

Gorham Randolph Shelburne Cooperative School Board

Tuesday, August 21, 2007, 6:30pm

Minutes of Meeting

Shelburne Town Hall

GRS Board Members Present: Jo Carpenter, Angela Brown, Michele Cormier, Patricia Flynn, Donna Goodrich, Anne Hill, Stephen Michaud, Carol Miller, and Paul Partenope

Absent: Greg Corrigan, Kathleen Kelley

Student member: Ashton Paine

Administration: Paul Bousquet, Superintendent; Karen Cloutier, Principal, Ed Fenn; Dan Gorham, Assistant Principal; Dave Goyette, Maintenance Director/Transportation Coordinator; Rebecca Hebert-Sweeny, Director of Special Services; Chad Miller, Technology Director; Keith Parent, Principal, GMHS; and Pauline Plourde, Business Administrator

Public: Wendy Mayerson, Minute Taker; Annalisa Weygandt, French Teacher

Press: Berlin Reporter and Berlin Daily Sun

I. Call to Order

The meeting of the GRS Cooperative School Board was called to order at 6:40 pm.

II. Public Comment

None

III. Written Communication

a. Coos County Juvenile Justice

Paul Bousquet pointed out the copies of the Juvenile Justice Project Needs Assessment reports were distributed to Board members for their information.

b. AVH Community Ball Invitation

Paul Bousquet informed the Board that AVH had made available space for 16 members of the school district as the hospital wants to honor the educators of the Androscoggin Valley region. Paul encouraged members to go.

c. United States Department of Education Letter

Paul Bousquet mentioned this letter was included in the package to honor the 35th anniversary of the Title IX which provides equal opportunities for women in sports.

d. Ms. Faith Kimball, vocational evaluator

Paul Bousquet indicated that a copy of this letter was to inform the Board of the commitment made with Ms. Faith Kimball for the 2007 – 2008 school year to evaluate vocational services offered in the SAU.

e. New Hampshire School Boards Association (NHSBA)

A copy of the certification of the Board's membership in the NHSBA was distributed to let the Board know their membership had been renewed.

f. Family Resource center

Paul Bousquet informed the Board that he had received a letter from the Family Resource Center indicating how many of the GRS students had been involved with the center in the past year. He also indicated that due to the high number of student participation, that could be an influence keeping out kids out of the legal system.

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g. Quarterly Attendance Report

Jo Carpenter announced that, in accordance with Board policy, Angela Brown has submitted the quarterly attendance report to the Board Chair.

IV. Adoption of Minutes

a. June 19, 2007

Anne Hill made a motion to approve the June 19, 2007, minutes as written. The motion was seconded by Paul Partenope; all in favor.

b. June 28, 2007

Michelle Cormier made a motion to approve the June 28, 2007, minutes as written. The motion was seconded by Paul Partenope; seven in favor, two abstained (Anne Hill and Stephen Michaud).

c. July 17, 2007

Angela Brown made a motion to approve the July 17, 2007, minutes as written. The motion was seconded by Anne Hill; eight in favor, one abstained (Anne Hill).

V. GRS Polices

a. Policy IMAH 1st Reading

This was not necessary to do as it has already approved.

b. Policy EEA, approve bus routes

Paul Partenope made a motion to approve the bus routes as written. The motion was seconded by Anne Hill; all in favor.

c. Policy LK, appoint a legislative representative

A motion was made by Michele Cormier to nominate Paul Partenope as the legislative representative. The motion was seconded by Anne Hill; all in favor.

d. Policy KF, approve fees for use of buildings

The level of fees currently being charged for use of school facilities was discussed. Dave, Keith, Karen, and Pauline will review the fee schedule to update it to more current dollar amounts.

Angela Brown made a motion to table this policy pending further review by the administration. The motion was seconded by Donna Goodrich; all in favor.

e. Policy EEAED, notify parents of video/audio in bus (Handbooks?)

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The presence of the policy of there being video/audio equipment in the handbook covers the requirement that parent be notified. It was confirmed that it is in the Middle School/High School handbooks. Karen Cloutier will check to see if it is in the elementary handbook. If not, then a notice will be sent home to the elementary school parents.

f. Policy CM, receive/approve district annual statistical report

Paul requested that this item be moved to the non-public session due to student specific details the report contains.

VI. Legislative Liaison Report

The House and Senate should have all their bills by October. Paul Partenope will pick out the items that affect education and bring them to the Board for their review and input.

Paul Partenope reported that he has been unable to get a response about joining the NHSBA board even though the North Country still has open seats. Paul Bousquet will make a call to follow-up on this.

VII. Building Update

It was reported that the chimney work is done, the boiler has been repaired, and the alarm is installed and being tested to be in working order before school begins. Currently the maintenance team is awaiting delivery of windows from Portland Glass. An RFP for security system at Ed Fenn will be forthcoming after the Board votes on it. Fireproofing painting has been done in some designated areas from the Fire Marshall's Report. Administration plans to meet with David Laurin on August 29th. David has been asked for both a five and ten year plan with prices. There is a Building Committee meeting scheduled for next month to update them on what has been done. More to follow in September.

VIII. SPED Director's Report

The most significant item in the Director's report centers around the money from IDEA which comes from both the federal and state government. Approximately \$100,000 has come each year for psychological services. Unexpectedly, the amount was reduced by approximately \$14,000. This has given an opportunity to move items around and possibly allow the district to realize more money as the decrease will allow Medicaid billing for school psychology services.

