

**SANBORN REGIONAL SCHOOL BOARD
MEETING MINUTES**

September 21, 2016

A regular meeting of the Sanborn Regional School Board was held on Wednesday, September 21, 2016. The meeting was called to order at 7:08 p.m. by Sanborn Regional School Board Chairperson, Corey Masson. The following were recorded as present;

SCHOOL BOARD MEMBERS: Corey Masson, Chairperson
Jan Bennett
Dr. Pamela Brown
Peter Broderick
Sheila Pierce
Nancy Ross

ABSENT: Roberto Miller

ADMINISTRATORS: Dr. Brian Blake, Superintendent of Schools
Carol Coppola, Business Administrator

The meeting began with a Salute to the Flag.

REVIEW AGENDA

Changes to make to the agenda: 1) Dr. Blake will report under Subcommittee Reports (12a) regarding the SST meeting this past week and 2) an unrecorded "Non-Meeting" Meeting will take place after the regular meeting regarding the status of the SRSD contract negotiations discussions in order for the Board to participate in a poll. This type of meeting falls out of the jurisdiction of a Non-Public Meeting since the discussion involves a contractual negotiation issue and therefore not required to follow the Freedom of Information Act. 3). Ms. Bennett will report on the Facilities Committee (12b) and Ms. Ross on the Finance Committee (12c). Dr. Blake will report under New Business on resignations and nominations (14c).

APPROVAL OF MINUTES

Motion made by Ms. Ross to approve the minutes of September 7, 2016. Motion seconded by Ms. Bennett. No discussion. Motion raised by Mr. Masson to vote on the acceptance of the September 21, 2016 Minutes. Vote: 5/1/1 –Dr. Brown abstained, Mr. Miller absent.

EXPENDITURES REGISTER & MANIFEST – REVIEW AND SIGN

The Board reviewed and signed the Manifest Check Register #5 -\$ 370,568.36 dated 9/21/16 and the Payroll Check Register#6-\$421,390.87 dated 9/22/16.

ADMINISTRATIVE REPORTS

a. White House Visit

Dr. Blake reported that on September 12th, he and Ellen-Hume Howard, along with the NH DOE Commissioner, Deputy Commissioner and other educators from New Hampshire and around the country were invited to the White House to talk about High School Redesign. (Summary article placed in Carriage Towne News 9/21). Secretary of Education John King gave opening comments about 21st century learners and how best to meet their needs. Dr. Blake said it was refreshing to hear that the work being done at Sanborn is taking off around the country. A rich conversation with over 100 other Administrators explored the key issues impacting students today. Parent/student panels were held and also an evening screening of a NOVA special called, “School of the Future”. Ms. Bennett commented that she saw the NOVA film and found it inspirational. She asked whether rural environments versus city were discussed and Dr. Blake said that it wasn’t and that much of the federal legislation is geared towards the big cities such as No Child Left Behind. He added that it is not intentional but any roadblocks faced regarding federal legislation are due to what the needs of the country are. Ms. Bennett hopes that a conversation can ensue on this in future as there are many that don’t fall into one category.

Mr. Masson asked about the demographic of the gathering. Dr. Blake replied that it was a broad spectrum from across the country. Dr. Blake closed by saying (for the record) that SRSD funds were not used for his trip.

STUDENT COUNCIL REPORT

Michael Giordano highlighted his activities and school events as follows:

- Honorary Member voting in Student Council will be amended to include an interview and no longer will be an anonymous process.
- Homecoming Update: This week’s Spirit Week has the highest participation in quite some time with 50% of each class involved. Parade starts at 8AM. Dance on 9/24 from 7-10 PM.
- Football Teams are doing a fundraiser called “NH Tackles Hunger” where non-perishables will be collected at food stands during football games.

- Drive 4 UR School is a fundraiser to benefit the drama, chorus and band Booster Clubs held at the High School. Ford sponsors the event and for 300 valid test drives of one of their vehicles, the Boosters receive 6K. Event being held Friday, September 23rd from 11:30 am to 5:30 pm. Drivers must be at least 18 years old to test drive. It will be held in the front of the high school. A \$10 gift card will be given by Uno's Restaurant in Haverhill for the first 300 test driving a car.

Dr. Blake explained more about the NH Tackles Hunger which is a national program.

Mr. Masson asked why the participation is up and Mr. Giordano replied that in large part, it is due to friendly completion between classes.

