

Sunapee School Board Meeting

SMHS Music Room

April 6, 2016

Call to Order:

Superintendent Holden called the School Board meeting to order at 7:00 p.m.

Roll Call:

Shaun Carroll, Jr.

Paul Skarin

Brian Garland

Heather Furlong

April Royce

Others Present:

Russell Holden, Superintendent

Kelly Wessells, Business Administrator

Sean Moynihan, SMHS Principal

Meagan Reed, SMHS Asst. Principal

Jodi Bergen, SCES Principal

Terra Geer, Director of Student Services

Ray Palin, Media Specialist

Dawn Crate, SCES Guidance Counselor

Barbara Loughman, District Attorney

Pledge/Moment of Silence:

The Pledge of Allegiance and a moment of silence were led by Superintendent Holden.

Board Reorganization:

Brian Garland moved to nominate Shaun Carroll, Jr. as Board Chair. Heidi Furlong seconded the motion.

Vote unanimous.

Shaun Carroll moved to nominate Paul Skarin as Vice Chair. Brian Garland seconded the motion.

Vote unanimous.

School Board Sub-Committees:

Superintendent Holden gave insight on each of the committees for the new Board members.

Capital Improvement Plan – Heather Furlong and Brian Garland

Finance – April Royce and Paul Skarin (Brian Garland, Shaun Carroll – Alternates)

Policy – Paul Skarin and Heather Furlong

Negotiations – None needed as there are no negotiations this year.

Minutes:

Paul Skarin moved to approve the public minutes of the School Board meeting of March 2, 2016 as presented.

Brian Garland seconded the motion.

3 – Yes, 0 – No, and 2 - Abstentions

Brian Garland moved to approve the non-public minutes of March 2, 2016.

Paul Skarin seconded the motion.

3 – Yes, 0 – No, and 2 - Abstentions

Agenda Review:

Move the first public forum after Barbara Loughman, District Attorney, finishes her presentation.

Under action items, add “K” – Approval of two signatures from Finance Committee.

School Board Rules and Responsibilities:

School District Attorney, Barbara Loughman, provided a detailed overview of the rules and responsibilities of a New Hampshire School Board per the law, including:

- Duties of a School Board –
 - Explained what falls under their purview and what does not.
 - They approve or dismiss certified teachers per the Superintendent’s recommendation.
 - Create policies (stated that Sunapee has well-defined policies).
- Hiring, overseeing and maintaining a solid relationship with the Superintendent -
 - There needs to be a separation of authority—the School Board sets policy and the Superintendent implements those policies.
- Confidentiality requirements
 - The School Board may not have access to personnel files
- Meetings

- Need to have a quorum to run a meeting which for Sunapee is three members.
- If any School Board member receives an email from a parent or town member, do not send it on to the rest of the School Board because it will be considered a meeting. No discussion of school business can take place, in person or electronically, with three or more members of the Board involved as it is against the law and needs to then be posted. If you receive an email, send it to the Superintendent only. If you feel the need to respond to the email, then tell them you have sent it onto the Superintendent of Schools.
- Right to Know law
- Conflict of interest

Barbara Loughman stated the School Board has a well-defined public participation policy that states the School Board will not entertain comments on items that are not on the agenda. It also limits the amount of time a member of the public can speak and they post the agenda in the correct amount of time. She recommended to the Board not to engage in viewpoint discrimination; if you listen to one viewpoint on a topic, but then refuse to listen to the opposing view, legal action can be brought against you for discrimination.

She also recommended to the Board members to only use school board email for school business only.

Public Forum:

Scott Flint, 32 Central St., asked if this was the appropriate forum to discuss getting the district curriculum on the agenda.

Superintendent Holden explained the normal School Board timeline in regards to yearly curriculum work and stated the School Board would be getting more involved with the topic in May.

Youth Risk Behavior Survey:

Sean Moynihan gave the following report:

- There were 92 categories on the survey – 48 came in below the State average, 26 more than the State average and 18 were even with the region and State.
- Students in the 9-12 grades took the survey.
- Drug and alcohol consumption starting at a young age are lower than the State and region.
- A concern is the percentage of students who say they've gotten high on marijuana or have consumed five or more drinks.

- A positive is that 78% of students stated they participate in at least one sport.
- He is concerned with the results of drug and alcohol use of students. He plans to institute the NHIAA program “Life of an Athlete,” to speak with guidance counselor Amanda Christensen, and to work with parents to help combat the issue.
- The last survey was completed six or seven years ago.
- He is also concerned that 45% of students said they don’t speak with their parents about drugs or substance abuse.
- He stated that while zero percent of students said they didn’t feel unsafe coming to school due to bullying, 22% stated they have been bullied (which is still below the State average), and 20% stated they have been electronically bullied (which is above the State average). This is an area the school is working to get a handle on.

