

Errol School Board

Minutes

Monday, November 24, 2008

In attendance were: Principal Kathleen Urso, Superintendent Paul Bousquet, Business Administrator Pauline Plourde, School Board members Michelle Ouellet, Gloria Coffin and Norman Eames and Recording Secretary Clara Grover.

1. Call to order: The meeting was called to order by Chairman Norman Eames at 6:55 p.m. The vouchers were signed after Gloria Coffin's questions were answered.

2. Public Comments: No public was present.

3. The minutes of September 15, 2008 were approved when:

Gloria Coffin made a motion to approve and Michelle Ouellet seconded. All in favor.

4. Communications Written: Paul Bousquet gave the Primax Insurance Book to Norman Eames. It was decided to keep the book at the school for the convenience of everyone.

The New Hampshire School Board Association (NHSBA) certificate was presented to Norman Eames, to show that Errol is a member of the Association. The certificate will be kept at the school.

Paul Bousquet received a letter from Judith Fillion, Director of the Division of Program Support from the Board of Education, concerning the certification of Larry Guile, as a physical education and health teacher. As Larry Guile spends only two days out of five on the subjects, they are considered a minor assignment, so he doesn't need to be certified. Larry Guile is encouraged to participate in professional development activities to increase his ability to teach physical education and health.

The School Board members were given the evaluation forms for the superintendent, which need to be filled out and returned to the SAU # 20 office.

5. Principal's Report: Kathleen Urso reported that the students have taken the NWEA MAPS and the NECAPS tests to track the individual progress of each student. The teachers will analyze the data and make corrections, if necessary, in the curriculum. The eighth graders will take the NAEP exams in January.

Students and Patrick Ross gave a concert on October 2, 2008, at the town hall.

The eighth grader had a spaghetti dinner to raise funds for their trip to Colonial Williamsburg in Virginia. The students raised over \$900.

Three students and a chaperone will be going on the Kiwanis Club trip to Washington, D.C. later in the New Year.

In October, the staff was recertified in CPR/First Aide and the safety and emergency plans were reviewed. A fire drill and a lockdown practice were held to make the students aware of safety procedures in the school.

SPED Director Steve Gordon and Preschool Coordinator Todd Butler visited with two preschoolers and their families to determine what services the children will need for the future.

On Friday, November 7, 2008, the school was visited by Ed Murdough of the NH Department of Education and Paul Bousquet. The two men had lunch and then were given a tour of the school by some of the students. Ed Murdough had never visited the Errol School that Paul Bousquet could recall. Kathleen Urso had a chance to discuss the challenges, that a small school faces, to carry out the rules and regulations set up by the Department of Education.

6. Superintendent's Report: Paul Bousquet explained he had contacted three companies about an alternate heating source (outside wood furnace) for the school, two answered, a rough estimate is between \$13,000 and \$15,000 for installation. Once installed someone would have to "feed" the system throughout the day. Paul Bousquet wanted to know if the Board Members wanted him to get information on pellet stoves? The Board agreed to consider all alternate sources to save on oil heat.

The Board members were asked about getting the staff a holiday gift? Several suggestions were discussed and a decision was reached. The staff will find out in the month of December.

Gloria Coffin made a motion to limit the amount to \$25.00 and Michelle Ouellet seconded. All in favor.

These policies from the NHSBA were revised, AC, ACE, BEA, BEB, BEDC, BHE, CA, EBBB, EEA, EEAA, EEAE, EEAAE, EH, EHAA, EIB, IF, IHBBA, IHBG, ILD, IMAH, IMBA, IMBD, JCA, JEC, JFAA, JIA, JICDD, KLG.

These policies are new, ECF, GDS, IHAM, IHAM-R, IIB, IIC.

All of the policies are now available on line, Paul Bousquet gave the passwords to the Board. One copy of the policies will be kept at the school all the time and one copy will be for the use of a new Board member to get up-to-date on the policies.

Michelle Ouellet made a motion to have a first reading on the new and revised policies and Gloria Coffin seconded. All in favor.

Kathleen Urso asked about getting blinds for the windows in the school?

After some discussion, it was decided to purchase the kind of blinds that Kathleen Urso had in mind.

7. Business Administrator's Report: Pauline Plourde went over the proposed budget for 2009-2010. There will be decreases and increases before the budget is considered final and ready for the budget hearing. The Board members need to study the papers and ask questions.
8. Special Education Director's Report: Becky Hebert-Sweeney and Steve Gordon have gone to several workshops to get more ideas about what can be done to help the students that need special help.

Lisa Sankiw, Administrator Assistant for Special Services has been working at getting help from Medicare.

9. Non-Public Session: a session wasn't required.
10. Next meeting: Monday, December 15, 2008 at 7:00 p.m.
11. Other: None
12. Adjourned at 8:13 p.m. when Gloria Coffin made a motion to adjourn and Michelle Ouellet seconded. All in favor.

Respectfully submitted

Clara Grover
Recording Secretary

The meeting was postponed from Monday, November 11, 2008, because the Recording Secretary was on vacation.