

**SANBORN REGIONAL SCHOOL BOARD
MEETING MINUTES**

October 5, 2016

A regular meeting of the Sanborn Regional School Board was held on Wednesday, October 5, 2016. The meeting was called to order at 7:05 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

ABSENT: Roberto Miller

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

The meeting began with a Salute to the Flag.

REVIEW AGENDA

The following changes were made:

- Under Subcommittee Agenda add item a. for Personnel.
- Move Negotiations from New Business to the Subcommittee section as agenda item 12 b
- ~~Move Policy from New Business to Subcommittee as agenda item 12 c.~~
- Under New Business the current Agenda item a. - School Board Goals Review will become Agenda Item b.
- Add Agenda item A under School Board Members

APPROVAL OF MINUTES

Motion made by Ms. Ross to approve the minutes of September 21, 2016. Motion seconded by Ms. Bennett. Dr. Brown asked that the following corrections be made: On page 3, in the first paragraph, change the word "completion" to "competition" to read, "Mr. Masson asked

why the participation is up and Mr. Giordano replied that in large part it is due to friendly competition between classes". On page 4, in the second paragraph, first sentence add "Soviet style planning" to read, "Dr. Brown commented that she had missed the last meeting due to Collective Bargaining Negotiations training in Concord, an obligation she termed Soviet style planning". On page 7, delete an extra "would" in the last paragraph, second sentence.

Mr. Masson asked for a vote on the previous Motion to accept the Minutes of the September 21st, 2016 meeting. Vote: All in favor.

EXPENDITURES REGISTER & MANIFEST – REVIEW AND SIGN

The Board reviewed and signed the Manifest Check Register #6 -\$1,147,795.96 dated 10/5/16 and the Payroll Check Register#7-\$791,706.21 dated 10/06/16.

ADMINISTRATIVE REPORTS

a. Enrollments-October 1st

Dr. Blake reported the October 1st official 2016 enrollment numbers as 1,665 total students in the District. These numbers are reported to the New Hampshire Department of Education every year. By school, those numbers are as follows: Bakie -355, Memorial- 283, Middle-362, and the High School-665. Compared to the September 1st enrollments, the difference is 5 students. In looking at 2015 totals, Mr. Masson noted that the enrollment is down by 70 students. Mr. Masson asked about any "bubbles" we should be thinking about. Dr. Blake responded that any fluctuations within the system are always accounted for and addressed by staffing adjustments but that the Pre-school and Kindergarten numbers are always the unknown. He also informed the group that they are considering putting a notice in the newspaper now to ask parents if they are planning to register a child in March so that they can plan ahead. Mr. Giordano asked which of the four schools lost the most students. Dr. Blake replied the Middle School which is down by 35 from last year. Mr. Masson will forward 2015 numbers to the group.

STUDENT COUNCIL REPORT

Michael Giordano highlighted his activities and school events as follows:

- Homecoming wrapped up with sophomores coming in first, seniors second, freshmen third and juniors fourth. It was a great time.
- A Sanborn Alumnus (1966) presented a wood carving of the Sanborn Indian mascot to the Student Council.

- Student Council Honorary Member Update- The decisions will be made soon. The freshmen class has already voted.

- Senior Hike is October 28th at Mount Major.

- A bus question was brought to his attention: Why is there no late bus for Fremont? Could we talk to the Fremont School Board about the need?

Dr. Blake explained that the Fremont School District and their bus company make those decisions but he will appeal to them and report back.

Mr. Masson asked about the outcome of the Drive 4 Ur School fundraiser and whether we reached 300 test drives. Mr. Giordano responded that there were 231 test drives and that the 3 Booster Clubs received approximately \$1500 each.

SCHOOL BOARD CHAIRPERSON'S COMMENTS

Mr. Masson commented that being a part of the process on the Negotiations Sub-committee has given him a full appreciation of the academic day versus the full day. He thanked staff for their participation on Open House night /Academic Awards night on September 29th as many of them worked from 7a.m. to 9 p.m. He also thanked Leadership and the community for their participation as well.

