

**SANBORN REGIONAL SCHOOL BOARD  
FREMONT SCHOOL BOARD  
MEETING MINUTES**

**October 18, 2017**

**(The 10/18/17 School Board Video can be viewed at [www.sau17.org](http://www.sau17.org) under School Board)**

A regular meeting of the Sanborn Regional School Board was held on Wednesday, October 18, 2017. The meeting was called to order at 6:04 p.m. by Sanborn Regional School Board Chairperson, Peter Broderick. The following were recorded as present;

**SRSD SCHOOL BOARD MEMBERS:**

Peter Broderick, Chair  
Dr. Pamela Brown, Vice Chair  
James Baker  
Larry Heath  
Taryn Lytle  
Tammy Mahoney  
Corey Masson (Via Remote Connection)

**ADMINISTRATORS:**

Thomas Ambrose, Superintendent  
Michele Croteau, Business Administrator

**FREMONT SCHOOL BOARD MEMBERS:**

Allyn Hutton, Superintendent  
Greg Fraize, Chair  
Jennifer Brown  
Susan Levine  
Angela O'Connell  
Brittany Thompson

**ADMINISTRATORS:**

Allyn Hutton, Superintendent  
Susan Penny, Business Administrator

1. **CALL TO ORDER** at 6:06 PM by Mr. Broderick with Pledge of Allegiance lead by 3 members of the Student Council from Memorial Elementary School.

1.1 The Pledge of Allegiance was followed by a *Memorial Cares* video presentation of students at Memorial School demonstrating the following work-study attributes and practices: **Cooperation, Assertion, Responsibility, Empathy and Self-Regulation**. Principal Haynes explained that the video was a collaborative, unscripted effort made by many teachers at the school to highlight the value of demonstrating such practices with

all of their students. She cited the State Senate's passing of Bill #48 in 2013, which emphasized among other things, these practices and behaviors for students' future success. Students (and their parents) are regularly recognized at "Cares Assemblies" whereby students are awarded for showing these behaviors and attributes.

1.2 Roll Call Vote: Held by both Sanborn Regional School Board and Fremont School Board.

2. **ACTION ON MINUTES** –Chair Broderick asked for a Motion to approve the Public Minutes of 10-4-17. Motion made by Dr. Brown and seconded by Ms. Mahoney. No discussion. **Vote:** All in Favor

**Action on Non-Public Minutes of 10-4-17-** Mr. Broderick asked for a Motion to approve the Non-Public Minutes of 10-4-17. Motion made by Dr. Brown and seconded by Ms. Lytle. No discussion. **Vote:** All in Favor

### 3. **COMMUNICATIONS**

3.1 **Manifests-** Expenditures Check register #8 in the amount of \$781.67 dated 10-11-17, Expenditures Check register #9 in the amount of \$188,352.81, dated 10-18-17 and the Payroll Check Register #8 in the amount of \$798,307.27 dated 10-19-17. Manifests signed/approved by Board and Administration.

3.2 **Resignations-** None

3.3 **Nominations-** Mr. Ambrose reported that after an extensive interview process of candidates with an interview committee made up of community, faculty and board members, the decision was to nominate Heidi Leavitt, a current Guidance Counselor at Sanborn to the Counseling Director position, replacing Michelle Catena. **Mr. Broderick asked for a Motion to approve the nomination of Heidi Leavitt as Counseling Director. Motion made by Taryn Lytle, seconded by Mr. Heath. Vote: All in Favor**

3.4 **Superintendent's Report-**Superintendent Ambrose welcomed the Fremont Board Members and commented that it was exciting to have them present. He reported that the EISA Committee made exciting gains in defining student success in their meeting today which Dr. Brown will report on later.

Mr. Ambrose discussed the Extended Learning Opportunities presentation that he attended in which State educators came to Sanborn to hear from our Guidance staff about ways to engage the students and the community to support student learning. A powerful piece of that was listening to a student and her ELO

experience. The educators present are interested in sharing our experience and adapting the modalities that we use with other schools.

