

SAU #39 Board

Tuesday, October 2nd 2018

Meeting Minutes-Approved 11 15 18

Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant Superintendent, Stephanie Grund- Business Administrator, Meg Beauchamp- Director of Student Services, Carrie James- Director of Human Resources,

Amherst School Board: Galen Tremblay-Chair, Elizabeth Kuzsma- Vice Chair, John Glover-Secretary, Terri Behm, and Kevin Shea

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

Mont Vernon School Board: Peter Eckhoff- Secretary, Kim Roberge and Stephen O'Keefe.

Minute Taker: Danae Marotta

Public: Monica Panait- Risk Management Consultant, Primex, Concord NH and Amherst Community Members.

I. Call to Order

Chair Ms. Amy Facey called the meeting to order at 6:06 PM.

II. Superintendent's Report

Superintendent, Mr. Adam Steel, noted that it has been a while since they met as a Board and they are gearing up for budget season. He added that he wanted to do a strategic planning update for the Board.

He began his discussion by noting that they are on the cusp of making significant changes in the SAU. The staff are open and available to significant change at an appropriate pace. This is update is meant to give them a sense of where they are headed.

He then reviewed the 5 areas on how you move from a traditional school system to a system of deeper learning such as scheduling, design and delivery, assessment, grading and reporting and promotion and crediting.

He then explained what needs to build upon each other starting with Advisory, Articulated Curriculum, Performance Assessment, Grading and Reporting and Effective Human Resources. He noted that they are being sought out by other districts about how their students learn. He added that these are the foundational elements all of which they are working towards right now.

Next, Instructional Strategies (project based learning), Adequate Learning Spaces (appropriate facilities, within the facilities air quality, etc.), and Schedule Design (thinking apart the concept of grade levels) He added that he is not changing the school day or year, but how they reorganize.

Last, a plan for each Learner. If you think about the growth of students in the areas of Academics, Social/Emotional and Physical. Some students might lag in areas and each student is different, flexibility is important.

He reviewed Where they are Going, with the topics of Relationships, Deeper Learning, Learner Agency, Breaking apart the grade level, Timely World Language, A focus on the Arts, Aggressive Interventions and a Plan for All.

Assessment:

- Vision: we will use performance assessments as evidence of mastery.
- Current State: implementation phase

Grading and Reporting:

- Vision: Grades are used for feedback along the path towards mastery of competencies and academic competencies are reported separately from non-academic areas.
- Current State: Early implementation phase
- Next Steps: AMS adopts this year, other three schools use Empower next school year for all grading and reporting while every teacher builds mastery of new skills.

Instructional Design and Delivery:

- Vision: Students progress at their own speed through competency based units of study that they have helped determine.
- Current State: Initial planning soon
- Next steps: SAU wide committee, similar to AGR, is created to begin the 3+ years of planning design and implementation necessary to support change.

Scheduling:

- Vision: Student schedules are flexible, modular, student- directed, asynchronous, and fundamentally different than the industrial model.
- Current State: Future
- Next Steps: Early planning discussions at some levels

Promotion and Credentialing:

- Vision: Students advance based on demonstration of mastery, not seat-time with additional, varied, and external learning experiences available.
- Current State: Future
- Next Steps: initial thought planning

He then explained a slide with the topics of Assessment Grading and Reporting, Instructional Design and Delivery, Future Structures and Relationships/Social and Emotional, this year through the 2022-2023 school year.

The three things that he wants the Board and the Public to take away is:

- 70 1. A Plan for Every Learner
- 71 2. Longitudinal Relationships
- 72 3. “Grade Level” Disappears.

73 Superintendent Steel then explained the Areas of Focus.

- 74 • External: Class size, Facilities, Grading and Reporting, Security, Communication.
- 75 • Internally: Empower Implementation, Finalize Curriculum Mapping, refine performance
- 76 assessment, formation of committee instructional practices/ PBL, Advisory and Special
- 77 Programs.

78 He explained “What do we Need?” Long Term- Dependencies

- 79 1. Commit to consolidation plan, in or out
- 80 2. Identify and commit to class size targets
- 81 3. Complete facilities plan (based on items 1 and 2)
- 82 4. Implement interim facilities plan
- 83 5. Identify administrative staffing plan to support implementation
- 84 6. Support professional development to equip faculty
- 85 7. Inform and build support from parents and community during transition.

