

Notice: These minutes are in D R A F T format, and shall remain as such as the legal record in compliance with RSA 91:A in their written archival form. They are likely to contain errors and may be in need of correction which can only be done in public in a properly-posted, subsequent meeting of the School Board. Accordingly, you are referred to the minutes of a subsequent (i.e. future -- but not necessarily the next sequential) meeting of the Board to identify what may have been changed as an approved and properly modified record in compliance with law.

NEWFOUND AREA SCHOOL DISTRICT

School Board Minutes

Monday, August 28, 2023

Non-Public: 6 p.m.

Public Session: Following Non-Public

Location: LMC - Newfound Regional High School

- I. Call to Order by the School Board Chair, Melissa Suckling at 6 p.m.
- II. Pledge of Allegiance
- III. Record Roll:

Kimberly Bliss, Alexandria	present
Dominic Halle, Bridgewater	present
Joe Maloney, Bristol	present
Melissa Suckling, Danbury	present
Britta Matthews, Groton	present
Thomas Edwards, Hebron	present
Nathan Saler, New Hampton	present
- IV. Melissa moved to enter Non-Public Session: 91-A:3(a): The dismissal, promotion, or compensation of any public employer or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. Joe Maloney seconded. Board left for nonpublic at 6:02 p.m. and returned at 6:40 p.m. Board discussed human resources.
- V. Approval or Modification of Agenda
Add under New Business:
 3. authority through September for the Superintendent to hire and accept resignations.
 4. approve change in job description from literacy specialist to literacy interventionist.
 5. add interventionist teacher at BES.
 6. approve assistant principal's as contract for continuing education agreement.
- VI. Approval of Minutes
 - a. August 14, 2023
Joe moved to approve 8/14/2023 minutes and Dominic seconded. Vote 6-0-1-0 Groton abstained. ***Motion Passed***
- VII. Public Comment (Minimum 30 minutes)

Notice is hereby made that public comment shall be made without expectation of a response by any School Board member to matters raised by such commentary. The Board will not hear personal complaints about school personnel nor against any person connected with the school system. The expectation of all in attendance is to conduct themselves in a civil manner. The Board respects the right of the public to communicate its stance of matters of interest, but meetings are scheduled in advance to conduct business put forth on its publicly posted agenda only.

Aubrey Freedman, Bridgewater noted the professional development approved at the last meeting was not necessary for an experienced superintendent. Aubrey handed out a budget study that showed NH has increased staff with a decreased enrollment. Aubrey complimented the board on not quickly approving \$7700 for the TTCC bus yard design at the last meeting.

VIII. Correspondence
none

IX. Announcements and Recognition

a. Superintendent Report

Steve Nilhas attended a soccer match today and new teachers and mentors met today for orientation at the high school. The SAU staff and administrators presented topics on mentoring, special education, technology and tomorrow Jeannette will present teaching and learning to staff and faculty.

Steve received a letter from Tom Keegan noting the August 5 hazardous waste day went well at the high school thanks to Jason, students, parents and volunteers.

Steve noted a DOE assessment for NHCS showed Ann Holloran that her school is in compliance and passed monitoring.

Team goals are reworked to include technology.

Title one grants can be carried over. Federal grants need to be spent with fidelity to support student learning.

Newfound is searching for a speech audiologist and a world language teacher.

- b. Student Representative Report-none
c. Teacher Representative Report-none

X. Committee Reports

- a. The Budget Committee will meet to discuss the upcoming fiscal year.

- b. Facilities Committee Joe Maloney updated the board on boilers at DES (57K to 65K), acreage at DES not available, theater curtains additional money needed above designated prior amount, new exterior doors (26) at the high school (156K), fire alarm system at NMMS and NRHS (250K), secure front entrances at middle and high school (up to 14K) for secure and safe front entrances and part of the CIP that is almost completed. Funds to come from the Maintenance Trust Fund. Next meeting is September 18 at middle school.

- c. Policy Committee no meeting

- d. Wellness Committee no meeting

- e. Building Committee Rick Alpers, spokesperson updated the board by email.

- f. Curriculum Committee no meeting

- g. Hill School District Committee no meeting

- h. HB 349 Transitional Planning Committee Kim Bliss reported on a recent meeting with town representatives and others. A packet of requests was received by board members for information and to engage in discussion concerning food service, special education, transportation, tuition etc. Melissa suggested we invite public and town representatives for input at a listening work session.

Tom Caldwell, Bristol asked to speak and Melissa moved and Kim seconded to allow Tom to speak. Vote 7-0-0-0 ***Motion Passed***

Tom noted the amendment gives 7 months to make decisions. The easiest approach is to be part of SAU 4 and like Hill agreement, which is a different model, the SAU 4 took into consideration what benefited SAU 4. Tom noted it behooves us to look into meaningful structure to benefit the district and to discuss it with all the towns.

