

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

CONTOOCOOK VALLEY SCHOOL BOARD

Tuesday, November 18, 2008

SAU Office

7 p.m.

Board

Craig Hicks
Butch Estey
Stewart Brock
Cheryl Orcutt
Mary Loftis
Ray Cote
Bart Goodeve
Gail Cromwell
Dan Harper
Mary Allen
Lauren Kirkpatrick
Bev Bacon
Arthur Knight

Administration

Richard Bergeron, Supt.
Don Johnson, Asst. Supt
Marian Alese, B.A.
Tim Markley, H.R.
Linda Potter, SpEd.
Sue Copley, PES
Jeanie West, HES
Gib West, GBS
Sue Dell, CVHS
Dick Dunning, SMS

1. Call to Order and Pledge of Allegiance

Craig Hicks opened the meeting at 7pm. The pledge was recited.

2. Minutes (Board Vote Required)

a. October 28, 2008

Butch Estey moved to accept, Arthur Knight seconded. Carried.

3. Public Comment

Bernadette Fernandes who has a senior daughter, spoke on being pleased with teachers at ConVal. She is concerned with the current state of the teacher contract; is pleased with the quality of education at ConVal and is concerned that we may lose our best teachers. She urged the board to please quickly resolve the issues with the contract.

Craig Hicks introduced John Gryval of Greenfield and proposed that the board consider him as the new Greenfield School Board Representative. Dan Harper asked him to tell a little about himself. He's a 20 year resident of Greenfield; has served on the Board of Adjustment in Greenfield. He has 3 children in the Milford School system that live with their mother. He came forward when he realized that the town of Greenfield did not currently have a representative and is willing to serve and put for the effort required, at least until March. He has not been a teacher but was a police officer involved with the schools; i.e. Dare Program. Currently working in public service. Bart Goodeve questioned whether he could serve on both the Board of Adjustment and the School Board. Craig will double check. **Gail Cromwell moved to accept, Butch Estey seconded. Motion passed.**

MISSION STATEMENT

The ConVal Regional School District, in partnership with its member communities, will inspire all learners to achieve academically, contribute to the global community, and thrive as independent and productive citizens.

Mitch Carney reported back to the board about ConVal – spoke about efforts to integrate technology in the classroom, noted that teachers overburdened too few classrooms. Science and Social Studies rooms often have no windows resulting in humidity. Talked about positive things taking place – i.e. Bishop Robinson coming.

4. Consent Agenda

a. State Board Exams for 10th Graders

Dick Bergeron said that Commissioner Tracy envisions a set of exams that would get students moving into college; his intention is not to force 16 year olds out the door, but to lower the drop out rate. The plan is for the proposed exams to serve students that would take college credits while at high school per agreement between the two institutions. Purpose is more to give high school students a jump start at the college level. (attachment 1)

b. Family and Consumer Sciences

Dick Bergeron reports on this at the high school level concerning state requirements – this is a mandated course currently offered through other courses. State would like a separate more unified approach. Reports that Sue Dell is working with staff to brainstorm and solve this situation. Bev Bacon asked what components we are missing. Dick thought it was not a matter of what is missing but that the requirements are currently broken up and embedded into different courses. Gail Cromwell thought we had created this course already. Sue Dell responded that they are looking at this now. They are looking at other high school's courses that are similar and considering the in depth approach with the core competency required by the state – whether this would be acceptable. Space is also an issue. The two courses involved are already voted in - just need to see competencies. (attachment 2)

c. 2009-10 NHDOE Model School Calendar

Dick Bergeron reported on school calendar. Some districts that start school later are having difficulty getting in the full 180 days. He has directed Don to begin the calendar discussion with the ATC partners earlier than usual this year. (attachment 3)

d. NH Dept. of Ed. Messages

Dick Bergeron reported on the wealth of information statewide that was sent to superintendents and he shared with the board. Gail Cromwell asked if we would qualify for the qualified zone academy bonds but our percentages for free and reduced lunch are not quite high enough. Marian reported that we really need to consider whether to put an article on the warrant about the bond. Need to engage “bond counsel”. Much information to be prepared. (attachment 4)