The SAU office renovation is going well and those that have moved offices have reported increased productivity based on the new arrangement.

The High School PTO "Coffee with the Superintendent" was well attended and Mr. Ambrose was pleased to have the Assistant Principals there to introduce them. He continues to be impressed with the Administrative teams and the service provided to students and to each other, especially during this time of budget preparation.

- 3.5 Group Purchasing Initiatives-Fremont asked whether there is a Purchasing Cooperatives that the districts could participate in together. Mr. Broderick suggested that they explore that. Mr. Masson mentioned that he is looking at this right now for other districts in his business and we should check the state law before moving forward. Mr. Baker suggested possibly reaching out to other districts. Superintendent Ambrose will meet with Superintendent Hutton and the Business Administrators to discuss further.

- 3.6 Professional Development-Fremont requesting information on ways to broaden PD days and Ms. Hutton emphasized the great value of teachers meeting with other. Ms. O'Connell added that the math departments between schools have been interacting regularly, but expanding so many departments can interact and share their teaching practices is very important and worthwhile.

Ms. Lytle commented (from a teacher's perspective) of the big discrepancy typically between what teachers say they want and need for these Professional Development Days and what administration ultimately offers. She hopes that PD monies, time and effort will actually improve their day-to-day instruction. She agrees that the teacher-to- teacher interaction is critical to improve instruction and share ideas.

Mr. Ambrose added that he and Superintendent Hutton have been talking about PD sharing and grade-to-grade PD, both horizontally and vertically. Effective PD is about giving choice and hearing from teachers and they will continue to talk together.

Fremont's Ms. Brown discussed the alignment of the PD schedules and Ms. Hutton highlighted the excellent staff in both districts that can share their expertise with other teachers, which is invaluable.

3.7 High School Graduation Rates-Mr. Stack began his presentation with an introduction of the Assistant Principals to the Fremont Board.

Steve Krzyzanowski taught Social Studies in Brooklyn, NY for 6 years and then went to Colorado, taking on administrative roles to be able to make bigger changes. He is from the East Coast and glad to be back. He enjoys working with the 9<sup>th</sup> graders and focuses his time with them, enjoying the team and the support he receives from parents and others. He looks forward to further discussions with them and anyone looking to reach out.

Bob Dawson has been in education (receiving 4 degrees) for many years, with 18 spent at the Timberlane School District, several years at the Merrimack Valley District and the last 6 years at the Windham School District. The gift of being here at Sanborn is the great level of support, care and team work received. It is wonderful getting to know the students and he encourages anyone with questions to reach out.

Chair Broderick asked Michael Turmelle, the District's Curriculum Director to introduce himself as well. Prior to his new position, Mr. Turmelle spent 8 years as an Assistant Principal at Sanborn, 12 years in Weare, NH as a Principal and for 6 years he worked at 2 universities. Historically, he taught Social Studies and eventually moved into curriculum, working closely with the former Curriculum Director, Ellen Hume-Howard.

Mr. Stack also highlighted his career for the Fremont Board, sharing that he has been at Sanborn for 12 years with 8 as Principal and 4 as Assistant Principal. He previously taught math in Andover, Massachusetts, graduated from Boston University and lives with his wife and family in Plaistow.

He reported on the drop-out rate which charted the Sanborn Drop-out rate compared to the State's and shows a sharp decline for both since 2001 when the then Governor Lynch focused on this topic. Sanborn has stayed below the state's statistics which hovered at 6% in 2001 and declined steadily down around less than 1% now. Mr. Stack stressed that the teachers have a plan for every student who is at risk and they offer several diploma options towards graduating. Mr. Stack moved on to College Acceptance statistics at Sanborn. Mr. Stack pointed out that on High School's website at [www.sau17.org](http://www.sau17.org), you can click on *Graduation Central* under Quick Links to see graduation statistics annually. (Please view the school board video for specific details of the presentation).

