

**SANBORN REGIONAL SCHOOL BOARD
MEETING MINUTES**

October 19, 2016

A regular meeting of the Sanborn Regional School Board was held on Wednesday, October 19, 2016. The meeting was called to order at 7:03 p.m. by Sanborn Regional School Board Chairperson, Corey Masson. The following were recorded as present;

SCHOOL BOARD MEMBERS: Corey Masson, Chairperson
Jan Bennett
Dr. Pamela Brown
Peter Broderick
Sheila Pierce
Nancy Ross
Tammy Gluck
Michael Giordano-Student Council Representative

ABSENT: None

ADMINISTRATORS: Dr. Brian Blake, Superintendent of Schools
Carol Coppola, Business Administrator

The meeting began with a Salute to the Flag.

Roll Call

Chairperson Masson welcomed new Board Member Tammy Gluck and congratulated her on her appointment. Ms. Gluck thanked the Board for the opportunity to serve out the term for Mr. Miller as the At-large representative. She added that her goals are to help the Board accomplish their objectives, particularly in the areas of policy enforcement for behavior and discipline, resources to achieve educational goals via budget planning, teacher/support contracts and using the competency model to meet the needs of students with a full spectrum of programming.

Mr. Masson asked for a Motion for a School Board Vice-chair. He recommended that it be a senior board member. **Mr. Broderick nominated Ms. Ross as Vice-chair, seconded by Ms. Pierce. Vote: All in favor.**

REVIEW AGENDA

The following changes were made:

- The Non-Public meeting RSA 91-A: 3 II (a) will be moved to Item # 8 and all subsequent agenda items will follow.

APPROVAL OF MINUTES

Motion made by Ms. Bennett to approve the minutes of October 5, 2016. Motion seconded by Ms. Ross. Dr. Brown asked that the following corrections be made: On page 5, where it reads, “Dr. Brown asked how students are graduating with a proficiency of 88%” change it to read, “Dr. Brown asked how students are graduating at a rate of 88%...” In the second to last sentence, change “self-promotion” to “social- promotion”.

Mr. Masson asked for a vote on the previous Motion to accept the Minutes of the October 5, 2016 meeting. Vote: 6, 0, 1 abstain.

Mr. Masson asked for a Motion to approve the Non-Public Minutes of October 5, 2016.

Ms. Bennett moved the Motion, seconded by Ms. Ross.

Vote: 6, 0, 1 abstain.

EXPENDITURES REGISTER & MANIFEST – REVIEW AND SIGN

The Board reviewed and signed the Manifest Check Register #7 -\$294, 719.30 dated 10/19/16 and the Payroll Check Register#8-\$786,018.22 dated 10/20/16.

NON-PUBLIC Meeting--RSA 91-A: 3-(a) Personnel. A Motion was made by Ms. Ross to enter into the Non-Public session, seconded by Ms. Bennett. A roll call vote was held by the secretary. Vote: All in favor.

ADMINISTRATIVE REPORTS

- Fremont Late Bus-** Dr. Blake reported that Mr. Stack is working with the Fremont Superintendent to discuss times needed and a survey of which students would be interested. An up-date will follow.
- Budget Up-date-** Dr. Blake informed the group that in keeping with the Budget Calendar, the process is moving forward. Budgets were due from Administrators on 10/14 and the examination process is still in progress. Mr. Masson respectively asked that the budget goals and School Board goals are taken into account.
- DOE Site Visit-** Dr. Blake added a report about the DOE site visit to Memorial School for PACE purposes in which classrooms were visited, students interviewed and a teacher panel convened. The outcome was a big success and Dr. Blake received great feedback from the NHDOE Commissioner. Also, the NH DOE’s chapter of Innovation Lab Network (ILN), an alliance of 12 States working to scale local innovations nationwide, visited 6 different schools including Bakie. They met with

students and teachers and came away very enthusiastic. The focus of ILN has many facets all competency based to include leadership and technology. A group of sixth graders (Mrs. Bolduc's last year's 5th graders) spoke in Nashua to the ILN group of 200 on their Work-Study practices. They enjoyed their experience immensely.

