

SAU #39 Board

Thursday, October 26th, 2017

Meeting Minutes

Administrative Team: Peter Warburton – Superintendent, Adam Steel- Business Administrator

Amherst School Board: Galen Tremblay-Chair, John Glover- Secretary, Paul Prescott and Terri Behm.

Souhegan Cooperative School Board: Chair- Howard Brown, Jim Manning- Vice Chair, Steve Coughlan, Amy Facey, David Chen and Pim Grondstra.

Mont Vernon School Board: Thomas Driscoll- Chair, Stephen O’Keefe, and Sarah Lawrence.

Minute Taker: Danae Marotta

Public: Julie Smiley, Amherst NH

I. CALL TO ORDER – Chair Amy Facey

Chair Ms. Amy Facey called the meeting to order at 7:39PM.

II. UPDATE ON SUPERINTENDENT SEARCH (non-public)

Mr. Jim Manning motioned to enter into Non –Public Session RSA 91-A:3 II. (a), (b), (c) at 7:39 PM. Mr. Steve Coughlan seconded the Motion.

Roll Call: Tremblay- Yes, Glover- Yes, Prescott- Yes, Behm- Yes, Brown- Yes, Manning- Yes, Coughlan- Yes, Facey- Yes, Grondstra- Yes, Chen- Yes, Driscoll- Yes, O’Keefe- Yes, and Lawrence- Yes.

Entered non-public session at 7:40 p.m.

Discussion Item: Update on Superintendent Search

Mr. Pim Grondstra motioned to exit Non –Public Session RSA 91-A:3 II. (a), (b), (c) at 7:49 PM. Mr. Howard Brown seconded the Motion.

Roll Call: Tremblay- Yes, Glover- Yes, Prescott- Yes, Behm- Yes, Brown- Yes, Manning- Yes, Coughlan- Yes, Facey- Yes, Grondstra- Yes, Chen-Yes, Driscoll- Yes, O’Keefe- Yes, and Lawrence- Yes.

The Board resumed public session at 7:50 pm.

III. ANNOUNCEMENTS III.

A. Individual Board Reports

1. Souhegan Cooperative School Board

Chair Mr. Howard Brown discussed the recent Safety and Security Forum noting that it was well attended. He added that there were a lot of good things that came out of it.

The Board thanked Mr. Brown.

2. Amherst School Board

Chair Ms. Galen Tremblay discussed that Librarian Ms. Kathy McIntyre had retired last year after 40 years of service and that the Library will be named after her in June/July 2020. She added that they will follow the district policy to wait three years before the renaming.

She then discussed the current enrollment at C/W is 665 and AMS 667.

The Board thanked Ms. Tremblay.

3. Mont Vernon School Board

Chair Mr. Thomas Driscoll remarked that they continue negotiations with the MVEA, last month they discussed the science curriculum, (technology update) and they are trying to shift to 1:1 laptops that stay at the school for the older grades. He added that they are in the FY 18-19 budget process.

The Board thanked Mr. Driscoll.

4. SAU #39

Ms. Facey noted the 4th report is about the SAU, adding that she had discussed it with Superintendent Mr. Peter Warburton. She remarked that they want to make sure the Board is aware of what is going on SAU wide and also looking at setting up a schedule for different items such as operations, special ed., consolidation, Emergency Planning Team, any district wide issues and recurring categories that they need to make sure that they are aware of.

They want to make sure it is on the agenda in the future.

The Board thanked Ms. Facey.

IV. PUBLIC COMMENT

Ms. Julie Smiley, Amherst NH, suggested a later start time for the middle school and SHS. She discussed that her son has been tired getting up at 5:45am to get the bus at 6:30am. She then noted that in talking to parents that they would more than likely agree with her.

She discussed that there is a wealth of research that shows that adolescents need 9 hours of sleep a night. She added that without it has severe negative effects for development. She then added that she can leave the Board more information from the APA and the AMA.

She added that she understands that there may be some problems logistically but the benefits certainly outweigh them.

The Board thanked Ms. Smiley for her comments.

