

**FREMONT SCHOOL DISTRICT
School Board Meeting
May 13, 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 May 13, 2009 meeting of the Fremont School Board to order at 6:35 pm at the School Administrative Unit #83, Blackrocks Village, 5 Hall Road, Unit 1, Fremont, NH 03044.

II. ROLL CALL

Present were Jeff Rowell, Peg Pinkham, Deb Genthner, Sharon Girardi, Ida Keane, Superintendent Normand Tanguay, Elementary School Principal Dawn Lewis, and Middle School Interim Principal Bill Marston.

Members of the public included: Mary Hale, Sherri Ficker, Greta St. Germaine, and John Safina

III. ACTION ITEM

Peg Pinkham nominated Frank John Safina to be the Ellis Middle School Principal effective July 1, 2009 at a salary of \$83,000. Ida Keane seconded the motion. Motion passed 4:0. (Ms. Genthner was not present yet at the meeting – she arrived a few minutes after and said she supported the vote)

Mr. Rowell welcomed Mr. Safina and mentioned that the process started with 22 candidates and involved both a technical and a parental committee.

IV. AGENDA REVISIONS

Mr. Tanguay added the 2009-2010 calendar in the Action Item portion of the agenda.

V. OLD BUSINESS

Ms. Pinkham mentioned that information about technology access was still necessary to give feedback to Jason. Mr. Tanguay said they are working with that and Mr. Safina will be involved in that.

VI. APPROVAL OF MINUTES: APRIL 22, 2009

Deb Genthner made a motion to approve the public minutes of April 22, 2009 as amended. Sharon Girardi seconded the motion. Motion passed 5:0.

VII. BOARD, SUPERINTENDENT COMMUNICATIONS

Mr. Tanguay had an updated enrollment of 538 as of May 4, 2009. As of October 2008, enrollment was 531 and that is what the budget was based on.

Mr. Tanguay said that the middle school principal announcement was put in the Carriage Towne News, Exeter News, Fremont Newsletter, Union Leader, Town Hall, and at Ellis School.

Mr. Tanguay said that the H1N1 influenza seemed to be going away. He said that there was communication with federal and government agencies and school superintendents to be on top of the outbreak since the end of April 2009. He said it was handled cooperatively.

Mr. Tanguay reported that the last day of school would be June 26, 2009, which will also be graduation day, pending no more school cancellations.

Mr. Tanguay gave a School Administrative Association update on legislation. The building aid is presently not funded (\$87,000 for Fremont) but he said that the two houses do want to do it so it "shouldn't be an issue but nevertheless it's still open". Mr. Tanguay reported that they are looking at a 2% increase in employee's rate of retirement and unions might be asked to pick up that cost but this was not final at this point. Ms. Pinkham asked if this was outside of contractual provisions and Mr. Tanguay agreed that it meant renegotiation.

Mr. Tanguay mentioned that he got a nice note from one of the applicants for the Principal position (Ms. Lyndes) who thanked the Board and Committees for their warmth and attention.

VIII. PRESENTATION: ADEQUATE YEARLY PROGRESS

Ms. Lewis made a presentation about Adequate Yearly Progress.

Ms. Lewis said that she and Mr. Marston went over the AYP results line by line and they realized Ellis does not have a lot of subgroups with the exception of the educationally disabled. All the other groups (96% of the population) made AYP whereas the educationally disabled population did not make AYP in one particular grade. Ms. Lewis said that, in years past, Ellis has had subgroups of 11 or under which puts the school in "safe harbor": their progress/lack of progress doesn't affect the total school status but in this particular grade level, the number was 14, which put Ellis over by 3, that did not make AYP so therefore it was reflected on the DOE website that Ellis did not make AYP because the subgroup is part of the school. She noted that not every child with an educational disability was in that category. She said that there were "lots of kids with educational disability who made significant progress". Overall, scores were going up. She noted that every year the "bandwidth gets smaller" from partially proficient to proficient.

Ms. Lewis talked about the educationally disabled group. She said that, whether teachers think the NECAP reading test is fair or not, it needs to be dealt with. She said that last year, she

suspected there might be issues with this particular grade level not making AYP because she knows that class fairly well. In preparation for this, last year she found three certified teachers to work as Para-professionals and Ms. Lewis placed one in each room full-time. The AIMSweb system of collecting data was used and that gave three benchmarks of what progress was. She gave an example of what that looked like.