SCHOOL BOARD CHAIRPERSON'S COMMENTS

Mr. Masson attended a conference in Baltimore, MD sponsored by the *Enrollment Management Association* which is geared towards private/boarding/independent schools. He came away feeling discouraged by the elitist attitude presented by the crowd of over 900 and congratulated Sanborn Regional School District and public Schools in the nation for being, "leaps and bounds ahead of the curve...ahead of managing the day to day rigor " without having the steep funds to "belong" to one of these private facilities. He added that he is proud and grateful that that he and his family belong to the public school system here and offered a "round of applause" to SRSD, to Dr. Blake for being Superintendent of the year, and to the community for "sticking with each other". He ended by saying that "you are elite in my eyes" even if you are not spending \$60K annually to send your child to a private school. He segued into the budget topic by asking, "How we can be ahead of the curve?" His recommendation to those in the community is to "get out and learn" about the issues. He thanked the tax payers, the teachers and those present.

PUBLIC COMMENT

Jordan Piper (Newton) informed the group that there is a fundraiser here at SRHS on Sunday, from 3-5, the Exeter Buffet. He also commented on a previous discussion by board member Sheila Pierce regarding the small amount of people that actually show up to help at booster events (aka the 80/20) rule and he compared that to the Board who show up to do the work for the many that claim they want to but don't. He thanked Charlotte Scott from Southern Rockingham Coalition for Healthy Youth for spearheading a recent event with Mark Wahlberg's brother. He closed by saying, "Tonight as you are challenged with budgets and contracts, keep in mind the spirit of the law with the letter of the law and if you get lost or confused, go back to the basics".

SCHOOL BOARD COMMENT

Ms. Pierce announced that we were awarded The Blue Ribbon Award again this year from *Partners in Education* which recognizes the extraordinary efforts of school volunteers in all their efforts (PTO, booster clubs, etc.) for hours donated. She hopes that we continue and go for the Gold Award next year. Ms. Pierce highlighted the Homecoming activities and encouraged all to come to the parade, see the skits and attend the football game where they will see a Native American mascot in full headdress to help cheer the team on. This volunteer is the Grandfather of a student and will also be in the parade and at all the games.

Dr. Brown commented that she had missed the last meeting due to Collective Bargaining Negotiations training in Concord, an obligation she is not excited about but recognizes it as a necessary part of her commitment to being a SRSD Board Member. She “was stunned” to watch the video and see her proposal for increasing the frequency of meetings being shot down by board members. Given the amount of unfinished business still to be completed from last year such as annual Board goals (not sure they are carrying forward), the 5 years Strategic Plan, EISA (Excellence in Student Achievement) subcommittee plan updates, the SRSD flow chart which needs to be upgraded to include the Budget Committee, and the policy subcommittee language amended. She added that the Public comment by Mr. Baitz at the last meeting, where he referred to Board commitment being a part-time job, is his opinion and she does not agree. Lastly, she has some information on class size for student representative Mr. Giordano.

SCHOOL BOARD COMMITTEE REPORTS

- a. Dr. Blake reported that the first **SST Governing Board** meeting took place recently. Currently, there are 707 students enrolled at SST of which 92 are Sanborn students. The programs are off to a great start especially the dual enrollment course that allows them to take courses which can apply towards courses at Sanborn. This year’s budget is \$16 more per student than they anticipated due to the lower overall enrollment than budgeted for. A discussion ensued on the enrollment numbers at SST as a whole and it was determined that fluctuations have always occurred and as a district we always budget for a cap of 100 students to attend.
- b. **Facilities Committee:** Ms. Bennett recapped the summer facility projects saying that the high school entrance still has a punch list to complete and we are holding 10% of the cost, as we are with the Bakie Roof for the same reason. The Chrome books infrastructure is in place, the Middle School has an electrical issue which will be solved this week, the High School stairway lighting is still in the works, and the tennis courts are complete. In response to a letter from a citizen about making Swasey Gym Handicapped Accessible, Ms. Coppola has received a quote from SFC Engineering Firm for which they would charge \$2K for that assessment. A discussion was started by Ms. Ross about how much we use the Swasey Gym and she commented that she would prefer to defer the

work until we decide what we are going to do with the building in the long run depending on the Charrette Report and what the District decides to do.

A lengthy discussion ensued about who uses the building and whether to pursue the firm's study. Dr. Brown commented that a portable accessible toilet should be made available at the gym to avoid a law suit. Dr. Blake commented that there is one there outside that does not belong to us and was brought in at the time of Charrette.

Ms. Coppola pointed out that the scope of the visit by the firm would be a preliminary one looking at the site overall, the accessibility of the entrance, and the bathrooms. The report does not include an engineering assessment. She added that if needed, "reasonable accommodations" can be made for those using the facilities and not necessarily a full-scale renovation given the age of the building and what it is used for.

Mr. Masson questioned the town's usage of the building and how many years voting has been held there, asking why this is just coming up now.

Mr. Broderick recommended a timely follow-up by letter to the respondent. He made a recommendation, based on Ms. Ross's input that a usage report be developed by the Facilities Committee to determine what is being held at Swasey Gym and what the alternatives are.