65 Mr. Prescott asked Ms. Smiley for clarification for which schools she is recommending for a
66 later start time.

67 Ms. Smiley replied, AMS and SHS.

68 Mr. Brown commented that this has been looked at before 9 years ago and there was a
69 committee. He noted that if one Board said no, then the idea was ended. He added that they all
70 have to be involved because they use the same bus company.

71 He added that if they do it with the consolidation it would be a good idea.

72 Mr. Manning asked Ms. Smiley if they do it next year, would it be too much for the town to
73 handle.

74 Ms. Smiley replied, no, it would probably be welcomed based on the comments she had been
75 seeing. She added that there might be some resistance at first.

76 Ms. Tremblay mentioned that Ms. Smiley had already presented this at the recent ASD Board
77 meeting. She then told Ms. Facey that she has all of Ms. Smiley's contact information already.

78 Ms. Facey added that they will put it on a future topic for discussion. She then told Ms. Smiley
79 that someone will be in touch.

80 VI. CONSENT AGENDA

81 A. Minutes

82 1. September 28, 2017

83 B. Treasurer's Report

84 1. September 2017

85 **Mr. Steve Coughlan motioned to accept the Consent Agenda items A. Minutes 1.**
86 **September 28, 2017 and B. Treasurer's Report 1. September 2017 Mr. Jim Manning**
87 **seconded the Motion. 11 in favor Motion passed. Mr. Howard Brown abstained**

88 VI. DISCUSSION ITEMS

89 A. Synopsis of "Defining Student Success" from last meeting

90 Ms. Facey remarked that Mr. Jim Manning is going to give the Board an update and a short
91 presentation of where they are at.

92 He then discussed that a lot of work had gone on since the last meeting. He then noted that he
93 will be giving possible next steps and get feedback from the Board.

94 He added that there were some things that they did not talk about the economics, education,
95 competition, demographics, and cultural. He added that part of the strategy has to do with these
96 factors.

97 He then reviewed the question of “where do we compete, who do we compete against?” The top
 98 answers being, 1. Bedford (10), 2. Hollis/Brookline (9) and 3. Top Performing Districts in
 99 Southern NH (9).

100 He then reviewed the question of “what unique value do we bring?” The top answers being 1.
 101 Cultivate student-voice/democracy (10), 2. We build self-advocacy well (9) and 3. Assessment
 102 (9).

103 He then reviewed the question of “how do we transform our Value now and in the future?” he
 104 added that the top answers were 1. Mastery, Deep Learning Education (11), 2. SAU39
 105 Alignment is critical (8) and 3. Competency Based Education (6).

106 Two big areas stood out. A need for unity across the entire SAU and a desire to aggressively
 107 pursue mastery learning/CBE so we are not teaching to the middle anymore.

108 He then reviewed the question “what resources and capabilities set us apart to bring value?” 1.
 109 P.A.C.E. (13), 2. Our Leadership Team (7) and 3. Maker Space at AMS (6).

110 What stood out is we are currently great at our tolerance for innovation, but we need a common
 111 understanding for what our leaders should know, be and do; our employees should excel at the
 112 emerging competencies and every employee knows and lives our strategy (mission & vision).

113 He then reviewed the question “what are our aspirations?” He added that the top answer was 1.
 114 Our students are ready for every Next Step (11).

115 What stood out from the comments was a desire to have students be at the center of their
 116 education, with the students as the focus not the school itself.

117 Mr. Glover asked what was meant by “tolerance for innovation”.

118 Mr. Manning replied, that they are open to innovation.

119 He then noted that he sent out an initial capabilities assessment to the leaders at the SAU. He
 120 then explained his chart.

121 Mr. Chen asked about the distinction between mastery and excelling. He then asked about the
 122 driving force.

123 Mr. Manning discussed that the goal of mastery learning is that they are taking the time to master
 124 what they need to know. He added that they are advocating for no longer teaching to the middle.

125 He added that Ms. Christine Landwehrle could add more.

126 Superintendent Mr. Peter Warburton added that the learning never ends they could learn on other
 127 pieces in different ways.

