

**SANBORN REGIONAL SCHOOL BOARD
MEETING MINUTES**

September 6, 2017

(The 9/6/17 School Board Video can be viewed at www.sau17.org under School Board)

A regular meeting of the Sanborn Regional School Board was held on Wednesday, September 6, 2017. The meeting was called to order at 6:06 p.m. by Sanborn Regional School Board Chairperson, Peter Broderick. The following were recorded as present;

SCHOOL BOARD MEMBERS:

- Peter Broderick, Chair
- Dr. Pamela Brown, Vice Chair
- Corey Masson
- Taryn Lytle
- Sheila Pierce
- James Baker
- Tammy Mahoney
- Lauren Lanseigne, Student Representative

ADMINISTRATORS:

- Thomas Ambrose, Superintendent of Schools
- Michele Croteau, Business Administrator

1. **CALL TO ORDER** at 6:06 PM by Mr. Broderick with Pledge of Allegiance

2. **ACTION ON MINUTES** –Mr. Broderick asked for a Motion to approve the Minutes of 8-30-17. Motion made by Dr. Brown, seconded by Mr. Masson.
Mr. Baker asked for the following correction of his comments on page 5 to read as follows: He also did not agree with the school district’s opinion on achievement, **including** that certain types of testing didn’t matter. Dr. Brown asked for a correction to her comment on page 7, 3rd sentence to read as follows: It is an **emergency** situation for her and she cannot just set a goal and sit back and watch outcomes. Also, on page 8 under Public Comment, 3rd paragraph, correct the spelling of the word **commented** and **policies**.

Vote: All in Favor with amendments.

Mr. Broderick asked for a Motion for the 8-30-17 Payroll Register. **Motion made by Ms. Mahoney and seconded by Mr. Masson. Vote: All in Favor**

3. COMMUNICATIONS

3.1 9/1 Enrollments- The District has 1,614 students, a decrease of 56 students from the 9-1-2016 enrollment of 1,670. School enrollments are as follows:

- High School1 (-22)
- Middle School (-21)
- Memorial (-16)
- Bakie (+3)

Mr. Ambrose commented that he has been reviewing class /grade/section enrollments in preparation for budget planning and will be reviewing his findings and ideas with the Administrators during that process before presenting final budget to the Board.

3.2 Resignations-None

3.3 Nominations- Mr. Ambrose nominated Bree Betke as a .5 Art teacher at the High School, replacing Marissa Vitolo. **Motion made by Mr. Masson to accept the nomination of Bree Betke, seconded by Mr. Baker. Vote: All in Favor**

3.4 SST Update-Superintendent Ambrose reported that he attended a recent board meeting at Seacoast School of Technology with Mr. Masson and prior to the meeting, he toured the facility and learned about the many high level, competency-based programs offered. He found it “amazing” in its comprehensiveness, allowing students to have hands-on training in one area and then move to adjacent classrooms to further their study/education. SST is experiencing a parking challenge with their YMCA neighbors, who want to expand their programs and the expected growth will impinge upon the SST’s parking and they may call on the Board to write a letter on their behalf if the efficacy of their programs is diminished by the parking constraints.

Mr. Masson added that 20 different towns send students to the SST, contributing to the 750-student capacity, all of which share parking with the YMCA. The Planning Zone has a meeting in November for which the SST Principal will present a letter in conjunction with their Board, to appeal the parking issues.

Mr. Baker asked, “What trade programs are offered there?” Mr. Masson replied the following: SST is one of the leading CTE (Career Technical Education) schools offering Animal & Plant Science, Automotive Technology, Bio-Med Science and Technology, Building Construction, Careers in Education, Computer Science, Culinary Arts, Digital Medical Arts, Health Sciences, Marketing Technologies, Pre-Engineering and Welding Technology. All the courses are

offered (in full) in the AM or PM to give students a choice of what works best for them.

Mr. Masson continued with the SST Report, saying that 100 students' slots are allotted from Sanborn's budget for SST. Currently, 100 students attend with 62 in AM and 38 in PM.

There are 704 students currently at SST. Mr. Baker asked, "So, overall, they made up the fall-off reported last spring?" Mr. Masson replied that as of 3/17/17 there were 805 students pre-registered which dropped to 704. Online registrations are offered this year which helps with ease of registration.

