

## THETFORD TOWN SCHOOL DISTRICT

April 9, 2024

Thetford Elementary School and Zoom

### Draft Minutes

#### **PRESENT:**

**School board:** Mary Chin, Nic Cook, Stephanie Hareld, Jeff Jamele. Greta Marchesi,

**Administration:** Bernice Mills, Caitlyn Toleno      **OESU:** Randy Gawel

**Thetford Academy:** Carrie Brennan

**Community:** Hope Waterfield

#### **Meeting called to order by Grawel at 6:00 pm**

#### **Board Reorganization:**

Motion to elect Nic Cook as board chair (Chin/Jamele). Unanimous.

Motion to elect Jeff Jamele as vice chair (Marchesi/Chin). Unanimous.

Motion to elect Greta Marchesi as clerk (Chin/Herald). Unanimous

Motion to elect Nic Cook, Mary Chin and Stephanie Hareld as representatives of the OESU board (Jamele, Marchesi). Unanimous.

Motion to nominate Jeff Jamele TA representative (Chin/Herald). Unanimous.

#### **Board Business-**

**a) Agenda Review/Approval-** Move Snow Days, Strategic Plan, and Policy Committee to the meeting in May. Motion to approve agenda as changed (Chin/Hareld). Unanimous.

**b) Approve Minutes: 02/22/24-** Correct: Corrected spelling of Stephany Herald's name; add: Jamele also gave a report about town meeting- Motion to approve 2/22/24 minutes as amended (Chin/Marchesi). Abstention- Herald. Unanimous.  
03/02/24 Motion to approve minutes as written (Jamele/Chin) , abstain Cook and Herald. Unanimous.

**c) Review Orders-** There were no unusual expenses.

#### **d) Correspondence-**

**Email- Sidenote Request for Comment-** Marchesi ran into Nick by her mailbox and chatted with him about the proposed budget.

**(2) Email- Thetford Voter Question** about the budget and why the vote wasn't delayed since it could be.

**(3) Email- Meeting Recording/Budget**

**(4) Email- Designation Exception Continuation Request-** executive session

**(5) Email- Designation Exception Request-** executive session

**(6) Letter RE: Personnel-**executive session

#### **IV. Public Comment**

Hope Waterfield asks that the board reconsider Scott Waterfield's job as custodian.

#### **V. Reports**

##### **A. Principal's Report**

- **Welcome aboard to the following new staff member:**

- Ross Jensen joined us this week as a paraprofessional. Ross replaced Brad Blitstein. We wish Brad all the best in his future endeavors.
- Jeffrey Wallace will join TES as a custodian on July 1, 2024.
- Jenney Piper accepted the position as head cook

We are continuing to conduct interviews for our School Counselor/504 Coordinator and Social Emotional Learning/Dean of Students positions.

- **Inservice PD for professional staff**

On Wednesday, March 27, our team utilized our half-day to participate in a math professional development session led by our Math Interventionist, Laura Sharpless. During this session, our teachers actively engaged in discussions regarding instructional strategies utilized at each grade level. Furthermore, the team delved into crucial conversations about the next steps for math instruction, practices and values at TES. We plan to continue this professional development during our upcoming half-day, on May 1st, allowing teachers the opportunity to explore math instruction vertically at TES in greater depth.

- **Inservice PD for support staff:**

- On Wednesday, March 27, all support staff engaged in a professional development session titled "Behavioral Functions and Interventions," led by Catherine Beaton, the District Director of Social Emotional Learning. The training was facilitated by Christi Wilson, BCBA, under the theme "Passion for Behavior."
- While Functional Behavior Assessments (FBAs) and Behavior Intervention Plans (BIPs) are invaluable tools, understanding how to effectively implement them in your work with students is key. In this session, we delved deeper into the functional identification of behaviors. What exactly does this entail? Why are behaviors and their functions significant? How can we align interventions and strategies with these functions? What's the rationale behind this approach, and does it yield results? By the end of the session, participants gained a fresh perspective on the behaviors they encounter and practical insights on how to address them effectively.

- **Kindergarten registration:**  
TES held the 2024/2025 Kindergarten registration day on March 27. We had 13 students/parents attend. Considering these numbers it has been decided that we will have one kindergarten class next year.

Grade	How many classrooms
1/2	Four 1/2 classroom teachers
3/4	Three 3/4 combination classrooms
5/6	Four 5/6 combination classrooms

- **2024/2025 Classroom configuration:**
- **Summer Programming at TES**  
We are thrilled to announce that TES will once again provide students with the opportunity to participate in our Summer Programming. Currently, we are working to identify students, hire staff, and organize the program. The program is scheduled to run from Monday, July 8, through Friday, July 26. Kate Hill will be coordinating the program.
- **TES Baseball Field**
  - Recently Caitlin and I were contacted by Rachael Cook about the possibility of obtaining a dugout for our baseball/softball field at TES. With the support of Chris Leitao, a TES parent and softball coach, there is an opportunity to work with Coventry Log Homes to have a dugout built and donated to TES. Additionally Chris has graciously volunteered to utilize his resources through his employer to create a foundation that is necessary for the base of the dugout. Similar dugouts have successfully been installed in Westshire and most recently in Orford with the partnership of Coventry Log Homes and Chris' company.
  - Installing dugouts would benefit our student athletes, Thetford rec teams and the community. Furthermore, our students would have access to them during recess times. Dugouts also help ensure the safety of athletes and coaches during baseball and softball games.

Marchesi asked if the school is planning to have 2 first grade and 2 second grade classrooms. Toleno said that is how they are leaning but needs to talk with the team.

### **TA Updates- Jamele**

Not much to report. He was approached about working together with the Lyme School about policy making, as they are starting from scratch.- He was wondering if there was any interest in making a small committee willing to help them? Cook is.

### **Strategic Plan- Toleno- Three year plan**

The committee has identified four goals: Literacy; Data- how we are collecting data; Diversity, Equity and Inclusion; and Place Based Education. They still need to map out which years they will roll out which features.

## **Public Comment**

- Chin- There is a group in town working at a cell phone free school. This might be something to tackle as a board. There is a procedure in the handbook. It would be good to have a policy as well.
- Marchesi- Asked about having last year's survey sent out again to collect data from families to track their experience over time. This will be an agenda item for May.

## **Executive Session-**

### **Designation Exception Request**

### **Designation Exception Continuation Request**

Motion to go into executive session under the grounds that the conversation may identify a student or personnel. Jamele/Chin. Unanimous.

Motion to enter executive session. Hareld/Chin. Unanimous.

Entered executive session at 6:38 pm.

The board voted unanimously to deny the designation exception request.

The board voted unanimously to approve the designation exception continuation request at the posted tuition rate of \$19,177.00 at the student's current high school.

## **Executive Session- Personnel**

Motion to hold the following discussion in executive session under the grounds that it may identify a student or personnel (Chin/Hareld). Unanimous.

Motion to enter executive session and invite the community member who had raised the personnel concern (Chin/Hareld). Unanimous.

Entered executive session at 7:27p.

Exited executive session at 7:46p.

No action was taken.

Move to adjourn (Jamele/Hareld). Unanimous.

Meeting adjourned at 7:46p.

**Minutes Prepared By:**

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Ginni Balch, Board Clerk

**Future Meetings:**

Regular School Board Meetings are held on the second Tuesday of the month during the school year. The next meeting will be Tuesday May 14, 2024 at 6:00p.m.

*These minutes are not official until they are approved by the School Board.*