

SAU #39 Board

Thursday, April 22<sup>nd</sup> , 2021

Meeting Minutes- Approved 05 20 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](http://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](mailto: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, 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- Car and alone, Eckhoff- home and alone, O'Keefe- Home and alone, Lawrence- home and alone, Hinckley- Home and alone, and Peters- Home and alone

Chair of the Souhegan Cooperative School Board, Mr. Pim Grondstra, introduced Ms. Christie Peters to the board. She was elected by the SCSB Amherst representatives and will be taking Ms. Amy Facey's board seat.

Mr. O'Keefe welcomed Ms. Peters.

## II. Public Comment I of II

Mr. O'Keefe asked the public to use the "raise your hand" feature with an allotted time of 3 minutes.

Ms. Marilyn Gibson, 166 Mack Hill Road, Amherst NH, welcomed Ms. Peters to the board. She is looking forward to having conversations with her in the future.

Second, she would like to thank the teachers and paraprofessionals for handling the pandemic so well, however, she sees other issues within the school district. She will list them and continue to pursue more transparency. First, is the Social Studies curriculum, that is upcoming that was postponed. She would like to know if her suggestion with curriculum mapping was being used. Second the minutes of the Equity Project are not being shared, which shows a lack of transparency. Third, she would like to know the dates of the upcoming Policy Committee. Lastly, she would like to see more explanation in the minutes, they are way to brief and she believes that the taxpayers deserve more than that.

Mr. O'Keefe asked for further public comment.

81 There was no further public comment.

82 The board thanked Ms. Gibson.

83 III. Principals Reports

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

85 There were no questions.

86 Principal Parrill thanked ASB Chair, Ms. Kuzsma, and members, Mr. Conklin, Ms. Behm and  
87 Mr. Gauthier for helping with lunches and dismissal the day after staff vaccinations.

88 Mr. O’Keefe asked for questions for Amherst Middle School Principal, Dr. Bethany Bernasconi.

89 He inquired about the transition for the MV students to AMS.

90 Principal Bernasconi replied that they had their first official meet and greet with administration  
91 and students this past week over zoom. She highlighted the key events for the parents and  
92 opened it up for questions. It was well attended. She will be visiting the MVVS and meeting the  
93 remote students over zoom. They want to be all inclusive for all students. They are still working  
94 on getting the students to attend a Step-Up Day.

95 They also shared with the parents that they are not a one size fits all school. They encourage  
96 families to reach out to them individually. They will also plan a number of events for the  
97 students to visit the school.

98 Finally, they will plan on welcome events on the first day of school similar to what they do with  
99 new staff. They are fortunate to have Assistant Principal, Mr. John Schuttinger, and continue to  
100 refine the process and encourage parent feedback.

101 Ms. Taylor inquired about the NWEA scores that were remote vs in person.

102 Principal Bernasconi replied that they have tracked the NWEA scores on a student by student  
103 basis but haven’t disaggregated the data. They are using the scores to tailor the education for the  
104 students.

105 Assistant Superintendent, Ms. Christine Landwehrle, added that disaggregating the scores is a  
106 manual process. They can manually calculate if needed.

107 Ms. Kuzsma asked about the end of the school year for the remote students.

108 Principal Bernasconi responded that they have polled the 8<sup>th</sup> grade students. She will be reaching  
109 out to the parents of the remote students to see what their preference will be for the last day of  
110 school. They will have a remote component to Step-up Day and will make sure that they reach  
111 out to everyone.

