at Concord High School is a positive improvement in school security. On Friday there will be a Veterans Day ceremony. Ryan noted that students have noticed improvement in the quality of food service. CHS students will participate in *NH Tackles Hunger* by collecting canned goods as part of a statewide initiative; cans will be donated to Concord’s Friendly Kitchen and Friends of Forgotten Children.

Student representative Claire Celestin noted that every CHS athletic team made it to the playoffs this year; in addition to football, the Girls Cross Country team qualified for the New England Championships by placing 5th at the NH State meet. Claire also noted that the Be the Change Club will be attending a seminar at UNH to focus on anti-bullying. She announced the Senior One Acts on Friday and Saturday evenings, November 8 and 9, presented by our Drama Club. Senior directors and their plays include: Kristen Perreault, *Perfect Score*, Ina Nakuci, *Play the Hand That’s Dealt*, and AJ Nolin, *Support Group*.

Agenda Item 5. Presentation of a revision of a writing program
Melissa St. Pierre, who has been working with us as a consultant in implementing the new units of study in writing, noted that the Common Core standards place a strong emphasis on writing instruction and skills needed for college- and career-readiness. Ms. St. Pierre described the writing workshop model that is being implemented this year in the elementary schools from Kindergarten to grade 5.

Agenda Item 6. Approval of Board Minutes
Ms. Ardinger reviewed the minutes of the regular monthly meeting on October 7.

The Board voted 9–0 to approve the minutes of the regular monthly meeting on October 7, the Public Hearing on October 28, and the Special Board meeting on October 28 (moved by Jennifer Patterson, seconded by Mr. Metalious).

Agenda Item 7. Personnel
Mr. Prince presented one staff nomination.
Rebecca Trento, Classroom Teacher, Abbot-Downing School, $19,317, rate of B-1, prorated 90 days. Rebecca replaces Erica Izzi (90 days at M-11 = $32,839) – LOA. Budgeted at $32,839

The Board voted 9–0 to approve the staff nomination as presented (moved by Barb Higgins, seconded by Mr. Metalious).

Mr. Prince presented twelve coach nominations.
Tristan Black-Ingersoll, Boys Indoor Track Coach, Concord High School, $3,649, Step 3, Group 6, 9.5%. Tristan replaces Aiyda Gahramani
Daniel Breen, Supplemental Wrestling Co-Coach, Concord High School, $576, 50% of Step 1, Group 13, 3.0%. Dan replaces Travis Page
Daniel Herrick, Supplemental Wrestling Co-Coach, Concord High School, $576, 50% of Step 1, Group 13, 3.0%. Dan replaces Travis Paige
Stuart Kremzner, Co-Ed Cross Country Ski Coach, Concord High School, $3,649, Step 3, Group 6, 9.5%. Stuart replaces Scott Betournay
Phillip LaCasse, Boys Ice Hockey Assistant Coach, Concord High School, $3,265, Step 2, Group 6, 8.5%. Phil replaces Jeffrey Cain
Shannon Manseau, Alpine Ski Assistant Coach, Concord High School, $1,344, Step 2, Group 13, 3.5%. Shannon replaces Gordon Ellinwood
Jennifer Rivers, Girls Indoor Track Coach, Concord High School, $2,881, Step 1, Group 6, 7.5%. Jennifer replaces Aiyda Gahramani
James Townsend, Cross Country Ski Assistant Coach, Concord High School, $1,537, Step 3, Group 13, 4.0%, Yale University, New Haven, CT, BS/68. Jim replaces Philip Clarner
Dan Gauthier, Boys B Basketball Coach, Rundlett Middle School, $2,305, Step 3, Group 11, 6.0%. Dan replaces Christine Shea
Donna Lannan, Ski Jump Co-Coach, Rundlett Middle School, $960, 50% of Step 1, Group 11, 5.0%. Donna replaces 50% of Rick Bragg’s position
Sarah Averill, Girls Basketball B Coach, Rundlett Middle School, $1,921, Step 1, Group 11, 5.0%. Sarah replaces Christine Shea
Eric Penniman, Intramural Floor Hockey Coach, Rundlett Middle School, $768, Step 1, Group 14, 2.0%. Eric replaces Harold Tuttle

Ms. Higgins stated that she did not realize that the Board was voting on the entire roster of winter coaches at its last meeting. She indicated she would have voted “no” on one nominee. She asked that Mr. Prince be clearer when the Board is approving the full roster of coaches for the upcoming season, as opposed to approving only new nominees.
The Board voted 9–0 to approve the coach nominations as presented (moved by Tom Croteau, seconded by Mr. Metalious).

