

**Sunapee School Board Meeting**  
**Sunapee Central Elementary School**  
**November 5, 2008**

**Call to Order:** Shaun Carroll called the meeting to order at 7:03 p.m.

**Roll Call:** Shaun Carroll- Chair  
Judy Trow- Vice Chair  
Hershel Strickland  
Kim Denney- Arrived 7:06 p.m.  
Brendan Minnihan- Superintendent

**Absent:** Edward Bailey

**Others Present:** Kate Dunlap- School Board Secretary  
Sean Moynihan- SMHS Principal  
Alan Pullman- SCES Principal

**Pledge of Allegiance:**

The pledge was led by SCES student Nicole.

**Public Forum:** None

**Smartboard Presentation:**

Heidi Carney, part-time IT Coordinator, and members of Mrs. Scheele's fifth grade class, Jordan, Rachel, Abby, and Ben, presented the Election 2008 on the new Smartboard.

The Smartboard come with a projector for \$2,300.00 and hooks up to a computer. The computer displays what is on the screen to the Smartboard. The Smartboard is touch screen and has special writing tools that let you write on the board electronically. You can also use it for PowerPoint presentations and video clips; it's great for staff meetings. The third, fourth and fifth grades use the Smartboard at the moment in addition to the library, but SCES would eventually like one in every classroom. Currently they have two in the building.

SMHS doesn't have one at all at the moment and the Board would like to see them purchased for there as well.

**Good News SCES:**

Principal, Alan Pullman, took the Board on a tour of the new literacy room. It has a lot of amenities such as:

- An additional teacher's lounge for lunch, conferences and meetings.
- Literacy teacher, Joanne Skarin, teaches reading instruction in this room and hold basic reading groups as well.
- There are assessments for children in first through fifth grade.
- A lounge area for the kids.
- Books for all reading levels, including special interest books
- Dictionaries and encyclopedias

The Board came back upstairs where Alan Pullman reported the many activities that had occurred during the past month. (See handout).

### **SMHS Good News:**

Sean Moynihan reported that many SMHS seniors are getting a head start on their senior projects including:

- Danielle Gregory who held a fashion show in which one thousand dollars were raised. All proceeds went to help CHAD; a children's hospital at DHMC.
- Nadia Chait who is directing the upcoming play "The Mousetrap". It premieres in December.

Sean Moynihan congratulated the girls' volleyball team on winning the Class S Sportsmanship award this school year.

He also informed the Board that mock elections had been held. They went well and the student's votes were predominately in line with how the nation voted.

### **Superintendent:**

Brendan Minnihan said that the new part-time Business Administrator, Mike Trojano, has been mentoring Kelly Cornish at SAU #85 and everything is coming along nicely. He came out of retirement after working at Milford school district for many years. His contract is for sixty days until June 2009. Both he and Kelly have been in contact with the selectmen's office about the tax rate and are working with them to help finalize the school budget.

He gave out an update on the media center at SMHS. (See Handout). Mr. Palin, new media coordinator, has gone through the books again and now the average age of the nonfiction section is 1991- present.

Brendan Minnihan congratulated Sean Moynihan on becoming one of three finalists for high school principal of the year in the State of New Hampshire. The Board wished him the best of luck.

Brendan Minnihan told the Board that SAU #85 had received favorable insurance rates from LGC this year. The rate is only 3.6% because the faculty is mostly healthy individuals. The Town of Sunapee has asked if it would be possible for SAU #85 and the

town to retain insurance together. He said that the rate could go up considerably because the town does more physical labor than the SAU. The Board said they would look into it.

**Letter:**

Kim Denney received a letter from an irate parent over the math program at SCES. The letter left no name, but it did leave an email. Alan Pullman said he received the same letter, but it makes it difficult to talk to the parent without a name. He did have one parent come to the school to voice her concerns. He said that he is still confident in the “Everyday Math” program.

The Board stated that when ever a member of the Board receives something like that, then they should send it on to the Superintendent first; the Board should not respond. They told Kim Denney not to respond unless she felt the need too.