STUDENT COUNCIL REPORT

Michael Giordano highlighted his activities and school events as follows:

- A Mock Debate will be held on October 24th at 7:30 AM in the auditorium featuring presentations of presidential and vice-presidential candidates. This is not open to the public but there will be media coverage of the event.
- The Camp Lincoln team building event with other Student Councils (Exeter, Raymond, Winnacunnet, Timberlane and Salem) was very successful. New Honorary Members of the Sanborn Student Council participated as well.
- A Halloween Dance is being held on October 28th and on October 31st there will be a Halloween dress-up and pumpkin carving.
- The date of the play Macbeth is November 18th, 19th and 20th.
- Senior Day of Caring was held today 10/19 and was very meaningful for all involved. As background on the event, the seniors participate in community service during the morning, come back to the school for lunch and get fitted for caps and gowns. (Dr. Blake added that a group of seniors came by Bakie that morning to work with the Kindergarten students to clear out the gardens. The DOE visitors witnessed this event and were very impressed!). Ms. Bennett asked about School Board being notified of the event as she missed it in the Sanborn newsletter.
- Regarding the Community Relations Coordinator position- Some students are wondering if it could include an internship for those students looking to go into Media/Public Relations.
- Drama Club's annual fundraiser will be Storybook Hayrides at Applecrest Farm Orchards on October 22nd, 23rd, 29th, and 30th from 11am-4pm. This event features fairy tale characters performing for children and is the largest fundraiser for the Drama Club. (Ms. Gluck thanked Applecrest for the partnership and Mr. Masson expressed his intention to write a thank you to them).

SCHOOL BOARD CHAIRPERSON'S COMMENTS

Mr. Masson shared a quote: "The people who know the least about you always have the most to say".

PUBLIC COMMENT

Robert Jeffrey (Kingston) is concerned over the costs of the budget going up "by millions and millions and millions" every year. The reviews he reads in the paper oppose each other. He feels that the money is wasted (vestibule project wasn't necessary and could have been fixed with a simple door) and administrators are continually hired and given 2% pay increases. The money should go to paying down the school bond.

Kevin Conant (Kingston) commented that he oversaw three of the student crews for the Senior Day of Caring and that the homeowners were very appreciative of the thoroughness of their work saying how respectful the students were.

Cheryl Gannon (Kingston) is happy to see the Envision Kingston report on the agenda and looking forward to reading it and hearing the Board's comments about and the next steps. She is pleased that microphones are coming and to see the Public in attendance here at the meeting. Finally, there will be a Community Forum sponsored by the Budget Committee on Sunday, November 6th at the Kingston Town Hall at 1:30 PM. This will be a chance for the community to express their views on the school budget for the FY 2017-2018 school year.

Annie Collyer (Newton) is excited as Chair of the Budget Committee to offer the community forum (and not on a Patriots Sunday as it is a bye week!) to obtain input from residents of Kingston, Newton and Fremont in the preparation of the budget. She mentioned the importance of staying aligned with School Board goals while balancing tax-payer report ability. Ms. Collyer offered her email to those who cannot attend or may wish to remain anonymous. Her email is acollyer@sau17.org

SCHOOL BOARD COMMENT

Ms. Ross shared that she is "sickened and sick and tired by the constant barrage of negativity" she is hearing and reading about the School Board's actions. She began by addressing the bad press about the PR position reiterating that it is not an administrative position and that we should have someone to refute anything being said and written out there, "right, wrong or indifferent". Next, she addressed the accusation that the Board was being "sneaky" in their appointment of Ms. Gluck. Ms. Ross said that the process was lengthy and thoughtful and to imply otherwise undermines the reputation of the Board and Mr. Miller, who resigned and did not have a vote. Another issue at hand is that the Administration and Business Administrator

have been accused of not providing "Right to Know" information yet they have spent many hours compiling binders full of information in many different formats. Ms. Ross closed by saying that in every circumstance a PR representative would have addressed these issues.

