

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire**

**CONTOOCOOK VALLEY SCHOOL BOARD  
Saturday, March 29, 2008**

**School Board Meeting Work Session**

**BOARD**

Mary Allen, Beverly Bacon,  
Stewart Brock, Ray Cote,  
Gail Cromwell, Butch Estey,  
Bart Goodeve, Dan Harper,  
Craig Hicks, Lauren Kirkpatrick,  
Arthur Knight, Mary Loftis,  
Tom Welden

**ADMINISTRATION**

Richard Bergeron, Supt.  
Don Johnson, Asst. Supt.  
Marian Alese, B.A.  
Linda Potter, SpEd.  
Tim Markley, H.R. Dir.

**Tom Welden called the meeting to a start at 8:36 a.m.** He thanked everyone for coming today. The Pledge of Allegiance was recited.

Tom said that the different responsibilities for each Board member would be outlined today. Tom said that the Board makes policy, participates in planning and goal setting, financial resources (see handout #1). He said that Dick Bergeron would outline all that the Administration has on their table. An action plan for the Board's goals with prioritization will take place today. When this is set, committees and sub-committees will be set. Non-public will be entered into at the end of this meeting.

Dick Bergeron said that we would work to frame the initiative for Board members. Dick explained the flow charts and back up associated with it. Dick referenced the Action Planning – Sustaining the Momentum document.

Dick read his State of the District document (See Attachment #2). Dick outlined the five initiatives that he has prioritized. Dick said that relative to technology, our high school is not at the level that it should be. It is unacceptable. Dick said that there is no infrastructure plan for wiring or expertise to set the system in motion to be effective. There is lack of monitoring and strategic planning. Dick said that Kevin Carne has done fantastic work but there is lack of a plan. Our servers need to be addressed so that efficiency and effectiveness of the software packages and computers is improved. Dick said that his initiative is to begin at the high school.

There is a module in School Dude to accommodate I.T. inventory. By the end of this academic year, we will have a true inventory of our hardware and software. Our district is invested in bringing back NWEA testing both in the fall and the spring. The students will need computers to take these tests. We invested in rolling labs to accommodate in NWEA testing. We have Administrative Assistants and Teachers who have served as the people monitoring and receiving this technology. Dick said that in order to move forward he needs an accurate inventory. Dick said that GBS is making great progress in the areas of technology with the Hale's. We have an adopted technology plan that runs through 2009. Our Acceptable Use policy needs to be revisited. It encourages all employees to use their

computers for personal use, which brings a challenge. Moodle was introduced as a tool for communication. It is in its infancy stage.

E-portfolios were mandated for specific grades. We have not done that. We are now expected to have e-portfolios for all grades. We are further behind.

Smart Board technology is a tool of choice for K-12 instructors. It is catching on and SMS just recently installed their fourth board. Smart Boards promote interactivity. We are working to pilot this for our teachers.

Stewart Brock asked if a truck pulled up with three Smart Boards today, where would Dick put them. Dick said that he would put one in Mr. Bixby's class (CVHS) tomorrow if he had one. He would place the second in a Biology class. Lastly, he would put one into every library in the district. The use of Smart Boards for research is phenomenal and could branch out into the classrooms.

Mary Allen asked how much a Smart Board cost. Dick said that the unit and screen could run \$4,000 - \$7,000. Bart asked if it would be in Dick's vision to have one in every classroom. Dick confirmed that it would.

Ray Cote said that we focused in the past on student to computer ratios. He said that he is frustrated with what we consider to be technology. It is not a Power Point or making a video. There is so much beyond that. He said that for the first time he is hopeful with the direction we are going in. He said that he supported a laptop for every teacher last year as a first step. It engages and makes the teacher interactive.

Dick said that the inventory at the high school is open to use of Thin Client. It is the way to go in the English Department and Library. We are exploring this avenue.

Dan Harper said that one of the objectives that he hears from the Town of Hancock is that the students are not going to the library to get information. Information is just coming to them. Dick said that the Big6 institutes a K-12 program produced by two certified media specialists that takes students through the process of gathering and sharing information. It is a six-step process to understand, develop, and gain information. Print media is an important part of this process.

