

**FREMONT SCHOOL DISTRICT
School Board Meeting
September 9, 2008
6:00 P.M.**

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

I. CALL TO ORDER

School Board Chair Jeffrey Rowell called the September 9, 2008 meeting of the Fremont School Board to order at 6:02 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, Christine Kenneway, Deb Genthner, Marian Guidoboni, Superintendent Normand Tanguay, Financial Administrator Annmarie Scribner (until 7:45 PM), Interim Middle School Principal Bill Marston, and Elementary School Principal Dawn Lewis.

Members of the public included Nancy Bernhardt (PTA, parent), Cathy Herrmann (PTA, parent), Mary Hale (teacher), Dawn DiBurro (teacher), Sherri Ficker (school secretary, resident), Sandy Rowe (First Student), Trisha Daley (First Student), Jane Colby (Para/AFT), Martha Abney (PTA, parent), and Camilla Fraize (PTA, parent).

III. NON-PUBLIC SESSION: RSA 91 – A: 3 II (b)

Motion was made by Christine Kenneway and seconded by Marian Guidoboni to enter into non-public session per RSA 91 – A: 3 II (b) at 6:05 pm. Vote was 5:0.

IV. RETURN TO GENERAL SESSION

Motion was made Christine Kenneway and seconded by Marian Guidoboni to enter into general session at 7:40 pm: 5:0.

V. AGENDA REVISIONS

Financial Report would follow, then Whipplehill Communications Presentation and First Student Bus Update.

VI. INFORMATION ITEM

A. FINANCIAL REPORT

Ms. Scribner said that the DOE-25 was with the auditor. She reviewed the financial report dated August 31, 2008 and noted that the School District was estimated to spend \$58,000 of its money.

VII. PRESENTATION: WHIPPLEHILL COMMUNICATIONS

Will Redway, Director of Business Development, presented ways in which Whipplehill Communications could help Fremont School District with its Website and how to generate the best attention to public awareness and use of the site. He said that 90% of a website audience was known but 10% was unknown. He explained that it was important to connect a website viewer with his/her personal content in order for him/her to return to the Website. The goal for the new website should "create a mission critical web presence that everyone appreciates for its relevance and transparency." Mr. Redway said that most schools saved money with the work that Whipplehill does in Website creation in that less money was spent on mailings and printing newsletters.

Mr. Redway said that the Website needed to have pertinent, consistent content. He showed examples of Websites during the presentation, noting that a Website administrator would make changes to the site content. The significant part of the new website was that when a parent logged onto the Website, the content would be relative to him/her right from the FrontPage. Sports game scores could be posted immediately, and photos could be uploaded into a private photo gallery on the Website.

Ms. Lewis asked who set up passwords to keep the Website confidential. Mr. Redway said that the Website administrator would set up passwords but he also noted that parents could share each other's information. He said if the window remained unused for over 3 minutes, a box would come up alerting that the Website session would end unless the user wanted to remain on it.

Answering Ms. Pinkham, Mr. Redway said that a database of parental email addresses (such as Excel) could be used for the Website and current passwords used in the School District could also be used for the School Website.

Ms. Pinkham asked how many administration hours would be necessary to oversee the Website. Mr. Redway said that it depended on the District size but that in general it would be equal to 1/4 FTE (full-time employee) or approximately 10 hours a week. He suggested the position be filled with someone who could write well. He reasoned that this dedicated time spent on the Website would lessen the time for people to get information out in other ways.

Ms. Kenneway asked if grades could be on the parent part of the Website. Mr. Redway replied that when transcripts/report cards were created, they could be attached to student records.

Ms. Kenneway asked if there could be streaming video of meetings, plays, etc. Mr. Redway said that they would not be in real-time but meetings, etc. could be posted online the next day.

Mr. Redway said that an issue was determining who would do what job regarding the Website, noting that three main proponents were: news, calendars and photos.