e. Campus Plan – status report

Gib West reported on GBS and AES progress; successful open houses, email tree, housing a Reading Coach, have begun to build bridges between the two staffs; i.e. the recent cancer walk and cookout, have a planned Christmas gathering for AES, GBS and HES. The gyms are currently shared. Hopeful that Christmas Literacy Day will continue to bridge. Has had positive feedback to date. Lauren Kirkpatrick reported that she'd also heard positive comments but is concerned if help is needed at this point. Gib has tried to dedicate one block a day that ensures coverage at AES. Still collecting concrete data to be more effective. Both campuses have been generous and cooperative and are excited about the opportunity. Mary Allen also reports hearing good things from parents but is concerned with scheduling, particularly gym for 3rd and 4th grade. Gib replied that it does create some conflicts due to overlap and is looking at this. Mary Allen asked if he is planning on a meeting to resolve; Gib replied he is looking at logistics first to consider all possibilities. Mary asked if there were other issues/concerns. Gib is looking at more

hands on opportunities, new learning opportunities, and reports that the AES staff has been wonderful. Taking small steps to start collegiate working together. Looking at long term goal; the big picture. SAT leadership team has been helpful. Stewart Brock asked for the biggest surprise and biggest disappointment. Gib replied that the biggest surprise was the level of generosity from AES staff. The biggest frustration is working on two different schedules. Creates a flow problem. Welcomed him to Friday morning weekly assemblies – which have been exciting for both schools. Matthew has taken over the tech at AES – has put in new server, building up labs.

5. Superintendent's Report and Presentation of Business

a. Request to Accept a Gift or Donation (Board Vote Required)

1. Greenfield Elementary School has received from the Exxon Mobil Corporation & Draper Energy of Wilton, a check in the amount of \$500 for paying student admission fees for curriculum supported field trips. **Butch Estey moved to accept, Stewart Brock seconded. Carried.** (attachment 5)
2. South Meadow School has received from Joe Hale, a donation of \$1000 for the purpose of American Heritage Tour scholarships. **Butch Estey moved to accept, Stewart Brock seconded. Carried.** (attachment 6)

b. Approval of Stadium Light Vendor – Jon Hall

Dick Bergeron presented Stadium Lighting comparison from Jon Hall. He shared that Musco and its system allows a “per lamp” control – enabling turning off certain lamps at end of events. Energy conservation of Musco was what won the day. He is proud to recommend to the board that Musco receive the contract. Gail Cromwell asked if the kw hours are bright enough. Dick assured that they were. Arthur Knight asked for clarification of the light spillage. Dick explained that Musco system has the ability to direct light to where you want it to be – thereby controlling the intensity of the light. So fewer lights provide same wattage and lightness that other systems do. Craig is hopeful that this will be more pleasing to the town. Arthur asked if Musco is a national company. Craig said it was. Gail asked if we have the money; Dick reported that we have some to go. Working with LGC in terms of the pathway. **Gail Cromwell moved to accept, Dan Harper seconded. Motion carried.** (attachment 7)

Dan Harper asked about the sign and it was reported that more signs are being created with consideration for aesthetics.

c. ALT Program – Linda Potter

Linda Potter gave a presentation of contextual knowledge around the Alternative program at the high school so all will be able to make a more informed decision. Two handouts – PowerPoint (attachment 8) – also handed out the ConVal Alternative School Statement of Philosophy (attachment 9). PowerPoint began with a mission statement, with goals to prepare students and families for a smooth transition to adulthood. Population and staffing – there are currently 21 students in the program. Linda gave the breakdown of these. 16 in the program currently leave for regular education classes during the day, 5 are in the program for the entire day. Projected Enrollment for 09/10–27 total. Current staffing consists of 2 full-time, 2 - 1:1 paraprofessionals, 3 program paraprofessionals, 1 YEES staff person. YEES service involves behavior mgt, drug and alcohol testing, consequence follow-up, YEES Intensive Supervision, 24 hour service and monitoring, monitoring of curfews, weekend call-ins, day reporting center, emergency pager.

