

SAU #39 Board Meeting

Thursday, November 14th, 2019

Meeting Minutes- Approved 12 19 19

Attendees:

Administrative Team: Adam Steel- Superintendent, and Christine Landwehrle- Assistant Superintendent, and Michele Croteau- SAU #39 Business Administrator.

Amherst School Board: Terri Behm- Vice Chair, Ellen Grudzien and Tom Gauthier.

Souhegan Cooperative School Board: Laura Taylor- Secretary, Steve Coughlan, Amy Facey, Pim Grondstra and David Chen.

Mont Vernon School Board: Sarah Lawrence- Chair, and Peter Eckhoff- Vice-Chair.

Board Minutes: Danae A. Marotta

SHS Student Videographer: Shannon Hargreaves

Public: Steve Frades, Amherst NH,

I. Call to Order

Chair of the SAU #39 Board, Ms. Amy Facey, called the meeting to order at 6:09PM.

I. Public Input I of II

No Public Comment

II. Superintendent's Report

New Hire of Director of Information Technology

Superintendent, Mr. Adam Steel, noted that Director of Information Technology, Mr. Bruce Chakrin, will be retiring and they have hired Mr. Alex Stone for the interim of Mr. Chakrin's time with the SAU. Additionally, they have promoted Mr. Brian Miller, SHS Technician, to Network Administrator. They will then fill his position on July 1st, 2020.

Ms. Behm asked about the cost for the positions.

Mr. Steel replied that it is just a reallocation for the Network Administrator position.

They will invite Mr. Stone to an SAU Board Meeting and they are excited about that transition.

SAU #39 Budget

Mr. Steel then discussed that the original proposed budget was about \$2.4M. They have had some changes between now and then and their GMR (Guaranteed Maximum Rate) has come back and saved them some additional funds and the salary pool and technology reclassification has been added back in. He will be bringing the amount of \$2,551, 457 to the Public Hearing on December 19th.

33 Ms. Facey asked if they will be voting on it next month.

34 Mr. Steel replied, yes it will be a Public Hearing and the Google Doc is already complete for
35 Board Members.

36 Mr. Eckhoff asked about the percentage increase.

37 SAU #39 Business Administrator, Ms. Michele Croteau, replied 9% increase due to the
38 Technology.

39 Ms. Behm asked about the Health Insurance.

40 Mr. Grondstra asked if the Souhegan Budget will see a reduction in the Technology.

41 Mr. Steel noted that the apportionment will change.

42 He then discussed the Budget Presentations SAU Wide, it is another way to view the budget.

43 Ms. Grudzien asked where can they find this information.

44 Ms. Facey added that Superintendent Steel will make this available for the Board.

45 Enrollment Projections

46 Mr. Steel discussed that that Amherst, NH Community Member, Mr. Steve Frades, is here and
47 has done extensive work analyzing home sales, enrollment, and data from different angles.

48 Mr. Frades introduced himself adding that he has been in Amherst for 43 years with three
49 children and many grandchildren. He then noted that enrollment is the key stone of spending. It
50 is difficult but not impossible. To predict the future, you have to study the past. There is growth
51 in the early grades and less in the older grades.

52 He then discussed new build housing activity. From the assessment database he pulled sales
53 additions, and they are not in a big new housing build activity.

54 He then reviewed home sales. It turns out that that 90% of the houses that are sold are empty
55 nesters. He has to report that 75% of the houses in Amherst do not have children in the school
56 system. The top graph shows that the houses with children in homes are decreasing. Of the
57 houses that have children in them the number of 1.7 students per house and that has stayed
58 constant over the years.

59 The work comes in the details as it always does.

60 He then asked Mr. Steel if he had more information.

61 Mr. Steel remarked that Mr. Frades projected that they will have 2,200 in the SAU for the next 5
62 years roughly.

63 Mr. Frades added that they are in a hold their own kind of category. He then asked for questions.

64 Mr. Eckhoff commented that he has familiarity with Wolfeboro, NH and asked if the 75/25 ratio
65 was consistent in other towns.

66 Mr. Frades replied that all towns grey and the question is what towns will recover. Amherst has a
 67 good chance of recovering because of the schools. They are in a better position than locations up
 68 north, but will be challenged by Hanover, or Oyster River.

69 Ms. Grudzien asked will the new construction for the 55 an over communities affect the 75%.

70 Mr. Frades replied that it depends on the type on the home that you build. The homes that are
 71 built with three and four bedrooms attracts the families with children.