Ms. Lewis said that she gave each grade (in 1-4) “ELO” (Extended Learning Opportunity) time when remediation needs to happen. This increased the time to work on reading, writing and math. In addition, teachers were given double planning blocks over 5 days. This helped them have time to look at data. This was done this year.

Mr. Rowell clarified with Ms. Lewis that the data were results of tests taken in October 2008.

Ms. Lewis said that the Literacy Coach in the elementary grades now works with a mixture of identified students and they’ve implemented the RTI triangle with the different tiers of intervention that Ms. Lewis had discussed in the beginning of the year. As students move up in assessment, they go up in the triangle. The literacy coach works with grades 1-3 so the Special Education staff has taken on work with non-identified students too in order to get their skills up.

The description of the Reading Specialist’s job has changed so that she spends more time in the elementary school and she provides direct care services to students directing the literacy coach and RTI staff. Community education was increased by providing workshops for parents and private daycare providers in Everyday Math, Readers Workshop, Behavior, Nutrition and Motor Development.

Ms. Lewis said that the Handwriting Without Tears program has been implemented in grades K-4 and this has improved the fluency rate (students can read and write better).

Recently, the middle school has added ELO (lab) time to their schedule. Ms. Lewis said that this enables time for remediation.

Ms. Lewis said that this year two key positions were lost. The middle school literacy position was “vital” Ms. Lewis said and now students who have trouble reading are “not getting enough help or are being referred to Special Education. The Family Resource Coordinator position was another “significant loss”. She said a lot of family supports were taken away or not provided and some kids were not coming to school like they did when they had that support. She said that the position had flexible hours, which helped.

Ms. Lewis said that hopefully the preparations done this year would yield better results next year.

Areas that need to be addressed:

- Continue to support and train classroom teachers to teach all students in differentiated instruction.
- Continue training in the use of assessment data to inform instruction
- Need a middle school literacy and math coach
- Increase middle school outreach efforts/parent information and engagement

Ms. Lewis said that an example of the teacher partner concept was seen in the three classrooms with the three paraprofessionals. Special Education staff and responsibilities have been

realigned. Next year, math in the middle school will be added to the AIMSweb. In Special Education, IEPs are being written better.

She said that this particular group of 14 would hopefully make better progress on the next test.

Some students use an “alternative portfolio” because they cannot access the NECAP test and those students made AYP.

Ms. Lewis said that the students that did not make AYP have different kinds of disabilities that are “impacting their education in a different way”.

Mr. Rowell asked if Performance Pathways were used and Ms. Lewis replied that they were. In her opinion, this was a good tool if someone had time to go over all the information there. Mr. Rowell asked if AIMSweb was another way of doing the same thing and Ms. Lewis said that it uses grade-level assessment. Ms. Lewis said that Performance Pathways are based on NECAP scores taken in October. Mr. Rowell asked if classroom assessment data can be added throughout the year and Ms. Lewis said that they experimented with putting NWEA, NECAP data in. She said that AIMSweb was a common assessment tool and that every teacher has reader’s workshop information (individualized to the child), and end-of-unit assessments in Everyday Math in grades 1-4 (online version was purchased with grant money). Answering Ms. Keane, Ms. Lewis explained that the Reading Specialist and RTI person does AIMSweb work now (inputting data, printing it out, bringing it to teachers during weekly team meetings). Ms. Girardi asked if this is done three times a year and Ms. Lewis said it was done twice this year but will be done three times next year. Answering Ms. Girardi, Ms. Lewis said that they should know the effectiveness of the interventions in a matter of weeks. Ms. Keane asked if the Literacy Coach sees every child in grades 1-4 and Reading Specialist and Ms. Lewis said that was true.

Mr. Rowell mentioned the I4-C and Ms. Lewis said that was a student database more for attendance and did not have to do with performance.

Ms. Girardi wanted clarification that only one grade had more than 11 students who did not make AYP but in the report it reads three grade levels. Ms. Lewis said that it was over three grade levels where over 11 students did not make AYP. Ms. Lewis said it was an isolated grouping.

