

MILAN SCHOOL BOARD  
**Minutes of December 2, 2008**  
Milan Village School Library

Present: Patricia Shute, Sandy Pouliot, Kevin Evans (7:10 PM)

Administrators: Superintendent Paul Bousquet, Business Administrator Pauline Plourde, Special Education Co-Director Steven Gordon, Milan Village School Principal Dave Backler

Public: Jacky Quintal

I. Shute called the meeting to order at 6:35 PM

II. Minutes of November 4, 2008

**MOTION made by Pouliot to accept minutes dated November 4, 2008. Motion seconded by Shute. No discussion. Vote: 2-0. Motion approved.**

III. Public Comments:

Jacky Quintal spoke to remind the Board that the community is in a depression. She presented the difficulty the elderly are having in paying their taxes. Quintal asked about student support center and if there would be any new programs on the budget. She asked why on the 2008-2009 budget, the student support center shows up as a 0. Plourde explained that money was found to fund the program. Quintal asked where \$9000. was obtained. Backler stated that a grant covered the rest. Bousquet explained approximately \$5000. of a state grant is used to fund the Student Support Center. Bousquet explained the intent of the board is being mindful of the recession and to keep the budget flat. Plourde explained the responsibility the district has to assist the disadvantaged students and turn around the test scores. The state expects direct support for students. The grant is also used to pay for the coordinator to look at scores and determine the best interventions to best use scores. Shute explained that next years' tax impact is up \$0.10 from 2 years ago. Pouliot stated that our biggest increase is in transportation. Quintal asked about how the preschool is funded. Backler stated that parents pay tuition and have applied for a grant. Quintal asked about the increase in the library line. Shute explained that it is a change in the accounting. Discussion. Quintal asked if the librarian's qualifications as a teacher would be better used elsewhere. Quintal asked about an increase in Special Education Paraprofessional account. Plourde explained there is a reduction in tuition line since the child is being serviced here at the school. Discussion on the needs students require once they leave the Milan school and go to Berlin.

IV. Written Communications

- Berlin Board Minutes
- Historical Enrollment Information – done this year in house with an \$850. savings
- Individual Members Evaluation of Superintendent distributed to members

## V. SPED Director's Report

Gordon discussed the report in the board members' packets and the MVS Life Skills Program, which is at no additional cost to the district. He explained that through the IDEA Grant, they could purchase extra materials as needed to enhance the program. Todd Butler and Lynne Chauvette are also involved in the program.

Gordon added that there is one other student that they are hoping to return to the district from residential placement.

Shute asked about the number of special education students increasing district wide. Gordon responded that there are a couple of migrating students. Also, it is similar to the state's numbers. Gordon stated that there are a lot of steps we take in Milan before qualifying for special education.

## VI. Principal's Report

### - Student Support Center

Backler explained that the SSC has targeted the 33 students who scored at the projected cut for adequacy on the MAP test, which correlates with the NECAP results. With the SSC, their progress and interventions are discussed on a regular basis. Of the 33 kids, each one has a plan in place, and their goal score for the spring. 17 kids will be assessed tomorrow on 20 questions and will return right back into class. Staff will determine if the interventions are working towards the students' goal. If interventions for the 33 kids work, Milan will be able to bring up all of our students to be at adequate or above. He explained that it is very targeted intervention for these kids. He reiterated that if high expectations are set, and very specific instructions are given, students will achieve.

### - Data Analysis Team

Backler reported that the committee has been focusing on math. Curriculum Team is working to make sure we are aligned with the GLEs.

### - PBIS

Backler reported that the culture of the school continues to improve.

Backler acknowledged the economic stress of the community and how the school is helping with a food drive, holiday afternoon concert available to seniors, and continuing to focus on the community.

