

Milan School Board  
Tuesday, December 4, 2007  
**Minutes of Meeting**  
Milan Village School Library

Present: Milan School Board – Chairman Patricia Shute, Kevin Evans, Sandy Pouliot  
Administration: Paul Bousquet-Superintendent, Pauline Plourde-Business Administrator, Steve Gordon-Co-Director of Special Services, David Backler-Principal  
Public: Jacky Quintal

- I. Call to Order - Shute called the meeting to order at 6:35 PM
- II. Approval of November 6, 2007 Board Meeting Minutes

**Motion made by Pouliot to accept the minutes of 11/06/07 as presented. Motion seconded by Evans. No discussion. Vote: 3-0. Motion approved.**

II. Public Comments

Quintal expressed her concerns with the budget. She asked if grants had been pursued to offset the costs. She suggested the Board look into closing the school from December 25<sup>th</sup> to January 25<sup>th</sup> to reduce the cost of heating the school and extend the school hours or days later in the year. She reminded the Board that we are no longer an agrarian society. Quintal expressed her concern with the proposed full day kindergarten and asked if it was state mandated. She asked if she could discuss a certain staff member with the Board.

Backler responded that he has applied for grants, and they are to supplement, not run the school. Bousquet stated that in 2008-2009, NH will require kindergarten, not specified if it will be full day or half day kindergarten.

Shute recommended Quintal speak with Backler at a later date regarding her staff member concerns.

III. Written Communication

1. Enrollment Projections

Bousquet explained that based on the projections, enrollment will drop and then pick up a bit. It does not take into account the new prison. Evans asked how projections are determined. Bousquet explained that they take new birth figures and current enrollments in the grades. Bousquet added that there will be a decline in northern NY, NH and Maine.

2. NHSBA - Right to Know Law at Your Fingertips

Bousquet stated information is to be added to policy books.

3. NHSBA - Allegations of Employee Misconduct

Bousquet stated that it is a step by step guideline on how to handle situations and reminded the Board to remain out of the process.

#### 4. Berlin School Board Minutes

Shute commented on the WAIT program (Why Am I Tempted) being taught at BJHS as part of the health curriculum and that it is a biased program provided by an antiabortion group and that she is totally against it being presented. She requested Bousquet draft a letter expressing her concerns.

Discussion on the Co-ops meeting with Berlin on the regionalization concerns. Evans stated that any consolidation will affect Milan. Bousquet stated that with a new mayor and city councilors, there will be changes, since many advocate change.

#### 5. Letter from Governor Lynch

Bousquet paraphrased the letter asking if there are job openings to hire people from Groveton.

#### IV. SPED Director's Report

Gordon presented the state average of special education population is 13.9% of student population. He added that the target team and RTI process is in place to screen and intervene and teachers have done a lot of interventions prior to coding.

Gordon discussed the potential of a child moving from Berlin to Milan that will need to receive services and if Milan will be able to meet the students needs at the school. Discussion on out of district placements.

#### V. Principal's Report

Backler presented information on the Title II d Grant for technology to integrate technology into the classroom. Presented information on GPS technology used in science and in math as an example.

**Motion made by Evans for Backler to apply for the Title II Grant. Motion seconded by Pouliot. No discussion. Vote: 3-0. Motion approved.**

Backler discussed his report. Staff is being trained on Performance Pathways to utilize assessment data. He stated that the Science Committee is meeting to review the new frameworks and how to implement them and will be the topic of the January staff development day. He stated that seniors in the community have been invited to attend the dress rehearsal for the winter concert.

Quintal asked if all teachers are using the same math series. Backler stated Saxon math. Quintal asked what teachers are using for reading. Backler stated Guided Reading, JGB, Wilson and Foundations. Quintal asked where the money was acquired for Foundations, since she was on the committee and there was no money allocated in the budget for it.

#### VI. Superintendent's Report

##### 1. Evaluations

Bousquet distributed the Board and the Superintendent Evaluation forms to begin the process.

##### 2. Milan School Board Mission Statement – postponed until January

3. Other

Snow day – Make up day for Berlin School District will be Civil Rights Day.

**Motion made by Evans to have the make up day be January 21, 2008. Motion seconded by Pouliot. Discussion on options if there are additional snow days and the need to remain with Berlin's calendar. Vote: 3-0. Motion approved.**

VII. Business Administrator's Report

1. Monthly Financial Statement

Plourde presented a projected fund balance of \$300,000. as of November 30, 2007. There will be changes, especially if child moves from Berlin to Milan.

2. Building

Plourde reported that all of the roofs have been taken care of. The firm was great to work with. There is still money to address the intercom system and the well.

3. HB790

Plourde explained some of the issues that have been addressed by HB790.

- Legally separated – insurance law and the insurance company will not offer to group members.
- Civil union – state law, and must be offered to members, and will now request documentation of civil unions and marriage certificates.
- Dependent coverage – insurance law, and the SAU is recommending that we do not offer this coverage at this time, since attorneys are still looking at the issue.

**Motion made by Pouliot that although Primex3 is offering a choice to expand our dependent eligibility criteria, we are opting to not offer this coverage during this period of confusion but understand that we can change this decision at future enrollments. Motion seconded by Evans. No discussion. Vote: 3-0. Motion approved.**

4. Budget Figures for 2008-2009

Plourde presented highlights of the 2008-2009 budget

- Teachers will have a 185 day contract, with an increase of \$355 to compensate for the additional 2 days, and an increase of 4.9%
- Funding included for 1 day for Title I and for a nurse full day
- non-teaching personnel salaries increase 5%, which includes principal, administrative assistant, paraprofessionals, custodians
- new science curriculum of approximately \$9200.
- increase in supplies due to transportation/shipping costs
- decrease in overall budget from this year of \$120,000., a 3.82% decrease
- decrease of Sped costs of \$102,000.

Discussion on bonds. Plourde explained first bond on addition is completed, so there is only one bond - a 15 year bond which will be complete in 2018. Discussion on current capital reserve funds and possible amounts for warrant articles. Bousquet suggested funding warrants with end of year funds, and return balance to reduce tax impact.

Tuition Expendable Trust Fund	\$112,000.
Roof Fund	\$ 38,000.
Section 504	\$ 693.
Underground Storage Tank	\$ 20,000.

Bousquet was directed to get an accurate figure on replacement cost of underground tank from Dave Landry and for getting costs for new laptop computers to set up a capital reserve fund for replacing technology. Plourde suggested getting numbers and information together and communicating via email to set up the actual warrant articles.

Quintal asked for facts for recommending full day kindergarten. Backler stated that student population is at a lower level academically when they arrive, and this would help students make proper gains by second grade. Pouliot stated that students who have positive full day kindergarten experiences have fewer out of district placements.

5. Other

Shute stated that there were problems telephoning students. Bousquet asked Board to email their problem numbers to the SAU office for them to address.

VII. Non Public Session – none

VIII. Agenda Items for Next Meeting

2008-2009 Budget  
 Milan School Board Mission Statement  
 Board and Superintendent Evaluations

IX. Next Meeting Date-January 8, 2008

X. Adjournment

**Motion made by Evans to adjourn. Motion seconded by Pouliot. No discussion. Vote: 3-0.Motion approved.** Meeting adjourned at 7:54 PM.

Respectfully submitted,

Kimberly A. Hockmeyer  
 Recorder for the Milan School Board