

Mascenic School Board Meeting Agenda 4/6/15- 6:00 p.m.
Finance-Facilities-Curriculum School Administrative Office
16 School Street, Greenville, NH 03048

I. Organization - 6:00 p.m.

Attendees: Richard Wallace, Chairman, Earl Somero, Vice Chairman, Jeff Salmonson, Tara Sousa, Ruthann Goguen, Superintendent, Glen Waring, Business Administrator, Matt Ballou, Information Technical Director, Gary Somero, Facilities Director, Melissa Vinal, Curriculum Coordinator, Thomas Kelly, Principal, MRHS, Marion Saari, Principal, HHES, Thomas Starratt, Principal, BMS, Jeanne Cunningham, School Board Clerk, Various Community Members.

Notes: Call to Order
Pledge of Allegiance

Welcome to attendees and invited attendees. *Note: School Board Meeting Norms: Start/end on time; follow the agenda and avoid tangents; refrain from side conversations; respect and hear from all voices and assume best intentions.*

Time Keeper - Tara Sousa / Process Observer – Earl Somero

Agenda Adjustments

Report: Curriculum report from Melissa Vinal

Waiver requests – New Business

Resignations – Personnel

Looking at draft documents received from council – New Business

How we want to respond to e-mails as a Board. New Business

February 26th minutes to review.

Date/Time Next Meeting: April 20, 2015 - 6:00 p.m.

Correspondence

None

Review/Approval of January 31st Deliberative Session Minutes, March 2, March 26, 2015
Minutes

Earl Somero made a motion to accept the minutes from the Deliberative Session as corrected. Motion was seconded by Tara Sousa. No members opposed, motion passed.

March 2, 2015 – Earl Somero made a motion to accept the minutes of March 2, as written. Seconded by Tara Sousa. No members opposed, motion passed.

Tara Sousa made a motion to approve the March 26th minutes as corrected. Jeff Salmonson seconded the motion. No members opposed, motion passed.

Tara Sousa made a motion to approve the February 26th minutes as submitted. Seconded by Earl Somero. No members opposed, motion passed.

II. Reports to the Board - to 6:30 p.m.

1. School Board Chair Report - Richard Wallace

Chairman Wallace deferred his report to hear what Melissa Vinal had to report.

Melissa Vinal: I am reporting on the Smarter Balanced performance test. We have been testing over a 2 week period. There have been many questions on this testing. The tests are to be completed in a suggested order. The CAT first, the Classroom Activity next, and the Performance Task last. CAT is Computer Adaptive Test and asks a number of different types of questions. This testing is all done on the internet and Matt Ballou and his crew have done a great job of making sure these tests were all done with no problems. The question types for the CAT test include multiple choice, multi-select, equation response, evidence based selected response, grid items, hot test, matching, table items, extended response, and short answers. If students were able to answer questions correctly, they were given higher level questions. If they answered incorrectly, they were given questions that more matched their level of ability. This test takes approximately 40 to 60 minutes.

The second part of the Smarter Balanced test is the Performance Test and is a classroom activity. Teachers print out the classroom activity. Part of the lesson may be scripted and part is open discussion. The classroom activity prepares the student for the Performance Task. The purpose is to level the playing field for all students by providing context for the Performance Task. This activity takes approximately 30 minutes.

The Performance Task for Math has one part and for English Language Arts, two parts. Ms Vinal went into a description of how these tests were worked on and done. It was a two day test. The second day of the testing takes approximately 40 minutes to two hours.

Ms Vinal commented that they have finished third grade testing except for make-up tests for students who were absent. Fourth grade testing began on Monday the 4th. They will test this week and next. Fifth and sixth grade testing began last week and continues through this week. Seventh grade begins next week. The eighth grade and high school begin on May 4th.

I think that parents were a little more concerned than the kids were. Many of the kids thought this testing was fun. It was math and reading. That was all that was on the tests. A number of people were involved. It went very smoothly.

