

1 Mont Vernon Village School

2 Thursday, April 7th, 2022

3 Meeting Minutes- Approved 05 05 2022

4 Attendees:

5 Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant
6 Superintendent, Amy Facey- SAU #39 Business Administrator and Tom Lecklider- MVVS
7 Principal.

8 Mont Vernon Village School Board: Chair- Sarah Lawrence, Pete Eckhoff Secretary- Jessica
9 Hinckley, Kristen Clark, and George Torres

10 Board Minutes: Danae A. Marotta

11 Public: Steven O'Keefe, 3 Chestnut Circle, Mont Vernon NH, John Prescott, 23 Old Milford Rd,
12 Mont Vernon NH, and Mike Campo, Plodzik and Sanderson, Concord NH.

13 I. Public Comment I of II

14 Mr. Steven O'Keefe, Mont Vernon NH, noted that he did not get to say goodbye last time. It has
15 been a privilege and honor to serve this community with the board over here. There were some
16 severe and significant challenges that the educators up here were facing, increasing budgets,
17 having parent problems, and trying to find our way and mapping it out and working it out with
18 the educational professionals was so profoundly rewarding to him. He thanked everyone here for
19 that experience. Mr. Torres is joining one of the top school boards in the state. I think you will
20 realize that within the first month. Additionally, Mr. Steel has played an important role in the
21 success at the Mont Vernon Village School. To be one of the top schools in the state is amazing.
22 Thank you for the experience!

23 Ms. Lawrence thanked Mr. O'Keefe for all of his work.

24 Mr. John Prescott, 23 Old Milford Road, Mont Vernon NH, commented that he has a 5-year-old
25 that attends here, and he is grateful. The progress that his daughter has made here is profound.
26 He thanked the board and Mr. Steel

27 The board thanked Mr. O'Keefe and Mr. Prescott.

28 II. Non- Public Session RSA 91 A:3 II

29 **Ms. Lawrence motioned to enter into non-public session RSA 91 A: 3 II (a and c) at**
30 **6:07PM. Mr. Eckhoff seconded the motion. The vote was unanimous, motion passed.**

31 **Roll call: Lawrence- Yes, Eckhoff- Yes, Clark- Yes, Torres- Yes and Hinckley- Yes.**

32 **Mr. Eckhoff motioned to exit non-public session. The motion was seconded by Ms.**
33 **Hinckley. The vote was unanimous, motion passed.**

35 Mr. Steel noted that they resumed public session at 6:47PM.

36 III. Audit Presentation

37 Mr. Mike Campo, Plodzik and Sanderson, Concord NH, noted that he will run through the audit
38 and answer questions at the end. If you look at pages one and two, which is your opinion letter,
39 essentially at the end of the day what it says is that you complied with all reporting requirements
40 and in addition that we were able to conclude that when we looked at the financial provided to us
41 they were fairly stated in all material respects. When you jump to page 14, what this represents is
42 basically a summary of how your general fund performed over the year. budget to actual you will
43 see an original final column on the budget, which is very common, sometimes you will see cases
44 where the school district has accepted gifts, grants and donations above what was initially
45 approved at the annual meeting, or you will have cases where your budget you voted to move
46 budget from one function to another. Ultimately, during the year you started with about \$350,000
47 of unassigned fund balance, you then end the year with \$326,492. The real driving factor behind
48 that was when you look at your appropriation section under expenditures in the middle you saved
49 about \$320,000. If you go to page 41, 42, and 43, all of that is what I just shared with you on
50 page 14 just in more detail. If you go to page 43 that is a breakdown of your fund balance it
51 shows you how you started the year, how you apply existing fund balance from the prior year
52 and then you also utilize through executive order number 38 additional fund balance to help
53 offset some expenditures and again you come to the \$326,492.

54 He asked for any questions.

55 Mr. Torres inquired about the timeliness of deposits, was that related to a control issue. she's
56 right I've never considered myself

57 Mr. Campo replied that the deposits should be made at a minimum per week. They did not
58 actually detect anything that was improper what we are saying is from a policy standpoint if your
59 policy says you should be depositing at a minimum weekly, you should follow your policy. Best
60 practices suggest that as well.

61 SAU #39 Business Administrator, Ms. Amy Facey, replied as Mr. Campo stated that has been
62 addressed to the treasurer.

63 Mr. Torres asked about page 6 with the carry over from page 6.

64 Mr. Campo replied that he will have to get back to him on that.

65 Mr. Torres asked if there were any recommendations.

66 Mr. Campo replied no.

67 The Board thanked Mr. Campo.

68 IV. Teacher Presentation

69 MVVS Principal, Mr. Tom Lecklider, thanked Ms. Christina Anderson in general this year with
70 some transition in grade six. Ms. Anderson has taken on a lot of leadership and making sure that

71 things end well for out 6th graders this year. Tonight, hey are talking about math and she wanted
72 to demonstrate some of the instruction with students

73 Ms. Christina Anderson, MVVS 6th grade teacher, noted that there is a wide variety of ways of
74 inspiring conversation with students to review skills that are being taught in the classroom in
75 math class. She has been using a variety, with one being Estimysteries where kids guess the
76 number of marbles in a jar using clues, she gives them.

