

Mascenic School Board Meeting Minutes

Finance/Facilities

School Administrative Office, 16 School Street, Greenville, NH 03048

6/15/2015

I. Organization - 6:00 p.m.

Attendees: Co-Chairman, Earl Somero, Jim Kingston, Tara Sousa, Jeff Salmonson, Superintendent Ruthann Goguen, Glen Waring, Business Administrator, Gary Somero, Facilities Director, Matt Ballou, IT Director, Thomas Kelly, Principal MRHS, Melissa Vinal, Curriculum Director, Maureen DeGrenier, Executive Assistant, various staff and community members.

Call to Order. Co-Chair Earl Somero called the meeting to order at 6:00 p.m.

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, follow the chain of command.

Agenda Adjustments

1. Under personnel please add summer tutor
2. New business, Resignation of Chairman Richard Wallace
Jeff Salmonson made a motion to accept the agenda as amended. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

Date/Time Next Meeting: August 3, 2015 6:00 p.m.

Correspondence

N/A

Review/Approval of June 1, 2015 Minutes

Tara Sousa made a motion to adopt the June 1st minutes as corrected. Earl Somero seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

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

1. School Board Chair Report
Earl Somero is acting as Chairman tonight as the representative of Greenville and Board Chairman has resigned. Mr. Somero has no report.
2. Superintendent - Ruthann Goguen

Superintendent Goguen stated that her report is on Eduportal. She would like to congratulate all the students on their accomplishments this year especially those who participated in the MRHS graduation and BMS 8th grade celebration. The two Principal finalists for BMS have withdrawn. On July 2nd the committee has scheduled a new round of interviews. Both candidates cited personal reasons for withdrawing.

3. Business Administrator - Glen Waring

Mr. Waring stated that his report was also on Eduportal. The report includes current cash balance, the bank reconciliation summary, and the cash projection summary, as well as revenues for the SAU through 6/15/2015. Revenues and overestimated revenues equal \$146,000. I have included the expenditures report by object code, which shows an unexpended balance of \$980,000 and the rest is line item details.

The School Board questioned if there were line items that were more than \$5,000. Mr. Waring responded there are a few, which I did not include. One line was for a school, the aggregate by object code covered the line that went over on \$5,000. Mr. Kingston responded that under the current policy, the Board should be notified and take action on line items greater than \$5,000.

4. Facilities Director - Gary Somero

Mr. Somero stated that his report is on Eduportal. In addition, he has had communication with the Federal Energy Commission who have requested the use of Mascenic gymnasium to host a pipeline meeting, which is an informational meeting. Gary Somero does not have a date at this point in time. This is not the Kindermorgan group.

Mr. Woody Meisszner, New Ipswich Selectman, stated that the FERC is scheduling scoping meetings in communities that have been solicited for the pipeline project. It is a chance for FERC to get input from the communities who will be affected.

5. IT Report - Matt Ballou

N/A

6. Curriculum Report - Melissa Vinal

Mrs. Melissa Vinal reported that the goal this year was to concentrate on Math curriculum. We have looked at our current resources and realized we needed to update our math resources in the elementary and middle schools. We have looked at a pilot program for a minimal cost. We met with teachers to review materials, and teachers voted unanimously to pursue the pilot. We held a parent review night, and had great conversations around math. I will be presenting more information about this pilot under the new business section. The materials are across the hall for you to view.

Mrs. Vinal also stated that she met with 8th grade teachers about their concern regarding the advanced math and science classes. Students are missing the eighth grade math & science content due to algebra and the physical science class. These students are missing concepts and the kids are struggling due to the fact that approximately only 7-8 students qualify for the program, however, to fill the class, they are adding the next level of students who may be close to qualifying, but are not as advanced as the original 7-8 students, therefore they are not ready for the challenge and struggles they face. Students do not receive high school credit for these courses and often must re-take the classes because they do not have a solid understanding of the course material.

Elizabeth Pogorzelski stated that what the teachers are seeing is that we have kids who have been placed in advanced learning, and the problem is they are not ready for the program we are giving them.

Mr. Kingston commented that if you had 8 kids who have special needs, you would teach them. These students are recommended for the advanced class and could go on to Algebra II. We would set up a class for 8 kids with special needs.

Superintendent Goguen responded that the teachers' had brought this concern to the Curriculum Coordinator because of how students were being selected. Additional students who were placed in this class were missing math concepts. The issue is that they want to make you aware of the selection process, and putting some kids in a class that shouldn't be there.

