

Gorham Randolph Shelburne Cooperative School District

April 12, 2006

6:30 p.m.

Randolph Town Hall, Randolph NH

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

Board Members absent: Wendy Niskanen

Student Representatives: Nick Wolf; Jen Cloutier, absent

Administration: Patrick Low, Superintendent SAU #20; Pauline Plourde, Business Administrator; Keith Parent, Principal GMHS; Paul Bousquet, Principal Ed Fenn; Dave Goyette, Maintenance/Transportation Coordinator

Press: Gail Scott, Berlin Daily Sun

- I. Call to Order. Jo Carpenter, Chair, called the meeting to order at 6:50 p.m.
- II. Approval of minutes of 3/22/06: **Paul Partenope moved to approve both the public and non-public minutes of 3/22/06 as written. Karen Cloutier seconded; all were in favor, motion passed.**
- III. Public Comments: none.
- IV. Written Communications. There were numerous communications, including:
 - A thank you note from Keith Parent.
 - A letter from a parent regarding the issue of student files lost on the Internet. This issue has been addressed by the Gorham School Board.
 - New Hampshire School Board Association (NHSBA) will be sponsoring two orientation sessions for new board members: in Concord on Wednesday, April 19th from 5:30 to 8:30 and in Littleton on Tuesday, May 9th from 5:30 to 9:30 p.m.
 - A letter from the Town of Gorham indicating they would like to meet with the Cooperative School Board as soon as possible after July 1 to come to an agreement regarding the playing fields. The Cooperative Board is looking forward to working with the Town to come to an amenable solution.
 - Jo Carpenter shared the NHSBA Policy Update in their Spring 2006 mailing.
Task: The SAU Office will copy this document and distribute it to all members of the Board. A copy was given to Pauline for this purpose.
 - North Country Education Services (NCES) has contacted us to renew our contract with them. Patrick Low asked us to continue to support NCES in providing services to the Gorham Schools. The question was raised whether or not a partial membership would be suitable to our needs. The Board agreed that this is something worth considering.
Task: Kathleen Kelley will bring a copy of the NCES annual report when it is available.

Motion: Kathleen Kelley moved that we enter into a contract with NCES for 06/07 for full membership. Paul Partenope seconded; all were in favor, motion passed.

- Keith Parent shared (and copies were distributed to the board) the most recent NEASC report dated April 6, 2006. This report indicates that the Gorham Middle/High School has been placed on probation, due mostly to the fact that the failing facilities are not conducive for the proper delivery of the curriculum to the students. The district must now demonstrate reasonable progress toward a solution, one that now involves the community as well as the school. The report stresses that this is not a punitive measure but one that supports the teaching community. This report has been shared with Banwell & Associates as well.

V. Administrative Reports

Keith Parent reported that scheduling has moved along well. The teacher schedules are squared away and the team is asking for their input on the process. Keith reports that they were able to accomplish all that they were asked to by the Gorham School Board. For example, there will be year-long freshman French, year-long sophomore math, and alternating math and science. The schedule appears workable at this point.

Paul Bousquet was asked to share some information on NECAP test scores, especially regarding the 3rd grade results. He pointed out that the elementary teachers are going to analyze where the gaps in instruction are so that next year the scores will improve. The teachers are also planning to expose the 2nd graders to similar tests at the end of their grade so that they will be more comfortable taking these sorts of tests. Data from all grades is being used for planning.

Paul also shared that David Laurin from Banwell was at the Ed Fenn today to visit with teachers and tour the building.

Keith shared that a Grade 6 through 12 math curriculum will be ready for presentation for next year's budget preparation. He also reassured the board the newly approved art and English classes will not negatively impact the work completed in the scheduling process. He also answered a question regarding tracking, telling the Board that the ACP/TC/TCP tracks are gone and are replaced with different levels of courses within grades.

VI. Superintendent's Report

- MAPS testing is scheduled for May.
- Administration will be sharing handbook drafts with the Board in May.
- SAU 20 office has begun using a standard student data input template to prevent duplication of efforts.
- SAU 20 is also piloting a software program for special ed which allows IEPs to no longer be input by hand at the SAU office. Instead information will be input by the staff/administration members themselves.

- Mr. K will present a report in May to the Gorham School Board of enhanced athletic offerings for the 07/08 school year.
- Patrick also referenced a “lines of authority” document that was presented at the last Gorham School Board meeting.
- In answer to a question regarding the purpose of student portfolios, it was explained that these portfolios will allow students to meet technology guidelines. 8th graders are required to show that they are conversant in Microsoft Word, Powerpoint, etc., so that they will not have to take remedial technology courses at the high school level. Graduating seniors will have a portfolio of work to use for their college applications as well.
- Interviews for a new elementary school principal are scheduled for April 18th and 19th.
- Interviews for a new guidance counselor are scheduled for April 14th at MVS.
- Possibly the Board could have a meeting on April 20th to approve a new principal and/or guidance counselor for the elementary school.
- Financial Report: Board members receive half their stipends in November and March/April. Pauline’s report shows a projected fund balance of \$10,635.00, with not a lot of change expected before year end.