Issues/Concerns: NH regulations have finally come out. Need 1 qualified teacher for every 8 students or 1 qualified teacher and 1 paraprofessional for 8-12 students or 2 qualified teachers for 8-12 students. Maximum # of students allowed in the self-contained classroom is 12 – we currently have 21. Age range cannot be more than 4 years, ours is currently greater. Jr/Sr high school academic range cannot be more than 5 years – ours is currently it is greater. Linda reports that these laws, which we are not in compliance with, will have the greatest impact on us. She reported on the suspension statistics. She reported on actions taken to day including changing behavior plans, changing point/reinforcement system, installing dividers in the classrooms, utilizing YEES staff person. She checked for availability of class rooms (there are none), we are currently using social worker and psychologists office when available, instructional time as been restructured, YEES covers in school suspension supervision. Possible solutions – looking to move psychologist, social worker and preschool consultant to elementary schools. Three ConVal staff members have been moved to create space. Looking to use SAU for in school suspension. Looking for full time psychologist attached to the program and more training for staff in behavior management. Current costs were shown – all inclusive \$368,885.38 for 08/09. Costs are high but it is more cost effective to have them here as opposed to sending out of district. Projected 09/10 costs: \$451,380.38 to include 2 full-time certified teachers, 5 paraprofessionals, 1 school psychologist, 1 portable classroom, 1 additional portable classroom.

Gail asked if SAU use includes SMS – Linda reported SMS had no space, they were looking at SAU only. Dan asked about the students leaving the classroom – was the space needed all day – but Linda noted that they do not all leave at the same time. The number in the building is always more than 12. Mary Allen noted that it appears that the current temporary structures are not feasible. Would another be helpful? Linda reported the additional space would be used for small group settings. Dick Bergeron asked if this is a temporary proposal. Linda said yes. Stuart asked about projection – how short term is this proposal. Do we need to think even another year ahead? Linda said we are getting through this year at the moment. Butch asked about the YEES program – is this through the juvenile probation department? Linda said yes. Bart asked what qualifies a paraprofessional. Linda answered that they have met certification. Dick said this is not a Department of Education certification but a district certification. Craig asked about the classroom – the 900 feet per classroom – how many do we actually need; he said it seems we need 4-5.

Linda reported also that we are looking to be able to re-allocate staff and resources to help with funding. Butch asked for clarification of our using a juvenile propagation officer as part of our staffing – Linda said this is provided. Reports that this is working great. Stewart asked whether two SAU's could combine efforts and programs, working like the ATC; is this remotely possible to contain costs? Linda reports that auditioning in students would not be feasible as it involves tuition and transportation. Craig noted that one of the biggest problems is that the rules have changed and that necessitates this.

d. Budget Assumptions – FY 2010

Dick Bergeron passed out the budget consideration wheel and the budget assumptions – FY 10 (attachment 10). He presented a diagram of 13 considerations.

1. Alt Program (previously presented).
2. Enrollment – looking at straight line projections while applying census information. Expects decline of 87 elementary, and drops in middle and high schools. Gave examples of situations where we could use multi-age combinations for classrooms where in small schools, there were small numbers in grades. He stressed that this is

for the purpose of discussion only. Other considerations – he would like to think about full day kindergarten. Looked at projected numbers in first grade – with the consideration to combine first grade and kindergarten. He offered a number of scenarios that would be possible creative ways to handle the projected decrease in population. Stewart suggested that we be as creative as possible.

3. Technology – planning and infrastructure at the high school. Suggests that we need to examine the 3 members of the technology staff – different titles, same duties. We need to find more ways to integrate technology into the classrooms.
4. Reading – we need a highly qualified reading teacher to address grades 5-8.
5. Library – Winnebago Spectrum - our current system is problematic. Looking for answers which might involve investment.
6. Arts Enrichment – suggests that we will level fund this with a 3% salary increase.
7. CIP – plan is being readied – includes for high school master plan.
8. Elementary Math - \$150,000 place holder. Next step is to look at middle school math. Ray asked if the cost noted includes technology. Dick responded that the budget appreciates and cares for the technology for our teachers.
9. Fixed Cost Assumptions – in reality discretionary funds represent a small piece of the budget, fixed costs remain.
10. Staff reallocation – to be addressed
11. Elementary Health Education – this is a challenge for us, proposals will be forthcoming
12. At risk students – YEES students – currently working at the middle and high school, but this is a growing population. Proposals forthcoming for K-12.
13. Collective bargaining

Budget assumptions – attachment (11)

Dick Bergeron reviewed this with the group, item by item.