112 Mr. O’Keefe asked for further questions.

113 There were no additional questions.

- 114 Mr. O’Keefe asked for questions for MVVS Principal, Dr. Kim Sarfde.
- 115 Mr. O’Keefe inquired about the outdoor classrooms as the weather gets nicer.
- 116 Principal Sarfde replied that she will be working with Facilities Director, Mr. Roger Preston. The  
117 are working with the officials in town to make sure they are following the proper protocols.
- 118 Ms. Lawrence inquired about the afterschool program meetings.
- 119 Principal Sarfde responded that the feedback was great. One of the great things is that they will  
120 be able to offer after school care for 5 days a week and there is an option for students to join a  
121 variety of clubs. They are able to reach a broader audience.
- 122 Ms. Lawrence asked Principal Sarfde if she can send out information about the new start time  
123 and the first day of school for next year.
- 124 Principal Sarfde replied absolutely.
- 125 Mr. O’Keefe asked for questions for SHS Principal, Mr. Mike Berry.
- 126 Ms. Grund inquired if the Souhegan Board could hear an update about the faculty meeting with  
127 the guiding principles and visioning process.
- 128 Principal Berry replied that he will give an update at the May 19<sup>th</sup> meeting.
- 129 Mr. O’Keefe asked for additional questions for Principal Berry.
- 130 Ms. Taylor asked when the SAT results will be reported back to the high school.
- 131 Principal Berry replied no, however; he will find out.
- 132 Mr. O’Keefe asked about process if families are traveling out of New England.
- 133 Principal Berry replied that they will be following the same protocols as the other districts in the  
134 SAU #39. He will update the parents so that the message will be consistent.
- 135 Mr. O’Keefe asked if there was a different process at the high school.
- 136 Principal Berry replied that they are following the same segment process and travel process.
- 137 Principal Sarfde commented that Ms. Charlotte Jameson in the office will be retiring very soon.  
138 She thanked her for her endless dedication to the school and the students.
- 139 Mr. O’Keefe gave his best wishes.
- 140 The Board thanked Principal Parrill, Principal Bernasconi, Principal Sarfde and Principal Berry.
- 141 IV. Consent Agenda
- 142 Mr. O’Keefe noted that they will through each of the items one by one with one with a bundled  
143 motion at the end.
- 144 He asked for any comments about the #1 March 18<sup>th</sup>, 2021 Draft Minutes.

145 There were no requests or inquiries.

146 Mr. O’Keefe asked about questions for the #2. Budget Transfer 2021 001.

147 Ms. Taylor noted that the SAU budget that they voted on had a lower amount in the position than  
148 is being transferred for the salary now. She was wondering where the funds would come from for  
149 next year and if there was a raise included.

150 SAU #39 Business Administrator, Ms. Michele Croteau, clarified that there was not an increase  
151 in the amount transferred. It can appear a little bit odd, in the FY’ 22 there isn’t an increase in the  
152 wage but in FY’ 21 the amount that was contracted was greater than the amount budgeted.

153 Ms. Taylor inquired if they need to modify the budget.

154 Ms. Croteau replied, no.

155 Ms. Taylor asked if they will be voting on the difference.

156 Ms. Croteau replied that the increases are budgeted in the pool then the pool will be allocated.  
157 This is the process for the current year.

158 Mr. O’Keefe asked for questions regarding the #3 February 2021 Treasurer’s Report.

159 There were no questions.

160 Mr. O’Keefe asked for questions regarding the #5 District Policies to Rescind.

161 Ms. Kuzsma noted that there was a lettering typo with anything that says JCIG should have been  
162 listed JICG. It is the exact same policy but wanted to make everyone aware. The JICG is also  
163 being rescinded in Amherst. It is easier to discuss here first then go to the individual boards to be  
164 rescinded.

165 Ms. Taylor inquired if this was a notification.

166 Mr. O’Keefe replied, yes.

167 Ms. Grund inquired about policy ACA. It is referenced in the SAU Anti-Discrimination Policy  
168 on Page 6. She does not believe that it can be rescinded.

169 Ms. Kuzsma noted that ACA has to be rescinded because of Title IX.

170 Mr. Glover questioned if there will be a cross-reference in the policy heading.

171 Ms. Kuzsma replied that for the most part they are not doing multiple headings.

172 Mr. Coughlan added that the question is about how they inform the public, staff and students  
173 about their policies not about the policies themselves. If they had better software, you would be  
174 able to search for a term. In an ideal world, they would have indexed the complete bodies of the  
175 policies to find all references.

176 Mr. Glover mentioned that they should cross reference otherwise things will be difficult to find  
177 and it will be a problem.

178 Mr. O’Keefe recommended that they discuss this topic at the upcoming Policy Committee  
179 meetings this summer.

180 Ms. Kuzsma added that she has a concern with leaving the policies until they can meet over the  
181 summer and take care of them.

182 Mr. Eckhoff inquired if these policies were run by legal counsel.

183 Ms. Kuzsma replied that most of their policies were written by legal counsel.

184 Mr. Eckhoff mentioned that he would want the policies to be accurate and correct.

185 Mr. O’Keefe asked for questions regarding the #6 Policy Review Season Additions.

186 There were no questions or comments.

187 Mr. O’Keefe asked for questions regarding the #7 Grading Software Update.

188 Mr. Glover gave his appreciation for the work that has been put into this. He questioned what if  
189 PowerTeacher Pro fails.

