

MILAN

DRAFT

Minutes of School Board Meeting

Tuesday, December 6, 2005 at 6:30 pm

Milan Village School, 11 Bridge Street, Milan, NH 03588-9702

Phone 603 449-3306 Fax 603.466.3870 Web <http://schools.ncia.net/milanvs2>

Milan Members Present:

Andrew Mullins, School Board Chairman; Jacqueline Quintal, School Board Member; Patricia Shute, School Board Member

OTHERS PRESENT:

David Backler, MVS Principal; Patrick Low, Superintendent, SAU-20; Pauline Plourde, Business Administrator SAU-20; Rebecca Hebert-Sweeny, Director of Special Services, SAU-20; Malcolm Shute, Minute Taker.

Guests:

Laura Oullette, Giselle Oullette, Mike Fortier-Owner, Foreast Bus Co.

No. Subject (No. & Subject Taken from Agenda)

I. Call to Order

The School Board Chairman called the meeting to order at 6:45 pm.

II. Approval of November 8, 2005 Minutes

Motion by Jacqueline Quintal to approve minutes of November 8, 2005 with changes as amended.

Seconded by Patricia Shute

Vote: All in favor, motion passed.

III. Public Comments

- Giselle Oullette suggested that two progress reports be sent home each trimester instead of the one currently being sent. The Principal will determine how the teachers will react to the extra workload before committing to do this. The Superintendent reminded everyone that teachers should be contacted whenever there is a concern about a student and teachers should similarly contact parents. E-mail contact was suggested.
- Giselle Oullette raised a question about why there will be just one grade that will include Art/Music/Gym classes combined. Beginning next trimester, a weighted grade will be included reflecting the number of hours per week spent on each subject and will be included as single grade which will be included as part of the overall student grade for honors consideration. The Principal said there is not enough information on the students this trimester to include a grade and that changes need to be made in the computer program by NCIA in order to determine weighted grades.
- Laura Oullette questioned why Art/Music/Gym would appear on report cards now when it did not previously. It was explained that the Music Teacher gave a presentation to the School Board last summer showing the value of including these subjects on the report cards. The School Board approved this.
- Patricia Shute presented a cake to the Chairman and Vice Chair in recognition of their birthdays.
- Giselle Oullette discussed snow plowing in the area around the Recreation Building across the street from the school. The Chairman and the Principal discussed past issues that caused problems and assured her that drainage issues have been resolved and the entrance to the skating rink and nearby areas would not be blocked this winter after pointing out that snow would be piled as far back as possible.

IV. Communications/Written

None.

V. Communications-Visiting Staff or Special Presenters

A. *Current Status of Video Cameras on Bus*

- A new camera will be installed on one of the buses.
- Two other cameras need repair.
- It has not been decided how the videotapes will be installed in/removed from the buses.

B. *Video Camera Report from Mike Fortier-Owner, Foreast Bus Co.*

- Current analog video equipment is unreliable and labor intensive.
- Other school districts own their camera equipment.
- Inquiries to other school districts show that the majority of them use newer digital equipment even though it costs three times as much as the analog equipment.
- Foreast Bus Co. prefers to use the newer digital equipment and that it be owned by the school district.
- At the upcoming superintendent's meeting, the SAU-20 Superintendent will find out what other SAU's are using.
- Ossipee Mountain Electronics may be contacted for school bus camera literature/installations at 603 476-5581. One of the suppliers of school buses uses this company when they deliver buses with camera equipment already installed.
- The School Board Chairman said that the board would consider his concerns and get back to him.

C. *Other Bus Information*

- Bus stop signs are needed in West Milan. The School Board must contact the State of NH in order to do this. It was recommended that the School Board members ride on the West Milan bus to determine where the signs should be located. Mike Fortier will provide a list of his preferences. Approval from the Town of Milan selectmen is not required to do this.
- Mike Fortier suggested that a CB radio be installed on the West Milan School bus so that the bus driver can warn truckers and other vehicles of the imminent discharge of school children, especially on Route 110. Joe Burke, State Police contact for school bus rules, has indicated that installation of a CB is allowed.
- One of the regular radios for the buses will be sent to Shaw for repair.
- Copies of the letter regarding the changes in bus routes beginning in January 2006 will be distributed to the upper Route 16 junior and senior high school students.
- A bullying incident occurred on the Berlin bus that is operated by Foreast Bus Co. in Milan. The bus company handled the situation appropriately.

Motion by Patricia Shute to empower Mike Fortier to install a CB radio on the West Milan school bus.

Seconded by Jacqueline Quintal.

Vote: **All in favor, motion passed**

- Mike Fortier will provide a sign design and map location for two bus stop signs in West Milan; one just after exiting the bridge near Route 110 and another approaching Lang Road.
- The drug consortium, LRGH, has been sending their notices for drug testing to Mike Fortier too late in the month for him to abide by their regulations. The Business Administrator for SAU-20 will contact them to clarify the issue.

VI. Superintendent's Report

- The Board and David Backler discussed conflicts in the dates of events at the Berlin Junior High school, Berlin High School and the Milan Village school, especially when parents have children in more than one school which may have events on the same evening.