Ms. Gluck attended the Blue Ribbon Breakfast hosted by *Partners in Education* as a parent volunteer representing the booster clubs which was a great event, like many other "wonderful things that happen every day at Sanborn". The fall drama sneak peek and senior luncheon will be held on Monday, November 14th sponsored by the high school PTO. The PTO also requests funds for teachers' projects like Science, AP and Biology.

Ms. Pierce confirmed that the senior lunch is every Monday at the church in Kingston and that approximately 35-40 people attend. Recently Mr. Stack passed out free tickets to the play. They are a wonderful group and enjoy the events we offer such as the holiday luncheon offered by Bakie School.

Mr. Giordano expressed his appreciation for the student representative position he holds saying that being "the bridge between this room and the rest of the building, district and the community" is an honor. However, he does not appreciate his role being used to target or bash the school...especially in the newspapers.

Dr. Brown is looking forward to Dr. Blake's proposed budget report in November and wondering if it will show an increase or decline from last year's budget. She pointed out that there has been a 3.5% drop this year in enrollment and class sizes are 10% below the state average. She hopes there will be a reduction in the size of the budget and feels it is a matter of choosing the optimal scope of programs which can provide perfectly outstanding education. Dr. Brown stated that she is taking notes as the budget committee looks at potential waste and resources that are not being fully utilized. (Mr. Miller previously found some software licenses not being used). She is looking at the cost drivers such as curriculum and what course offerings make the most sense for rational planning especially as our enrollment drops. Dr. Brown is concerned that 88% of our students are graduating with 30%-60% proficiency and above in Math and that resources should be spent in that area to improve those statistics. She urged the public to run for School Board and help with these difficult decisions saying that it is a tough battle to determine the basic needs for obtaining an outstanding education.

Ms. Gluck commented that the SRHS curriculum offered looks broad but is very dependent on the number that register, so can be much smaller of an offering.

Mr. Broderick commented that there are four openings coming up for the Board and encouraged all who are interested to run.

SCHOOL BOARD COMMITTEE REPORTS

- a. **Policy: Ms. Ross called for a Motion to approve for final read the following which Ms. Bennett moved and Dr. Brown seconded. All were in favor.**

-BDE-Board committees' language for the six standing committees.
-BDEE- Committee missions and statement purpose-Add language for EISA portion (all other-roles and responsibilities duties sent back to subcommittees for review.)

Ms. Ross called for a Motion to approve for first read the following which Ms. Bennett moved and Dr. Brown seconded. All were in favor.

-CBA-Qualifications of Superintendent-item #2 combined w/#3
-CBIs are being sent to Personnel for review
-CBE administrative salary policies

Mr. Broderick commented that the Policy Committee works diligently on these policies and they are not just glanced at should anyone question the process.

- b. **Budget**

Mr. Masson gave an update on the recent Budget Committee meeting he attended. He reminded Ms. Gluck of her role on the Budget Committee representing the School Board. He also encouraged attendance at the Community Forum being held on Sunday, 11/6 from 1:30-3:30 PM. The event, as mentioned prior, is open to Newton, Kingston & Fremont residents.

- c. **Facilities**

The committee received the Envision Kingston Report as well as the draft of the Capital Improvement Plan. Ms. Bennett expressed their concern over the \$700K it would cost to bring the Chase Fieldhouse and Swasey Gym into ADA compliance. The Facilities committee would like the district to commission an independent study of the athletic resources within the district combined with the needs for athletic facilities. The study will also include student athletes' use and community use of the facilities. The Board also recommends and supports this action and Ms. Coppola will begin the RFP process.

The committee reviewed, for the second time, the request to remove two trees that inhibit security cameras affixed to the side of the building at the High School. After extensive research the committee agreed, for the purpose of safety, the removal of two oak trees in the front of the building. At the Middle School the committee reviewed the request to build three raised bed gardens. The project will provide educational nutrition

for students during health classes. The committee would like to receive the following clarifications from the health teacher:

- Will the health classes be responsible for maintenance?
 - What is the maintenance plan for June – August?
 - The area is also utilized for snow removal and such there should be contingencies for possible damage to the raised beds.
 - What is the plan to provide fencing to the raised beds?
- They are waiting to hear back from the health teachers.