Mr. Redway said that Whipplehill Communications would put together a preliminary scope. Ms. Pinkham asked if they could tier on how to build on it. Mr. Redway said that there would be a price for everything they would do. He said it was also possible to rent software and reduce the upfront cost in order to save money.

VIII. INFORMATION ITEM

A. FIRST STUDENT BUS TRANSPORTATION UPDATE

Sandra Rowe and Tricia Daley of First Student Bus Company addressed the School Board and gave an update on bussing during the beginning of the school year.

Ms. Rowe said that both women had driven all bus routes and Ms. Daley said that all requests had been looked into. Ms. Rowe noted that some requests might not yield a new stop except possibly in winter months. She said that it was important to make the routes shorter, safer and feasible for the District.

Ms. Rowe reported that there were issues with the radios in the bus but that it was repaired and ready for use on the second day of school.

Ms. Rowe said that some parents were not happy that children were not being dropped off and crossing the street. Ms. Daley explained that this was being done on roads that buses were going down twice and that it was for the safety of the children.

Ms. Rowe said that the number of phone calls has dwindled and people have been pleasant.

Ms. Genthner asked how the late bus was working out and Ms. Daley said that she would get accounts to Ms. Scribner. She noted that the late bus started at 4 PM and had three stops. Ms. Rowe said that the driver was from Fremont. Ms. Daley noted that the late bus was also going to playing fields for the first time too.

Ms. Guidoboni mentioned that some parents did not know about the late bus and asked where notice was made. Her concern was that high school parents might not look at the website regarding the late bus. Mr. Tanguay said that it was noted on the Ellis School Website. Ms. Lewis said that busing was going well.

Ms. Pinkham asked if a bus was added and Ms. Rowe said that a second run was added to a bus the District already had because Fremont was no longer driving to Epping.

Ms. Pinkham noted that Ms. Scribner would address questions from the Budget Committee to First Student.

Ms. Pinkham asked if the purpose of condensing pickups was because there were more students this year. Ms. Daley responded that stops had been added but none were

removed so that the routes got longer and it was necessary to consolidate. Ms. Pinkham noted that there was a financial benefit to consolidating the bus routes also (stopping/starting of buses takes longer and costs more.)

IX. APPROVAL OF MINUTES

Peg Pinkham made a motion to approve the minutes of the public meeting for August 12, 2008 as amended. Deb Genthner seconded the motion. Motion passed 4-1. Marian Guidoboni abstained from voting since she had been absent for that meeting.

Deb Genthner made a motion to approve the minutes of the public meeting for August 19, 2008 as amended. Peg Pinkham seconded the motion. Motion passed 4-1. Christine Kenneway abstained from voting since she had been absent for that meeting.

X. BOARD, SUPERINTENDENT COMMUNICATIONS

Mr. Tanguay reported that the part-time technical position had been posted.

Mr. Tanguay had met with principals and Dr. Baker from NESDEC to review time lines for the strategic plan and principal search. He said that Dr. Baker would be at the October 14, 2008 School Board meeting.

Mr. Tanguay said that the NECAP science test results would be received on September 16 and made available to the public on September 18 at 10:00 AM.

Mr. Tanguay gave the Board a handout Questions & Answers from the August 12 and August 19, 2008 Board meetings. Future Questions and Answers will be included in the Board packet.

The student enrollment for the first day of school was 532.

Ms. Pinkham asked if a comparison column could be added to the enrollment list in order to compare enrollment from last year to this year. Mr. Tanguay said that could be done.

XI. INFORMATION ITEM

A. PRINCIPALS REPORTS

Ms. Lewis reviewed her report on Ellis Elementary School:

- Opening day was successful
- Current elementary enrollments:
 - a. Preschool 20
 - b. Kindergarten 41
 - c. First 65
 - d. Second 59
 - e. Third 53
 - f. Fourth 64

- Open Houses: 9/17/08 (gr. 3 & 4); 9/18/08 (gr K-2)
- Parent meeting to review PBIS: week of 9/23/08
- Follow the Child parent information night: TBA
- Tomorrow, grant will go to DOE for My Voice Survey: takes 15 minutes, part of Follow the Child, last year's results are on the DOE website
- Long-term sub started today. Mrs. Eichen would be back in November
- 137 identified Special Education students in District (ages 3-21) (slightly more than last year)
- Speech therapist position still open; looking for a contracted physical therapist.

