

**Gorham, Randolph, Shelburne  
Co-operative School Board Meeting  
Randolph Town Hall  
Thursday October 26, 2005**

**Members Present:** Karen Cloutier, Jo Carpenter, Katie Kelley, Donna Goodrich, Jean Tremblay, Michelle Cormier, Angela Brown, , Michael Waddell, Alice Evankow, Jen Cloutier (Student Representative)

**Members absent:** Wendy Niskanen, Jay Holmes, Nick Wolf.

**Members of Administration Present:** Superintendent Patrick Low, Business Administrator Pauline Plourde, Principals Keith Parent, Paul Bousquet, Dave Goyette, Maintenance Supervisor,  
Christine Lemoine, Guidance.

I. The meeting was called to order at 6:45 p.m. by Chair Jo Carpenter

**II. Minutes** – A discussion of recommended changes to the minutes of 8/25 and 9/28 was held.

**Motion was made by Alice Evankow to accept the 8/25/05 minutes as amended, seconded by Karen Cloutier.** No discussion followed. Unanimously accepted.

**Motion was made by Donna Goodrich to accept the 9/28/05 minutes as amended, seconded by Angela Brown.** No Discussion followed. Katie Kelley and Karen Cloutier abstained all others accepted this motion.

**III. Communications** Patrick shared the teacher contract and the apportionment schedule. (Note: The apportionment schedule is the budget for the cooperative as it is used by the DOE to determine the tax rate for the three towns of the cooperative.) The School Board Institute and the School Board Summit notification from the NHSBA were shared. The Cooperative Planning Board will be honored at a November 18<sup>th</sup> luncheon during the School Board Summit. Chairs of the various school boards in SAU#20 are to notify the SAU office if they plan to attend either of these events. The “Focus” Newsletter by the NHSBA notes the successful retreat held at Crawford Notch for the Gorham, Randolph Shelburne Cooperative School Board.

**IV. Public Comments** There were none

**V. Superintendent’s Report** Patrick Low gave his report to the board referencing work in progress by Central Office and administrative team. The Teacher contract has been requested by other SAU leaders as it is a creative solution to issues facing all SAU’s in this state. Adequate Yearly Progress was made by the Gorham School District students. Everyone from the Food Service staff to the building maintenance staff to the middle school teachers and especially the high school teachers need to be congratulated for their contribution. However, keeping an eye on the future, by 2011 all students must know 100% of the tested curriculum! This may mean that unless we continue to improve outcomes we may not fare as well in the future. We know that NCLB is politically driven and may change in the near future as more schools fail to make the “grade.”

Patrick Low thanked the fall Athletic Coaches for a nice job this season. Our boys’ varsity team

will be playing the visiting team from England in the Shelburne field on October 27, 2005. We will be soliciting anonymous feedback from players on coach's performance, with the idea to improve coaching staff and player goals and team goal setting.

Master scheduling meetings will include Faculty, Guidance to find solutions /recommendations/improvements for GHS block scheduling, tracking/pacing and course offerings. Initial findings include:

Guidance could take up to three days without interruption to build the master schedule.

Differentiated Instruction will be utilized as we address tracking/pacing.

More professional development training opportunities will be pursued on differentiated learning.

Master schedule for classes will be distributed to Parent/Student without time of day, so that final adjustments in the time can be made.

Parents' will receive a note that the master schedule is subject to change due to enrollment.

In January, there will be career interest surveys of students to determine the type of class to offer. In June, students will receive a schedule. We will distribute a Revised Program of Studies, which will include "career pathways" and distance learning and Vocation education program, and online program opportunities.

"Skinnies" may be added to entice the students to try something new other than study hall. In addition, we are looking at an "alternative block schedule" for French and Algebra, so that students can participate all year round.

Patrick Low noted that Faculty, Department Heads, Administrators are all working on finding creative solutions to the scheduling challenges of our small high school.

With snowy mornings upon us, Patrick reviewed the process for determining the safety of the transportation system of the school.

Jo Anne Carpenter noted that the chair is the point person if a news reporter calls a board member for information.

The AVER Education luncheon will be November 17 at 11:30 am to underscore what is in place in the Androscoggin Valley to meet our students' educational needs and those of employers.

The first two weeks of November is MAP testing week grades 2-11. The SAU finds these tests more meaningful than the statewide tests because immediate feedback is available for the faculty. Some Superintendents throughout the State are asking that the State Board of Education consider adopting MAPS as the statewide tests. We have invited the Commissioner to visit SAU#20 schools during this testing period.

