

# Gorham Randolph Shelburne Cooperative School Board

Tuesday, May 15, 2007, 6:00pm

## Minutes of Meeting

### GMHS Library

**GRS Cooperative Board Members Present:** Jo Carpenter, Angela Brown (left at ~ 8:30 returned 9:00), Greg Corrigan, Michelle Cormier, Donna Goodrich, Anne Hill, Kathleen Kelley, Reed Leberman, Steven Michaud, and Paul Partenope

**Berlin Board Members Present:** Mitch Couture, Martha Laflamme, Brian Leclerc, Nathan Morin, Nicole Plourde, John Moulis – Superintendent and Marion Huntley – Ass't Superintendent of Finance

**Student members:** Jennifer Cloutier

**Administration:** Paul Bousquet, Superintendent; Karen Cloutier, Principal, Ed Fenn; Dave Goyette, Maintenance Director/Transportation Coordinator; Chris Graham, Art Teacher; Rebecca Hebert-Sweeny, Director of Special Services; Bill Kaczinski, Assistant Principal; Chad Miller, Technology Director; and Pauline Plourde, Business Administrator

**Public:** Wendy Mayerson, Minute Taker, Sarah Tremblay, and Jean Tremblay

**Press:** Barbara Tetreault, Tom Rideout

#### I. Call to Order

The meeting of the GRS Cooperative School Board was called to order at 6:07 pm.

#### II. Discussion with Berlin Board Commonalities

Representatives of the Berlin School Board and administration joined the GRS Cooperative meeting as a follow-up to the joint meeting on March 7, 2007. John Moulis wanted to clarify that the high school is separate from grades 6, 7, and 8. A GRS representative said that since the bond hearing there has been some inquiries regarding the possibility and cost of tuitioning our students to Berlin. Pauline and Marion will be working together on the projected costs. The Board was informed that there is no space in the elementary schools, but there is space in the high school. They were also informed that there is a study committee formed in Berlin to look at the elementary school facilities. The GRS Cooperative Board inquired what would have to be done to the Berlin schools in order to have the appropriate space for our students.

A question was asked regarding a statement made back in March by Berlin stating that they may need to adjust classrooms to accommodate GRS students, which earlier in this meeting was not addressed. Berlin said that they have a lot of instructional space and the divisor used to indicate they could accommodate the GRS students was very conservative. They also felt all the core spaces--library, cafeteria, and gym--would work fine with those numbers. At one point there were 1,000 students at the Berlin high school, which they said was too many, but the 770+- would work. As there is also a study committee looking at the buildings, there may be more information forthcoming from them.

Other areas that are being looked at is the possibility of GRS girls being allowed to play on the Berlin girls' hockey team; sharing classes back and forth; and what procedures could be put in place to facilitate exchanges and interactions.

John Moulis said there has been a lot of discussion and a lot of ideas tossed about regarding working with the GRS Cooperative students. The Board was informed that back in 1986 the Berlin High School had 772 students enrolled, which is approximately the number it would be if the GRS high school students went to Berlin. On the surface the numbers look like it would work, but there would need to be more research done to assure the space would meet the educational needs of today. In regards to a time table, Berlin said they would not be ready until the 2008 – 2009 academic year,

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which was countered by the GRS Cooperative Board who said that it would be further out than that due to the various aspects that need to be explored and then the need for a district vote. Any action such as this would also have to be approved by the State Board of Education.

The GRS Cooperative Board is attempting to look at all the options, with one of the options being regionalization with Berlin. At this point the goal is to keep the conversations going, be able to compile all the options in the valley and see where and what resources can be combined for the benefit of all our children.

A board member commented that perhaps the Cooperative could help alleviate pressure on the elementary school level in Berlin. Currently Berlin has no interest in taking advantage of this offer.

Inquiry was made about what Berlin's thoughts about the increase in the age to 18 for students being able to drop out of school and what impact that might have? Their basic feeling was that students are going to drop out regardless of the age and that the real issue is the need for alternative programs for these students which require funding that is not available.

Members of the Berlin Board thought that baby steps would be the way to go. Combining music, band, and theatre might be a nice stepping stone and easier to get going than some other areas. It could also be something we start this year and give the students a chance to discover they have a lot more in common than thought. Interests in band and fine arts are dropping in most schools, but as it is a core area in the No Child Left Behind initiative, it needs to be addressed.

Economic issues facing Berlin and the valley were discussed.

The discussion then turned back to other ideas for integrating our students. Co-curricular activities may be a way to begin integrating our young people and adults.