72 Ms. Grudzien asked how do they reach out to those older voters that do not have children in the
 73 school system and what would their message be.

74 Mr. Frades replied that he would first suggest to be open and honest with their numbers and not
 75 to hide anything.

76 Ms. Behm commented that for every time you offer a more affordable option for an older
 77 resident, you have to assume that there will be a child/ children that will be moving in.

78 Mr. Frades remarked that it is a valid assumption. All of this information is available to the
 79 Board.

80 The Board thanked Mr. Frades for all of his work.

81 Ms. Facey remarked that she expects this to be a part of budget discussions.

82 Mr. Chen asked about the projections for FY' 20-22.

83 Superintendent Steel replied that he sent them to all the Board Members.

84 Mr. Frades also replied, yes, and added that his projections go out 5 years. He suggested that
 85 they monitor it to make it more accurate. This has been reviewed by a number of people. He did
 86 look at an outside firm and they call it Cohort Survival. They have a good predicting model here
 87 and should take advantage to it. They need to agree on a model and method of projecting.

88 He finalized his comments by adding that he would be happy to help MV as well and called the
 89 Town no less than 4 times with no response.

90 Ms. Facey remarked that they will get this information out to Board Members.

91 **Mr. Chen motioned that the enrollment model developed by Steve Frades is adopted by the**
 92 **SAU 39 board for the Souhegan Cooperative School District, the Amherst School District,**
 93 **and the Mont Vernon School District for budget development purposes. This model and**
 94 **data from the model will be used until such time as the SAU 39 Board votes to replace it**
 95 **with another model. Ms. Lawrence seconded the motion.**

96 Mr. Gauthier commented that Mr. Frades projection for FY'20, 1st grade is higher than what they
 97 are using.

98 Ms. Grudzien noted that they really need to bring this back to their individual boards and their
 99 own Board Chair.

100 **Ms. Grudzien motioned to table. Mr. Gauthier seconded the motion. The vote was**
 101 **unanimous, motion passed.**

102 Ms. Facey added that they will revisit Mr. Chen's motion after the individual boards have had
 103 time to review the information.

104 III. FY'21 School Calendar- Approval

105 Mr. Steel added that he sent this out to the Board in a previous email. He then discussed that this
 106 calendar keeps the standard length of summer. Their school year would start on Monday, Aug
 107 31st 2020. They will have a 4-day week in the beginning and then the Friday before Labor Day
 108 would be off.

109 He then discussed that they are trying to limit the amount of days off but that will be challenging
 110 as there is a national election, and Veterans Day falls on a Wednesday. The last projected day of
 111 school is June 9th 2020.

112 He added that he asked the staff for feedback, and is looking for Board approval.

113 Ms. Facey asked for Board questions or comments.

114 Mr. Gauthier asked about Conference Day and if it can be moved to the last week of October.

115 Mr. Steel replied that he is conflicted on that decision and it ultimately landed on a 4-day
 116 weekend.

117 **Mr. Coughlan motioned to approve the FY'21 School Calendar. Ms. Grudzien seconded**
 118 **the motion. 9 in favor, motion passed. Mr. Gauthier opposed.**

119 The Board thanked Superintendent Steel.

120 IV. Individual Board Reports

121 Ms. Sarah Lawrence, Chair of the MVSBS, noted that they met last week and had a good meeting
 122 with updates on Fall NWEA, lighting and electricity usage, and budget. They also had a good
 123 discussion about Special Education and things are going well.

124 The Board thanked Ms. Lawrence.

125 Vice- Chair of the ASB, Ms. Terri Behm, discussed that they have been working on their budget
 126 and have been working closely with the Ways and Means Committee. They are getting close to
 127 their final budget but there will still be adjustments. She then commended SAU #39 Business
 128 Administrator, Ms. Michele Croteau, for all of her good work.

129 The Board thanked Ms. Behm.

130 Vice-Chair of the SCSB, Mr. Pim Grondstra, remarked that their last meeting started off with a
 131 presentation from the SHS HYPE (Hosting Young Philosophy Enthusiasts) Students and it was
 132 well received. They also discussed their budget as well as grading and reporting and enrollment.

133 Ms. Behm also thanked the PTA for their phenomenal Fun Run Fundraiser adding that they are it
 134 was great for character building, please watch the videos, and they are close to \$50K.

Ms. Facey added that they had their 4 Chairs meeting last week. They are trying to work as one district as much as they possibly can. They also discussed having greater efficiency with Board Meetings after the March voting. She will update the Board at future meetings.