Mary Allen asked how resistant and supportive the staff is. Craig Hicks said that Lisa Foley's class at SMS is engaging kids who would not otherwise participate. It is tremendous.

Mary asked how technology savvy our staff is. Dick said that the question is more related to organizational change. It can't be presented as "one more thing". It should be presented in a way that it will make learning fun. Our teachers need to be trained.

Stewart asked what the second barrier aside from money would be. Dick said that time is a problem. When we limit how much time a principal can meet with staff, we lose the approach.

Dick proceeded to move along to his second initiative of Curriculum Instruction & Assessment. Middle School Health/World Language adjustments are being discussed. Differentiated Instruction and multi-age teaching are also underway. We are going to organize a 25-seat cohort to work on multi-age.

Dick said that evaluation is of importance. The SAU Administration evaluation is underway. Mid-year evaluations are almost complete. He added that linking performance and merit for pay is important.

The ATC is a priority for Dick. It is a resource that can be improved. A meeting is being planned to discuss the DOE role with the ATC. The action plan has started. We have addressed all of the areas of concern with regard to safety. The Pine Hill Daycare contract was vague. Parts of it have not been implemented. We are working to establish a new agreement that serves the purpose of both stakeholders.

Craig said that he feels we need to move forward with the ATC action plan. He said that he did not want to revisit the whole thing again.

Tom Welden said that we have had two presentations. We have not met on the two. It is important to do so before we move forward.

Ray agreed that we need to have the meeting but disagreed that we should wait to move forward with the action plan.

Craig said that he was fine with that.

Dick addressed his personal professional growth. He has joined the NH School Administrators Association to talk about the uniqueness in how NH approaches school administration. In addition, he joined Southwesters, which has provided him a valuable network. Dick said that SB2 is an interesting challenge.

Dick said that the HR Department position was needed. Tim Markley is a valuable member of the leadership team.

The "At Risk Task Force" is about a group of students that do not feel supported. He said that we need long-term solutions for kids that we can identify for opportunities for success. The YEES Program is a 24-hour support system for very fragile students and their families. The high school was directed to identify students and then funding was pulled away. The program makes sure they come to school. We are stuck with an unfunded program. We will meet with the YEES Director to negotiate a new contract.

Tom Welden said that this was a program that was never brought to the Board. The funding went away and we were stuck with the bill.

Stewart asked what type of process would take place to know if a grant should have been refunded. The response was that it was the previous Assistant Superintendent's responsibility.

Arthur Knight said that if something is grant funded, someone else is paying for it. Does this money go into an account that we write checks out of? The response was that was true.

Arthur asked who is responsible for knowing that the money is running out.

Marian said that when the bills came in, she gave them to Special Ed. Special Ed said that it wasn't theirs. She called the high school for information

Dick said that his Entrance Plan evolved around asking lots of questions and meeting with various groups to gather information. He feels he has done well with this.

Lastly, Dick said that he feels that a School Resource Officer is important. He hasn't yet had time to get to this.

Mary Allen said that she thinks that this is another situation that she has heard conflicting opinion on. This is a sensitive community issue. We may have to start over again.

Don Johnson addressed his three priority areas as New Initiatives, Curriculum, and Assessment. He said that Rtl and the HILL Project are of priority to him. HILL Project comes out of the Massachusetts General Hospital partnership to provide literacy coaches and literacy projects in school districts. It will start this spring, funded through Title IIA grants, which funds highly qualified teachers and professional development. Interviews and surveying of teachers will take place in the spring. From this information gathering, a planning and implementation phase will develop. Coaching to teachers in the classrooms will take place on sight. HILL is not a program. It is the providing of help in developing our programs.

Big6 is an initiative that Dick addressed earlier on. Big6 representatives came to the district and provided an excellent presentation on developing skills for meeting information needs in our schools. The Library Media Specialists will help weave this into our district.

Tom asked if there were additional costs, other than time, with Big6. Don said that he paid for training. There may be an additional cost should a consultant need to come back. Other than that, there are no other costs.

Don said that School Board Policy Review is a huge undertaking. We are reviewing the "E" policies. It requires that all policies be reviewed. It should take several years to bring them all forward to the Board.