Based on the Board's recommendations, Mr. Masson will develop a letter to the petitioner By October 3rd summarizing the plan to obtain a facility usage report and alternatives from the Facilities Committee which the Board will review at the October 19th School Board Meeting.

- c. **The Finance Committee-** Ms. Ross reported that line item transfers were discussed as is common at this time of the year. Many line items were transferred from one cost center to another due to different salaried positions moving to where they are needed most. Another line item transfer was for the contracted positions for Speech Pathology which is utilized at Bakie, Memorial and at the Middle School. Mr. Broderick asked for clarification as to whether the Finance Committee has the authority to transfer line items and to expend the money. Ms. Coppola clarified that the Superintendent has the authority on behalf of the School Board to authorize the expenditure not the Finance Committee.

UNFINISHED BUSINESS

- a. **Fremont meeting date is set for Tuesday, September 27th at 6PM at the Ellis School.** A full Board is not necessary but a quorum would suffice. On the agenda is 1.) Key budget decisions and 2.) The discussion of changing the start times at the High School. Four Board members are available to attend and Dr. Blake mentioned that the Fremont Agreement mandates that Administration be required to attend 3 meetings per year. Mr. Masson will explore the detail of the agenda items and share more of that with the Board. He will express the importance of talking about the contract and any other items we need to bring up. A short discussion ensued about changing start times and the pros and cons.
- b. **Community Relations Coordinator Position-**Dr. Blake commented that he would be in favor of the position and that our salary line items would support the position. He added that that the District had someone in the past but in a part-time administrative position.

Mr. Masson commented that a professional in the area of Media Relations is critical and that although Mr. Stack is championing our public relations and doing an incredible job, it is a full-time job that requires replication at each of the schools, a job for an expert in the field.

A motion was made by Ms. Bennett to investigate, via the Personnel Committee, the position and job description of Community Relations Coordinator. The Motion was seconded by Ms. Ross.

Ms. Ross shared that this position requires a person available at all times to be involved in all events.

Mr. Broderick is against the position wondering how we can afford this position, instead suggesting that Administration be involved in that role or asking a student to take it on.

Mr. Giordano commented that the amount of time it takes is exorbitant, given the experience he has had working with Mr. Stack on the newsletters and his feeling is that the Principal should be focused on the students, not marketing. He reiterated that the community has complained about not having PR coverage.

Ms. Bennett commented that it should be a full-time professional in media relations for a trial period of two years to see what the difference is in the community, and recommended targeting the population of people who do not have children in school who are somewhat “disconnected” from what we are doing.

Dr. Brown's opinion is that we don't need a PR person but instead should focus on the results of PACE and other evidenced-based outcomes to showcase our schools.

Vote: 4 in favor, 2 opposed.

NEW BUSINESS

- a. **Subcommittee Scheduling**-Mr. Masson thanked the group for forwarding their meeting availability to him which will be brought to the leadership team and each subcommittee chair will receive information from him.

- b. **Resignations /Nominations**-Dr. Blake informed the group that the Librarian/Media Specialist at the High School, Pamela Harland, has submitted her resignation to take a job at Plymouth State University. In addition, Physical Science teacher, Leah Wolczko has also resigned. **A Motion was made by Ms. Bennett to accept the resignation of Pamela Harland and Leah Wolczko as documented on 9/21 and was seconded by Ms. Ross. Vote: All in Favor.** Dr. Blake explained that he would like to nominate Mark Giuliucci, a Social Studies teacher who will step into the position for the rest of the year until a full search can yield candidates to interview for the position. **A Motion was made by Ms. Bennett to accept the nomination of Mark Giuliucci as the interim Librarian/Media Specialist as documented on 9/21 and was seconded by Ms. Ross.** Mr. Giordano commented that Mr. Giuliucci is an excellent teacher. **Vote: All in Favor.** Mr. Broderick asked to discuss the Physical Science replacement and Mr. Masson asked that he bring it up in goals for the budget.

- c. **School Board Budget Goals Process**- Mr. Masson began by pointing out the importance of the budget document, one of the most important publications presented to the community and he asked the group to be cognizant of the fact that this document should express the District's plan for operating our community schools and educational programs in the next 2017-18 fiscal year. There are 5 different "buckets" that the process falls into as it is developed:
 - **Planning**
 - **Preliminary**
 - **Recommended**
 - **Approved**
 - **Town Vote**

Dr. Brown presented her goals which she summarized as being able to maximize flexibility moving forward when it comes to expenditures and also increase inclusiveness with those community members wishing to be involved in decisions around Capital Expenditures. She also would want to make sure that student excellence is being achieved and suggested that each school's leadership team present a list of programs that would increase student performance with costs and expected outcomes with way

to measure. Competencies should be measured in all areas with aggregate data. Mr. Masson is looking for an outcome-based Budget and Dr. Brown stressed that she is looking for that as well in key subjects.

