

**FREMONT SCHOOL DISTRICT
School Board Meeting
January 15, 2009
6:30 P.M.**

**School Administrative Unit #83
Blackrocks Village
5 Hall Road, Unit 1
Fremont, NH 03044**

I. CALL TO ORDER

Chairman Jeff Rowell called the January 15, 2009 meeting of the Fremont School Board to order at 6:30 pm at the School Administrative Unit #83, Blackrocks Village, 5 Hall Road, Unit 1, Fremont, NH 03044.

II. ROLL CALL

Present were Chairman Jeff Rowell, Vice Chairwoman Peg Pinkham (arriving at 6:37 PM), Deb Genthner, Marian Guidoboni, Christine Kenneway, Superintendent Normand Tanguay, Financial Administrator Bonnie Sandstrom, Middle School Interim Principal Bill Marston and Elementary School Principal Dawn Lewis.

Members of the public included Cathy Herrmann.

III. INFORMATION ITEMS

A. STRATEGIC PLAN OUTLINE/PRINCIPAL SEARCH

Gary Baker presented the Strategic Plan Outline and revisions included in his e-mail (a copy of this was included with the agenda.) He also discussed the Qualities, Qualifications and Experiences Sought in a New Middle School Principal For Ellis School.

Mr. Baker suggested looking at the Mission Statement of the District again. Mr. Rowell asked if it was created based on feedback from the focus groups. Mr. Baker said that the mission statement had been done beforehand and that the focus groups did not relate to a specific mission.

Mr. Baker said that they were in the process of revising the Strategic Plan based on the changes made by the Board. Mr. Rowell asked when individuals could start to be identified for the Principal position. Mr. Baker said that it was all right to pause with the Strategic Plan work and focus on the Principal position and then revisit it with the new Principal.

Ms. Pinkham suggested that the Board sketch out target areas regarding individuals' tasks (Strategic Planning Guidelines.)

Mr. Rowell asked what should be done next.

Mr. Baker suggested first looking at the Mission Statement and then identifying appropriate roles for carrying out tasks. He used the term “goal tender”, meaning a person who took care of a goal and it’s progress. He said that all goals should have an annual time frame. Mr. Rowell felt that time frames could be tentative and Mr. Baker agreed. Mr. Baker said that this was the first time he’d been involved in a process where focus groups’ roles were twofold: to develop a Strategic Plan and to help identify the qualities of a new Principal.

Mr. Baker presented the Qualities, Qualifications and Experiences Sought in a New Middle School Principal for Ellis School (see packet.) He noted that three focus groups (School Board and Administration, School Staff and Community) addressed what qualities, qualifications and experiences they would want to the new Principal to have. Brainstorming items were not prioritized. All three groups mentioned the need for a strong communicator, as well as effective leadership.

Mr. Baker made a list of the highest priority qualities/qualifications mentioned in each group for which the screeners and interviewers should look in School Principal candidates. Ms. Pinkham suggested that it be noted that the list was in no order of priority. The Board and Mr. Baker agreed.

Mr. Rowell asked what step followed and Mr. Baker said that a Screening Committee should be appointed. He said that the Principal vacancy would be publicized in January 2009. He said he met with Mr. Tanguay, Mr. Marston and Ms. Lewis to go over specifics of the search process. They decided on creating a brochure describing the Fremont community, school, Mission Statement, candidate profiles, contract sample and application process. Once approved, the brochure would be sent to Superintendents in NH, ME, MA as well as Principals and Superintendents’ Associations and the NESDEC network. An advertisement would run in newspapers in Keene, Portsmouth, Portland, MA, as well as the Union Leader, Boston Globe (online) and state colleges.

Ms. Pinkham asked if there were any other ongoing Principal searches now. He said that NESDEC had a search in MA but that he himself was not doing any other Principal searches.

Ms. Pinkham asked what results there were for candidates of recent Principal searches and Mr. Baker said that he could get that information to her.

Mr. Tanguay said that he would get a list of who would be on the Screening Committee and they would come before the School Board. Mr. Rowell asked if there would be a Community Representative. Mr. Tanguay said that there would be a Technical Committee (staff) and a Committee of Community members such as parents and Town officials.

