

SAU #39 Board

Thursday, May 20th, 2021

Meeting Minutes- Approved 06 14 2021

Attendees:

Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant Superintendent, Meg Beauchamp- Director of Student Services, Michele Croteau- SAU #39 Business Administrator, Roger Preston- Director of Facilities, Anna Parrill- Principal C/W, Bethany Bernasconi- Principal AMS, Kim Sarfde- Principal MVVS, Mike Berry- Principal SHS, and Amy Facey SAU #39 Business Administrator- Elect.

Amherst School Board: Chair- Elizabeth Kuzsma, Terri Behm, and Josh Conklin.

Mont Vernon Village School Board: Chair- Sarah Lawrence, Vice Chair- Peter Eckhoff, Jessica Hinckley and Stephen O'Keefe.

Souhegan Cooperative School Board: Chair- Pim Grondstra, Vice Chair- Stephanie Grund, Secretary- John Glover, Steve Coughlan, George Torres, Christie Peters, and Laura Taylor

Board Minutes: Danae A. Marotta

Public: Marilyn Gibson, 166 Mack Hill Road, Amherst NH and Kelly Schmidt, 11 Patricia Lane, Amherst NH.

I. SAU #39 Chair Opening

Mr. Stephen O'Keefe, Chair of the SAU #39 School Board, called the meeting to order at 6:00PM.

Today, we will be conducting a school board meeting of the SAU #39 Board.

Before we get started, I'll read through a checklist to ensure that the meeting that we are holding is in compliance with the Right-to-Know Law.

As chairperson of the SAU #39 Board, I find that due to the state of emergency declared by the Governor as a result of the Covid-19 pandemic, and in accordance with the Governor's Emergency Order Number #12, pursuant to Executive Order 2020-04 and its extensions, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting which was authorized pursuant to the Governor's Emergency Order.

In accordance with the Emergency Order, I am confirming that:

1. We are providing public access to the meeting by telephone, with additional access possible by video and other electronic means. We are utilizing Zoom for this electronic meeting. All members of the committee and selected district staff have the ability to communicate contemporaneously in this meeting through this platform. And the public

has access to contemporaneously watch and or listen to the meeting on Zoom and via phone by following the directions and links provided on our website: www.sau39.org.

2. We have provided public notice of the necessary information for accessing the meeting.
3. We are providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anyone has a problem, please email awallace@sau39.org.
4. In the event the public is unable to access the meeting will be adjourned and rescheduled.
5. Please note that all votes taken during this meeting shall be done by roll call vote.
6. Finally, let's start the meeting by taking a roll call attendance. When each member states their presence please also state where they are and if anyone else is in the room with you during this meeting, which is required under the Right-to-Know Law.

Roll Call: Kuzsma- Home and alone, Behm- Home with her husband, Gruzdien- Home alone Conklin- home and alone, Grondstra- Home and alone, Coughlan- Home and alone, Taylor- Home and alone, Torres- Home and alone, Grund- Visiting family and alone, Glover- Home and alone, Eckhoff- home and alone, O'Keefe- Home and alone, Lawrence- home and alone, and Peters- Home and alone

II. Public Comment I of II

Ms. Marilyn Gibson, 166 Mack Hill Road, Amherst NH, thanked Superintendent Steel and Mr. O'Keefe for answering a few of her questions ahead of time. The Principals Reports were exceedingly informational. She asked about the funding of the remedial programs that are currently at Clark Wilkins and AMS. She inquired about the Second Step Curriculum. She has been researching many that are out there. She referenced Dr. Howard Muscot who is part of the Center for Effective Behavioral Interventions and Support which is part of SERESC. She noted that this program is informative and brought her up to date. She hopes that the board can address those concerns in the upcoming meetings.

The Board thanked Ms. Gibson.

III. Principals Reports

Mr. O'Keefe asked for questions for Clark Wilkins Principal, Ms. Anna Parrill.

Mr. Conklin applauded all of the principals for their end of year plans and thanked them for their work. He has no questions.

Ms. Behm inquired about Hootie Radio.

78 Principal Parrill replied that every Friday they go live, and the kids know that it is
79 announcements and Funny Friday. Yes, they have started it with the adults and next year they
80 will offer it for student leadership and DJ's.