The Professional Development Calendar is something that Don wants our district to have a clear picture of. Working with the Calendar Committee will be of importance in putting in professional development days.

Under the Curriculum initiative, the Curriculum Development process is following the Understanding by Design process by looking at the end and by prioritizing. Having consistent assessment take place is important to provide benchmarks.

The priority is in Math K-8. Don said that he feels that K-12 is in the focus line. Written Language component is of importance. Test scores indicate we need a focus on the written language. Literacy across the curriculum so that there is an overlap is a goal.

The Wellness Council will meet on April 30<sup>th</sup>. The purpose is to make sure that all of the wellness policies are being implemented.

Arthur asked if the wellness curriculum is state mandated. Don said that the standards are defined but not the program. It includes physical activity, nutrition, and other well being topics.

High School Competencies must be in place by September 2008 as well as assessments.

The primary focus was for extended learning opportunities. The high school is in the process of finalizing these. The assessment components are a struggle.

Stewart asked what level of confidence Don had that we will meet the target. Don said that he is around a level of seven (of ten).

Ray asked how we have the "screaming urgency" conversation about writing. Ray said that he found it hard to believe that the entire state was out of alignment with the standards. Dick Bergeron said that the state was out of alignment and that only 29% were working to align. Don said that the tri-state NECAP collaboration set the standards high. He is not sure how to get the urgency to be higher. The Language Arts department was looking at it as part of the whole. The HILL will work by giving direct feedback by defining where we are and how to move forward with where we need to go. Don said that he is looking to pilot written language to be more structured.

Craig Hicks said that one of the problems we are dealing with is the lack of sense of urgency from some people. Craig said that we have seven teacher workshops and we are thinking about adding seven early release days for professional development. He urged the administration to try to control those so that there will be value back into the district and to benefit the teachers. We need to focus on what the carrot is to get professional development. He said that it isn't working right now.

Bart Goodeve said that he doesn't feel the solution is in the calendar. He doesn't feel that it is in the contract. He feels the solution is setting an expectation that permeates through the district. Finding a way to enforce it is important.

Linda Potter said that with the new administration, that the concerns that have been addressed, that the process through the evaluative tool will allow for change. People will be held accountable. Teachers will begin again to buy in. There is a big sense of entitlement. People want to get back to the way we once were.

Stewart Brock said that accountability is key. He said that we have to be supportive. The path is now being laid. It is a standard that is going to be pushed all the way down.

Tom Welden said that he liked Tim Clark's article this week that took responsibility as a teacher for student results.

Dick said that the competencies are an important gate setter. He can't recommend an amount of credits that is a fair assessment for graduation until he sees the competencies.

Mary Allen said that we are critical in the area of writing. Students are testing poorly in the eleventh grade and also taking a writing sample on the SAT's. She wonders if it is not time to go to the English and Social Studies department to look for a band-aid solution to start with.

Bart said that it isn't just the SAT's. Colleges analyze different parts of the application.

Admission Officers will come into schools to work with students. As a band-aid, we could get this type of help.

Ray said that it is not just the English department that needs this but rather across the board.

Ray asked how we give the sense of urgency. We could stop all work with the exception of the written word for a period of time.

Dick said that organizational change takes between three and five years. He said that we had similar NECAP scores last year and not a word was said. We are trying to build in buy in that takes time. The way to get change is not to demand it.

Gail said that the only real control is to put teachers on Pathway III.

Don continued on his third initiative of Assessment. Attendance data is available, disability information and much more student data is available. SWISS data is our discipline data that we collect on our students in each of the schools.

Performance Pathways has three products. The Assessment Maker component will allow us to upload other types of assessments. NWEA has a very rich reporting format. We need to get our teachers better able to mine in and use data on their students.

NECAP and AYP is a tool that Don will be using. AYP determines if our schools are deemed a school in need of improvement. He said that he feels we will be seeing ourselves in this position more and more.

My Voice Surveys are a survey that both students and staff took. It reflects student aspirations for both student and staff. It is valuable information. Don said that he needs to get all of our schools to use this information.

Dick said that My Voice Survey's are a great tool to conduct administrator evaluations.