77 Principal Lecklider noted that they have seen amazing growth across all of the grades. Math has
78 been a focus at the school for a number of years now and they have seen amazing growth due to
79 the math teachers.

80 Mr. Eckhoff asked if by doing these exercises she can find children that are struggling.

81 Ms. Anderson replied yes, she can then pull them aside and work with them.

82 The Board thanked Ms. Anderson.

83 V. Board Organization

84 Mr. Steel noted that he will take nominations for Mont Vernon School Board Chair, a maximum
85 of 5. He will then ask those people if they are willing to serve. He will then hold a vote. If there
86 is one, he will ask for a motion and then a second.

87 **Ms. Hinckley nominated Ms. Sarah Lawrence for Mont Vernon School Board Chair.**

88 There were no other nominations.

89 He asked Ms. Lawrence if she would serve in that role again.

90 Ms. Lawrence replied yes.

91 **Ms. Hinckley motioned to elect Ms. Lawrence as Mont Vernon School Board Chair. Mr.**
92 **Torres seconded the motion. The vote was unanimous, motion passed.**

93 Ms. Lawrence asked for nominations for Vice Chair.

94 **Ms. Clark nominated Ms. Hinckley as Mont Vernon School Board Vice Chair.**

95 **Ms. Lawrence nominated Mr. Eckhoff as Mont Vernon School Board Vice Chair.**

96 Ms. Lawrence asked both of them if they would serve.

97 They would both accept.

98 Ms. Hinckley was voted Mont Vernon School Board Vice Chair.

99 Ms. Lawrence nominated Ms. Clark as Mont Vernon School Board Secretary.

100 Ms. Clark to nominate Mr. Eckhoff as Mont Vernon School Board Secretary.

101 Ms. Lawrence asked both of them if they would serve.

102 They would both accept.

103 **Ms. Clark was voted Secretary.**

- 104 • Town budget committee- Mr. Torres
- 105 • School Budget Committee- Mr. Eckhoff
- 106 • SAU Budget- Mr. Eckhoff
- 107 • Manifest- Ms. Hinckley and Ms. Clark
- 108 • RSEC- not needed this year
- 109 • PTA- Ms. Hinckley
- 110 • JFAC- Ms. Lawrence (Mr. Eckhoff as alternate)
- 111 • Policy Committee- Ms. Hinckley and Ms. Lawrence
- 112 • Transportation Committee- Mr. Eckhoff
- 113 • NHSBA- Mr. Torres
- 114 • MVEA Negotiation rep- Ms. Hinckley and Mr. Eckhoff

115

116 VI. Consent Agenda

117 Ms. Lawrence asked for motion to accept the consent agenda.

118 **Ms. Clark motioned to accept the consent agenda items 1. February 9th, 2022, Draft**
 119 **Minutes, 2. March 24th, 2022, Draft Minutes, 3. Unanticipated Revenue \$500, 4. September**
 120 **2021 Treasurer's Report, 5. October 2021 Treasurer's Report, 6. Feb. MVVS Facilities**
 121 **Report Feb. 7. MVVS Winter Growth Summary, and 8. NESDEC Report. Mr. Eckhoff**
 122 **seconded the motion.**

123 Ms. Lawrence asked for questions.

124 Ms. Hinckley asked about the NWEA winter growth.

125 Assistant Superintendent, Ms. Christine Landwehrle, noted that they met their target growth in
 126 math across all grade levels. They are piloting math materials, and it was really positive. They
 127 have strong math teachers and with support from Ms. Charline Brown, it was really enhanced
 128 work.

129 With reading, they were surprised that they were not as strong but what they are hearing now the
 130 biggest concern when they went remote the biggest concern was around math and now is has
 131 switched to those early grades and reading. They see a little bit of that here and also at Clark
 132 Wilkins. They are seeing that lack of growth in second grade and because they left kindergarten
 133 partway through, it was really the social and emotional skills, and they need to focus on both.
 134 With reading, if there are holes and gaps once you fill them, they can zoom ahead. With math,
 135 you have to go back fill in that hole and then speed ahead. They are digging in at the individual
 136 level as well.

137 Principal Lecklider added that one of the parts of that process is that they went through every
 138 single student and reviewed their data.

139 Ms. Landwehrle mentioned that they do test the students with NWEA k-2 in the spring. Students
140 in 3-6 do not get tested with NWEA but NHSAS.

141 Mr. Eckhoff asked when they would see the results

142 Ms. Landwehrle replied they will see it in the Fall, it gives them a glimpse of the entire school
143 year.

144 Mr. Eckhoff asked if they would be looking at grades 3 to 5 to close the gaps in grades 2 to 4.

145 Ms. Landwehrle replied yes.

146 Mr. Eckhoff asked if they were communicating this to parents that there is a gap and encourage
147 them to read more at home.