Mr. Kingston asked is there an accelerated class or other types of programs we can look at. We want to meet the levels of all our students. Superintendent Goguen stated we have brought forth a problem and just one possible solution that our teachers at BMS would like to see. There are policies in place and only the School Board can add or drop a class. We are simply communicating that this problem as existed for years and now the teachers are comfortable bringing this forth.

Vice-Chairperson, Earl Somero, surmised that this issue has been going on for years and years. Thank you to everyone for bringing it to our attention.

Mr. Kingston wanted to make sure there was a proposed solution to the problem. I want to make sure that it doesn't adversely affect the kids who need the Algebra program. If they are advanced learners, they should be picking up the 8th grade math skills in other math classes before they get to 8th grade.

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

1. Public Comment Format

Mr. Salmonson commented that this is a difficult situation. He is pleased to see we are reaching out to the public. I would like to leave it up to the person running the meeting to expand on subjects that we might hear as a Board. Concerns that I would have is people coming here and attacking our staff. If it is productive conversation, I would like to entertain those comments even if it is not on the agenda.

Mrs. Tara Sousa said I agree with Mr. Salmonson. Mr. Jim Kingston also said he agreed with Mr. Salmonson.

Vice Chairman, Earl Somero said this is a new experience for me. As acting Chairman for the rest of year, I would like to try something different.

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

1. Math Pilot Program

The Curriculum Coordinator presented information to the Board on the Glencoe & McGraw Hill My Math Pilot Program.

Vice Chairman, Earl Somero asked if there were any alternatives to this program. Mrs. Vinal responded that Envisions Math was not willing to offer us the pilot program initially. Within the last three weeks, Envisions has agreed and is now willing to offer a pilot program, which we had not explored because based on teacher feedback we were going to use the My Math pilot.

Mr. Somero asked what is the cost of getting the books later on? It was scheduled in the budget to buy workbooks and we asked the building administrators to hold off until we knew what staff would think about the pilot program. The workbooks for K-8 is \$16,000, less than what we were scheduled to purchase if the pilot does not get approved.

My Math is not a new program. It has been around for a few years. The pilot is to see if we are interested in buying the program down the road. We are using the Do the Math program with Special Education, Title 1, and RTI. The two programs are connected. We have representatives coming to the area to train our special education staff this summer.

Mrs. Sousa asked if the real cost was in licensing and workbooks? What is the cost of licensing?

Mrs. Vinal responded that for example a teacher's edition in My Math for Grade 1 is \$2300. The licensing pkg. is \$500. We can select the type of licensing we want to purchase which is 1, 5, or 6-year licenses. They are giving us the 1-year licenses for free. We would like staff members to use it and tell us what they like, dislike, what was useful and not useful.

Mr. Kingston stated I would like to commend you on finding a K-8 solution, but it is not really a pilot if everyone is doing it. Is there a way to get Envisions Math and compare and contrast the two programs? What happens if you don't like it? Can we get the two programs and look at them simultaneously? Mrs. Vinal responded it is an option to look at both programs.

Mr. Salmonson asked how quick do you need board response? Mrs. Vinal responded the sooner we get approval we can order items and teachers can pick up items and review them over the summer.

Vice Chairman, Earl Somero asked to take a 10-minute break to look at the math products.

Mrs. Sousa expressed her concern with the idea of doing two pilots at the same time. I want teacher's to be excited about piloting something. Our teachers have already looked at this one. If we split the grade level, and are running a pilot and I don't want people to jump from one program to the other. I also like the idea of our kids getting the same resources and instruction.

Mrs. Vinal commented that 100% of the teachers voted in favor of the pilot program. The My Math/Glencoe pilot is K-8 and the Envisions Math pilot is K-6.

Mr. Kingston stated I would like to see the other competitors and also a financial analysis of all the programs out there.

Superintendent Goguen stated that Mrs. Vinal has done a lot of research on the different programs. The My Math program is a whole comprehensive program of Title 1, SpEd, which this pilot aligns with each of them. The My Math is actually a step up from what we have. Teachers are the experts. Teachers are the experts and are going to use various tools to excite their learners. Based on the teachers' input and Mrs. Vinal's research, I recommend it as it is a step up from what we currently have and it will save the District money this year.

Mr. Salmonson commented that we should give some consideration about running two programs next school year.

Mr. Kingston stated that he thinks it's worth asking Envisions Math to comeback for their final offer. I would like to see a comprehensive study and a financial analysis of both program and then the board can make a final decision.

Mrs. Sousa stated that her concern is that it would not be financially feasible at the end of the year long program.

Mr. Salmonson stated to Mrs. Vinal that she could put together a matrix on pro's and con's and cost. The Board would be willing to meet within the two weeks. Give us a date and we will accommodate a special meeting.