Don said that what he didn't put on this chart was "his job". He said that he would like to put more energy into supervising Title I, Federal Grant Management, Mentor Program, English as a second language (ESOL), as well as the professional growth process. Don added that his three priorities are the HILL, Curriculum Development (Math and Writing), and Performance Pathways.

Marian said that her flow chart consists of Technology/Data Management. Developing an Acceptable Use Policy is listed. Budget Sense has been on board for several years. Given the kinds of information that we are asked for has caused her to reconsider her reporting mechanisms. She feels that this will drive the next budget development process. Crystal Reporting and Insurance Tracking are other areas she works with. Insurance tracking involves both employee and district cost tracking. WebSense allows staff interaction around personal time, HR and Payroll forms and functions etc. She said that they are investigating WebSense at this time.

School Dude monitors inventory as well as facility usage schedules. Share Point is a web tool that allows content management and work flow management. It is a little more comprehensive than Moodle. It fully integrates with Microsoft Office Products. Bus Boss will

analyze bus routes and the way they are set up. We will be looking at the possibility charging high school students for bus use. GPS tracking and driver information will be looked at. Web2 School is where we get information for i4see reporting to the state.

Ray Cote asked about Share Point and what she was looking to do with it. Marian said that it is free. It looks to be powerful and useful for web pages, staff requests for leave, meetings, and as an on-line resource for documents.

Stewart asked Marian if she felt she was in a good place. Marian said that she is excited about School Dude. It can gather data from weather stations and also calculate costs per building to heat. She said that it is important to use each module to its fullest potential and we have not.

Ray asked that Marian consider the level of transparency to the district about what money has been spent and where it has been spent. He hoped that this would be posted on a website monthly.

Marian next addressed Facilities, which included a Strategic/CIP Plan, School Dude, Energy, CVHS ADA and the PES Kitchen. She said that facilities is district wide. There is currently not one person that controls all of this. Energy needs have been addressed. We are going to participate in volume purchasing. We have begun to look at the Energy Star Award for our buildings. What is involved in the process is included in today's packet.

Bart asked about familiarity with the Jordan Institute. Marian said that we have contracted with them. We have energy ratings for each of our buildings. The Jordan Institute is a non-profit institution that works with school districts to do energy management and assessment. Profiles of our buildings have been developed. She said that it is very exciting. Some of our buildings are not far off from receiving an energy star rating.

Marian added that Banwell Architects has been selected to address the ADA requirements at the high school. Funding will have to be discussed and it will be rolled into the strategic plan. In addition, given the size of PES, she has been looking at the implementation of a full sized kitchen there. We are not expecting any increase in staffing because it would take the burden off of the kitchen here.

Arthur asked relative to declining enrollment, if the proposed kitchen was warranted at PES.

Marian addressed Finance/Personnel. A new Health Insurance plan is available for the non-bargaining staff. The provider for the HRA will be determined. Risk Management for Managers/Best Practices is involved in a web based professional development plan that allows for collaborative and district wide calendars.

Marian said that the IRS now requires that we have to be the plan administrator for 403b plans. In the past, we have had a list of providers that one could sign up with. As of January, we need to have policies and procedures in place. All of the investment providers were identified to be in compliance for January of 2009. Many resources are available to us. There are investment and tax implications.

Gail asked if the district made contributions. Marian confirmed that we did not with the exception of the administrators.

Bart said that it is charted territory and he suggested that the district use the resources available.

Tom said that the government is now making the district the responsible party for offering or providing a plan to the employees.

Marian said that the Budget Development model would be available for the next budget process. In addition, eProcurement allows paperless processing of purchase orders. It is a credit card type system that has controls on it. We can make it as complicated or as all-

inclusive as we want. The reporting and internal controls are impressive. The Board would have to approve this.

Marian said that her Professional Development Plan is a three-year plan. It includes the areas of Finance, Human Resources, Transportation, Food Service and Facilities.

Craig said that once we get a facilities person, some of these items might change. Marian said that some of the items she shepherds the cause and other items she is more deeply involved in.

Linda Potter outlined her three areas of Programs, Evaluations, and Process and Procedures. She said that she is in the process of evaluating the Alternative Program. She said that we needed to find a home for the Alt Program. We did get a certification of occupation, which allows us occupancy through one year.