86 He then discussed Immediate Needs-Budget Implications

- 87 1. School start time adjustment
- 88 2. Student information system transition support
- 89 3. Technology alignment strategy (more internal)
- 90 4. Expansion of special programs to SHS
- 91 5. Advisory program development for AMS
- 92 6. Funding for facilities planning
- 93 7. Funding for Amherst and Mont Vernon security assessment reviews

94 He added that he hopes that the Board has questions and that this was an update on the work that
95 they have done and the vision they have.

96 Mr. Glover commented that he was in support of his plan and thanked him for all of his work. He
97 then added that he has two points, 1. Communication with the parents needs to be there and 2. To
98 remember that MV has a very important role to play as well.

99 Mr. Manning asked when does Superintendent Steel see this going into a project plan. He added
100 that he would like to see basic types of things such as costs.

101 Superintendent Steel replied that they plan to reallocate resources not add to it. He added that he
102 is not sure and his first concern is that the teaching faculty is with them. He has spent a lot of
103 time in the schools and having conversations with teachers. A lot of teachers have mentioned to
104 him that it was like relearning how to teach all over again. The next phase is to bring this to the
105 individual schools these next couple of months. He is trying to do this in phases.

106 He emphasized that the administration knows where they are going.

107 Mr. Manning agreed that the staff needs to have a voice and the community needs to buy in and
 108 understand everything that needs to happen. He added that they need a statement to go out to the
 109 community and public with.

110 Ms. Behm gave her support for Superintendent Steel's presentation. She added that she knows
 111 that AMS has gone a little faster with their work and added that they need to be flexible. They
 112 have asked a lot of the teachers and staff already. A lot of work that they have done already has
 113 been great. She thanked him for clearly laying everything out.

114 Mr. Shea gave his support for Superintendent Steel's presentation. He noted that he is not sure
 115 why they need to use Safe Havens for security recommendations.

116 Mr. Steel replied, that this is not the same level of expense.

117 Mr. Eckhoff asked is this something that has to be done by grades, schools or does it have to be
 118 system wide.

119 Mr. Steel responded that they need to pilot things and phase them in over time.

120 Ms. Facey added that different schools are in different phases, adding that AMS has already
 121 implemented Empower. They are able to learn from each other and capitalize on those learnings.

122 Ms. Tremblay gave her support as well. She added that community buy in is important.

123 Ms. Facey asked what is the next step.

124 Mr. Steel replied that they are in budget season and they have foundational pieces in them.

125 The Board thanked Superintendent Steel.

126 III. Consent Agenda

127 Mr. O'Keefe pulled the 1. May 31st 2018 Minutes. He then noted that there was a change.

128 From Line 108:

129 *"Mr. O'Keefe thanked the SHS Board for having the SHS band play at the MVVS and that it was*
 130 *greatly appreciated. He added that the people were really happy about it."*

131 Changed to:

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

134 **Ms. Galen Tremblay motioned to accept the Consent Agenda items 1. May, 31st 2018**
 135 **Minutes, as amended 2. July 2018 Treasurer's Report, and SAU Budget Transfer. Mr.**
 136 **Steve Coughlan seconded. 13 in favor. Ms. Kim Roberge abstained. Motion passed.**

137 IV. Public Input

138 No Public Comment

139 V. PRIMEX

140 Superintendent Steel added that Director of Human Resources, Ms. Carrie James, is here to
141 discuss the recent Prime Award.

142 Ms. Monica Panait, Designated Risk Management Consultant of Primex, discussed that they are
143 in the business of providing insurance coverages for schools, businesses, etc., anyone with
144 workers' compensation. She added that they are a non-profit and they have the vested interest in
145 keeping losses low.

146 She then thanked the Board for their long term support and added that they have been members
147 for over 20 years.

148 Next, she congratulated the SAU 39 Office on successfully meeting the requirements for the
149 Primex Recognition of Risk Management Effort, effective May 1st 2018. This achievement
150 signifies a commitment to improved and sustained risk management performance.

151 Lastly, with this recognition comes a savings of 2.5% discount off contributions to Primex
152 Workers Compensation and Property and Liability coverage contributions.

153 The Board thanked Ms. James and Ms. Panait.

154 VI. Special Services Transportation

155 Director of Student Services, Ms. Meg Beauchamp, discussed that she and Director of
156 Operations, Mr. Porter Dodge, have been working to secure long term special education bussing
157 contract with Caring Hands Transportation. They looked at other transportation providers and to
158 go with someone else it would have been drastically higher. They have met with the owner of the
159 bus company on three different occasions.