VII. Nomination of Staff, 06/07

The Superintendent presented a list of staff to nominate for the 06/07 school year. Some board members had a few questions, which the board will consider in non-public session.

VIII. Committee Reports

Building: The building committee will meet Tuesday, April 18th at 6:30 p.m. Pauline presented a tentative timeline for the work with David Laurin from Banwell. During the 1st week of May he will meet with administrators to see how the facility does/does not meet the curriculum. He will then meet with the building committee and the cooperative board on May 14th. May 21-28 will be public forums where the discussion will focus on creating public awareness of the shortcomings and structural analysis of the buildings. Voters will also be given a chance to share their input. Once those meetings have taken place, the building committee will regroup and prepare for a district wide meeting possibly on June 11 for all district voters to meet together again. Banwell hopes for the Board’s approval of the results by June 30.

Several board members expressed concern that this timeline may be too fast. It is important to have flexibility in the process so that there is a comfort level with the process.

Policy: The policy committee presented a second reading of Policy Sections H and F. Much discussion centered around changes recommended at the last meeting. The policy committee obtained a legal opinion from Barrett Christina, the policy attorney with NHSBA, regarding wording preventing teachers from discussing local labor disputes. His opinion was not to include the wording in section HPA. The Board agreed.

Kathleen Kelley moved to accept the 2nd reading of H; Jean Tremblay seconded; all were in favor; motion passed.

More discussion focused on Section F. The final decision was to: (1) add RSA 310-A reference to FEB; (2) create an appendix FEH-R which will include the procedure for reviewing change orders, including a dollar amount.

Kathleen Kelley moved to accept the 2nd reading of F as amended; Michelle Cormier seconded; all were in favor, motion passed.

It was also recommended that a future policy be created/revised to indicate that a clerk of the works not be a board member or employed by the SAU in the last 3 years. It was also recommended that FBB, enrollment projections, include a broader review of information. These items will be considered by the Policy Committee.

Facilities Committee: Report deferred, as the committee has not met since the last board meeting.

Michelle Cormier left the meeting at 9:00 p.m.

IX. Orientation/new board members. Patrick shared that the new board members have received training information including a policy manual, copies of minutes and the book "Becoming a Better Board Member."

X. Board self evaluation: Jo Carpenter distributed copies of an evaluation form to be considered at the next board meeting.

XI. Bus drivers: this topic will be discussed in non-public.

XII. Ethics Statement: Board members signed the ethics statement as per policy.

XIII. Other:

Jo Carpenter and Kathleen Kelley, as per policy, met with Wendy Niskanen to follow up on her letter of resignation. It is a time issue for her, but in July she will have a lighter schedule. She has limited availability until then. The group checked their calendars to plan for the next meeting; May 24th, 6:30 p.m. in Shelburne.

Nick Wolf asked if there is a day when board members could come to the school to mingle with the students. The board thought this was a good idea and directed Nick to schedule a day and give the board plenty of notice. Nick also shared that the Senior Executive Council has asked Mr. Fini to be the graduation speaker.

Task: Nick Wolf will inform the board of the date chosen for mingling with the students.

At 9:30 **Kathleen Kelley made a motion to extend the meeting for a maximum of 30 minutes; Jean Tremblay seconded; all were in favor. Motion passed.**

XIV. Non-public session. At 9:31, **Kathleen Kelley made a motion to go into non-public session under RSA 91-A:311(C); seconded by Karen Cloutier; roll call vote: Kathleen Kelley, yes; Jean Tremblay, yes; Jay Holmes, yes; Anne Hill, yes; Angela Brown, yes; Jo Carpenter, yes; Paul Partenope, yes; Donna Goodrich, yes; Karen Cloutier, yes; motion passed.**

Gail Scott and Nick Wolf left the meeting.

The Board returned to public session at 10:10 p.m.

Jean Tremblay moved to accept the nominations of teachers as presented; Kathleen Kelly seconded; all were in favor, motion passed.

Donna Goodrich moved to accept the nomination of administration as presented; Jay Holmes seconded; 8 were in favor, Paul Partenope opposed, motion passed.

Jo Carpenter shared that the Shelburne School Board requests that there be a celebration of the end of the existing districts along with the beginning of the new cooperative district sometime during the last week of June.

XV. Next regular meeting: May 24th, 6:30 p.m. at Shelburne Town Hall.
Agenda Items: Board self-evaluation,
Other key meetings: SAU 20 organization meeting May 9th at 7:00 p.m. at the Northland Dairy Bar in Berlin NH.

XVI. At 10:15, Jean Tremblay moved to adjourn, seconded by Jay Holmes; all were in favor, motion passed.