Mr. Baker said that candidates would be screened in the beginning of March, with interviews taking place later in March and selection of a new Principal before April 2009. Ms. Pinkham asked if there was enough time to have a Principal selected by April and

Mr. Tanguay responded that it was a standard amount of time for administration staff selection. He said that once a Principal was signed on, there would be a retreat in May.

Ms. Guidoboni asked if reports would be available to everyone and Mr. Marston said that everyone on the School Board would get a copy and one could be at the library or other places. Mr. Rowell suggested a copy of the report be on the Website as well.

Ms. Pinkham asked if the screening was for people with prior principal ship experience. Mr. Baker and Mr. Tanguay affirmed that everyone would be considered for the job as long as they were certified to be Principal. Mr. Tanguay said that a critical piece was the reference check. Mr. Baker said that people other than those on the reference lists would be contacted as well to get an overall look at the candidates.

Mr. Baker said that there would be a new Qualities, Qualifications and Experiences Sought in a New Middle School Principal For Ellis School packet for January 2009.

IV. AGENDA REVISIONS

Mr. Rowell noted that the meeting would switch to Budget discussion at around 8 PM tonight.

V. APPROVAL OF MINUTES

Peg Pinkham made a motion to accept the public minutes of December 4, 2008 as amended. Deb Genthner seconded the motion. Motion passed 5:0.

Peg Pinkham made a motion to accept the public minutes of December 9, 2008 as amended. Deb Genthner seconded the motion. Motion passed 5:0.

Peg Pinkham made a motion to accept the public minutes of December 16, 2008 as amended. Deb Genthner seconded the motion. Motion passed 4:1 (abstention from Christine Kenneway who was absent that night.)

VI. BOARD, SUPERINTENDENT COMMUNICATIONS

Mr. Tanguay distributed a copy of a letter he received congratulating Fremont on 100% compliance with Early Childhood Transitions and he commended Dawn Lewis for her work on this.

Mr. Tanguay mentioned the NH Economic Review's statement of New Hampshire's favorable tax climate and it's high rank as safe and most livable state.

Mr. Tanguay said that the School Report was due to the Town Clerk by January 20, 2009.

Mr. Tanguay reported a net increase of four students in enrollment at Ellis School over the last month.

Ms. Pinkham would not be able to represent the School Board for the NHSBA Conference. Mr. Tanguay said that if the School Board agreed with resolutions, the Board could vote on them and submit the vote in lieu of being present at the meeting. Mr. Rowell agreed that since the School Board voted to support all the resolutions, it would be sufficient to submit a letter if no one could attend the meeting. Mr. Tanguay said that he would communicate that.

Mr. Tanguay said that people could file for vacant positions on the School Board in four weeks.

Mr. Tanguay brought up the issue of who would be the School District Clerk at the District meeting. Ms. Guidoboni said that she read that the School Board did not appoint a clerk to the District meeting (referring to Senate Bill 2.) Mr. Tanguay said that the election of officers would be on March 10, 2009. Ms. Guidoboni said that someone needed to run for the position or the Board would need to appoint someone. Mr. Tanguay suggested waiting to see who will file.

Mr. Tanguay reviewed the updated school calendar, noting the date change the beginning of vacation from December 21 to December 24, 2009. He noted a few ideas to make up hours lost due to the ice storm, including adding twenty minutes to the school day starting in April. This would be a contingency plan that could allow the District to make up 3 days. Ms. Genthner asked when a decision would need to be made and Mr. Tanguay replied when there was about 8 days to make up so as not to go into July.

VII. PUBLIC INPUT

Cathy Herrmann asked a question on behalf of Kevin Herrmann about the possibility of the Fremont School District doing anything to take advantage of the new economic stimulus plan. Mr. Tanguay said that he got information from the School Administration Association about projects ready to go. He sent in options provided by NESDEC. Though projects would not be ready to start now, Fremont would be on record for getting funding.

VIII. NON-PUBLIC SESSION

Peg Pinkham made a motion to enter into non-public session at 8:14 PM to act upon a matter or matters referenced in RSA 91-A: 3 II (b) and 91-A: 3 II (c). Deb Genthner seconded the motion. Motion passed 5:0.