IX. Maintenance Director's Report

General cleaning and maintenance of buildings over the summer which is typically a hard job has been made more difficult as a result of the construction. It has made it necessary for them to have to go back and do some areas over and over again. Also during the summer the custodians have addressed some of the issues pointed out in the Fire Marshall's report. As a result of the steps taken by the custodial staff a formal report will be compiled and sent to the Fire Marshall's office to show what actions have taken place and the plans to address other issues.

X. Technology Director's Report

Edline will be operational for the high school when school opens. They are still working toward resolving licensing issues for the middle school which is anticipated to be resolved by the third week of school. Retraining will also will be done with the staff by both Chad and Renee.

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Parents will be receiving letters outlining how to access Edline. A suggestion was made to have someone available at open house night to go over Edline with parents.

XI. EFS Principal's Report

Currently the Ed Fenn is two students ahead in enrollment as of this time last year, but administration is aware of at least one family who has left the district, but has not informed the district. Progress is being made in applying for the safe routes to school program sponsored by the Department of Transportation. The request is for a sidewalk to go from Main Street ending close to the front door to allow children safer access through the parking lot. An estimate has already been done, letters of support are being collected. The deadline is mid-September and it is looking like everything will be ready to be submitted on time.

XII. GMHS Principal's Report

A motion was made by Anne Hill to accept the \$771.70 grant from HNH Foundation to increase physical activity and promote healthy eating. The motion was seconded by Paul Parteno; all in favor.

Carlotta Thompson applied for grant for a trip for some high schools student to go to Walden and other areas in Massachusetts to see places they read about in American Literature. Although she was \$2,000 short of the funds necessary a student's relative donated the additional \$2,000 needed for the trip.

Anne Hill made a motion to accept the \$2,000 donation for the trip to American Literature field trip to Massachusetts. The motion was seconded by Michele Cormier; all in favor.

XIII. Business Administrator's Report

a. Approval of Transfer Scheduler

The transfer schedule was passed around for signature by all the School Board Members present at the meeting.

b. Picture Bid

An RFP was sent out requesting bids for school pictures which included local businesses. Three companies sent in bids. After checking references, Paul Bousquet chose to recommend Geskus because in addition to good references their packages were more affordable.

A motion was made by Donna Goodrich to accept Geskus Photography for student pictures. The motion was seconded by Stephen Michaud; all in favor.

c. Bid Security System EFS

The two bids were received differed greatly in their price. Therefore research was done to compare the two. After looking at the options and checking references for

Norris from Greenland, NH, a decision was made to recommend the Board accept their bid for \$13,086.

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A motion was made by Anne Hill to accept bid from Norris Company from Greenland, NH in the amount of \$13,086 for the Ed Fenn security system. The motion was seconded by Donna Goodrich; all in favor.

d. Boiler Contract

Since it is expected that only bid for the boiler contract will be from Honeywell and there not being another Board meeting until September, a request was made allow the Superintendent to make a decision on the boiler contract.

A motion was made by Donna Goodrich to allow the Superintendent to make a decision regarding the boiler contract. The motion was seconded by Anne Hill; all in favor.

e. Financial Report for Month Ending June 30, 2007

Pauline Plourde reported that she expected that the books will be closed by mid-September. She also reminded Board members that the vouchers for checks need to be signed every other week and this is the week to sign. She suggested that if possible Thursday mornings are a good time to come in to sign.

XIV. Superintendent's Report

The recent announcement of the report and suggestion of grade location reconfiguration by the city council in Berlin was discussed. It was mentioned that this will have implications for our district and buildings. Stephen Michaud reported that the report was turned over to the administrators and over the next few months the educational piece will be studied. There should be an educational report completed by December. Although there is nothing written in stone currently regarding what exactly is going to happen in the Berlin schools, it does seem to end the talk of sending our kids there..

Paul Bousquet announced that all evaluations have been done for the SAU staff. He informed the Board that all staff was required to set three goals for the year and those success or failure to reach those goals will play a large role in their evaluations for next year.

All were encouraged to come to the school year opening in Milan, since it will be the first time it has been in Milan.

Paul Bousquet announced that the Board of Selectmen's meeting will be set for sometime in October after the Building Committee meeting when more information is available.

It was also noted that our academic calendar is in line with Berlin to prevent scheduling conflicts.

Pupil Placement Team Nominations

A motion was made by Michelle Cormier to accept the pupil placement team nominations for our district. The motion was seconded by Paul Parteno; all in favor.

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Co-curricular activities nomination for Jeff Stewart for Girl's Soccer

Anne Hill made a motion to accept Jeff Stewart as the girls' soccer coach. The motion was seconded by Stephen Michaud; all in favor.

Monique Gagnon, paraprofessional for GRS Middle School

A motion was made by Anne Hill to accept the nomination of Monique Gagnon as a paraprofessional for the GRS Middle School. The motion was seconded by Donna Goodrich; all in favor, except for one abstention (Stephen Michaud).

XV. Non Public Session

At 8:35 p.m. Stephen Michaud moved to go into non-public session under RSA 91:A-3II (c) and (d); seconded by Angela Brown; roll call vote: Stephen Michaud, yes; Paul Partenope, yes; Jo Carpenter, yes; Carol Miller, yes; Anne Hill, yes; Patricia Flynn, yes; Michele Cormier, yes; Angela Brown, yes; Donna Goodrich, yes; motion passed.

The Board returned to public session at 9:19 p.m.

XVI. Next Regular Meeting September 18, 2007, in the GMHS Library.

XVII. Other

XVIII. Adjournment

A motion was made by Anne Hill to adjourn the meeting at 9:19pm. The motion was seconded by Michele Cormier; all in favor.

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