81 Ms. Behm thanked her for all of the exciting things they have going on.

82 Ms. Kuzsma also congratulated the Principals and thanked them for making the end of the year
83 awesome for everyone. The Third Grade Colonial Day is back, Field Day is back and AMS has
84 some fun events scheduled.

85 Ms. Gruzdien inquired about the outside tents.

86 Principal Parrill replied that they brought back all of the Specialists. The Specialists are outside
87 so the tents are being used all of the time by the classes. They will continue to push for the use of
88 the tents.

89 Ms. Gruzdien mentioned that the community is eager to help with the outdoor classrooms.

90 The Board thanked Principal Parrill.

91 Mr. O'Keefe asked for questions for MVVS Principal, Dr. Kim Sarfde.

92 Ms. Behm congratulated the MVVS teacher on the birth of her baby. She inquired about the
93 afterschool programs.

94 Principal Sarfde replied that they are going really well. When she left today, they had a great
95 STEM academy going on with the art teacher, Ms. Valihura. They have running clubs and that
96 has been really popular. There are lots of good things happening.

97 Ms. Behm thanked the MVPTA for all of their support.

98 The Board thanked Principal Sarfde.

99 Mr. O'Keefe asked for questions for AMS Principal, Dr. Bethany Bernasconi.

100 Ms. Behm gave her support for the 8th grade celebration. She thanked her for the transition work
101 she is doing for the 4th graders. She inquired about the Wellness Fair.

102 Principal Bernasconi replied that it was a really great event put on by their SEL Team which
103 includes their guidance counselors, school social worker, school psychologist and headed up by
104 Ms. Heather Jennings. Students had an opportunity to come through and visit different stations
105 that talked about topics such as "How to get enough sleep" to "How to destress". It was an all-
106 inclusive event with a remote portion as well. She thanked Ms. Shannon Daniels who has offered
107 yoga to students.

108 Ms. Behm added that if Ms. Daniels is not able to handle the level of demand, she knows of
109 another teacher that would offer to help.

110 Mr. Conklin thanked Ms. Pettus for her work with the artists and getting their work out at the
111 Milford Drive In. He asked about a recent survey that went out to the parents about the last day

112 of school. He inquired if that was only for the remote parents and what they feel comfortable
113 with.

114 Principal Bernasconi replied that is correct. They wanted to offer opportunities in the last month
115 of school to bring the whole community together in a way that was comfortable for everyone.
116 The survey for remote parents, there was one for 8th grade and then 5th -7th graders. It is optional
117 for what you want your student to do and want to make sure that everyone is included.

118 Ms. Taylor asked for an update on how remote and in-person learning went in regard to the
119 current 8th grade.

120 Principal Bernasconi replied that it has been an amazing challenge that all of our educators have
121 really risen to no matter if they were in person or remote instruction. For the majority of the year
122 the curriculum between the in-person and remote eighth grade students have been closely
123 aligned. Our teacher teams have worked incredibly hard to make sure that there is a common
124 experience for our students so that there are no inequities. As they have been recording
125 everything through Empower learning, it will give the teachers in the high school a snapshot of
126 where they are in their standards and learning if they look back to eighth grade. They have been
127 able to accomplish that core curriculum. The high school will see some really strong students
128 coming up. They have had conversations across grade levels and the AMS Math Dept. has met
129 with the SHS Math Dept. They have also had conversations in the Humanities area to talk about
130 where some gaps might be.

131 The Board thanked Principal Bernasconi.

132 Ms. Grund thanked Principal Berry for all of the SHS activities.

133 Mr. O'Keefe asked for questions for SHS Principal, Mr. Mike Berry.

134 He asked Principal Berry if he wanted to speak to the school play opening tonight.

135 Principal Berry replied that the Putnam County Spelling Bee is opening tonight and will be going
136 on this weekend. It is a very entertaining play with lots of talent. He hopes to get to the 2:30 PM
137 show.

