

Goffstown School District
Goffstown, New Hampshire

School Board Meeting Minutes
May 17, 2010

School Board Members, Present

Keith Allard
Philip Pancoast
Dian McCarthy
Henry Boyle
Jennifer Theroux
Sue Tremblay
Lorry Cloutier
Ginny McKinnon (arrived at 7:29 PM)
Kent Nolan (excused absence)
Kyle Carreau, Student Representative
Liz Kelly, incoming Student Representative

Administration, Present

Stacy Buckley, Superintendent
Ray Labore, Business Administrator

Teacher Reps, Present

Peggy Zola, Elementary
Mary Grassett, MVMS
Cecile Perretta, GHS

Call to Order

Keith Allard called the meeting to order at 7:04 PM and led the Board and public in the Pledge of Allegiance and a moment of silence.

Approval of Minutes, 05/03/10

Jennifer Theroux made a motion to approve the May 3, 2010 minutes. Dian McCarthy seconded. VOTE 4 yes, 1 no (Jennifer Theroux), 2 abstain (Sue Tremblay, Lorry Cloutier) MOTION PASSED

Correspondence

- Copy of letter to Student Representative
- Nurse/Teacher Substitution

Commendations/Good News

- Mary Grassett stated the 8th grade had the science portion of the NECAPS. Mrs. Grassett stated she felt the incentive to win a pizza lunch and iTunes gift card made a big difference; students were excited.
- Liz Kelly stated the GHS Blood Drive last Friday was the best ever at the high school. Ms. Kelly stated the NECAP's have started, there are very positive responses to taking them; students are excited about raffle and breakfast.
- Kyle Carreau stated Ms. Nichols, GHS Student Council Advisor, is stepping down from her position.
- Peggy Zola stated Maple Ave. Elementary is having a volunteer brunch this Thursday to thank the volunteers. Mrs. Zola stated the 2nd annual Literacy/Art festival is on May 25th 6-7:30 PM and the Maple Ave. Wellness Walk is May 26th. Mrs. Zola stated May 27th is Family Information Night for incoming 1st graders/parents and there will be a Memorial Day assembly on May 28th. Mrs. Zola stated Glen Lake held an incoming Parent Information Night on May 12th, it was well attended and the staff did a great job. Mrs. Zola stated Glen Lake assisted Maple Ave. and Bartlett with first grade placements; the schools are making great efforts to balance classes.

- Cecile Peretta stated GHS is going to participate in a Barnes & Noble Book Fair on May 22nd from 9AM-11PM, coupons were sent out in newsletter, students will be in attendance and doing activities.
- Keith Allard thanked and presented Kyle Carreau with a plaque for his service as School Board Student Representative.

Educational Minute

None

Public Comment

None

Administration/Finance Committee Report

Henry Boyle made a motion to accept the manifest in the amount of \$866,389.59. Sue Tremblay seconded. Mr. Boyle briefly reviewed the contents of the manifest. **VOTE All in Favor MOTION PASSED**

Henry Boyle stated the Committee discussed the MVMS carpet replacement, this has been in CIP for a number years and there is some unspent oil money that could be used to finish the remaining classrooms. **Philip Pancoast made a motion to approve the MVMS carpet replacement as presented. Sue Tremblay seconded. VOTE All in Favor MOTION PASSED**

Henry Boyle stated the Finance Committee is recommending including MVMS in the telephone updating with Maple Ave. and GHS; there would be a savings in installation. Mr. Boyle stated the total cost would be approximately \$55,796, about \$6,000 savings in hardware and \$25,000 from the Apple laptop trade-in. Mr. Boyle stated the rest of the funds for this would come from savings in special education. **Henry Boyle made a motion to include MVMS in the telephone update with Maple Ave. and GHS as presented. Philip Pancoast seconded.** There were various questions from Board members. **VOTE All in Favor MOTION PASSED**

Henry Boyle stated the fire department has requested permission to place an antenna/repeater at MVMS; the police department would use this also. Mr. Boyle stated there would be no cost to the district, paid by grant to fire department, except for electricity, and would benefit the town. Ray Labore stated the repeater would also be connected to the generator. **Sue Tremblay made a motion to approve request. Jennifer Theroux seconded. VOTE All in Favor MOTION PASSED**

Ray Labore stated they received a request from Citizens Bank and 1st Southwest Financial to meet with the full School Board to give a presentation on a recommendation to refinance the existing GHS bond which is scheduled to mature in 2021. Mr. Labore stated the two entities feel there is the potential to save about \$250,000 in interest over the life of the bond. Mr. Labore stated he has made inquiries around the State and 1st Southwest Financial has assisted other schools in refinances and they check out fine with the Bond Bank. Keith Allard stated the presentation would be put on the second Board meeting in June agenda; Board members asked for financial/expense backup information before meeting.