IX. RETURN TO GENERAL SESSION

Deb Genthner made a motion to return to general session at 10:10 PM. Marian Guidoboni seconded the motion. Motion passed 5:0.

X. INFORMATION ITEMS

A. PRINCIPALS REPORTS

Mr. Marston reported that Fremont Students were doing well at Sanborn, especially noting that 125 out of 165 students received a GPA of 2.5 or higher.

Mr. Marston said that he was waiting to hear from Rose Colby about the standards based report card for the middle school. Benchmarks were being developed to come to a logical conclusion by early spring. He said that he talked with people in the State and looked at report card formats used by other schools and saw that most NH middle schools were still using only traditional grading or a combination of the two. He said that he shared a format/legend with the middle school teams and with Ms. Lewis that was a combination of standard-based reporting and/or ABC or point system. Mr. Rowell said that last year staff said that it was too time consuming to do both grading systems. Mr. Marston said that benchmarks had helped. Mr. Marston said, as incomplete as the system was now, he'd like to wait and implement a combination when it was all worked out (next year.) He said this would give teachers adequate time to do their work well. Mr. Marston said that Ms. Colby said it was necessary to use something both staff and parents understood so that it was all right to use a combination of old and new grading formats. He showed this combination legend with key people in the community to be careful to inform parents.

Ms. Lewis said that the Go Green/Go Healthy Fair would be on February 7, 2009 and that some planned events would be rescheduled due to the previous ice storm. The PBIS night will be on January 22, 2009.

Families First will host a series of parent information nights called "Smooth Teen Years" for grades 4-8.

Ms. Lewis said that there were 4 new elementary students.

A Building Report from Scott Brown was included with the agenda.

B. FINANCIAL REPORT: HANDOUT

Ms. Sandstrom presented the general fund financial report through December 31, 2008. She said that she was moving benefits into the proper line items. She also mentioned that she had worked with Ms. Lewis on Special Education expenses. Ms. Sandstrom put a freeze on repairs/maintenance and new equipment/furniture just in case these would be necessary.

Ms. Kenneway noted that on the bottom of the Financial Report Cover Page it should read 2009-2010 and not 2010-2011. Ms. Sandstrom would change that.

Ms. Pinkham asked if the District was applying for any money available to the State for the ice storm but Mr. Tanguay said that Fremont did not qualify for aid since the town did not have much damage from the ice storm. Mr. Brown had done an assessment of damage. He said that the generator was old and that the school did not qualify as a shelter. Ms. Kenneway noted that Ellis was listed as an emergency shelter. Mr. Tanguay said that this could be mentioned as an identifiable cost then.

C. PETITION WARRANT ARTICLES

Two Petition Warrant Articles were received and would be included as Warrant Articles for the March meeting upon certification of the signatories and legal review. They include:

1. Standard Based Reporting (Ida Keane, 1/8/09) and
2. SB-2 (Keith Stanton, 1/2/09)
3. Late Bus (added by the Board tonight)

It was reported that Keith Stanton's petition proposing an amendment to the District's Charter, did not comply with the requirements set forth in RSA 490B. Attorney Dean Eggert would need to send a letter as soon as possible in fairness to all people who signed the petition. Ms. Kenneway suggested the School Board call Mr. Stanton to inform him that a letter was on its way to him.

Peg Pinkham made a motion to further budget cuts (2009-2010) by deducting \$309,113 from \$1,110,090. Christine Kenneway seconded the motion. Motion passed 5:0.

Mr. Tanguay said that the petition would be part of the warrant article. Ms. Kenneway suggested putting any valid petition on the Website.

Ms. Pinkham agreed to inform the Budget Committee that Mr. Marston would give a presentation regarding the new report card format for better understanding at the District Meeting, as well as a date beforehand.

Ms. Lewis was concerned that the Warrant Article on grading would encompass kindergarten up through middle school.

Ms. Guidoboni asked if she could write an editorial to promote support for possible candidates considering running for School Board office. The School Board had no issues with this.

D. SUB-COMMITTEE REPORTS

- BUDGET COMMITTEE

Ms. Pinkham said that the Budget Committee had not met since the last report.

- LONG RANGE FACILITIES PLANNING COMMITTEE

Ms. Pinkham said that the next meeting would be on January 20, 2008 at 7 PM.