Mr. Spencer asked whether there is a maximum amount a booster club can pay a coach. Superintendent Rath noted that quite a bit of work had been done on booster club guidelines to conform to audit requirements. She will review the booster club guidelines.

Agenda Item 8. Capital Facilities
Ms. Reardon reported on the Capital Facilities Committee meeting on October 9. The agenda for the meeting was to tour Concord High School. Mr. Cashman gave particulars and history. The committee’s intent is to come back and review the full Capital Improvement Plan at the December meeting.

Agenda Item 9. Curriculum and Instruction
Ms. Patterson reported on the Instructional Committee meeting on October 23. The Committee heard a presentation on enrollment and staffing, Common Core reading standards, and elementary “specials.”

Ms. Ardinger noted that what the administration predicted has come true, that classroom sizes have equalized across the District since the consolidation. She noted that the Board’s study of the Common Core has been invaluable to the School Board. She urged anyone who has heard about the Common Core to read the standards, which may diffuse fear that seems to be growing in NH. She said another clarification of the Common Core regards the idea that it is “getting rid of literature.” The new standards require increasing use of informational texts in other classes and expecting students to read more, not necessarily taking away literature.

Agenda Item 10. Negotiations
Mr. Glahn reported on the work of the Negotiations Committee, including successful contract negotiations with the Custodians UAW 2232 collective bargaining unit. This contract becomes effective in September; the Union ratified in October.

He thanked Larry Prince, Matt Cashman and Jack Dunn for their work on these negotiations.

UAW Local 2232 Custodians

<table>
<thead>
<tr>
<th>Salary*</th>
<th>New Money</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1:  1.50%</td>
<td>$47,209.13</td>
</tr>
<tr>
<td>Year 2:  1.00%</td>
<td>$34,663.77</td>
</tr>
<tr>
<td>Year 3:  1.25%</td>
<td>$36,263.36</td>
</tr>
<tr>
<td>Total:   3.75%</td>
<td>$118,136.26</td>
</tr>
</tbody>
</table>

*Effective date of salary increase is Sept. 15, if UAW ratifies in October, and based on CDHP approval.

Consumer Driven Health Plan:
Years 1 and 2:

Employee Contribution: 0%
District Contribution: 100%

Year 3:

Employee Contribution: 5%
District Contribution: 95%

Those currently eligible but not enrolled:

Employee Contribution: 5% (All 3 years)
District Contribution: 95% (All 3 years)

New Hires (after July 1, 2013)

Employee Contribution: 15% (All 3 years)
District Contribution: 85% (All 3 years)

HMO:
Option in Year 3 (2015-2016) to return to HMO contingent upon both parties agreeing to the employer/employee contributions.

Longevity:
Increase Annual Longevity from $800 to $1,000 (10-19 Years of Service)
Increase Annual Longevity from $1,200 to $1,400 (20+ Years of Service)

Miscellaneous:
1.) Add brothers/sisters-in-law to immediate family definition for bereavement leave purposes
2.) Employees contribute $0.20/year for dental insurance coverage
3.) No longer required to provide a ‘reason’ for Personal Days
4.) Change Grievance Procedure Escalation Steps from:
   Step 1: Principal & District Facilities Manager
   Step 2: Director of HR/Director of Facilities & Planning
   Step 3: Superintendent
   Step 4: Arbitration
   To:
   Step 1: Principal & Director of Facilities & Planning
   Step 2: Director of HR
   Step 3: Superintendent
   Step 4: Arbitration
5.) Before authorizing overtime, it shall be the expectation that the Head Custodian makes an attempt to contact either the Building Principal, District Maintenance Manager or Director of Facilities and Planning.

