

**FREMONT SCHOOL DISTRICT
School Board Meeting
December 9, 2008
7:00 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 December 9, 2008 meeting of the Fremont School Board to order at 7:00 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, 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, Pat Kelly, Lisa Fioravante, Mark Fioravante and Irma MacEachern (Ellis School teacher.)

III. INFORMATION ITEMS

A. STRATEGIC PLAN UPDATE

Gary Baker gave a synopsis of the proposed Strategic Targets.

The three steps to the strategic plan included: meeting with three focus groups (School Board/Administration, School Staff, and parents/community); developing goals and objectives for each of the Strategic Targets; and determining the responsible people and deadlines for each objective.

Mr. Baker said that there were 8 participants from the School Board/Administration focus group, 19 participants from the staff focus group, and 30 participants from the community focus group.

Mr. Baker reviewed the prioritized lists of Strategic Targets. The highest Strategic Target rated was Communication, then Curriculum/Student Achievement, third was Staffing and Staff Development, fourth was Student Expectations, Academically and Behaviorally, fifth was Facility/Space Needs and sixth in importance was Grade and Administrative Organization.

Mr. Rowell asked why Grade and Administrative Organization was on the list of Strategic Targets if the School Board/Administration Focus Group rated it number 11.

Mr. Baker said that because the Staff Focus Group rated it #2, it was listed as a Strategic Target. Mr. Baker said it was more about frequency of mention.

Ms. Pinkham inquired about how suggestions were made that pointed to the same issue. An example was how “one person’s space need might be interpreted by another as separation of schools. She said that it would be better to state the specific meaning of “space needs” put forth by the Fremont School Board as “facility and space needs.” Mr. Baker said that he looked at that “use of synonyms” (similar use of ideas) and he put some terminology about that in the packet he distributed to the School Board. He noted that there were 22 different comments made by the School Board.

Mr. Rowell noted that communication seemed the most prominent target subject. Mr. Baker said that under the Curriculum/Student Achievement line, the topic dealt with not wanting to go to the past but to make sure there is a strong academic program, which, he said, was not an unreasonable request in most communities. He said that some School Districts experiment too much and that some educators start experimenting to try to improve things, but, he said that this can divert from the basics of teaching.

Irma MacEachern, Ellis Math Teacher, said that she had a need for further understanding of the curriculum and that she wanted to know more than GLEs.

Cathy Herrmann said that the focus was on what Ellis had (enough math for kids, language arts each day, etc.) but that there needed to be a little more. Ms. Herrmann said that parents did not see much benefit in the Exploratory Program and would rather see that time be set aside for something more beneficial such as foreign language to help students be ready for secondary education. She said that change was good but not too much at one time. Mr. Baker agreed that this is what was recommended, saying that too many changes were happening at once. Ms. Pinkham asked to clarify what the Exploratory Program meant and Ms. Herrmann said she meant the actual class and not a general program. Mr. Rowell explained that the Exploratory Program was geared towards what was recommended to Ellis about how to teach middle school (adolescents.)

Ms. Guidoboni said that the World Cultures Class was very well received and she thought perhaps it could be evaluated whether or not to re-instate the course.

Ms. Pinkham said that it was helpful to look back on how Fremont went into exploratory measures. Mr. Rowell said that No Child Left Behind demanded that programs needed to be research-based and that this provided back up to what Fremont has been doing.

Ms. Kenneway said that World Cultures replaced the Spanish Program because the Spanish Program did not meet the needs of Fremont students as much as the more generalized World Cultures course.

Ms. Guidoboni said that the NELMS study (on how to get a true middle school course of studies) showed that, to have a successful language program, it was necessary to start at kindergarten up. Ms. Herrmann said that a lot of middle schools start foreign

language study in the fifth grade. Ms. Kenneway said that it was effective to have students start learning about different cultures early and then ease into language.

Ms. Pinkham asked Ms. MacEachern if she felt that she had enough exposure to training on this particular curriculum to teach at this time. Ms. MacEachern replied that she was following the GLEs so that she knew what children needed to learn by the end of eighth grade. However, she said that she would like to learn about the schools' plan (frameworks, guidance as to what the school needed, not just GLEs.) Ms. Pinkham commended her for asking questions at the public meeting tonight.

Mr. Rowell asked Mr. Marston to follow-up. Mr. Marston said that in the next 2 – 3 years, Fremont and other schools who are using the Differentiated Instruction Model would need to develop “scope and sequence” (e.g. what to teach in grade one math and how to lead into grade two math.) He said a challenge was in the effort put forth between Fremont and Sanborn Regional High School.

Mr. Baker said an alternative view was to just look at the top three Strategic Targets. Ms. Guidoboni thought that the Administration could best determine if that was the way to go.

Mr. Baker said that it was important to have strong publicity for Ellis School. He said there would be a follow-up to the survey to see if there was improvement in the community's perception of the school.