Ms. Pierce brought up that previously, this type of cost/outcome measurement was presented and worked well, especially for the full-day Kindergarten program.

Ms. Ross expressed her opinion that everyone is focused on line items without spending the time looking at the explanation included in the line item.

Mr. Giordano commented that teachers are making strides in their personalized approach to learning with outcomes that should not be disregarded.

Ms. Bennett feels that we should put more trust in what is recommended and not spend time analyzing every line item. Mr. Masson reiterated that we are putting together guidelines right now. Dr. Blake added that every line item is defensible and the issue is how the message is delivered. He added that we are on the lean side when compared to other school districts.

Mr. Masson pointed out that Smart Goals are common to our district and we should work on our outcomes by closing gaps within those objectives that have been set. He stressed "What is the challenge with the budget presented? Sell us what the objectives and goals are."

Mr. Broderick brought up the Town of Kingston's Annual Report which shows line items that he feels are more understandable than the SRSD budget books. After much discussion about line items it was determined that all the information is in the SRSD documents and assistance is available. Mr. Broderick also discussed his concern about the number of guidance counselors which Dr. Blake and Ms. Coppola clarified for him. Mr. Broderick also brought up Warrant Articles and Capital Reserves saying we should separate out the items that do not have to do with education so they understand as the "Voter is King". Dr. Blake agreed but pointed out that the difficulty is when Warrant Articles get voted down, saying that we can have the best intentions for developing a budget but if the voter does not want to support or cannot afford to support the budget, they won't. Mr. Broderick commented we have "hard decisions to make" when approaching this budget and voters do as well.

After extensive discussion, the Board came up with guidelines that can be shared with the Leadership Team

- Presentation of Priorities- Ability to have a real-time view if the budget is "+" or "-" what is added or removed.

- Pay for the Top Instructional Priorities-Evaluate and prioritize expenditures to enact the instructional priorities.
- Document Structure- To be well organized and clearly lay out the challenges that the District is facing and how the District's strategies and and financial plan will address these challenges.
- Sustainability-The budget document will represent an established system of strategic plans that monitor projects and outcomes progress while making necessary adjustments to stay on track.
- Class Sizes- SRSD approach to class size as it pertains to academic achievement and programs offered.
- Drug Awareness-Expand the drug awareness curriculum at all schools.
- Salary and Benefits-Revise and review compensation to retain and attract top educators.
- One time Items- What are the one-time items that are exiting from the present operating budget now to the proposed budget.
- Student Enhancement- What is the expected outcome of the curriculum and how does it benefit each and every student.

COMMUNICATIONS RECEIVED/SENT- Dr. Blake reminded the group of the letter from Ms. Killam regarding the handicapped accessibility at Swasey Gym which had been discussed earlier and informed them of a Right-to-Know request received from Budget Committee member Jack Kozec asking for salary information.

Another request received was a Field Trip Request to Poland during April vacation submitted by Evan Czyzowski who also hosted a similar trip last year. **A Motion was made by Ms. Ross to approve the trip to Poland, seconded by Ms. Bennett.** Ms. Ross expressed her support of Mr. Czyzowski and the wonderful feedback received about him and the previous trip.

Vote: All in Favor.

WRITTEN INFORMATION- added to Communication Received/Sent

AGENDA ITEMS FOR NEXT REGULAR MEETING

1. School Board Goals review
2. Negotiations Update
3. Strategic Plan Update
4. Personnel Update
5. Fremont Summary
6. Policy meeting Update

ANNOUNCEMENTS

Negotiations Subcommittee Meeting will be held on Wednesday, September 28th at 4:45 p.m. in the High School Board Room, # 137.

(THIS MEETING IS NOT OPEN TO THE PUBLIC and NOT SUBJECT TO RIGHT TO KNOW LAW)

The next Sanborn Regional School Board Meeting will be held on Wednesday, October 5, 2016 at 7:00 pm in the School Board Room (Room 137) at the Sanborn Regional High School, 17 Danville Road, Kingston.

The next Budget Committee Meeting will be held on Thursday, September 22, 2016 at 7:30 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston.

The Joint Board Meeting with Fremont School District will be held on Tuesday, September 27, 2016 at 6PM at the Ellis School.

ADJOURNMENT-Motion made to adjourn the meeting at 10:35 p.m. by Ms. Ross and seconded by Ms. Bennett.

Minutes respectfully submitted by,

Phyllis Kennedy
Recording Secretary

Minutes of the School Board meetings are unofficial until approved at a subsequent meeting of the School Board.