The Board voted 9–0 to accept the recommendation from the Negotiations Committee to approve the collective bargaining agreement for the Custodian group 2013-2015 as presented (moved by Mr. Glahn, seconded by Ms. Patterson).

Agenda Item 11. Other Business
Canvass of the Vote
Ms. Ardinger noted that while the Board does not do business by telephone, it typically votes to accept the results of the School Board election through a canvass by telephone. After the results of the election have been certified by the City Clerk and the School Board Clerk, each Board member will be called to vote to accept those numbers.
The Board voted 9–0 to authorize the canvass of the vote by telephone
(moved by Ms. Higgins, seconded by Mr. Metalious).

Acceptance of Gift – Ninety-Nine Restaurant
The Ninety Nine Restaurant & Pub in Concord recently celebrated its grand re-opening after undergoing a refreshing of the restaurant’s décor and amenities. Prior to closing for renovations, the restaurant held a Silent Auction for the plaques and memorabilia that decorated the Ninety Nine’s walls. As part of the re-opening event, the restaurant hosted a ribbon-cutting ceremony and donated $7,560 raised during the Silent Auction to the Concord School District, presented by Ed Seifert, General Managing Partner of the Concord Ninety Nine. Mr. Cogswell and Mr. Dunn attended the event and accepted the gift. Some of the funds received will be used to upgrade the sound system in the Board room to improve the audio recording of School Board meetings. Superintendent Rath reviewed Policy 831 Acceptance of Gifts and the accompanying administrative criteria with the Board. The Board needs to vote to accept this gift as it exceeds the $7500 limit that can be accepted without Board approval.

The Board voted 9–0 to accept and ratify the administration’s acceptance of a cash gift in the amount of $7,560 from Ninety-Nine Restaurant with thanks (moved by Mr. Glahn, seconded by Ms. Higgins).

Mr. Cogswell said he attended the re-opening and commented that Nine-Nine staff were proud to play a part in this contribution to the District. The renovated restaurant has great photos of Concord sports.

Agenda Item 12. Proposed calendar of meetings
Superintendent Rath discussed the proposed Board meetings for November, noting that the joint Capital Facilities/Finance Committee meeting scheduled for November 13 has been cancelled. The Finance Committee will discuss budget goals on November 18, and the Instructional Committee will continue hearing about Common Core standards on November 20.

Agenda Item 13. Public comment
There was no public comment.

Agenda Item 14. Adjournment
The Board voted 9-0 to adjourn (motioned by Ms. Higgins, seconded by Tara Reardon).

Respectfully submitted,

Tara Reardon, Secretary
On Thursday, November 7, 2013, the Board canvassed the vote of Tuesday, November 5, 2013, as submitted by Roger B. Phillips, Board of Education Clerk, through a telephone poll.

The three candidates who won seats on the Concord School Board for three-year terms, beginning January 1, 2014, are:

<table>
<thead>
<tr>
<th>Candidate</th>
<th>District</th>
<th>Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Donovan</td>
<td>District A</td>
<td>836 votes</td>
</tr>
<tr>
<td>Jennifer Patterson</td>
<td>District B</td>
<td>1,024 votes</td>
</tr>
<tr>
<td>George Cofrin</td>
<td>District C</td>
<td>847 votes</td>
</tr>
</tbody>
</table>

The results of the November 5, 2013, School Board election were accepted by nine of the nine board members contacted.

Respectfully submitted,

Tara Reardon
Secretary
Board of Education,
Concord School District
Regular monthly meeting
December 2, 2013

Board members present: Kass Ardinger, Clint Cogswell, Tom Croteau, Bill Glahn, Barb Higgins, Nick Metalious, Jennifer Patterson, Tara Reardon, Oliver Spencer; members-elect Rusty Coefrin and Melissa Donovan; student representatives Ryan Donnelly and Claire Celestin

Administrators: Chris Rath, Jack Dunn, Larry Prince and Matt Cashman

Agenda Item 1. Call to Order
The meeting was called to order at 7:00 p.m.

