BOARD OF SCHOOL COMMITTEE
MANCHESTER SCHOOL DISTRICT SAU #37

February 12, 2024 **6:30 p.m.**
Mayor and all School Board Members **Aldermanic Chambers**
Student Member: Ashlie Brown (WHS) **City Hall (3rd Floor)**

1. Mayor Ruais called the meeting to order at 6:33 p.m.

2. Mayor Ruais called for the Pledge of Allegiance.

Mayor Ruais welcomed Principal Larochelle and asked Committee Members O'Neil and Gonzalez to introduce the students.

Northwest Elementary School – Shelly Larochelle, Principal

Daniel Milambo – Grade 4	Manuel Milambo – Grade 1
Brenna Toland – Grade 2	Cormac Toland – Grade 4
Steve Tou – Grade 4	Brendan Dizio – Grade 2

3. A moment of silence was observed.

4. The Clerk calls the roll.

Present: Committee Members Turner, Parr, Soule, Bonilla, Bergeron, Argeropoulos, O'Connell, Potter, Spillers, Baines, Senecal, O'Neil, Gonzalez, Mayor Ruais and student Member Brown.

Absent: Committee Member Want.

5. <u>RECOGNITIONS</u>

a. High school all-state music selections

The following high school students have been selected for all-state music festivals:

Central High School

- Michaela Aufiero – All-State Treble Choir (Alto)
- Nathaniel Bannister – All-State Band (Percussion); Chamber Festival Percussion Ensemble
- Will Brewer – All-State Band (Percussion); Chamber Festival Percussion Ensemble
- Sophia Boisvert – All-State Jazz Choir (Soprano); All-State Treble Choir (Alto)
- Tommy Martineau – All-State Jazz Band (Trombone)
- Serenity Newton – All-State Honors Band; All-State Orchestra; Chamber Jazz Combo (String Bass)- Top Score x2!
- Lily Szulc – All-State Jazz Choir; All-State Mixed Choir (Alto)

- Jonah Therrien – All-State Jazz Choir (Drums)
- Katherine Thorner – All-State Honors Jazz Choir; All-State Mixed Choir (Soprano)
- Marley Walker – All-State Honors Jazz Choir; All-State Mixed Choir; Chamber Festival Treble Vocal Ensemble (Alto) - Top Score!

Memorial High School

- Colby Hales – All-State Orchestra (Viola)
- Jaidon Morgan – All-State Band; Chamber Festival Woodwind Choir (Bassoon)
- Rebekah Sanborn – All-State Jazz Band (Trumpet); All-State Band (Clarinet)

West High School

- Lindsay Jones – All-State Band (Baritone)

Mayor Ruais stated each school year, high school students across the state have the opportunity to audition to perform in one or more state-wide music festivals. This year, Central, Memorial and West's music programs will be well-represented at these prestigious festivals, with 14 students selected. The festivals include the NHBDA Chamber Festival, which took place on January 13 in Durham, the NHMEA Jazz All-State Festival, which took place February 8-10 in Derry, and the NHMEA All-State Festival, which takes place April 4-6 in Concord. We are thrilled to recognize these students here at tonight's Board of School Committee meeting.

Mayor Ruais then invited Dr. Gillis to join him and they introduced each student (see above) and had them come forward. Pictures were taken at the completion of the recognitions and during the recognitions.

After recognizing the high school students, they also acknowledged the middle school students who made their audition festival and they are all from Hillside Middle School, and they are:

Callan Keniston – Trumpet
Morgan Losier – Clarinet
Thomas Parr – Obo
Chance Rippett Kirkhart – Flute

Committee Member Parr joined his son for a picture.

The teachers were also recognized and acknowledged, being Ms. Berger from West, Mr. Russell from Memorial and Mr. Redmond from Hillside. They were asked to come up for a picture with the students.

PUBLIC FORUM

6. The purpose of the public forum is to give the residents of Manchester the opportunity to address the board. All people wishing to speak will have up to three (3) minutes to do so, and any comments must be directed to the chair. Any resident wishing to speak will come forward to the nearest microphone, clearly state their name and address when recognized and give their comments.

James Colby, 3 Leda Avenue, stated:

The Board clerk indicated that the red folder on the board member's desks this evening were from Mr. Colby.

He stated he is a marketing teacher at Memorial High School, as well as the Building Level Instructional Leader (BLIL) for the department. He stated that it has come to his attention that the 2024 Program of Studies for the High Schools is now eliminating awarding economics credits for Marketing I. He stated the business department and himself, from both Central and West, and the building administrators were not aware that this elimination was happening. For years marketing teachers have had to justify that marketing students were fulfilling the economics competency. He stated that he finds it troubling that these decisions are being made without any consultation to those directly affected by the change. He stated that he would like to make a note that five of you that sit on this board right now have had siblings, children or grandchildren who have benefited from the marketing program. To put this change in perspective, in 2023 there were 538 graduates that had Economics only appear on their transcripts, 181 students only had Marketing I on their transcripts and did not have Economics, 60 students took both Economics and Marketing I. Economics students in the Social Studies Department only see the understanding of concepts through bookwork. In a semester long class, Marketing students realize the concepts and in a year long course through bookwork, classwork, and lab work those concepts are brought to life. They see the effects of supply and demand, what effect shortages have the concepts of pricing and so on. Although we cover more topics embedded in other units, he has given the Board in that red folder direct economics concepts that are covered in his class. In addition, his students have to complete and pass a comprehensive exam, which he also included. As a side note, and speaking with the Early College coordinator, he stated that he would be willing to offer college credits for economics; however, if it's offered in the Social Studies Department, as that course is offered in the business department. He stated that at 5;30 tonight, he received an email stating that the reason for that change was that financial literacy was going to be rolled into economics. He stated that he finds it