Jeff Salmonson said that a lot of the criticism that I have heard has been misinformation. I would like to encourage everyone to make sure that the information is in eduportal, with the information on Common Core.

Chairman Wallace commented that at our last Board meeting, the Board voted to support the Smarter Balanced testing. The Board also received some public correspondence from a lawyer that they had hired. We will be looking at a reply from our attorney to this correspondence.

One of the items that I added to New Business was to have some sort of process to communicate with emails from the outside. We will discuss this after all of the reports have been given.

2. Superintendent - Ruthann Goguen

I have two special awards to hand out. The first to Gary Somero for guiding the district in becoming a member of the 2015 Green Power Leadership Club Organization. On behalf of everyone Gary I would like to present this plaque. Gary's leadership in going green has been significant over the years. Many people are looking to Gary to show them how to become green.

I would like to congratulate Mike Smith. He is being recognized for his boys cross country endeavors and receiving the recognition of "Boys Cross Country Coach of the Year" from the US Track and Field and Cross Country Association. This is a plaque for you. Congratulations Mike.

I would like to thank our team for rolling out Smarter Balance. We have a forum on April 16th that will be hosted by the School Board, School Administrators and State Representatives. This will be held at the MRHS @ 6:00 pm. We are obligated by law to implement these tests. So far, we have 44 parent refusals. These children will be accommodated in a separate classroom during the testing period.

The annual surplus goal of \$500,000 is not a specific line item in the Default budget. These savings must come from improved efficiencies and operation savings throughout the year.

The reductions below Default that were presented and unanimously approved by the School Board at the March 26th meeting, only get us to roughly 20% of meeting the

target \$500,000 of unanticipated fund balance. Superintendent Goguen is requesting clear direction from the school board on the fiscal operational goals for the district.

We participated in the NH College Job Fair on April 1st in Manchester. We came back with several resumes.

Superintendent Goguen said that she is hosting a meet and greet for the Greenville and New Ipswich Selectmen, where we will tour the schools.

Superintendent Goguen gave a list of nominations for the FY16 teachers/administrators to the School Board. She would like them to vote on this list after looking it over.

3. MRHS Principal Report- Tom Kelly

My report is on eduportal. Principal Kelly said that he would like to recognize Mrs. Maino and the Robotics team. They just came back from I would like to recognize Mrs. Maino for all of the extra work that she put into this robotics team. She put in many hours after school and on the weekends. The team has done a terrific job.

Principal Kelly said that as far as the EMT program is concerned, we are pursuing a Perkins Grant. Conval is also pursuing a Perkins Grant so we are looking to see which School might be best suited for this. The grant will be giving out \$15K to 20K. We need to see what the DOE is going to do.

4. BMS Principal Report- Tom Starratt

My report is also on Eduportal. The Smarter Balance testing going well. I would like to thank the technology people for keeping things going as well as they did. There were no problems at all.

5. HHES Principal Report- Marion Saari

Principal Saari commented that the two DI teams are going global. There will be a lot of fund raising going on now.

6. Business Administrator - Glen Waring

My report is on eduportal - I spoke with the Treasurer and felt that there was no need for him to be at this meeting. I said that I would give the Treasurers report. Pages 3 and 4 summarizes the budget easier. Page 5 shows a brief report showing two line items that show going over the 5k line, which will need Board approval. Page 6 is the actual line items. The MS22 has been filed with the DRA along with the Deliberative Session minutes.

7. Facilities Director - Gary Somero

Not a lot to report. Hasn't snowed in the last 10 days. On May 1 there are about 10 entities that would like to come and look at our systems. I will be giving them a tour.

8. IT Report - Matt Ballou

Nothing additional to add to my report. I have to give credit to Melissa and her team. Things have gone really well with the testing so far.