160 Mr. Chen asked about the costs.

161 Ms. Beauchamp replied, that when they looked at other special education transportation
162 providers the others were very expensive. When they do a multi-year contract, it becomes easier
163 as they do not have to bid every year.

164 Mr. Chen asked what is the cost relative to.

165 Mr. Steel added that it is relative to other providers' costs.

166 Ms. Beauchamp added that with the overcharges it was relative to how they use the vehicles in
167 district.

168 Mr. Brown asked about ridership from year to year and the age that they are released from the
169 program.

170 Ms. Beauchamp explained that it is determined by the IEP Team and separate from the
171 vocational runs. The changes depend on your student population and the students that require
172 specialized transportation. Its until they receive a HS diploma or they reach 21, it depends on the
173 severity as well.

174 Mr. O'Keefe asked how many students are in the program.
 175 Ms. Beauchamp estimated, with preschool, 30-35 children.
 176 Mr. Chen asked if it included the vocational runs.
 177 Ms. Beauchamp responded, yes, it does include the vocational runs.
 178 Mr. Steel added that they have encouraged the students to drive themselves, if possible, with no
 179 other students, and they have reduced the amount of CTE programs.
 180 Ms. Behm asked about the contract end date.
 181 Ms. Beauchamp explained that their contract ends this October. She added that they are looking
 182 for a 5-year contract with renewal at 3 years.
 183 Ms. Behm commented that they are also in the middle of a Statewide bus driver shortage.
 184 Ms. Beauchamp added that they do a wonderful job with the students and they have never had
 185 any customer satisfaction issues.
 186 Mr. Glover asked if the end of October is a potential crisis for them.
 187 Superintendent Steel replied, no, they just working out the final details with Caring Hands.
 188 The Board thanked Ms. Beauchamp.

189 VII. School Start Times Discussion

190 Superintendent Steel discussed gave his executive summary for School Start times.
 191 1. All school start times and end times shift by 35 minutes for next school year.
 192 2. Swapping start times between secondary and elementary schools will not work.
 193 3. A later start time is anticipated to decrease car traffic in the morning.
 194 4. Additional buses are likely to be necessary due to enrollment and decreased car traffic.

195 He then reviewed the process:

- 196 • Committee: Ms. Behm lead a committee looking into changes, those changes led to
 197 further discussions.
- 198 • Survey: Parent, staff and student survey was conducted in the spring 2018. Wide-ranging
 199 support for later support for later start times in secondary.
- 200 • Consultant: Transportation Advisory Services hired to evaluate concepts. Ultimately
 201 recommended a later start time for all schools.

202 He also discussed the Impacts Considered:

- 203 1. Athletics and Impact on early dismissal
 204 a. NHIAA moving to 5:00PM Games
 205 b. Tri-State has flexibility on start times
- 206 2. Staff meetings

- 207 3. Bus transportation
- 208 4. 3rd party activities
- 209 5. Daylight
- 210 6. Sibling child- care responsibilities

211 He then discussed the Issues with Swapping Secondary/Elementary and Issues with moving to
212 the same time.

213 He then explained the Implementation Process:

- 214 1. Hold a public hearing hosted by the superintendent to gather input from the community
- 215 2. Revise plan based on feedback and send out a parent/community survey
- 216 3. Revise plan based on survey feedback and present final plan to SAU #39 Board for
- 217 adoption.
- 218 4. Advertise and announce final plan after adopted by the SAU Board.

219 Ms. Kuzsma noted that there is a lot of concern with MV and it is a bigger impact on them. She
220 added that there are some activities that start at 3:30. That is why parents are so early in the pick-
221 up line at Wilkins.

222 Superintendent Steel replied that he is assuming that they will adjust as necessary.

223 Mr. Glover asked why the recommendation of 35 minutes.

224 Mr. Steel, responded that the recommendation from their consultant was 30 minutes however,
225 but he is thinking of the middle and high school.

226 Mr. Shea added that pushing the time is late for kids and understands that the high school wants
227 to start late. He then added that he would not support high school students riding with elementary
228 students.

229 Ms. Roberge commented that the two concerns are time change and getting elementary students
230 off the bus in the dark. Second, they are also anticipating starting sports with Tri-County.

231 Superintendent Steel mentioned that the high school and middle school cannot shift without the
232 elementary schools without requiring significant additional expense.

233 He then asked if the Board wanted him to get more feedback from the parents.

234 Mr. O'Keefe replied, yes and echoed Ms. Roberge.

235 Mr. Glover added that they also need to think of why that is even on the agenda. He would hate
236 for the darkness to impact the psychological and physiological benefits.