The Autism Program will begin. LSCI, Mast NH, PBIS, and NH Responds are tied together. Mast NH is mental health and schools together. It is a collaborative with community members including mental health agencies. We are trying to identify what we have and what we need to support families. The schools have picked up the financial burden for mental health. It is the sharing of resources and not duplicating them. It allows for the screening process of students so that they can continue to grow. NH Responds is a combination of continuing work on the behavioral aspect and a literacy piece. We are looking to tie into the HILL Project and RtI.

Arthur asked about LSCI (Life Space Crisis Intervention) and asked who is doing this. Linda said that she was along with five others. We are training in the schools. It teaches the teachers skills to recognize when students might begin the cycle. It teaches the adults about aggression and counter aggression. The idea is that it gives the adults very good skills to deal with crisis situations.

Ray said that he has not figured out at which point teachers as a profession felt the need to be a friend rather than respected. We are talking about an authority figure. Discussion took place.

Dick said that there are levels of aggression in all of the schools. How the adults react can help deter further escalation. Linda said that the high school teachers are very excited to begin this.

Craig said that two years ago we tried to get the other schools on board. Some did not buy in. GBS is now asking Linda to come in and help implement the PBIS program.

Tom asked what kind of costs will come into play after NH Responds comes off grant. Linda said that it is a "train the trainer" model. There will be no costs.

Linda said that under the topic of evaluations, that they are beginning to evaluate the paraprofessionals.

Linda said that the Local Education Association (LEA) responsibilities are the biggest part of her job. Previously the building principals were the LEA's. Linda and Carrie are now the LEA at initial referrals. She said that they have sat in on over 130 referrals of which approximately 40 students were identified. It has been a learning process and awareness process as well.

Gail asked how many IST's (Instructional Support Teams) exist in the district. Linda said that there is one in each building. It is a team that looks at students to help them better get a skill that they might be lacking. It is a regular education initiative. It currently is special education.

Mary asked if there was over identification. It was confirmed. Linda cited a possible scenario.

Dan Harper said that historically parents advocated for their children in order for them not to fall through the cracks.

Gail said that this touches on promoting children from one grade to the next. Linda said if a student gets the “must have” skills then they are.

Dick said that research suggests that if we place children that are not successful in the same program, they stay not successful. The only reason that they should stay behind is if there are attendance issues or other emotional issues that have taken place in the child’s life. The answer is to provide instruction that matches the need.

Stewart asked how we help the broader participation in educating the parents that the way it was is not the way it is going to be. For example, having a child coded is not the way to get the needed help.

Tom Welden asked that the Board members introduced themselves to Lauren Kirkpatrick and provide some background.

Tom distributed the School Board Committees, Sub Committees and Positions 2008 – 2009 listing.

It was suggested that every three weeks that the Board meeting be conducted as an Education Committee meeting. The major committees have had majority Board membership attend. When the subcommittee meets it would not be the full board. They would drill down on the work necessary. The sub-committees would do the heavy work and bring it back to the Board. Tom said that the best committee was the Drug Policy Sub-Committee. They focused and produced a product that was necessary.

Ray Cote said that he understands the point. They are public meetings. He suggested that at the sub-committees, those officially on the sub-committee group themselves sit at the table. The rest of the Board members attending should act as the public.

Mary Allen asked what the difference was between Budget & Property and everything else. Tom said that he was unsure at this time. He said that he tried to put together things that made sense at the time.

Mary Loftis asked about the Policy Sub-Committee. Currently Mary Loftis and Gail Cromwell represent this committee. They meet during the day periodically at the SAU.

Ray Cote said that he would be happy to be a liaison for the Technology Committee.

Gail said that she wished Budget & Property would look on a three-year horizon.

Craig Hicks said that the small group will bring information to the full Board.

Beverly asked if the full Board would decide the Education priorities. Tom said that major topics would be arrived at. The sub-committee would come up with the details to fulfill the major topics. Things may change that will be brought forward.

Tom said that we don’t want to kill our administrative team. It brings a burden back to them. We want to narrow our scope. We need to be on the same page.