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The next school board meeting is September 11. Melissa moved to make Monday September 18 at 6 p.m. at the high school a listening and working session. Joe seconded. Vote 7-0-0-0 **Motion Passed**

XI. New Business

1. Recommendation(s)/Resignations.
Professional staff hiring:
Erin Ingemundsen, math interventionist NMMS
Emily Kincade literacy interventionist NMMS, NRHS
Melissa moved to approve hiring, Joe seconded. Vote 7-0-0-0 **Motion Passed**
Resignations: Kelly Thomas guidance director, NRHS
Melissa moved and Nate seconded to accept resignation. Vote 7-0-0-0 **Motion Passed**
2. Fire System upgrades: NMMS, NRHS, DES
Nate moved to approve upgrades to fire alarm system due to concerns from fire marshall at a cost up to 250K. Tom seconded. Vote 7-0-0-0 **Motion Passed**
3. Melissa moved to approve Superintendent hiring till the next meeting. Dominic seconded. Vote 7-0-0-0 **Motion Passed**
4. Melissa moved and Kim seconded changing job description from literacy specialist to literacy interventionist. Vote 7-0-0-0 **Motion Passed**
5. Melissa moved and Nate seconded adding an interventionist at BES. Vote 7-0-0-0 **Motion Passed**
6. Joe moved and Tom seconded to approve assistant principal for contact for continuing education agreement. Vote 7-0-0-0 **Motion Passed**

XII. Old Business

1. TTCC – Doug Williams presented plans for a new additional TTCC building that entails a request from the TTCC to swap land parcels with the Newfound Area School District. Doug noted the TTCC bought 171 N. Main Street but Doug wants to swap 171 N. Main Street for First Students Bus Yard at the middle school. The school board is requested by TTCC to pay for an engineering study of the Bus Yard for \$7700. Tom Edwards noted a question for why the TTCC is not paying for the \$7700, engineering study since they have received many donations. Joe Maloney moved and Tom seconded a motion to split the \$7700 cost of the engineering study with the TTCC. Vote 6-0-1-0 New Hampton abstained because Nate Saler is a member at large at the TTCC. **Motion Passed**
2. Facilities Committee Recommendations
 - a. Boilers at DES up to 65K. Nate moved and Dominic seconded. Vote 7-0-0-0 **Motion Passed**
 - b. Curtains at NRHS add up to 18K in addition to prior designated amount. Melissa moved to approve and Kim seconded. Vote 7-0-0-0 **Motion Passed**
 - c. Doors at NRHS up to 156K. Tom moved to approve and Kim seconded. Vote 7-0-0-0 **Motion Passed**
 - d. Architect Design at NRHS Melissa moved to approve and Tom seconded. Vote 7-0-0-0 **Motion Passed**
 - e. Architect Study for TTCC property already approved under Old Business 1. TTCC- Doug Williams above

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XIII. Board Comments

Kim Bliss complimented the music department concert.

Tom noted the Huot program at Laconia is an awesome resource and is glad we partner with them. To raise awareness, he noted we could invite a speaker from Huot to come to our meeting and talk to us about their many vocational offerings.

Joe noted the continuing art collective is a nonprofit that offers guitars, art supplies etc. and is a great resource.

Dominic says good luck to sports teams and they are practicing.

Joe commented that school grounds look great.

XIV. Financial no report

XV. Adjournment

Joe moved to adjourn at 8:30 p.m. and Nate seconded. Vote 7-0-0-0 *Motion Passed*

Respectfully submitted by Ruth Whittier, School Board Clerk

District staff: Steve Nilhas, Superintendent of Schools; Nancy Coffin, Student Services Administrator; Jeannette Shedd, Curriculum Administrator; Susan Read, Videographer

Public: Aubrey Freedman, Bridgewater; Jason Torsey, SAU staff; Doug Williams, TTCC; Tom Caldwell, Bristol

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Newfound Area School District

08.28.2023

Professional Staff Hiring

Name	School	Position	Effective Date	
Erin Ingemundsen	NIMMS	Math Interventionist	8/28/2023	1 year position (ESSER Funds)
Emily Kincade	NIMMS/NRHS	Literacy Interventionist	8/28/2023	1 year position (ESSER Funds)

Professional Staff Resignation

Name	School	Position	Effective Date
Kelly Thomas	NRHS	Guidance Director	8/30/2023

Professional Staff Transfers

Name	School	Position

JOB DESCRIPTION

Position: Interventionist Teacher
Work location: As assigned
Hours: Per negotiated contract
Supervisor: Building Principal
Evaluation: Annual
Salary: Per negotiated contract

Requirements:

- As set by state certification authorities, and federal guidelines for high quality teaching, as applicable.