Mr. Tanguay asked when work should be done. Mr. Baker replied that the School Board/Administration needed to determine who was responsible for carrying out the goals and by when.

Ms. Guidoboni asked what types of surveys would be successful and Mr. Baker said that there could be several formats, including neighborhood coffees. He said that the main idea was to try to get representative feedback. He said that the Committee served not for opinion but to research what the State wants, what other Districts were doing, etc. He distributed an outline of the Strategic Plan:

Section 1: Introduction and Background

Section 2: Methodology

Section 3: Strategic Targets

Section 4: Goals and Objectives for Each Strategic Target

Section 5: Follow-up: Assignment of People Responsible for Each Goal and Objective and Deadline Dates for Completion and Progress Reports.

He said that the Principal Search could start in January after the report was written on the Strategic Plan (which would be useful during the Principal Search.)

Ms. Kenneway noted that there was a Long Range Facilities Committee doing what was spelled out regarding the facility space needs. Mr. Baker said that he knew that and wrote it that way so that would be one goal closer to doing what they wanted to do.

Regarding the way people answered surveys, Ms. Pinkham felt that a person's perception was based on what he/she had been exposed to.

IV. APPROVAL OF MINUTES

Marian Guidoboni made a motion to accept the public minutes of November 18, 2008 as written. Deb Genthner seconded the motion. Motion passed 5-0.

Chris Kenneway made a motion to accept the public minutes of November 25, 2008 as amended. Marian Guidoboni seconded the motion. Motion passed 4-1 (abstention from Peg Pinkham who was absent for 3/4 of the November 25, 2008 session.)

V. BOARD, SUPERINTENDENT COMMUNICATIONS

Mr. Marston explained that the State asked each elementary and middle school to fill out a checklist to see if standards were being met. He said that Ellis did not meet all curriculum areas for middle school but did meet all but one area for the elementary school. He said that he would check on the technological requirement to see if it was met or not based on the description of "technology".

Mr. Marston reported that Ellis had been approved for the rest of the 2008-09 school year pending a review of the technology requirement. He felt that Ellis did not meet the intent of the technology piece. State approval was pending Ellis meeting the technology requirement. He said that the language under the standards were confusing and since Ellis was not an approved middle school, it was in compliance with technology needs as an elementary school. He would write a letter to the Department saying that Ellis qualifies.

Ms. Kenneway mentioned that Ellis did not do (electronic) student portfolios. Mr. Marston said that it was the part of the assessment process in many schools but more relevant in secondary schools (not a requirement now.)

Mr. Tanguay said that it was important to give a fair evaluation. Mr. Marston said that a committee that determined if the District had been honest validated the self-study.

Mr. Tanguay distributed the December 3, 2008 Budget Committee minutes, noting the submission deadline was February 9 and not the 12th.

Mr. Tanguay distributed the SAU and Ellis School newsletters. Ms. Guidoboni complemented Ms. Genthner and the Committee on the newsletter. Mr. Rowell noted that documents that were uploaded to the school Website should be sent in PDF format and not as a Word document since PDF documents cannot be altered.

Mr. Tanguay mentioned that there would be a workshop on reducing energy costs in Manchester on December 18, 2008.

Mr. Tanguay reported that the State's Lincoln Bicentennial Commission was gathering support for the awareness of the Lincoln Bicentennial (learning about Abraham Lincoln's legacy.)

Ms. Pinkham mentioned that there would be a Rural Funding Webinar tomorrow to discuss different grants and how to access them.

Mr. Tanguay said that he would confirm warrant article dates with Heidi Carlson tomorrow and tell Ms. Genthner before the newsletter went to print.

Mr. Rowell asked what should be published about the support staff contract. Mr. Tanguay thought it could be mentioned that the warrant article was set to be published and Ms. Kenneway agreed.

Mr. Tanguay said that he had received a suggestion from Atty. Peale regarding what to put on the Website (contract, tentative agreement, etc.) He distributed the informational sheet on the support staff contract agreement. Ms. Lewis noted that the last sentence of the third paragraph should read: "However, there will be no adjustment to the salary schedule until July 1, 2010."

There was a discussion on whether the terms "proposed" and "tentative" meant the same thing and Mr. Tanguay said that he would call Atty. Peale to double check the term "tentative" agreement.

