

****These minutes are subject to Board approval****

Goffstown School District
Goffstown, New Hampshire
School Board Meeting Minutes
September 22, 2009

School Board Members, Present

Keith Allard
Suzanne Tremblay
Jeffrey Tate
Lorry Cloutier
Kent Nolan (arrived 7:20pm)
Hank Boyle
Philip Pancoast
Phillip Kendall
Ginny McKinnon (arrived 7:05pm)
Kyle Carreau, Student Representative

Administration, Present

Stacy Buckley, Superintendent
Ray Labore, Business Administrator
MaryClaire Barry, Asst. Superintendent

Teacher Representatives

Peggy Zola
Cecile Perretta

Call to Order

Keith Allard called the meeting to order at 7:03pm

Mr. Allard welcomed the newly elected teacher representatives. Mr. Allard stated that 5 members of the school board would be reconvening a non-public session from the September 15, 2009 meeting.

NON-PUBLIC SESSIONS – RSA 91-A: 3 II(c)

The Chair asked for a motion to reconvene the recessed September 15, 2009 non-public meeting and enter into Non-Public Session at 7:05pm to discuss a personnel matter. Jeff Tate motioned to enter into Non-Public Session at 7:05pm – Seconded by Suzanne Tremblay - The Chair took an individual voice poll of each School Board member. Vote - All in Favor Motion Passed.

Phillip Kendall made a motion to leave the Non-Public Session at 7:20pm - Seconded by Ginny McKinnon. The Chair took an individual voice poll of each School Board member - Vote – All in Favor – Motion Passed.

Phillip Kendall motioned to confirm the vote taken in Non-Public Session. Suzanne Tremblay seconded the motion. Vote - All in Favor - Motion Passed - Phillip Kendall motioned to seal the non-public minutes for 25 years, seconded by Ginny McKinnon. Vote - All in Favor

Mr. Allard informed Ms. Pinard that the decision to her grievance hearing would be available to her as she leaves the meeting.

Approval of Minutes 8-17-09 Minutes

Suzanne Tremblay made a motion to approve the August 17, 2009 minutes. Philip Pancoast seconded. Vote - 6-0-1 abstained (Phillip Kendall) - Motion Passed

Correspondence

- Teacher/Nurse Substitute Reports – w/e- 9/04-9/11-9/18
- Letter from Goffstown Main Street Program
- Planning & Economic Development – TRC Memo

Commendations/Good News

- Recycled Percussion Concert – Keith Allard thanked the following individuals for their assistance in working with the school district to make the Recycled Percussion concert a success: Chief Sullivan and staff; Chief Obrien and staff; Stacy Buckley; Goffstown selectmen; Kim McCann and Frank McBride – Mr. Allard extended his appreciation and thanks to the individuals who made donations to the event.

- Superintendent Buckley reported Recycled Percussion presented her with a signed DVD from last year's high school performance at GHS. Mrs. Buckley stated that if anyone was interested in viewing the DVD to please contact her at the SAU.
- Kyle Carreau reported on the Home Coming activities, senior citizens luncheon and GHS varsity volleyball team. Kyle stated that the GHS Varsity Volleyball team is doing exceptionally well this year.
- Peggy Zola reported on fund raising efforts at Maple Avenue.
- Cecile Perretta stated that the Recycled Percussion's concert was great. Ms. Perretta was impressed with Justin's "no drugs" message.
- Ginny McKinnon stated that it was very enjoyable to watch the men's varsity soccer team and the MVMS field hockey team.

Public Comment

Donna Pinard inquired as to the status of the NEASC report, The Superintendent stated that the report was received and is currently being proofed for edits. Upon return of the corrected document the school district will have 60 days to make the document public.