190 Superintendent, Mr. Adam Steel, replied that if PowerTeacher Pro fails they will stick with  
191 Empower because they will not go to anything they do not pilot first. He hopes that they are not  
192 in that situation.

193 Ms. Landwehrle added that they have already built the system. PowerTeacher Pro is  
194 customizable, and they are working to gather feedback and further refine if that is the direction,  
195 they are going in.

196 Ms. Grund questioned if it will be implemented with all of the different standards and  
197 competencies.

198 Ms. Landwehrle replied that they already did that for the pilot. All of the standards are already  
199 uploaded and are in. They did not do every single course, but they have the format and the giant  
200 spreadsheet ready. They will adjust as needed.

201 Ms. Grund asked about parent feedback.

202 Ms. Landwehrle replied that they are happy to pull parents into it. There are only quarter 4 scores  
203 and it is not fully accurate. They could have a focus group.

204 Ms. Taylor commented that teachers still have the ability to assign grades. Having that integrated  
205 how does that work.

206 Ms. Landwehrle asked Ms. Taylor for clarification, based on teacher judgement override what  
207 the grade book is calculating.

208 Ms. Taylor replied, yes.

209 Ms. Landwehrle replied yes, the teacher can override the score either at the competency level or  
210 the course score level.

- 211 Ms. Taylor asked if she sees any problems with seniors in the fall and all of their transcripts  
212 going out.
- 213 Ms. Landwehrle replied if anything it will be easier; it should be more seamless.
- 214 Ms. Taylor thanked her for the work that has been done.
- 215 Mr. O'Keefe went to #8. SAU #39 Anti-Discrimination Plan.
- 216 Mr. Glover commented that there are a lot of words floating around the types of discrimination  
217 and they are not consistently deployed. The best illustration for his example is on the  
218 Notifications page, page 62 in the Agenda Packet.
- 219 He reviewed the differences and added that the inconsistencies are a problem. It would be a great  
220 service to have it sharpened reducing ambiguity among the paragraphs.
- 221 Mr. O'Keefe asked for clarification.
- 222 Ms. Landwehrle replied that this was a big undertaking from herself, SAU #39 Director of  
223 Student Services, Ms. Meg Beauchamp and Director of Human Resources, Ms. Amina Fazlic.  
224 The original draft was approved, and they are bringing forward a revised draft. She is happy to  
225 pass this by their legal team.
- 226 Mr. Coughlan commented on the paragraphs. It is not just a simple question but more complex.
- 227 Mr. O'Keefe asked if they should pull this tonight and do a final sweep, working with the rest of  
228 the Policy Committee.
- 229 Ms. Landwehrle replied that she would bring it to their legal team as a good next step.
- 230 Ms. Kuzsma noted that she would rather it go to legal counsel versus the Policy Committee.
- 231 Mr. Glover mentioned that he has some other notes and would be happy to share that with them  
232 at a later date. He will type something out.
- 233 Ms. Landwehrle thanked Mr. Glover.
- 234 Mr. O'Keefe asked for questions for the #9. March Facilities Report.
- 235 There were no further questions.
- 236 **Ms. Kuzsma motioned to accept Consent Agenda Items 1. March 18, 2021 Draft Minutes,**  
237 **2. SAU Budget Transfer 2021 001, 3. Feb 2021 Treasurer's Report, 4. March 2021**  
238 **Treasurer's Report, 5. District Policies to Rescind, 6. Policy Review Season Additions, 7.**  
239 **Grading Software Update, and 9. March Facilities Report. Mr. Grondstra seconded the**  
240 **motion. The vote was unanimous, motion passed.**
- 241 Mr. O'Keefe asked for discussion.
- 242 There was no additional discussion.

**Mr. O’Keefe called a roll call: Roll Call: Kuzsma- Yes, Behm- Yes, Conklin- Yes, Grondstra-Yes, Coughlan-Yes, Taylor- Yes, Torres- Yes, Grund- Yes, Glover- Yes, Eckhoff- Yes, O’Keefe- Yes, Lawrence- Yes, Hinckley- Yes, and Peters- Yes**

V. Superintendent’s Report

Mr. Steel remarked that he does not have a presentation and will be happy to answer any questions.