puzzling that in a semester course, you're going to cover all the competencies for economics, a state required course, as well as financial literacy, another state required course, in that small amount of time. He stated that he is asking that the decision to eliminate waiving the economics credit or requirement for Marketing I be looked at and reversed. He stated that on a sidenote, he finds it interesting that next year, this change is happening to marketing; however, personal finance is still going to be offered in the math department.
(The Clerk was informed by the Administration that the items submitted by Mr. Colby are not for public dissemination, specifically because there are tests that are given out in the paperwork.)

Bradley Conway, 236 Boutwell, stated:
He stated that he is with Manchester, New Hampshire for Palestine and is part of an effort to bring a ceasefire resolution to the BMA and you might be thinking, like ceasefire at the school board, doesn't really make sense, how is that relevant? Well believe it or not, there are many Palestinian students in Manchester public schools, whose families would feel safer if a ceasefire resolution in the BMA passed. Additionally, there are hundreds of 1000s of children in Gaza who are losing schooling and it's being replaced with the most traumatic experience a human can endure. He stated with that said, he wants us all to be thinking about what we can do about it. He stated that he has two requests for the Board of School Committee. One, he proposes that the school board work to draft and pass a resolution to pressure the BMA to pass a ceasefire resolution. And secondly, he invited the board, or all who may be personally supportive, to come and speak in support of their resolution next week at the BMA. He stated that he has some resolutions he wanted to submit for the record.

a. If there is no one else present wishing to speak, a motion is in order to take all comments under advisement and further to receive and file any written documentation presented and to table the remaining minutes for public comment to the end of the meeting for those that have not already spoken.

*On motion of **Committee Member Turner,** duly seconded by **Committee Member Soule,** it was moved to take all comments under advisement and further to receive and file any written documentation presented. All were in favor and the motion passed. 6:52 p.m.*

7. Response to Public Comment
(Note: Motions limited to sending items to Committees only.)

Questions and comments included:

1. There was discussion on the comments made by Mr. Colby this evening regarding economics. At the conclusion of this section, a motion was made to send this item to the Committee on Teaching and Learning.
2. It was asked if there are state mandated courses that we are not offering in the district? It was stated that the district will be reviewing this to make sure that the financial literacy requirement is being met by the marketing or economics courses.
3. It was stated that consultation on courses should be made with the BLILs and the High School Principals.
4. These changes would have been part of the discussions at the committee who did the course catalog work.
5. It was stated that there is time to review this prior to the schedules going out at the end of the year.

*On motion of **Committee Member Baines,** duly seconded by **Committee Member O'Connell,** it was moved to send Mr. Colby's comments to the committee on Teaching and Learning for discussion. All were in favor and the motion passed.*

8. PRESENTATIONS

There were no presentations this evening.

9. ACTION AGENDA

a. Fiscal Year 2025 Budget
   i. Fiscal Year 2025 General Fund Tax Cap Budget ($232,227,530)
   ii. Fiscal Year 2025 School Food and Nutrition Budget ($6,252,176)

Reminder: The following item was approved at the January 8th, 2024 Board of School Committee meeting.

   iii. Fiscal Year 2025 Capital Improvements Projects (CIP) Priority Listing ($5,650,000)

For a copy of the budget book, please visit:

https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/3235/MSD/3967440/FY25_Budget_Book.pdf

On motion of ***Committee Member Soule,*** *duly seconded by* ***Committee Member Gonzalez,*** *it was moved to approve the FY25 Budget and move the budget to the Board of Mayor and Aldermen for consideration, as follows:*

1. *Fiscal Year 2025 (FY25) General Fund Tax Cap Budget ($232,227,530)*
2. *Fiscal Year 2025 (FY25) School Food and Nutrition Budget ($6,252,176)*
3. *Fiscal Year 2025 (FY25) Capital Improvements Projects (CIP) ($5,650,000)*

Questions and comments included:

1. There was a discussion about the needs of the district and how in the past a needs budget, as well as a tax cap compliant budget, has been sent to the Board of Mayor and Aldermen. The Administration indicated that they are only proposing a tax cap compliant budget this year.
2. It was stated that there are needs for special education students and ELL students and there has been a deficit in the district when delivering sufficient instruction to EL students.
3. It was stated that this is going to be a tough budget cycle and we have to do our homeworking and be prepared to advocate for what is needed in the district.
4. Since Covid we have had an educational gap and we need to make sure that the students are receiving the services that they need.
5. We need to make sure that the community and everyone in Manchester knows that we need to support our public educations and make our schools become the pride of our community, so that we can earn the respect of the business community and young people will want to live, work and raise their families in Manchester.
6. Mayor Ruais stated that he appreciates deeply the amount of effort that went into the crafting of this budget, as it is a great deal of work and we have been talking about this since December when he started his transition period. He stated that he appreciates the multiple meetings that they have had on this and the opportunity to have his questions answered. He stated that as Board Member Baines has indicated, we are heading into a difficult budget season and he has commenced having meetings with the city departments. He stated that this budget is difficult for his to support and he has concerns about the number that is in the budget. He stated that he looks forward to continued collaboration and communication with the school board and the Board of Mayor and Aldermen to come up with a number that both

meets the needs of the students and the district but also pushes forward the needs of the city as well.

All were in favor and the motion passed.

10. CONSENT AGENDA (ITEMS 10 – 17)

11. Mayor Ruais advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, only one motion will be taken at the conclusion of the presentation.

Committee Member Spiller removed item 16-a.
Committee Member Parr removed item 17-a.
Committee Member Turner removed items 14-a and 14-c.
Committee Member Bonilla removed items 13-a, c, d, e and f.

The balance of the consent agenda is as follows:

12. Approval of minutes from the Board of School Committee meetings on: January 22nd, 2024 meeting.

13. Report(s) of the Committee of Policy, if available.

b. Dual Language Program Teacher Job Description

14. Report(s) of the Committee of Teaching and Learning, if available.

a.
b. Policy Instruction 127: High School Promotion Requirements
c.

15. Report(s) of the Committee of Finance and Facilities, if available.

a. Treasurer's Report
b. Financial Reports
c. City Services Invoices ($788,719.71)
d. Manifest of Authorized Expenditures (January 2024) ($18,989,632.77)
e. Grants, Gifts and Donations Report ($348,795.07)
f. Professional Leave Requests ($9,057.34)
g. Endowment Fund Spending Request for Annual Scholarships ($113,000.00)

*On motion of **Committee Member O'Connell,** duly seconded by **Committee Member Argeropoulos,** it was moved to approve the balance of the consent agenda. All were in favor and the motion passed.*

13. Report(s) of the Committee of Policy, if available.

a. Community School Facilitator Job Description
b.
c. Human Resources Director Job Description
d. Human Resources Manager, Talent Acquisition Job Description
e. Human Resources Recruiting and Benefits Specialist Job Description
f. Human Resources Specialist, Talent Acquisition Job Description

Committee Member Bonilla stated that there were some changes that were agreed upon at the subcommittee but that the Human Resources department is looking to revise those. The changes are based on guidance received.

Clerk Carey stated that the proposed changes by the HR Director have been highlighted on job descriptions by the Clerk for ease of the Board. She stated that they are specifically (in bold below):

1. On page 71, changing the wording to read: "Bachelor's Degree in Human Resources, Business/Public Administration, Communications, or work experience in a related field, **plus at least 8 years of progressively responsible experience in recruitment/talent acquisition and employer branding required".**
2. Salary Grade/Range instead of Starting Salary to be changed on the top of all job descriptions.
3. On page 81, the first two bullets under Minimum Qualifications to be combined to read: "Bachelor's Degree in Human Resources, Business/Public Administration, Communications, or equivalent work experience in a related field, plus at least five years of progressively responsible experience in recruiting, hiring and the administration of employee benefits, or an equivalent combination of knowledge, background, education and experience.

4. On page 85, the first two bullets under Minimum Qualifications to be combined to read: "Bachelor's Degree in Human Resources, Business/Public Administration, Communications, or equivalent work experience in a related field, plus at least five years of progressively responsible experience in recruiting, hiring and the administration of employee benefits, or an equivalent combination of knowledge, background, education and experience.

*On motion of **committee Member Bonilla,** duly seconded by **Committee Member Argeropoulos,** it was moved to approve items 13 a, c, d, e, and f, as amended. All were in favor and the motion passed.*

14. Report(s) of the Committee of Teaching and Learning, if available.

a. 2024/2025 School Calendar

Committee Member Turner stated that at Teaching and Learning there was a very robust conversation on the school calendar and there were questions about possibly having conversation with the MEA about possible shift in days so that the calendar did not spill over to the Monday and Tuesday June 16th and 17th.

Ms. Doherty stated that the administration did have a conversation and she also spoke with Attorney Cox Pelletier and there were numerous things that did not allow this to happen, including: CTE calendars, the MEA Contract, and days based on sending schools.

It was stated that the tentative graduation date is the weekend of June 14th.

Clerk Carey stated that a conversation was had with the administration earlier today, and there were changes that needed to be made, such as where it says October 11, Columbus Day/Indigenous People's Day, It should say Friday and not Monday, and then on November 11, Veteran's Day, it should say Monday and not Friday. So those changes are being made as well.