Don Johnson said that when we look at items for the Education sub-committee versus the Education Board meeting, it would make sense to apply things that are of bigger discussion to the Board.

Beverly Bacon said that she went through the minutes of the Education Committee prior to her participation to view initiatives that were not addressed.

Craig said that curriculum is huge. All of the other items that go back several years are sub-committee work.

Stewart said that we don't do a good job of having the sub-committees reporting out at the Board meetings. We need to do this better. In addition, the short term/long term goals should be brought back.

The group broke for lunch at 12:25 p.m.

Tim Markley identified his initiatives as Staffing, Compensation, HR Policy & Procedures, and Other. He spoke about what the current hiring process looked like.

Dick reminded the Board that Linda Potter had been added to the process of special education hiring. Tim said that we have a relationship with Keene State College and said that we ought to have a more developed relationship with them to define consistency.

Tim said that observations would be made about what made a candidate a good or not so good hire and the qualities they have or lack.

Tim spoke about the level of candidates that were interviewed at the recent Job Fair.

Tim said that the application form has been updated to reflect legal aspects.

Electronic processing of applications is being looked into to make it a paperless system. In terms of an opening in a teaching position, an administrator can specify which position they are looking at hiring and that data would come up.

Tim said that things are going very well with the Reduction in Force. He has visited all of the teachers and they have signed a voluntary transfer. After the process, he will review what went well and what did not.

Gail asked if Article 13 was common to most districts. She asked why a Superintendent couldn't move staff around. Bart said that language regarding transfers is not uncommon. In terms of documentation, a file containing the paper trail and where everyone went should be present.

In the area of Compensation, Tim said that evaluating Administrators and Administrative Assistants compensation was a priority. Evaluating Job Descriptions and Defining the Kind Of Community were detailed in Tim's chart also. Tim said that he would work to make sure that comparisons are accurate. You want to compare like experience and similar jobs. Internal and external equities should be addressed and maintained.

Arthur asked if the total compensation package is being looked at. Typically with a salary survey, you are looking at salary. Benefits should be considered as well.

Tim addressed the Administrative Salary structure. He explained through an example how salary could be determined. He further explained how pay for performance could be determined.

Tim said that job descriptions are a focus as well. Some descriptions need to be generated while others need to be formatted.

Defining the criteria to pay stipends to individuals in co-curricular or coaching positions was discussed. He said that it was important to compare apples to apples. This would include both in-state and out-of-state comparisons. Faculty size and student population would be considered.

Stewart asked if any of the other schools were doing this now. Tim replied that he is hooked into an HR network now. They email each other with questions that arise. Information, often times, is received almost in minutes.

Tim discussed HR Policy and Procedures next. He detailed what Pathways III was, where a teacher might stray off in performance and help them get back on course. The hope is that the performance is corrected. If not, a more formal process is followed in the way of mentoring among other ways.

Dick said that three training sessions have taken place to raise the awareness of Pathway III. He said that we have come a long way. Tim provided some examples.

Tom said that evaluations were the missing piece.

Tim said that this is a way to get people to perform better and not meant as a way to get rid of them.

Bart said that if this tool is used on a regular basis, we would find the CVEA more involved.

Tim said that as long as we are justified in identifying staff that enter this process it would be more accepted.

Mary Allen asked what the process was for evaluation during the first three years. Linda Potter outlined the evaluation process.

Tim said that a staff handbook would continue to be used. Butch asked if there was a policy addressing staff/student relations. Marian said that the ethics issue addresses this.

Dick said that in Massachusetts they were bound to outline professional ethics that were placed in the contract.

Ray Cote asked how personal and confidential information was maintained at the SAU. He said that the security relative to who has access to information should be on someone's plate.

Tim said that with HIPA, we file certain information separately.

Tim provided examples for principals to consider when writing letters of recommendation. He said that names of other people cannot be contained in a letter placed in someone else's file.

Tim provided a document detailing scenarios that might take place when a reduction in force takes place. Samples of what to say and not say were provided.

Craig said that our professionalism that has taken place with the RIF process should be documented for the purposes of future negotiation.

In terms of employee relations, the retention of quality staff and maintaining good employee relations should be practiced.