Ray Labore gave Board members a handout on the Maple/GHS breakfast program pilot (started about one month ago with Board authorization). Henry Boyle stated the

Committee is recommending continuing the program until at least the end of the year.

Mr. Labore stated the handout shows the results of the first month of operation, neither program made money, lost about \$1,000 each.

**Ginny McKinnon arrived at 7:29 PM*

Ray Labore reviewed revenue analysis, cost analysis, and break-even analysis with Board members. Mr. Labore stated he felt they could salvage the Maple Ave. program and their recommendation would be to reduce one staff member, and run the program with one person at 1 1/2 hour a day, which would be sufficient time to prepare and offer 50 breakfasts a day; if meal sales go up by fifteen plates a day, the program would break even at Maple Ave. Keith Allard stated by advertising to parents and free/reduced lunch participants in the fall they may be able to have more participation. Melissa Goulet, Maple Ave. nurse, stated she goes down to the cafeteria almost every day and if you take out field trips and Mondays, where you always see the biggest fall, they are averaging about 50 students. Ms. Goulet stated this is a seasonal type of program and they see the highest sales in the fall and winter months; feels amount of students could double this fall. Stacy Buckley stated they are still assessing the ancillary costs/impact of the program on the buildings, teachers doing duties, and custodians. Lorry Cloutier asked if the food service could absorb the costs to continue the program until the end of the year. Mr. Allard stated yes, the food service is a self-sustaining fund. Mary Grasset asked about high school participation. Kyle Carreau stated most juniors and seniors drive to school and get to school past breakfast time and use the snack shack. Mrs. Buckley stated her recommendation would be to continue Maple Ave. until next year, reduce one person, discontinue program at the high school, and maybe have the new food service director look at it; maybe have reimbursable meals through snack shack.

Philip Pancoast made a motion to continue the breakfast program pilot at both schools until the end of the year, keep Maple Ave. as it is next year, minus one staff member, and have food service at the high school have a reimbursable meal through the snack shack. Henry Boyle seconded. MOTION All in Favor MOTION PASSED

Human Resource Committee Report

Lorry Cloutier stated the Committee went over a number of policies. Ms. Cloutier stated the Committee had taken the Board recommendations on Policy IKFA; Board members had some additional changes. Ms. Cloutier stated they would amend the policy and bring forward for a final vote the second meeting in June.

The next HR Committee meeting will be on June 14th at 6PM at the SAU.

Planning & Communication Committee Report

The next P&C Committee meeting will be on June 7th at 6PM at GHS.

Curriculum and Education Committee Report

Philip Pancoast gave a brief overview of the last Committee meeting. Mr. Pancoast stated it was a very productive meeting; they discussed what the school plan was at the beginning of the year, how it was adapted, where they find themselves today, and what they are looking ahead to. Mr. Pancoast stated the Committee discussed LEAP, SINI, DINI, and RTI. Mr. Pancoast stated there is a lot of enthusiasm for what is going on in the schools.

The next C&E Committee meeting will be on June 14th at 7PM at the SAU.

Superintendent's Report

Stacy Buckley read aloud an email from Nick Peterson, a GHS student involved in Special Olympics, who was at a regional meet in Londonderry. Mrs. Buckley passed around photos Mr. Peterson had included with his letter. Keith Allard stated there would be a miniature Special Olympic torch run on May 26th going through Goffstown.

Stacy Buckley stated they are in the process of looking for new teacher representatives for the School Board; should have names by the first Board meeting next year.

Stacy Buckley stated Jerry Agate asked her to acknowledge Friends of Softball and all the improvements they have done at MVMS.

Stacy Buckley stated she stopped by the GHS baseball game this evening and we were beating Manchester West 7-0; we are number one in Class L at this time.

Stacy Buckley stated there are a lot of Memorial Day activities coming up and asked Board members to contact her if they are interested and she would get the information to them.

Stacy Buckley brought forward the following dates for Board information:

- GHS Graduation, June 17th, 7 PM, St. Anselm College
- Senior Bar-B-Q, June 17th, 11 AM (need Board members there by 9AM)
- MVMS Promotion Ceremony, June 18th, 5 PM, at GHS
- GHS Scholarship Night, June 10th
- GHS Athletic Awards Banquet for Seniors, May 27th
- MVMS Awards Dinner for 7/8th Graders, May 18th
- Elementary Facilities Review Committee Meeting, May 26th, 4 PM at SAU.

Stacy Buckley stated Ray Labore and Gary would be attending the Budget Committee Meeting with Sue Tremblay tomorrow to help answer any questions regarding the phone system and computer purchase.

Stacy Buckley stated there are three retirements coming up; need bells and a Board member present for each: Maddie Enman, June 9th, 5:30 PM (Keith Allard), Mary Waples, June 9th, 3:20 PM (Ginny McKinnon), and Doris Seastream, June 18th, faculty luncheon at noon (Philip Pancoast).