Mr. Baker asked, "At what grade in high school are students eligible for these programs?" Mr. Masson answered. that typically, it is juniors and seniors but a new senate bill going through will allow sophomores to attend, if it passes.

The recent SST Board meeting was held on Monday, August 28th at 5PM. Seven new board members were welcomed. A report was given by the new business administrator on the adjusted budget for 2017-18. Other discussion involved enrollments, the YMCA issue and the upcoming sophomore additions. The next meeting is September 18th at 5PM.

Student Representative Lauren Lanseigne asked about the numbers of junior and seniors on the wait list? Mr. Masson responded, there are 99 students for AM and 49 for PM program. The break-out is 17 for Animal Plant Science, 15 for Building Construction, 10 for Careers in Education, 19 Health Science Technology, 20 for Welding Technology (most requested program).

Mr. Ambrose stressed that touring the facility is a must and if there was a possibility in the future of collaborating with SST to hold a class at Sanborn. He will explore this more this year.

3.5. Vacancy Applications- Mr. Ambrose reported that 2 letters have been received and will be opened after the 9/6 deadline.

3.6. Committee Calendar Dates

Mr. Ambrose reviewed the subcommittee dates that are regularly scheduled for Excellence in Student Achievement (EISA), Facilities, Finance, Personnel, Policy, and Public Relations. The public will be notified of the meetings.

3.7. Mr. Ambrose reported that his focus is on Academic Achievement, especially with the SAT scores at the High School being low and the juxtaposition of the K-8

tests results for Smarter Balance showing above average scores in reading and math. He asked the Principals to pull apart that test data and take a look at the trajectory of how students are doing as they approach high school. Another strategy in effect is to offer the PSAT to freshmen as a mandatory test to determine their strengths and weaknesses. The Khan Academy component of the SAT will start in 9th grade as well. He stressed that real change in academics take 3-5 years but that short term strategies can help in that effort. Through data analysis and conversations with teachers, his hope is that they can see what is at work and move the District forward. Mr. Ambrose is meeting with teachers in their Professional Learning Communities this month as well. This will offer differentiated professional development to them giving them “voice and choice” as we do with students.

The opening of school has gone well for the second week with buses running well, new staff in the cafeteria and great food offered.

Mr. Ambrose also met with Steve Kossakoski for 2 hours at the Virtual Learning Academy (VLACS) to study their programs and determine how they work and how they could support our students. They discussed the possibility of offering immediate remediation for students in competencies. This integration could help our instruction and they will discuss it further in the future.

Mr. Baker asked, “This idea of a remedial offering, has it been done in other places? Is he (Mr. Kossakoski) aware of other places this had been done and how it worked?” Mr. Ambrose answered that he did not ask him that question but personally, he feels that it is on the cutting edge and that Mr. Kossaskoski’s wealth of experience can make it happen, adding that the future of education will involve having students demonstrate how they have mastered an idea in various ways.

Ms. Lanseigne asked, “Is this replacing Competency Recovery?” Mr. Ambrose answered that it will be another option. She feels that the concept is great and is also taking a VLACS course this year. Mr. Ambrose asked if he could look at VLACS from her end, which they will do once she is fully registered.

Dr. Brown asked, “Did he mention to you what kind of test proctoring they use for online exams at all?” Mr. Ambrose did not know but will find out.

4. **COMMITTEE REPORTS**

- 4.1 Policy-Dr. Brown reported that the committee met today with the next meeting scheduled for Wednesday, October 4. There will be 2nd Reads of polices tonight and at the 9/20 meeting, there will be some newly mandated polices for a 1st

Read. Dr. Brown encouraged everyone to do their homework in preparation for those polices which will be in their folders. Currently the committee is working on a number of policies.

4.2 EISA - Dr. Brown has no report and the next meeting will be on Wednesday, 9/20 at 5PM.

4.3 Facilities-Mr. Masson reported that the committee met on Tuesday, 9/5 with the following being reported:

- Underground Storage Tank at Bakie School that needs corrective action and repair and will cost \$43,780 after going out to bid. The committee voted to repair the tank.
- Homeland Security Grant discussed the Radios and Repeaters needed at the Newton Schools of which 2 purchase orders of \$39,649 had had been previously encumbered last year. Another 5K of Grant funding was used as well. Moving towards analog devices will allow for more radios and repeaters throughout the district. Initial quote was 1 repeater and 8 radios, used for public safety. All radios are connected between schools. The committee voted to approve use of encumbered funds.