III. Unfinished Business - to 7:00 p.m.

No unfinished business

IV. New Business - to 7:20 p.m.

1. Firefighter Field Trip - Part of Curriculum/Program.

This field trip is part of curriculum. It is a field trip to Concord. Chairman Wallace asked if Principal Kelly would like the Board to approve this trip.

This field trip is unusual, they need to become certified and need to do this as part of the curriculum. In order to do that, they need to go to Concord to the Fire Fighter Academy. As this is part of the curriculum, I would like to not have to come and get approval for it every year.

Jeff Salmonson made a motion for the Board to approve this trip to Concord. The motion was seconded by Tara Salmonson. No members opposed, motion passed.

Jeff Salmonson made a motion to not have to approve this trip on a yearly basis, and to just leave it as part of the curriculum. Motion was seconded by Earl Somero.

Tara Sousa commented that if anything at all should change, that Principal Kelly would get back to the Board. Principal Kelly agreed.

No members opposed, motion passed.

2. Overnight Field Trips - Destination Imagination / High School Seniors

Both teams have been scheduled to go to globals. Request for overnight packet. The creativity is unbelievable. There will be many fundraisers going on. Jeff Salmonson asked if it is all fundraising. He was told that it was definitely all done by fundraising.

Jeff Salmonson made a motion that the Board approve the trip to globals. The motion was seconded by Earl Somero. No members opposed, motion passed.

Senior Class trip – White water rafting.

The senior class is going to Maine for the white water rafting. The cost is \$175 per person. Jeff Salmonson asked Mike Smith if he had been on one of these trips: Mike said yes and that it is a great experience for the kids and not as far away as other trips. How many schools are involved in this trip? Mr. Smith said that they are looking for several other schools to be involved. I will be sending letters out and hoping that other kids will want to come. It is only a one night stay.

Jeff Salmonson made a motion that the board approve the White Water trip. The motion was seconded by Tara Sousa. No members opposed, motion passed.

3. 2015-2016 Set Lunch Pricing.

Ruthann Goguen commented that every year the school board is supposed to be looking at the lunch pricing. It wasn't done last year. Glen Waring said that he had spoken with the Café Director and that the average standard pricing is \$2.70 per meal. Our average is \$2.40 per meal. We can move to a required pricing of .10 although we will still be .17 below the standard pricing. It will require a .10 increase in 2016, a .10 increase in 2017 and a .10 in 2018. The minimum threshold is .10 per year. I am thinking we should go up .25 this year. That would bring us up to \$2.75 at the middle school and high school, \$2.50 at the elementary school

Earl Somero said the he believes that we had a cost of \$24,000 for meals in our budget.

Mr. Waring said that he had a conversation with the Director of Café Services, they would come back with a different number at the next School Board Meeting.

Earl Somero asked if we raise the price will that affect some of the students getting their lunch. Mr. Waring said that it wouldn't affect those receiving free lunches. Mr. Somero said that he wouldn't want to see anyone not receiving a lunch.

If the Board is leaning towards going to .25, Café services would like to know that. Jeff Salmonson said that he is feeling that we should consider this. Having been on the board for two different contract seasons with Café Services, he thinks that the price hasn't been raised in that time.

4. Waivers

Superintendent Goguen stated that the Board has received a list of current waivers.

Jeff Salmonson said that he sees that Billings is looking to use the gym for AAU. Does he get paid for that? Mr. Wallace said that it is a strictly volunteer position. Each student has to pay \$250. That money goes to uniforms for the kids. All the refs are volunteers and all the coaches are volunteers.

Jeff Salmonson made a motion to move the slate of waivers that were in front of them. The motion was seconded by Tara Sousa. No members opposed, motion carries.

5. Response to Emails

Rich Wallace commented that the last time we talked about this we didn't come to any consensus. We need to put a process in place I didn't want to get into all of us answering the emails and having different answers. I was thinking that we could take turns answering these emails.

