

Goffstown School District
Goffstown, New Hampshire
School Board Meeting Minutes
September 19, 2011

School Board Members, Present

Philip Pancoast
Dian McCarthy
Keith Allard
Sue Tremblay
Henry Boyle
Lorry Cloutier
Ginny McKinnon
Kent Nolan (left at 7:45PM)

Administration, Present

Stacy Buckley, Superintendent
Ray Labore, Business Administrator

Teacher Reps, Present

Peggy Zola, Elementary School
Jeanne Roy, High School

Student Rep, Present

Dominique Poulin

Call to Order

Philip Pancoast called the meeting to order at 6:03pm

**Pledge of Allegiance was deferred*

Non-Public Session RSA 91-A:3 II (a)

Dian McCarthy made a motion to enter non-public session under RSA 91-A:3II(a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted - at 6:04pm, seconded by Suzanne Tremblay Vote – all in Favor

Keith made a motion to suspend non-public meeting at 6:50pm until after the board meeting. Suzanne seconded the motion. All in favor.

**Meeting recessed at 6:50PM.*

Philip Pancoast called the meeting back to order at 7:06PM and led the Board and public in the Pledge of Allegiance and a moment of silence.

Approval of the 8/29/11 Minutes

Keith Allard made a motion to approve the August 29, 2011 minutes. Dian McCarthy seconded. VOTE 5 yes, 3 abstain (Ginny McKinnon, Jennifer Theroux, Kent Nolan) MOTION PASSED

Public Comment

Francesca Hansen, parent with three children in the district, stated she was addressing the Board about the possibility of NWEA testing not being funded due to this year's budget. Ms. Hansen discussed the importance of data-driven instruction to students and teachers. Stacy Buckley stated they were able to find funds and will be doing NWEA testing.

Building Committee Update

Stacy Buckley stated the Building Committee has been meeting all summer long; Henry Boyle, Sue Tremblay and Dian McCarthy are the Board representatives on the committee. Mrs. Buckley stated Jeffrey Tate, Building Committee Chair, would be making a presentation on where the committee is at this point and the proposed building plans.

Jeffrey Tate gave Board members a handout of the proposed Maple Ave. and Bartlett Elementary school building plans. Mr. Tate reviewed the process leading up to the proposed plan before Board members (consideration of number of classrooms needed, various layouts, etc...). Mr. Tate stated at Maple Ave. the plan shows centralizing

the administrative area in front of the gym, where the new entrance to the school will be, the addition of a SmartRoom on the first floor, and the addition of a second floor that will add eleven classrooms. Mr. Tate stated they are looking at the air handling in the building, that new ventilation will help the temperatures in the classrooms tremendously. Jennifer Theroux asked if the Committee had considered air conditioning. Stacy Buckley stated the administration area will be air conditioned. The Board discussed some of the room layouts in plan. Mr. Tate stated the schools have been very involved in what their needs are and if layouts would work for them. Philip Pancoast asked how the plans looked from a capacity perspective for long term population. Mrs. Buckley stated this would probably bring them out another twenty years with classroom space. Mr. Pancoast asked about costs. Mrs. Buckley stated they should know within the next month. Mr. Pancoast asked if there were any big code issues. Mr. Tate stated ventilation and existing electrical at Maple.

**Kent Nolan left at 7:45 PM*

Jeffrey Tate stated at Bartlett Elementary they are looking at removing the back wing and modifying stairs, with the addition going down into pavement where the portable is and filling in that area. Phillip Kendall stated they discussed the pros/cons of taking down the 1920's portion of the building; renovation costs were very high and taking it down and putting in a new building up to code made more sense and would have a smaller footprint. Mr. Pancoast asked if the existing heating system would be adequate to serve the proposed structure. Mr. Tate stated they are looking at that and think it will be, as they converted to natural gas and it is much more efficient. Mr. Pancoast asked if the committee had gotten any external feedback about the structure. Mr. Kendall stated he has gotten some and it has been positive. Mr. Kendall stated the purpose at Bartlett is to pull everything down to one structure, all under one main roof. Keith Allard asked about the portables and if they could be re-used. Mrs. Buckley stated they could maybe be used for the Alt-Ed program at the high school; Mr. Tate stated they could also be sold to a smaller school district. The committee discussed the teardown/re-build of the 1922 section. The Board's consensus was that this would be the best use of our resources. The Board and Administration thanked Mr. Tate and Mr. Kendall for their presentation.

Correspondence

- Nurse/Teacher Substitution Report
- Letter from Goffstown Main Street Program thanking GHS and Josh Desrochers for summer music and their work over the summer.