Mr. Baker commented that after 9/11, this awareness came into play of maintaining communication between emergency safety personnel and the public.

Mr. Masson added that the Facilities committee has asked Mr. Broderick to stand in as a vote on the committee if need be (such as a stalemate) because they are down a school board member.

- SAU office renovation is being discussed as confidentiality is a concern with the Special Education staff sharing a room with the waiting area. Mr. Ambrose explained the proposal of putting up a wall to improve confidentiality and the overall work flow of the office. He will focus on keeping costs down and will bring a proposal to next meeting. Mr. Baker asked about the use of rooms, square footage and accommodations, all of which Mr. Ambrose answered. Mr. Baker also asked about using in-house staff people versus outside contractors which, aside from one framing area where the ceiling is very high, Mr. Ambrose will do. Mr. Masson commented that privacy is critical.

The next Facilities meeting is being held on October 4 at 4:30 PM.

- 4.4 Finance- Mr. Masson shared that there is nothing to report and the next meeting is on Wednesday, 9/20 at 4:30 PM.
- 4.5 Public Relations- Mr. Lytle reported that their committee is meeting tonight after the Board meeting.
- 4.6 Personnel- no report
- 4.7 SST-reported earlier in meeting
- 4.8 Seminary Discussion- Dr. Brown reported that they met that morning but there were few in attendance. They are waiting for all to be present to review the one appraisal they received. With Ms. Pierce no longer on the task force they are looking for another member to be a part of the team. Mr. Broderick added that the person joining can be a member of the community. The next meeting is on 9/21 at 8AM.

5. PUBLIC COMMENT

Annie Collyer (Newton) - commented about the SST Report and would like to know about the 19 students that dropped off the wait list and does SST need to add more slots for them? Mr. Masson answered that the wait list is dependent on the course capacity as some courses are more desirable (like welding) than others. Ms. Collyer also asked for clarification on certification under the Building & Construction course which Mr. Masson answered and he will also look into her next question regarding whether we transport students to SST (we do) and how many students transport themselves? Ms. Collyer commended Mr. Ambrose on his efforts at looking at other options for students, and she also appreciates his efforts to ascertain the gaps in testing, etc.

Mary Cyr (Kingston)-Ms. Cyr commented that she is pleased with the timely posting of the school board videos and the refreshing way that the board is working collaboratively towards common goals. She is proud of them and proud to be a community member.

Cheryl Gannon (Kingston)- Based on the last meeting, Ms. Gannon asked board members to further define what makes for “success” at Sanborn and to also see evidence for saying that education is in crisis which she feels is an opinion. Other than the High School math scores, she is looking for answers to what makes Sanborn in crisis. Targeted outcomes are another area needing a clear definition and explicit ways to measure that, a definition the Board can agree with. Ms. Gannon also asked for previous data and an analysis of the number of professionals (teachers and administrators) who have left the district in the past 10 years and the lack of teacher contracts in an effort to identify factors which may be impacting the district's ability to retain staff.

Jennifer Brown (Fremont /Vice Chair of School Board)-asked about the mandatory PSAT and whether there is an alternative test or Assessment for students who may not have access to the PSAT. Mr. Ambrose will ask Mr. Stack as he know there are for the SAT, but will do further research.

6. **OLD BUSINESS**

6.1 School Board Goals- Mr. Ambrose asked the Board to consider the areas of Policy and Finance for the next 8 months and then look at longer range strategic plan components that would factor in as additional goals. He asked them to consider what a 0% budget from this year to last year would look like. Discussion ensued on the how that budget would be developed. The Board tasked the Superintendent with two goals which are making sure that all of the policies are in compliance and defining student success.

6.2 Liability of High School Campus

Ms. Croteau explained that this is a work in progress and she is reaching out to architects to obtain proposals for a scope of work to potentially take down the portions of the old campus that are a liability. Proposals will contain the phases of the work and costs associated with them.

Mr. Broderick pointed out the cost savings in taking down more than less.

7. **CONSENT AGENDA**

The Manifests was signed by Board Members with amounts as follows: Payroll Check Register #5 in the amount of \$835,170.09 and Expenditures Check Register #5 in the amount of \$818,192.34.