PUBLIC COMMENT

Annie Collyer (Newton) suggested that instead of a new administrative hire, that the Board consider showing appreciation for the teachers with a holiday bonus, given the teacher contract not passing, and the fact that they did not receive a raise. She added that they deserve it and they could use the cash at the holiday time.

Tammy Gluck (Newton) asked why the two Public Comments were reduced to one and also asked the Board to explain the discussion of High School start times which was mentioned in previous Minutes.

Cheryl Gannon (Kingston) commented on the previous question about reducing the Public Comment times by saying that she believes the reason for the reduction was to speed up the meetings, which can be lengthy. She asked if the Chair would consider moving the one Public Comment to the later part of the meeting which would then give the public the opportunity to hear the evening's business before commenting on it. Ms. Gannon also asked the Board to report on the Envision Kingston Project because a sub-committee, previously created by the Board, had endorsed the Envision Kingston project and should be proactive in contacting them to ask for the results of the report.

Cheryl Giordano (Newton) commented that she felt honored and privileged to attend the Homecoming events and Academic Awards and encouraged all to attend events like this. With measurement being talked about, the Academic Awards are a great way to appreciate the achievements of students and to know what is happening. She highlighted many of the upcoming events, such as the play Macbeth, and concerts for Band and Chorus.

Mr. Masson commented that anyone is welcome to email him before the meeting regarding an agenda item. He added that whether the Public Comment is held prior or post is "a balancing act" and he appreciates the feedback. Regarding Envision Kingston, the sub-committee mentioned was created in the last fiscal year not this fiscal year, although he acknowledges that it is part of the School Board goals (goal #4) and we need to address it.

Dr. Blake added that we "are pestering" the Envision Kingston people and there has been no document delivered yet to act on.

SCHOOL BOARD COMMENT

Ms. Bennett attended the Academic Awards night which she described as gratifying in that it illuminated the achievements of the students and all that they do. She congratulated Athletic Director, Vicki Parady-Guay and the students for receiving the runner-up Sportsmanship banner for Division II and thinks it is wonderful and commendable and something we often take for granted because we are frequent winners in this category. Ms. Bennet also attended a meeting with 3 members of the Department of Education along with Dr. Blake and Mr. Masson. They wanted to hear the School Board's perception about how our District is doing. It was clear to Ms. Bennett that the DOE members were very informed on the progress that this District is making. There was some philosophical discussion about the direction of public education and Ms. Bennett, an educator since 1964, who has seen a lot of historic change in public education, is "afraid of our losing the vision of the importance of public education in our national life, our democracy and everything we hold true in our Constitutional government". She feels that public education is the reason that our country is successful and other countries do not have what we have, especially for girls. She concluded that she was very happy to see that the DOE members were pleased and thought we represented the School Board well.

Mr. Masson agreed that it was a great meeting, one that the DOE is having with other Districts as well. He commends the DOE for getting "very tactile and a better feel" with their process and he also enjoyed hearing the candid responses from staff members of how far they have come in 8 years and the shifts they have made.

Ms. Ross commented about a report she read comparing teachers in Norway versus the United States with the gist being the great respect and appreciation shown to Norwegian teachers as

opposed to the statistics for U.S. teachers which show a “staggering” burn-out rate by year 5. She encouraged everyone to Google the topic to obtain the full report.

Dr. Brown is looking forward to the EISA sub-committee convening soon because her research into the proficiency scores for Sanborn versus the State average show that although we are near the state average for Smarter Balance and the NEACAP scores, other proficiency scores remain below 80% and below 70%, with math scores for some measures in the 60% and 30% for other measures. Dr. Brown questions how students are graduating with a proficiency rate of 88% when math and reading proficiency rates are not at that level or better. She feels that there is a lot of self-promotion and grade inflation going on everywhere but said "I am old school and it seems like a problem". She is looking forward to the new subcommittee to start figuring this out.