Ms. Pinkham asked what percentage of the total number of students the 137 identified special education students represented. Ms. Lewis said that she would get that information for her, noting that any students aged 18-21 who were identified would have severe handicap/s.

Ms. Genthner asked about specials. Ms. Lewis responded that she had made a schedule where students would have 5 consistent specials per week, then a double-block. There would still be 4 preparation periods per week (RTI time: extended learning opportunities.)

Ms. Lewis said that teachers get daily schedules with RTI time included.

Ms. Genthner asked what was put aside on the days with double-block and Ms. Lewis said that it depended on the schedule.

Mr. Marston reviewed his report on Middle School including the following highlights:

- Kudos to all staff preparing for beginning of school (agenda included in packet for the two in-service days.)
- Breakfast prepared by Janet McGuire was available for both in-service days and was much appreciated. Kudos to PTA also.
- NH Division of Air Resources (NHDAR) completed asbestos inspection. Mr. Brown met with them and awaits inspector's report.
- Unexpected electrical problem of elementary bus caused some bus issues on the first day of school but was resolved.
- Meeting with middle school students in a brief assembly at 8:15 AM; Mr. Marston was introduced and Happy Birthday was sung to him.
- School approval status for Ellis expires on June 30, 2009 so information needs to be submitted to the NH DOE by November 14, 2008. Self-assessment form will be completed.
- Thurs. will be a meeting with middle school faculty to discuss grade reporting and making final adjustments to a grade reporting process initiated last year and approved by the Board.
- NWEA testing dates for middle school (and hopefully elementary school): September 17, 18, 19, and 22.
- NWEA testing will most likely be done at the end of the Oct. 1-23 window
- Sept. 18: Open House for grades 7, 8, and K-2

- Sept. 17: Open House for grades 3-6

Mr. Rowell asked when the science NECAP would be given and Ms. Lewis said it would be given in the spring 09.

Mr. Marston said that he was getting more of a history about the new grading system. He said that the idea was to have a grading system that reflected what was being done instructionally, telling more about what students know while abiding by state standards. He said that the School District needed to present the rationale behind the grading system so that people could understand the benefit of it.

Ms. Pinkham wondered how teachers felt about the grading system and how it assesses teaching as well as student learning. Mr. Marston has heard from teachers that they did not want to report in two different ways to measure student progress. He said that it was important to consider where the District wanted to be in the future as the strategic plan was being developed.

Mr. Marston said that there has not been a directive from the government to use a system to assess teacher effectiveness.

Ms. Kenneway said that the approach lent to better teaching and learning but that the “difficulty was lending merit to that.” She said that having data would help focus on where to direct teaching. Mr. Rowell said that having data throughout the year rather than for just one day would be beneficial.

Ms. Pinkham restated her question about how teachers felt about the grading system as a self-evaluating tool. She said that the School Board’s intent was to use one system or the other, not both together. Mr. Rowell confirmed that the vote had been to continue with standard-based reporting, understanding the difficulty to refine it. He said that this year would give extra time to refine the process.

Mr. Marston said that if grading was a true measure of what a child was learning, then, it should mean the same to administration and parents. Mr. Rowell said that grading needed to address competency.

Ms. Pinkham said that she found out that an added 10 minutes/day would yield 118 days of instructional time over the course of K-8.

XII. INFORMATION ITEMS

A. SUB-COMMITTEE REPORTS

1. BUDGET COMMITTEE

Ms. Pinkham said that, to make things more manageable and less time-consuming, she would fulfill the position of School Board Representative to the Budget Committee for the rest of this year. Ms. Kenneway agreed that scheduling would be difficult, especially with negotiations going on.