Commendations/Good News

- Dian McCarthy commended a 5th grade teacher at MVMS who plays kickball with students during recess duty; Mrs. McCarthy stated she thought it was terrific and a good example.
- Dominique Poulin stated first day of school activities at GHS went good, they had karaoke, which was a big hit, dodge ball, and an art table set up. Ms. Poulin stated on September 17 the GHS football team beat Souhegan for the first time ever. Ms. Poulin stated the first week of October is homecoming week at GHS and they will have some fun activities.
- Stacy Buckley stated Friday, Oct. 7, at 7:00PM, will be the first Friday night football game at GHS under the lights. This is sponsored by the parent group.
- Jeanne Roy reiterated the great start to the GHS school year. Mrs. Roy stated there would be a College Information Night on Thursday, September 22, 6:30-8:30. Mrs. Roy stated the Scientific American students were written up in Scientific American; great news for Diana Thomas in the science department. Mr. Pancoast stated the need to get a press article out on that accomplishment.
- Peggy Zola stated she spoke with teachers at the elementary schools and everyone felt it was a nice smooth start to the school year; teachers are really enjoying the SmartBoards.
- Jennifer Theroux, who was coordinator of the Goffstown 250th Committee Block Party, commended the Student Council and National Honor Society for all their help; Mrs. Theroux stated she had a roster of over 100 positions to fill that day and would not have been able to do it without them.

Administration/Finance Committee Report

Dian McCarthy made a motion to approve the manifest in the amount of \$1,761,350.35. Sue Tremblay seconded. Mr. Boyle briefly reviewed the contents of the manifest. ***VOTE All in Favor MOTION PASSED***

Henry Boyle stated they now have fuel oil and propane contracts; Fred Fuller at \$3.19/gallon for fuel oil with an option for a one time price, and Eastern Propane at \$2.185/gallon for the entire year. Mr. Boyle stated due to the Fred Fuller contract price, they are looking at a projected savings of \$60,000.

Human Resource Committee Report

Lorry Cloutier stated the Committee is working on a number of policies. Ms. Cloutier brought forward Policy IMG – Animals in Schools and Policy IMG A –Service Animals for a second read. **Henry Boyle made a motion to adopt the policies as presented. Jennifer Theroux seconded. VOTE All in Favor MOTION PASSED**

The next Human Resource Committee meeting will be on November 14th at 6PM at the SAU.

Planning & Communication Committee Report

Dian McCarthy stated the committee was not able to meet tonight and will determine more column content at the next meeting. Mrs. McCarthy stated there was an article in last week's paper and they have another one due Monday. Sue Tremblay recommended doing an article on the unreserved fund balance, that most people do not have a clue that the Board does not spend every penny of the budget; article could explain how the funds comeabout and that funds are returned as a reduction to the next year's taxes. Philip Pancoast stated the voice of the School Board is all of the members' voices and there is value in making the members a part of the writing process; Mr. Pancoast encouraged members to take the time and try a hand at expressing their thoughts in certain subject areas. Mr. Allard suggested having Mr. Farley write an article on the Scientific America program; Mrs. McCarthy agreed to ask him.

The next Planning & Communications Committee meeting will be on October 3rd at 6PM at GHS.

Curriculum and Education Committee Report

Philip Pancoast discussed with Board members one program change (offering ESOL as a credit course) that C&E was recommending. Stacy Buckley stated they have students at all levels who take ESOL courses and they would like to offer it as a one-credit earning course for them; there is a curriculum that goes with it. Mrs. Buckley stated they would like to offer the course this year, budget ramifications would be nominal, and she would recommend adoption. **Keith Allard made a motion to implement ESOL as a credit earning course immediately. Ginny McKinnon seconded.** Mrs. Buckley stated this would be offered as an elective and would not supplant any core requirements. **VOTE All in Favor MOTION PASSED**

Keith Allard stated he would bring forward the minutes from the last C&E meeting for discussion at the next Board meeting.

Budget Committee Report

Sue Tremblay stated the Committee met last Wednesday and filled two of the three vacancies; they voted on the third vacancy, but the vote was tied and they will vote again at the next meeting (if tied again, will not fill vacancy). Mrs. Tremblay stated the two new members are Brian Lewis and Richard Meaney.

Ray Labore gave Board members a handout entitled "Preliminary Goffstown School District, Budget Preparation for Fiscal Year 2012-2013". Stacy Buckley and Board members reviewed the handout and discussed the various dates, budget process, and length of time needed to review budget. Philip Pancoast stated it would be the Board's goal to present the budget to the Budget Committee by November 5, with a back-up date of November 19, in case the Board needs more time with the budget. Mr. Pancoast stated he would communicate this to the Budget Committee and also discuss location for the meeting (SmartRoom at GHS). The Board will schedule a Board meeting at the October 26 Work Session.

Superintendent's Report

Stacy Buckley stated Senator D'Allesandro would be in the schools on September 26 looking at what is going on and the great things being done.