237 Ms. Kuzsma suggested they speak to the teachers first, as it would impact them a lot as well.

238 Ms. Roberge added that it is more of a safety concern than a fear of the dark.

239 Mr. Shea explained that they are deleting an important block of time for activities.

240 Mr. Brown added that there are some bus drivers that drive for Amherst that their children go to
 241 school in Milford that won't drive for Amherst and vice versa. They may be able to move things
 242 around but it is something to think about.

243 Ms. Facey asked the board if Superintendent Steel should go forward to getting more feedback
 244 from stakeholders.

245 **Mr. Stephen O'Keefe motioned for the Superintendent to proceed to the next step in School**
 246 **Start Times. Mr. David Chen seconded. The vote was unanimous, Motion passed.**

247 The Board thanked Superintendent Steel.

248 VIII. Consolidation Discussion

249 Superintendent Steel discussed that he is passing out a letter followed by warrant articles that
 250 show what consolidation action would look like as the end result.

251 Board discussion 6-9 months ago was to develop plans on how it would work.

252 He added that it shows how it would work. Essentially, there would be warrants on all three of
 253 the districts ballots. They are all contingent upon one another. If any one of the articles failed to
 254 pass, then consolidation would not occur. The SCCSB would cover all the educational needs for
 255 the towns of Amherst and Mont Vernon. The ASD and MVSD will then cease to operate any
 256 longer. Everything would be under the auspices of the SCSB.

257 He then read Warrant Article 3 B on page 4.

258 Mr. Steel explained that it is a protection provision that the MVVS cannot be closed by Amherst
 259 voters.

260 He suggested that they read this on their own time and then dive further at the next meeting.
 261 These are the end result articles, with minor modifications.

262 The biggest issues will be labor, which is complex. He then explained that the Amherst and MV
 263 school districts participate in the Social Security Program. Public employers were not allowed to
 264 participate in the program until the 1950's. Souhegan Cooperative did not choose to participate
 265 at the time it was inception. They do have something else in place in lieu of Social Security, a
 266 401K concept, and they cannot be mixed.

267 Either two things have to happen, 1. All employees will be forced to use Social Security through
 268 an election of the employees. Most likely the Amherst and Mont Vernon employees would elect
 269 that option. 2. An existing statute has to be revised by U.S. Congress. It is not insurmountable
 270 and there is precedence by 21 other states.

271 He added that there have been discussions amongst his staff on how they can reconfigure the
 272 buildings, such as, having all the Kindergarteners in one location.

273 The purpose of this discussion is to gauge how the Board is thinking.

274 Mr. Glover asked about the other issue besides Social Security.

275 Mr. Steel replied, there would be Social Security and then integration of the collective bargaining
276 agreements.

277 Mr. Grondstra asked about the timing.

278 Mr. Steel replied, if all boards were in favor and wanted to place warrants on each of their ballots
279 for March of 2019, then two years from there. They would also have to look at the Souhegan
280 Board and the 5-2 split has to be proportional and cannot be negotiated.

281 Mr. Chen asked about union negotiation among the 3 different unions.

282 Mr. Steel added that there are currently 3 different collective bargaining agreements (3 year, 4
283 year, and 5 year) and a PPC agreement. The contracts would have to be honored until their
284 individual contracts expire.

285 Mr. Shea asked about a scenario of having a two-step process.

286 Mr. Steel responded that there was conversation at one point with all different scenarios
287 discussed.

288 Ms. Kuzsma asked at what point are they going to discuss what the potential Board structure will
289 be.

290 Mr. Steel replied, they will have to determine that before they put it on the ballot.

291 Ms. Kuzsma then asked what would happen if two districts are in support of the consolidation
292 and one is not.

293 Mr. Steel explained that if there is support in the two of the three districts, there might be a
294 subsequent plan that gets developed.

295 Mr. Glover commented that they have to remember why they are thinking of this, because it is
296 better for the students.

297 Mr. Coughlan added that the consolidation committee had looked at it with the two phase option
298 of a partial consolidation and the conclusion was that there was no benefit.

299 Ms. Kuzsma noted that she disagrees with that to a point. There could be some benefits, not as
300 much as there should be.

301 Ms. Roberge commented that each board needs to have a discussion.

302 Superintendent Steel agreed with Ms. Roberge.

303 Ms. Tremblay added that they should also reach out to the public.

304 Mr. Manning commented that he is in support but they need to be articulate.

305 Ms. Roberge remarked that for MV, the only benefit is for the 6th grade, not K-5. She added that
306 they couldn't articulate it to the parents so that they would be in favor.