Ms. Grund mentioned that they had discussed at the Souhegan meeting about all students get a year of growth both remote and in person. They should be able to evaluate the effectiveness of remote learning and if they need Title I help. It would be good to evaluate that.

Mr. Steel replied that there are a contingent of students where remote learning works better for them. There are others where it hasn’t worked. He agreed with Ms. Grund.

Mr. Glover inquired about the potential challenge for the labor to support a summer program.

Mr. Steel replied that the labor shortage that they are experiencing are with the bus drivers, janitorial and food service workers. He is not aware of any professional labor shortages.

Ms. Taylor asked if the first week in May is still Staff Appreciation Week. If so, what can the board do to help.

Mr. Steel thanked Ms. Taylor for her support. He added that the PTSA and PTA’s do a tremendous amount of work. He suggested that the board reach out to them or if she has something to forward please send it to him directly.

Mr. Taylor commended Superintendent Steel for shutting down the schools for the last two weeks of June. She inquired if it was Covid related or is this standard protocol.

Mr. Steel replied that they are trying to be conscious about providing time for the entire school system to recuperate. This school year has proven to have unique challenges as well. This is their plan to make this happen.

Mr. O’Keefe questioned if there was a motion needed on the memos.

Superintendent Steel replied; no motion necessary.

Mr. Glover commented that there is another memo about Personal Protective Measures. He inquired if this memo required updating.

Mr. Steel replied that things have changed, and they have made them public.

The Board thanked Superintendent Steel.

VI. Student Services Presentation

SAU #39 Student Services Director, Ms. Meg Beauchamp, mentioned that Superintendent Steel has asked her to put together a presentation about program development.



279 She explained how the Individuals with Disabilities Education Act of 2004 requires public  
 280 school districts to offer a continuum of supports, services and placement/program opportunities  
 281 to all students identified with special education needs in the least restrictive environment.

282 Currently, they have the least restrictive placements where students participate fully with typical  
 283 peers. From there, they go to their Learning Center program which also needs approval from the  
 284 Department of Education. Students are pulled out for interventions and specialized curriculum in  
 285 a learning center environment with a majority of the day within the regular education classroom.

286 Additionally, they have a self-contained program. Students require substantially different  
 287 curriculum and alternative setting for 60% or more of their day. When she came to the SAU #39,  
 288 they did not have that or the capacity, yet it is a requirement under IDEA. She started working  
 289 with Building Leadership and the DOE to remedy that problem.

290 With the most restrictive placements students are sent to private placements outside of the  
 291 public-school system. There is a loss of quality control, expensive transportation costs, rising  
 292 tuition expenses (between 2-5% annually), no opportunity for students to participate with their  
 293 typical peers in school and limited to no access to in-district extra-curricular activities.

294 Ms. Beauchamp reviewed the cost comparison analysis between in-district costs and out of  
 295 district costs based on 11 students.

296 In- District:

297 Based upon an 11 Student enrollment.

- 298 • Staff: (salary + benefits)
- 299 • 1 FTE Special Ed. Teacher = \$88,753.00
- 300 • 1 FTE Board Certified Behavior Analyst = \$111,394.00
- 301 • 10 FTE one to one paraprofessionals = \$60,000.00 x
- 302 • 10 = \$600,000.00
- 303 • 1 FTE nursing assistant = \$93,008.00
- 304 • Total: \$893,155.00 = \$81,195.00 per student

305  
 306 Based upon an 11 Student enrollment.

- 307 • OOD tuitions (based upon current averages) - \$92,000.00 per year x 11 students =
- 308 \$1,012,000.00
- 309 • 10 FTE one to one paraprofessionals =
- 310 \$60,000.00 x 10 = \$600,000.00
- 311 • 1 FTE nursing assistant = \$93,008.00
- 312 • Estimated 3-4 bus runs @ \$230.00 per day x 220 days = \$202,400.00
- 313 • Total: = \$1,907,408.00 = \$173,400.00 per student

314  
 315 Total cost savings per student - \$92,205.00/11 Students = \$1,014,263.00 per year  
 316

317 She reviewed the current status of program development for 1. Programs for students with  
 318 significant needs including Autism, Cognitive Impairments and multiple disabilities and 2.  
 319 Programs for students with social and emotional deficits.

320 Ms. Beauchamp reviewed each of the existing programs at Clark/Wilkins, Amherst Middle  
321 School and Souhegan High School.

