

School Administrative Unit #20 Board
Thursday, November 13, 2008
Minutes of Meeting
Gorham Middle High School Library

Present:

Dummer School Board – Jennifer Miller, Elizabeth Ruediger
Gorham Randolph Shelburne Cooperative – Debra Ackerman, Angela Brown, Jo
Carpenter, Greg Corrigan, Anne Hill, Stephen Michaud, Kathleen Kelley, Paul
Partenope, Julie St. Germaine
Milan School Board - Patricia Shute, Sandy Pouliot
SAU # 20 Administrators – Superintendent Paul Bousquet, Business Administrator
Pauline Plourde, Special Education Co-Directors Rebecca Hebert-Sweeny, Steve Gordon,

I. Chair Patricia Shute called the meeting to order at 6:40 PM.

II Public comments – none

III. Written Communications –

Bousquet distributed “Awareness in Action” from Primex to Shute.

Kathleen Kelley asked about the State Board of Education meeting held in Berlin that was written about in the paper and why it wasn’t announced in advance so others could attend. Bousquet explained that the state board of education is meeting around the state. Kelley stated that it was frustrating to read about it in the paper. She would have liked to know in advance to be able to attend.

IV. Minutes of May 1, 2008 and October 9, 2008

MOTION made by Kelley to accept the nonpublic minutes of May 1, 2008 and to accept the minutes of the October 9, 2008 meeting. Motion seconded by Pouliot. Discussion to correct the spelling of Carol Miller in the nonpublic minutes. Vote: 9–0–3 (Abstained – Hill, Carpenter, and Corrigan). Motion approved.

V. Committee Reports

- Professional Development – Carpenter reported that Joyce would be a good replacement.

- NCES Representative

Bousquet reported that there is a meeting at NCES next week, and there will be more to report at the next meeting.

- Policy Book Report

Brown presented the recommendations and asked if there were any questions.

MOTION made by Kelley to adopt the second readings of ACE, BEC, BGA, EBCA, EBCE, EHB, EIB, GBAA, GBCD, GBGA, GCR, IHBA, KE, KEB, and the first readings of BEDG-R, EB, EBC, EBCD-R, as proposed by the SAU policy committee. Motion seconded by Corrigan.

Discussion.

Under BEDG-R, Bousquet recommended the cost of copies be \$0.10.
EBCD, Bousquet recommended including the term “may” be made at the building level by the principal or his/her designee for afternoon, evening, or weekend closings.

EBCD-R, Bousquet stated that to include cancellations will include an automated system to call individual home in the future.

GBCD, Bousquet recommended to include once applicants are employed the costs associated with the criminal records check will be reimbursed.

GCR, Bousquet recommended to include an employee “may” confer with the Superintendent or his/her designee before accepting an outside employment.
Brown stated that the word ‘can’ was recommended by lawyer. Discussion on person working 40 hours during the day and then in the evening at a retail place. . . Bousquet stated that if an employee can perform their job, there is no conflict of interest, and it doesn’t interfere with their performance, then that is why he recommends using “may”.
Corrigan asked why does the policy says “certified” employee and why isn’t there a non-certified employee policy? Discussion. Removed term “Certified” from policy. Shute asked to change “employee” to staff member on #1. Hill asked to change ‘employee’ to staff member before will/may

Kelley commented that the policies were very well written and easy to read.

Kelley changed the motion to include “accept the revisions to the policies and accept the second readings as amended”. Seconded by Corrigan. No additional discussion. Vote 13–0. Motion approved.

- Investment Concern

Kelley asked if investments were safe. Plourde and Carpenter explained the fund and that they received a letter assuring the SAU their money is safe.

VI. Superintendent's Report

- Request from Family Resource Center

Bousquet asked the Board, based on the information, size of common space if they wanted to continue with the agreement as is at 11%, or to gradually increase payment to 19% by increasing 3% a year for the next 3 years?

Corrigan asked the cost of the Internet to FRC. Bousquet responded \$2400 /year gratis to the entire building. Plourde explained the building expenses are presented monthly and she divides and pays 11%. Plourde presented information on costs if paying for 19% of expenses. Discussion continued on differences in rentals charged, square footage of public space, office space, budget year, history of the agreement, and the difference between being a renter and an owner.