*On motion of **Committee Member Turner,** duly seconded by **Committee Member Soule,** it was moved to approve item 14-a, the 2024/2025 School Calendar, as amended. All were in favor and the motion passed.*

c. Policy Instruction 165: High School Late Arrival and/or Early Release

Committee Member Turner stated that she pulled this because there is a discrepancy on page 115 in the packet of proposed markups, where number four talks about academic standing and has some language around that and then on the very next page, 117, which is the finalized proposal the language is missing. She stated that she is just going to make a motion to send this back to Teaching and Learning for their next meeting.

*On motion of **Committee Member Turner,** duly seconded by **Committee Member Soule,** it was moved to send item 14-c, Policy Instruction 165: High School Late Arrival and/or Early Release back to Teaching and Learning. All were in favor and the motion passed.*

16. Report(s) of the Committee of Student Conduct, if available.

a. Truancy Court Cooperative Project Pilot Program

*On motion of **Committee Member Spiller,** duly seconded by **Committee Member Turner,** it was moved to table item 16-a. Truancy Court Cooperative Project Pilot Program.*

Roll Call: Committee Members O'Connell, Potter, Spillers, O'Neil, Gonzalez, Turner, Soule, Bonilla and Bergeron were in favor. Committee Members Argeropoulos, Baines, Senecal, Parr and Ruais were opposed. Committee Member Want was absent. Motion passed 9-5-1.

17. Report(s) of the Committee on Education Legislation, if available.

a. BoSC Education Legislation Advocacy Letter supporting House Bill 1625, requiring School Nurses to be licensed by the Board of Nursing and not the State Board of Education.

Committee Member Parr stated the Education Legislation committee has looked at several bills and these are part of the packet. He stated that he thought it would be best to pull the item to explain it to the Board. At the state level is House Bill (HB) 1625, and as a committee we indicated that we should support his. What we are asking of the Board is to allow a letter of support to be issued regarding a bill that requires school nurses to be licensed by only the Board of Nursing and removes the requirement that they be certified by the State Board of Education, which creates

additional fees and loop holes for the nurses. It makes sense that they be licensed by the Board of Nursing only, as the Board of Education is not familiar with nursing practices.

*On motion of **Committee Member Spiller,** duly seconded by **Committee Member Turner,** it was moved to approve sending the BoSC Education Legislation Advocacy Letter supporting House Bill 1625, requiring School Nurses to be licensed by the Board of Nursing and not the State Board of Education, to the house of representatives and the senate. All were in favor and the motion passed.*

COMMUNICATIONS

18. Superintendent's Communications.

a) Superintendent Updates

i. Update on Contract Service Providers

Dr. Gillis stated she wanted to start with a retouch on an item from the last meeting. Since the last meeting, we've been working to address the incidents which took place with the two applied ABC staff members located at Parker Varney Elementary School. She stated that we do not tolerate behaviors which compromise the safety of our students in this district. To this end, we've taken the following actions and she asked all of our principals and assistant principals to connect with all the families who have a student with either direct or indirect contact with a member of applied ABC. At this time, they are noting approximately 90% of these discussions are reporting a positive working relationship with the ABC staff and the building level teams. In the balance of the discussions, they are working with those families to mitigate their concerns, and when needed make staffing shifts. They have enhanced their supervision and interactions with ABC staff in our schools. This enhanced supervision includes routine walkabouts, and ongoing meetings to review and process ABC case management in the schools. We have reviewed our expectations in particular with ABC and in addition, sharing with all of our contracts service providers. They are also sharing expectations and processes for managing student behavior and interactions with all of our staff along with the process flows we are using for reporting. They are reviewing all ABC assignments and working with the building administration to make sure we have the services as outlined in each student's IEP for this school cover at this time. She wanted to stress that this is very important work. We are learning, organization is in place and they are putting a high value on student learning. In

these roles, we often see staff working with our students in small groups or in one to one arrangements, we do not take these roles lightly and as such, the work is focused on making sure all of our students are cared for in the safest manner, while also delivering their services as outlined in their IEPs.

ii. Spring into Summer

This is a new event and the first one will take place on Saturday, March 16th from 9:00 a.m. to 1:00 p.m. at Beech Street Elementary School and is called Spring into summer. The purpose of this event is to provide an opportunity for our families to explore summer offerings, such as educational offerings like extended learning opportunities, volunteering, and internships. They will also be offering access to fall registration information. They are looking forward to partnering with Manchester Proud to show and share all of the offerings available to our students and their families at this first Spring Into Summer event.

19. Board of School Committee Members' Communications.

a. Job Openings List
(Note: This item is for informational purposes only and no action is required.)

There were no questions or comments on the job openings list.

20. Personnel Report.

Committee Member Potter removed item 21 and Committee Member Turner removed item 22.