Land Purchase Presentation

Mr. Craig Heafield co-owner of P.C. Esker Land Development LLC presented a land purchase opportunity for the school district's consideration. Mr. Heafield stated that the land would satisfy the immediate school district and town land needs and that the property was less than 1 mile from the village on Rte 13. Mr. Heafield stated that the asking price for the land was \$750K and that payment terms could be worked out if the school district held an interest in purchasing the land. Mr. Heafield stated that he had met with the Selectmen and that it was at their suggestion he was making this presentation. Mr. Allard inquired as to how the price tag of \$750K was derived. Mr. Heafield stated that the price was based upon options for land development and not strictly playing fields. Mr. Allard expressed his concern regarding flood plains and wetlands located on the property. Mr. Heafield stated that he will continue to move forward with land studies and topography mapping and if the school district would like to entertain further discussion, he would share his findings. Mr. Allard thanked Mr. Heafield for his presentation.

MVP Request – 8th Grade Washington D.C. field trip 4-24 to 4-26-10

Mr. Potvin addressed the Board and requested the Board's approval for the MVP non-school sponsored 8th Grade Washington DC field trip on April 24 – April 26, 2010. ***Philip Pancoast motioned to approve the MVP – 8th Grade Washington DC trip request (4-24 to 4-26-10) - seconded by Kent Nolan. Vote - Unanimous*** Mr. Potvin stated that the attendance percentage was very close to meeting the school district's criteria for a school sponsored field trip. Ginny McKinnon thanked Mr. Potvin for taking the charge.

Elementary Facility Review Committee Final Report Presentation

Suzanne Tremblay presented the committee's recommendations. The Board discussed various options regarding aging buildings. Mr. Pancoast stated that renovating existing structures should be looked at as a 25 year investment. Phillip Kendall stated that the current economic climate and timing would be a deciding factor in the success of any of the recommended options. Jeff Tate discussed the Glen Lake expansion option and stated that he had concerns regarding the current needs at Maple and Bartlett schools. Suzanne Tremblay stated that the school district continues to investigate building and renovation options with the thought of getting the biggest bang for smallest bucks. Keith Allard thanked Suzanne Tremblay and committee members for their presentation and input.

Standing Committee Reports - Administration/Finance

Mr. Tate listed various payments included in the manifest - three months of payrolls and taxes; a bond payment ; SPED Services; Town of Goffstown (Sewer charge); Goffstown Truck Center; Hooksett Paving; PSNH; SAU Assessment; and Manchester School District. **Jeff Tate motioned to move the manifest for approval for the amount of \$3,277,950.56, seconded by Suzanne Tremblay – Vote – All in Favor. Unanimous Motion Passed**

- MS 25 – DOE 25 signing

Mr. Tate stated that the MS-25 and DOE 25 would be available for signing tonight and that the documents would be submitted to NHDOE and DRA.

- Building Issues

Mr. Tate reported that there were two 20 year old MVMS septic waste pumps that would need replacement as they are considered irreparable according to St. Onge Septic Service.

- Food Service Position

Jeff Tate motioned to authorize the superintendent to hire for a part time food service position at Bartlett Elementary School. This position is a new position for 1 hour each day to assist with the daily lunch time activity and would not be eligible for benefits. Mr. Tate stated that in the past the position was held by a para-educator who was able to assist during that timeframe but could no longer do so. **Philip Pancoast seconded the motion. Vote – Unanimous – Motion Passed.** Mr. Allard stated that the position would be paid through the Food Service budget (a self sustaining budget).

Mr. Tate reported that the Bus Committee meeting is scheduled to meet on Monday, September 28th @ 7:00 @ the SAU Central Office and that the Calendar Committee is scheduled to meet at the SAU Central Office – Tuesday, September 29th @ 7:00pm. Suzanne Tremblay requested an updated listing of all Committees and Committee Members.

Human Resource

No Report Given

Curriculum and Education

Mr. Pancoast reported that the Committee continues to work on the construction and work plan for next year. Mr. Pancoast stated that due to the Budget season, the committee would not be meeting in October but would schedule a November meeting.

Bartlett Building Committee Meeting – Final Report

Please reference Standing Committee Reports

Superintendent’s Report –

- **Superintendent Buckley reported that she met with Goffstown Truck Center** to discuss precautionary measures in dealing with the H1N1 flu. Mrs. Buckley stated that she recommended the buses be aired out and wiped down whenever possible in order to reduce exposure to the virus keeping in mind to always use good hygiene. Mrs. Buckley stated that administration will be monitoring student and staff sick time.