IKFA Policy – Early Graduation Policy

This agenda item was discussed during Finance Committee Report

Senior Bar-B-Q Preparation Discussion

Stacy Buckley encouraged all Board members to attend the Senior Bar-B-Q.

Commodity Bid Results

Ray Labore gave each Board member a double sided handout (oil, propane, milk and paper) to review. Mr. Labore went over each bid.

- Oil/Propane: the Board had authorized the superintendent to act on their behalf. The SAU executed an agreement with Fred Fuller for #2 heating oil at \$2.385/gallon; same deal as this year. For propane, the SAU executed an

agreement with Eastern Propane at \$1.695/gallon. The towns of Goffstown, Dunbarton, and the three school districts are participating in these two agreements.

- Paper: WB Mason was the low bidder, increase of \$512.36 across the board (Goffstown, Dunbarton, and the three school districts are participating in this).
- Milk: Oakhurst Dairy with 408,000 ½ pints at a \$641 increase in cost (only for schools).

Sue Tremblay made a motion to approve WB Mason for paper and Oakhurst Dairy for milk for the upcoming school year. Ginny McKinnon seconded. VOTE 7 yes, 1 abstain (Jennifer Theroux) MOTION PASSED

CIP Matrix Approval

Philip Pancoast made a motion to approve the CIP Matrix and provide it to the CIP Committee. Henry Boyle seconded. VOTE All in Favor MOTION PASSED

"Race to the Top" Memorandum of Understanding

Stacy Buckley had sent information on this agenda item in Superintendent Notes. Mrs. Buckley explained "Race to the Top" to Board members (State is applying for round two, Goffstown may have access to some funds (\$265,000)). Mrs. Buckley stated she is asking for the Board to authorize the Board chair and Superintendent to enter into the Memorandum of Understanding. Mrs. Buckley stated there are some sweeping reforms they are looking at, like adopting as a State a national curriculum; the biggest controversy for our state is tying teacher performance to student outcome. Mrs. Buckley stated she feels at some point we would not have a choice in doing this. ***Philip Pancoast made a motion to sign the Memo of Understanding. Lorry Cloutier seconded.*** Ginny McKinnon asked if voting yes meant the memo would be signed, but would come back to the Board before the application was sent in for funds. Mrs. Buckley stated yes, but if the State does not get the grant there is nothing to do. ***VOTE 7 yes, 1 abstain (Henry Boyle) MOTION PASSED***

PBIS Program

Stacy Buckley discussed the PBIS (Positive Behavioral Intervention and Supports) Philosophy with Board members:

- Reviewed history of PBIS
- Showed a graph of how similar to what implementing now, RTI; reviewed graph briefly.
- Bartlett and New Boston are PBIS schools, took advantage of grant.
- Reviewed the three tiers of PBIS
- Explained universal rules, importance of data, uniform discipline form, reinforcement
- PBIS is a real focus to change behavior, brings to next step of why child is doing something and how to help.

2010-2011 Goffstown School Board Meeting Dates

Stacy Buckley gave each Board member a draft of next year's school board meeting dates and briefly reviewed any alterations/changes.

Field Trip Request

Stacy Buckley brought forward a field trip request for MVMS, Teams 8-2, 8-3, and 8-4, for their June 6th Boston Harbor Cruise (102 students). No Board action was needed as this is a repeat trip.

Review of Policy JFAB

Keith Allard asked the Human Resource Committee to look at Policy JFAB – Admission of Non-Resident Students; need to clarify it is only for Goffstown residents, Dunbarton and New Boston would still need to pay tuition (paragraph 2). Lorry Cloutier stated the Committee would look at this and get back to the Board.

Student Intern

Stacy Buckley brought forward the following Student Intern; no Board action needed:

- Jessica Whittemore, Early Childhood Education, Glen Lake

Long Term Substitute

Stacy Buckley brought forward the following long-term substitute; no Board action needed:

- Sara Penerian, Darcie Crete, Bartlett (mid-May-June, 2010)

Other Business That May Legally Come Before the Board

None

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

Ginny McKinnon made a motion to enter non-public session at 8:42 PM to discuss scholarships, personnel matter, and a student issue. Sue Tremblay seconded. The Chair took an individual voice poll of each Board member. VOTE All in Favor MOTION PASSED

Sue Tremblay made a motion to leave non-public session at 9:11 PM. Lorry Cloutier seconded. The Chair took an individual voice poll of each Board member. VOTE All in Favor MOTION PASSED

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

Sue Tremblay made a motion to seal the non-public minutes for a period of ninety days. Philip Pancoast seconded. VOTE All in Favor MOTION PASSED

Jennifer Theroux had some questions about talks going on at C&E meeting; the Board discussed briefly.

Adjournment

Lorry Cloutier made a motion to adjourn at 9:19 PM. Henry Boyle seconded. VOTE All in Favor MOTION PASSED

Deborah Jore
School Board Recording Secretary

These minutes are subject to School Board approval