

# **Milan School Board Meeting**

**Tuesday, January 8, 2008**

**Milan Village School Library**

## **Meeting Minutes**

Present: School Board Members – Kevin Evans, Sandy Pouliot, and Patricia Shute

Administration: Superintendent Paul Bousquet, Business Administrator Pauline Plourde, MVS Principal David Backler, and Special Services Co-Director Steve Gordon.

- I. Call to Order** – Patricia Shute called the meeting to order at 6:34 pm.
- II. Approval of December 4, 2007 Board Meeting Minutes** – Sandy Pouliot made a motion to approve the minutes as submitted; seconded by Kevin Evans. All in favor.
- III. Public Comments** - Jacqueline Quintal asked for explanations on various items in next year's budget – full day Kindergarten; principal, teacher, and staff average salaries and percentage increase; cost of full time nurse; funding of title 1; rational for science curriculum.

Patricia Shute stepped down from her position as chair in order to make a request as a public citizen to allow the sale of Girl Scout cookies.

Sandy Pouliot made a *motion to allow the sale of Girl Scout cookies in the school*; seconded by Kevin Evans. All in favor.

- IV. Written Communications** – The Department of Environmental Services has decreased the need to test from quarterly to annually because of positive test results.

The Board received a thank you card from the staff for the Shaw's cards.

It was commented that the Berlin Minutes didn't contain much information.

- V. SPED Director's Report** – Steve included information on autism as there is a strong possibility of a child moving into the district. He also reported that he keeps an eye on the academic progress of our students to make sure they don't fall behind academically. He has the ability to monitor their work through Edline.

- VI. Principal's Report** – David pointed to the assessment part of his report; specifically data tracking and on how teachers are working to analyze each student's progress. Teachers are working hard to look at the Science frameworks and how they can implement it in their program school wide.

The SWIS data shows a definite improvement in the school's culture promoting a positive atmosphere. Consequences, both negative and positive along with compassion have made a big difference in working with the students according to David. Paul informed David and the Board that the Dummer Board has noticed the improvement in the school and wanted to extend their compliments to David.

Kevin inquired if the Math books and supplies are adequate at this time. David said they are monitoring it closely and assured the Board that resources will be available if purchases become necessary next year. The school is looking on how best to help students transition to the Junior High.

- **Roof Report** – Although there have been leaks in the roof during this winter; David reported that the company, Dwight and Son has been working closely with us and has been on site numerous times to rectify the problem. The company plans on continuing to work with us throughout the duration.

## VII. Superintendent's Report

- **Civil Rights Day** – David had discussion with teachers about using Civil Rights Day to make up the snow day. Some of his teachers have a planned vacation on this day and are disappointed to see this day being used instead of what is on the calendar. The Board wants to stay aligned with the Berlin calendar due to bussing issues and families having students in both schools. The Board stands behind their original motion.
- **2008-2009 Budget Items-Changes Major Increases** – Bullet point items will be developed to be ready in anticipation of questions. Paul said that questions pertaining to Kindergarten could be turned to David; and the chair will be ready to answer questions along with Paul and Pauline.

Jacqueline Quintal questioned the percentage raise increase due to the state of the economy. Patricia explained that in order to retain high quality teachers they need to be somewhat in line with area schools. It was also pointed out that the length of the contract has increased from 183 to 185 days.

- **Milan School Board Mission Statement** – Kevin handed a draft mission statement for the Board. After discussion they agreed to the following *on a motion* by Sandy Pouliot and a second from Kevin Evans. All in favor.

**Mission:** *The mission of the Milan School Board is to support the provision of a safe and nurturing learning environment for our children. Learning includes acquiring knowledge, developing critical thinking skills, and solving problems. The Board will help to ensure individual student success, cultivate positive self-esteem, encourage self motivation, develop a sense of responsibility, and foster a respect for others.*

- **Board Self-Evaluation** – The board was reminded that their self-evaluation is due.