Stacy Buckley stated on October 12 at 9AM, the State Board would be holding their meeting at GHS. Mrs. Buckley stated students would be displaying their work and discussing what they do here at GHS.

Stacy Buckley stated the free vegetable and fruit program has started at Bartlett Elementary and is a big hit. Mrs. Buckley stated Bartlett was the only school in the district that qualified for this program.

Stacy Buckley stated one piece of the President's proposed Job Bill is the spending of money on modernizing schools. Mrs. Buckley stated they have received some preliminaries (\$70 million coming to NH) and she will sit down with Ray Labore to look at it further; will keep Board updated.

Stacy Buckley stated Glen Lake was able to add some preschool equipment to the playground using ARRA funds.

2nd Read: Policy IMGA-Service Animals/Policy IMG-Animals in School

This agenda item was discussed under the Human Resources Committee Report.

MS-25 and DOE-25 Signing

Ray Labore asked Board members to sign the MS-25 and DOE-25 at the end of the Board meeting. Mr. Labore gave Board members a handout entitled "Goffstown School District, 2010-2011, Unreserved Funds Balance Summary, 9/16/11". Mr. Labore reviewed the three elements that make up the unreserved fund balance on the handout:

- Expenditure Budget Underspend: 98.2% of general fund budget consumed with a \$584,651 savings; reviewed primary contributors.
- Revenue Over-Collection: \$1,402,603; reviewed primary contributors
- Fund Equity Adjustment from 2009-2010: consists of realization of unused encumbrance reserves from 2009-2010; reviewed primary contributors.

Mr. Labore stated the total the district will return to Goffstown for tax relief is \$2,326,307

Budget Timeline

The Administration and Board members discussed this agenda item at length under Budget Committee Report.

The Administration and Board made decision to hold the Deliberative Session on Saturday, February 4, 2012.

Field Trip Request

Stacy Buckley informed the Board of a field trip request from the GHS Student Council to attend the November 10-11 yearly NH Association of Student Councils Conference in Waterville Valley; no Board action was needed as this is a repeat trip.

2011-2012 Teacher Confirmation

Stacy Buckley brought forward the following teacher confirmation:

- Christine Buckley, Spec. Ed. 50% FTE, MVMS

Ginny McKinnon made a motion to accept the teacher confirmation as brought forward by the Superintendent. Keith Allard seconded. VOTE All in Favor MOTION PASSED

2011-2012 Co-Curricular Nominations

Stacy Buckley brought forward the following co-curricular nominations:

- Tanner Bilodeau, Athletic Intern (volunteer), GHS
- Jenna Burns, Cross Country Assistant, MVMS
- Samantha Gorton, Varsity Field Hockey, MVMS
- Deanna Goodwin, Freshman Girls Volleyball (volunteer), GHS
- Deanna Goodwin, Varsity Girls Basketball, GHS
- Kenneth Martin, Band, MVMS

Jennifer Theroux made a motion to approve the co-curricular nominations as presented by the Superintendent. Sue Tremblay seconded. VOTE All in Favor MOTION PASSED

Track Changes (September 1, 2011)

Stacy Buckley brought forward the following track changes; no Board action needed:

- Joshua Desrochers, GHS, BA+30 to MA
- Lorraine Morenski, MVMS, MA to MA+15

St. Anselm College Student Interns (9/2011-May 2012)

Stacy Buckley brought forward the following student interns; no Board action needed:

- Rebecca Cronin, Bartlett, Jennifer Stanhope-Prive
- Emily Donovan, Bartlett, Becky Audley

SNHU Student Teacher (9/2011 – December, 2011)

Stacy Buckley brought forward the following student teacher; no Board action needed:

- Whitney Beaulac, GHS, Krista Scarlett

Other Business That May Legally Come Before the Meeting

None

Non-Public Session – RSA 91-A: 3 II(a)

Dian McCarthy made a motion to re-enter non-public session at 9:33 PM under RSA 91-A:3 II (a) to discuss the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted - Jennifer Theroux seconded. The Chair took an individual voice poll of each Board member. VOTE All in Favor MOTION PASSED

Keith Allard made a motion to leave non-public session at 10:16 PM. Jennifer Theroux seconded. The Chair took an individual voice poll of each Board member. VOTE All in Favor MOTION PASSED

Keith Allard made a motion to affirm votes taken in non-public session. Henry Boyle seconded. VOTE All in Favor MOTION PASSED

Keith Allard made a motion to seal the non-public minutes for a period of six years. Sue Tremblay seconded. VOTE All in Favor MOTION PASSED

Adjournment

Lorry Cloutier made a motion to adjourn at 10:17 PM. Keith Allard seconded. VOTE All in Favor MOTION PASSED

Deborah Jore
School Board Recording Secretary