

SAU #39 Board

Thursday, September 28, 2017

Meeting Minutes

Administrative Team: Peter Warburton – Superintendent, Adam Steel- Business Administrator, Christine Landwehrle - Director of Curriculum & Professional Development, Meg Beauchamp- Director of Student Services, and Carrie James- Director of Human Resources.

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

Souhegan Cooperative School Board: Jim Manning- Vice Chair, Steve Coughlan, Dwayne Purvis (Via phone), Amy Facey, and Pim Grondstra.

Mont Vernon School Board: Thomas Driscoll- Chair, Stephen O’Keefe, and Jason Chavez,

Minute Taker: Danae Marotta

Public: None

I. CALL TO ORDER – Chair Amy Facey

Chair Ms. Amy Facey called the meeting to order at 6:00 PM.

II. UPDATE ON SUPERINTENDENT SEARCH (non-public)

Ms. Elizabeth Kuzsma motioned to enter into Non-Public Session RSA 91-A:3 II. (a), (b), (c) at 6:01PM. Mr. Jim Manning seconded the Motion.

Ms. Facey called a Roll Call: Chen-Yes, Coughlan-Yes, Tremblay-Yes, Behm-Yes, Glover-yes, Driscoll-Yes, O’Keefe-Yes, Chavez-Yes, Grondstra-Yes, Kuzsma-Yes, Prescott-Yes, Facey-Yes and Purvis-Yes (via phone).

Discussion items: Superintendent Search Update and Bus Contract Matter

Mr. Steve Coughlan motioned to exit Non-Public Session RSA 91-A:3 II. (a), (b), (c) at 6:25PM. Mr. Tom Driscoll seconded the Motion.

Ms. Facey called a Roll Call: Chen-Yes, Coughlan-Yes, Tremblay-Yes, Behm-Yes, Glover-yes, Driscoll-Yes, O’Keefe-Yes, Chavez-Yes, Grondstra-Yes, Kuzsma-Yes, Prescott-Yes, Facey-Yes and Purvis-Yes (via phone).

The Board resumed public session at 6:25 pm.

III. ANNOUNCEMENTS

A. Individual Board Reports

1. Souhegan Cooperative School Board

Vice-Chair Mr. Jim Manning discussed that they got the Google Docs up and running today. He added that they will be able to login and he can send the link to Board Members. He remarked that there will be a level of continuity.

He then mentioned that at the last meeting they had a security update, with a two-tier security plan. They have decided to hold a public forum on October 16th (SHS) so they can get feedback from the public. He added that it will be televised.

The Board thanked Mr. Manning.

2. Amherst School Board

Chair Ms. Galen Tremblay noted that in the last two board meetings they had a presentation on the Mentor Program, they voted on an approach to calculating the default budget, met at AMS and saw the new Life Skills program, and had presentations on the ESY program and the Life Skills program. She added that they are also hoping to meet at the MVVS and they have negotiation with the AEA.

The Board thanked Ms. Tremblay.

Ms. Facey commented that the Souhegan meeting will be at the MVVS for the October 5th meeting.

Mr. Manning added that they are advertising for an open Community Council position for a community member in MV. He added that Ms. Mary Lou Mullens has been filling in. He added if you have any people in mind please email him at his sprise account.

3. Mont Vernon School Board

Chair Mr. Thomas Driscoll discussed at the last board meeting that they had a presentation about changing the 4th grade grading system, bussing issues, MV Board goals to the Strategic Plan and teacher negotiations.

Mr. John Glover asked about the Memorandum of Understanding and if there are any other Boards that it affected.

He then commented that there was not a clear line between a police officer and a SRO and it was not well laid out.

Superintendent Warburton added that he will look into it.

IV. PUBLIC COMMENT

No Public Comment

V. CONSENT AGENDA

A. Minutes

1. August 17, 2017

B. Treasurer's Report

1. July 2017

2. August 2017

Mr. Steve Coughlan motioned to approve the Consent Agenda items A. Minutes 1. August 17, 2017, B. and Treasurer's Report 1. July 2017, 2. August 2017. Mr. Jim Manning seconded Motion. The vote was unanimous. Motion passed.