Paul informed the Board that Principal evaluations by staff have been sent to the schools. This year, Steve and Pauline will also be evaluated. A new question will be if the staff see a change from the prior year.

- **WAIT Program** – Paul has not written a letter because he feels the Board should make a motion to direct the Superintendent to craft the letter.

Kevin made a *motion for the Superintendent to draft a letter to send to the Board regarding their displeasure with the WAIT program*; seconded by Sandy Pouliot. All in favor.

- **Dave Landry-Cost of Tank replacement** – The cost to replace the underground storage tanks has been estimated to be roughly \$50,000 by Tanner Hill Milling & Construction.

- **Chad Miller-Cost of Laptops/Desktops** – Chad Miller, Technology Coordinator for the GRS Cooperative provided his estimates for the cost of a laptop to be in the vicinity of \$1,250 while desktops are in the range of \$1,100.
- **Other** – Policy updates have been received from the NHSBA and included in the packet. New policies listed are IHCA, ILD, ILD-R, JG, JIHD and revised policies are JFAB, JICA, JICD, and JICFA which could be approved as revised. Sandy suggested to add “violence and sexual content” at the end of the paragraph to policy JICA. Kevin Evans made a motion *to accept the listed policies as amended as a first reading*; seconded by Sandy Pouliot

#### VIII. Business Administrator’s Report

- **Budget Figures for 2008-2009** – Pauline pointed out that it was necessary to add \$38,000 to the budget for an anticipated out of district placement. The requested additions to the Capital Reserve Funds were also included; other than that there were no further changes.
- **Warrants 2008-2009 including Tuition Expendable Trust and Technology CRF** – The board reviewed the language in the warrants. Sandy Pouliot made a *motion to accept the warrants as written*; seconded by Kevin Evans. All in favor.
- **Monthly Financial Statement** – The projected fund balance is a little under \$300,000; a recent change in the anticipation of a mid-year out of district placement is included. Also included for the Board’s review was a list of grants, both state and federal along with private grants.
- **Other** – A Request for Proposal for Transportation was sent to three companies on December 20<sup>th</sup> and due Friday, January 11<sup>th</sup>. Kevin Evans made a *motion to authorize the Superintendent to accept the proposal on behalf of the Board based on the best interest of the district*; seconded by Sandy Pouliot. All in favor.

- IX. **Non Public Session** - Kevin Evans made a *motion to go into non public session at 8:26 pm under 91-A:3II c*; seconded by Sandy Pouliot; roll call vote – Kevin Evans, yes; Sandy Pouliot, yes; and Patricia Shute yes.

Sandy Pouliot made a *motion to go out of non public session at 8:29 p.m.*; seconded by Kevin Evans. All in favor.

David brought the Board up to date on personnel issues brought to him by a citizen. No decisions were made in non public.

- X. **Agenda Items for Next Meeting** – No particulars requested.

- XI. **Next Meeting Date-February 5, 2008-** The Board will hold their regular board meeting beginning at 6:30 p.m. and will then recess at 7:00 p.m. in order to attend the Town public/budget hearing. The school’s public/budget hearing will follow the town’s; the regular board meeting will then be continued.

- XII. **Other** – David notified the Board that the Milan School received a grant in the amount of \$7,500 from the Roy Foundation for the preschool program. Kevin Evans made a *motion to accept the Roy Foundation Grant*; seconded by Sandy Pouliot. All in favor.

He also stated that he received a \$4,500 Tillitson Foundation Grant for the 2008-09 school year contingent on the funding of a full day Kindergarten program as its matching portion. Sandy Pouliot made a *motion to accept the Tillitson Foundation Grant*; seconded by Kevin Evans. All in favor.

Jackie Desmarais asked where she could get old pictures of the school for the yearbook. It was suggested she take a look at the Town library. David will check around with staff members.

**XIII. Adjournment** – Sandy Pouliot made a *motion to adjourn the meeting at 8:31 p.m.*; seconded by Kevin Evans. All in favor.

Respectfully submitted by Pauline Plourde, Business Administrator