Agenda Item 2. Approval of Agenda
The Board voted 9-0 to approve the agenda (motioned by Nick Metalious, seconded by Bill Glahn).

Agenda Item 3. Public Comment– agenda items only
There was no public comment.

Agenda Item 4. Recognitions
Board President welcomed to the table Board members-elect Rusty Coffin and Melissa Donovan, who will officially begin their terms in January.
Superintendent Rath noted several recognitions.
The Tri-M, a Music Honor Society, has high membership requirements: a B average minimum in all non-music classes, an A average in all music classes, a 2-page essay on “The Importance of Music in Society,” one non-music teacher recommendation, an audition piece for and an interview by CHS music teachers, and demonstrable leadership skills and active service in school and community. This year’s inductees are Lainie Burgess, Lindsay Irwin, Maggie Lee, Lizzie Matillano, Cheyenne Schafer, Tyler Shore, Nathan Smith, Marc Tessier, Evan Upham, and Michael Webb.
On November 14, the National Honor Society inducted new senior inductees Ashish Bhattarai, Kayley Hall, Samantha Bruce, Ben Picard, Maeghan Connor, Samantha Duclos, Ina Nakuc, Marc Gaudet, and Shawna Duval.
Concord High School’s Quiz Team got off to a strong start by winning seven out of ten rounds at the Quiz Bowl League Tournament. Coaches Helen Dugan and Chad Fleming noted a great team effort by Josh Pifer, Marissa Splendore, Adi Gandhi, David Bamidele, Azwad Iqbal and Matt Bodwell. The team will participate in NHPTV’s Super Sunday (Nov 17) event at Plymouth State where over 50 high schools try out for one of 16 spots on NH Public Television’s Granite State Challenge.
Concord High School’s football will be playing in the Finals on November 23. Superintendent Rath noted that over 5,000 spectators attended the semi-final winning game on November 16, making the event larger than the immediate Concord High School community. She thanked the cheering squad and the marching band for their perseverance in the bitter cold – they never stopped offering support to our team and fans. Finally, congratulations to Head Coach Eric Brown and his coaching staff for a memorable season with an unblemished record.

The following students have earned All State recognition in the 2014 NHMEA All State Music competition: in Mixed Choir: Sophia Asbury, Laura Braley, Della Dolcino, Austin Maheu, Joseph Ossoff, Tyler Shore, Nathan Smith, Ryan Sweatt, Evan Upham, Michael Webb, Samantha Weiner; in Women’s Choir: Hannah Miller, Reshika Subbakaran; in Orchestra: Mary Anderson, Maria Emmons, Nathan Pace, Rylie Ray, Marc Tessier; and in Band: Glynnis Cummings and Fiona MacWhinnie. A special thanks to their teachers Linda Mai, Gabe Cohen, Tony Varga and Jim Foley.

CRTC student Rebecalyn Miville spoke to the CRTC Advisory Committee about her experience as a student in the Automotive Technology II program.

CHS students Darrik Bellefeuille and Claire Lajoie spoke about social media at the opening session of the Parent Academy at Rundlett Middle School on November 9. Superintendent Rath noted that these students shared their own experiences during their early adolescent years, including what worked well for them as well as what didn’t work so well.

Superintendent Rath noted a letter from Kearsarge Regional High School Principal James Daley thanking CHS teachers Will Brunkhorst and Chris Herr for their presentation to KRHS of Concord High’s NEASC visiting committee process, particularly in the use of technology to prepare the reports.

Student representative Ryan Donnelly noted that CHS will participate in “Operation Hat Trick,” a fundraiser that will help veterans in the state. He noted that Mr. Mello and Mr. Cashman are organizing this effort for the entire state.