Responsibilities:

- Plan a program of study that meets the individual needs, interests, and abilities of the student using a variety of instructional techniques and materials.
- Establish clear objectives for units of study which meet the curriculum guidelines and philosophy as outlined by the District.
- Perform all assigned responsibilities in appropriate locations at the times designated.
- Prepare for classes assigned and show written evidence of preparation upon request of immediate superior.
- Encourage students to develop standards of conduct as set by the District.
- Develop and maintain a classroom environment conducive to learning and mutual respect.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities in accordance to District policy.
- Refer students in need of support services to the appropriate officials.
- Participate in staff meetings and serve on designated committees as necessary.
- Maintain accurate, complete and correct records as required by law, district policy and administrative regulation.
- Make provisions for being available to students and parents for educationally related purposes outside the instructional day at mutually convenient times.
- Assist in the selection of appropriate instructional materials.
- Assess student progress on a regular basis using a variety of assessment techniques.
- Maintain open lines of communication with students and parents concerning all aspects of student progress and the general school program.
- Plan for professional growth in accordance with the District's Master Plan for Staff Development.

Job Description

Position:	Literacy Interventionist
Department:	Special Education
Reports to:	Building Principal
Work location:	Newfound Memorial Middle School/Newfound Regional High School
Hours:	186 Days
Length of Contract:	2023-24 school year (one year, ESSR-funded position)
Evaluation:	Annual
Salary:	Per Collective Bargaining Agreement/Grant Funded

Requirements:

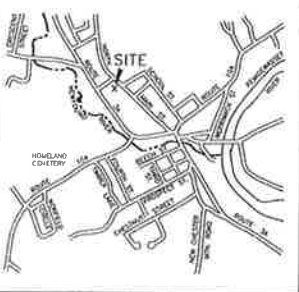
Certified or certifiable in special education, or teaching grades 6-12,

Job Summary:

The Literacy Interventionist is responsible for supporting academic growth and achievement in the area of literacy for students significantly below grade level. The interventionist will isolate discrete areas for improvement and work on building competence and confidence in those skills. This work will be done either individually or in small groups of students with similar deficits. The candidate will regularly monitor, assess, and report on student progress to appropriate stakeholders.

Essential job functions:

- Utilizes a variety of student data (e.g. academic records, standardized testing scores, IEP information) to determine discrete areas for improvement in literacy for individual students;
- Fosters positive, productive relationships with students and staff;
- Provide high quality literacy instruction to individual students and small groups, focused on individually tailored student needs;
- Collaborates with teachers, staff, administration, and families to help identify best practices for individual and small groups of students;
- Uses identified research-based interventions to focus specifically on individual student needs
- Documents interventions, assessments, and progress to appropriate stakeholders;
- Provides data to school teams and participates in decisions about student progress;
- Communicates with teachers, administration, and families regarding student progress;
- Assists with identifying students for placement in intervention groups;
- Participates in meetings with teachers, administration, and families to discuss student placement and progress;
- Provides input for program development;
- Supports implementation of assessment tools and data management systems;
- Participate in professional development;
- Performs other duties as assigned.