SCHOOL BOARD COMMITTEE REPORTS

- a. **Personnel:** Ms. Ross shared the job description for a Community Relations Coordinator drafted by the sub-committee adding that it is the subcommittee's recommendation to bring this forward for a vote. Ms. Ross read the job description summary first, saying that it is in keeping with one of the School Board's goals.

SANBORN REGIONAL SCHOOL DISTRICT
Danville Road, Kingston, New Hampshire 03848
COMMUNITY RELATIONS COORDINATOR
JOB DESCRIPTION

Job Summary:

This position is responsible for the coordination of a comprehensive collaborative communication process involving both internal and external publics, with the goal of stimulating a better understanding, role, objectives, accomplishments and needs of the school district. A primary function of this position is to fulfill in district's responsibility to inform the public how schools are performing and how they are allocating their resources.

Qualifications:

- **Bachelor or Master's degree in an area relevant to coordinating and directing school/community relations such as public relations, mass communication, business/vocational education, or equivalent education and experience**
- **Previous experience in a public school or municipal environment preferred**
- **Working knowledge of the context of the SRSD Community**
- **Working knowledge of the principles of business/school, community/school, and school to work partnerships Professional experience in development/oversight in collaborative school/community programming**
- **Working knowledge of internal and external communication strategies**
- **Mastery of communication skills (verbal, written, interpersonal and social**

- networks)
- Proficiency with current technology for performance of duties; including graphics design and publication/print software
- Evidence of strong analytical and critical thinking and judgment skills
- Experience in planning and implementing public campaigns
- Preferred work history with Google Apps for Education, Microsoft Office and Adobe Photoshop

Duties and Responsibilities:

- Handle the different aspects of school district's publications including newsletters, brochures and bulletins
- Assist relevant school bodies in assessing and interpreting public attitudes
- Facilitate communication about institutional advancement such as strategic planning and organizational change
- Develop and implement comprehensive communications plans
- Perform both formal and informal research to determine public opinion and attitude
- Promote the district's strengths and achievements and its solutions to problems
- Conduct information campaigns for district elections and research and develop communication strategies for district superintendent
- Promote development of collaborative initiatives between schools and local businesses
- Serve as the main point of contact and liaison between the district and the community and supervise production and distribution of media releases
- Create and maintain open lines of communication with all community organizations and provide prompt responses to requests for public information
- Participate as part of the communications team and assist in strategic planning and promotion of community programs
- Represent the district in various community organizations
- Vigorously publicize student, faculty, and staff achievement
- Perform other duties deemed appropriate and assigned by the Superintendent

Ms. Ross pointed out that this position would not be an Administrative one. **Ms. Bennett made a Motion to accept the job description of the Community Relations Coordinator position, seconded by Ms. Pierce.**

Mr. Giordano asked if this person would attend School Board meetings and if so will they have a section on the agenda to report? Mr. Masson responded that this person would be attending meetings as well as many other events that are taking place in the SRSD. It may not be a regular slot on the agenda but it would depend on what is going on and what we need to be aware of.

Mr. Broderick asked for clarification on whether we are voting on this position tonight. Dr. Blake recommended that the Board separate the Motions, one to approve the job description as recommended by the Personnel Sub-committee and the other, if so

chosen, to authorize the Superintendent to post it. Mr. Masson duly noted Dr. Blake's recommendation.

Dr. Brown commented that the job description looked fine but whether we should approve it is a second issue to discuss later.

Mr. Masson commented that the job description may need some additional review but he approves of the description overall and is excited about the line that links to the communication goal for the Board.

Mr. Masson called for a vote to accept the job description.

Vote: 4 in favor, 2 opposed.

Ms. Bennett made a Motion to authorize the Superintendent conduct a job search for a Community Relations Coordinator, seconded by Ms. Pierce.

Dr. Brown asked about the costs estimate for the position. Mr. Masson commented that it would be a 12 month position between 40K and 70K for the position but the qualification could deem it more.

