

SAU #39 Board

Thursday, May 31st, 2018

Meeting Minutes – Approved 10 2 18

Administrative Team: Adam Steel- Business Administrator/ Associate Superintendent, Christine Landwehrle- Director of Curriculum and Professional Development, Stephanie Grund-Accountant, Business Department and Meg Beauchamp- Director of Student Services.

Amherst School Board: Galen Tremblay, Elizabeth Kuzsma, and Kevin Shea.

Souhegan Cooperative School Board: Jim Manning, Steve Coughlan, Amy Facey, Howard Brown and David Chen.

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

Minute Taker: Danae Marotta

Public: None

I. CALL TO ORDER

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

Ms. Galen Tremblay motioned to enter into RSA 91-A:3 II. (a), (b), (c) and (i) at 6:00PM.

Ms. Elizabeth Kuzsma seconded the motion. The vote was unanimous, motion passed.

Ms. Facey called a Roll Call: Lawrence- Yes, O’Keefe-Yes, Driscoll-Yes, Shea-Yes, Kuzsma-Yes, Tremblay-Yes, Facey-Yes, Coughlan-Yes, Brown-Yes, and Manning-Yes,

The Board resumed regular session at 6:52PM

Ms. Galen Tremblay motioned to place Ms. Christine Landwehrle into nomination for Assistant Superintendent at a salary of \$110, 000 and adjust Ms. Meg Beauchamp, Director of Student Services to \$105,000, both effective July 1st 2018. Mr. Jim Manning seconded the motion, the vote was unanimous. Motion passed.

II. ANNOUNCEMENTS

A. Individual Board Reports

1. Souhegan Cooperative School Board

Mr. Steve Coughlan noted that they last met on May 22nd at the Brick School and will have another meeting on Monday, June 4, 2018 here at this location.

The Board thanked Mr. Coughlan.

2. Amherst School Board

Chair Ms. Galen Tremblay introduced new Board Member Mr. Kevin Shea.

She added that they have discussed and finalized their board goals, at the April meeting which was at the MVVS. They are up to 118 Kindergarteners registered for September and will likely have discussions about an additional classroom.

Field Day at Wilkins went really well and everyone had a great time. Performers from the Willy Wonka Jr. production came to perform at the last meeting (5/30/18) and the students did a great job.

The Board thanked Ms. Tremblay.

3. Mont Vernon School Board

Chair Mr. Thomas Driscoll discussed that they did a daytime meeting on May 10th and Mr. Stephen O'Keefe was instrumental in making that happen. The students were able to create a policy with all grades giving their input and it turned out to be a great day.

The Board thanked Mr. Driscoll.

4. SAU #39

Associate Superintendent, Mr. Adam Steel discussed that SHS's graduation is tomorrow night, Friday, June 1st at 5pm. It may or may not be outside depending on the weather, they will decide at noon.

He then mentioned some dates for the end of the year, The Fond Farewell is on June 8th 1:15-2:30pm, MV Step Up Day is June 12th at 5:30, June 6th 2:30pm on the Softball field is a community event for retiring Principal Porter Dodge and Principal St. Amand's going away ice cream social is this Sunday at Wilkins from 1-4pm. Principal Rob Scully will be known for his accomplishments on June 9th at the Radisson in Manchester and Mr. Bill Dodd has coached for 50 years and that will be celebrated at a Fisher Cats game on Saturday June 9th.

Director of Student Services, Ms. Meg Beauchamp was elected to the Board of the New Hampshire Association of Special Education Administrators. The Assessment Grading and Reporting Committee had their meeting last week with Director of Curriculum and Professional Development, Ms. Landwehrle leading that work.

The Board thanked Mr. Steel and congratulated Ms. Beauchamp.

III. PUBLIC COMMENT

No Public Comment

IV. CONSENT AGENDA

A. Minutes

1. April 10, 2018

B. Treasurer's Report

1. March 2018

2. April 2018

Mr. Steve Coughlan motioned to approve the Consent Agenda items A. Minutes 1. April 10, 2018, and B. Treasurer's Report 1. March 2018, 2. April 2018. Mr. Howard Brown seconded the motion. The vote was unanimous, motion passed.

V. DISCUSSION ITEMS

A. Strategic Planning

Mr. Steel added that this is just an overview for the Board he noted that in the past the board had identified key values. He then noted that they then identify KPI's, leadership retreat, rolling out on opening day August 28th and then that will lead into the budget process.

He then discussed Measures-Ideal state. He added that there needs to be a balance of individual student goals and achievements and systems level aggregate measures.

He then gave an example of student level goals.

He further explained some examples for quantitative, social/emotional, PD growth for teachers, student assessment, graduation rates/Post grad success and qualitative, annual stakeholder surveys, etc.

He then noted some examples of systems level goals.

He then covered the Next Steps.

He then reviewed Committee Organization with Boards at the top then curriculum, instruction and assessment, operations, student services and then policy.

Mr. Steel then discussed the Committee Process.

Mr. O'Keefe asked if there were other school districts that they can also get feedback from.

Ms. Landwehrle added that there are some schools in Vermont that are moving towards individualized learning plans. It is something that they can look into.

Mr. Coughlan commented on charter schools.

Mr. Shea asked about the criteria that students need to get to.

Ms. Landwehrle replied that once they get the assessments aligned to the standards, and are reporting out on competencies, they will know if students have mastered concepts and if they are ready to move on to the next grade level competencies. If a student needed more time, then they will get the time and focus they need.

Ms. Facey added that from her understanding, there will be Competency Recovery for those that need it.

B. Policy Planning Process

Ms. Facey noted that they are looking to make some changes then turned it over to Mr. Steel.