*On motion of **Committee Member Turner,** duly seconded by **Committee Member O'Connell** it was moved to approve the balance of the personnel report and the supplemental personnel report. All were in favor and the motion passed.*

The approved personnel reports were as follows:

NOMINATIONS: ADMINISTRATION

Name	Position	Building	Salary
Salvador Becerra	Interim Assistant Principal	Parkside	$90,357.00

RESIGNATIONS/RETIREMENTS: CERTIFIED STAFF

Name	Position	Building	Salary
Jayna Rolon	Elementary Teacher	Gossler Park	$44,006.00
Patrick Roye	Special Ed Teacher	Highland GF	$77,495.00
Mary Remillard	School Nurse	Hillside	$47,815.00
Heather Towle	English Teacher	McLaughlin	$74,104.00
Isabella Proia	Elementary Teacher	Parker Varney	$45,106.00

LEAVES OF ABSENCE: CERTIFIED STAFF

Name	Position	Building	Salary
Anne Fraser	Special Ed Teacher	Parker Varney	$79,190.00
Catherine Kabala	SAP Counselor	Central High	$73,104.00

NOMINATIONS: CERTIFIED STAFF

Name	Position	Building	Salary
Hannah C. Gelinas	Special Ed Teacher	Parker Varney	$47,660.00
Molly Goldstein EdID 136553	Music/Orchestra Teacher	Hillside	$50,125.00
Kevin Donohue EA 149930	Social Studies Teacher	McLaughlin	$42,025.00
Tereza Monteiro EdID 63906	English Learner (ESOL) 1-year	Hillside	$77,495.00
Daniel Scheinman EdID 57640	PT EL Teacher	Beech	$65.39
Joan Vallieres	Occupational Therapist	District Wide	$74,104.00
Joseph Arloo Ed ID136983	Music Teacher	Weston	$42,025.00

RESIGNATIONS/RETIREMENTS: NON-CERTIFIED STAFF

Name	Position	Building	Salary
Hannah S. Gelinas	Paraeducator I	Southside	$15.45
Kaila Landry	Paraeducator I	McLaughlin	$15.45
Carollee Little	HR Representative	SAU	$45,177.60
Michelle Gibeault	Wellness Coordinator	District	$79,190.00
Christopher Proulx	21st CC Site Coordinator	District	$31,700.00
Sheila Loftus	Accountant I SFNS	District	$60,496.80
Carollee Little	HR Representative	SAU	$45,177.60
Tracy St. Amand	Paraeducator I	Gossler Park	$15.45
Elizabeth Penn	21st CC Program Coordinator	District Wide	$38,758.97

NOMINATIONS: NON-CERTIFIED STAFF

Name	Position	Building	Salary
Judyann Sylvia	Crossing Guard	District	$15.89
Jarrod DeVincent	Food Service Worker I	West High	$15.00
Ashley Harris	21st CC Club Assistant	Bakersville	$15.00
Teena Phaneuf	Admin Assistant II/Reception	District	$18.90
Madison Fournier	Paraeducator II	Gossler Park	$15.97
Arthur Adamakos	Jr. Info Tech Specialist	District	$26.63
Dana Sousa	21st Century Program Dir	District	$66,996.00
Mackenzie Pizzutillo	Paraeducator I	Parker Varney	$15.45
Blake Johnson	21st CC Site Support Assistant	Weston	$18.00

21. TABLED ITEMS

(A motion would be in order to remove any item from the table.)

There were no tabled items this evening.

At this time, Mayor Ruais asked if there was anyone else from the public wishing to give public comment and no one was present to give public comment.

22. NEW BUSINESS

Committee Member Bonilla –

1. He stated that he wanted to give a shout out to Catherine Kabala, Central High School Southern New Hampshire University, our various community partners and our administration for supporting Catherine and bringing over 200 students from Central High School to SNHU for the second Lift Every Voice Summit. He also gave a shout out to the Board Members who attended, as well as the BMA folks who attended. He wanted to recognize that everyone has very busy schedules, that it was an amazing time to really witness and be involved in the conversation, to be within the community, to be proximate to various role models across the city and across the state. He stated they had nothing but great conversations and again this was a great opportunity given the proximity to a campus in our own background. It was an amazing time.

Committee Member Baines –

1. He stated that he wanted to congratulate everyone that was involved with the inaugural ball on Saturday evening. It was nice to bring the community together and the turnout from both boards was great. The event was really well done and it was a great source of pride for the Mayor, his parents and his brother. He stated the event was wonderful and the Mayor should be very proud.

Mayor Ruais stated in response that he cannot take credit for the planning and that he appreciated everyone that was able to attend, as it was a wonderful evening. He stated that he was trying to make it very clear that this was not an inaugural gala for the new mayor but rather he wanted it treated as a celebration for the community. He stated that the food was great too!

Committee Member O'Connell –

1. Gala – He stated that he also wanted to mention this and what a great night it was.
2. Winter Sports – A couple of our ski teams seasons came to an end today and some will be finishing tomorrow. He wanted to thank everyone on their seasons. He wanted to thank all coaches and students who participated this winter and wanted to congratulate all the simmers as well who placed this weekend at the NHIAA Divisional Championships. He stated that Abby Gower, from Central, laced 1st in the 200 meter freestyle and first in the 500 meter freestyle; and, Alexei Avakov from Central who placed 1st in the 200 meter individual medley and 1st place in the 100 meter breast stroke. He stated that he looks forward to recognizing our winter student athletes on their accomplishments at a future meeting.
3. Joint School Building – He stated that this committee met last week for their organizational meeting and tonight for their first monthly meeting, which these meetings will continue forward on the second Monday of the month prior to the full board meeting. They are going to meet at 5:00 p.m.

