

Gorham Randolph Shelburne Cooperative School District
March 22, 2006
6:30 p.m.
Ed Fenn Elementary School

Board Members in attendance: Angela Brown, Jo Carpenter, Karen Cloutier, Michelle Cormier, Anne Hill, Jay Holmes, Kathleen Kelley, Paul Partenope, Jean Tremblay

Board Members absent: Donna Goodrich, Wendy Niskanen

Student Representatives: Nick Wolf, absent; Jen Cloutier, absent

Administration: Patrick Low, Superintendent SAU #20; Pauline Plourde, Business Administrator; Keith Parent, Principal GMHS; Paul Bousquet, Principal Ed Fenn

Public: Ben Mayerson, Building Committee Chair

Press: Gail Scott, Berlin Daily Sun

I. Patrick Low, Superintendent SAU #20, called the meeting to order at 6:40 p.m.

After introduction of board members, Patrick referred to orientation materials and upcoming training available to all board members.

II. Nominations

Patrick entertained motions for chairperson.

**Paul Partenope nominated Jo Carpenter as chairperson;
Kathleen Kelley seconded; all were in favor.**

Jo assumed role of chairperson and entertained nomination for vice chair.

**Karen Cloutier nominated Kathleen Kelley as vice chairperson;
Angela Brown seconded; all were in favor.**

Jo entertained nomination for secretary.

**Jay Holmes nominated Angela Brown as secretary;
Karen Cloutier seconded; all were in favor.**

III. Approval of minutes – 3/10/06

**Jean Tremblay moved to accept the minutes as written;
Karen Cloutier seconded.**

Discussion centered on the positive experience at the school district meeting with the public moving the articles rather than the board making the motions.

**Six were in favor; Paul Partenope, Michelle Cormier, and Anne Hill abstained.
Motion passed.**

IV. Public Comments: none

V. Written Communications:

Jo Carpenter read a letter regarding two concerns of Randolph constituents: listing of students in the town report and mailing of cooperative annual report in the future. It was also mentioned that Shelburne as well would like to have a listing of their students available to them. The board realizes this information is important and it will definitely be included in some manner each year. Further discussion indicated that it could be unifying to include an alphabetical listing of all cooperative district students in the cooperative district annual report, with a designation of town of residence. Grade level would not be included.

Questions to answer: Does Randolph want to include this past year in next year's report to "catch up"? Should there be a release for parents to sign allowing their child(ren)'s name to be listed?

Randolph residents would like to have the cooperative annual report mailed each year. It was also suggested that there are many residents of the other two towns who could benefit from having it mailed to them as well.

Jay Holmes moved to mail the cooperative reports to all residents of the cooperative district;
Katie seconded.

Discussion centered on whether there are funds available for mailing, since the budget has already been set. Pauline replied in the affirmative that funds would be available.

All were in favor; motion passed.

Jo Carpenter read a letter of resignation from board member Wendy Niskanen. Questions were raised regarding whether or not changing the meeting time could allow her to continue as a board member. Other members raised scheduling issues and concerns as well. 2nd, 3rd, 4th Wednesdays and 4th Thursdays are best possible meeting dates. A new regular meeting time will be determined.

Task: As per policy, the chair and vice chair will meet with Wendy to determine if a different meeting schedule will eliminate some problems for her.

Letter of resignation was tabled without further action.

Patrick circulated a contract with NCES for continued services. He noted that GMHS has the highest percentage of use in the North Country.

Kathleen Kelley raised the issue of representation on NCES board as well as on the AVER education task force. It was determined that her representation on NCES is on behalf of SAU #20. As a point of information, AVER is a corporation formed when the mill closed in 2001 to address longterm planning. The Education Task Force is attended by area superintendents, principals, guidance counselors, business leaders,

the hospital, the prison, NHCTC, and Leadership NH who all look at ways education can work to better the economy of the Androscoggin Valley.

Paul Partenope moved to have Katie on the AVER Education Task Force; Karen Cloutier seconded; all in favor; motion passed.

Jo Carpenter also had an email from Ben Mayerson requesting that Pauline Plourde be named as a liaison to the Building Committee to provide continuity during the upcoming superintendent transition. Patrick reminded the board that Pauline's job needs to be downsized, not increased.

Ben Mayerson is interested in serving on the Facilities Committee as a public individual.

VI. Cooperative School Meeting 3/15/06

Cooperative members from Randolph had received a letter from some concerned citizens regarding issues stemming from the facilitation of the school district meeting. The board brainstormed some possible solutions, including:

- The moderator needs to stand so that he can see the Board
- The tables could possibly be angled like a V with the moderator at the point
- Line of sight issues from audience perspective need to be solved
- Moderator could stand on risers to give him a better view
- The moderator could take a list of people who wish to speak before the meeting and call on them at the end
- Perhaps bleachers could be unavailable as seating
- Perhaps cooperative meeting could be held prior to town meeting (this was not recommended by some more experienced board members)
- Students available to "run" a portable mike to residents who wish to speak
- Need to be aware of social culture of Randolph and Shelburne's meetings versus the business like culture of Gorham's meetings

The board is aware that it is going to take a few years to learn to work together, and that it will only get better. The current moderator has some suggestions of his own and is very willing to work with the board to provide a good experience for all involved.