128 Mr. Chen added his skepticism with mastery learning.

129 Mr. Prescott suggested a deeper dive into PACE and mastery based learning.

130 Mr. Manning added that where they are going next is to the Vision vs. Mission vs. Strategic
131 Intent. He then discussed the vision, mission and strategic intent.

132 He then gave the Board an example of Microsoft, Charles Schwab, Instagram, Wikipedia and
133 Kodak. He added that the vision statements are not timeless but they are also painting a picture
134 for you.

135 He then showed the Board some thoughts on Vision. He then reviewed three of them and asked
136 the Board for feedback.

137 He then showed the Board Vision Statements from, Bedford, Hollis/Brookline, BG, Derryfield
138 School, and Academy of Science and Design.

139 Mr. Manning then asked the Board if he is going in the right direction.

140 He added that he also wants feedback individually as well as group feedback.

141 Ms. Behm commented that she likes that they are making it all about the student.

142 Mr. Manning then added that if they are going to move to mastery learning then they have to do
143 it right.

144 He then discussed the next step timeline. 1. Conduct a strategy conversation with teachers and
145 staff, 2. Get feedback from the community, 3. Get feedback from business leaders, 4. Get buy-in
146 and direction from the new Superintendent, and 5. Operationalize the Strategy with a 5 year
147 implementation plan.

148 He added that ideally, all of this should happen by the deliberative sessions and it is an ambitious
149 timeline.

150 Mr. Glover asked who the other stakeholders are.

151 Mr. Manning replied, business leaders, college administrators, realtors etc. He added that there
152 are some practical things that they need to take into consideration. He then suggested the Board
153 to add their own input, and if so, email him.

154 Mr. Warburton added, the Selectmen as well.

155 Mr. Prescott commented that he appreciates it simple and succinct. He then thanked Mr.
156 Manning.

157 Mr. Chen commented that mastery for kids is not all the same.

158 Mr. Manning asked if it is a question or a statement.

159 Mr. Chen replied, a statement.

160 Mr. Manning then remarked that Ms. Christine Landwehrle, Director of Curriculum and
161 Professional Development, will take part in further discussion. He added that he does need to
162 learn more, however, she can provide greater detail.

163 Ms. Facey added that Mr. Chen's question is valid and suggested Ms. Landwehrle also discuss
164 this topic further. She noted that there is also a public forum coming up soon.

165 The Board thanked Mr. Manning for his presentation and all of his work.

166 B. Consolidation

167 Superintendent Warburton discussed that what they saw tonight was similar to the MV forum
168 last night. He added that it was well attended with about 75 people. He added that they want to
169 get MV more involved and he learned a lot at last night's forum.

170 He added that it is not complete by any measure and they will keep going. He remarked at
171 looking at forums for Dec 5th and 6th to give the public greater detail. He then added that they
172 will have to have Warrant Articles by mid-January. He thanked all that came out tonight.

173 Ms. Facey asked if the Board had any further questions.

174 The Board thanked Superintendent Warburton.

175 C. Policies

176 1. CA – Administration Responsibilities

177 Ms. Galen Tremblay noted that they have three policies for tonight 1. CA – Administration
178 Responsibilities, CBI & CBI-R– Evaluation of the Superintendent and CCA – Administrative
179 Succession Plan.

180 Mr. Manning commented that the people that put this together did a great job.

181 Ms. Facey suggested they go over each individual policy.

182 She then noted that for this policy the changes are in bold

183 Mr. Chen commented that a lot is very positive but it does not say "fiscally responsible". He
184 added that he did not see it in here.

185 Ms. Tremblay then noted that it does say "effectively".

186 Mr. Chen replied, effective is not necessarily efficient.

187 Mr. Coughlan noted that he thinks Mr. Chen is referring to is "cost efficient".

188 Mr. Chen replied, no not merely "cost efficient".

189 Ms. Facey asked if the Board had any objection to adding "and efficiently" to 1, 2, and 3.

190 Discussion ensued over the places where to add "and efficiently".

191 Mr. Coughlan added that he is not comfortable with this and added that he would like more time
192 to think it through further.

