

1 Mont Vernon School Board Meeting

2 Thursday, September 12th, 2019

3 Meeting Minutes- Approved 10 10 19

4 Attendees:

5 Administrative Team: Adam Steel- Superintendent, and Christine Landwehrle- Assistant
6 Superintendent, Michele Croteau- SAU #39 Business Administrator, John Schuttinger- Principal
7 MVVS, John Robichaud- Director of Buildings and Grounds, and Charline Brown- Math
8 Interventionist MVVS.

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

11 Board Minutes: Danae Marotta

12 Public: Autumn Grdina- 4 Pinkham, Mont Vernon NH, Kristy Grey- Mont Vernon, NH.

13 I. Call to Order

14 **Chair of the MVVSB, Ms. Sarah Lawrence called the meeting to order at 6:02 PM.**

15 I. Public Input I of II

16 Ms. Autumn Grdina, 4 Pinkham Road, MV NH, asked about looking at the dismissal process for
17 walkers. She noted that she respects the decision that was recently made. She explained that she
18 used to live on Old Milford Road, and they moved to Pinkham Road so that they could get the
19 community feel of MV. It is an important part of her family living in Mont Vernon.

20 She added that her struggle is that her kids are being held in order for the busses to be released
21 from the property. It is not fair for them to be held 10 to 15 minutes past the bell. She then asked
22 to talk to families, bus drivers, police, etc. and come up with a way that works for everyone.

23 Ms. Kristy Gray, Mont Vernon NH, added that she lives next to the church and she has the same
24 sentiments as Ms. Grdina. It is the same walking distance and her son has piano lessons at 3:30
25 and he was late.

26 Ms. Gray finalized her comments with great thanks to the Board and Administration for all they
27 do for the students.

28 The Board thanked Ms. Gray and Ms. Grdina.

29 II. Superintendent's Report

30 Superintendent, Mr. Adam Steel, noted that they had a good opening day and a lot of credit goes
31 to Principal Schuttinger and his staff. This year was extra special with representatives from the
32 Town of Mont Vernon and Officer O'Keefe had a big hand with that. This is a special school,
33 and it really does feel like the family is back together.

34 Second, they have adopted the objectives and key results format of their goals and they will be
35 shared at a later date. They have a SAU vision, (what they are trying to accomplish over time),
36 school board goals (largely about this year) and things they have to get done and Principal
37 Schuttinger has done a good job instilling those and is using his time and energy for this year.

38 Ms. Lawrence added that they need to add the math piece to the Board Goals to make sure that it
39 is up to date.

40 III. Principal's Report

41 Principal of the MVVS, Mr. John Schuttinger, noted that 7 total students are reported as
42 homeschool students.

43 He then added that he got the number from Ms. Abby Wallace, the Executive Assistant to the
44 Superintendent and Assistant Superintendent.

45 Mr. O'Keefe added that when they brought it up last time, he meant the number of students that
46 are using MVVS programs.

47 Principal Schuttinger replied, there are 2 students for Spanish, Art and Music. He then added that
48 he will go back and change it.

49 Mr. O'Keefe suggested that they proactively reach out to those 7 students.

50 Assistant Superintendent, Ms. Christine Landwehrle, added that she would love to get those
51 students on Dreambox and would be happy to share with them additional resources.

52 Principal Schuttinger replied that he has reached out to them and the parents were very receptive.

53 Mr. Eckhoff suggested that adding in an additional column for those using the resources.

54 Mr. Steel remarked that it is misleading to say 7 students. He would prefer with the Boards'
55 permission, just list those students access the school.

56 Principal Schuttinger added that he will make that adjustment. He added that there are 136
57 families and they will be up to enrollment of 201 shortly.

58 He added that there will be two more students in the next two weeks.

59 Mr. O'Keefe asked about the comments from the public. He then asked if there was room for
60 conversation and if it was still a safety issue.

61 Principal Schuttinger replied that minimally the issue was on Harwood and the issues parking on
62 Cemetery was greater. The bus driver's issue was the lack of a crosswalk attendance.

63 Mr. O'Keefe asked if he has observed those issues from a supervisory standpoint.

64 Principal Schuttinger replied that they are not waiting for the last bus, and there is a gap in the
65 release of a bus.