It was noted that there is already collaboration among the schools for calculus, Spanish, philosophy, Cisco, higher level math, purchasing, bus maintenance and driver training, dances, and special education programs. Also noted was that the academic calendars for the two districts for the 2007 – 2008 school year have been aligned with the exception of two half days.

It was then decided that Paul Bousquet and John Moulis would set up a meeting for September in Berlin.

**Adjourned at 6:40 pm**

### **III. Short Break**

Reconvened at 6:45 pm

### **IV. Public Comments**

Jenn Cloutier asked who is presenting diplomas at graduation. Volunteers were requested. Kathleen Kelley and Jo Carpenter volunteered to pass out the diplomas at graduation.

### **V. Written Communication**

Invitations were passed for honor society inductions which were noted to conflict with both the chorus concert and joint building committee meeting.

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A letter from received from Mr. Potter.

The official call for 2008 NHSBA resolutions was brought to the Board's attention. A section for resolutions will be put on the June agenda for Board members to address their ideas for a resolution.

A letter was received from Ruben Rajala regarding the policy for paying for damage caused by school sponsored recreational activities on the common. Paul Bousquet researched this issue and discovered there is an RSA 508:14 which clearly states that the district is not liable for damages and that the town does not pay anything. If we pay we are opening ourselves for more liability claims.

Reed Leberman's letter of resignation from GRS Cooperative School Board, effective May 18, 2007, was read. His expressed regret in having to resign, but explained it was due to his wife accepting a new position with the Forestry Service.

**A motion was made by Paul to accept his resignation with regret. The motion was seconded by Greg Corrigan; all in favor.**

A request was made for the SAU office to put an ad in the local papers for the two Gorham Board Representative positions.

**VI. Presentation Sarah Tremblay – Students Role in Building Project**

Sarah Tremblay stated that she had come back regarding her survey to allow questions from the Board now that they had a chance to review it. A comment was made that issues with classroom ventilation and temperature were noted by each grade. Sarah informed the Board that she and Matt Lemieux were moving forward and will be writing letters to the top 20 entrepreneurs in the country to ask for assistance. Sarah then answered a few questions regarding the specifics of the survey. The Board thanked her for coming back to address any questions and for her efforts. The Board also said that they would be in touch with her in the future. Sarah informed the Board that the students are willing to participate and all the Board needs to do is contact her.

**VII. Adoption of Minutes April 17, 2007 and April 30, 2007**

**A motion to approve the April 17, 2007, minutes as amended was made by Greg Corrigan. Paul Partenope seconded the motion; all in favor.**

A request was made that a statement be added to the minutes to reflect that until the completion of the construction at the Randolph town hall, meetings will be alternating between Shelburne and Gorham.

**A motion to approve the April 30, 2007, minutes as written was made by Kathleen Kelley. Paul Partenope seconded the motion; all in favor, except for Greg Corrigan and Donna Goodrich who abstained.**

**VIII. GRS Policies** Paul briefly discussed changes in policies from the previous meeting

**a. Section GB - 2<sup>nd</sup> Reading**

Changes to the following policies were discussed: GB, GCCAB – Military Leave, GCIB, Appendix GBJU, Appendix GBJAR, HIPPA – Paul Partenope was to research this, and is in the

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process of reviewing the School Board Association's standards to make sure that it covers all areas regarding to staff, but seems to be quite comprehensive and GCQA.

**A motion was made to accept and adopt the second reading of policies of Section G by Kathleen Kelley. Seconded by Paul Parteno; all in favor**

### **b. Section I – 2<sup>nd</sup> Reading**

Changes to the following policies were discussed: IHBH, IJK , Appendix IJKR IKE, IMAB, IMBC, IJCOR, ICHD, IKF, IMAH, ILBAA, IMBA

**A motion was made to accept and adopt the second reading of policies of Section I by Kathleen Kelley. Seconded by Greg Corrigan; all in favor**

### **IX. Legislative Liaison Report**

Paul Parteno gave an update on three bills regarding public terms of employment.

### **X. SPED Director's Report**

Becky Sweeny share her report with the Board. Once a year it is a good idea to look at data for the 504 special ed areas the SAU is responsible for. A chart was presented with data for Section 504, SPED and home education along with a history from 1998 to present. Staff will be offered three special training seminars – two in the area of reading and one for advance curriculum in autism which will be grant funded.

### **XI. Maintenance Director's Report**

Dave Goyette shared his report with the Board. The Board was informed that the report contained an overview of what went on during the school vacation. They were also informed that the bus evacuation drills will occur this month as it is required on yearly basis. Members of the Board expressed their thanks for help with prom.