193 Ms. Facey suggested it go back to the Policy Committee and then come back to the Board next
194 month.

195 Mr. Grondstra also suggested it go back to the Policy Committee due to the amount of concern.

196 Mr. Manning asked Mr. Warburton who he is ultimately responsible to.

197 Superintendent Warburton asked for greater clarity on the question.

198 Mr. Chen added that he is just looking for a sense of responsibility and there are two pieces that
199 haven't been addressed.

200 Mr. Lawrence added that with the first page of CBI-R the word "efficiency" is included in one of
201 the operational management key words.

202 **Mr. John Glover motioned to send back Policy CA – Administration Responsibilities to the**
203 **Policy Committee for further review as requested by Board Members. Mr. Pim Grondstra**
204 **seconded the Motion. 9 in favor Motion passed. Mr. Steve Coughlan, Mr. Paul Prescott and**
205 **Mr. Steven O'Keefe Opposed.**

206 2. CBI & CBI-R– Evaluation of the Superintendent

207 Ms. Facey asked the Board if they had any questions.

208 Mr. Grondstra then encouraged the Board to highlight things that went well and then things that
209 need to be improved upon.

210 Mr. Coughlan noted that it was his language and he wrote it keeping in mind the poorer ratings.
211 He added that they could certainly change the sentence.

212 Ms. Behm suggested give specifics and she agreed that the how is important.

213 Discussion ensued.

214 Mr. Prescott suggested the change "please explain your rating".

215 Mr. Manning added his suggestion to the wording.

216 Mr. Brown commented on the change noting that it could go both ways, good or bad.

217 Ms. Behm made a suggestion in the change of wording.

218 Mr. Glover also made a suggestion of a change in wording.

219 Mr. Manning agreed with Mr. Prescott's suggested change. He added that it could be adopted as
220 amended

221 **Mr. Paul Prescott motioned to approve Policy CBI & CBI-R– Evaluation of the**
222 **Superintendent with the amendment change to CBI-R to "Please explain your rating". Mr.**
223 **Jim Manning seconded the Motion. The vote was unanimous, Motion passed.**

224 3. CCA – Administrative Succession Plan

225 Ms. Tremblay noted that with this policy they added "SAU 39".

226 Mr. Grondstra asked if it was it taken from the State.

227 Ms. Tremblay replied, yes.

228 **Mr. Paul Prescott motioned to adopt policy CCA – Administrative Succession Plan with the**
 229 **updated heading to say “SAU”. Mr. Pim Grondstra seconded the Motion. The vote was**
 230 **unanimous, Motion passed.**

231 D. Effective School Board Meetings

232 Ms. Facey discussed that Ms. Tremblay had put it into the ASD agenda packet.

233 She added that they need to be mindful that there are there to serve a purpose. She added that
 234 they need to be aware of the desired outcome of the meeting, participation, others making the
 235 same point “I echo”, avoiding the back and forth (addressing the Board Chair), and abstentions
 236 (conflict of interest).

237 She added that they need to be as effective and efficient as possible. She noted that there is a
 238 section for Board Chairs and they are all trying to do the best job they can.

239 Mr. Glover added that he is all for an efficient meeting but they do not work together and that
 240 this is their time. He added that he values that time in which they all can speak and sometimes
 241 comments help to further the conversation. He then added that it is really limited and urged the
 242 Board to please do not rush.

243 Mr. Manning noted that with other districts are extraordinarily long. He added that there is a
 244 business professionalism.

245 Ms. Facey noted that it is not to shut the conversation down but if conversations go on in a
 246 circular manner or there are too many questions than it does not make sense to continue. She
 247 added that they can also email.

248 She also suggested getting the agenda packet out earlier.

249 VII. INFORMATIONAL ITEMS II. / UPDATES

250 A. SAU 39 Expenditure Report – Quarter 1

251 Business Administrator Mr. Adam Steel remarked that the SAU Quarter 1 Expenditure Report is
 252 in the Agenda packet. He then put it on the overhead for the Board.