138 Mr. Conklin noted that he did see a sneak peek it was sweet, touching and live and in person.

139 Ms. Behm inquired about 10th grade changes.

140 Mr. Berry replied that the changes will take place next year. Parents of current 9th graders will
141 receive information in June outlining the logistical changes and what the experience will look
142 like. They are hoping to create a little more flexibility within the 10th grade year and keeping the
143 team experience and common planning time for teachers. Students will have an extra period, a
144 Saber period, for time to work on schoolwork. They will give more information as they frame
145 that specifically.

146 Ms. Behm gave her support and noted that she is excited for the change.

147 Mr. Eckhoff asked if the turnover rate was higher for this year vs any other year.

148 Superintendent, Mr. Adam Steel, replied that in general, they have less turnover than usual. They
149 have fewer teacher hires and a number of administrative hires at SHS.

150 Ms. Taylor asked about the 10th grade experience for next year. She asked if they had flexibility
151 when they registered.

152 Principal Berry replied that their advisors were at the time of scheduling.

153 Ms. Taylor asked if the Saber flex period was at the same time each day for all students or will it
154 be broken down by grade.

155 Principal Berry replied that it will be as the schedule allows at the high school level.

156 Ms. Taylor asked if the students could pick their flex period and if they will be able to make the
157 Community Meetings work.

158 Principal Berry replied that the students won't be able to pick their flex period, it is what your
159 schedule allows. They were able to make the Community Meetings on Monday work. It will
160 allow them to control the communications to give them information, celebrating successes, etc.

161 Mr. Grondstra echoed the board members who applauded the activities giving a sense of
162 normalcy. He gave his support for the new hires, especially the Domain Leaders. Lastly, he
163 questioned the Guiding Principles.

164 Principal Berry replied they are going through a process for documents at the high school. They
165 want to look at them internally as a school, get feedback from students, as it aligns with the
166 strategic plan of the district. They want students to be proud of the experience and be the best
167 version of themselves.

168 Superintendent Steel mentioned that Principal Berry has been here less than one school year. He
169 applauded him for the time getting to know the community and faculty. It really deserves to be
170 underlined as a great example of leadership in his first year.

171 Ms. Gruzdien commented that they always looked at SHS as the pinnacle experience for our kids
172 and she is eager to see a lot of what makes SHS that goal trickle down to the middle and
173 elementary schools with the same expectations. She hopes that it becomes a district wide
174 commitment.

175 Mr. O'Keefe asked for further questions for Principal Berry.

176 There were no further questions or comments.

177 Mr. O'Keefe thanked all of the principals for their dedication to the students, they recognize and
178 honor that.

179 IV. Superintendent's Report

180 Superintendent Steel mentioned that in addition to the items in your packet, there are several
181 other things that he has brief updates on.

- End of Year Events

They are hoping that their end of year events are as close to a normal celebration as possible. For that reason, they have unlimited attendance at all of their end of year events at all 4 of their schools. He encouraged the public to join them as long as they are outdoors, and it is not raining. He is looking forward to spending time with the seniors that are in the spring play and showcasing them in his Friday Update video.

- Reopening Task Force

Their Reopening Task Force will be gearing up for next year. That process will start on June 7th. They have asked the community about their impressions and 100 parents have asked to be a part of the task force. This large amount will not be possible, but he is pleased to announce that a Ms. Tricia Towne, a member of their PTA in Amherst has agreed to facilitate that subcommittee of parents. They will work together to make sure to include the parents that want to have their say and weigh in. Based on preliminary survey results, only 2% of parents have asked for a remote learning option for next year. Things can change and they did not hear from everyone. That work will continue, and they will have a plan in place with enough time for parents to be well informed about the next school year.

- Board Related Issues

They have many policies up for review this year, either because of our normal rotation of policies or because there has been a law or recommendation from NHSBA. All of the policies in the Trello Board have been open to our administrators. They will have their recommendations from the building level and the SAU level ready for the first Policy Subcommittee meeting. The Policy Subcommittee will have their input before the start of the policy season in June.

In June, after the PD day for MV and Souhegan on June 15th, our schools will be shut down for two weeks. This is an opportunity for their administrators to regroup and reset after what has been a long and laborious 15 months. The schools will be unavailable during those two weeks.

For the next school year, they have a draft school board meeting calendar that they are going to provide for their sitting board chairs but then provide to all of the board for approval at the June 14th meetings. Usually they do this in April, when they have their organizational meetings but they will be there in the June 14th agenda packet.