66 Mr. O'Keefe asked if they are being held.

- 67 Principal Schuttinger replied, yes, they are being held. He is dismissing walkers after the two
68 other buses.
- 69 Mr. O’Keefe asked him if he would like to change back or keep dismissal the way it is.
- 70 Principal Schuttinger replied that he would like to change back, but it would take a few days of
71 monitoring. He will be happy to provide more feedback and the MVPD is here as well.
- 72 Mr. O’Keefe suggested they revisit the policy and make the appropriate changes as the
73 administrator of the building.
- 74 Mr. Driscoll added that they would like to have the bus driver weigh in on this.
- 75 Principal Schuttinger noted that this year they are seeing an increase in pickups by cars. There
76 are at approximately 65 students each day that are waiting to be picked up.
- 77 Mr. O’Keefe added that is everywhere.
- 78 Superintendent Steel asked for clarification.
- 79 Mr. O’Keefe replied as Principal he should do what is most appropriate from a safety
80 perspective.
- 81 Ms. Lawrence added that she feels comfortable with that decision.
- 82 Superintendent Steel remarked that it will officially be his decision, but he will agree with it.
- 83 Mr. Eckhoff asked how many walkers are there on an average day.
- 84 Principal Schuttinger replied, since the first day, a good 20 kids or so.
- 85 Mr. O’Keefe asked if they need to be prepared for more walkers,
- 86 Principal Schuttinger remarked that there is not much room on Cemetery Road to park.
- 87 Mr. O’Keefe asked if they could advertise the Mont Vernon Shuttle Bus, adding that it is a
88 valuable resource and would not want to see it discontinued.
- 89 Ms. Lawrence agreed, adding that it is a great experience for the kids.
- 90 The Board thanked Principal Schuttinger.
- 91 IV. Committee Updates
- 92 There were no committee updates currently.
- 93 V. Math Update
- 94 Ms. Landwehrle added that they intentionally held off on approving the Math Curriculum and
95 they have an overview of their Year of Math with the goals in the Agenda Packet. She has also
96 met with Principal Schuttinger and Math Interventionist, Ms. Charline Brown and it was a great
97 day to work together.

- 98 Ms. Brown has a quick overview for the Board on the Year of Math, plans for the year and will
99 be happy to answer questions.
- 100 Ms. Charline Brown noted that they have been working very hard and the MVVS is also known
101 as the Academy of Archimedes.
- 102 On Late Start days they have studied mathematicians Eratosthenes, Hypatia, Ayrton, and
103 Poincare'. She then showed the Board pictures of the kids enjoying the math activities. Even the
104 reward system has been tied into it. They will have a special banquet and board members are
105 encouraged to visit.
- 106 Ms. Brown noted that they did make a lot of progress and are ready to roll up their sleeves. She
107 then explained how they are going to support teachers. They did OGAP this summer and
108 changing models and classrooms. She then reviewed training based on learning from OGAP and
109 that there are instructional models that are changing. Other trainings will take place during staff
110 meetings.
- 111 She then explained Choral Counting and her favorite, Number Talks. She then noted that
112 Number Talks is meant to promote conversation and mental computation.
- 113 Ms. Brown then reviewed Quick Images; it is a big change, but the students will know the
114 number in a better way.
- 115 She then explained that there is Ban Har training in Maine, three parent meetings during the
116 school year, along with other events.
- 117 Ms. Lawrence remarked that they are making Math fun for students.
- 118 Ms. O'Keefe thanked Ms. Brown adding that this what he had envisioned. This is getting kids
119 into Math in a whole new light, he then thanked her for all of her efforts.
- 120 The Board thanked Ms. Brown.
- 121 Mr. Eckhoff asked Ms. Landwehrle to explain what is Dreambox.
- 122 Ms. Landwehrle replied that the students are given deep problems and use virtual manipulatives.
123 It is also an adaptive program. She then asked the Board if she had showed them Board a demo.
- 124 Mr. Eckhoff replied that he would like to see a demo.
- 125 Ms. Landwehrle added that parents can create their own accounts to help monitor progress.
126 There is teacher PD that is also built in. It is a robust program and she will be happy to do a
127 demo for the Board.
- 128 Ms. Brown added that the kids are practicing, and it is much better than taking home worksheets.
129 Information will be coming home soon.
- 130 The Board thanked Ms. Brown.
- 131 Ms. Landwehrle noted that the Math Curriculum is in the Consent Agenda.
- 132 VI. Consent Agenda