### **Technology Director's Report**

#### **a. Technology Plan**

Chad Miller noted that the plan is required by the state to be approved by the Board.

Discussion ensued over the number of computers and their availability and use. There is an on-line scheduling form available to help in meeting student needs for the Middle and High school labs, cows and library computers.

The addition of a Technology department chair was to provide continuity in the technology curriculum for grades K – 12. Currently a comprehensive K-12 technology curriculum is non-existent. With the introduction of the new ITC standards every grade is going to have to show competency and technology will be one of the areas. Currently the cost of the chair is not budgeted and therefore will need to be added to the 2008 – 2009 academic budget.

**A motion was made to accept the first reading with the addition of technology department chair was made by Greg Corrigan. The motion was seconded by Paul Parteno; all in favor.**

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### **XII. Building Update**

Dave Goyette is working on chimney estimates. The State Fire Marshal's report was reviewed and discussed. There are items in the Fire Marshal's report that need to be done NOW. What can we get done now and in house? According to the Fire Marshal's Report, a plan for addressing the issues needs to be developed. Dave Goyette will put together a point by point priority list addressing the recommendations and a plan to move forward. Costs associated with each item will also be researched. The Board was informed that the money can be encumbered with a contract in place by June 30 to use year-end available funds. Other priorities that will need to be addressed include; the chimneys on both schools, roofs, emergency egresses – windows, repair of wall, mold report, boiler room at GMHS, costs, and the RFP process.

The Board was also informed that the district safety committee voted to recommend that the mold levels at the Ed Fenn be tested, to which it was decided if it is done for one building it should be done for all. Contact was made with RPF out of Northwood and administration is waiting for a quote on costs.

A question was asked if a mold study ever was done and why not? The thought was that there was going to be complete rehab, so why bother and now additional places are wet which raises the level of concern even more. There was no one specific incident that has led up to this testing for mold, but the significant areas of water entering the buildings and the increase of those areas has brought the concern to the forefront. If there is a serious problem with mold there will be a need to take steps, but steps cannot be taken until we know what the true situation is.

Members of the Board expressed their wish to be in close contact with the office so they know what is being done.

The Board was updated on the status of the survey. They are being picked up tomorrow; envelopes are being done in the SAU office, and should be mailed out by Friday. The surveys may give us input into what direction to take keeping in mind that priorities may shift.

It was announced that the joint meeting with Building Committee on Thursday had been move to 7:00 pm due to Honor Society induction and chair's personal schedule conflict. David Laurin will be there. If you cannot be there, please forward any questions you would like addressed to the SAU office.

### **XIII. EFS Principal's Report**

All interviews have been done. Kindergarten count is 35. Zoe Vaillancourt was honored with the American Legion hero award. Barbara Young Hoffman will receive the NH School Psychologist of the year award. Another award announcement will be forthcoming that is very exciting.

A brief overview of some of the changes in the Ed Fenn Student Handbook was given by Karen Cloutier. Some revised/new items include; introductory letter, updated policies, listing of new staff members, and the changes in room numbers.

It was also pointed out that the bell schedule changed for the 5<sup>th</sup> grade students to help transition to middle school. Evaluation procedure will be updated. Arrival time is going to be adjusted for walkers as students have been arriving as early as 7:10 and there is no one available to supervise them.

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A request for permission to give other parents names and addresses of kids in their child's class is going to be included on photo request form.

New parking lot diagram to be put in handbook and student drop off and pick up procedures will be updated with emphasize on using spaces and to pick up your child after you have parked rather than stop in driving lanes.

**A motion to accept first reading of handbook as amended was made by Greg Corrigan. The motion was seconded by Kathleen Kelley; all in favor.**

### **XIV. GMHS Principal's Report**

Changes to handbook were outlined and included: the addition of the SAU mission statement, adding transfer information and a description of extended learning opportunities. A change to the tardiness policy was discussed. A parent's note will be able to excuse one tardy per quarter for non-legitimate reasons. This is because there are certain students abusing policy with the help of their parents. Also added were guidelines regarding dancing, acceptable internet usage and audio recording guidelines taken from School Board manual.

**There was a motion to accept the first reading of the GMH handbook by Greg Corrigan. The motion was seconded Paul Partenope; all in favor.**

A copy of the GMHS school lunch survey was passed out as requested at the April 17<sup>th</sup> Board meeting. The results were self explanatory regarding what the likes and dislikes of the students are.

The Board was asked to accept the \$5,000 grant awarded by Wal-Mart to the GHMS.