Mr. Broderick is against hiring for the position, saying it will be around \$100K with benefits and we do not have the money. He feels it does not help the image of the district to spend more of the tax-payer's money, saying we already have a reputation of being top heavy. If we want to hire for this position, we should let the public decide with a Warrant Article.

Dr. Brown added that if our overall performance improves it will speak for itself and that a PR person will not help, especially as we already have a Public Relations sub-committee. She also feels that the money should go to teacher salaries. Dr. Brown brought up the Heisenberg Principle which says that "When we measure, we change" and if this position requires the person hired to do research by surveying the community it will only inflame them saying, "They don't want to be surveyed, they want to see results." The community can find the results by way of the Carriage Towne News and through the School Board.

Mr. Masson commented that our School Board has a goal of Community Partnership that we are not in compliance with. Everything we do is "Inbound Marketing" and there is no "Outbound Marketing" which would bring awareness to the community, hence his being in favor of moving forward with the position.

Ms. Ross added that it does not matter what we say or do in this District because all the good we do is outweighed by the negative saying that there have been many efforts to

get the word out but they haven't worked. The person hired for this job will make contacts with business locally and nationally, contacts that have the potential to bring in more money to our community. She highly recommends moving forward with this position.

Mr. Giordano asked the Board to consider the possibility that the teachers who have left our District could have done so because of the negative feelings in it. He also feels that we need a PR person to represent us to the newspapers. If the position does not enhance or achieve the goals, we will not renew it.

Mr. Broderick brought up RSA 32:6 which states in essence that we need an Appropriation to spend money to hire for a new position and the public would need to approve this.

Ms. Coppola pointed out that the District has an approved Appropriation split into many different components, some salaries and some benefits. Adding that we have a bottom line appropriation that we stay within legally.

Ms. Bennett commented that in her 18 years on the Board, every documents written regarding goals, has included the goal of "Improve Communication". The struggle was getting it done. Most community complaints have always involved them saying, "We don't have the information". She ended by saying; we must support this attempt at improving communications.

Mr. Masson added that this position is a direct response to the community regarding what they brought up in surveys.

Mr. Giordano noted that the Student Council is excited about the position.

Dr. Brown said that the voters she has spoken with are not in the dark about information but want to know the math scores. She added that there are two different stories about the voting public, a) that they are too uninformed about how a school district operates and b) that they are high-income earners so they have money for the schools and their thought is that if you have a lot of money you must be smart. Dr. Brown closed by saying that the money should go to the teachers and she does not support the position.

Mr. Masson asked for a vote on the Motion to allow the Superintendent to conduct a job search for a Community Relations Coordinator.

Vote: 4 in favor, 2 opposed.

Mr. Broderick asked for a Motion to have the position of Public Relations Coordinator as a Warrant Article by the vote of the People, seconded by Dr. Brown.

Mr. Giordano commented that this position was not opposed by many people in Public Comment. Mr. Masson pointed out that there was one person.

Mr. Masson asked for a vote on the Motion to bring the position of Public Relations Coordinator as a Warrant article by the vote of the People.

Vote: 2 in favor, 4 opposed.

b. Negotiations:

Mr. Masson reported that he has been meeting regularly with the other team members, Ms. Bennett and Dr. Brown to work on the Teacher and Support Staff contracts which (as many know) the Unit 1 did not pass with the voters. They have meetings scheduled through November and he will keep the Board informed of the progress, once they have contracts signed.

UNFINISHED BUSINESS

a. Community Relations Coordinator-covered in previous sub-committee report.

NEW BUSINESS

- a. **School Board Members-** Mr. Masson read a resignation letter dated October 4th from Vice Chair Roberto Miller where he regretfully resigned due to illness in the family. Mr. Masson mentioned that he will miss his "voice of reason" but understands his obligation to family. The Board mentioned his many attributes and how much they would miss his presence.

Mr. Masson asked the Board whether they would recommend a full search for a candidate or should they contact the previous candidates who had expressed intent about the Board seat.