Ms. Girardi said her son “is on 504” (has an IEP?) and got “proficient” in the reading NECAP last year but was “substantially below” this year. She asked if there were people researching these types of results to see if there were trends/commonalities where similar things might be happening to students at a certain grade level (e.g. if they all came from the same class last year). Ms. Lewis said that they look at things in the elementary school: grades 1 and 2 look at grade 3 scores since K-2 “feeds into grade 3”. Grade 4 looks back at the 3rd grade since grade 4 results were based on grade 3 teaching/learning. Ms. Lewis said it was helpful to look at all the assessment information the school has on an individual student who performs one way one year and then performs the opposite in another year because NECAP testing is just “one snapshot” of student performance. Mr. Rowell said that assessment data has been collected since 2005 and he said it was important to think about how to manage that data. Ms. Lewis said that data management was difficult on teachers because of the time factor. She said that the next step was putting portfolios together for students. She likes using literacy folders. Ms. Pinkham said that there are companies who understand document/workflow management but that the harder part was in identifying what needs to be compiled and how the information should be shared.

Ms. Girardi had a question about Ms. Lewis's remark that the students' performance was improving because when she reviewed the report, she saw that 7th grade went down by 11% since they were in 5th grade, 6th grade went down by 19%, and in 8th grade in writing, they went down by 19%. Ms. Lewis agreed that writing needs to be addressed/improved and that is a reason they implemented Writing Without Tears in grade 1 to help with fluency, which she thinks is working.

Ms. Girardi said that 11 % of 55 students was 6 kids who did not meet AYP. Ms. Lewis said it would mean 6 kids should not "sink the ship" but they would be concerned about them.

Ms. Keane agreed with the effort to have extra learning for the targeted group of students and she asked if the fourth grade had Para-professionals when they were in the third grade last year Ms. Lewis said that they did not. Ms. Keane clarified then that it was really a matter of specific targeted education that will show improved performance.

Ms. Keane noted that because Fremont has a small School District, any fluctuations in the scores would seem larger than they would in a bigger District. She suggested that principals' reports reflect AIMSweb work when they happen to see if there are improvements, etc. Ms. Keane suggested keeping focus on highly proficient students to keep them at that level as well. Ms. Lewis agreed.

Ms. Lewis said she would talk about alignment at the next Board meeting.

V. PRINCIPALS REPORTS

A. BILL MARSTON: MIDDLE SCHOOL

Mr. Marston said that grades 5-8 teams take the NECAP data seriously and they try to make sense out of it as applicable to individual students. He thinks there should be a "middle school format of management" that helps teachers identify and understand data so that it is meaningful to every teacher regardless of team or grade.

Mr. Rowell said the District needs to define what it feels academic excellence is in Fremont. Ms. Lewis said that the Follow the Child initiative "looks at the well-roundedness of a child" (social, academic, physical, emotional, etc.) Mr. Rowell noted that the NECAP GLEs are a subset of the DOE curriculum.

Mr. Marston said that the attendance committee met and that there were 11 people there and information was distributed regarding what some other schools have for attendance policy. They will meet again next Monday. The committee will meet a few more times and then bring a format to the Board for consideration to be included in next year's handbook.

Mr. Marston said that there would be a meeting soon on report cards and he said that he is interested to see what parents would like in the progress reports. He said that the intention is to bring a format to the Board in a few weeks that will be acceptable to all involved.

Mr. Marston said that when he first started working at Ellis, there was some parental concern about the amount of items they had to supply their children with for school and

that there were sometimes changes made to teachers' supply lists that did not coincide with what parents had already purchased. Mr. Marston has now instructed teachers to supply him with materials lists by the second week of June and these supply lists will not change. Ms. Girardi asked if teachers could provide actual numbers of crayons, markers and pencils necessary in each classroom because she wanted to see if she could get some donated. Mr. Marston said that this was a good idea.

Mr. Marston said that the Patriotic Spring Concert was held last week at Sanborn Regional. He said that Fremont's students were very talented. He said that "close to 500 people" attended and the acoustics were very good. Ms. Lewis said that Ms. Burns does a good job getting the students to sing and be involved in music. Mr. Marston said that there is a lot of teacher support for Ms. Burns.

Ms. Pinkham asked if it would be possible to have some choral members perform at graduation so parents can see what is also part of education and Mr. Marston said that they were "working on something". Ms. Girardi asked if some of the performances can be televised on Channel 22 and Ms. Lewis said that is what they are working on videotaping for next year. Ms. Lewis mentioned that there was a student who stutters and who performed a solo in front of all the people and did a wonderful job.