8. **NEW BUSINESS**

8.1 Legal Counsel on Board Vacancy

Mr. Broderick read legal opinions from multiple attorneys regarding the process to follow in appointing a person to fill a vacancy of a Kingston board member. In essence they wrote that, RSA 671:33, II (b) dictates that two members from Kingston vote on the vacancy.

Mr. Masson pointed out that cooperative (towns) like Exeter have At-Large Members and yet each town has its own school board.

Ms. Mahoney, the At-Large Member commented that her reason for pursuing this is because she feels an obligation to support her constituents. In her opinion and that of some attorneys she spoke with, the statute is ambiguous and can be interpreted to say she represents the town of Kingston as the At-Large Member and it does not say she must represent the town exclusively. There are many legal opinions on this and Ms. Mahoney reviewed the history of the statute and the opinions she received. She would still like to hear from the Attorney General before moving on the issue.

Ms. Lytle commented that the At-Large Member's constituents are from Kingston and Newton and this vacated seat is representative of Kingston only so she agrees with the legal opinion- that it should be the 2 Kingston Board Members that vote. From a policy standpoint, she is hesitant against going against legal advice and that due diligence was followed.

Mr. Ambrose commented that in the event of a deadlock, the decision would go to the Selectman.

Mr. Baker commented that in his opinion, if a deadlock goes to a Selectman it wasn't a well thought out option because they are not elected to run the school board.

Mr. Masson commented that it would be easier if it was 3, but he is comfortable with the legal opinion.

Mr. Broderick reported that press release has run and receipt of letters of application should be postmarked/due by 9/8. Ms. Mahoney asked if the meeting would be public. Mr. Broderick said it would.

8.2 Policy 2nd Reads

8.2.1 **ADB-Drug- Free Workplace/Drug Free School. GBEC is same Policy Motion made to approve policy ADB by Ms. Lytle and seconded by Mr. Masson. Vote: All in Favor**

8.2.2 **BEDC-.Quorum Motion to approve policy BEDC by Mr. Baker and seconded by Dr. Brown.** Mr. Baker asked for technical assistance with installation of the application to facilitate remote connections. Mr. Ambrose asked for 24 hour notice. Mr. Baker asked Mr. Masson what application he uses. Mr. Masson responded Zoom.us **Vote: All in favor**

8.2.3 **GBAA-R Sexual Harassment & Report Form**
Required policy that is new to Sanborn's Policy Index.
Mr. Broderick made a Motion to approve policy GBAA-R, seconded by Mr. Masson. Vote: All in favor

8.3 Budget Planning/Timeline Update

Ms. Croteau presented the timeline for review and approval.
Mr. Ambrose reviewed the dates for clarification with the goal being transparency and to save the Budget Committee time.

Discussion ensued about the process and dates.

8.4 **Motion made by Mr. Masson to accept the Budget Timeline, seconded by Ms. Mahoney. Vote: All in Favor**

8.5 Superintendent Search (Mr. Ambrose left during this portion of the meeting.)

Ms. Croteau reviewed the process for hiring a Superintendent and the options available. She shared proposals from 2 companies who provide external search, New England School Development Council (NESDEC) and New England School Board Association (NHSBA).

Ms. Brown from Fremont shared their experience of hiring their P/T Superintendent using NHSBA to assist them.

Ms. Croteau mentioned that the process can be as lengthy or short as desired but that timing is of the essence with the many Superintendent openings in the area.

The Board decided to review the documents and will schedule a non-public meeting for **Wednesday, September 13th at 4PM.**

9. **OTHER BUSINESS**

9.1 Next Meeting Agenda

Goals
Policies for Review
Ms. Gannon's Requests

9.2 Student Council Report

Ms. Lanseigne reported that Homecoming is September 25-29
The contest of Penny Wars between the grades will happen to raise money for Hurricane Harvey. The theme of Spirit Week is Ecological Biomes with seniors as marine, juniors as jungle, sophomores as grasslands and freshmen as the Tundra.

9.3 Announcements

9.3.1 The next Sanborn Regional School Board meeting will be held on Wednesday, September 20 from 6-9 PM in the Library at Sanborn Regional High School.

9.3.2 The next Budget Committee meeting will be held on Thursday, September 28, 2017 at 7PM in the Library

Minutes Respectively Submitted by:

Phyllis Kennedy
School Board Secretary

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