

**Gorham Randolph Shelburne Cooperative School Board**  
**Tuesday, September 18, 2007, 6:30 PM**  
**Minutes of Meeting**

**Gorham Middle High School Library**

**GRS Board Members Present:** Jo Carpenter, Angela Brown, Michelle Cormier, Greg Corrigan, Patricia Flynn, Anne Hill, Kathleen Kelley, Stephen Michaud, Carol Miller, and Paul Parteno

**Late Arrival:** 6:40 Donna Goodrich

**Absent:**

**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; Renee Muise; Keith Parent, Principal, GMHS; and Pauline Plourde, Business Administrator

**Public:** Robert Balon, Wendy Mayerson, Minute Taker

**Press:??**

**I. Call to Order**

The meeting of the GRS Cooperative School Board was called to order at 6:35 pm.

**II. Public Comment**

None.

**III. Written Communication**

**a. Staff Directories**

Directories for the SAU20 staff were passed out to the Board members.

**b. Thank You Letter**

A letter was read thanking the SAU from the Grand Trunk Railroad for help given to them for their Centennial celebration in August.

**c. NHSBA Passwords**

The e-mail containing the new NHSBA password was distributed to all members so they will be able to continue to access the site.

**IV. Approval of Minutes August 21, 2007**

**Michele Cormier made a motion to approve the August 21, 2007, minutes as amended. The motion was seconded by Anne Hill; nine in favor; two abstained (Greg Corrigan and Kathleen Kelley).**

**V. GRS Polices**

Paul Parteno reported the Policy Committee had met recently and will have J's for the first reading at October's meeting.

**VI. Legislative Liaison Report**

Paul Parteno informed the Board that he will bring this year's legislative materials to October's meeting.

## **VII. Building Update**

The Board was informed that the windows are done at Ed Fenn and they are awaiting parts for the security system. The Board was also told that based on a meeting with Paul Bousquet and others, David Laurin is looking to have a 5 or 10 year plan by early October to pass through the channels.

### **a. Future Role of Building Committee**

The Board was invited to attend a meeting of the Building Committee on September 24, 2007, at 6:30 in the Middle/High School Library. Paul Bousquet suggested that the Building Committee's role this year would be to act as a check and balance, and represent the voice of the community.

It was suggested that the Board give the Building Committee a formal charge. Discussion then followed regarding regionalization and the building needs analysis study done last year.

**Kathleen Kelley moved that the Board charge the Building Committee with evaluating and planning the next five -ten years of building improvements and to give the finance committee, by the end of November, what they think they need for 08-09. Motion was seconded by Greg Corrigan; ten in favor, one abstained (Paul Partenope).**

An inquiry was made to have a member of the Board volunteer to be on the Building Committee. There were no volunteers, so it will be addressed again at the next meeting.

### **b. Building Walk through to Review Summer Work Completed**

The Board decided to have the November meeting at the Ed Fenn so they can view the work completed over the summer.

Paul Bousquet will work on setting up the fall meeting with Berlin. A suggestion was made to have it in the Berlin Junior High School so the GRS Board would have an opportunity to tour the building.

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

Rebecca Hebert-Sweeny reported that the Department of Education came to do training in August, Pat Eddy will continue to provide consultation and training to the SAU 20 staff, and the goal of her department this year is to look extensively at the reading programs. She reported that the beginning of school was quite busy for them as enrollments changed, the needs of the students changed which resulted in situations that required creative problem solving.

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

Dave Goyette remarked at what an incredible amount of work was done over the summer and gave an overview of what had been completed. Paul Bousquet will submit an update to the Fire Marshal's office in the coming week.

Dave also reported that one bus was delivered during the summer, the small bus is on its way, and the other large bus should be here by the end of October. A suggestion was made to look into the cost of audio-visual equipment in the buses the next time a quote is obtained.

**A motion was made by Greg Corrigan to put the 1996 bus out to bid. The motion was seconded by Paul Partenope; all in favor.**

**X. Technology Director's Report**

Chad Miller presented the Board with a walk-through Edline features and how to use it. Highlights included customized news, calendars, class registration, and daily announcements customized by the groups a student belongs to.

Chad announced that the equipment will be installed outside the SAU20 offices to provide wireless internet access between the schools and the office.

Chad also announced that name badges are going to be issued to every SAU20 staff member. With the security system in place at the Ed Fenn the chip in the id that will be able to track who does what and when. The system will allow the scheduling of doors locking and unlocking and will enable controls to put into place to indicate via the id badges which doors a person has access to and if id is lost, access can immediately be disabled.

**XI. EFS Principal's Report**

Karen Cloutier announced submission of two grant proposals, Safe Routes for School and a Kiwanis Club grant.

She reported that during the summer the entire staff had received training in Handwriting without Tears, suicide prevention, and My Learning Plan. She also reported on the opening of school, the current enrollment status, and the scheduling is working very well for the Response to Intervention groups.