Mr. Marston spoke about providing more security and devising a seating plan to help with behavior on the bus. Mr. Marston reported that a few students were suspended from the bus because their behavior was jeopardizing the rules and procedures and put their peers at risk in terms of safety. He said that in the first week with the new seating and expectations, there has been a dramatic improvement in student contact on the buses.

NECAP science testing started today and will end on Friday. Mr. Marston said that last year, students did not perform well on the inquiry-based part of the science testing and he hoped they would do better this year. There is no equipment used this year. Instead, there is a chart in 8th grade. Mr. Rowell asked if the science curriculum had more inquiry-based learning and Mr. Marston said that Science for All initiative was still part of plans in the immediate future and it involves training teachers in that model. He said it would take a year or two to "come up in the ranks". Ms. Pinkham asked if the science teacher was working through his full contract this year. Mr. Tanguay said that he is asking for 6 days as he has done in the past (personal time).

NEWA testing will be done in June. Mr. Marston said that the hope is that Ellis' computer systems will work well enough for these tests that are done by computer. Ms. Girardi said that last year students (6th and 7th graders) were given individual goals to meet and if they did not meet the goals, they were able to re-take the NEWA test. She asked if that affected the validity of the results (if students were allowed to retake the test right away the same day if they did not meet their goal). Mr. Marston said he could check on that. Ms. Lewis said that if the same thing was done the year prior, then it was "comparing apples to apples".

Ms. Lewis said that a trial test (primary NEWA) was given to kindergarteners that provided interesting information. She said that it took a lot of time to give the tests and interpret the data and her opinion was that the regular NEWA is appropriate for students as of the end of 4th grade.

Mr. Marston said that a draft of the middle school schedule was made and he will share this with the middle school faculty for input/reaction and then Ms. Lewis and Mr. Safina can put it all together to make a final schedule.

Mr. Marston gave an update on PBIS data. He said that this was a good positive way of dealing with student behavior. He said that it takes time and needs to be dealt with in a consistent manner by all faculty. He said that the most common “infraction” by middle school students is “disrespectful behavior”, noting that it was common in the middle school age group. Mr. Rowell asked what a “typical consequence” was for being disrespectful and Mr. Marston replied that it depended on the level of disrespect. Mr. Marston said that minor disrespect is just pointed out though sometimes it is better for teachers to pull students aside and point out the disrespectful behavior (use the opportunities as “teachable moments” to help change behavior).

Mr. Marston talked about the memorandum of understanding and behavior as it relates to the law. He said that there is a good working relationship between Ellis and the Fremont Police Department. Ms. Lewis and Mr. Marston want the students to view the police as being on their side in helping them not make mistakes.

Mr. Marston said that there were 60 students involved in Ellis School Spring Track and that he approved three coaches to cover all the students in track. Track meet results show that they have done well.

Ms. Lewis reported on the following:

- Kindergarten Information night, May 12: 60 kindergarteners enrolled for next year
- Wellness committee: Go Green Go Healthy Fair in February went well and will be repeated next year. Mr. Rowell said it was on Youtube. Ms. Lewis said that it generated interest in the Town Energy Committee. In March, the Wellness Policy was written. May is nutrition month and June is fitness month. Kids are being rewarded for healthy eating. Ms. Keane noted that field day is in June and will work out well with the fitness month initiative. Ms. Keane said that they are trying to get pedometers (from the YMCA) for the students to wear on Field Day, and then take back to their classroom and total up the miles walked.
- Becoming a Love and Logic Parent series: Ken Munger, therapist in the area, did this workshop that had a decent showing of parents and good feedback on the interesting take on parenting skills. Ms. Lewis said that this series would run again. This came out of IDEA funds.
- In February there were two evening events on reading strategies for preschoolers. Jackie Driscoll ran this with IDEA grant money. May 20 will be another event on nutrition, then one in June on fitness.
- Ms. Pinkham had a referral from the adventure director of Greater Manchester, NH YMCA in Goffstown, which has a “highly acclaimed program” for an adventure camp. The Board was invited to do a workshop on an adventure learning class with some children to see what they offered to schools.

CHANGE TAPE

- Ms. Lewis said that the supply issue was discussed in the elementary level. Parents get class supply lists in August and she has asked teachers to compile a “universal list” similar to what has been required in the middle school.