Mr. Baker asked how students are tracked for State reporting and what years data determines trends. He also asked at what point students are flagged for being at risk. Mr. Turmelle explained that students are coded in certain ways to assist with that and Mr. Stack replied that trends come from reports from the

State that are evaluated by the district for any discrepancies. Mr. Krzyzanowski explained that conversations with the student, family, Guidance and all involved is key.

Ms. O'Connell asked how Fremont students are faring in terms of the issues of drop-out rates or college acceptance and if there is anything they need to be aware of. Mr. Stack replied that the data is not broken down by town as all students are treated equally, however some of the best and brightest students come from Fremont. They come in Freshman year and acclimate well.

Ms. Lanseigne (Student Council Representative) commented that as an Ellis School graduate she remembers having initial anxiety coming to Sanborn (along with the 39 other Fremont students) but after several weeks she felt that the transition was seamless. She also felt well-prepared for Sanborn and is enrolled in high level classes. Her friends are a mix of students from all towns and there is no distinguishing between what town students are from.

Mr. Ambrose commented on the college acceptance data points and the initiatives they are working on with the Freshman & Sophomore Learning Communities which clearly have an impact.

3.8 Staff Turnover at High School – Mr. Stack answered Fremont's request by reporting that of the 100 staff members at Sanborn, over the last 12 years turnover rates hover between 10% and 18%. The years fluctuate where one year it was less than 4 and other years it was 22 or 23 when Paraprofessionals are added in. Over the last 12 years, Math and Science positions have suffered the most with 29 people taking those positions. This is a huge focus for them considering the test scores and there is much work to do to figure out the reason which is not apparent.

Mr. Turmelle added that critical shortage areas in the State for certification are Special Education, Math and Science, so competition is high in the area and many teachers will leave for higher paying jobs in neighboring communities, some for increases of 10K to 15K more. Mr. Turmelle cited the lack of Step increases for teachers and the higher pay of those communities. With 21 new teachers in our district, the training and teacher mentoring is extensive.

Mr. Stack added that other districts tell him that when a Sanborn teacher application comes to them, they always interview them as they are impressed with their training and experience. He continually is working to find opportunities to retain staff because although money is certainly a factor, what matters more is that they feel valued for their work and recognized for the difference they are making in the lives of students.

Dr. Brown thanked Mr. Stack and the group for their presentation, and commented that many students transfer but rarely to top tier universities, so we would be better served to focus on the top performers in our district. She added that while drop-out rates are declining, graduation rates are staying high and test scores locally and across the state have declined from 2009 to the present. The gap needs to close, otherwise a graduation diploma becomes just social promotion and we need to address that. Finally, Dr. Brown said that historically underpaid STEM instructors need to be paid more but the cause is not the teachers' contract not passing, but Union regulations that prevent us from providing signing bonuses for hard to recruit fields and this is something we are working on.

3.9 Testing Update- Fremont Board member Ms. O'Connell asked for an update of the District's testing process. Mr. Ambrose commented that we have work to do on the test results, although the State has commented that there is too much weight given to the SAT and Mr. Ambrose explained that it was not designed to be a summative assessment, but to sort people into buckets of college, 2-year technical schools, or into the work force. This worked great during the industrial but not in today's economy with mid-level and lower jobs disappearing. However, right now Math SATs are a focus, and Geometry is recommended for students coming to the High School. The K-8 test scores are at State level or above, but the High School measurements are not truly aligned to curriculum which they will be working on over the next couple of years. He is encouraged that the State is recognizing the variety of indicators that can meet the needs of many of the students.

Mr. Turemelle commented that Algebra and Geometry are key for students to be prepared. The PSAT being given to Freshmen to get them connected to the Kahn Academy, the only sanctioned online college prep program.