322 Clark Wilkins:

323 SUNS – Pre-K significant needs – Preliminary DOE approval

324 Little STARS – K significant needs Preliminary DOE approval

325 STARS – Grades 1-4 significant needs- Full DOE approval

326 My Time- Grades 1-4 social/emotional needs –Preliminary DOE approval

327 Amherst Middle School:

328 Life Skills – Grades 5-8 significant needs –Full DOE approval

329 My Time – Grades 5-8 social/emotional needs – Full DOE approval

330 Souhegan High School:

331 Transitions – Grades 9-12+ significant needs– just received DOE preliminary approval

332 Alternative Support- Grades 9-12 social/emotional needs – pending DOE preliminary approval

333 She noted her vision for the future.

- 334 • Full program approval for all programs Pre -K through high school
- 335 • On-going systemic and sustainable staff development for regular ed. And special ed.
- 336 Support staff
- 337 • State of the art facilities that comfortably house our programs and include room for
- 338 growth
- 339 • Established community partnerships and connections that allow our students to
- 340 participate in meaningful vocational opportunities, internships and career exploration
- 341 experiences
- 342 • In-District capacity to maintain students with behavioral issues

343 The current major barriers are the adequate space and the increase in significant mental health or  
344 behavioral issues.

345 Ms. Beauchamp explained that in 1 in 6 children aged 2 to 8 have a diagnosable mental health,  
346 emotional or behavioral issue. The statistic is 1 in 5 in children aged 3-17. The most difficult  
347 behavior to address is Disruptive Behavior Disorder. They do not have the space to address this  
348 and many schools are in the same situation.

349 She commented on the interventions that are currently in place. They have social workers,  
350 qualified special education staff to work with high risk students, social emotional curriculum,  
351 Board Certified Behavior Analysts, some alternative spaces for student learning, and program  
352 approval at middle and elementary level for students in need.

353 Ms. Beauchamp reviewed a future timeline the first few years were easy. For Fy 22-23, they are  
354 looking at Final program approval for SUNS, Little STARS and My Time Programs at Clark  
355 Wilkins and Transitions and Alternative Support Programs SHS, visits to state-of-the-art self-  
356 contained programs- identify our needs; and begin research with surrounding districts for  
357 potential collaborative model of off-site self- contained program for students with  
358 social/emotional/behavioral issues.

359 For FY 23-24, they will be doing collaborative work with partnering districts to identify needs  
360 including staff, building and curriculum, researching best practice and effective curriculum  
361 alternatives, outline entrance/exit criteria for students and outline and prepare for board(s)  
362 proposal to include budgetary implications for FY 24-25 or 25-26.

363 She will be happy to answer questions.

364 Mr. Eckhoff asked if they are keeping paced with what their costs are and second, what is their  
365 ability to acquire the talent and is the talent pool out there. He last questioned if there is  
366 commercial space available for some of these programs. There are a lot of wins but also a lot of  
367 challenges.

368 Ms. Beauchamp replied that they do get some federal money through the IDEA Grant and  
369 Special Education Aid, formally known as Cat Aid. They first have to expend the funds and then  
370 a percentage comes back the year after they spend it as revenue. It does not keep up with the  
371 increasing costs and what they spend. Their federal monies have never fully funded the costs and  
372 you never are really sure of the percent. The SAU #39 is a great place to work and it is a well-  
373 respected school system across the entire state. As of yet, they have not had a problem of  
374 attracting talent.

375 Ms. Grund commented that she is working with Principal Berry about the Science Labs.  
376 Depending on what their other needs are they should wrap that in the discussion. Next year will  
377 be unique with some social emotion needs. She asked about how they are going to address that.

378 Ms. Beauchamp replied that the faculty and staff have their pulse on the students who need help.  
379 She agreed that next year will be a difficult year and they will rally and help the students.

380 Ms. Lawrence commended Ms. Beauchamp. She inquired how the Mont Vernon School District  
381 will benefit from the plan.

382 Ms. Beauchamp replied that she wanted to first talk about the students that transition from the  
383 MVVS to AMS. They will be able to transition and have their needs met. In addition, they have  
384 been able to move some students early so that they can access those programs at a reduced cost  
385 to the taxpayers. They give them the actual costs and not the exorbitant costs of out of district  
386 placement. Mont Vernon students always get priority to be able to access the Amherst programs  
387 if there is space.