VI. INFORMATION ITEMS

A. PRINCIPALS REPORTS

Ms. Lewis reviewed her report on the elementary school, noting the following:

- Completion of final draft of elementary progress report, report card and parent guides (K-4)
- There will be 2 parent meetings in January to help parents understand reporting process
- Grades Preschool – 4 will participate in "Letters to the Chief" as part of handwriting program
- Continuation of Science 4 All
- Successful Math Night (results given with agenda)
- Holiday Concert: December 12, 2008 at 7 PM at Sanborn Regional (in the event of snow, to be at Ellis on another day)
- FYI: there will be more information about new policy on determination of Learning disabilities in January/February 2008

Mr. Marston reviewed his report on the middle school, noting the following:

- Meeting of grades 5 and 6 with Consultant Rose Colby on December 5, 2008: standards based reporting format
- Letter attached to agenda explaining trimester report cards to parents
- Mr. Marston and Ms. Lewis met to review the Action Plan and endorse new instructional practices such as Science 4All

- Winter sports teams:

Gr. 5/6 Co-Ed Basketball	31
Gr. 7/8 Girls Basketball	13
Gr. 7/8 Boys Basketball	17
Intramural Basketball	31
- Informal visits to classrooms
- Lessening of bus issues
- Report attached to agenda identifying the number of students involved in sports (2005- present.)

B. FINANCIAL REPORT: HANDOUT

Ms. Sandstrom said that not much had changed since October. She said that she was working with Ms. Lewis and Nan on Special Education expenses (contracted services, transportation, etc.)

Ms. Pinkham asked if she would send a report to the Budget Committee and Ms. Sandstorm said that she would.

Ms. Sandstrom noted that there was a positive of \$7,097.34. She said that there might be a need to freeze some expenditure.

C. SUB-COMMITTEE REPORTS

- BUDGET COMMITTEE

Ms. Pinkham thanked everyone for his/her support at the meeting on Saturday. She said the District had good strong representation. Mr. Tanguay agreed that Principals Marston and Lewis did a good job. Mr. Rowell noted that tuition cost was an issue of concern and he said that there would be a joint Board meeting in January with Sanborn.

- LONG RANGE FACILITIES PLANNING COMMITTEE

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

D. NEWLSETTER/PR: (already discussed previously)

VII. OTHER

Ms. Pinkham suggested having bi-monthly work-sessions in addition to regular School Board meetings to address Strategic Planning. In light of this, the Board decided to meet on December 16.

Ms. Kenneway noted that on the Website and in the Budget Book it still read that the School Board met at 7 PM and that it should read 6:30 PM instead.

Ms. Pinkham respectfully remembered former Fremont student and citizen Rob Theori and informed of a special fund that has been established to help his family during this holiday season.

VIII. PUBLIC INPUT

Ms. Herrmann asked if information on the Principal Search would be on the Website and Mr. Rowell replied that information would be available from Gary Baker when he was ready. Mr. Tanguay noted that the timeline was online.

Ms. Kenneway said that she was pleased that the two Para-professionals were certified teachers.

IX. ACTION ITEMS

A. MANIFEST #13 and #14

Deb Genthner made a motion to approve Manifest #13 in the amount of \$866,145.32 and Manifest #14 in the amount of \$112,823.50 (totaling \$978,968.82.) Chris Kenneway seconded the motion. Motion passed 5-0.

Highlights:

- Tuition
- Café Services
- Tech Support
- Contracted services
- Legal expenses
- Health Trust
- Daystar

B. PERSONNEL REPORT

Deb Genthner made a motion to approve the personnel Report (Para-educators Emily Simpson and Lucy Champion.) Chris Kenneway seconded the motion. Motion passed 5-0.

Ms. Kenneway said that she was pleased that the two Para-professionals were certified teachers.

X. FUTURE AND FOLLOW UP AGENDA ITEMS

Board Policies

Ongoing

Fremont Cooperative Planning Committee	Ongoing
Newsletter Content	Ongoing
Annual Report	December
Adult Education Program	TBD
Policy: Project Management Plan	TBD
Long Range Facilities Planning Committee	TBD

XI. NON-PUBLIC SESSION: RSA 91 – A: 3 II (b) and (c)

Motion was made by Peg Pinkham and seconded by Christine Kenneway to enter into non-public session to act upon a matter or matters referenced in RSA 91 – A: 3 II (b) and (c) at 9:15 pm. Vote was 5-0. Roll call was taken.

XII. RETURN TO GENERAL SESSION

Motion was made Peg Pinkham and seconded by Deb Genthner to return to general session at 9:55 pm: Vote was 5-0. Roll call was taken.

Deb Genthner made a motion to approve the non-public minutes of November 18 and 25, 2008 as written and to seal them for one year. Marian Guidoboni seconded the motion. Motion passed 5-0.

XIII. NEXT MEETING: DECEMBER 16, 2008, 6:30 PM: Strategic Planning Work Session

FEBRUARY 12, 2009:	Budget Committee to hold Public Hearing on School Budget
MARCH 14, 2009:	School District Meeting

XIV. ADJOURNMENT

At 9:57 pm, Deb Genthner motioned to adjourn. Chris Kenneway seconded the motion. Motion passed unanimously; 5-0.

Respectfully submitted,

Susan Perry,
School Board Secretary

12.10.08

QUESTIONS:

1. There was a discussion on whether the terms “proposed” and “tentative” meant the same thing and Mr. Tanguay said that he would call Atty. Peale to double check the term “tentative” agreement.