Jeff Salmonson said that he thinks that New Ipswich emails should be answered by the New Ipswich Representative. Part of that question was answering questions on Smarter Balance or Common Core.

Earl Somero said that he takes the opposite of Jeff, because people may make a question of me that I can't answer and I would need someone else to answer it. I think that we could bring some of these emails to the board and get a consensus as to how we should answer these questions.

Jeff Salmonson said that he always responds as a single member of the board answering these questions.

Rich Wallace said that some people may not want to wait two weeks to get an answer to their questions. They may not want to wait until the next School Board Meeting. We need to come to some resolution as to how we are going to handle them.

Earl Somero asked does the Superintendent have any suggestions. Chairman Wallace said that he thinks that if they are questions that I can answer or the Administration can answer I would give the questions to them. Generally, I think they should be answered by the Board if they can be.

Tara Sousa said, I think that if they are not happy with the Superintendents answer and they have to come back to the Board, I feel that we can come to the meeting and discuss things.

Jeff Salmonson said that where appropriate, I want to answer e-mails, but if appropriate to bring to the board, I will do that.

Chairman Wallace said that as a board member, I am part of the board, but I don't see town lines. I don't think we need to bring all statements to the Board, but we definitely need to bring some of them. If there is an email addressed to every board member who should answer it?

There was further discussion on this matter of emails, and it was finally decided that we are leaving it at as we respond as we wish and that we will respond as individual board members.

Chairman Wallace said that we received a copy of our School District Attorney's response to a communication that we received last week from one of the community. I am asking you to read that response and make a decision as to any response that should be made to that communication.

Jeff Salmonson made a motion that the board approve the response of the School District Attorney. The motion was seconded by Earl Somero. No member opposed, motion passed.

Chairman Wallace said that the next draft we are being asked to review is a press release dated April 6th, coming from the school district attorney.

Earl Somero made a motion that the Board we adopt this press release as written. Jeff Salmonson seconded the motion. No members opposed, motion carries.

The Board supports the district in releasing this press release.

V. Public Comments - to 7:30 p.m.

Notes: *Notes: Public Comment will be restricted to precise topics announced in advance. This means public comment will only be allowed on items in this weekly agenda.*

There was a discussion in regards to building use forms. One teacher said that there have been frustration with a group of kids that wanted to raise money but had to wait two weeks in order to get approval. I would ask the board to consider something simple for a bake sale at a meeting that is being held at the school, such as the Pipeline meeting that was recently held.

One teacher asked for clarification. It was her understanding that if something like the pipeline meeting took place, the kids could do a bake sale without filling out a building use form.

Principal Kelly said that every single fundraiser that we have, a teacher is attached to. If we let some slide and others have to meet the deadlines, it wouldn't be fair. The fundraising form is different from the building use form. The advisor needs to have information ahead of time. Principal Kelly stated that fundraisers have to go to the board. I can't make these decisions myself.

There were questions in regards to curriculum coming into the district. I would hope that the teachers would be allowed to look at the books ahead of time and get some input into what we are teaching our kids. We would encourage that kind of communication with the teachers.

On citizen asked if we are discussing the common core on the 16th. Yes. It is a public forum. It will be a combination of state people and administration.

VI. Policies - to 7:50 p.m.

1. Policy JKAA-R Restraint & Seclusion - Draft/Discussion

Ruthann Goguen commented that there have been changes in the laws. This draft policy was put together by a previous Board. We do not have a seclusion room. Someone has to be cpi trained in order to touch a student. Updates were performed by our attorney. This is a first reading. Chairman Wallace commented that he would like to recommend that we have a second reading in order to have the time to absorb it all. Everyone agreed.

2. Policy JEBA Kindergarten Early Entrance Discussion

The implementation of this policy has not been implemented as it should have been. I would like to ask the board if they want to keep the policy as is, or look at what we have been doing in the recent years.

Superintendent Goguen commented that Mrs. Saari and she have worked on it. Jeff Salmonson commented that the Board has a policy committee and it should be looked at by this committee first.