MOTION made by Kelley to table the discussion on the Family Resource Center until the next meeting or until receiving additional information. Motion seconded by Corrigan. Discussion continued. Kelley stated that SAU has paid 11% of what they have billed us and feels that the FRC executive board thinks SAU are renters not owners. Board directed Bousquet to find out from Family Resource Center the total building expense for building maintenance and why FRC believes SAU #20 should be paying a larger percent. Also, board directed Bousquet to inquire where the \$10,966. figure comes from, how rental figures are determined, and if it is a fiscal or calendar year budget. Miller requested the issue be put on hold until time McDowell and/or the FRC board can provide the SAU with detailed information, budget numbers and a proposal to prevent the SAU staff from spending additional time and resources. Bousquet stated that he would send an email to Shute and the board members verifying what the board wants before sending the letter to FRC. **Vote: 13-0. Motion approved.**

- Alert NOW Update

Bousquet presented information on Alert NOW to the Board. Bousquet explained that although Penn Alert appears to be cheaper, there is a 10-call limit per year. Bousquet explained the process for determining to cancel school due to snow and stated that not only will families receive a phone call; cancellations will also be on radio and TV stations. Bousquet explained that once the data is in, board members would have receive a dummy call. After letters explaining the system have been sent out to families, then it will be in service. Brown asked about the information received earlier that up to 12 phone numbers per student. Bousquet replied that phone numbers for home, cell, and email could be used if provided. Until Alert NOW is running, phone trees will be used in the event of a snow day.

- Department of Education FYI

Bousquet informed the board that there is a lot of information coming from Department Of Education. Bousquet stated that high schools will be redesigned with the ability for 16 year olds who will be able to take exit tests and go on to college; universal preschool; Bousquet spoke of Mark Tucker's book "Tough Choices for Tough Times" and for the board to be prepared for the upcoming changes.

VII. Business Administrator's Report

Plourde presented the budget. She stated there are few changes to the original budget and is anticipating to know guaranteed max of health insurance by next week. There is an additional increase of \$750. for website management. Special Education costs are down due to the reduction of days from 120 to 90 days with 5 additional days if needed. Corrigan asked for clarification of computer purchase rotation. Plourde explained that is replacing one a year, and this year it is a laptop. Bousquet stated that the utilization of personnel is going well and the budget is frugal. Kelley asked about line 100-2600. Plourde explained that 2600 is for parking and FRC. Shute reminded the board the next meeting is the presentation to the public

MOTION made by Kelley to accept this budget as proposed. Motion seconded by Corrigan. Additional discussion. Brown asked about 2310 and why did school board increase? Plourde explained the increase was due to Alert Now. **Vote: 13-0. Motion approved.**

SAU Hearing is December 11th at 7 PM at Milan Village School in Milan, NH.

VIII. Special Education Directors' Report

Sweeny informed the board that there would be an SAU Preschool Screening on Friday December 12th. She explained that it was in collaboration with Early Intervention and will be screening for birth to 3. Kelley asked for flyers for WIC and will post flyers. Sweeny explained that any one could schedule an appointment - a parent with concerns or looking for a baseline. She stated that the screening looked at strengths and development. To schedule an appointment, parents will be asked to contact Lisa at the SAU office.

Gordon presented dates for parent workshops presented by Parent Information Center in Concord on the following dates: 1/13/09, 3/3/09, and 4/14/09. They will be held from 6:30 – 8:30 at St. Barnabus in Berlin. The workshops focus will be on empowering parents to be more active and effective IEP member, effective parent communication, and envisioning your child's future to help parents get to where they hope their child will be. The workshops will be 2 hours in length and will include a lot of discussion, not a lot of personal discussion but how to make the system work and allow parents to explore without getting child specific.

IX. Nonpublic Session - none

X. Other

Miller requested the board's help with a project she is working on to create a welcome packet for any new board members. She would welcome information any board member may have on organizations that are helpful to parents and /or /board members.

Shute reminded the board that it was time for the evaluation of the superintendent. Board members will be receiving evaluation forms in December and she would like to receive them before the end of January. Bousquet will email them to boards.

XI. Adjourn

MOTION made by Ackerman to adjourn. Motion seconded by Kelley. No discussion. Vote: 13-0. Motion approved. Meeting adjourned at 8:17 PM.

Respectfully submitted,

Kimberly A. Hockmeyer
Recorder for the Board