- Hiring

If you are not a part of the different boards, you may not know about some of the administrative hires that have taken place. Ms. Dana Curran has been hired as their Dean of Faculty at SHS, they have two possibly three Domain Leader positions at SHS filled by, Ms. Ane Swift (Math and Science) and Ms. Elizabeth Charbonneau (Humanities). They also have an Elementary Assistant Principal at Clark Wilkins that has been identified but not yet hired yet by the ASB. Not yet filled are the Dean of Students position at SHS, the AMS Assistant Principal position and potentially the third Domain Leader position at SHS.

- 219 He would be pleased to take any questions.
- 220 Mr. Glover inquired about the copy of the updated school calendar.
- 221 Mr. Steel replied that he can share that with the board.
- 222 Mr. Glover asked about the program to fill gaps in learning, how is the determination made.
- 223 Assistant Superintendent, Ms. Christine Landwehrle, replied that they can determine that criteria
 224 school by school and that is written into their grant. They are required to use at least two
 225 objective data points. They are required to rank all students by school and then rank by the need.
 226 There is some leniency with how they develop their criteria but there are some restrictions.
- 227 Mr. Glover asked when would parents know if their student is eligible for that program.
- 228 Ms. Landwehrle replied that it varies by school however the letters will be going out this week
 229 for most of their schools.
- 230 Mr. Glover asked if they have a sense of how many students they have determined are eligible.
- 231 Ms. Landwehrle replied that they have to rank order them first and then determine by need.
- 232 Mr. Glover asked if they can have a summary.
- 233 Ms. Landwehrle responded that they can certainly do a summary with the amount of students
 234 that were serviced.
- 235 Mr. Steel noted that they have been deaggregating remote versus in person students and
 236 correlating their NWEA results. They do have those results and they are working with Mr. Steve
 237 Frades to finalize some items. They are continuing that effort as that is a board concern.
- 238 • Funding
- 239 He mentioned that Ms. Grund noted at the Souhegan meeting on Tuesday that there may be
 240 Covid funding at the county level. This was a funding source that he had not heard of. They are
 241 pursuing this on behalf of the SCSD and would look for acknowledgement that they are pursuing
 242 this on their behalf.
- 243 Mr. O’Keefe suggested a motion from the SAU board after his Superintendent’s Report.
- 244 Ms. Grund asked what happens to the students that do not qualify for the funding and Title I.
- 245 Ms. Landwehrle replied that it is hard for her to say as they have not finalized their numbers. In
 246 ever one of their schools they will be looking at intervention supports or may be interested in not
 247 attending summer programs and might need a break. They may do something similar to a Keep it
 248 Going Program such as an afterschool program during the spring if the need is there.
- 249 Ms. Grund asked about the Math pilot process. How do they know that the programs that they
 250 are looking at will help their test scores.

251 Ms. Landwehrle replied that at the time the materials that they picked were tightly aligned to
252 international standards not to common core. They have since realized differently, they have
253 previewed a host of materials and got down to two programs to pilot for K-5.

254 Ms. Grund asked what does that mean for the Math program for SHS.

255 Ms. Landwehrle replied that they will be looking at 6-12 after they review K-5. The math
256 materials that they are currently using are very highly rated on Ed Reports. It might not be new
257 math textbooks that are needed. Often it is PD that has a more significant impact.

258 Mr. O'Keefe inquired about the timeline for the math curriculum.

259 Ms. Taylor asked about a year of growth versus Title I, more of a detailed assessment.

260 Ms. Landwehrle asked for clarification on Ms. Taylor's question.

261 Ms. Taylor replied she is trying to understand the metrics they are using and what resources
262 besides Title I are they offering.

263 Superintendent Steel noted that he appreciated Ms. Taylor's question. He noted the Strategic
264 Visioning process and Strategic Vision that the SAU board approved in August of 2019 and
265 discussed the Trello Board with the Key Measures.

266 Ms. Taylor thanked Mr. Steel. She inquired about the measurements that might be able to assess
267 the unusual year that they had. She asked is there any way to do a report on how this year went.