- Ms. Lewis thanked the PTA for the food and gifts given to the staff last week for Teacher Appreciation week.
- Ms. Genthner asked if, as an example, third graders would get the same list and nothing would be added later. Mr. Marston said that there would be “no surprises”.

B. FINANCIAL REPORT

Tanguay talked about the financial report, noting that the bottom line was the same. He mentioned that Ms. Sandstrom moved the IDEA grant money, originally charged to the operating budget, to the grant as a separate fund. He said that this allowed them to release some money in supply for books. He said the revised budget for next year will be presented at the next School Board meeting.

Ms. Girardi said that voting to lift the freeze or not was talked about at the last meeting but she wondered if there needed to be a vote. Ms. Pinkham said that there was a discussion on whether it causes harm by adhering to a budget and not adequately providing as is in the District’s educational plan and make significant cuts or by continuing as the plan dictates and to suspend it. Ms. Pinkham said that no vote was taken since there was not enough information to see what that would look like.

Ms. Girardi asked why some of the health, dental and life insurance is encumbered and some isn’t. Mr. Tanguay said that there could be a balance left over in the account. Ms. Girardi said that Regular and Special Education, Nurse and Psychology have encumbrances about what is coming up but gifted and talented, guidance and speech have no encumbrances even though they have expenditures. Mr. Tanguay said that he would look into that.

Ms. Girardi asked (p. 7/15) about the dollar amount under 2210 (\$37.00), and what staff development life insurance was. Mr. Tanguay said that did not make sense and he would check it out.

Ms. Girardi asked, for the Special Education salaries funded with IDEA money, if it was backed out of the salaries line and Mr. Tanguay said that was done.

Ms. Girardi asked if a cap could be put on the amount that students are offered for snacks. Her concern was that her child spends all the money “relatively quickly” that she gives him for snack. She said that she is trying to teach her children to “live within their budget”. Mr. Tanguay said that this could be shared with the Food Service Director to see if something can be worked out. Ms. Lewis said that parents could do this with individual accounts (e.g. parents can state that children can’t buy certain things). Ms. Lewis said that parents could just send an email to the Food Service Director.

C. SUB-COMMITTEE REPORT

BUDGET COMMITTEE:

Ms. Pinkham said that there have been no Budget Committee meetings since the last report she gave and that there was a tentative meeting date set for August 6, 2009. Ms. Keane said that it was August 12 in the newsletter. Ms. Pinkham said she got information from the Budget Committee secretary yesterday that said August 6. Ms. Lewis said that she would come talk about Special Education to the Budget Committee

whenever it would be helpful. Ms. Pinkham said that she would let the Budget Committee know that and she mentioned that there is a “focus right now that we should not be paying anything that is federally or state mandated” and it should not be approached to be raised by local taxation. Ms. Pinkham said that the administration has forwarded school budget information to the Budget Committee.

Ms. Pinkham mentioned that the term she had mentioned about the technology audit was “Visio diagram”.

Pinkham mentioned that she had gone to the Hilton Garden Inn, saw the Fischer Cats game and fireworks afterwards, and she thought it would be an appropriate way to honor someone’s retirement. Ms. Lewis said that a Sunshine Fund Representative would be contacting the Board soon.

PUBLIC RELATIONS

Ms. Genthner said that the next newsletter would be in August and that, instead of spending money to mail it out, newsletters could be put in the packets going out to families and in local places such as the Town Hall, Library, etc. Ms. Girardi asked if the newsletter could go into the Carriage Town News as an insert. Ms. Pinkham agreed that it was a possible idea. Ms. Keane asked if it would be put on the website and Ms. Genthner said it will be a PDF file and could go on both the School Site and Town Site.

Ms. Genthner mentioned a few topics to be included in the newsletter: letter from new middle school principal, update on PBIS for new people to the school system, what to expect for grading next year, bus information, dates to be shared with the public, supply lists, and a PTA president note.

Other information could be distributed via the newspapers, town newsletter, etc.

Ms. Pinkham asked if there was still intent to have a “retreat” for organization and introduction with the administration and Board. Mr. Rowell thought about picking up the strategic plan too. Ms. Pinkham asked if Mr. Marston would have some time to meet with Mr. Safina. Mr. Marston said yes.

Mr. Rowell noted that he will attend the Selectmen Meeting on May 21 as the Representative for the School Board and. He said that the Selectmen expressed interest in coming to some of the School Board meetings.

