

School Administrative Unit #20  
**Minutes of Meeting**  
Thursday, October 1, 2009  
Milan Village School Library

Present:

Dummer School Board: Elizabeth Ruediger

Milan School Board: Sandy Pouliot, Patricia Shute

Gorham Randolph Shelburne Cooperative School Board: Paul Partenope, Michael Waddell, Ron Ouellette, Stephen Michaud, Angela Brown, Craig Corrigan, Julie St. Germaine, Joe Carpenter (arrived at 6:43), Carol Miller (arrived at 6:57PM)

SAU Administration: Superintendent Paul Bousquet, Business Administrator Pauline Plourde, Special Services Co-Directors Rebecca Hebert Sweeney and Steven Gordon

I. Call to Order

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

II. Public Comment - none

III. Approval of Minutes - May 12, 2009

**Motion made by Partenope to accept the minutes as presented. Motion seconded by Waddell. No discussion. Vote: 9-0-1 (Ruediger Abstain). Motion approved.**

IV. Written Communications

1. Primex Book for Chair Only

V. Committee Reports

1. Policy Committee – Brown asked for new members

2. Professional Development

a. “Resources” Proposed Change – Master Plan

Carpenter explained the funding of extra money for professional development and the reasons for the proposed change. The proposed changes will increase amounts for professional development to \$900. for teachers and \$600. for paraprofessionals to be implemented over 3 years, starting with new 3 year plans written in 2009. Board members discussed the budget, excess money, and surplus funds.

**Motion made by Corrigan to accept the Professional Development Committee’s Resource Proposed Change as presented. Motion seconded by Pouliot. No additional discussion. Vote 11-0. Motion approved.**

3. NCES Representative – Partenope discussed his report he submitted to the Board. He explained the status of the search for the Executive Director. Bousquet reported that the Charter Academy is at full capacity right now.

## VI. Business Administrator's Report

Plourde explained the financial report. Plourde explained the benefits of the Annex room. She asked for any questions on the two-year financial report.

Plourde explained that she has a preliminary budget to present to the SAU board and reminded them it will be a draft.

## VII. Special Education Directors' Report

Hebert-Sweeney explained the stimulus money that was given to the state of NH. SAU 20 is one of 40 SAUs that submitted and received a grant. Money is to be spent on special education students and the districts are encouraged to spend on groups of students. She explained the use of the money – hired staff, kept staff on, renovated building to help facilitate a better learning environment, and purchased materials. Starting this month they will need to report out on their expenditures, which will be due by the 10<sup>th</sup> of each month. The DOE will create a quarterly report. For the Co-op district, it has provided supplements that will help in the long run. She asked for questions. Waddell asked for amount SAU has received. Sweeney reported that the Coop received \$121,000., Milan received \$25,000., and a bit more for preschool, and Errol received \$4000.

Gordon reported on the Extended Year Services. He explained that in the fall they converse with the students, parents, and staff to see how they benefited. He explained that in the fall, they are working with teens to ensure they will have a positive school year. He explained that they are also trying to coordinate with SAU 3 to have parent workshops. He asked for questions from the Board.

Corrigan commented on the percentage the SAU received compared to the amount the state received.

## VIII. Superintendent's Report

1. Contract Length – Shute explained that the current contract would need to be revised.
2. Administrator's Retreat – May 13, 2009
  - a. Technology Plan 2009-2014

Bousquet explained how the plan came into being and why. He explained that by June 2010, all administrators would have to have a data piece to be able to track each student. It may be performance pathways, excel sheet, etc. Carpenter asked about attendance, grades, etc. Bousquet said as much data as possible needs to be included. St. Germaine asked if there would be a way to include PSATs, SATs, Final Grades, etc. Bousquet said yes. Partenope expressed his concern with the written plan, including the schematic. Partenope stated that the data base administration needs to be at a higher priority on the schematic after listening to Bousquet. Waddell directed Board to page 4, under 2011-2012 "Recommend a technology budget funding mechanism:" and questioned the wording. Bousquet explained that computers are purchased and several years later, there are only a few working and the computers need to be replaced, not simply added to. Waddell expressed concern that computers are no longer a 'capital' expenditure but an operational expenditure, and suggested it be written by a member of the English department. Bousquet rephrased what he heard as the plan needs to be written so it could be understood by a layperson. Shute suggested that the first thing needed is a job description for an IT Director. Miller recommended getting rid of old hardware and use new technology and new trends for creative learning, not just computers.