- The SAU-20 Business Administrator reviewed the month-end financials and indicated that there is a \$94,000 fund balance.
- In January, the Superintendent will be encouraging principals to work with their staff to develop 2006 calendars and share them with all school districts. The MVS Principal agreed to try to coordinate events with SAU #3 schools.
- The purchase of a computer and printer for the Guidance department was approved with funds to be transferred from salary.
- The sum of \$202.00 needs to be transferred from Building Insurance to Driving Expenses to cover existing expenses.

Motion by Patricia Shute to approve requested fund transfers as amended.

Seconded by Jacqueline Quintal

Vote: All in favor, motion passed.

VII. Principal's Report

The Principal's printed report, which was distributed earlier, was reviewed with the following comments:

- Kathy Krane continues with the curriculum development and curriculum mapping program.
- Joey Hibbits from the Girl Scouts wants to distribute a parent's questionnaire about reading and science after-school programs with the possibility of forming a Milan Girl Scout troop.

Motion by Jacqueline Quintal to accept after-school program by Girl Scouts for late winter/early spring.

Seconded by Patricia Shute

Vote: All in favor, motion passed.

- Sonya Dube, who runs the Early Childhood program at Berlin High School, would like to have a few seniors at MVS in the classrooms as part of the program. An orientation will be held for all seniors regarding their responsibilities at MVS especially regarding confidentiality issues.

Motion by Patricia Shute to approve having an Early Childhood program.

Seconded by Jacqueline Quintal

Vote: All in favor, motion passed.

- The Superintendent mentioned that SAU-20 has been invited to a meeting at the NH Technical College on December 14th to discuss interest in forming a "running start" teacher's academy for seniors as early as next year.
- The Principal distributed test results from the most recent assessment.
- Monthly referrals now include the number of students, as requested at the last meeting. There were 35 referrals for 15 students this month.
- PBIS issues discussed with staff included referral changes, clarification with staff when to refer for major or minor infractions, what constitutes swearing, upcoming holiday behavior issues, repercussions from repeated bad behavior, etc.
- An incentive program was started yesterday to recognize good behavior in the cafeteria and on the playground. Bobcat bucks will be used as in the past and will be turned in for paper links which will be used to form a paper chain around the inside of the building.
- Report cards were issued December 5th. Parent-teacher conferences are this week. A food drive will be held on December 12th through December 16th. Christmas concert is on December 20th. School Spirit day is December 22th. First day of Christmas vacation is December 23th. Basketball season has begun, usually starting at 5pm.

VIII. Building Renovation/Performance Bond

- Mediation efforts at last Friday's meeting regarding the Performance Bond. A meeting will be held with underwriters, possibly with a Federal judge.

- The school's heating plant issues were discussed including shutting off the heat in two of the hottest rooms, having some valves checked for proper operation, using a setback temperature on weekends and vacations and asking Honeywell for advice on proper control of the primary and secondary boilers.

IX Transportation

Refer to Section V, Communications-Visiting Staff or Special Presenters.

X. AREA Agreements

The Superintendent is going to Concord to discuss this.

XI. Budget Considerations, 2006/2007

A. General

- Insurance has increased by 24% (\$6,124.00).
- Berlin junior and senior high school enrollment is down.
- Tuition figures have been updated based on actual number of students.
- Budgeted equipment will be listed separately for discussion at the Budget Workshop scheduled for December 29, 2006.
- \$12,000 will be added to the budget for building a shed.

B. Special Education Program

- Preschool and summer school tuition costs remain the same as last year.
- Salaries are down because the number of paraprofessionals has been reduced to 3.5.

B. Regular Education Program

- Institute pre-class, co-curriculum.
- Benefits are up 24%. Looking at two other insurance providers for better rates (Hurray and Sigma).

C. Fuel Oil

- Budgeted at \$3.00/gallon but could be reduced to \$2.50/gallon.
- Could draw from capital reserve fund if additional 50 cents is needed.

D. Investments & Equipment

- Same as last year.

E. Tax Impact Estimate

- \$2.90 based on Milan 2005 tax base of \$118 million.

F Budget Workshop

- Scheduled for 8 am on Thursday, December 29th in MVS conference room.

XII. Policy

- The School Board Policy pages were distributed for review and for next month's agenda.
- GBECE is OK as before.
- Fund raising by students will be covered in GBJJE and will be on next month's agenda.

XIII. Other

- The Superintendent suggested having a “burn the mortgage” party now that the 1990 bond has been retired. It could be held at the March Town Meeting.

XIV. Non-Public Session

Motion by Patricia Shute to go into non-public session under RSA 91-A:3-II at 10:00 pm.

Seconded by Jacqueline Quintal.

Vote: Roll Call Vote: Andrew Mullins-Aye, Patricia Shute-Aye, Jacqueline Quintal-Aye.

All in favor, motion passed.

XV. Next Regular Meeting

Tuesday, January 3, 2006 at 6:30 pm at MVS library.

XVI. Adjournment

Meeting adjourned at ??:?? pm.