Committee Member Turner –

1. Winter Sports – The winter sports are concluding and we have many basketball teams that have made playoffs, which is very exciting. There have also been some broken records in the indoor track and field season and we hope to have these student athletes come in soon for recognition. Our swimming team, wrestling and ski teams have also done very well this winter.
2. Harriet Barber – there was an article about her accomplishments. She finished first in the state in the 300m, broke the long time Central High School record, and finished second at the New England Scholastics indoor track and field championships.
3. Spring Sports – Registrations are open for anyone that is wanting to play spring sports. You can sign up on the Family ID and get involved.

Committee Member Baines –

1. Steve Vanderbeek – Swim team coach of around 50 years here in Manchester.
2. All State is a tremendous achievement that we definitely should be recognizing.

Clerk Carey –

1. Coaches – She stated that it is a wonderful accomplishment for students to make all state but they also need to have dedicated coaches who are willing to go to bat for these students, attend the meeting and make sure that everyone knew who the students were and what they

accomplished to get them these accolades. She stated that she would like to recognize the coaches for the work that they do and the dedication to the students.

23. A motion is in order to go into non-public session under the provisions of RSA 91-A:3 II (a, b, and c, e, j and l) and RSA 91-A:2, I (b and c): for the dismissal, promotion or compensation of any public employee or the hiring of any person as a public employee; and, for matters, which if discussed in public, would likely affect adversely the reputation of any person; consideration of negotiation of pending claims or litigation; consideration of confidential, commercial or financial information that is exempt from public disclosure under RSA 91-A:5, IV; consideration of legal advice provided by legal counsel, either in writing or orally; and, Strategy or negotiations with respect to collective bargaining.

7:34 p.m.

On motion of ***Committee Member Baines,*** *duly seconded by* ***Committee Member O'Connell,*** *it was moved to go into non-public session under the provisions of RSA 91-A:3 II (a, b, and c, e, j and l) and RSA 91-A:2, I (b): for the dismissal, promotion or compensation of any public employee or the hiring of any person as a public employee; and, for matters, which if discussed in public, would likely affect adversely the reputation of any person; consideration of negotiation of pending claims or litigation; consideration of confidential, commercial or financial information that is exempt from public disclosure under RSA 91-A:5, IV; consideration of legal advice provided by legal counsel, either in writing or orally; and, Strategy or negotiations with respect to collective bargaining.*

Roll Call: Committee Members Turner, Parr, Soule, Bonilla, Bergeron, Argeropoulos, O'Connell, Potter, Spillers, Baines, Senecal, O'Neil, Gonzalez and Mayor Ruais voted yes. Committee Member Want was absent. Motion passed.

24. A motion is in order to call the meeting back to order.

8:14 p.m.

On motion of ***Committee Member Argeropoulos,*** *duly seconded by* ***Committee Member Bergeron,*** *it was moved to call the meeting back to order. All were in favor and the motion passed.*

On motion of ***Committee Member Turner,*** *duly seconded by* ***Committee Member Soule,*** *it was moved to seal the minutes until the Board reviews the minutes at their next meeting for unsealing,*

as they could likely adversely affect the reputation of any person who is not a member of the public body or they could render a proposed action ineffective. All were in favor and the motion passed.

On motion of ***Committee Member Turner,*** *duly seconded by* ***Committee Member Soule,*** *it was moved to approve items 21 and 22 on the personnel report. All were in favor and the motion passed.*

On motion of ***Committee Member O'Connell,*** *duly seconded by* ***Committee Member Parr,*** *it was moved to approve the Memorandum of Understanding with the AFSCME Local 3912, Paraprofessionals and the Registered Behavior Technician (RBT) Job Description. All were in favor and the motion passed.*

ADJOURNMENT

25. If there is no further business, a motion is in order to adjourn.

On motion of ***Committee Member Baines,*** *duly seconded by* ***Committee Member Potter,*** *it was moved to adjourn. All were in favor, meeting adjourned at 8:16 p.m.*

True Copy. Attest.
Respectfully Submitted,

Angela M Carey

Clerk of Committee

MANCHESTER SCHOOL DISTRICT

TITLE: Memorandum of Agreement with American Federation of State, County, and Municipal Employees (AFSCME) Local 3912 for Addition of Registered Behavioral Technician (RBT) to the Bargaining Unit

BOARD OF SCHOOL COMMITTEE MEETING OF: January 22, 2024

ACTION: X CONSENT:_____ INFORMATION: _____

BACKGROUND:

The Collective Bargaining Agreement with the Board and the American Federation of State, County, and Municipal Employees (AFSCME) Local 3912 for the Paraprofessionals currently recognizes Para I, Para II, Behavior Support Technician (BST) and Para-Trainer as the categories of employees in the bargaining unit. This agreement proposes to add an additional category of Registered Behavior Technician (RBT) to this bargaining unit.

