

Milan School Board Meeting

Tuesday, December 5, 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
Public: Julie Hallee, Amy Cornish, Dennis Dube, Dawn Dube, Gail Scott – Berlin Sun Reporter

I. Call to Order

Chairman Mullins called the meeting to order at 6:34 PM

II. Approval of November 7 and 15, 2006 Minutes

Quintal requested the following changes to the November 7, 2006 Minutes:

Public Comment – bottom of page 2, change from Quintal asked what she meant to ***Bousquet*** asked what she meant and at the top of page 3 change Quintal asked what it means if she chooses not to return, to ***Bousquet*** asked what it means if she chooses not to return.

Special Education Director's Report – page 5, change IDA funds to ***IDEA*** funds

Motion made by Quintal to accept the Minutes of November 7, 2006 as amended. Motion seconded by Shute. Vote: 2-0-1 (Shute abstain). Motion approved.

Motion made by Shute to accept the minutes of November 15, 2006, Public and Nonpublic Session, as presented. Motion seconded by Quintal. Vote: 3-0. Motion approved.

III. Public Comments - none

IV. Written Communications

- Staff Resignation

Mullins read letter of resignation from Sarah Sarette.

Motion made by Shute to accept Sarette's letter of resignation as of November 20, 2006 with regret. Motion seconded by Quintal. Vote: 3-0. Motion approved.

- Primex Risk Management Pamphlet for Board's information

- Signature of Board Chair- Contract/AREA

Bousquet stated that the AREA contract will need to be rewritten, due to an error in the date. Mullins to sign after date is corrected.

- Make-a-Wish Thank You letter for Board's information

- NESDEC Enrollment Projections

Bousquet commented that projections are an FYI, and that whoever appears in town must be educated. Quintal stated that there are 20 students less than predicted 10 years ago.

- Insert for Policy Book – Code Finder was distributed to Board members
- Contract for John Roberge to be signed by Mullins

V. Principal's Report

Backler discussed highlights from his written report. He presented the different clubs that will be starting after the holidays. He stated that the incentives for 5th and 6th grade will be separate from K-4, and will follow a theme.

He reported that Ms. Blanchette has left the Student Support Center. Quintal asked if the substitute was being paid as a paraprofessional, to which Backler responded yes. Quintal and Backler discussed the program and the need for students to be educated. Quintal asked for a report at the next meeting.

- SWIS/MAPS Data

Quintal and Mullins requested clarification of MAPS results. Backler stated that he is available to meet with them to explain the results to them. Shute commented on how her child's teacher explained the results well.

Quintal asked about minor and major behaviors. Shute pointed out if it isn't labeled minor, then it is major. Quintal asked for a history of major behavior on a separate piece of information.

- Other

Backler reported that Mrs. Goulet is the new 6th grade teacher.

Quintal stated that the Board will need to be approached before any painting in the cafeteria takes place.

Quintal requested information on the ski program. Backler confirmed that it will be 4 weeks long.

VI. Superintendent's Report

- Principal Evaluation and Review of Discipline Records

Bousquet stated that he has met with Backler regarding his goals and has reviewed his discipline records. He stated that Backler has a very organized system. Quintal asked if records of violence are forwarded to the junior high school. Bousquet discussed the law of 3 years required for discipline records. Discussion. Mullins stated that if the law is 3 years, than it would not be fair for child label the child as it moves on. Bousquet will provide the Board with the legal policy on record retention.

- Non Public Session

Motion made by Quintal to enter non public session under RSA 91-A:3II (c) at 7:20 PM. Motion seconded by Shute. Quintal – yes, Shute – yes, Mullins – yes. Motion approved.

Motion made by Quintal to exit non public session at 7:45 PM. Motion seconded by Shute. Quintal – yes, Shute – yes, Mullins – yes. Motion approved.

VII. Business Administrator's Report

Plourde presented a financial update and the students moving in and out of the district has been an increase in revenue of \$55,000. Discussion on the current budget. Plourde stated that they are in a budget freeze. Quintal stated that she does not want the Milan students to be deprived. Plourde stated that she and Backler are working together.

Plourde stated that the district received extra money for IDEA to go towards students.

- School District Reports and Warrants

Quintal asked about Tillotson Grant. Backler stated that Milan did not receive any.

Discussion on preschool. Plourde stated that when the preschool was formed, the district approved it with the condition that it would not cost the district any money and it was grant funded. She added that preschool may need to request tuition. Backler stated that they are currently trying to use other options.

Plourde suggested a Warrant Article for a Capital Reserve for refunding the tuition expendable trust fund.

Mullins suggested a separate Warrant Article for tanks.

- Finalize Paraprofessional Benefits for the Milan Village School

Quintal presented her findings of benefits from area districts. Board members discussed adding benefit of paid holidays that occur during the school year. Board agreed to paying 7 holidays. Discussion on sick days. Mullin stated the importance of being comparable to area. Quintal suggested and Board agreed with offering the benefit of 10 sick days, with a maximum accumulation of 60.

Shute read an article on the importance of job descriptions from the Fall 2006 Primex Publication. Board discussed the need for accurate job descriptions for paraprofessionals.

Board members discussed salaries in the area. Plourde distributed a proposed 2007-2008 salary scale with an increase of 3.15%.

- Budget 2007-2008

Board members discussed teacher salaries and steps. Plourde presented options of each step being a set amount or a percentage. Plourde discussed the history of Milan and the steps. Mullins suggested steps remaining in step and when teachers reach the maximum step, then there is an incentive to add to their education to increase their salary. After a lengthy discussion, Plourde was directed by the Board to increase each step by 3%. Additional discussion on support staff salaries.

Shute expressed her belief that they should add a full time nurse. Quintal stated that the district is covered by having staff CPR certified. Backler commented that there is a nurse for 4.5 hours a day. Discussion.

VIII. Special Education Directors' Report

Gordon discussed the need to provide an after school program for one child in Milan, which may be grant funded. Discussion on benefits and if it doesn't work, may need to look at more restrictive options.

Gordon discussed possibility of hiring someone from Gorham with Federal funds for technical assistance training for teachers. Plourde commended Gordon for very creative thinking.

- Budget 2007 - 2008 continued

Quintal asked about special education transportation. Gordon stated that budget included anticipation of tuition to day program in Berlin.

Quintal questioned the aide salary in the budget. Backler stated that it was for the Student Support Center.

Plourde reminded the Board of the process teachers used in determining the budget, and how much effort they applied in keeping the budget in line. Quintal expressed her concern with the amount and teachers tendencies to buy and buy.

Plourde discussed the proposed budget page by page.

Board agreed to Warrant Articles for Capital Reserve Fund - \$10,000. for roof, \$50,000. for tuition expendable trust fund, and \$10,000. for storage tanks.

IX. Other

Quintal requested a thank you letter be sent to all of the people who worked on the shed. Mullins presented the names of all who helped to Bousquet.

X. Adjournment

Motion made by Quintal to adjourn. Motion seconded by Shute. Vote: 3-0. Motion approved.

Meeting adjourned at 10:00 PM.

Respectfully submitted,

Kimberly A. Hockmeyer
Recorder for the Board