UNFINISHED BUSINESS – None to report

NEW BUSINESS

- a. **Envision Kingston Report-** Dr. Blake gave a brief summary of the Heritage Commission’s recommendations, the overall one being that Kingston focus on increased communication by hiring a marketing, communications and /or event coordinator, as well as a town administrator or a town manager. Regarding the Sanborn Seminary, Option 1 is public ownership and Option 2 is private ownership. The Heritage commission is slated to come before the Board in December with the exact date still being determined.

Mr. Giordano asked about the costs to maintain the buildings, the activities held there and whether we make any money from renters. Ms. Coppola can provide the annual costs to him and added that the Board voted to install a heating system in the seminary and to close the Charter School in 2015. The renters do complete a Facility Request form and there is a fee schedule according to use.

- b. **School Board Vacancy-**Mr. Masson updated the process for filling the At-large seat with Ms. Gluck and that she was sworn in last week.
- c. **Wireless Microphones -**Dr. Blake announced that after reviewing 3 proposals for wireless microphones for the Board Conference Room, a vendor was chosen and a purchase order of \$9,295.62 submitted. They will be installed by the 11/2 meeting.
- d. **School Board Goals-** Mr. Masson reviewed the FY 2017- 2018 Budget priorities with the group. They are:
- Presentation of Priorities- Ability to have a real-time view if the budget is “+ “ or “-“ what is added or removed.
 - Pay for the Top Instructional Priorities-Evaluate and prioritize expenditures to enact the instructional priorities.

- Document Structure- To be well organized and clearly lay out the challenges that the District is facing and how the District's strategies and financial plan will address these challenges.
- Sustainability-The budget document will represent an established system of strategic plans that monitor projects and outcomes progress while making necessary adjustments to stay on track.
- Class Sizes- SRSD approach to class size as it pertains to academic achievement and programs offered.
- Drug Awareness-Expand the drug awareness curriculum at all schools.
- Salary and Benefits-Revise and review compensation to retain and attract top educators.
- One time Items- What are the one-time items that are exiting from the present operating budget now to the proposed budget.
- Student Enhancement- What is the expected outcome of the curriculum and how does it benefit each and every student.

A discussion ensue about lights for the turf athletic fields.

COMMUNICATIONS RECEIVED/SENT- Mr. Masson commented that he received information that was addressed in the non-public session that will be followed up with the sender.

WRITTEN INFORMATION-

- a. Dr. Blake reviewed the NHDOE's Determination Letter for the FFY 2014-15 which states that we are in full compliance for all areas related to the Individuals with Disabilities Education Act (IDEA) 2004.
- b. Overnight Field Trip to Waterville Valley 11/10/16 to 11/11/16
Dr. Blake reviewed the request form submitted by the Student Council for a networking event. **Ms. Bennett made a Motion to approve the overnight event, seconded by Ms. Pierce. Vote: All in favor.**

AGENDA ITEMS FOR NEXT REGULAR MEETING

1. EISA Report
2. Policy Update
3. Subcommittee Reports
4. Draft CIP Review
5. Budget Up-date

ANNOUNCEMENTS

The next Sanborn Regional School Board Meeting will be held on Wednesday, November 2, 2016 at 7:00 pm in the School Board Room (Room 137) at the Sanborn Regional High School, 17 Danville Road, Kingston.

The next Budget Committee Meeting will be held on Thursday, November 3, 2016 at 7:30 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston.

ADJOURNMENT- Mr. Masson asked for a Motion to adjourn the meeting at 10:00 PM, moved by Ms. Bennett and seconded by Ms. Ross. All in favor.

Minutes respectfully submitted by,

Phyllis Kennedy
Recording Secretary

Minutes of the School Board meetings are unofficial until approved at a subsequent meeting of the School Board.