388 Ms. Lawrence thanked Ms. Beauchamp for her out of the box thinking.

389 Ms. Taylor inquired about the cost comparison analysis of transportation costs.

390 Ms. Beauchamp replied that an out of district run is more expensive than an in-district run even  
391 if its specialized. The other thing is the competition, there is zero competition.

392 Ms. Taylor inquired if they send the paraprofessionals with the students all day.

393 Ms. Beauchamp replied that they don't send them with the students all day but the students that  
394 would be in an out of district would require a paraprofessional.

395 The Board thanked Ms. Beauchamp.

## 396 VII. BEDG Policy

397 Mr. O'Keefe asked Mr. Steel to articulate what the policy does and more specifically the Non-  
398 Public portion.

399 Mr. Steel remarked that the board entertains motions to enter into Non-Public Session under  
400 RSA 91 A:3 II. After the board goes into Non-Public Session, minutes are still kept of what is  
401 the general topic of issues discussed. That is something that is available and, even in draft form,  
402 have to be published within three days after the meeting for the public. The exception is the  
403 minutes that are sealed with a motion and it identifies a few specific reasons, for example real  
404 estate. Once minutes are sealed or even temporarily sealed, they can be unsealed when that date  
405 comes. The very narrow instance is for things like a real estate transaction. The policy BEDG  
406 outlines that process. He has a responsibility to identify the sealed minutes which is a very rare  
407 circumstance.

408 Chair of the Policy Committee, Ms. Elizabeth Kuzsma added that they will work to identify what  
409 "periodically" means and will work to find a logical time frame.

410 Mr. O'Keefe asked if a member of the public would like to join one of the Policy Committee  
411 meetings where can they find them.

412 Ms. Kuzsma replied that they are still working on getting the meetings set up.

413 Mr. O'Keefe noted that he is assuming that they will be getting an update at the May meeting.

414 Ms. Kuzsma replied, yes. She noted that after they have their Organizational Meeting in June  
415 they will have a rough concept.

416 Mr. O'Keefe asked for further questions.

417 There were no further questions.

418 Ms. Amy Facey, previous Chair of the Joint Facilities Advisory Committee, remarked that they  
419 have a new JFAC Chair, Ms. Shannon Gascoyne with Vice Chair, Ms. Victoria Parisi. In terms  
420 of finance, they are still looking at financing with both the USDA Rural Development and NH  
421 Municipal Bond Bank. Ms. Croteau has submitted a skeletal application and they have a possible  
422 opportunity to lock in a favorable rate prior to the warrant for next year. She has also set up a  
423 meeting with the NH DOE to explore the option of applying for state building aid. There was an  
424 RFP process that was led by SAU #39 Facilities Director, Mr. Roger Preston. A subcommittee of  
425 JFAC has interviewed two architectural firms just prior to this meeting. The full JFAC will be

426 reviewing this subcommittee's recommendation. It will then go to the Amherst School Board for  
427 approval. They have site and civil engineering underway. The PR subcommittee has been very  
428 busy, and the Clark School subcommittee has sent out a survey and has gotten over 125  
429 responses so far. Finally, Mr. Preston, Ms. Gascoyne and Ms. Parisi have met with the Board of  
430 Selectmen to actively bring them into the conversation. They were receptive and welcoming.

431 She will be happy to answer questions if there are any.

432 Mr. O'Keefe inquired about the financing.

433 Ms. Facey replied that they are looking at having one bond for a majority of the work and then a  
434 second bond for the sustainability upgrades.

435 VIII. Public Comment II of II

436 Ms. Marilyn Gibson, 166 Mack Hill Road, Amherst NH, inquired about more transparency to the  
437 Equity Project that she has been made aware of at SHS. She believes that the transparency is  
438 needed for the town residents for supporting the educational system in our district. She believes  
439 that there should be public input.

440 Ms. Kelly Schmidt, 11 Patricia Lane, Amherst NH, asked about the projections that Ms.  
441 Beauchamp made and the financial differences between the in and out of district costs. She asked  
442 if there was any accountability for the out of district paraprofessional.

443 Mr. O'Keefe noted that if Ms. Schmidt will provide her email address that someone will get back  
444 to her shortly.

445 The Board thanked Ms. Gibson and Ms. Schmidt.

446 IX. Meeting Adjourned

447 **Mr. O'Keefe motioned to adjourn the meeting at 8:17PM . All Board members raised their**  
448 **hand in agreement.**