*Evans arrived at 7:10 PM.*

**MOTION: Evans moved to accept the minutes of October 6, 2008 as presented. Motion seconded by Pouliot. No discussion. Vote: 2-0-1 (Pouliot abstained). Motion approved.**

VII. Superintendent's Report

- NHSBA Policies

**MOTION made by Pouliot to accept the first reading of the following policies: AC, ACE, BEA, BEB, BEDC, BHE, CA, EBBB, EEA, EEAA, EEAE, EEAAE, EH, EHAA, EIB, IF, IHBBA, IHBG, ILD, IMAH, IMBA, JCA, JEC, JFAA, JIA, JIDD, KLG. Motion seconded by Evans. No discussion. Vote: 3-0. Motion approved.**

- Staff Holiday Incentives

**MOTION made by Evans to give the staff a \$15. gift certificate for Shaw's. Motion seconded by Pouliot. No discussion. Vote: 3-0. Motion approved.**

- NHDOE Initiatives

Bousquet explained that the face of education is changing. Discussed that a test is being designed for high school students to be able to test out of high school at 16 and enter a community college, from Tough Choices for Tough Times. Discussion on the changes that are occurring now and to be ready for the journey.

- Policy Books

Bousquet stated that there would be a policy book on line, one in Principal's office, one for Board Chair, and one at Superintendent's office.

- Draft of Calendar for 2009-2010

Bousquet presented the first draft of the calendar. Bousquet discussed several of the steps that they have taken so far in creating the calendar, including starting before Labor Day weekend. Also, Bousquet discussed sending a letter to parents discussing the options of 4-day weeks, January closings. Shute requested that the half-day in May be on the Friday of Memorial Day weekend. Backler discussed the need for the 2 days off before Christmas for his staff.

- Training on ALERT NOW on Wednesday

VIII. Business Administrator's Report

- Financial Update

Plourde explained the Requested Transfers.

**MOTION made by Pouliot to accept the requested transfers on the back page of the Financial Report. Motion seconded by Evans. No discussion. Vote: 3-0. Motion approved.**

- Primex Insurance 2009-2010

Discussion on rates not to exceed 9.5% increase and a 2% discount

**MOTION made by Evans to accept Primex for plan year 2009-2010. Motion seconded by Pouliot. No discussion. Vote: 3-0. Motion approved.**

- 2009-2010 Budget Proposed Budget

Discussion on the following items:

- Pouliot asked about the transportation costs. Plourde explained the increase of tower, transportation contract, fuel, with the bulk of the increase in special ed transportation,
- Tuition Expendable Trust has \$143,000 for possible out of district tuition, and only increasing \$7,000. to reach \$150,000., not the \$35,000. as planned.
- Roof and Underground Storage Tank Reserve Fund to put money aside for future repairs. Discussion on remaining money left from the building account to either pay back to the community or to request putting the balance in a facilities capital reserve fund to use in the event of future problem.

Backler discussed a proposal from Honeywell for improving heat and fuel consumption in the building bringing an 8% fuel savings.

**MOTION made by Evans to accept the Honeywell bid for \$26,000. for heat and HVAC controls. Motion seconded by Pouliot. No discussion. Vote: 3-0. Motion approved.**

Discussion continued on the budget:

- Technology account funding adding an additional \$10,000.
- Underground storage account need to research the cost for replacing the tank before adding additional funds.
- 3% increase for staff

Board requested inviting Milan Selectmen to next meeting in January.

IX. Public Comments:

Quintal asked about the 33 students. Backler stated that the projected goal for them to meet adequate requirements as of 2013.

X. Other

Backler requested permission to destroy 5-year-old videotapes from buses.

**MOTION made by Pouliot to permit Backler to destroy old videotapes. Motion seconded by Evans. No discussion. Vote: 3-0. Motion approved.**

Board and administrators discussed ways to present the budget information to the town, the fuel consumption savings, the cost for educating students, and the use of technology.

Evans asked about a need for any library furniture. Backler will get a list.

Shute reminded Board members for superintendent evaluations.

XI. Next Meeting January 6, 2008

XII. Adjournment

**MOTION made by Evans to adjourn. Motion seconded by Pouliot. No discussion. Vote: 3-0. Motion approved.** Meeting adjourned at 8:30 PM.

Respectfully submitted,

Kimberly Hockmeyer