V. Consent Agenda

Ms. Taylor pulled the 1. Draft Minutes Oct 22nd, 2019 from the Consent Agenda. She then noted that she would like to add a sentence to line #278.

“Ms. Peal stated that even if all of the high school teachers voted against having a union that in the consolidated (district) they would still be unionized if the other school teachers voted for it”

Mr. Coughlan motioned to approve, 1. Draft Minutes Oct 22nd, 2019, as amended, 2. Oct 2019 Treasurer’s Report, and 3. Policy from Oct 2019 Meeting- Policy BEDG. Ms. Behm seconded the motion. The vote was unanimous, motion passed.

VI. Policies for SAU- First Reading

Ms. Landwehrle added that this a student policy is not an SAU policy but instead needs to go to the individual boards.

Mr. Grondstra motioned to approve Policy JIH. Ms. Behm seconded the motion. The vote was unanimous, motion passed.

VII. Teacher Leader Effectiveness Update

Ms. Facey added that Ms. Landwehrle will take any questions.

Ms. Landwehrle added that this is just an update including some revisions that they made to their system this summer.

Ms. Grudzien added that she read that some of the observations will be done during the summer. The structure would be very different.

Ms. Landwehrle explained that they had changed the cycle and new timeframe is March 1st through Feb 28th. It allows them to observe staff in the summer and teachers and administrators were very excited about it. Their Extended School Year program is a good example as well as a Title I Program. It would not be appropriate for an hour long camp.

Ms. Grudzien asked about the process if they have a new teacher start in September.

Ms. Landwehrle replied that they would get more observations from September to March in the past it was September to June. Now they complete all of the observations on the new staff prior to the end of February.

Ms. Behm gave her support for the observations over the summer. She then asked about the amount of observations.

Ms. Landwehrle replied that many are new to their system and the number of contracts. A 10-minute informal observation in the past is took about 1 hour and they have gotten to 20 minutes. A lot of work has been done with Frontline and they have to keep monitoring it.

- 170 Ms. Behm remarked that they are getting closer.
- 171 Mr. Gauthier asked about the tenure.
- 172 Ms. Landwehrle replied that a teacher can receive tenure with them after three years and if they
173 had tenure at another district in NH.
- 174 Mr. Grondstra asked what the difference between informal and formal observations.
- 175 Ms. Landwehrle explained that with a formal observation you can see a lesson from start to
176 finish.
- 177 Mr. Grondstra asked about the formal observation planning stage.
- 178 Ms. Landwehrle replied that part of the formal observation process is that you have a pre
179 observation conference when you can sit down and talk to them. Then you observe the lesson
180 and then after you have a post observation conference. The observer is able to be reflective and
181 reflect back to the teacher about what they saw. With the informal observation you cannot have a
182 pre-discussion.
- 183 Mr. Grondstra thanked Ms. Landwehrle and added that he did not know about the pre and post
184 observation conferences.
- 185 Mr. Gauthier asked who does the observations.
- 186 Ms. Landwehrle replied that she tries to see the newer teachers and they have Board
187 Representatives, teachers and had administrators. Their TLE Committee has dwindled a little bit
188 because it has been 6 years. They did meet this summer and had a strong group of teachers. She
189 added that she was the only administrator left.
- 190 Ms. Facey requested to receive quarterly data, so that administrators are meeting their
191 observation targets. She then asked about looking at an effectiveness tool/s, for teachers that are
192 on a performance plan and they can track improvements in observations as they move along.
193 Additionally, she is looking to see if the actual feedback given to teachers is employed.
- 194 Ms. Landwehrle replied, yes.
- 195 Mr. Chen added that the Bean Foundation will be having a presentation with Key Note Speaker,
196 Superintendent Steel speaking on "Preparing Students for a World of Change", on Dec 4th 3:00
197 PM in the SHS Auditorium. He added that they are all invited to attend.
- 198 Ms. Taylor remarked that teachers, staff and Community Council had more questions regarding
199 later start times and the process.
- 200 Ms. Facey added that from the last meeting the committee needs to regroup and discuss how they
201 can bring the later start time information to the public.
- 202 Mr. Steel replied that he was hoping that CC would be in key in making some Souhegan specific
203 decisions. He emphasized that he would be happy to meet with Community Council.
- 204 VIII. Motion Adjourned

205 **Mr. Grondstra motioned to adjourn the meeting at 7:27PM. Mr. Gauthier seconded the**
206 **motion. The vote was unanimous, motion passed.**

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