Ms. Levine (Fremont Board) asked about our sharing the development of the Student Success definition and Mr. Ambrose assured her that all stages would be shared, and he ran through the process of how that would happen.

Ms. Lytle commented that the number one job of schools is to inspire students to aim higher than they think they can. She cited her own experience growing up with this encouragement as being extremely worthwhile. She hopes this message will be consistent at Sanborn.

4.0 Superintendent Search- Chair Broderick welcomed Mr. Ambrose as the new Superintendent formally voted in by the Board at the last meeting. He added that he is very excited for the future to have such a great Leadership team and commended the Board for their decision.

Mr. Ambrose thanked the Board and echoed Ms. Lytle's sentiment. As a first-generation college graduate, he shares the passion for helping students aspire and he feels that synergistically, the Sanborn team embodies it as well.

4.1 Budget Planning for FY19- Mr. Ambrose reviewed the Budget Timeline and hope parents will attend.

November 1<sup>st</sup>-Budget presented by Mr. Ambrose

November 15<sup>th</sup>-comments on half of the budget

November 30<sup>th</sup>-Joint meeting on budget with Budget Committee

4.2 Curriculum-Fremont asked about this and Mr. Ambrose reiterated that teamwork will be a part of tweaking the curriculum. Ms. Levine wants to be sure that we Fremont is aligned in every aspect. Mr. Turmelle addressed her concerns.

Superintendent Hutton thanked the Sanborn Board for the meeting and The Fremont Board adjourned at 8:15 PM.

#### 4. COMMITTEE REPORTS-

4.1 Policy- Dr. Brown reported that the next meeting will be held 11/1 at 5:00 PM. A 2<sup>nd</sup> Read will be later this evening.

4.2 EISA-Dr. Brown informed the group that the next meeting is November 15<sup>th</sup> at 5:00 PM. This evening, Mr. Turmelle, Stack and Ambrose helped the group better define student success, looking at internal & external indicators of success of which a list will be created. Dr. Brown presented a status report to the committee members from the previous year and the group outlined goals for the coming year –See Attachment #1

4.3 Public Relations- Ms. Lytle reported that the next meeting is this Friday (12-20) at 12:30. They recently had a piece in the Carriage Towne News and the introduction this evening, (the Pledge and the video) was brought about by their overall goal to continue to promote the district in the community and increase communication.

Mr. Masson asked brought up having a scorecard that evaluates subcommittees which Ms. Lytle suggested could be brought up in the next meeting.

- 4.4 Seminary Discussion -The task force met October 10<sup>th</sup> and reviewed more detailed maintenance costs for Chase Field, Swasey and the Seminary buildings. The Newton-Kingston Articles of Agreement from 1965 were revisited by the group and it was agreed that more clarification is needed on the trustee's role. Lastly, they are awaiting feedback from the full Board on the first appraisal.
- 4.5 Budget Committee- Ms. Mahoney reported that the committee met on October 12<sup>th</sup>. They reviewed and adopted a Budget Calendar and discussed the format of the budget documents with Business Administrator, Michele Croteau, specifically asking how and when they would be transmitted. The committee voted to adopt some committee guidelines under which they and future committees will also work. The next meeting is on November 1<sup>st</sup> with the Joint Board.