Superintendent Holden asked Chief Cahill to give his opinion of the survey. Chief Cahill stated the results are very alarming. He is most concerned with students stating they feel their parents are not upset with their drug or alcohol use or having unprotected sex. He would like to facilitate a meeting with the community.

Superintendent Holden stated the SAU will reach out to the community, call Primex (District insurance carrier) and work with local police to resolve some of these issues. He also plans on having students fill out the survey again in the Fall of 2017.

SCES Guidance Department Presentation:

Dawn Slayton gave the following report to the Board:

- A committee has been created to work with students who have a deficit in executive function skills.
- The committee is comprised of herself, Rebecca Lorden (special education teacher), Carrie Gross (student support center), Sandy Olin (OT), and Jodi Bergen (principal).
- Zones of Regulation, a self-regulation tool, was rolled out this past fall.
- Students are taught to identify their moods using colors –
 - Blue is sad
 - Green is happy
 - Yellow is frustrated or worried
 - Red is mad
- The students have really embraced the program and it is working well.

SCES Good News:

Jodi Bergen gave the Board the following good news:

- The third and fourth grades are taking the SBAC this week. The fifth grade will be taking the test after April vacation.
- A school-wide talent show will be held next Wednesday at 1:30 p.m.
- A school-choice meeting was held in Croydon on March 19th. They have received two tuition students from that visit and one more is coming tomorrow for a visit.
- The Destination Imagination team went to the regional competition on March 19th. The second and third grade team finished in fourth place. There were two fourth and fifth grade teams; one placed second and the other went on to the State tournament where they finished in fourth place.

SMHS Good News:

Sean Moynihan gave the Board the following good news:

- Senior Projects are presenting tomorrow night.
- 15 students are going on a trip to Spain and France next week. They are not worried about travel to these countries as the federal government has not issued any warnings.
- The middle school sent two Destination Imagination teams and both finished in first place. Both teams are going to the National competition in Tennessee.
- The middle school is attending STEMfest at UNH.
- The play "The Outsiders" was held last month and was quite good.
- SAT's are being held next week.

Special Education Report:

Terra Geer gave the following report to the Board:

- She noted the Board had copies of the LEA Handbook in their packet. The LEA Handbook has to be reviewed every year. There was one major change in regards to public notification. The Procedural Safeguards was already changed in February. The agency list and letters that go out to parents had minor changes. She noted that accessible material and professional development information were added. The special education survey and the District profile were also updated. This handbook can be amended throughout the school year.
- Parent involvement surveys have been sent out to parents with students with special needs.

Superintendent's Report:

Superintendent Holden gave the following report to the Board:

- SMHS students did a great job on the play “The Outsiders.”
- He congratulated all the Destination Imagination teams for their hard work.
- He is in the midst of the hiring process for open positions.
- He will be holding another Superintendent’s forum on April 28th at the Abbott Library.

Approval of IKF – High School Graduation Policy:

Superintendent Holden explained that they are changing the policy to reflect the State requirement of a ½ credit in technology versus a full credit which Sunapee requires. This will now give students another ½ credit to be used for an elective.

Paul Skarin moved to approve the first reading of IKF – High School Graduation Policy as presented.

April Royce seconded the motion.

Vote unanimous.

Approval of Strategic Plan Proposal:

Superintendent Holden noted the three proposals in the Board packet from NESDEC, NHSBA, and CBLT – Center of Learning Technology out of Massachusetts.

Paul Skarin moved to approve NESDEC as the consulting firm for the strategic planning process as presented.

April Royce seconded the motion.

Vote unanimous.

Approval of Proposed Teaching Faculty 2016-2017:

Brian Garland moved to approve the proposed teaching faculty for the 2016-2017 school year as presented.

April Royce seconded the motion.

Vote unanimous.

Approval of Proposed Administration 2016-2017:

Paul Skarin noted that he had some questions for Superintendent Holden. Board Chair Carroll said they will discuss in non-public session.

Set Proposed Tuition Rate for 2016-2017:

Superintendent Holden stated the current K-8 tuition is \$12,650 and the 9-12 tuition is \$13,500. He is recommending they stay the same for next year. The District currently has 22 tuition students attending Sunapee from Unity, Croydon, Goshen, and Lempster.

The School Board requested information on offering transportation for tuition students from Croydon at the May Board meeting.

April Royce moved to approve the 2016-2017 tuition rates as presented.

Heather Furlong seconded the motion.

Vote unanimous.

Approve Proposed Graduation Date of June 3, 2016:

April Royce moved to approve the graduation date of June 3, 2016.

Paul Skarin seconded the motion.

Vote unanimous.