Student representative Claire Celestin noted Concord High School’s undefeated football team. She said that CHS students are currently participating in a Food Drive - collecting cans up to the Christmas break. Claire said that Mark Tessier has won Music Honors by being selected for the NHMEA Jazz Allstate.

CHS Principal Gene Connolly noted that last weekend Ryan Donnelly earned his Eagle Scout status.

Board President Kass Ardinger read resolutions for departing Board members: Tara Reardon for her three years of service and particularly chairing the Capital Facilities Committee as it reviewed the Capital Improvements Plan; and Bill Glahn for 11 years of service, including chairing the Negotiations Committee for a number of years. Ms. Ardinger noted that these individuals are busy professionals, who have served their community by serving the school district.
Mr. Glahn thanked his colleagues on the board and the management team, including Superintendent Rath, Assistant Superintendent Donna Palley, Director of Human Resources Larry Prince, Director of Facilities and Planning Matt Cashman, Business Administrator Jack Dunn and Assistant to the Superintendent Linden Jackett, noting the high quality of their work and dedication to the School District mission. He particularly thanked Ms. Ardinger for her excellent job leading the School Board.

Agenda Item 5. Presentation

Steve Caccia, Interim President of NHTI, appeared before the Board representing CCSNH and NHTI to describe an initiative the CCSNH Board of Trustees. He noted that CCSNH is targeting high schools in each of the seven schools’ “catchment areas” to form partnerships regarding the CCSNH Board’s goal to increase matriculation throughout the state, and also increase participation in the Running Start programs.

He noted that CCSNH wants to provide high school students with options for higher education, opportunities and careers, and additional financial aid information.

Mr. Caccia noted that NHTI is partnering with UNH in the STEM initiative, and that pay in these technical fields is significantly higher than from any other curriculum, and provided information on tuition costs relative to UNH and SNHU. He noted that NHTI is hoping to lower tuition to $200 per credit hour (down from $210 per credit hour.)

Many NHTI students are transferring without finishing their Associates degree, and this is what NHTI wants. One effort of the partnership is making sure that high school syllabi meet the requirements for credit at NHTI.

Ryan Donnelly noted that most Concord High School AP classes meet NHTI transcript requirements, and Beth Doiron, Director of College Access Programs for CCSNH, noted that there are also several non-AP classes that qualify for Running Start credits.

Mr. Caccia said that NHTI is looking into creating a Computer Programming Certificate (2 years at CHS and 1 year at NHTI), as part of its efforts to provide better access for high schoolers to higher education and career training opportunities.

Agenda Item 6. Approval of Board Minutes

Ms. Ardinger reviewed the minutes of the regular monthly meeting on November 4. The November agenda had been amended to include the nomination of David Gagnon as Boys freshman basketball coach and the complete coach roster.

The Board voted 9–0 to approve the minutes of the regular monthly meeting on November 4 (moved by Mr. Glahn, seconded by Tara Reardon).

Ms. Ardinger noted the Canvass of the Vote on November 7.

The Board voted 9–0 to confirm the Canvass of the Vote on November 7 (moved by Barb Higgins, seconded by Mr. Metalious).
Agenda Item 7. Finance

Chairperson Clint Cogswell noted that the Committee reviewed the tax rate setting and discussed budget goals for the 2014-2015 school year, followed by a non-public session to discuss negotiations with the City regarding the COMF Lease and negotiations with Second Start regarding the Garrison School.

Mr. Dunn noted that after the total revenue and credits in the amount of $32,904,892 from Trusts, Grants, State Aid, Fees, etc. are subtracted from the total appropriation, the amount to be raised in state and local property taxes is $46,152,263. $8,031,555 is covered by the statewide property tax and $38,120,708 is paid by local property taxpayers who reside in the Concord School District portion of the city.

The local property tax rate for the FY14 budget was increased by a penny, due to rounding, by the Department of Revenue, to be $11.14 in order to raise the required local revenue of $38,120,708.

Superintendent Rath reviewed staffing needs for the District in the 2014-2015 school year related to declining enrollments and explained how the District plans to meet NH minimum standards and Common Core standards.