- **Goffstown School Board ID Picture Information** - The Superintendent reminded board members that on October 2nd there would be another ID photo-op at MVMS. Mrs. Buckley informed board members that they should plan on being at the school during earlier morning hours.

- **GHS Field Hockey Game to Boston College – Saturday, September 19th** - The Superintendent reported the Head Coach and Varsity Field Hockey team attended a game at Boston College on Saturday, September 19th. Mrs. Buckley stated that this was the third year the field hockey team attended the BC game and that the request was brought forward for approval to the Board Chair in August.

- **“Call” for NHSBA Resolutions** -The Superintendent reported that the NHSBA’s “Call for Resolutions” packets were available. Mr. Allard requested the 3 teacher representatives receive a copy of the NHSBA packet and encouraged the 3 teacher representatives to submit their resolutions to the Board.

- **NECAP results** - Superintendent Buckley reported the school district did well in the NECAP Science testing. Mrs. Buckley reported that all districts in the SAU met or exceeded state proficiency percentages. The Superintendent further stated that 4th graders did extremely well as they exceeded the state percentage for proficiency by 5% - Grade 8 – met the state percentage for proficiency and Grade 11 – students exceeded the state percentage for proficiency by 10%.

OLD BUSINESS

None

NEW BUSINESS

Annual Signing of the BCA ethics policy - As in previous years Board members were asked to sign the BCA Ethics policy. The signed document will be kept in the policy manual housed at the SAU office. The policy will be available for signature at the next scheduled board meeting (10-05-09) for board members who were absent.

MS25-DOE25 Signing - Board Members were requested to sign the MS25 and DOE 25 Documents. The signed documents will be forwarded to the NHDOE and DRA.

Bartlett Building Committee Final Report Presentation - The Committee will present their final report to the Board at the October 5th Board meeting.

Co-Curricular Fee Committee (CAST)-Stadium Committee

Superintendent Buckley reported that the Goffstown Community Stadium Committee and Co-Curricular Fee Committee has morphed into CAST (Co-Curricular Activities Support Team). The Superintendent stated that CAST has realigned their function and role and that she was requesting Board direction as to the school district's role. Philip Pancoast stated that the Co-Curricular Fee Committee had informative discussions regarding costs associated with athletic programs and after several meetings the committee recommended that the district not engage in a fee structure. Mr. Pancoast stated that the Goffstown Stadium Committee's charge was to look into physical plant issues and that he would like the CAST Committee to include the Co-Curricular Fee Committee charge regarding athletic program costs and associated issues such as booster club activities and financial support; improving infrastructure to support athletics and co-curricular activities which include budgetary items. Mr. Pancoast stated that he would like to be a School Board Representative on the CAST Committee. Steve Fountain stated that the CAST Committee has scheduled a 7:00am meeting on Thursday, October 8th. A representative from the SAU will also be invited to attend the meetings.

Summer Success Presentation

Assistant Superintendent MaryClaire Barry stated the school district offers a four-week summer program for special education and regular education students who benefit from continued practice and skill acquisition over the summer. Mrs. Barry reported the follow statistics: enrollment for non-coded students increased by 67%; qualitative and quantitative data evidences that almost all students maintained or made growth; the program placed lots of books in the hands of kids who most likely would not have had them; the most at-risk students received small group and/or 1:1 instruction in an environment with goals and instruction specifically tied to their needs and; our students who score 1 and 2 on the NECAP received services that should serve to improve their NECAP scores.

Ginny McKinnon asked if the increase in enrollment was due to assessment results, parent choice to enroll their child into the program, the result of the Board's decision to waive the enrollment fee of \$100 or a combination of all these items. Mrs. Barry stated different factors were involved and the Board's decision to waive the \$100 fee gave more students the opportunity to participate in the program. Mrs. Barry stated that enrollment may have been even higher however some parents struggle with day care options, transportation and vacation arrangements. Keith Allard suggested researching facilities such as the YMCA's child care program in order to encourage more student participation. Mr. Allard stated that the Board was encouraged to see more non-coded children enrolled in the program.