2. Co-Curricular Meeting Minutes

There was a conversation about the make-up of the co-curricular group and the members that attended the meeting if they met the terms of the charter?

Superintendent Goguen responded that all members were invited but there were only a few members who attended.

The group spoke about if there was a minimum in attendance to vote on changes.

Did this group meet that threshold? It was decided to table this discussion until the charter is reviewed.

Jeff Salmonson made a motion to table the co-curricular meeting minutes until the next regular scheduled meeting. Tara Sousa seconded the motion. All members approved. No members opposed. Motion passed 4-0-0.

3. Appointment of New Greenville School Board Member Discussion

The announcement was made that Chairman, Richard Wallace, made the decision to resign his position as the Town of Greenville School Board Representative and Chairman of the Board.

Earl Somero made a motion to accept Mr. Wallace's resignation with deep regret.

Tara Sousa seconded the motion. All members voted in favor. No members opposed. Motion passed 4-0-0.

Mr. Somero stated that there is a procedure for replacing the School Board position.

Mr. Wallace occupied the Greenville seat; so, therefore, it is the duty of the

Greenville Select Board to fill the position to replace Mr. Wallace. Mr. Earl Somero

will send a letter to the Greenville Select Board.

4. Year-End Encumbrance Requests

Mr. Glen Waring presented a list compiled by Gary Somero to request the Board to encumber funds from the FY 15 budget for Facility projects through the summer.

Mr. Somero stated that most items are repair and replacements. The single-wall piping changeout to double-wall underground piping for propane is a compliance issue. The light fixture replacements will fall under energy saving light fixtures and we will receive a rebate for those items. The cost presented is before the rebate is applied.

Mr. Waring stated that the year-end reserve was larger than expected due to some purchase orders that were opened for a larger amount of money and part went unused. We also received unanticipated revenue for \$94,000 in the sale of the Central School Building.

Jim Kingston made a motion to approve expenditure funds for year-end encumbrances. Jeff Salmonson seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

5. Approval of the Head Start Renewal Lease

Mr. Waring presented the School Board with the renewal of the Headstart Lease. Additions to the lease this year would include the use of the kitchen space in our

building. Headstart has agreed to supply their own propane stove and secure their own propane vendor.

Mrs. Sousa asked if we looked at utility costs when we renewed their lease? Mr. Waring responded that we use a formula and take the actual utility cost and apply the square footage percentage. There is a 4% increase this year. Primex reviewed the lease. Their response was not to make any changes to the lease.

Tara Sousa made a motion to approve the Headstart renewal contract. Jeff Salmonson seconded the motion. Jim Kingston noted that the School Board representative name needs to change on the lease. All members were in favor. No members opposed. Motion passed 4-0-0.

6, Approval of the NH Department of Environmental Services Permit to Operate Application

Mr. Somero stated that the application to operate is for the water system at Highbridge Hill Elementary School. HHES is currently operating under Mascenic High School's permit. The new DES inspector wanted HHES to have a separate number and permit.

Jim Kingston made motion to approve the permit to operate application for NHDES and have Facility Director, Gary Somero, sign the application. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

7. EMT Program

Mr. Tom Kelly, Principal spoke about a grant funding that Milford Career and Technology is applying for to continue the EMT program in the Spring of 2016. They can receive up to \$21,000 from the grant, but will need an additional \$5,000-6,000 to fund this program. Is the Board open to covering the additional amount so that we can continue this program?

If the grant funding is approved, the program will be held at Mascenic. The warrant article for \$30k was voted down during the March vote. Most of the costs for the program are start-up costs. The maintenance costs would be \$5-6,000.

Mrs. Sousa stated that it is her understanding that when a warrant article is voted down, we cannot shift any budget money to cover the program. When the voters say no; no is no. Mr. Kingston stated the Board is not adverse to it, but legally we cannot approve it.

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

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.

Jen Sikkila, New Ipswich

Mrs. Sikkila wanted to clarify to the Board that she contacted the BMS Principal candidates who withdrew. She had heard that the parents were too hard on them. Mrs. Sikkila took it upon herself to e-mail them. One candidate responded and said he was treated well by the parents and that was not a factor in his decision. He responded that he was going to take a huge pay cut and it would be a financial burden to him and his family.

Mrs. Sikkila asked how do we determine salaries for incoming principals? Mr. Somero replied that a representative from the Board would respond to Mrs. Sikkila at a later date.

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

N/A

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

1. MRHS Math Teacher Recommendation

Superintendent Goguen would like to recommend Shanna Hayes for the MRHS math teacher position.