She also reported that the Department of Education informed the Ed Fenn did not meet the AYP in the subgroup for children with disabilities. Curriculum heads will be meeting next week and design a plan for short and long term intervention for the children who fall under special education.

**XII. GMHS Principal's Report**

Keith remarked that the opening of school was exceptional and discussed the enrollment figures. He reported that a meeting with the teachers regarding their impressions and some issues on opening day were brought up that will be addressed for next year. He also reported that the Middle/High School made AYP in all areas.

As requested by the Board last month, vocational education statistics were provided. The Board was informed that there was also student specific data that could be shared during the non-public session.

Per the request of the Board, Keith will provide Running Start enrollments at October's meeting.

Ashton Paine asked if it would be possible to collect student council input on the dress code and share it with the policy committee.

**Greg Corrigan made a motion to place an ad to sell the range that is coming from the consumer science room. The motion was seconded by Kathleen Kelley; all in favor.**

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

Pauline Plourde reported that the enclosed financials to show where the budget is currently, which is brief as it is early in the year. SPED costs have not been completely investigated and will be added for the next meeting.

At this point the administration is communicating with DRA and DOE to address the tax rate formula that is in place. The process however is stalled as Shelburne is the only town that has submitted their values.

Pauline also told the board that the annual auditing will be taking place from Thursday, September, 20, through Wednesday, September, 26, 2007 and reminded Board members to come in on Thursdays to sign the vouchers.

### **XIV. Superintendent's Report**

#### **a. Date in October for meeting with Selectmen**

The Board felt that although there are no specific dollar figures yet for the school project, there should be a meeting in October with the area Selectmen to get an idea of what is being planned by the communities and find out what the communities opinions are.

The Board scheduled the meeting for October 16, 2007, at 6:00pm (before the regularly scheduled Board meeting) at the Middle/High School.

#### **b. Ethics Statement for Appointed Officials**

Paul did receive some responses and after an edit was made he will be submitting it as a GRS Cooperative Ethics Statement for Appointed Officials.

**Greg Corrigan moved to accept the Ethics statement as amended. The motion was seconded by Kathleen Kelley; all in favor.**

#### **c. Approve 2006-2007 Statistical Data**

**Greg Corrigan made a motion to accept the 2006 – 2007 Statistical Data as presented. The motion was seconded by Anne Hill; all in favor.**

#### **d. Review and Approve Building Use Fees**

A fee schedule was presented; however, it was decided that Dave Goyette should meet with both Karen Cloutier and Keith Parent to determine fee schedules for each school, as the school have different equipment available and different needs.

A suggestion was made to create an invoice, which in most cases would have the fee waived, to track how the buildings are being used and to be able to show town(s) what we have done for them.

#### **e. Enrollment figures**

The Board was presented with two years of enrollment figures. It was noted that during the construction of federal prison there will little to no impact on enrollments, but in three years when the prison comes on line there could be a bump in enrollments.

#### **f. Safety of Children from NHDOE**

Paul Bousquet pointed out the last two paragraphs which stated in writing that there was a common misunderstanding that older buildings do not need to conform to current codes. This document will be shared with the Building Committee.

**g. Boiler Contract email**

Paul Bousquet included this in the package to let the Board know that the boiler contract was in place.

**h. School Approval Status**

Paul stated that letting the NHDOE know that windows have been installed at the Ed Fenn will cause approval status to be changed from conditionally approval to approved.

**i. Nominations**

After looking at the nominations, it was discussed that the goal for upcoming years is to make department heads grades 6 – 12. It was also noted that the fees are contractual.

**A motion was made by Greg Corrigan to accept all nominations as presented. The motion was seconded by Paul Partenope; all in favor.**

**The board had a 3-minute recess before entering non-public session.**

**XV. Non Public Session**

**At 9:20 p.m. Carol Miller moved to go into non-public session according to RSA 91-A:3II(a) and (d); seconded by Stephen Michaud; roll call vote: Michele Cormier, yes; Kathleen Kelley, yes; Donna Goodrich, yes; Stephen Michaud, yes; Jo Carpenter, yes; Angela Brown, yes; Greg Corrigan, yes; Paul Partenope, yes; Carol Miller, yes; Patricia Flynn, yes; Anne Hill, yes; motion passed.**

**a. Student Issue**

**b. Purchase of Property**

**The board returned to public session at 9:30 p.m.**

**XVI. Next Regular Meeting October 16, 2007, in the Shelburne Town Hall.**

The meeting for October 16, 2007 will be moved to the Gorham Middle High School with a pre-meeting at 6:00 pm with all area selectmen invited.

**XVII. Other**

**XVIII. Adjournment**

**A motion was made by Anne Hill to adjourn the meeting at 9:30pm. The motion was seconded Greg Corrigan; all in favor. wam**