Mrs. Barry shared some of the feedback received from the students when they were asked "how did summer school help you?" "It was nice that teachers helped little people to learn"; "Helped me learn a lot of stuff I didn't know before"; "I feel smarter"; "I got smarter"; "It made me feel better about myself"; "Helped me read in front of others". Mrs. Barry thanked the Board for their support of the program and the opportunity to continue to grow the Summer Success Model and move it forward in years to come.

Early Graduation Request

Superintendent Buckley presented the early graduation request for Rachel Banack. Mrs. Buckley reported that Ms. Banack has almost completed her VLACS course with a 95 average and is on track to meet her graduation requirements by the end of the 1st semester. Ms. Banack's future plans are to work at Crotched Mountain and is preparing to take her SATs in November as well as preparing her audition at Berkley School of Music where she hopes to attend in the fall of 2010. If she doesn't get accepted, she is preparing to attend a community college. *Jeff Tate motioned to approve the early graduation request, seconded by Philip Pancoast – Vote – 7-0-1 (Ginny McKinnon abstained) - Motion Passed.*

Early Admission Request

The Superintendent presented Mr. Richard Meaney's early admission request to enroll his daughter Kathryn Meaney into the PM kindergarten class at Glen Lake. Mrs. Buckley stated that the Goffstown School Board policy regarding early admission addresses 1st grade early admission only and that the administration followed the 1st grade procedures. Keith Allard stated that Glen Lake was not in existence when the policy was developed. It was suggested the policy be forwarded to the HR committee and a formal policy be developed to include kindergarten wording. The Superintendent stated that Kathryn was assessed and observed in the classroom environment. The assessment included letter and number recognition, counting, hearing and generating rhyming words, writing her name and drawing a person. The result of the assessment placed Kathryn's performance in the top third of the current PM kindergarten class. Based on the assessment, Ms. Kathy Stoye and school principal, Leslie Doster, believe the child is ready to attend Glen Lake School as a kindergartner. Mrs. Buckley stated that the child misses the cutoff date by 7 days. **Jeff Tate motioned to approve the early admission request, seconded by Kent Nolan** - Suzanne Tremblay stated that she has concerns regarding the Board's decision to waive the school district's policy which clearly states a cut off date. Superintendent Buckley stated that this practice is also followed and voted on when a 1st grade early admission request is received. Mrs. Tremblay stated that in previous years the Board changed the cutoff date from December 31st to September 30th and that she was vehemently opposed to it then as she is opposed to waiving the policy's cut off date tonight. Ginny McKinnon stated that it was her opinion making these types of exceptions for kindergarten might affect class size leading to more children than anticipated. Mrs. McKinnon stated that being the youngest student in the class perhaps would not matter in kindergarten but makes a difference in future years on a developmental standpoint. Jeff Tate asked if the student will have to be re-evaluated next year. Superintendent Buckley replied no as the student would be entering 1st grade. Hank Boyle asked if there would be a problem with class size. The Superintendent answered no. Phillip Kendall stated that the cutoff date should not be adjusted it should be left alone. Philip Pancoast requested as part of the development of a formal policy, that administration provide supporting documents and evidence to support a distinction regarding early admission to school. Jeff Tate inquired as to how many early admission requests brought to the Board with a recommendation have been denied. Board members were in agreement that there were no denials when presented with recommendations. **Vote taken - 5-3-0 (Phillip Kendall, Ginny McKinnon, Suzanne Tremblay voted no) Motion passed.**

Residency Request(s)

The Superintendent presented two residency requests which were tentatively approved by Keith Allard before the start of the 2009-10 school year. The first request is from Lisa Sanderson whose family moved to the Maple Avenue section of Goffstown and is requesting her daughter Alyssa Allaire (grade 4) be allowed to remain at Bartlett Elementary School for the 2009-10 school year. The second request is from Melissa Goulet whose family moved to the Bartlett Elementary School section of Goffstown and is requesting her daughter Autumn (grade 3) and her son David (grade 4) be allowed to remain at Maple Avenue Elementary School. **Phillip Kendall motioned to approve the two residency requests with the understanding that transportation will be provided by the parent to and from school on a daily basis throughout the 2009-2010 school year, seconded by Kent Nolan. Vote –Unanimous – Motion Passed.** Mr. Allard stated that the parents will need to return to the Board next year with another request if their intent is to have their child complete their 2010-2011 school year at the different elementary school sections of Goffstown.