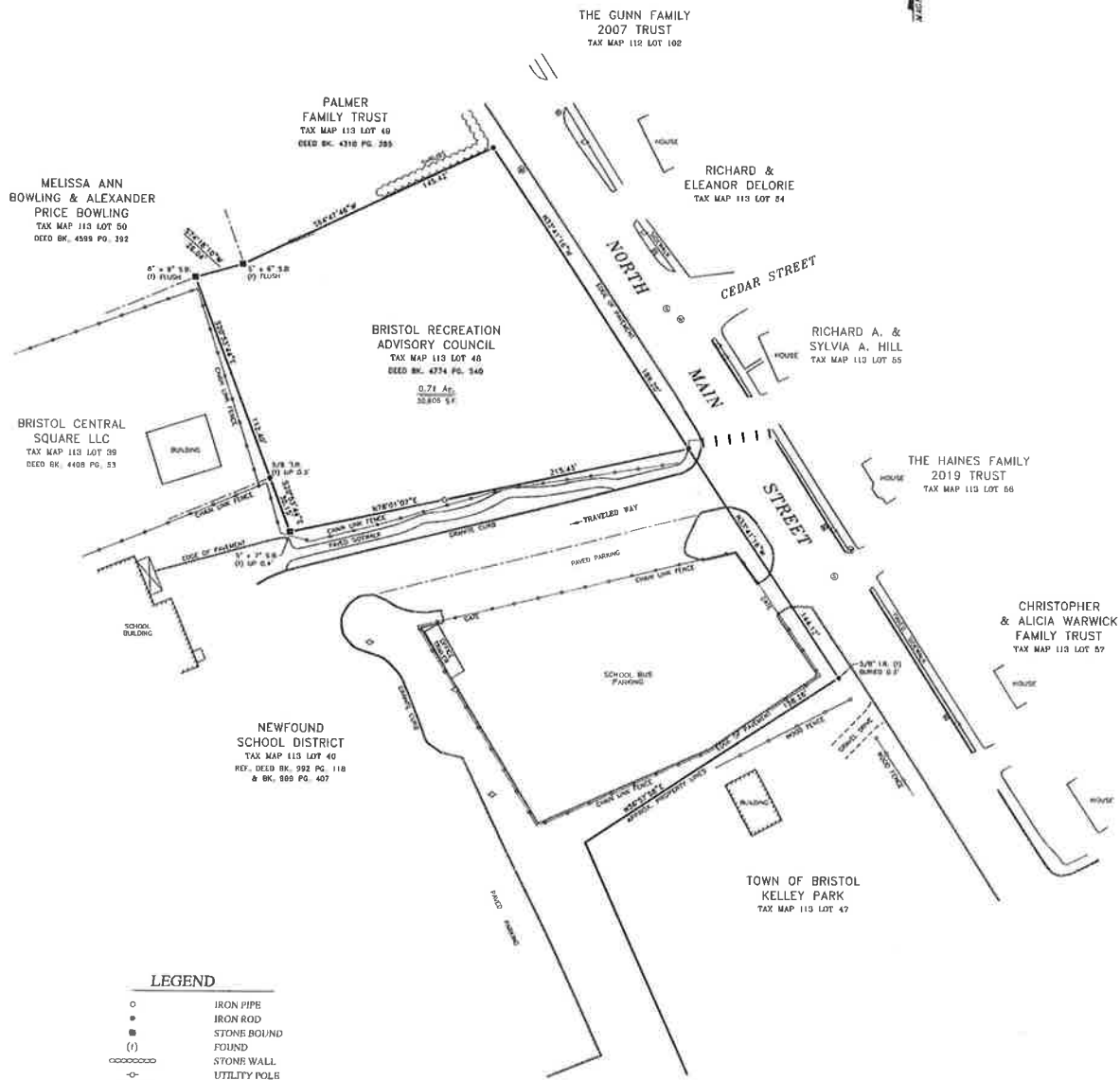
LOCUS MAP

NOTES

1. FIELD PROCEDURE: TOPCON GTS 2304 TOTAL STATION INSTRUMENT
FIELD WORK PERFORMED APRIL 2023
2. THE PURPOSE OF THIS SURVEY IS

PLAN REFERENCES

1. O.C.R.D. PLAN #10763 SURVEY OF LAND FOR EUGENE R. & RUTH L. JACQUES SEPT. 9, 2002 BY STEVEN J. SMITH ASSOC. INC.
2. O.C.R.D. PLAN BK. 666 PG. 67 LAND TO BE CONVEYED TO SCHOOL DISTRICT BY MRS. CHARLES FIELD DATED AUGUST 1965
3. LAND OF ARTHUR R. & SHERYL A. JUVINS AUG. 1687 BY JOHN R. FRENCH NOT RECORDED
4. BOUNDARY SURVEY PROPERTY OF MACADAM REAL ESTATE LLC PREPARED FOR RUSSELL HERRICK OCTOBER 15, 2010 BY THIS OFFICE NOT RECORDED
5. O.C.R.D. PLAN #15473 SITE PLAN KELLEY PARK SURVEYED JUNE 1960 BY BARBARA SURVEY ASSOC., INC.



LEGEND

- IRON PIPE
- IRON ROD
- STONE BOUND FOUND
- () FOUND
- STONE WALL
- - - - - UTILITY POLE
- ⊗ ON ⊗ CATCH BASIN
- ⊙ SEWER MANHOLE
- ⊕ WATER VALVE
- CHAIN LINK FENCE



PRELIMINARY PLAN

CENTRAL LAND SURVEYING
INC.

COLIN R. BROWN (603) 744-2822
LICENSED LAND SURVEYOR BRISTOL, N.H. 03222



SCALE 1 INCH = 30 FEET

SURVEY FOR THE
BRISTOL RECREATION
ADVISORY COUNCIL
NORTH MAIN STREET
BRISTOL, N.H. GRAFTON CO.
MAY 31, 2023

SCALE 1 INCH = 30 FEET