A proposed job description for consideration and approval is also attached.

The starting rate would be at $30.00 per hour, which is competitive with local contracting agencies.

FISCAL IMPACT: Please see attached.

FISCAL VERIFICATION: KD

RECOMMENDATION:

That the Board of School Committee moves to approve the Memorandum of Understanding with AFSCME Local 3912- Paraprofessionals and the Registered Behavior Technician (RBT) Job Description.

Prepared by:

Kathryn Cox Pelletier
Chief Legal & Policy Officer

Presented by:

Kathryn Cox Pelletier
Chief Legal & Policy Officer

Approved by:

Dr Jennifer Gillis
Superintendent

MEMORANDUM OF UNDERSTANDING

MANCHESTER SCHOOL DISTRICT

AND

AMERICAN FEDERATION OF STATE, COUNTY, and MUNICIPAL EMPLOYEES (Local # 3912 AFL-CIO) PARAPROFESSIONALS UNION

Addition of Registered Behavior Technicians to Unit

This agreement is made between the Manchester School District ("District") and the American Federation of State, County, and Municipal Employees, Local 3912 AFL-CIO ("AFSCME") regarding the introduction of a new position to the unit for a Registered Behavior Technician ("RBT").

WHEREAS the District currently does not have a job description for RBTs to be hired directly as employees of the District;

WHEREAS the District's costs to contract with employment agencies for RBTs have increased significantly, and the District has faced significant difficulties in staffing their specialized programs for self-contained and autism classrooms;

WHEREAS the District and the Union have a shared interest in hiring RBTs as employees for the District, both to attract and retain new employees to this bargaining unit, and to gain assistance with the students who need it the most;

WHEREAS the attached job description has been reviewed and agreed upon by both parties;

THEREFORE, the Parties agree as follows:

1. The Parties approve of the attached Registered Behavior Technician (RBT) job description, and agree to amend the recognition clause for this collective bargaining unit both in the Collective Bargaining Agreement (CBA) between the Parties, as well as with the Public Employee Labor Relations Board (PELRB);
2. The starting rate for the RBT position shall be $30.00 per hour;
3. Parties agree to provide an incentive to employees of this unit who support students receiving specialized programming, including to employees who currently work and employees who transition into a self contained program classroom, such program being defined as any of the district's self-contained classrooms for students with autism

spectrum disorder, emotional behavioral needs, intellectual disability, or developmental disabilities. Such payments may be made to those who are providing direct services and/or Para Trainers providing supports to the specialized units;

4. Such incentive payment shall be a one-time payment of five hundred dollars ($500.00) to be paid in July 2024 for all employees who accumulated three (3) continuous months of service in specialized programming by the end of the 2023-2024 school year;
5. Employees transitioning into this RBT position from within the bargaining unit shall receive either the RBT rate of pay or a five-percent (5%) increase in pay, whichever is greater pursuant to the language and requirements of Article 7, F;
6. Parties agree to waive Article 6 that requires a ten (10) day internal posting, and agree to post the new position internally and externally upon approval by the full Board of School Committee, but will maintain language that provides for consideration of internal candidates pursuant to the language as outlined in the Article 6;
7. This agreement will not create a past practice or precedent between the parties and will not be used in any proceedings except to enforce its terms

Signed this _____ Day of February, 2024

_____	_____
Board of School Committee	Ryan Lones, AFSCME

Manchester School District, SAU #37
Job Description

Position Title:	Registered Behavior Technician (RBT)	**Exempt:**	No
Salary Grade/Range:	AFSCME Union Schedule~~TBD~~	**Non-Exempt:**	Yes
Reports To:	Chief Student Services & Wellness Officer or Designee	**Salaried:**	No
Date Last Revised:	February 12, 2024	**Hourly:**	Yes~~X~~
Approved By:	Board of School Committee	**Work-Year:**	School Year
Incumbent:	Vacant	**Unit Affiliation:**	AFSCME Local 3912

Summary:

The Registered Behavior Technician (RBT) is a paraprofessional certified in behavior analysis. The RBT will work under the close supervision of a Board Certified Behavior Analyst (BCBA) to implement behavior intervention plans and provide support to students with behavioral needs. The RBT offers direct one-on-one or shared support to students, collects behavior data, and works closely with their supervising BCBA to ensure appropriate changes to plan are made to support student progress.

Responsibilities of the Position:

- Collaborate with the BCBA, teachers, and other school staff to assess and analyze the behavior of students with identified challenges.
- Implement behavior intervention plans designed by the BCBA to address specific skill acquisition and behavioral goals and objectives.
- Provide one-on-one or small group support to students, reinforcing positive behaviors and teaching alternative, appropriate behaviors.
- Collect and record data on student behavior to track progress and make informed adjustments to intervention strategies.
- Collaborate with teachers to integrate behavior support strategies into the classroom setting, promoting consistency across environments.
- Participate in team meetings (when applicable), professional development, and training sessions to enhance skills and stay current on best practices in behavior analysis.