Keith Parent is now hosting calendar meetings with his staff and other building leaders to determine conflicts and transportation challenges. Dave Goyette explained how a moose ran into a Middle School Soccer bus a few weeks ago.

Paul Bousquet discussed the results of his survey on a full day kindergarten. 95% of the parents were interested in a full day kindergarten. We expect to enroll 20 students in next kindergarten class so we could offer a full day kindergarten class option with a small investment of \$1,000 more per year. It would be up to the parents to choose the option. We could do a better job meeting the needs of special needs children. Studies show that some students fare much better in

future schooling with a full day kindergarten. We may have more students as the Federal Prison and Super Wal-Mart and other economic activities come on line, which then would require an addition of staff and the allocation of a new room for full day kindergarten in the future.

The GHS Guidance Office is reaching out to parents of seniors to discuss the expectations of student during their senior year. One such program is offered October 27, 2005. Students are also now receiving notice when they are carrying a failing grade and the teachers are discussing what needs to be done to bring the grade back in line with expectations.

The SAU Office is now collecting data on professional development course requests to determine future needs of the staff

**VI. Budget /Finance** Pauline Plourde explained the payment of Board member stipends and asked that each member consider direct deposit. A direct deposit form was passed around to members present. Vouchers can be signed in the office, but if you are having trouble getting into the office during regular office hours, the SAU Office can work with you, just call, and arrange to sign the voucher. The budget dates are as follows:

November 2 – Administrative Teams must have their budgets completed

November 8-9 the budget is printed for Administrative Teams to review

November 11- Cooperative board members may pick up their copy of the budget (either the skinny or the full size)

November 15 – from 9am to 11 at the FRC the Finance Committee will meet to discuss the budget.

Patrick and Jay Holmes met with the Budget Committee of Gorham to discuss the process for the Cooperative Budget. Patrick offered to make himself available for the Gorham Budget Committee, Gorham Selectmen, Randolph Selectmen, or Shelburne Selectmen to discuss the budget before the Annual Cooperative Meeting. He would like to answer questions or take suggestions concerning the budget.

The Finance Committee will go through the budget and make a recommendation to the full board. Jay Holmes, Karen Cloutier, Mike Waddell, and Jean Tremblay would like a full budget copy along with the Finance Committee members. Alice Evankow, Angela Brown, and Wendy Niskanen would like the “skinny version.”

**VII . Policies committee** The policy committee distributed copies of policies. **Katie Kelley moved to accept the first reading policies of Section C and D, BDE-R and BEDG-R and the related Appendices as presented, Jean Tremblay seconded the motion.** Discussion of these sections ensued with some minor modifications. All in favor.

Their next meeting will be Nov. 1 at 7:00 p.m. at FRC.

**Note: Jean Tremblay and Donna Goodrich and Christine Lemoine left at this time.**

**VIII. Building committee** **Ben Mayerson, the Chair, is doing an outstanding job leading the group.** Much discussion centered on the “Charge” to the building committee. The Facilities Committee (Wendy Niskanen, Katie Kelly, Jean Tremblay, and Donna Goodrich) will be convened to give a little more support to the building committee.

The committee is working diligently on revising the estimates of the three plans presented in 2002 using a new tool. The committee seems to feel that better solutions exist for the facilities issue, but will need time to explore.

**IX Other** Michelle Cormier asked who might serve on the curriculum committee and what is their purpose. The curriculum committee will begin to gather the information about our curriculum approach and testing results and investment in professional development of teaching staff. Katie Kelley asked about how the investment decision in After School Programming will be made. The group had previously decided that the Finance Committee will work with the After School Program.

Katie Kelley asked about the SAU Budget and salary increase requests. Mike Waddell suggested a RSA 91 (A) non-public discussion would be needed to discuss this issue further. Jo Anne Carpenter suggested that that discussion be held until the SAU meeting. Clarification of a non-public meeting procedure for the next SAU meeting was pursued.

**XII Next Co-operative school board meeting** will take place at Shelburne Town Hall November 22 at 6:30 p.m.

Michelle Cormier Moved that the meeting be adjourned, Angela Brown seconded the motion. All in favor. Meeting adjourned at 9:05 p.m.

Submitted by,

Kathleen Kelley