This topic will be brought before the board again in January to prepare for the next school district meeting.

VII. Superintendent's report

NECAP results are available to the public and administrators will be comparing data. Additional information will be available to the board in April/May. Contact building principals for further info about results. The schools met or surpassed the state averages.

There will be a meeting on 3/23/06 at 1:00 to facilitate 8th grade portfolios.

Something about state databases----

Principals are currently doing evaluations of staff.

Test scores will be available to parents after spring break.

Paul Bousquet reported that their math scores are up compared to the past—he feels that this is a result of the new Everyday Math curriculum. He also answered a question regarding the certification of paraprofessionals at the Ed Fenn level by stating that they are fine, the only ones who need to be certified are the ones who receive Title I moneys. Jo Carpenter also pointed out that several years ago para certification was made a priority and money is set aside for them each year to take steps toward their certification.

Keith Parent reported that he sees his teachers using data from the test scores for remediation purposes for low-scoring students. Questions were raised regarding remediation training for teachers, to which Paul Bousquet replied that he uses his reading specialist or Title I providers because teachers are not specifically trained in remediation.

Principal search: Patrick reported that the position of principal at the Ed Fenn School has been posted. A search committee will include lower elementary staff, upper elementary staff, specials staff, paraprofessional, special education, a parent, a central office staff person, a technology specialist, and one of the SAU #20 Special Education Services staff as well as a board member from the GRS Cooperative School Board and the Gorham School Board. This committee will meet on March 28 at 7:00 at the FRC Board Room to be oriented. It is anticipated that the search committee will narrow the field to 3 finalists who will then be interviewed approximately the week of April 4, with a final candidate chosen by the beginning of May.

Jay Holmes moved that Paul Bousquet be involved in the final 3 selection behind the scenes;

Jean Tremblay seconded;

Karen Cloutier abstained, all others in favor; motion passed.

Jean Tremblay volunteered to serve on the search committee as a representative from the Cooperative School Board.

RFP for new school bus—this RFP is from an original Randolph RFP, reviewed by Dave Goyette, since this bus will replace the current Randolph bus.

VIII. Committee Reports

Building Committee—Ben Mayerson reported that the building committee had interviewed two firms at their last meeting (3/21/06). The committee had selected 2 firms out of 7 to interview and brought to the cooperative board the committee's

recommendation to hire Banwell to do preliminary work. This is the same firm used the Kennett High School in North Conway to solve their current construction issues.

The firm, if selected by the cooperative board, would provide the following services:

- Finish elements of the studies done at the GMHS
- Look at the Ed Fenn for familiarity
- Look at current and future K-12 curriculum needs
- Provide an assessment of the condition of the buildings
- Provide a means table
- Provide building code/ADA requirements

These results would be transferable to any architect hired for the future project.

A discussion regarding focus groups and public outreach ensued. However, before reaching any conclusions, it was determined that a non-public session was necessary to finish the discussion of a firm to hire.

At 9:14 p.m. **Jean Tremblay made a motion to go into non-public under RSA 91-A:3II (c). Roll call vote: Anne Hill, yes; Jay Holmes, yes; Jo Carpenter, yes; Karen Cloutier, yes; Angela Brown, yes; Kathleen Kelley, yes; Jean Tremblay, yes; Paul Partenope, yes; and Michelle Cormier, yes.**

Gail Scott left the meeting.

The Board re-entered public session at 9:36.

Jean made a motion to seal the non-public minutes through Friday, March 31, 2006;
Michelle Cormier seconded;
All were in favor, motion passed.

The question of focus groups was once again brought up regarding who will facilitate them. Suggestions were given that it should be the building committee, the consultant and board members working with an outside facilitator. Some possible resources for a facilitator are Coos County Extension Agency, Local Government Center, and the NHCTC.

Task: Kathleen Kelley will distribute a draft focus group document to the board.

Policy Committee—the policy committee presented a second reading of Policies F (Facilities Planning) and H (Negotiations). Suggestions were given, and the acceptance tabled until the next meeting.

Kathleen Kelley moved that Alice Evankow, Paul Partenope, Angela Brown and Karen Cloutier be on the policy committee;
Jean Tremblay seconded;
All were in favor, motion passed.

Facilities Committee—This item needs to be tabled until such time as the board can discuss the role of the facilities committee.

Task: The Facilities report dated 11-12-2005 will be re-distributed prior to the next meeting of the board.

IX. Board membership

Patrick shared orientation materials. The SAU office will provide policy books and copies of minutes to the new board members.

X. Other

XI. Non-public (see previous)

XII. Next regular meeting: tentatively scheduled for April 11, 2006. If a quorum is not available this date, then will meet on April 26, 2006 at 6:30 p.m. in Randolph. It was also suggested that the board schedule a retreat with the Gorham School Board to “pass the baton.” This will be put on next meeting agenda.

XIII. Adjournment—Angela made a motion to adjourn at 10:10 p.m. Karen seconded; all were in favor.