Meeting with Board of Selectmen for Ceremony and Open Agenda Items - Superintendent Buckley stated that a joint meeting with Board of Selectmen will be held at GHS – Media Center on October 26th from 6:00 – 7:00pm to discuss a recognition night for an individual who has been a long time school district and town supporter. The meeting will coincide with the Goffstown School Board Budget Session meeting.

Non-School Sponsored Out-of-Country Trip to Costa Rica – (February Vacation Week)

Tim Westphal teacher at GHS has requested permission to advertise the non-school sponsored out-of-country trip to Costa Rica. Superintendent Buckley stated that in previous years this event had been coordinated by Mary Singer. Mrs. Buckley explained that this was a 10-day trip and that it would cost approximately \$2K. **Ginnie McKinnon motioned to approve the advertising of the non-school sponsored out-of-country trip to Costa Rica during the February school vacation, seconded by Hank Boyle – Vote – 6-0-2 (Suzanne Tremblay, Philip Pancoast abstained)**

Bartlett Out-of-State Field Trip Request to Lowell Historical Park (10-22-09) - The Superintendent reported that Mrs. Crete and Mrs. Ward - teachers at Bartlett Elementary School Board requested permission to take the 4th grade class on a field trip to Lowell Historical Park on October 22, 2009. No Board action is needed – informational only.

GHS Varsity Baseball Team out-of-state field trip to Disney’s Wide World of Sports Orlando, Florida April 2 – April 6, 2010

The Superintendent presented a GHS Varsity Baseball Team out-of-state field trip request to Orlando, FLA (April 2 through April 6, 2010). The team is requesting the Board’s approval as they enter into developmental planning for the trip. *Ginny McKinnon motioned to approve the field trip request to Orlando, Fla, seconded by Philip Pancoast. Suzanne Tremblay motioned to deny the GHS Varsity Baseball team out-of-state field trip request to Disney’s Wide World of Sports field trip. Philip Pancoast withdrew his motion and requested a follow-up discussion to the denial.* Phillip Kendall stated that he was also in favor of denying the trip for the following reasons – the request states that there will be one two-hour practice and three scrimmages and a three day hopper pass to the Disney Theme Parks. Mr. Kendall stated that there is not enough playing time or games to justify this field trip. Suzanne Tremblay requested to see a schedule for review. *Suzanne Tremblay withdrew her denial motion – The Board was in agreement to place the field trip request on hold for further discussion at the October 5th School Board meeting.*

School District Discussion

Superintendent Buckley reported on historical data regarding professional staff turnover at MVMS. All 5 schools were researched in the Goffstown School District and the data captures the years 2004-2009. Keith Allard highlighted the school year 2008-2009 as the year the NH Retirement System offered the retirement options accounting for an increase in the percentages - Bedford High School opening and 1-year positions. Phillip Kendall stated the 2009-2010 data for Glen Lake indicates an 11% margin however, 1 teacher leaving Glen Lake School could equal that percentage due to the size of the school. Phillip Pancoast asked if the Superintendent could provide more value aggregated data. Superintendent Buckley responded as follows - School Year 09-10 = 9.6%; SY 08-09 = 14%; SY 07-08 = 10.8%; SY 06-07 = 12.8%; SY 05-06 = 14.4% and SY 04-05 = 11.2%. Superintendent Buckley stated that the SAU work has been centered around hire early, hire good people and work toward staff retention.