Tara Sousa commented that she is in favor of looking at what we have been doing and bringing it to the policy committee.

For a kindergartener who is supposed to go to kindergarten, why do they have to go to the screening board?

Earl Somero asked if there a better way than what this policy is written.

Tara Sousa made a motion that the policy committee revise JEBA and bring it to the School Board. Earl Somero seconded the motion. No members opposed, motion passed.

3. Policy KG Facilities Discussion

There is much confusion about the waiver for Use of Facilities. One of the things we are doing is putting all of the facilities use forms on the eduportal. It is usually 12 days before the form gets approved.

Gary Somero said that he would basically like to streamline and make it more user friendly. There are 92 outside use forms. 2 weeks ago I had to go in on a Saturday and a Sunday to open the doors and let someone use the gym. We need a calendar set up to try and end some of the confusion and double bookings. I spend a lot of time calculating costs for everything, and then the forms get waived.

Superintendent Goguen asked how we help you resolve that. Mr. Somero replied that he is trying to avoid everyone in town having a key. I would like to have a custodian available for weekends.

Jeff Salmonson commented that he thinks we need more in depth conversations on some of these waivers. Maybe we shouldn't waive all forms.

VII. Personnel - to 8:00 p.m.

1. 2015-2016 Nominations

The nominations for teachers and faculty are on eduportal.

Jeff Salmonson made a motion that we approve the entire slate for all three schools in the SAU. Earl Somero seconded the motion. No members opposed, motion passed.

Superintendent Goguen stated that there are two resignations. There is a resignation from Tom Starratt who is the Principal of BMS. There is also a resignation from Katie Kennedy.

Jeff Salmonson made a motion to accept the resignation of Tom Starratt with regret. The motion was seconded by Tara Sousa. No members opposed, motion passed.

Tara Sousa made a motion to accept the resignation of Katie Kennedy with regret. The motion was seconded by Jeff Salmonson. No members opposed, motion passed.

2. Co-Curricular Varsity Boys' Volleyball Coach

Superintendent Goguen said that she is recommending Gregg Smith for the position of Co-Curricular Varsity Boys' Volleyball Coach.

Jeff Salmonson made a motion to Greg Smith as the Co-Curricular Varsity Boys' Volleyball Coach. The motion was seconded by Tara Sousa. No members opposed, motion passed.

3. Nomination High School Assistant Principal

Superintendent Goguen recommended Matt Underwood for the High School Assistant Principal. He comes to us with high recommendations.

Jeff Salmonson made a motion to approve the nomination of Matt Underwood for High School Assistant Principal. The motion was seconded by Tara Sousa. No members opposed, motion passed.

VIII. Agenda Building - to 8:15 p.m.

Second reading of JEBA policy.

Revisit our norms, can we change them.

Facilities policies. Would like to have the committee look at it. Elections vs school use.

IX. Appreciation and Reflections

Chairman Wallace said I want to thank the community for coming tonight and being a good audience. Want to thank the Administrative team around the table. I know that a lot of work goes into what you do and I truly appreciate it.

X. Non-Public Session RSA 91-A: 3, II (a-c)

Chairman Wallace made a motion to move to non-public per RSA 91A:3, II (c); seconded by Jeff Salmonson. Roll Call Vote; Jeff Salmonson, yes, Tara Sousa, yes, Earl Somero, yes, Richard Wallace, yes. Roll call vote was unanimous. Motion passed.

Chairman Wallace made a motion to move to non-public session per RSA 91A:3, II (d), lease of property. Motion is seconded by Jeff Salmonson. Roll call vote; Jeff Salmonson, yes, Tara Sousa, yes, Earl Somero, yes, Richard Wallace, yes. Roll call vote was unanimous. Motion passed.

XI. Adjournment – 8:15

1. Process Observer Report Out
2. Motion to Adjourn 8:20 pm