**NEASC Presentation:**

Sharon Parson and Jon Reed, teachers at SMHS, presented to the Board their plans on getting reaccredited through the New England Association of Schools and Colleges.

There are 632 New England schools and 69 New Hampshire schools that are apart of the association.

Sunapee is under review in 2010 in which they have to have an accountability system. They will be assessed in May of 2010 for four days. They will be graded on the following:

- Mission Statement and Expectations
- Instruction
- Curriculum
- Staff Expectancies

There is a steering committee with all staff from 6-12 involved. Sharon Parsons and Jon Reed said it is important that they put their plans in place before the association makes their report. They said that Sunapee already has a solid foundation to work from with many teachers already previously involved in this process.

Sharon Parsons and Jon Reed said the improvement areas they are focusing on are:

- A school wide rubrics
- Mission statement posted in all classes.
- Administration documentation of all office referrals.

NEASC has given the school tools to help with the accreditation process including:

- NEASC rubrics
- Peers and professional organizations to speak with.

- Teachers can serve on the NEASC team, which some Sunapee teachers already have done.

Sharon Parsons and Jon Reed asked the Board for help in certain areas with the accreditation including:

- That the Board approve the grades 6-12 mission statement so that it is in line with the school district's statement.
- Inform the steering committee what the Board's needs are so that they can align their goals with the Board's.
- Give the steering committee their guidance and experience.
- Make time to with the visiting accreditation team when they come in May 2010.
- They need money!

NEASC recommends that school districts appropriate \$16,187.00 for facilities, hotel rooms, food and office supplies for the visiting team for the four days.

Jon Reed and Sharon Parson say they have looked into it and believe they can do it for \$13, 998.00. This includes rooms at the Dexter Inn, printers for the Dexter Inn and high school and fifteen flash drives. They asked the Board to please keep this in mind when making next year's budget.

### **Minutes:**

Hershel Strickland moved to approve the public and nonpublic minutes from October 1, 2008.

Judy Trow seconded the motion.

The vote was unanimous.

### **Budget Timeline:**

Brendan Minnihan handed out the timeline to the Board and the members of the BAC. He informed them both that there is a new timeline now that they are their own SAU. He would like to hold the meeting to discuss the budget only one day, which would be Saturday, December 15, 2008. This will include the Board, BAC, Principals and Building Coordinators.

Everyone agreed to the dates. The BAC asked Brendan Minnihan for last year's budget, which he said he would get to them immediately.

### **Manifest:**

Hershel Strickland moved to approve the manifest in the amount of \$245, 771.93.

Judy Trow seconded the motion.

Vote was unanimous.

**Approval of Mike Trojano:**

Hershel Strickland moved to approve Mike Trojano to sign forms for SAU #85.

Judy Trow seconded the motion.

Vote was unanimous.

**Policy IJOC:**

The Board will have its second reading of this policy at the next Board meeting.

**Audit:**

Brendan Minnihan said that Tamare from Plodznik and Sanderson will be coming to the SAU in December to go over some last minute details. She has concerns about food service. Brendan Minnihan stated that they did buy the food service program a new cash register that prints out the daily lunch sales from Powerschool.

Shaun Carroll told Brendan Minnihan he would like him to look into whether or not the price of the school lunch should be raised.

**Blodgett Building:**

Brendan Minnihan said that Dan Bisson and Neiri came to see the building on October 29, 2008 to see what the needs of the new SAU are going to be. They measured the Blodgett Building outside and in all the rooms. They said there is possibility of expansion if needed. He told the Board that there is no need for committee involvement as of yet.

**Agenda:**

Second reading of IJOC  
Cafeteria report- Should the price change?

**Adjourn:**

Hershel Strickland moved to adjourn at 9:25 p.m.

Judy Trow seconded the motion.

Vote was unanimous.

Respectfully Submitted By  
Katherine Dunlap  
Sunapee School Board Secretary