253 He asked the Board if they had any further questions.

254 The Board had no further questions.

255 VIII. PRESENTATIONS/REPORTS

256 A. 2018 – 2019 SAU #39 Budget

257 Mr. Steel then discussed the 18-19 SAU 39# Budget.

258 He then reviewed the Executive Summary:

259 Increase of 14.0% (\$311,360) over FY18: Maintenance Reorganization is 90% of the increase
 260 (\$278,665), Maintenance is a cost-shift from Amherst & Souhegan, Severance Payments add
 261 1.6% (\$35,709), and Everything else is a reduction of 0.1% (-\$3,014).

262 He then disused the Maintenance Reorganization: Position Realignment, 2 positions from
 263 Amherst, 1 position from Souhegan and 3 new positions at SAU #39.

264 He then explained the position realignment.

265 Mr. Steel then discussed the maintenance reorganization objectives.

266 Mr. Driscoll asked how much MV is spending with their portion.

267 Mr. Steel then reviewed the apportionment.

268 He then discussed the process timeline as 10/26/2017: Board Reviews Proposed Budget and
 269 11/14/2017: Public Hearing & Board Finalizes Budget.

270 Mr. Coughlan commented that if they waited then it might hold up the other boards.

271 Ms. Behm then asked how early they could do the Public Hearing.

272 Mr. Steel replied that he has to post the Public Hearing ten days in advance.

273 Ms. Facey asked the Board if they thought the date of 11/14 was ok.

274 The Board replied, yes.

275 Mr. Coughlan asked Mr. Steel what the Advisory Finance Committee had thought about it.

276 Mr. Steel replied that they used to review the Budget but had stopped doing it.

277 Mr. Glover commented that he is in favor of that process.

278 Mr. Coughlan added that he agrees with Mr. Glover that there is a lot of value in what they do.

279 Mr. Prescott added that he suggests that they do it next year and keep the 14th time date.

280 Ms. Behm asked if it has to be a full committee.

281 **Mr. Paul Prescott motioned due to calendar constraints not to utilize the Advisory Finance**
 282 **Committee for this year but revive it for next year. Mr. Steve Coughlan seconded the**
 283 **motion. The vote was unanimous, Motion passed.**

284 IX. PUBLIC COMMENT

285 No Public Comment

286 X. ACTION ITEMS

287 XI. NON -PUBLIC SESSION RSA 91-A: 3 II. (a), (b), (c)

288 XII. FUTURE AGENDA ITEMS

289 Chair Ms. Facey noted the following future agenda items:

- 290 • Mastery education follow up with Ms. Christine Landwehrle.
- 291 • Later start for AMS/SHS
- 292 • Forums

293 Mr. Glover asked how they would begin the process to look at a later start.

294 Mr. Brown noted that in the past they had a subcommittee.

295 Ms. Facey added that they would set up a subcommittee and look into the research.

296 Superintendent Warburton added that he could look at the recent research with the Oyster River
297 and Portsmouth districts.

298 Ms. Behm commented that they should not wait until consolidation. She then suggested they
299 start a subcommittee tonight.

300 **Ms. Terri Behm motioned to form a committee for researching a later start time for AMS**
301 **and SHS. Mr. Jim Manning seconded the Motion. 11 in favor, Motion passed. Mr. Stephen**
302 **O'Keefe opposed**

303 Mr. Glover added that they should be ambitious and if it is harming them why not do it now.

304 Mr. O'Keefe suggested Superintendent Warburton find more research.

305 Mr. Grondstra agreed with Mr. O'Keefe.

306 Superintendent Warburton agreed that he can get the info and work with a small committee
307 group.

308 Mr. Steel added that he has already done some analysis already.

309 XIII. REVIEW OF MEETING/ADJOURN

310 **Mr. Paul Prescott motioned to adjourn the meeting at 9:50 PM. Mr. Stephen O'Keefe**
311 **seconded the Motion. The vote was unanimous, Motion passed.**