99 Mr. Steel discussed that they will have a policy season purpose. This allows for a more
100 streamlined process.

101 He then added that the annually reviewed policies and it would be broken up by the fiscal year,
102 and policy sections.

103 He then explained the process overview. Policies identified for review November of each year,
104 comment period November-January (comments and proposed changes are tracked), policy
105 committee review Feb-early April, Public Hearing- late April, then Board Adoption in May and
106 June.

107 The Board gave their support for the new policy planning process.

108 Mr. O'Keefe thanked the SHS Board for having the SHS band play at the Mont Vernon Spring
109 Gala and that it was greatly appreciated. He added that the people were really happy about it.

110 Ms. Grund thanked Mr. O'Keefe and added that it was the first time there were no other time
111 conflicts.

112 VI. INFORMATIONAL ITEMS / UPDATES

113 VII. PUBLIC COMMENT

114 No Public Comment

115 VIII. ACTION ITEMS

116 A. Policies

117 ☐ JLCJ – Concussions and Head Injuries

118 ☐ JLCE/EBBC – Emergency Care and First Aid

119 ☐ JLCE-R – Emergency Contact Information Form

120 ☐ KFA – Public Conduct on School Property

121 ☐ JICI – Weapons on School Property

122 ☐ GCFA – Conditional Offer of Employment

123 ☐ EEAA – Video Surveillance on District Property-Souhegan -going to SCSB on
124 6/4/18

125 JLCJ – Concussions and Head Injuries

126 Ms. Tremblay added that with the JLCJ – Concussions and Head Injuries policy they worked
127 with the nurses and administrators. She added that they did a lot of work to it and showed the
128 Board the changes. They did add a Reporting piece as well.

129 These are just a first reading and met with the Athletic Directors and building administrators and
130 wanted time to come up with the correct procedures. They will revisit it in September.

131 Mr. Chen added that he read into it and it did seem very NHIAA oriented. He suggested that they
132 add other things, such as the ropes course, intermural activities, etc. He then noted that parents
133 should be notified as well. He added that they did a good job but wasn't quite there.

134 Ms. Lawrence added that they did discuss it and they cannot compel anyone to give them
135 information. It is personnel that is trained that could notice symptoms.

136 Ms. Lawrence replied, if you are in the classroom and you suspect that someone has a
137 concussion it is their obligation to say something. The intention in the policy

138 Mr. Coughlan remarked that also if they do not know they cannot do anything. If the child is not
139 showing symptoms and a parent didn't tell them there is nothing that they can do.

140 Mr. Brown commented about baseline testing.

141 Ms. Tremblay added that they also looked at that as well.

142 Ms. Facey added that they had given this policy to Ms. Bethany Bernasconi and Mr. Porter
143 Dodge and taking a look at any policies with athletics and are there protocols and practices that
144 are actually happening.

145 Ms. Lawrence added that they are also considering current guidelines and they are considering
146 the stakeholders.

147 JLCE/EBBC – Emergency Care and First Aid-

148 Ms. Tremblay noted that they just made changes in the break down. The way that the current
149 policy is written it wasn't as easily understood. They did send it out to the school nurses and
150 made further edits.

151 Mr. Driscoll asked about building administration and if they should have more coverage.

152 Mr. Brown added that at SHS they have a trainer on site anytime they are playing a varsity game.

153 Mr. Shea mentioned that the AFR (Amherst Fire Rescue) will be providing classes free of charge
154 and they are expecting a good amount of people to sign up.

155 Mr. Brown added that he is in support with that program. He then noted that the Bus drivers are
156 being trained now in First Aid and they are looking at being trained with AED.

157 KFA – Public Conduct on School Property

158 Ms. Tremblay noted that this is a recommended policy and didn't make too many edits to it.

159 Mr. Chen commented that he encountered a situation at another school and asked about student
160 conduct at other schools.

161 Ms. Tremblay added that she found the policy that they are looking for, JICE- Student Conduct
162 Discipline and Due Process. She then read it in its entirety.

163 Discussion ensued.

164 Mr. Brown noted that he has known of students that have been disciplined through this policy.

165 JICI – Weapons on School Property

166 Ms. Tremblay added that this is the second draft. They had originally brought this policy to the
167 sau board and they got feedback from the local authorities. She added that they gave them some
168 clarifying verbiage. They were willing to support the districts and were prompt and helpful.

169 She then showed the Board the changes.

170 Ms. Facey added that they did have the discussion and they are doing what they can within the
171 boundaries of the law.

172 Mr. Chen asked if it applies to concealed or open carry.

173 Mr. Shea commented on open carry.

174 Mr. Steel discussed a few examples.

175 GCFA – Conditional Offer of Employment

176 Ms. Tremblay noted that it was recommended that this policy go back to the individual boards.

177 **Mr. Steve Coughlan motioned to send policies JLCE/EBBC – Emergency Care and First**
178 **Aid, KFA – Public Conduct on School Property, JICI – Weapons on School Property and**
179 **GCFA – Conditional Offer of Employment, back to the individual Boards. Ms. Galen**
180 **Tremblay seconded the motion. The vote was unanimous. Motion passed.**

181 IX. PUBLIC SESSION RSA 91-A:3 II. (a), (b), (c)

182 A. Personnel

183 X. FUTURE AGENDA ITEMS

184 Chair Ms. Amy Facey noted that the next SAU #39 Board Meeting is in August.

185 XI. REVIEW OF MEETING/ADJOURN

186 **Ms. Galen Tremblay motioned to adjourn the meeting at 8:15 PM. Mr. Thomas Driscoll**
187 **seconded the motion. The vote was unanimous, motion passed.**

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202 V. VDISCUSSION ITEMS I.

203 A. Strategic Planning

204 B. Policy Planning Process

205 VI. VINFORMATIONAL ITEMS II. / UPDATES