VI. DISCUSSION ITEMS

A. Policies

1. BEDH- Public Participation at School Board Meetings

Ms. Galen Tremblay discussed that the Policy Committee has met a lot over the summer. She added that they are aiming to have consistent policies across the districts.

She added that they took another look at the BEDH- Public Participation at School Board Meetings policy. They took out some pieces that were redundant and now it is back to the SAU Board for discussion and debate. Each Board has members that are part of the Policy Committee.

She then asked the Board to appreciate and understand the work that was put into it.

Ms. Facey asked the Board if there was any discussion.

Mr. Chen asked about the different versions.

Ms. Tremblay then explained the differences.

Mr. Chen asked about #4, about the Chairperson.

Mr. Coughlan commented to let the Chairman decide and then let the Board over rule the Chair if needed.

Ms. Behm noted that the "C" served a purpose ("C" was removed).

Mr. Prescott added that he believes that it is covered under item #2. The opportunity is still there for the public to comment and we can just remind them of the rules.

Mr. Glover commented on relevant topics.

Ms. Behm added that having it in writing and making it clear. It is lacking without it.

Mr. Manning commented that he thought it was the Policy Committees job to look over and not to debate every line item.

Ms. Facey replied, yes and no, and it is fair to have comments.

Mr. Manning added that he does not think it is a bad idea to have "C". If the meeting is getting a little out of hand then the Chair has the ability to keep the meeting in control.

97 Mr. Chen suggested to change the word “criticism”.

98 Mr. Purvis added that he supports the second version. He noted the few public that come to the
99 meetings.

100 Mr. Glover read #4, A.

101 Ms. Behm remarked that she likes clarity.

102 Mr. Glover asked what if it is not on the agenda. He added that they do want the public to come
103 to the Meetings.

104 Mr. Prescott added it is just to have discipline and it is not to encourage or discourage the public.

105 Ms. Behm there is always a spot on the agenda for the public to speak.

106 Ms. Facey to end discussion on this and take a vote to move the policy to the individual boards.

107 **Mr. Jim Manning motioned to move BEDH- Public Participation at School Board Meetings**
108 **as amended, to the individual boards. Mr. Paul Prescott seconded the Motion. The vote was**
109 **unanimous, Motion passed.**

110 2. “D” policies plus spreadsheet

111 Mr. Steve Coughlan discussed that the “D” policies are the financial policies and Ms. Katie
112 Hannan, Director of Finance, and Ms. Stephanie Grund, Finance Dept., did a lot of work on
113 them. He then thanked them for all of their great work.

114 He discussed that they have unified the language and it is good because it will be the same for all
115 districts and mistakes won’t happen. He added that it will be common practice with legal and
116 fiscal sense. He noted that is the work that resulted in the packet that you got weeks ago.

117 They want to get the questions out now. They want to find out now if there are any issues that
118 they need to be aware of.

119 Ms. Facey asked the Board if there were any questions.

120 Mr. Steel thanked Ms. Hannan and Ms. Grund for all of their work.

121 **Mr. Pim Grondstra motioned to move the “D” Policies to the individual boards. Mr. Steve**
122 **Coughlan seconded the Motion. 12 in favor, Motion passed. Mr. Dwayne Purvis**
123 **abstained.**

124 Mr. Purvis asked about funding.

125 Mr. Steel explained 198:20-b Appropriation for Unanticipated Funds Made Available During
126 Year.

127 He added that this policy falls in line with that policy.

128 Mr. Chen asked about the conditions of the funds.

129 Mr. Steel you can't accept without approving the conditions.

130 Mr. Glover suggested changing the wording.

131 Mr. Coughlan noted that it was a MV policy originally. He then noted that they have Title 1 and
132 Title 2 funds. He added that they get food program funds as well. It is clear that they have
133 discretion.

134 Mr. Purvis noted his concern that the word "Federal" was underlined. He then asked what would
135 happen in the event that they receive a large check from the government with the understanding
136 that the district will teach creationism.

137 Mr. Coughlan replied that we can reject it and they are well covered for that.

138 Ms. Facey added if there are any changes let us know now.

139 3. EEAA- Video Surveillance on School Property

140 Mr. Glover commented that they talked quite a bit about it (EEAA- Video Surveillance on
141 School Property) and they want it to be very clear.