Approve Proposed Student Trip to Gettysburg, PA:

Sean Moynihan stated that there would be plenty of chaperones attending, including himself. They are taking the eighth grade class and will be visiting Harper's Ferry and attending a baseball game. They are taking a chartered bus this year to cut down on insurance liability of parents driving personal vehicles. Usually the price is under \$300, but it is a little higher this year due to the bus.

Paul Skarin moved to approve the eighth grade Gettysburg, PA trip as presented.

April Royce seconded the motion.

Vote unanimous.

Approval of Cooperstown Trip:

Sean Moynihan stated the Cape Cod Trip for the baseball team was scrapped due to weather, so they would like to swap the original approval for that trip to send the team to Cooperstown instead.

Superintendent Holden stated he will email the information to the Board and get a consensus vote. He will then email Sean Moynihan with the decision.

Approval of Destination Imagination Trip to Tennessee:

Superintendent Holden asked Sean Moynihan to get the flights for the trip and he will put approval for the trip on the May Board meeting.

Approval of Expenditure from SCES Capital Reserve Fund:

Superintendent Holden explained that the sewer pipe leading to the modular classroom at SCES backed up. The work to fix it is almost finished. He is asking the Board to approve up to \$7,000 out of the SCES Capital Reserve fund for the cost.

Paul Skarin moved to approve up to \$7,000 out of the SCES Capital Reserve fund as presented.
April Royce seconded the motion.
Vote unanimous.

Approval of Proposed LEA Handbook:

April Royce moved to approve the LEA Handbook as presented.
Brian Garland seconded the motion.
Vote unanimous.

Approval of Proposed Spring Elective "Explore the Outdoors":

Sean Moynihan explained that Explore the Outdoors is for students in seventh grade. They take a hike in the White Mountains; this has been going on for five years and is very popular. Currently 18 students are signed up to go.

Brian Garland moved to approve Explore the Outdoors as presented.
Heather Furlong seconded the motion.
Vote unanimous.

Acceptance of Resignation:

Paul Skarin moved to accept the resignation of SCES music teacher, Allison Campbell, as presented.
April Royce seconded the motion.
Vote unanimous.

Approval of Two Signatures on Financials:

Superintendent Holden explained that this will allow having only two people to sign financials instead of three, but still have a third person as an alternate if needed.

Paul Skarin moved to approve having only two signatures on financials as presented.
April Royce seconded the motion.
Vote unanimous.

Superintendent's Evaluation:

Board Chair Carroll stated all the evaluations are in, so this will be an agenda item at the next meeting.

Proposed Staffing for 2016-2017:

Superintendent Holden explained why they do not need to be approved. The names may change based on need, but they are not contracted personnel.

Board Recognition:

The Board has gifts for the Board members that just went off the Board, Jan Bettencourt and Matt McNally; Superintendent Holden will send to them.

Stipend Positions:

Superintendent Holden apologized stating these are spring sports and DI positions that should have been approved prior to the season starting.

April Royce moved to approve the spring stipend positions as presented.

Paul Skarin seconded the motion.

Vote unanimous.

Manifest:

Paul Skarin moved to approve A/P manifest:

- 2016-18 - \$62,387.34
- 2016-19 - \$59,443.27

Paul Skarin moved to approve payroll manifest:

- 2016-18 - \$466,939.27
- 2016-19 - \$210,985.04

April Royce seconded the motion.

Vote unanimous.

Public Forum:

Jon Reed, Technology Integrator, stated faculty from the District would be at the Abbott Library on April 27th from 6:30-7:00 p.m. to discuss executive function.

Katie Flint, SMHS teacher, told the Board the eighth grade students wanted to thank them for getting a charter bus for the Gettysburg trip and approving the trip.

Heidi Currier, 1 Hill Rd., asked how Life of an Athlete would help combat a drug issue in the school. She also stated she's been told drug issues are handled in house and that the police department and school will not be making Narcan available.

Superintendent Holden explained the program "Life of an Athlete." He also explained that he is planning on speaking more with Chief Cahill about Narcan and its use in the community.

Shaun Carroll asked the Board whether they would like to move the next meeting back into the SMHS media center. The Board discussed and decided to keep the meeting in the SMHS music room.

Agenda for May 4, 2016:

- Bus transportation for Croydon students
- Youth Risk Behavior Survey update
- Student handbooks
- PLT – Risk pool insurance
- Curriculum Committee
- Strategic Planning
- Permission to sell for stuff stored in basement
- Athletic Director presentation

Non-Public Session:

The Board went into non-public session at 9:57 p.m. **Please see non-public minutes.**

Heather Furlong moved to approve 2016-2017 administration contracts as presented.

April Royce seconded the motion.

Vote unanimous.

Adjournment:

Brian Garland moved to adjourn at 10:20 p.m.

April Royce seconded the motion.

Vote unanimous.

Respectfully Submitted By,

Kate O'Connor

School Board Secretary