Mr. Rowell said that the new Sanborn School Board Chair Kurt Baitz contacted him.

VI. PUBLIC INPUT

Mary Hale commented on “lab time” in the middle school and how positive that has worked. She said that the time is helpful for more direct instruction (during first period every day).

VII. ACTION ITEMS

A. MANIFEST # 23 and #24/PAYROLL #22 and 23

\$120,354.42

\$1554.25 (re-sent checks that weren't cashed)

\$118,798.17 (expenditures)

Highlights: IDEA grant things to non-obligated expenses (\$2800), IDEA grant program (\$2550), Regular Education transportation (\$38,000), Regular Education after school tutoring (\$520), Special Education transportation (\$550), Special Education tuition (\$42,000), Psychological, /speech, /p/t contracted services (\$7600), computer tech related services (\$2800), ESL (\$1800), course reimbursement (\$3700), out of district workshops (\$1000), various supplies (\$1600) and administrative contracted services (\$9100)

Manifest #24: \$165, 422.11

Highlights: IDEA grants (\$1558), ESL (\$802), café services (\$7,482), computer tech (\$1944), copiers (\$3300), psych. Contracted svcs (\$3885), speech-contracted svcs. (\$1900), extracurricular transportation (\$1000), Special Education tuition (\$46,000), Special Education transportation (\$22,500), electricity (\$5400), SAU rent (\$1800), and administrative contracted services (\$8900)

Ida Keane made a motion to approve Manifest #23 (\$120,354.42) and #24 (\$165,422.11). Peg Pinkham seconded the motion. Motion passed 5:0.

Payroll manifest #22 and #23. No vote.

Copies of a calendar were distributed for School Board meetings, subject to change. Ms. Pinkham noted that typically in November meetings would be the first and third Tuesday of the month (this year it would be November 3 and 17).

Deb Genthner made a motion to accept the School Board calendar as amended. Sharon Girardi seconded the motion. Motion passed 5:0.

B. PERSONNEL REPORT

Deb Genthner made a motion to approve the personnel report as presented (John Safina was approved at the beginning of the meeting in III ACTION ITEMS). Peg Pinkham seconded the motion. Motion passed 5:0

Ms. Keane noted that she had emailed Mr. Rowell about parental concern about what staffing would be this year. Something had come up in the PTA meeting that “triggered them to think that some teachers were being cut” and that Mr. Rowell had replied to her that the principals would address this in their reports. Mr. Tanguay said that this would be addressed at the next meeting when the proposed budget is discussed. Mr. Tanguay said that there is a reduction in force. Ms. Keane thought it would be better for the public to hear sooner rather than later. Ms. Keane said that she told parents that she would check with the School Board and let them know. Ms. Keane said that she knew that teachers would have been told already but she was not sure when information would be made public. Mr. Tanguay said that the Board had voted publicly on the reduction in force and that it would be reflected in

minutes. Ms. Genthner said it was sensitive all around. Ms. Lewis said if she saw the mini-grant requests before the PTA saw them, she would have “captured the requests differently”.

VIII. FUTURE AND FOLLOW UP AGENDA ITEMS

Adult Education Program	TBD
Policy- Project Management Plan	TBD
Public Relations- Newsletter	Ongoing
Board Policies	Ongoing
Finances (include. Staffing)	

IX. NON-PUBLIC SESSION

Made a motion to enter into non-public session at 9:50 PM per a matter or matters referenced in 91-A: 3II (c): matters which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests and open meeting. Deb Genthner seconded the motion. Motion passed 5:0. Roll call followed.

X. RETURN TO GENERAL SESSION

Deb Genthner made a motion to return to general session at 10:15 PM. Sharon Girardi seconded the motion. Motion passed 5: 0.

Deb Genthner made a motion to approve as amended the non-public minutes for April 22, 2009 as amended, taking out the paragraphs that were inadvertently discussed about the budget and moving those to the public minutes, and to seal for a year. Ida Keane seconded the motion. Motion passed 5:0.

Mr. Rowell made reference to Board email. He said that there is a folder at the SAU office with copies of email that the public can view. He noted that minutes were ratified via email and was then voted at the next meeting.

Mr. Rowell said the in-service training for the Board was in Concord last night. Right to know and email was discussed at the session. Ms. Girardi found value in the federal funding portion of the meeting. Ms. Keane thought the speaker was smart and hands-on but she thought the session was “dry” regarding the issue of chain of command. She said it was good to have this opportunity for School Board members.