133 Mr. O’Keefe pulled the Minutes of August 19th, 2019.

134 Line #68 Changed from:

135 *“Mr. O’Keefe suggested that they could get the 0.8 position subsidized with the Town.”*

136 Changed to:

137 *“Mr. O’Keefe mentioned that in order to go from a 0.8 position to a 1.0 position, maybe they can*
 138 *potentially leverage the Town Rec. Dept. in a conversation to get that up to a full time position*
 139 *with some assistance to after school programming that is open to the public.”*

140 Line #120 added for Mr. O’Keefe’s comments starting on line 121.

141 *“Mr. Steel then asked the Board what they wanted to work on for the next calendar year”.*

142 **Mr. O’Keefe motioned to approve the 1. Minutes of August 19th, 2019 as amended. Mr.**
 143 **Eckhoff seconded the motion. Mr. Driscoll and Ms. Hinckley abstained. The motion passed.**

144 Mr. Driscoll asked about the cost of the 0.9 position.

145 Mr. Steel replied, that with this year’s hiring they are still able to save money. It is an expansion
 146 of an existing position.

147 **Mr. Driscoll motioned to approve the 2. Budget Transfer 2020 001, 3. May 2019**
 148 **Treasurer’s Report, 4. June 2019 Treasurer’s Report and 5. Math Curriculum. Ms.**
 149 **Hinckley seconded the motion. The vote was unanimous, motion passed.**

150 VII. Lighting Update

151 Director of Buildings and Grounds, Mr. John Robichaud, discussed that the Board has asked for
 152 Eversource to do an Energy Audit. He called Mr. Mark Toussaint, from Eversource, and he said
 153 that they know everything in the building, and it would not make sense for them to come out for
 154 a site visit. Mr. Toussaint would like more data and is hoping that last year was an anomaly.
 155 Without putting meters on every panel there is not way to tell where the power is going.

156 Mr. Robichaud then noted that he will investigate the cost of the meters if the Board if they
 157 would like him to.

158 He added when he talked to Mr. Toussaint that the energy usage here has never been consistent.
 159 He has not seen the last two bills as he was out due to surgery.

160 He then noted that there is no good answer other and the motion sensors may be faulty, and the
 161 lights still did not turn off. He sent an email to the staff at EMC and they might come out and
 162 look as well. The sensors might be bad, but he does not think so. The custodians need to be
 163 aware of what is on and he will talk with them just to remind them.

164 Mr. Driscoll added that if there were faulty occupancy sensors then it would make sense.

165 Mr. Driscoll asked about the cost.

166 Mr. Robichaud noted that it is a fixed amount at \$620 a month and they have not started paying it
167 yet.

168 Mr. O' Keefe asked when will they start paying it back.

169 Mr. Robichaud replied, soon. It is a 3 year or 3 ½ year payback but he is not sure. He is still
170 cautiously optimistic.

171 Discussion ensued.

172 Mr. Driscoll suggested hiring a consultant.

173 Superintendent Steel agreed that it feels like there is something is not right.

174 Ms. Lawrence remarked that clearly there is a problem.

175 Mr. Driscoll noted that they should calculate out costs and look at that line item.

176 Mr. Robichaud added that he will add a line to the budget for next year. As they go through the
177 process and get it under control, they can remove it.

178 Mr. Steel replied that he will contact someone and get back to the Board.

179 The Board thanked Mr. Robichaud.

180 VIII. Assessment Update

181 Ms. Landwehrle noted that she wanted to share the NHSAS Results and NWEA Results as a
182 reference. The big piece is that all cohorts increased the percent of students meeting standard.
183 They are above the State average for ELA and with Math they are increasing, although not yet
184 for the 3rd and 4th grades. Last year the testing schedule was challenging for students and they
185 need to look at separating it out. She is excited for having a goal for NHSAS for math, all grade
186 levels at 60% or higher. They are looking at the 3rd and 4th grades and that would be a huge help
187 in that area.