Board discussed the plan appears to be written as a first draft and to trust members of the committee to continue the work. Corrigan suggested categories on the chart, including operation area and pedagogy. Corrigan volunteered to join the committee. Partenope asked if Bousquet was looking for an approval on this tonight? Bousquet stated it was an FYI piece to show direction heading. Carpenter commented that the schools would need to be surveyed to see if they have an adequate amount of computers. Miller commented that students may be bringing in their own computers now the schools are wireless. Carpenter asked what the plan of the technology committee is now, will they continue to meet, is their work done, etc. Bousquet stated Backler plans to meet monthly. Corrigan stated that a lot of what has been done to date has happened, not planned. Brown asked how the technology plan meshes with individual schools doing their own thing. Bousquet stated that he views it driving the technology in each school as the PDC does for professional development for each school. Corrigan commented on data plan being most direct for administrators but in an inefficient way. Carpenter stated that Ed Fenn data should mesh with GMSHS data as the students move up. Carpenter asked Corrigan if he could elaborate on a better way to get the data. Corrigan stated there is data everywhere and that each year administrators are going to get data from one system to enter into another, and that if there was a technology plan with a consolidated data view. Corrigan stated we are positioning ourselves well, with a pretty good infrastructure in place. Michaud stated administrators should have the ability to integrate their data with Berlin. Bousquet stated that it is exciting how things are falling into place. Waddell commented on a computer being available for every student at the high school. He added that there comes a time at home when parents want their child to have their own computer at home. Waddell asked what would happen it was time, if there was an incentive plan and a safety plan for students who couldn't afford one, so that students could have their own computers? Board discussed the possibilities. Miller asked about using students for work-study for technology at school.

3. New Rental Agreement with Family Resource Center – Update letter in packet
4. Parking Agreement – letter in packet
5. Superintendent Goals for 2009-2010

Miller requested the need to add another goal to coordinate efforts with SAU 3.

Bousquet explained the delivery of instruction and services are different in Berlin. Bousquet explained his goals. Brown commented as a practical point of view – she requested that he include his goals on his evaluation form. Brown also stated that his goals are for 2009-2010 when he will be evaluated before all of his goals may be obtained. She requested that a reminder be included.

IX. Public Comments

X. Non-Public Session – issue to be addressed in November

XI. Other

1. Proposed Budget – “DRAFT”

Plourde reiterated that the budget is a draft. She stated the format is different and explained how to read it. Some of the highlights: salaries and benefits across the board have a 3% increase, a 10 % increase in health insurance, adding a new Network Administrator position; rent expenses under 2300 and 2600. Plourde asked if the board members have any questions, to contact her. Corrigan suggested dropping previous budget of 2006-2007 and keep actual and add percentage change column.

2. Nominations for Assistant Treasurer and Secretary

Shute asked for nominations for Assistant Treasurer and Secretary

**Motion made by Brown to nominate Pouliot for Vice Treasurer. Motion seconded by Corrigan. No discussion. Vote: 12-0. Motion approved.**

**Motion made by Brown to nominate Ruediger for Secretary. Motion seconded by Corrigan. No discussion. Vote: 12-0. Motion approved.**

3. Calendar Meeting – Bousquet reported that SAU 20 had their first calendar meeting with Berlin.

XII. Adjournment

**Motion made by Michaud to adjourn. Motion seconded by Miller. No discussion. Vote: 12-0. Motion approved.** Meeting adjourned at 8:30 PM.

Respectfully submitted,

Kimberly A. Hockmeyer  
Recorder for the Board