142 Ms. Tremblay commented that ASD and Souhegan have this policy, MV does not. They were
143 looking at the language and added the third paragraph for Souhegan.

144 Ms. Facey noted that they should have probably have had all the copies for all the Boards.

145 Mr. Glover suggested to add "Community Council if applicable".

146 He then brought up the topic of the video storage, and the question of how long to retain the
147 videotape. He added that they are unsure of the limitation.

148 Superintendent Warburton added that they can keep it (video) up to 30 days but not 45.

149 Mr. Glover added there should be a point if there are no disputes then they can remove the files.

150 Mr. Chen asked why you would want a policy limitation. He then noted that there are legal
151 limitations to think about.

152 Mr. Warburton remarked that there are rare occasions for keeping video and they can revisit it
153 when they get new equipment. It makes sense with the capabilities that they have now.

154 Mr. Driscoll added that in MV they have live video surveillance on the front door.

155 Mr. Purvis asked about the wording "may be retained".

156 Mr. Glover added that was the question, what if there was bullying or theft.

157 **Mr. Stephen O'Keefe motioned to move the EEAA- Video Surveillance on School Property**
158 **to the individual boards. Mr. Pim Grondstra seconded the Motion. The vote was**
159 **unanimous. Motion passed.**

160 4. JICG – Tobacco Products Ban

161 Ms. Galen Tremblay noted that they had added vaporizers, liquid nicotine, etc.

162 Ms. Behm asked if we have any teachers that are smokers. That seems like a long period of time.

163 Mr. Warburton replied, the number is limited, and maybe during a lunch break they take a ride

164 down the road.

165 Mr. Prescott added that we don't have to give them the right to smoke on school property.

166 **Mr. Paul Prescott motioned to move the JICG – Tobacco Products Ban Policy to the**

167 **individual boards. Mr. Jim Manning seconded the Motion. The vote was unanimous.**

168 **Motion passed.**

169 VII. INFORMATIONAL ITEMS/ UPDATES

170 A. Consolidation Committee

171 Superintendent Mr. Peter Warburton discussed that they will have a meeting about what the slide

172 topics will be for the upcoming Public Forums. He added that he is trying to reach out more to

173 the community and will be at Lamson Farm Day in MV. He discussed that the more

174 conversation they have the better and remarked that he is looking forward to the forums.

175 He finalized by stating if you have any questions please do not hesitate to call.

176 The Board thanked Superintendent Warburton.

177 B. Superintendent Evaluation Committee

178 Ms. Kuzsma discussed that the previous evaluation was old, long and cumbersome. They then

179 looked at the purpose of the evaluation and they included the evaluation form in the agenda

180 packet. They have brought it down to two pages and then there are a couple of pages of

181 clarifying terms.

182 She then asked the Board to review the evaluation form.

183 The purpose of this is for personal and professional development of the Superintendent. It is not

184 to be used for HR purposes.

185 She then discussed the time frames for evaluation.

186 She then reviewed the 4 headings, the scaling and the category names.

187 Ms. Kuzsma noted that it should be a narrative, what needs to be worked on and what is going

188 great.

189 Mr. Purvis commented on the expectations of the Board, and having something tangible.

190 Mr. Coughlan remarked that he had been looking at policies and he suggested being more

191 specific.

192 Mr. Glover suggested changing the timeframe.

193 Mr. Glover asked how will these evaluations be maintained, and asked if the feedback will be
194 anonymous.

195 Ms. Kuzsma commented that they felt that it was not for HR purposes and not an official
196 decision. How have things gone in the past and are they meeting expectations.

197 Ms. Kuzsma remarked that Mr. Purvis had a good suggestion for a goal.

198 Mr. Driscoll added, the review is a part of that.

199 Mr. Manning commented that Ms. Kuzsma, Mr. Coughlan and Mr. O’Keefe have done a great
200 job. He then suggested having some kind of key performance indicators.