Tim said that he would gain a better understanding of contracts and negotiations. In addition, he wants to better understand NH statute. Tim would like to gain knowledge on 403b implementation, the new health plan and Budget Sense.

Tim said that information was looked at when addressing the AES Principal moving to an Assistant Principal position with a ten-month contract.

Fair and equitable compensation is necessary.

Tim explained the process that might take place if merit pay was desired to be paid to an individual by cutting a separate check in order to keep the salary base in range.

Dick Bergeron identified his priority list to be the following:

Evaluation and the ATC are two priority areas.

Don identified the Rtl Hill Project as his number one priority. Math Curriculum K-8 was second and Performance Pathways was his third priority.

Marian identified Facilities/School Dude as a priority, which ties into Strategic planning and 403b.

Linda identified LSCI as a priority, the paraprofessional evaluations and IST has second and third priorities.

Tim identified the RIF as a priority as well as the hiring process followed by the two compensation areas of review.

The Board identified their priorities as follows:

Craig identified the SRO as a priority as well as the Professional Development Calendar and how we are using the funds. Energy should be prioritized as well as ADA.

Dick said that it is not humanly possible to continue at the pace that we have been. We need to identify the top objectives.

Butch Estey said that the LADC (Licensed Alcohol & Drug Counselor) should be looked at in review.

Gail Cromwell wanted to look at long range planning.

Mary Allen wanted writing, energy, technology, and the campus plan as her priorities.

Beverly said that the physical high school plant are of concern to her. Room temperatures and odor are among just a few of the challenges. She also cited parental involvement as a concern. Wellness committee and writing are priorities.

Bart said that he wants to chart the paths to high performance in the district. He therefore would put the Rtl HILL Project at a priority. Negotiation tools are of importance.

Lauren Kirkpatrick said that the campus plan is of priority to her. In addition, Professional Development and energy are also of interest to her.

Tom said that both the graduation requirements/competencies and guidance are priorities for him. He said that he has concerns that four-year plans were to be in place sometime ago. He feels that there is a lack of creativity. They need better direction. He said that on-line education is under enrolled. He said that they could do a better job.

Stewart cited guidance as a priority. He said absent a motivated student and involved parent that students are not presented with all of their options. In addition, technology and communication are important.

Dan Harper said that the high school facilities need improvement.

Ray said that negotiations is of importance to him. It will determine the tone. The high school ADA is second. Competencies/graduation credits is third. He asked what we expect of students who are leaving.

Arthur Knight cited curriculum and discipline as of importance to him. Technology and ADA are important.

Mary Loftis said that her priorities are the crisis in writing, facilities in the district, negotiations, and school district policy.

Tom said that he wants Board goals for the upcoming year. In addition, he wants to narrow down the administrative goals.

Bart said that we should align the Board with the Administration.

Dick said that he would look first for the support of the Board on each of the Administrators priorities.

The Board was in agreement with Dick's, Don's, Marian's, Linda's, and Tim's priorities with the addition of defining the Kind of Community as goals. Staff handbook was added to Tim's list.

Bart said that the "where" needed to be defined. He suggested that the prioritization selected should be the high school. It is the one place we interface all communities.

Dick identified which of the Board goals were of higher importance to him.

Technology – The Board needs to be aware of what's going on.

Dick said that the Admin Team is being established for AES/GBS. Initial clusters will develop. The Summer Institute will take place for the leaders of the plan to look at what the GBS/AES campus will look like. A list of items that community members should know are remaining in place and those that are not will be outlined.

Mary Allen said that the sooner information is shared out to the four communities involved with the campus plan, the better.

Dick said that addressing Guidance is of importance and he will put in under the focal area of the high school.

**Dan Harper moved in accordance with RSA 91-A:3,IIc at 2:39 p.m. to go into non-public session for the matters of negotiation. Affirmed on a roll call vote.**

**Butch Estey moved to seal the minutes of non-public session at 2:55 p.m. Craig Hicks second. Unanimous.**

**Butch Estey moved to conclude today's meeting at 2:55 p.m. Craig Hicks second. Unanimous.**

Respectfully submitted,

Brenda Marschok