Ms. Pinkham provided the School Board with a report on the recent Budget Committee meeting, including draft minutes of that meeting. She said that the Budget Committee requested more information from Ms. Lewis to explain RTI (who gets what) and for those who negotiate (for upcoming contracts) be at the Budget Committee meeting, as well as legal counsel if possible.

Mr. Tanguay asked if the Budget Committee had issues with meeting on Saturdays and Ms. Pinkham replied that the Budget Committee would prefer a few Saturday meetings but no partial days.

Ms. Guidoboni asked if the School Board was required to do what the Budget Committee asked time-wise and Ms. Pinkham said probably not legally but that they also were representatives of townspeople and they should not be perceived as being against the School District. Ms. Pinkham stated that Fremont was a small community of people supporting the schools and that the Budget Committee's position was always to squeeze the District to do what needed to be done in cost-effective ways.

Ms. Guidononi said that family responsibilities would make it difficult for her to attend full-day meetings on Saturdays. Ms. Pinkham understood, especially when meetings were during the holiday season.

Ms. Kenneway said that the rationale for having meetings was to help the Budget Committee be familiar with the school budget. She said that meetings should mostly be about numbers and that more experienced members should be able to explain things to new members. She said that the Budget Committee would like to see the first draft of the School District budget by November 12, 2008. Mr. Tanguay said that was possible.

Ms. Kenneway said that sometimes it was easier to meet at night so that people could spend Saturdays with their families and Ms. Pinkham agreed.

2. LONG RANGE FACILITIES PLANNING COMMITTEE

Ms. Pinkham reported that "operational" cost figures were being worked out based on square foot calculations. Three building options would be compared using those figures. She guessed that some type of recommendation would be seen around December 2008.

B. NEWSLETTER

Ms. Genthner said that the target date for the next District to Town Newsletter would be in mid-December 2008. She said that the goal was to have School Board members write bits of what they were doing.

The Town newsletter submission for October needed to be in by September 15 and Ms. Genthner would email ideas beforehand to the School Board.

Ms. Genthner asked Ms. Lewis about the school newsletter. Ms. Lewis said that there had been a position posted for someone to take over the duties of compiling the school's weekly newsletter.

XIII. PUBLIC INPUT

Ms. Genthner asked Nancy Bernhardt to explain what was voted on at the last PTA meeting. Ms. Bernhardt explained that the PTA voted to purchase the Trumba Blast program for \$100/month. One person would be designated to be in charge of using the program to display meetings, reminders, sports information, and last minute "blasts" (notices) each Sunday. She mentioned that Chester's PTA used the program and takes on Town pieces as well. Ms. Bernhardt said that the program was a way to inform the community about what goes on in Fremont and she suggested trying it for one year to determine its effectiveness. She said that it would be assessable all the time and the calendar could be viewed all year.

Mr. Rowell asked if the PTA talked to people in town yet (Town Government/Selectmen's Office). Ms. Herrmann said not yet. Ms. Bernhardt said that the idea is to have the PTA run the program. Ms. Pinkham recommended the PTA meet with the Board of Selectmen.

Ms. Kenneway asked how information would be assessable to the community and Ms. Bernhardt said that email addresses could be provided to the Fremont PTA.

Ms. Pinkham mentioned a concern about using the school website to post PTA information if it was at a cost to the District. Mrs. Bernhardt stated that Trumba would be paid for entirely by the PTA as a community service.

Dawn DiBurro addressed the School Board and urged the members to consider hiring a full time IT person who understood LINUX-based systems since some computers would not function if the system did not work. She said that students need to be "tech-savvy" and that it would not be beneficial to lose the progress that had been made in technology at the school.

Ms. Herrmann asked if the public would be able to see the answers to the questions from each School Board meeting and Mr. Tanguay said that they would be included with minutes in the future.

Ms. Herrmann asked if the My Voice Surveys done at Ellis could be seen on the DOE website. Ms. Lewis said that individual student surveys were not posted there but that administration would get school-based results.