## 5. PUBLIC COMMENT

- 5.1 **Cheryl Gannon (Kingston)** commented on the finalized list of Board Goals asking what happened to the most recent Strategic Plan on the website. (We will check). Ms. Gannon thanked the Board for compiling the data on the graduation rate and staff-turnover rate as she had requested it. The math turn-over is very troubling, as it has been identified as a weak area and she hopes that the consistency mentioned by Mr. Ambrose will help in retaining those teachers. The loss of math teachers to other districts pertaining to higher salaries is something that we should get out to the community because the mantra out there has been that we have too many teachers.
- 5.2 Mary Cyr (Kingston) congratulated Mr. Ambrose, saying that she is encouraged by his energy and collaborative efforts. She encouraged our Board to work closely with Fremont, especially at the 8<sup>th</sup> Grade level and mentioned a previous conversation with Mr. Ambrose regarding the Freshman Learning Community and Sophomore experience being extended to the 8<sup>th</sup> grader to acclimate them and better their education. Thinking outside the box is important.
- 5.3 Taryn Lytle (Kingston)-commented about Competency-based grading saying that the comfort level amongst staff varies greatly. The turnover of staff does not help and there is confusion with the students of how the grading works. Also for critical shortage areas, some districts are starting teachers a certain number of steps above what they have. We should think outside the box.



6. **OLD BUSINESS**

6.1 **Finalized List of Board Goals-** Mr. Ambrose commented that Dr. Brown's report is correct that the subcommittee goals should be addressed and discussed in all subcommittees. EISA will take on #2 in developing a common definition for student success. Goal #3 would involve the Facilities Committee and he hopes they will look at the Middle School and make decisions on whether to renovate, build somewhere else, or split up the students and use current facilities. Chair Broderick confirmed that these plans are 3-5 years out and involves preparation and planning for the future.

Mr. Baker stressed that the planning on the Advisory Committee should involve reaching out to people with specific experience in commercial building experience and they should contact the Chair or Superintendent.

**Goal #1: The Board will work to ensure that that all policies in SAU 17 are in compliance with Federal and State laws.**

**Action Steps:**

- A. Employ NHSBA for a comprehensive policy review.
- B. Seek input from stakeholders for policies that require local decisions.
- C. Work collaboratively with administration and staff to decide which recommended and optional policies will be adopted.

**Goal #2: The board will develop a common definition of Student Success.**

**Action Steps:**

- A. Review any pertinent laws (Essa, etc.)
- B. Seek input from stakeholders from all areas of organization.
- C. Develop a clear, concise (no more than one page) definition of student success that will be used to drive the strategic plan revisions.

**Goal #3: The Board will form a community committee on short and long-term facilities needs and planning.**

**Action Steps:**

- a. Form a committee made up of community members and school board members.

7. **CONSENT AGENDA-** Overnight Field Trip to Waterville Valley (Student Council). **Motion made by Chair Broderick to approve the Overnight Field Trip on 11/9/17, moved by Mr. Heath and seconded by Ms. Lytle.** Mr. Baker asked about the funding which Mr. Ambrose explained is paid by the Student Activities Fund (for fees and busses) and that the District pays for the Substitutes that cover for the teachers. **Vote: All in Favor**

8. **NEW BUSINESS**

8.1 **Policy 2<sup>nd</sup> Read**

Dr. Brown explained that Policy **EHB-R -Local Records Retention Schedule** Has had 2 paragraphs added since the 1<sup>st</sup> Read that define timeframes for keeping records especially those with extenuating circumstances. There is a typo on the 4<sup>th</sup> page which should read EHB, not EHA at the bottom of the page.

**Dr. Brown asked for a Motion to approve EHB-R, moved by Mr. Baker and seconded by Ms. Lytle. Vote: All in Favor**

9. **Student Council Representative's Report**

Ms. Lanseigne reported on the Senior Day of Caring held on October 11<sup>th</sup>. This program fulfills the Community Service requirement for seniors and they were all sent out to dozens of community service sites, homes, and schools. Over 600 combined hours were attained in the process and great connections were made.

The Student Council held their area district conference at Camp Lincoln and a letter-writing initiative to the troops was taken on with letters being sent on Veteran's Day.

Nine new students were inducted into the National Honor Society (Ms. Lanseigne is President).

A bake sale was held for the Making Strides Breast Cancer Walk in Exeter which raised \$150.

The Diversity Club will hold a presentation (10-23) to highlight that NH, unlike every other State does not have a non-discrimination bill for Transgender Students.