201 Mr. Glover asked if it was public or non-public information.

202 Ms. Facey replied, non-public.

203 She then added that goals would be helpful and that they need to come from them (the Board).

204 Mr. Prescott reminded the Board that the first review is six months after he/she starts.

205 Mr. Warburton added that goals should be collaborative.

206 Ms. Kuzsma then noted that she will meet again with Mr. Coughlan and Mr. O’Keefe.

207 C. SCSB at MVVS on October 5th

208 Ms. Facey noted that the SCSB will hold their meeting at the MVVS on Thursday, October 5th.

209 VIII. PRESENTATIONS/REPORTS

210 A. “Defining Student Success”

211 Mr. Manning then noted that presentation stems from the conversations about strategic planning.

212 He discussed that they will not be finished tonight and that it takes time. He commented that
213 there were some really great things that they have done so far.

214 He then added that they need to decide what they don’t want to do.

215 He then reviewed his background in strategy.

216 Mr. Manning then reviewed the agenda.

217 Ms. Landwehrle then handed out a sample performance assessment.

218 She then asked the board members to review the task and consider “*what do students need to*
219 *understand and do to be successful with this task*”.

220 Ms. Landwehrle asked for comments.

221 Mr. Glover remarked that they have to know what data needs to be collected.

222 She then asked then board members how this assessment is different from more traditional
223 assessments.

224 Mr. Glover replied that you are learning while you are doing the activity.

225 Mr. Prescott noted that it is experiential.

226 Mr. Steel added that you cannot simply guess.

227 Ms. Landwehrle added that with different types of assessments you have greater learning. She
228 then showed the graphical representation.

229 Mr. Manning then emphasized that they are taking the school system into evolved learning. He
230 then asked what do they do that is great that sets them apart.

231 Ms. Landwehrle added that this will involve deep professional development.

232 Ms. Landwehrle discussed deeper student learning to match to the rigorous assessments.

233 She then reviewed what employers are looking for in 2020, things that you cannot teach.

234 Mr. Steel asked about competencies.

235 Ms. Landwehrle then reviewed the difference between traditional education and competency
236 based education, teach to the middle vs. student centered, passing grade vs. mastery of content,
237 She then added that there is a video for the board members on competency based education.

238 Mr. Manning then asked the board to participate in an exercise in competition. He added that it is
239 important to understand who they compete with.

240 After the exercise was over he noted that the #1 vote was to compete against Bedford, #2
241 Hollis/Brookline, #3 Bishop G. and #4, other top local schools. He then noted that safe and
242 structured is a top quality that parents look for.

243 He then asked then what is it that they (the above) are known for. The answers were, test scores,
244 CPP, nice town, and college reputation.

245 Discussion ensued over the differences in the schools.

246 He then asked the board to highlight their top choices for “what unique value do we bring to the
247 students, to the community etc.?” what resources and capabilities do we use to bring that value?”
248 “how do we sustain or transform that value now and in the future” and then aspirations =
249 purpose”.

250 After the exercise was over, Mr. Manning then explained to the Board that they then need to fill
251 out the differentiation, focus, cost, capabilities and then values boxes.

252 Mr. Prescott commented that the AMS Makerspace is excellent for the community.

253 Mr. Manning noted that the Makerspace is a feature for those that do not have children in the
254 schools.

255 He then reviewed the Board answers from “How do we sustain or transform our value now and
256 in the future”.

257 He then reviewed the Board answers from “aspirations= purpose”.

258 Mr. Prescott then commented on the next step.

259 Ms. Beauchamp added that it is student specific.

260 Ms. Kuzsma commented that it is the next step into life and what will it be for them.

261 Mr. Manning finalized by stating that he will populate the data and will send it out in a PDF file.

262 They will then go over it at the next SAU meeting.

263 The Board thanked Mr. Manning and Ms. Landwehrle.

264 IX. PUBLIC COMMENT

265 No Public Comment

266 X. ACTION ITEMS

267 XII. FUTURE AGENDA ITEMS

268 Ms. Facey noted the following Future Agenda Items:

- 269 • Update on consolidation
- 270 • Budget

271 XIII. REVIEW OF MEETING/ADJOURN

272 **Mr. Steve Coughlan motioned to adjourn the meeting at 9:50 PM. Mr. John Glover**
273 **seconded the motion. The vote was unanimous, Motion passed.**