Ms. Pinkham remembered Ruth Anderson and mentioned that she had passed away. She had been on the School Board years ago and was an integral part of the Fremont community.

XIV. ACTION ITEMS

- A. MANIFEST #5, #6, and #7

Deb Genthner made a motion to approve Manifest #26 in the amount of \$61,786.67, dated August 26, 2008; Manifest #5 in the amount of \$65,822.79, dated August 26,

2008; and Manifest #6 in the amount of \$149,386.37, dated September 9, 2008 for a total of \$276,995.83. Christine Kenneway seconded the motion. Motion passed 5-0.

Highlights included:

- School start (textbooks, art supplies)
- Fair Point
- Office Depot
- Legal expenses
- Café Services
- Computer support
- Septic
- Flynn’s Oil (pre-bought for year)
- NESDEC (half of services paid so far)
- PSNH
- Gary’s maintenance
- 2nd contract of principal search was defined

B. DOE 25 & MS-24: TABLED

C. RATIFICATION OF POLL FOR MOSQUITO SPRAYING

Deb Genthner made a motion to ratify the telephone poll for the spraying of mosquitoes at Ellis School on September 3, 2008. Christine Kenneway seconded the motion. Motion passed 5-0.

D. PERSONNEL REPORT

Peg Pinkham made a motion to approve the Personnel Report as presented (Linda Johnson, Para Educator, effective 8/26/08; and Judith Joy, Long Term Sub, effective 9/8/08.) Deb Genthner seconded the motion. Motion passed 5-0.

XV. FUTURE AND FOLLOW UP AGENDA ITEMS

Everyday Math	September
Board Policies	Ongoing
Fremont Cooperative Planning Committee	Ongoing
Newsletter Content	Ongoing
Adult Education Program	TBD
Policy: Project Management Plan	TBD
Strategic Plan/Principal Search Timeline	October

XVI. NON PUBLIC SESSION

Peg Pinkham made a motion to enter non-public session to act upon a matter or matters referenced in RSA 91 – A: 3 II (c) and RSA 91-A 2 I (b) at 10:20 pm. Christine Kenneway seconded the motion. Motion passed unanimously; 5-0. Roll call was taken.

XII. RETURN TO GENERAL SESSION

Deb Genthner made a motion to return to general session at 11:20 pm. Peg Pinkham seconded the motion. Motion passed unanimously; 5-0. Roll call was taken.

Deb Genthner made a motion to approve the non-public minutes of August 12, 2008 as amended and to seal them for one year. Marian Guidoboni seconded the motion. Motion passed 5-0.

Deb Genthner made a motion to approve the non-public minutes of August 19, 2008 as amended and to seal them for one year. Marian Guidoboni seconded the motion. Motion passed 5-0.

Ms. Pinkham asked if any meetings were scheduled with Sanborn and Mr. Rowell said they would be choosing a date soon.

XIII. NEXT MEETING: SEPTEMBER 23, 2008, 6:30 PM

XIV. ADJOURNMENT

At 11:23 PM, Deb Genthner motioned to adjourn. Christine Kenneway seconded the motion. Motion passed unanimously; 5-0.

Respectfully submitted,

Susan Perry,
School Board Secretary

QUESTIONS & ANSWERS:

- Q. Ms. Pinkham noted that Ms. Scribner would address questions from the Budget Committee to First Student.
- A. The Budget Committee requested a monthly report on the number of students riding the High School late bus. Ms. Scribner contacted First Student and they are gathering the information and will provide monthly report.
- Q. Ms. Pinkham asked if a comparison column could be added to the enrollment list in order to compare enrollment from last year to this year. Mr. Tanguay said that could be done.
- A. Please refer to the attached Comparison Enrollment report.
- Q. Ms. Pinkham asked if any meetings were scheduled with Sanborn and Mr. Rowell said he would they would be choosing a date soon.
- A. Mr. Rowell will be contacting the Chairman of Sanborn School District to arrange a date for a meeting.