Jeff Salmonson made a motion to approve Shanna Hayes as the MRHS math teacher. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

2. Title I Teacher Recommendation

3. Superintendent Goguen would like to recommend Susannah Hayes for the Title 1 teacher position.

Tara Sousa made a motion to appoint Susannah Hayes as the Title 1 teacher. Jeff Salmonson seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

4. MRHS Foreign Language Teacher Recommendation

Superintendent Goguen would like to recommend Cheryl Bellew for the Foreign Language teacher position. Ms. Bellew will be returning to Mascenic High School.

Tara Sousa made a motion to appoint Cheryl Bellew as the Foreign Language teacher. Jim Kingston seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

5. Husky Camp Counselors Slate

Superintendent Goguen would like to recommend Robyn Courtemarche, Ellen Caravella, and Annette Leel as Husky Camp Counselors at HHES this summer.

Jeff Salmonson made a motion to approve the Husky Camp Counselor slate. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

6. ESY Teacher Slate

Superintendent Goguen would like to recommend the Extended School Year summer program slate of teachers which you will see in Eduportal.

Jeff Salmonson made a motion to approve the ESY summer school slate of teachers. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

7. High School Principal Recommendation

Superintendent Goguen would like to recommend Thomas Marshall as the MRHS Principal.

Jeff Salmonson made a motion to approve Thomas Marshall as the Principal of MRHS. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

8. BMS Assistant Principal Recommendation

Superintendent Goguen would like to recommend Elizabeth Pogorzelski as the Assistant Principal at BMS.

Tara Sousa made a motion to appoint Elizabeth Pogorzelski as the Assistant Principal at Boynton Middle School. Earl Somero seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

8. MRHS & BMS Athletic Director Recommendations

Superintendent Goguen would like to recommend Kevin Rines as the Athletic Director at Mascenic Regional High School and Bruce McComish as the Athletic Director at Boynton Middle School.

Jeff Salmonson made a motion to approve Kevin Rines as Athletic Director at MRHS and Bruce McComish as Athletic Director at BMS. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

9. MRHS RTI Teacher Recommendation

Superintendent Goguen would like to recommend Deandra Trahan as the RTI teacher at Mascenic Regional High School.

Tara Sousa made a motion to appoint Deandra Trahan as the RTI teacher at Mascenic Regional High School. Jeff Salmonson seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

10. Resignations

Superintendent Goguen stated that she had received a resignation from Victoria Hopkins, the part-time Occupational Therapist in the District.

Jeff Salmonson made a motion to accept Victoria Hopkin's resignation with regret. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

Superintendent Goguen stated that she had received a resignation from Kalynda Beal the Foreign Language Teacher at Mascenic Regional High School.

Tara Sousa made a motion to accept Kalynda Beal's resignation with regret. Jeff Salmonson seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

11. Summer Tutor Position

Superintendent Goguen would like to recommend Tami Allen as the summer tutor. Jeff Salmonson made a motion to appoint Tami Allen as the summer tutor. Tara Sousa seconded the motion. All members were in favor. No members opposed. Motion passed 4-0-0.

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

1. Math Pilot curriculum at a special meeting
2. From a curriculum standpoint how has RTI worked this past year in our schools
3. Can we see a presentation from the Data team that was referenced in the June 1 meeting
4. Looking forward to the IT Plan

IX. Appreciation and Reflections

Mr. Somero stated that he appreciated everyone's participation in the meeting and thanked them for coming. Our kids are the most important things that we have and the School Board advocates for them in supporting their educational efforts. I also want to thank the Superintendent for all her hard work. I support her and her staff and the great work they are doing for our District.

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

Tara Sousa made a motion to move to non-public per RSA 91A:3 II (d); Jeff Salmonson seconded the motion. Roll call vote: Jim Kingston, yes; Tara Sousa, yes; Jeff Salmonson, yes; Earl Somero, yes. The vote was unanimous.

Tara Sousa made a motion to move to non-public per RSA 91A:3-II (c); Jeff Salmonson seconded the motion. Roll call vote: Jim Kingston, yes; Tara Sousa, yes; Jeff Salmonson, yes; Earl Somero, yes. The vote was unanimous.

Tara Sousa made a motion to move to non-public per RSA 91A:3 II (a); Jim Kingston seconded the motion. Roll call vote: Jim Kingston, yes; Tara Sousa, yes; Jeff Salmonson, yes; Earl Somero, yes. The vote was unanimous.

XI. Adjournment

1. Process Observer Report Out
2. Motion to Adjourn was made at 7:50 p.m.

Respectfully submitted,

Maureen DeGrenier