Data summaries for Teacher’s who have left the Goffstown School District:

	2009-2010	2008-2009	2007-2008	2006-2007	2005-2006	2004-2005
Bartlett	9%	0%	4.5%	8.3%	16.6%	8.3%
Maple	12.5%	17.5%	20%	5%	12.5%	5%
Glen Lake	11%	0%	22.2%	-	-	-
MVMS	12.8%	21.8%	11.5%	17.9%	19%	14%
GHS	5.9%	10.9%	6.9%	13.9%	11.88%	12.9%

RESIGNATIONS

Teacher Resignations:

Name	School	Position
Jonathan Sadowski	MVMS.....	Special Education

Philip Pancoast made a motion to accept the resignation as presented by the Superintendent with regret Seconded by Ginny McKinnon. Vote - 8-0-0 Motion Passed

Teacher Confirmation:

Name	School	Position
Pamela McGrath.....	MVMS.....	Special Education

Philip Pancoast made a motion to accept the nomination as presented by the Superintendent - seconded by Hank Boyle - Vote - 8-0-0 – Motion Passed.

Track Change (effective September 1, 2009):

Name	School	Change in track
Stephanie Burns.....	GHS.....	B+15 to B+30
Joshua Desrochers	GHS.....	B+15 to B+30

Co-curricular Confirmations (Sports):

Name	School	Position
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Terri Cathcart	GHS	Strength and Conditioning
Marc Gagne	MVMS	Soccer (Boys)
Mike Garrity	GHS	Lacrosse Volunteer (Boys)
Debbie Georgevits	GHS	Lacrosse (Girls)
Daniel Grinley	GHS	Ice Hockey - volunteer
Andrew Macon	GHS	JV Football
Lisa Roy	GHS	JV Cheerleading

Co-curricular Confirmations (Non- sports):

Name	School	Position
Kathryn Hoffer	MVMS	Student Council
Jane LaRoche	MVMS	Student Council
Marie Daniels	MVMS	Student Council
Sarah Stank.....	MVMS	Student Council
Kenneth Martin.....	MVMS	Band
Christopher Belding	MVMS	Chorus
Cheryl Giffen.....	MVMS	Drama
Muriel Orcutt.....	MVMS	Strings
Patricia Keough	MVMS	Yearbook
Virginia Sinclair	MVMS	Yearbook

Ginny McKinnon made a motion to accept the co-curricular nomination as presented by the Superintendent - seconded by Phillip Kendall - Vote - 7-0-1 (Kent Nolan abstained) - Motion Passed. Clarification needed to be made regarding the GHS Freshmen Baseball since we don't have that team. The Superintendent will bring back to the next Board meeting.

OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING

Public Comment(s)

Donna Pinard addressed the Board regarding the MVMS professional staff turnover. Ms. Pinard stated that she would be happy to provide the Board with names of MVMS staff who have left the district and would have liked an exit interview. Ms. Pinard stated that she had a previous conversation with the Board Chair regarding the Board's involvement in the exit interviews. Keith Allard stated that Board involvement would be equivalent to micro managing. Ms. Pinard stated that staff is subject to administrative intimidation and would not be comfortable sharing the truth for their decision to leave the district. Mr. Allard thanked Ms. Pinard.

Non-Public Sessions – RSA 91-A:3 II(c)

Kent Nolan made a motion to enter non-public session at 9:20 p.m. to discuss a land purchase, Ginny McKinnon seconded. The Chair took an individual voice poll of each School Board member. Vote - 8-0-0 All in Favor – Motion Passed.

Phillip Kendall made a motion to leave non-public session at 9:50 p.m. Kent Nolan seconded. The Chair took an individual voice poll of each School Board member. Vote - 8-0-0 - All in Favor - Motion Passed.

Philip Kendall made a motion to seal the non-public minutes for a period of 25 years. Kent Nolan seconded. Vote - 6-0-2 –(Hank Boyle, Philip Pancoast abstained) - Motion Passed

Adjournment

Phillip Kendall made a motion to adjourn at 9:50 p.m. Suzanne Tremblay seconded. Vote - 8-0-0 - All in Favor - Motion Passed.

Respectfully Submitted by :

Denise F. Morin
Recording Secretary