E. NEWLSETTER/PR

Ms. Genthner distributed a list of topics that were discussed for the January newsletter.

Ms. Pinkham asked about adding a description of the District Meeting procedure in the newsletter and Ms. Genthner thought that would be good for the February newsletter. Ms. Guidoboni suggested having information at the District Meeting as well.

Ms. Guidoboni asked if Mr. Tanguay would confirm if Mr. Stanton’s petition would be a warrant on the Town Ballot. Mr. Tanguay said he would check on that.

XI. ACTION ITEMS

A. MANIFEST #15 and #16

Deb Genthner made a motion to approve Manifest #15 in the amount of \$59,503.24, dated December 23, 2008, and Manifest #16 in the amount of \$931,831.14, dated January 13, 2009, (totaling \$991,334.38.) Marian Guidoboni seconded the motion. Motion passed 5:0.

Highlights:

- Café Services
- Day Star
- Contracted Services
- First Student
- Trust and Bond Interest Payment
- High School Tuition

B. 403 (b) AGREEMENT

Ms. Sandstrom reported that Federal 403 (b) regulations would change on January 1, 2009 and that it would be beneficial to hire CPI (Qualified Plan Consultants, Inc.) to handle 403B) deferrals. She said that the annual cost would be \$1,000 at \$1.00 per transaction. Mr. Rowell asked if this was evaluated each year and Ms. Sandstrom said that it was.

Peg Pinkham made a motion to approve the new agreement with CPI. Marian Guidoboni seconded the motion. Motion passed 5:0.

C. PROPOSED 2009-2010 SCHOOL CALENDAR

Peg Pinkham made a motion to approve the amended calendar for 2009-2010 (with start date of August 31, 2009 and holiday vacation start of December 24, 2008.) Christine Kenneway seconded the motion. Motion passed 5:0.

XII. FUTURE AND FOLLOW UP AGENDA ITEMS

Board Policies	Ongoing
Fremont Cooperative Planning Committee	Ongoing
Newsletter Content	Ongoing

Annual Report	January
Adult Education Program	TBD
Policy: Project Management Plan	TBD
Long Range Facilities Planning Committee	TBD

XIII. OTHER

Ms. Kenneway emotionally read her resignation letter, stating that it was necessary to spend more time with her family. She noted that she would stay through to negotiations in March 2009. Ms. Guidoboni said that Ms. Kenneway's service to community was held high and that she was admired and inspirational. She said that people in Fremont supported and appreciated Ms. Kenneway's hard work. Mr. Tanguay said that he has appreciated working with Ms. Kenneway during the past 2 1/2 years and that the collaboration had helped him in his job. He said that she had a total commitment and work ethic. Ms. Guidoboni remembered that Ms. Kenneway was still an educator in Fremont (Fremont Family Early Learning.) Ms. Pinkham suggested having a time for Ms. Kenneway after the District Meeting.

Peg Pinkham made a motion to accept Christine Kenneway's resignation with deep regrets and appreciation. Deb Genthner seconded the motion. Motion passed 5:0.

Thank you cards for holiday gifts were received from Mary Hale, Kristine Kane and Kate Segal.

XIV. NEXT MEETING: JANUARY 27, 2009 AT 6:30 PM

XV. ADJOURNMENT

At 11:12 pm, Deb Genthner motioned to adjourn. Peg Pinkham seconded the motion. Motion passed unanimously; 5-0.

Respectfully submitted,

Susan Perry,
School Board Secretary

01.15.09

QUESTIONS:

1. Ms. Pinkham asked what results there were for candidates of recent Principal searches and Mr. Baker said that he could get that information to her.
2. Mr. Rowell agreed that since the School Board voted to support all the resolutions, it would be sufficient to submit a letter if no one could attend the meeting. Mr. Tanguay said that he would communicate that.
3. Ms. Kenneway noted that on the bottom of the Financial Report Cover Page it should read 2009-2010 and not 2010-2011. Ms. Sandstrom would change that.
4. Ms. Guidoboni asked if Mr. Tanguay would confirm if the petition for article amendments could be on the Town Ballot or not. Mr. Tanguay said he would check on that.