307 Mr. Glover asked for the justification to merge with the SCSD.

308 Mr. Steel responded that it is an existing school system with lease agreements in place. They can
309 certainly look at it a different way though.

310 Ms. Facey added that the consolidation committee had looked at that too. She then asked
311 Superintendent Steel what the next step is.

312 Superintendent Steel reviewed the benefits for the students. He added that he needs to hear from
313 the boards.

314 Ms. Facey asked if it makes sense to go to the individual Boards.

315 Mr. Steel replied, yes.

316 Ms. Kuzsma commented on the benefits of sharing resources for efficiency.

317 Ms. Roberge explained some benefits from the Mont Vernon perspective.

318 Mr. Grondstra suggested that this goes back to the individual Boards for further discussion.

319 Ms. Facey added that it will be put on the individual Boards agendas.

320 Ms. Behm asked if the work will stop then at the administrative level.

321 Mr. Steel added that it will intersect with the Joint Facilities Committee and he is planning on
322 going to each board to hear feedback.

323 The Board thanked Superintendent Steel.

324 IX. SAU Professional Development Master Plan

325 Assistant Superintendent, Ms. Christine Landwehrle, explained the SAU #39 PD Master Plan
326 Update Overview of Changes.

327 She added that they do need Board approval before they send this to the DOE.

328 She then highlighted a few things:

- 329 • Updated dates, titles, and PD Committee membership list
- 330 • Included strategic planning graphic
- 331 • Refined language around PD Committee annual survey
- 332 • Included ad hoc committee membership
- 333 • Removed Critical Friends Group Coaches role and changed CFGs to Professional
- 334 Learning Community
- 335 • Removed the need for staff members to give a copy of their certification upon renewal to
- 336 the SAU

337 Mr. Coughlan asked about page 10, it's not a change, but how to measure the effectiveness.

338 Ms. Landwehrle replied that they can randomly sample and analyze.

339 Ms. Roberge asked about the SHS tuition reimbursement.

340 Ms. Landwehrle replied that she is the designee and they have to track that separate. She
 341 explained that it ties into the appeals process.

342 Mr. Glover asked about the graphic on page 8.

343 Ms. Landwehrle discussed that the SAU wide goals are critically important and that is why she
 344 had placed it in there. She added that they can remove it or substitute it.

345 Mr. Glover suggested that it be the most recent graphic that they have.

346 Ms. Landwehrle responded that it was the most recent to her knowledge but she can certainly
 347 change it.

348 **Mr. Steve Coughlan motioned to approve the SAU #39 Professional Development Master**
 349 **Plan, with the update to Page 10, changing the wording for “random sampling and**
 350 **analyze”. and the ability to replace the graphic with a more recent graphic of the Strategic**
 351 **Plan. Mr. Stephen O’Keefe seconded the motion. The vote was unanimous, motion passed.**

352 The Board thanked Ms. Landwehrle.

353 X. Policies Review

354 EBB/ADD- School Safety

355 Ms. Galen Tremblay, Chair of the Policy Committee, noted that the first policy that they are
 356 reviewing is EBB/ADD- School Safety. She added that the only change is the paragraph in
 357 italics. It was done over the summer.

358 Ms. Facey added that they are not approving anything but motioning to move them to the
 359 individual boards.

360 **Mr. David Chen motioned to move Policy EBB/ADD- School Safety to the individual**
 361 **Boards, as amended. Mr. John Glover seconded the motion. The vote was unanimous,**
 362 **motion passed.**

363 EEAA-Video and Audio Surveillance on School Property

364 Ms. Tremblay explained that they pulled the sample policy from the NHSBA. She added that
 365 their updated sample was more encompassing than what they had.

366 Discussion ensued.

367 Mr. Chen commented on paragraph 14.

368 Mr. Brown asked if they have cameras at the SAU Office.

369 Superintendent Steel replied, yes, there is one by the front door.

370 Mr. O’Keefe added the EEAA Policy needs to be distinct and separate.

371 Mr. Coughlan added that leaving this intact gives the rules on each use.

372 Mr. Shea mentioned that there is no tactical information in this policy.

373 Mr. Chen added that it leaves it up to the administration over the long term.

374 Mr. O’Keefe commented that policies are fluid. This is informing the public that they are using
375 audio and video surveillance will help the members of the community to feel more comfortable.