188 She then gave the Board NWEA as a reference, and a year at a glance, and they saw a lot of
189 growth especially in Math. That percent of students meeting growth. They do have a consistent
190 piece in grades 3,4 and 5 across the SAU.

191 Mr. Eckhoff asked if there was a time of day when a student learns Math better. Math is deep
192 critical thinking.

193 Ms. Landwehrle replied that in general, mornings are often better based on research. The
194 challenge is that some of the skills is exposure and the amount time and the teachers want to
195 prioritize the Math and the Literacy.

196 Mr. Eckhoff asked why grades 3 and 4 are having a more challenging time than the younger
197 grades. He then asked if there was another element.

198 Ms. Landwehrle responded that she will look into it and get back to the Board.

199 Mr. Driscoll added that he read about perfect timing and that math is good for learning in the
200 morning.

201 Mr. O’Keefe asked if NHSAS is changing this year.

202 Ms. Landwehrle replied, no, they are in year 3 of a 5-year contract. She then explained the
203 difference in assessments in that NWEA allows them to look at growth. She added that they are
204 tracking cohorts and they are different cohorts and that could change.

205 The Board thanked Assistant Superintendent Landwehrle.

206 IX. Physical Education Plan

207 Principal Schuttinger reviewed the After School Physical Plan. He then discussed that the new
208 PE Teacher is targeting the three days that he is here. They are thinking of doing a survey, as a
209 gauge for the students. The PE Teacher is very excited about the programming that they can
210 offer, such as family events, and possibly a women’s (high school, college students, parents)
211 defense event. He is also Jujitsu Instructor. He is open to anything and it is very exciting to see.

212 Mr. O’Keefe asked about the time the new PE Teacher (0.8) is here and (0.2) is at Clark.

213 Mr. Driscoll remarked that it was in the August 19th, 2019 Minutes.

214 Ms. Lawrence agreed that it was in the Minutes.

215 Principal Schuttinger explained he will be here M/TH/F here and one day at Clark.

216 Mr. Driscoll asked about the extra 0.2.

217 Principal Schuttinger added that is a challenge is right now in Sept and Oct. as he is a Football
218 coach at Memorial HS in Manchester. They will keep track of his time so by then end of his
219 contract he will make up his time.

220 Ms. Lawrence added that he seems enthusiastic.

221 Mr. Driscoll mentioned that the new PE Teacher sounds excited to work with the kids and
222 MVVS families.

223 Ms. Lawrence added that they are also looking at Building Goals.

224 Principal Schuttinger explained the objectives of 1. Grades 3-6 will achieve 60% proficiency on
225 the NHSAS 2020, 2. Design a Multi-Tiered System of Support (MTSS) that meets the needs of
226 all and 3. Move all staff using Empower to a level of proficiency by December 2019.

227 Mr. Driscoll asked about #3. He is wondering if they can tighten it up.

228 Principal Schuttinger replied that he will be happy to adjust them, and it was a first pass.

229 Ms. Lawrence suggested that they insert their goals now to capture the Math Goals.

230 Mr. O’Keefe suggested that they share this with the public.

231 **Mr. O’Keefe motioned to accept the Board Goals, as amended. Mr. Driscoll seconded the**
 232 **motion. The vote was unanimous, motion passed.**

233 X. Budget Schedule

234 SAU #39 Business Administrator, Ms. Michele Croteau, discussed that they are looking last
 235 year’s timeline, and thinking of the Oct 10th meeting for first draft of the Budget.

- 236 • Board Reviews Budget and then submits to Budget Committee- Oct 17th
- 237 • Work in in between -Oct 10th and Oct 17th
- 238 • Budget Committee, subcommittee would meet Oct 28th -Nov 1st
- 239 • Budget Committee makes a final report to the Board on Nov 7th
- 240 • Board approves Budget, Warrant Articles and Appropriations and the Default Budget on
 241 Dec 12th
- 242 • Budget Hearing on Dec 31st – can be moved.