Minimum Qualifications and Requirements:

- ~~High school diploma or equivalent.~~Non-Title 1 Schools will require High School Diploma or Title 1 Schools will require forty-eight (48) college credits, Department of Education (DOE) Certification or portfolio;
- Has met all requirements outlined by the Behavior Analyst Certification Board (BACB) and holds a valid Registered Behavior Technician (RBT) certification issued by the BACB.

- Previous experience working with children or individuals with behavioral challenges, preferably in an educational setting.
- Knowledge of behavior analysis principles and applied behavior analysis (ABA) techniques.
- Strong communication and collaboration skills to work effectively with school staff, parents, and external professionals.
- Ability to adapt and modify interventions based on individual student needs.
- Patience, empathy, and a positive attitude towards supporting students with diverse needs.
- Current certificate in Crisis Prevention Institute (CPI) training or equivalent training or willingness to obtain through the District.

Specified Length/Hours of Position:

- This is an affiliated school term, 6-8 hours per day, 30-40 hours per week position.~~School day hours [based on district assignment]~~Location
- Assignment is District-wide, based on programmatic needs of the District, with mileage reimbursement between locations if travel is required.

Supervision:

- **Supervision of Students as Needed**

Evaluation:

- Evaluation of this position shall be by the [school building principal or designee]

My signature below indicates that I have read and understand the contents of this Job Description.

Signature _____ Date _____

Updated 2.6.24

Registered Behavior Technician

Cost of RBT through contract service:

85	80	Hourly Rate
7	7	Daily Hours
595	560	Daily Rate
175	175	School Days
$ 104,125	$ 98,000	Annual Range

Cost of a hired RBT as employee:

30	30	Hourly Rate
7	7	Daily Hours
210	210	Daily Rate
189	189	Contract Days
39,690	39,690	Annual Salary
3,036	3,036	FICA (7.65%)
14,328	14,328	Retirement (36.1%)
21,000	-	Health/Dental
38,364	17,364	Total Benefit Cost
$ 78,054	$ 57,054	Total cost of hired RBT

Minimum Savings:

98,000	Contracted Service (low end)
78,054	Hired employee (high end)
19,946	Per employee hired
22	# of RBT's
$ 438,804	Savings if all 22 hired

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Four

A Resolution

"Calling on the President of the United States of America, Joseph R. Biden, United States Senators Jeanne Shaheen and Maggie Hassan, and United States Congressman Chris Pappas, to demand an immediate ceasefire in Gaza by Israel, Hamas, and other Palestinian militant groups, the release of all hostages and political prisoners held by both sides, the provision of humanitarian aid to Gaza, and an end to all U.S. Military aid packages and arms distribution to Israel."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen recognizes that all human life is precious, regardless of race, religion, or nationality; and

WHEREAS, since the Hamas attacks of October 7, 2023, in which over 1,200 Israelis were killed and more than 240 taken hostage, Israel has engaged in a disproportionate and indiscriminate military campaign in Gaza which has, in just over 116 days, killed over 26,000 Palestinians, 70% of whom are women and children; and

WHEREAS, the Israeli military's campaign of bombardment, siege and invasion in Gaza has resulted in the displacement of more than 85% of Gaza's 2.2 million inhabitants, destroyed more than 70% of homes, and severely damaged nearly every healthcare facility in Gaza; and

WHEREAS, Israel's military's campaign of bombardment, siege, and invasion in Gaza is funded in large part by U.S. taxes in the form of unconditional military aid packages; and

WHEREAS, rendering Gaza uninhabitable likely amounts to "collective punishment" under Article 33 of the 4th Geneva Convention, and to "genocide" under the United Nations Convention on the Prevention and Punishment of the Crime of Genocide; and

WHEREAS, residents of the City of Manchester refuse to be complicit in Israel's campaign of destruction in Gaza through the City's continued partnerships and investments; and

WHEREAS, the City of Manchester's Federal representative delegation led by Chris Pappas, Maggie Hassan and Jeane Shaheen, has failed to represent the urgent humanitarian and diplomatic interests of residents of the City of Manchester, and the state of New Hampshire; and

NOW, THEREFORE, be it resolved that the Manchester Board of Mayor and Aldermen joins with representatives of other U.S. cities in calling on our President and our Federal representative delegation to demand an immediate and enduring ceasefire, the provision of life saving humanitarian aid in Gaza, the release of all hostages, detainees and political prisoners on both sides; and

BE IT FURTHER RESOLVED that the Manchester Board of Mayor and Aldermen joins with representatives of other U.S. cities in calling on our President and our Federal representative delegation to demand an end to US Military aid packages and all arms distribution to Israel; and

BE IT FURTHER RESOLVED that the Manchester Board of Mayor and Aldermen shall establish a committee to identify, divest from and prevent business with all entities involved in the US-Israeli military industrial complex.