Mr. Dunn discussed the funding of Capital Improvement Building Projects and Revenue Projections. Superintendent Rath noted a projected decrease of $400,000 in state adequacy aid for FY15 based on estimated enrollments. Mr. Dunn noted that due to sequestration on grants, the District expects to lose $80,000 for Build America bonds and Qualified School Construction bonds and there may be further reductions in federal grants for educational programs. Superintendent Rath noted that the new agreement with Deerfield will result in an approximate $300,000 loss of revenue to the general fund.

Mr. Cogswell described the administration’s negotiations with the City regarding the COMF Lease.

**The Board voted 9-0 to accept the payment plan proposed by the City and to renew the COMF lease (motioned by Clint Cogswell, seconded by Mr. Metalious).**

Mr. Cogswell described negotiations with Second Start regarding the Garrison School.

Mr. Dunn explained that the District holds a lien as a mortgage holder and every 10 years has the option to buy the building per the deed restrictions. Second Start has requested that the District release the deed condition.

**The Board voted 9-0 to have the administration process the necessary paperwork to complete the sale of the Garrison School to Second Start by removing the mortgage lien on the property and removing any future obligations by the Concord School District to repurchase the property (motioned by Clint Cogswell, seconded by Mr. Metalious).**
Agenda Item 8. Curriculum and Instruction

Ms. Patterson reported on the Instructional Committee meeting on November 20, at which the proposed 2014-2015 School Calendar was discussed, which includes three additional full days for professional development. It would eliminate, for one year, five 90-minute early release days and reduce the number of student instructional days from 180 to 178. Superintendent Rath noted that, until 2011, school districts were required to provide 180 school days for students. The new standards describe the school year in terms of hours rather than days. The minimum requirements for instructional hours per year are as follows: Kindergarten, 450 hours; Grades 1-5, 945 hours; Middle and High Schools, 990 hours. Concord School District currently provides between 1030 and 1060 instructional hours in grades 1-12.

The Board voted 9-0 to adopt the proposed 2014-2015 pilot calendar (motioned by Jennifer Patterson, seconded by Mr. Cogswell).

Barb Higgins asked whether the Board would be determining with certainty that educational assistants and others will have 3 fewer days next year. Ms. Patterson explained that the Board needs to adopt a calendar for the next year and that discussions about the 3 days are ongoing.

Mr. Cogswell noted that the Board will make up days or parts of days for the educational assistants, but perhaps not on the same days as teacher professional development days. Superintendent Rath noted that she will be meeting with CEAA President Nancy Mahar to discuss the professional development days.

The second agenda item on the agenda was an overview of the Common Core Standards in Literacy for Science, History/Social Studies and Technical Subjects.

Agenda Item 9. Capital Facilities

Ms. Reardon reported on the Capital Facilities Committee meeting on December 2, at which the Committee reviewed the maintenance and repair schedules for BMS, BGS, Concord High School and Rundlett Middle School. At issue is how the repairs will be financed. The Board will have further discussions on this topic, and agreed it would be wise to conduct a feasibility study for RMS, which will need about $2.8 million of work over the next 10 years.

The Superintendent requested that the Board amend the agenda for a personnel action.

The Board voted 9-0 to amend the agenda (motioned by Kass Ardinger, seconded by Mr. Glahn).

Larry Prince presented one coaching candidate.

David Gagnon, Boys Freshman Basketball Coach, Concord High School, $2,881, Step 1, Group 6, 7.5%. Dave replaces Martin Foy
The Board voted 9-0 to approve the nomination as presented (motioned by Mr. Glahn, seconded by Mr. Metalious).

Agenda Item 10. Proposed calendar of meetings
Superintendent Rath discussed the proposed Board meetings for December, noting that annual School Board Dinner on December 16.

Agenda Item 11. Public comment
There was no public comment.

Agenda Item 12. Adjournment
The Board voted 9-0 to adjourn (motioned by Mr. Metalious, seconded by Ms. Higgins).

Respectfully submitted,
Tara Reardon, Secretary