Mr. Broderick recommended contacting the recent candidates. Ms. Bennett and Ms. Ross agreed with Mr. Broderick saying that in the interest of the budget timeframe, it makes sense to reach out to the candidates.

Mr. Masson named the candidates: Kingston resident Maura Bashaw, and Newton resident Tammy Gluck. The position would be filled from now until March and then the person would run again to fill the term of 3 years. It was mentioned that Sandy Osterloh may wish to be included as well. The At-large position can be appointed by the Board.

Ms. Bennett asked for a Motion for the Chair to reach out to the three candidates discussed tonight as to their interest in the position.

Mr. Masson asked for a vote on the Motion. **Vote: 5 in favor, one opposed.**

- b. **School Board Goals**-Mr. Masson reviewed the goals saying he would like to provide a report on the progress of the Board's goals at some point soon. Dr. Blake pointed out that they have already been adopted and Mr. Masson agreed that any changes are sidebar ones.
- c. **Strategic Plan Up-date:** Dr. Blake reviewed the draft of the District's Strategic Plan which is nearing completion and should be completed by November. Ms. Bennett asked if in the plan, there is a way to express defining measures so that people can compare and contrast testing and understand outcomes given that we are a pilot school. Dr. Blake replied that there are discussion points and data that will be included in the plan in regards to that request. The Board thanked Dr. Blake and said they are looking forward to the final plan in November.
- d. **Fremont Summary**

Mr. Masson reviewed the meeting of 9/27 which included the following:

1. Our budget process and approach- we reviewed our goals and ambitions. As an aside, Ms. Bennett asked if we have invited them to our budget presentation meeting on November 9th. Mr. Masson replied that we have invited them.
2. High School Start Time- other schools (e.g. Portsmouth) have looked into this and Fremont asked if we have considered moving the times back and we replied that we have not. There was discussion about the many details involved in this endeavor.
3. Drug Awareness Update-How are we addressing the issue. We provided an up-date on our programs, highlighting Charlotte Scott and our collaboration with Southern Rockingham County Coalition for Healthy Youth.
4. Payment and Schedules were addressed.
5. Contract Review- Fremont has 20 year contract and they have been discussing and closing out questions and answers with their Board . We hope to learn more.
6. Next Meeting-November 9th Budget Meeting which could qualify as Joint Board meeting as we are contractually obligated to have 3 per year.
Mr. Masson shared that Fremont summarized the meeting positively as the most productive they've had and the most communication they've received in a long time.

NOMINATIONS

Dr. Blake reviewed the High School nominations of Brittney Lombardo to replace Mark Giuliucci in Social Studies and Andrew Gagne to replace Leah Wolczko in Physical Science.

Ms. Bennett made the Motion to accept the Professional Staff Nominations of October 5, 2016 seconded by Ms. Ross. All in favor.

COMMUNICATIONS RECEIVED/SENT

- a. Mr. Kozec requested information about staffing and Ms. Coppola replied to his request.
- b. Mr. Conant requested clarification on a “Non-Meeting” meeting versus a regular meeting. Mr. Masson replied to his request and shared with the group.

WRITTEN INFORMATION- None

AGENDA ITEMS FOR NEXT REGULAR MEETING

1. Envision Kingston Update
2. Subcommittee Reports
3. School Board Vacancy Update
4. Budget Committee Up-date

ANNOUNCEMENTS

The next Sanborn Regional School Board Meeting will be held on Wednesday, October 19, 2016 at 7:00 pm in the School Board Room (Room 137) at the Sanborn Regional High School, 17 Danville Road, Kingston.

The next Facilities Committee will be held on Monday, October 17, 2016 at 5:00 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, October 27th, 2016 at 7:30 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston.

ADJOURNMENT- Motion made by Mr. Masson to adjourn the meeting at 9:22 p.m. and enter into the non-public session. Motion moved by Mr. Broderick and seconded by Ms. Ross.

There was a roll call vote by the Secretary for board members to enter into the non-public session.

NON-PUBLIC SESSION--RSA 91-A: 3-(a) Early Retirement.

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.