268 Mr. Steel replied that he refuses to be negative about this past year. They need to see this past
269 year from an educational perspective although tragic for our community and difficult for
270 everyone to overcome, academically and educationally, they have been able to try things that
271 they may not have tried for many years. Covid forced them to rethink the entire game plan in a
272 matter of months. There is a lot that they have learned.

273 As a board, they might want to think about asking him during the reopening plan process to
274 include that in his report, the things that they have learned, the things that they think they need to
275 apply moving forward that we learned as a result of going through this past year and how they
276 are going to measure those things. They have already begun the process of reviewing their
277 NWEA data from this past year to show how they have done. They have begun that process of
278 deaggregating that down from the global level, to the school level to the grade level and to the
279 teacher level and even down to the student level.

280 Mr. O'Keefe noted that it was a great idea to add that to his status report.

281 Ms. Lawrence noted that MVS member, Mr. Scott St. Denis, had to step down from the school
282 board. She thanked him for his time and his experience as an educator. They have an opening for
283 that position that needs to be appointed. It has been posted publicly.

284 V. Consent Agenda

285 Mr. O'Keefe asked if there were any questions for the Consent Agenda.

286 Ms. Taylor inquired about the Technology Report.

287 Mr. O’Keefe asked for changes in order of the Consent Agenda.

288 Ms. Grund inquired about the K-1 looping memo. She noted that her student had great
 289 experience with looping in the 2nd and 3rd grade. She added that some new students may feel out
 290 of sync.

291 Mr. Steel noted that they have subcommittee about looping and will have those discussions.

292 Mr. Gruzdien asked for a quick synopsis on looping.

293 Mr. Steel replied that it will be a K-1 loop starting in the fall.

294 Ms. Gruzdien gave her support.

295 Mr. O’Keefe went to the Technology Report.

296 Ms. Taylor asked about the Lynx Security.

297 Mr. Steel replied that he will be pleased to discuss it in Non-Public Session.

298 Mr. O’Keefe added that he noticed that the MVVS was missing from that report.

299 Mr. Steel replied that the infrastructure is a focus at that school. He asked SAU #39 Technology
 300 Director, Mr. Brian Miller, for his input.

301 Mr. Miller replied that there isn’t anything since taking over this position that needs to be
 302 updated in regards to the MVSD.

303 Mr. Glover asked if it was part of the plan to revamp the SAU and the schools web interface. It is
 304 far outdated, difficult to navigate and impossible to search.

305 Mr. Steel replied that the quick answer is yes. The longer answer is that they actually had a
 306 meeting about this earlier today to discuss. He has asked Mr. Miller to work with the HS first and
 307 then learn from their transitioning to the other schools and the SAU. He sees it as a January 1st or
 308 next July 1st change for the other schools and the SAU.

309 Ms. Kuzsma inquired about the Catwalk at Clark Wilkins.

310 Mr. Miller replied that needless to say there are a bunch of switches that need to reassigned. He
 311 discussed the location of the catwalk. The catwalk is not specifically over the classrooms

312 Ms. Gruzdien added that she would love to get pictures of that.

313 SAU #39 Facilities Director, Mr. Roger Preston, replied that they will get pictures of that for her.

314 Mr. O’Keefe asked for questions on the Facilities Report.

315 Ms. Grund thanked Mr. Preston for getting rid of the bats in the attic.

316 **Ms. Kuzsma motioned to approve the items in the Consent Agenda 1. April 22, 2021 Draft**
 317 **Minutes, 2. Unanticipated Revenue \$150.00, 3. Enrollment Update, 4. K-1 Looping Update,**

5. Technology Update, and 6. Facilities Update. Mr. Gauthier seconded the motion. The vote was unanimous, motion passed.

Roll Call: Kuzsma- Yes, Gauthier- Yes, Behm- Yes, Gruzdien- Yes, Conklin- Yes, Grondstra-Yes, Coughlan- Yes, Taylor- Yes, Torres- Yes, Grund- Yes, Glover- Yes, Eckhoff- Yes, O’Keefe- Yes, Lawrence- Yes, and Peters- Yes

Mr. O’Keefe noted that Mr. Gauthier entered the meeting about two minutes in and should be included in the roll call.