November 16<sup>th</sup>-19<sup>th</sup> the play, Women of War will be shown and the Sneak Peek luncheon for Seniors will be held on 11-14 from 12-2. RSVP by 11-10 to 642-3341 x100.

10. **OTHER BUSINESS**

- 10.1 Dr. Brown received feedback from Mr. Stack regarding Peer Tutoring which is happening every day (called Focused Learning Time) with honors students and other high-level students tutoring the lower grades. Mr. Giordano had hoped it could expand but we do not have a staff member assigned to that just yet, but are working on it.
- 10.2 Next Meeting Agenda  
FY 2018-19 Budget Presentation by Superintendent Ambrose
- 10.3 Announcements
  - 10.3.1 The next Sanborn Regional School Board meeting will be held on **Wednesday, November 1 from 6-9 PM** in the Library at Sanborn Regional High School. This will be a Joint Board meeting with the Budget Committee where the Superintendent will present the Sanborn Regional School District FY 2018-19 budget.
  - 10.3.2 The next Budget Committee meeting will be held on **Thursday, November 9, 2017 at 7PM** in the Library at Sanborn Regional High School, 17 Danville Road in Kingston, NH.
  - 10.3.3 The Joint Board meeting with the Budget Committee will be held on **Wednesday, November 15, 2017 at 6PM** in the Library at Sanborn Regional High School, 17 Danville Road in Kingston, NH.
  - 10.3.4 The Joint Board meeting with the Budget Committee will be held on **Thursday, November 30, 2017 at 6PM** in the Library at Sanborn Regional High School, 17 Danville Road in Kingston, NH
11. Non- Public Session- RSA 91-A: 3 II (c) (d) **Chair Broderick asked for a Motion to go into a Non-Public session, moved by Mr. Heath and seconded by Ms. Lytle. A Roll Call Vote of the Board was made by Mr. Broderick. Vote: All in Favor**
12. Meeting adjourned at 8:15 PM

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.*

# Attachment 1

## **Excellence in Student Achievement (EISA), 10/18/17 meeting: Status Report for 2016-17 & Subcommittee Goals for 2017-18**

### STATUS REPORT

EISA ("Excellence in Student Achievement") was launched in 2016-17. Jan Bennett chaired EISA during its first several months. She had the subcommittee explore the meaning of student "achievement" and "success." Some measures and goals were identified such as improved SAT scores, gainful employment after graduation, and increased transfer to universities. Michael Turmelle and Ellen Hume Howard (District Curriculum and High School administrators) met regularly with EISA and explained our testing scores and reasons behind them. The push for more quantitative measures by EISA and the Board yielded a more detailed 5-Year Strategic Plan for 2016-2021 (40 pages with timelines and measurable academic targets). This was an improvement over the prior 5-year Plan which was shorter and with few measurable goals. Our Math program also experienced significant reform due to EISA and Board efforts and these curriculum improvements are ongoing.

Chair Jan Bennett asked the administration to produce a video guide, "The Typical Day of a Student," from either a Middle School or High School experience – to show our community what "Competency Based Learning" or PACE (Proficiency Assessment for Competency Education) involves. The video was to take the viewer through one student's day and show the projects being completed to gain an "authentic" learning experience along with other classroom activities, weekly homework assignments, and an example of a summative assessment. This project remains to be completed.

### ANNUAL GOAL

This year, EISA will develop a timeline with measurable outcomes and expected improvements (academic targets) for each grade level and each degree option sought. The objective is to empirically track student performance and utilize the data to identify which programs and services have been most effective in increasing the overall success of our learners. Additional resources and new programs can be accurately introduced over time to ensure an increasingly successful experience. The array of classroom assessments and standardized tests used to track performance for each grade and degree option will be decided collaboratively among district stakeholders. The 5-Year Strategic Plan and Annual Report Card will be revisited to imbed the performance indicators and targets once the plan is reviewed and approved by the Board.