243 Mr. Driscoll suggested that they have the Budget Committee here for their first draft of the
 244 budget on Oct 10th.

245 The Board thanked Ms. Croteau.

246 XI. Budget for Foreign Language Discussion

247 Ms. Landwehrle added that they had this conversation right after budgeting last year. The
 248 thought was expanding out or possibly adding a French Club. MVVS Spanish Teacher, Ms.
 249 Danielle Guarrera, has tightened up what she has done and has been a year here. She is not
 250 French certified but can certainly support a club. In the past, when the 6th grade leaves here they
 251 are not transitioning seamlessly in to AMS 7th grade Spanish and not 7th grade French.

252 She then asked if they look at budgeting now to expand out the foreign language program with
 253 offering choice for 6th grade or budget for some one that is French certified. That was one idea
 254 from last year. They have made two changes with the 6th grade that they think will have a strong
 255 impact. First, Ms. Guarrera has done a lot more with the 5th graders than in the past.
 256 Additionally, they are giving out scores with the 6th grade although the pacing may be different.
 257 They are getting closer to where they need to be. There is still the gap and the challenge with
 258 French. She is not sure if they should increase her time and will update the Board at the end of
 259 this year. She then asked if the Board was interested in French and looking at a 0.2 French
 260 Teacher.

261 Ms. Landwehrle asked for Board thoughts.

262 Ms. Hinckley asked about the frequency of Spanish.

263 Ms. Landwehrle noted that you need to have exposure daily.

264 Ms. Lawrence asked for an online component.

265 Ms. Landwehrle added that the challenge is time, with set up and take down of computers.

266 Ms. Lawrence remarked that it sounds like they are doing some great things.

267 Superintendent Steel asked the Board if they would want the administration to work on a plan in
268 the budget for foreign language that they can evaluate.

269 Ms. Lawrence replied, yes, they are trying to work on best practices for kids and suggested that
270 they explore it and see what they can do.

271 Ms. Landwehrle added that they do have an online component and they were able to save money
272 with Math In Focus and she was excited about that.

273 Mr. O'Keefe remarked that what he is hearing is that they are still not in line with the AMS. He
274 supports a club; however, they have to fix the Spanish.

275 Mr. Driscoll added that it has been a problem for a while.

276 Mr. O'Keefe noted that if they are looking at making the Spanish position a full time, that
277 program has to integrate with AMS.

278 Superintendent Steel added that in order to teach foreign language well they need to start at the
279 younger grades. He has been thinking of a way to get the kids immersed in Spanish. He then
280 commented on the approach and philosophy.

281 Ms. Lawrence asked if they can ask Ms. Guarrera if there are suggestions that she has. So that
282 they can leverage what they have and keep moving in the right direction.

283 Ms. Landwehrle replied that she will be happy to do that and wanted to hear Board thoughts first.

284 Ms. Lawrence added that she would be interested in what she would have to say. She would like
285 to focus on where they need to.

286 Mr. Eckhoff remarked that he would be interested in what other schools have to say that are their
287 size.

288 Ms. Landwehrle added that Ms. Guarrera can reach out to her colleagues and Principal
289 Schuttinger can reach out to other smaller schools.

290 The Board thanked Ms. Landwehrle.

291 Mr. Steel remarked that they have received a proposal from Georgica and Kevin Kearney to
292 receive a donation of a bench in memory of Mr. Nicholas Lawrence, Nicholas is brother to Ms.
293 McKenzie Lawrence.

294 **Mr. O'Keefe motioned to receive a donation in memory of Mr. Nicholas Lawrence. Ms.**
295 **Hinckley seconded the motion. The vote was unanimous, motion passed.**

296 Ms. Lawrence added that they have an opportunity to submit a resolution for the NHSBA. She
297 wanted to let the Board know.

298 The Board then congratulated Principal Schuttinger on his 5-Year Anniversary at the MVVS.

299 XII. Public Input II of II

300 No Public Input

301 XIII. Non-Public Session

302 None

303 XIV. Meeting Adjourned

304 **Mr. Eckhoff motioned to adjourn the meeting at 8:07 PM. Mr. Driscoll seconded the**
305 **motion. The vote was unanimous. Motion passed.**