Mr. O’Keefe motioned to authorize the Superintendent to act on behalf of all of our districts to coordinate with our county delegation to apply for grants that are qualified based on the criteria that they have established. Ms. Kuzsma seconded the motion. The vote was unanimous, motion passed.

Roll Call: Kuzsma- Yes, Gauthier- Yes, Behm- Yes, Gruzdien- Yes, Conklin- Yes, Grondstra-Yes, Coughlan- Yes, Taylor- Yes, Torres- Yes, Grund- Yes, Glover- Yes, Eckhoff- Yes, O’Keefe- Yes, Lawrence- Yes, and Peters- Yes

VI. Policy EHAB

Mr. O’Keefe asked Mr. Steel if he would like to make any comments.

Mr. Steel noted that they have Mr. Miller here and Ms. Landwehrle as well.

Ms. Landwehrle replied that the policy requires us to approve our data governance plan annually. The policy is in the packet as reference.

Mr. Coughlan added that the policy actually requires the Superintendent to present the plan to the board. The board does not have to act on the plan.

Ms. Taylor asked if there was a list of approved apps with remote learning.

Ms. Landwehrle replied, yes. They have a subscription to the student data privacy consortium. That consortium reviews on their behalf all privacy policies and ensures that they are added as another entity and would be informed if there is any data breach. They only have to do that if the student registers with their name.

Mr. O’Keefe asked for a second public comment period.

VII. Public Comment II of II

No Public Comment

VIII. Non-Public Session

Mr. Grondstra motioned to enter Nonpublic Session RSA 91 A:3 II (a) at 7:27PM. Ms. Kuzsma seconded the motion. The vote was unanimous, motion passed.

Roll Call: Kuzsma- Yes, Gauthier- Yes, Behm- Yes, Gruzdien- Yes, Conklin- Yes, Grondstra-Yes, Coughlan- Yes, Taylor- Yes, Torres- Yes, Grund- Yes, Glover- Yes, Eckhoff- Yes, O’Keefe- Yes, Lawrence- Yes, and Peters- Yes

Members Present: Stephen O’Keefe, Sarah Lawrence, Peter Eckhoff, Jessica Hinckley – Not present, Pim Grondstra, Steve Coughlan, John Glover, Stephanie Grund, Christine Peters, Laura Taylor, George Torres, Elizabeth Kuzsma, Terri Behm, Joshua Conklin, Tom Gauthier and Ellen Grudzien

Other persons present during nonpublic session: Amina Fazlic – Director of Human Resources

Description of matters discussed, and final decisions made. Note: Any votes taken must be recorded “in such a manner that the vote of each member is ascertained and recorded”:

The board discussed the Superintendent salary for the FY’22 school year. Director of Human Resources reviewed comparable districts and high performing districts. The SAU Board members discussed a 4% to 6% raise on current Superintendent’s salary and considered the budgeted raise “pool” in the SAU FY22 budget.

IX. Public Session

Ms. Kuzsma motioned to exit Non-public session at 8:47PM. Mr. Grondstra seconded that motion. The vote was unanimous, motion passed.

Roll Call: Kuzsma- Yes, Gauthier- Yes, Behm- Yes, Gruzdien- Yes, Conklin- Yes, Grondstra-Yes, Coughlan- Yes, Taylor- Yes, Torres- Yes, Grund- Yes, Glover- Yes, Eckhoff- Yes, O’Keefe- Yes, Lawrence- Yes, and Peters- Yes

No motion was made to seal the minutes.

Stephen O’Keefe made a motion to increase the Superintendent’s Salary by 6% increase over FY21 salary. The motion was seconded by Beth Kuzsma. Motion passed.

Roll call vote: Stephen O’Keefe – Yes, Sarah Lawrence – Yes, Peter Eckhoff – Yes, Jessica Hinckley – Not present, Pim Grondstra – Yes, Steve Coughlan – Yes, John Glover – No, Stephanie Grund – No, Laura Taylor – No, George Torres – Yes, Elizabeth Kuzsma – Yes, Terri Behm – Yes, Joshua Conklin – Yes, Tom Gauthier – Yes, Ellen Grudzien – Yes

Mr. O’Keefe thanked everyone for serving as board members this year.

X. Meeting Adjourned

Meeting was adjourned at 8:50pm.