XI. NEXT MEETING: MAY 26, 2009

XII. ADJOURNMENT

At 10:25 PM Deb Genthner made a motion to adjourn. Sharon Girardi seconded the motion. Motion passed 5-0.

Respectfully submitted, Susan Perry, School Board Secretary

QUESTIONS AND ANSWERS FROM SCHOOL BOARD MEETING OF FEBRUARY 10, 2009

MAY 13, 2009

1. JLCD: ADMINISTERING MEDICATION TO STUDENTS: TABLED
Ms. Pinkham asked what designates a “school”. She wanted more definition in that sentence since students should be covered during school-supported events that are held off of school property as well as on school property. Legal counsel would be consulted for this question.

A:
Awaiting response from legal counsel.
2. NHSBA APPENDIX
GBJ-R PERSONNEL RECORDS
Ms. Girardi asked to define “a reasonable period of time” as stated in line #4. Mr. Tanguay said guidelines could be included for reference.

A:
“4. Each employee shall have the right, upon request and within a reasonable period of time **but no less than five days** to review the contents of his own personnel file, with the exception of references and recommendations provided to the District on a confidential basis by universities, colleges, or persons not connected with the District.”
3. Ms. Keane asked if employee addresses should be included in Item 5 of Policy GBJ-R. Privacy was Ms. Keane’s concern. Mr. Tanguay said he would check on that.

A:
Disclosure of documents contained in personnel files shall be limited in accord with RSA 91-A:5. However, employee names and salaries shall be provided upon request in accord with RSA 91-A.

**MAY 13, 2009 SCHOOL BOARD MEETING
QUESTIONS AND ANSWERS
1/2**

1. Ms. Girardi asked if teachers could provide actual numbers of crayons, markers and pencils necessary in each classroom because she wanted to see if she could get some donated. Mr. Marston said that this was a good idea.

A:

Bill and Dawn: We have not had a chance to survey our teams for information concerning the supply package for next fall. Each class gets a class pack of crayons. Crayons, markers or colored pencils are asked for in the class supply list for each student. The kids really like having their own materials. Donations of crayons, pencils, or markers are helpful. Generally speaking classrooms have enough of these to get through a year. Class packs of crayons are about \$40.00 for about 400 multi-colors. The big crayons are a bit more money Both Dawn and Bill feel that if Sharon can get donations for some of these supplies, she could ask for the following:

1 1/2 inch binders	Rulers
sets of colored pencils	spiral notembooks
a pouch or pencil box	water bottles
blue and black pens	plastic two-pocket folders
hand held pencil sharpener	bottles of glue
24 pack of crayons	glue sticks
highlighters	Zip-lock bags
#2 pencils	sponges

2. Ms. Girardi said that last year students (6th and 7th graders) were given individual goals to meet and if they did not meet the goals, they were able to re-take the NEWA test. She asked if that affected the validity of the results (if students were allowed to retake the test right away the same day if they did not meet their goal). Mr. Marston said he could check on that.

A.

Bill: I have been informed that some of our 6th and 7th graders were allowed to retake some sections of the NEWA test last year. It is my understanding that this has been allowed for several years. What I don't know is whether-or-not this practice is permissible. Until I can determine the answer to this, I have given instructions that no student will be allowed to repeat part or all of the NEWA tests. Apparently, for those students who had not met their personal growth plan, they were allowed to repeat part of or all of the NEWA tests. I will have an answer to this prior to the beginning of this year's testing to begin on Monday, June 1.

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3. Ms. Girardi asked why some of the health, dental and life insurance is encumbered and some isn't. Mr. Tanguay said that there could be a balance left over in the account. Ms. Girardi said that Regular and Special Education, Nurse and Psychology have encumbrances about what is coming up but gifted and talented, guidance and speech have no encumbrances even though they have expenditures. Mr. Tanguay said that he would look into that.

A.

Stipends paid for foregoing medical insurance were inadvertently all charged to 100 Regular Education. They have now been re-classified.

4. Ms. Girardi asked (p. 7/15) about the dollar amount under 22.10, and what staff development life insurance was. Mr. Tanguay said that did not make sense and he would check it out.

Life insurance budget of \$37 under 2210 was in error and has been corrected.