Noted the change of NINE retirements to SEVEN retirements, the number listed.

Health insurance is not actually an increase – but a wash from last year.

Marian noted that on the retirement item, there is new legislation that would require employers to pay an additional fee; she is trying to determine what that impact may have on us. Butch mentioned that the legislature may revisit the issue due to a former mistake on their part.

Stewart asked about the possibility of a change in transportation costs with bussing adjustments.

Dick reports that we need to anticipate the decline in state revenues as reported at the beginning of fiscal year.

Reviewed reallocation and/or New Expenditure proposals – item by item. (attachment 12)

Gail Cromwell commented that we added the LDAC position last year. Is there a way to evaluate that position? Is it successful? Also – she questioned leaving the food service personnel benefits in the general fund. She is concerned that it is hidden, with no way to evaluate. She feels we need to track and control better. Marian replied that of the gross budget, \$1 million is food service budget – except for health insurance. Gail recognizes that it is not absent from the budget, but how can she see the actual number. Bart said he thought we could get this information extracted by the business office. He would like to look at it as needed. Gail is still concerned that the food service is presented as a break even operation and it is misleading. Bart said the costs of benefits are tied to the operating cost of the food service program. Gail would prefer a budget line for this item. Marian said that no other

areas are separated out. This involves two separate funds - for the department of education and the department of revenue. Dick assured Gail that we be able to give her this information.

Mary Allen asked about the negative impact of taking 5th grades out of the middle schools. What is the next step in this process? Could this happen as soon as next year? Dick responded that these suggestions would be discussed and if the board agrees, it would be put forth.

Ray Cote suggested that when we meet on the 6th, we consider the shuffling of students at that time. He is concerned about the camaraderie of the middle schools and the experience be consistent amongst all middle schoolers. He is also concerned about the deliverance of state mandates, particularly the 5th grade. Dick responded that the we need to consider the counter balance of all. Stewart said this may be a difficult but necessary change to use buildings most efficiently.

Bart mentioned that our articles require us to have small schools but do not say that residents of those towns must attend those schools. It would be okay to balance the schools within proximity, possibly change which grades go to which schools. Gail mentioned that the economics of large schools are preferable to that of the small schools. We must be careful not to make all schools inefficient. An audience member noted that perhaps Greenfield could go to GBS instead of SMS. Dick said that is on the list. Mary Allen said we are looking at parity among the schools and we need to be careful to protect that. Dick said that became very clear this year when looking at equity among the schools.

Craig asked if the high school technology infrastructure would be part of the bond. Dick said yes, if we have a bond.

**9:07 board suspended to go into non public sessions
Dan Harper moved, Arthur Knight seconded, carried.
Reconvened at 9:22**

Gail Cromwell left at 9:15

Mary Allen moved, Arthur Knight seconded to accept Michael O'Leary's retirement. Carried.

e. Monthly Events Calendar

12/1 - 9am Food Service Ad Hoc

12/10 – Communications meeting 7pm

12/15 – Education Committee 7pm

6. Sub-Committee Reports

Education committee now has access to Nikki's moodle site.

Energy committee – had a field trip to Crotched Mtn.

Wellness committee – met on 12th – looking at PE time, recess allocation time and lunch allocation time.

7. Old Business

a. Adoption of Policies (Board Vote Required)

1. GBA – Equal Opportunity Employer (attachment 13)

Mary Allen moved to adopt, Ray Cote Seconded. Carried.

2. GCC – Professional Staff Recruiting (attachment 14)

Mary Allen moved to adopt as presented, Stewart Brock seconded. Carried.

8. New Business

none

9. Approval of Manifests (Board Vote Required)

Marian Alese presented manifests – have been reviewed and approved.

Stewart Brock moved to accept, Ray Cote seconded. Carried.

10. Non-Public Session: RSA 91-A:3,IIc

9:30pm -Dan Harper moved, Arthur Knight seconded to go into non-public session. Carried.

Meeting came out of non-public session, sealed the minutes and adjourned at 10:00pm

Respectfully submitted,

Sharon Donaway