376 Mr. Glover added that there is not a security breach here. It serves a valuable notice that there is
377 surveillance there and serves a security purpose.

378 **Mr. Steve Coughlan motioned to move policy EEAA-Video and Audio Surveillance on**
379 **School Property to the individual Boards, as amended to state in the first paragraph, last**
380 **line, “from the Board and as applicable Community Council”. Mr. Jim Manning**
381 **seconded the motion. The vote was unanimous**

382 Policy EFA- Availability and Distribution of Healthy Foods and EFAA- Meal Charging

383 Ms. Tremblay added that they did send this to Nutrition Director, Mr. John Lash and he did send
384 it back with his recommendations.

385 **Mr. Stephen O’Keefe motioned to move Policy EFA- Availability and Distribution of**
386 **Healthy Foods and Policy and EFAA- Meal Charging to the individual boards. Mr. John**
387 **Glover seconded the motion. The vote was unanimous, motion passed.**

388 GBEF- School District Internet Access for Staff.

389 Ms. Tremblay discussed that they would need to adopt this at the SAU level and the individual
390 boards.

391 Mr. Chen asked about the first sentence of the second paragraph.

392 **Mr. Stephen O’Keefe motioned to move Policy GBEF- School District Internet Access for**
393 **Staff. Ms. Kim Roberge seconded the motion. The vote was unanimous, motion passed.**

394 GCO- Teacher Performance and Evaluation System

395 **Mr. Stephen O’Keefe motioned to move Policy GCO- Teacher Performance and**
396 **Evaluation System. Ms. Kim Roberge seconded the motion. The vote was unanimous,**
397 **motion passed.**

398 Ms. Tremblay briefly reviewed the “T” policies: IFA, IHAMA, IHBG-R, IHCDE/LEB, IJ, IK,
399 IKFA, ILD, and IMBD.

400 **Mr. Stephen O’Keefe motioned to move policies IFA, IHAMA, IHBG-R, IHCDE/LEB, IJ,**
401 **IK, IKFA, ILD, and IMBD to the individual boards. Ms. Kim Roberge seconded the**
402 **motion. The vote was unanimous, motion passed.**

403 Mr. Glover asked about policy IMDA.

404 Ms. Tremblay added that when they were working through the policies she added that it was a
 405 recommended policy. It was the consensus of the Policy Committee that they would bring it to
 406 the individual boards.

407 **Mr. Stephen O’Keefe motioned to move policy IMDA to the individual boards. Ms. Kim**
 408 **Roberge seconded. The vote was unanimous, motion passed.**

409 **Mr. Stephen O’Keefe motioned to move policy JBAA to the individual boards. Ms. Kim**
 410 **Roberge seconded. The vote was unanimous, motion passed.**

411 **Mr. Stephen O’Keefe motioned to move policy JICL to the individual boards. Ms. Kim**
 412 **Roberge seconded. The vote was unanimous, motion passed.**

413 **Mr. Stephen O’Keefe motioned to move policy JLI/EB to the individual boards. Ms. Kim**
 414 **Roberge seconded the motion. The vote was unanimous. Motion passed.**

415 **Mr. Stephen O’Keefe motioned to move policy JRA to the individual boards. Ms. Kim**
 416 **Roberge seconded the motion. The vote was unanimous. Motion passed.**

417 **Mr. Kevin Shea motioned to move policy KLG to the individual boards. Ms. Kim Roberge**
 418 **seconded the motion. The vote was unanimous. Motion passed.**

419 XI. SAU #39 Board Meeting Schedule for 2018-2019-Discussion

420 Superintendent Steel suggested the dates of Nov 15 and Dec 20th and they are Thursdays.

421 Ms. Facey added that they are looking to change the review policy season and they do have a lot
 422 of meetings.

423 She asked the board how they felt meeting quarterly after Policy Season is over.

424 Mr. Glover suggested that they meet frequently and added that they take their positions seriously
 425 and need time for discussion.

426 Mr. Eckhoff suggested meeting December 13th.

427 Discussion ensued over meeting dates.

428 The Board decided on meeting on Thursday, November 15th and Thursday, December 20th 2018.

429 The Board thanked Superintendent Steel.

430 XII. Non-Public Session

431 None

432 XIII. Meeting Adjourned

433 **Mr. Stephen O’Keefe motioned to adjourn the meeting at 8:45 PM. Ms. Kim Roberge**
 434 **seconded the motion. The vote was unanimous, motion passed.**

435