

# *Milan School Board Meeting*

**Tuesday, October 3, 2006  
Milan Village School Library**

Present:

School Board Members: Chairman Mullins, Jacky Quintal, Patricia Shute  
Administration: Paul Bousquet, Superintendent, Pauline Plourde, Business Administrator, Steven Gordon, Special Services Coordinator, David Backler, MVS Principal, Barbara Young-Hoffman, Kimberly Hockmeyer, Recorder

I. Call to Order

Chairman Mullins called the meeting to order at 6:38 PM.

II. Approval of September 5, 2006 Minutes

**Motion made by Shute to accept the minutes of September 5, 2006, as presented. Motion seconded by Quintal. No additional discussion. Vote: 3-0 in favor. Motion approved.**

III. Public Comments - none

IV. Written Communications

Quintal presented free training for staff development sponsored by Department of Health and Human Services.

V. Principal's Report

Barbara Young-Hoffman distributed copies of a Power Point presentation to the Board. She explained that she had made the presentation to the teachers and answered the teachers' question on the types of requests for academic support the Student Support Center would be able to provide – reinforcement, missed work due to absence, difficulty with homework, test make-up and extended test time. She explained that teachers create packets of work and include their expectations. She added that if the support isn't enough, then the student will be referred to the target team, and the students can receive services prior to completing the referral process. She stated that the SSC can provide support for social skills and behavior as well. She explained the follow up piece that is coordinated through the SSC and teachers fill out feed back forms on student's exit and re-entrance to the classroom. She reviewed the feedback analysis with the Board for the first month of school. She distributed outcome referral data to the Board and discussion ensued after reviewing the data and when children are using the SSC.

Quintal asked what Backler's role was in explosive and bad behavior. Backler responded that that is a discipline issue and those come directly to me. Backler added that the SSC will always be a safe place to come to for students. Quintal asked what the coordinator was doing during the hours when no students were in the SSC. Backler responded that currently she is entering data and predicts that there will be an increase in addressing academic and social skills.

Quintal stated that she is concerned with large gaps of free time and requested a log of what she is doing. Backler will provide a log of a week and reiterated that the SSC has had a positive effect on the school. Quintal stated that the report was excellent and beyond what she had expected. The Board thanked Young-Hoffman for her report and presentation. Young-Hoffman left the meeting at 7:30 PM.

Backler discussed the written report he presented to the Board.

- Wellness Policy from NHSBA

Quintal inserted a component on health and nutrition education and allows treats at parties and special occasions. Shute requested the adding that the education will include modeling by the staff. Policy will be amended to reflect the additions and will be on the next agenda.

## VI. Superintendent's Report

- Memo of Understanding Update

Bousquet reported that he received a call from the Berlin Police Department and a draft will be forthcoming.

- Milan School Board Expectations for the Superintendent

The board members expressed that they expect: honest communication, constructive criticism, mentor the principal, keep them up to date on court case, to receive agenda packets in advance, and keep them up to date on RSAs. Quintal added that she would like him to be receptive to opening "Others" on the Agenda.

- School Board Goals

Shute had submitted her goals to the superintendent. Her goals included: keeping Board's promises, attending NHSBA workshop, re-dedicating self to being a good Board member, eliminate conflict of interest, not to overstep the Board's boundaries, and to update the policy book.

- Begin Policy Review

Bousquet stated that the model policy book at the SAU office is up to date with current policies. The Board will drop off their books at the SAU office to have them updated. Quintal and Bousquet will set up a time to review the policy books.

- Sex Offender Policy

Policy EEAED was adopted in June, 2006 and will be added to the policy books.

- Update on Milan SAU Withdrawal Planning Committee

Quintal reported that after diligent research on financial costs for personnel, office expenses, part time costs for a superintendent, the amount of money required became cost prohibitive. The committee is writing a report to the State and is recommending to the town to not pursue withdrawal from SAU 20. She added that the members of the committee had no pre-conceived agenda and had all worked well together.

- Report from the Commissioner re: Retaining Fund Balance

Bousquet reported that the DOE has denied the Board's request for retaining the fund balance.

He explained the DOE's reasoning for not raising the tax rate. Catastrophic Aid may be an option the Board may pursue. Discussion. Bousquet was requested to contact Mr. Tilton, DOE, for catastrophic aid on December 1, 2006. The Board expressed their concern that the two families will be targeted, since Milan is so small. The Board also stated that it is unfair for regular education students to be penalized. Bousquet was directed to write a letter to Commissioner Tracy to express the Board's displeasure.

- AREA Agreement with Berlin

Bousquet spoke with John Moulis and that the Board did not need to attend the meeting on 10/4/06. They can come to the meeting on 10/18/06. Quintal asked Bousquet to send the Board's suggestions to Berlin.

- Audio Recordings on School Buses - Procedures

Bousquet stated that the procedures are directly from the law and would be added to the Appendix if the Board chooses to adopt.

**Motion made by Shute to accept the first reading of Audio Recording on School Buses - Procedures to be in Appendix. Motion seconded Quintal. No discussion. Vote: 3-0 in favor. Motion approved.**

- Update Section J

Discussion on the age of enrollment – it is different if you enroll at the beginning or move in to the district.

**Motion made by Quintal to accept the first reading of Section J of the Policy Manual. Motion seconded by Shute. No discussion. Vote: 3-0 in favor. Motion approved.**

Quintal will work on Section G – Personnel next.

VII. Business Administrator's Report

- Paraprofessional Benefits from the AREA  
Board thanked Plourde for the report.

- Quarterly Report – Grants

Discussion on Title 1 allocations and the Rural Education Allocation Program. The Board requested quarterly reports on grants from Plourde.

VIII. Special Education Directors' Report

Bousquet discussed the report that was included in the Board members' packets. He added that Gordon and Hebert-Sweeny make a nice team. Board commented that it is a good report.

IX. Non Public Session – none needed

X. Agenda Items for next meeting, Tuesday, November 7, 2006

- Section J Second Reading
- Section G First Reading

- Paraprofessional Benefits
- AREA Agreement Update
- Wellness Policy First Reading

XI. Other

- Plourde reported that SAU packet is in the mail with the SAU budget.
- Plourde reported that the Turner Group will still be a witness for the Board, but the person they have dealt with is leaving the Turner Group before the court case. Discussion.
- Quintal will attend Brad Kidder Conference on October 12<sup>th</sup>.
- Mullins asked who may contact Superintendent. Bousquet responded that he will accept phone calls from all.
- Quintal requested donating to a charity of one's choice in honor of Norm Roberge's brother.
- Shute requested attention to the Blinking light on Main Street. She didn't believe it was working. Backler will look into it.
- Shute asked if there were any issues at the school after the incident in Pennsylvania. Backler stated that the school has created a culture for the children to feel safe.

XII. Adjournment

**Motion made by Quintal to adjourn. Motion seconded by Shute. No discussion. Vote: 3-0 in favor. Motion approved.**

Meeting adjourned at 9:05 PM.

Respectfully submitted,

Kimberly A. Hockmeyer  
Recorder for the Milan School Board