**A motion was made to accept the \$5,000 grant from Wal-Mart by Anne Hill. The motion was seconded by Greg Corrigan; all in favor.**

**A motion was made at 9:09 p.m. to extend the Board meeting for an additional 30 minutes by Greg Corrigan. The motion was seconded by Donna Goodrich; 9 in favor, one opposed (Angela Brown).**

### **XV. Business Administrator's Report**

**a. Cost to Tuition Students to Berlin** is currently being worked on.

**b. End of Year Fund Balance** included in the packet for Board review. In order to use the remaining monies the Board needs to hold a public hearing.

RFPs were sent out for three buses one of which is included in budget for next year, but now are looking for money to pay for two out of this year. These two additional buses, one a 20 passenger and the other a 72 passenger are needed to replace two buses that have reached the end of their useful life. A member of the Board expressed his concern regarding the effect using all the money at the end of the year may have with the auditors.

**A motion was made to accept the proposal to purchase the two 72 and a 20 passenger buses by Anne Hill. The motion was seconded by Donna Goodrich. Eight in favor, one opposed (Kathleen Kelley) and one abstained (Reed Leberman) abstained; motion passed.**

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### XVI. Superintendent's Report

#### a. Board Meeting Procedures

Paul Bousquet offered the Board the option of continuing to use the timer, as had been done at this meeting or doing agendas in another manner. The Board decided to continue the timer method at the June meeting.

#### b. Café Services – Meal Prices 2007-2008

A discussion ensued regarding the price increases. It was suggested that an inquiry be made about the larger size milks that were talked about at last years' contract renewal time, to which Paul Bousquet volunteered.

**A motion was made to accept proposal for an increase of .10 per child meal to \$1.60 at the elementary level and \$2.10 at the middle/high school, and .50 per adult meal to \$3.00 of Café Services prices by Kathleen Kelley. The motion was seconded by Stephen Michaud; all in favor.**

#### Role of Student Representative on the Board

Jen Cloutier gave an overview of the changes that were made to the Student Constitution in regards to their participation on the GRS Cooperative school board.

**A motion was made to extend the meeting at 9:41 p.m. by 12 minutes Greg Corrigan. The motion was seconded Kathleen Kelley, Nine in favor; one opposed (Angela Brown), motion passed.**

#### c. Appoint School District Treasurer – Determine Committee Appointments

Kathleen Kelly made a motion to nominate Raina Scarinza for school district treasurer. The motion was seconded by Donna Goodrich; no vote taken at that time as a request was made to address this in a non-public session. The motion was later withdrawn. It was agreed that interested applicants should send in their resumes for the position.

#### d. Building Committee

Kathleen Kelley, Paul Partenope, and possibly a new Gorham member will represent the GRS Cooperative Board on the Building Committee.

#### e. Finance Committee

Jo Carpenter, Chairman, Michelle Cormier, Greg Corrigan and Kathleen Kelley will make up the Finance Committee.

#### f. Policy Committee

Angela Brown, Paul Partenope, Alice Evankow and Donna Goodrich will serve on the Policy Committee.

#### g. Support Staff Negotiation Committee

Stephen Michaud for the Support Staff Negotiation Committee.

#### h. Nomination for two staff members for Ed Fenn School

- i. Lisa Pike was brought forward to the Board to fill the vacant 4<sup>th</sup> grade position. She is certified in Elementary and Special Education. Request was to bring her in at step 4, \$34,967.
- ii. Meagan Merchant was brought forward for the vacant 1<sup>st</sup> grade position. She has been teaching in Berlin at the Brown school for the past three years. Request was to bring her in at a step 2, \$32,687.

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**A motion was made by Kathleen Kelley to approve both applicants at the request steps. The motion was seconded by Greg Corrigan; all in favor.**

**i. Other**

Chris Graham presented information on the Cathedral Rock climb. He assured the Board that there would be two experts helping the students and that they would not be climbing very high at all. He also provided proof of the agency running the climb's liability insurance in response to a question from a Board member.

**A motion to fund the field trip described in i. above was made to move \$3,000 into conference dues and fees by Kathleen Kelley. The motion was seconded by Greg Corrigan; all in favor.**

**XVII. Non Public Session** – non required.

**XVIII. Next Regular Meeting, Tuesday, June 19, 2007, 6:30p.m. Shelburne Town Hall**

**XIX. Other**

Concern was expressed that after two hours people can't make good decisions and this meeting took four hours. The Chair of the School Board asked the members to consider scheduling a backup night if the meeting is too long.

It was noted that a decision needs to be made on how to acknowledge the work of student representatives.

**XX. Adjournment**

**A motion was made by Michelle Cormier to adjourn the meeting at 9:47pm. The motion was seconded Greg Corrigan; all in favor.**

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