148 Ms. Landwehrle replied that they do send the NWEA report home, and it is right around progress
149 time. It gives them a clear picture. They have been doing a lot with school wide literacy because
150 they saw the positive impacts with math. This year they have focused on literacy and reading. It
151 has been an area where they are trying to enhance.

152 Principal Lecklider added that there is a referral program to MTSS, it is a tiered process. For
153 them it is right around 60%. They will then look at it as a team and the family is involved in the
154 process. If the intervention is not showing them growth, they will look deeper.

155 Mr. Torres asked about the NESDEC report. He noted that he does see some growth and if they
156 are able to absorb the growth. He inquired when the last time was the school was studied.

157 Mr. Steel replied that MV is excelling because they have very small class sizes. A couple of
158 years ago they invested in having two teachers per grade level. They may have room in a lot of
159 their classrooms, but the board and the community would have to have the conversations about
160 class sizes. If that is the case, they could not have a third classroom at every level in this current
161 building, with the current configuration.

162 Mr. Torres noted that is something that is something that they need to inform the public early and
163 frequently.

164 Mr. Steel added that they have a strong understanding of this facility and what needs to be
165 addressed in the next 10 years. He suggested that in conjunction with the Middle School Study
166 Committee there could be an enrollment and building committee in the event that they need to
167 put money aside for future facilities need.

168 Ms. Landwehrle added that she was surprised at enrollment and there can be ripple effect.
169 Assistant Superintendent, Mr. Steven Chamberlin, had noted that the longer they were with
170 NESDEC the more accurate it becomes. This is our first projection, and she is curious about
171 what next year will look like.

172 Mr. Steel commented that he agrees with Mr. Chamberlin that the NESDEC gets more precise
173 over time.

174 Mr. Torres inquired if it was a requirement to do an updated facilities study. They should couple
175 that with the findings here.

176 Mr. Eckhoff added that the tipping point is probably 2030. They have some runway, but it is not
177 a lot.

178 Mr. Torres commented that fiscally they need to inform the public.

179 Mr. Steel noted that buildings have classroom capacity but also core capacity, sizes of the
180 kitchen, bathrooms, gymnasium, lunchroom, library, etc.

181 Mr. Eckhoff asked if Mr. Preston's facilities reports are posted on the MVVS website.

182 Mr. Steel added that they can do that.

183 Mr. Torres commented that he was looking up historical budgets and it was in the Town Reports.

184 Ms. Lawrence added that would be a good board goal she gave her support for making the items
185 easily accessible.

186 Mr. Eckhoff asked about the total capacity.

187 Ms. Landwehrle replied she believes that it was 260.

188 Ms. Lawrence asked for other questions. She noted that there was a first and a second.

189 **The vote was unanimous, motion passed.**

190 VII. Board Goal Discussion

191 Ms. Lawrence suggested that they review the trello for suggestions and make notes on the card.
192 She will add Mr. Torres's idea for making items for accessible.

193 VIII. Principal's Report

194 Principal Lecklider highlighted the three main areas of focus, SEL, personalization and
195 community. He started with community. He thanked the PTA for a successful bingo night, it was
196 a lot of fun. Monty the mascot is now live and in person. They have been doing a lot with
197 responsibility and kindness, kindness was back in February. They have their SOAR board and
198 are recognizing students and how they are engaging in their community.

199 Regarding personalization, I did talk about the MTSS process, the analysis of our data. They
200 have a sensory zone down the hall. I want to thank our special services department, OT. A
201 sensory zone is an area for students, particularly students who might need a little bit of an outlet
202 or something to calm themselves, and the sensory zone has multiple ways to do that. SEL is an
203 area of continued focus.

204 He recognized the Daland Memorial Library they came in and worked with Ms. Garrity that
205 became an exhibit in their MPR. On election day, the next day the students came in and saw all
206 of the houses on display. It was a great project, and they will find a way to keep that going.

207 He noted that he would be happy to answer questions.

208 Ms. Clark inquired about Bookopoly.

209 Principal Lecklider replied that it has been going great and going on for a while. Thank you for
210 the PTA for donating gift cards.

211 Ms. Lawrence asked for a kindergarten classroom update.

212 Principal Lecklider replied that when they came back from February break the room was ready
213 in terms of the room was painted, rugs were ready to go. They're waiting for some of the
214 installation of the woodwork that is going to take a little bit more time. There are still some
215 insurance things going on with the some of the cabinetry.

216 Mr. Eckhoff commented that BAE has a monthly program for donating office supplies.

217 Discussion ensued.

218 Principal Lecklider noted that they are working with Geskus for SOAR banners for the MPR.

219 IX. Top Needs Discussion

220 Principal Lecklider noted that they had a conversation about a number of the items. There were
221 things that we felt that the budget supported and were part of that process. Other areas as you can
222 see in our list are areas that are bigger ticket items or have not been discussed in a meeting like
223 this. These four areas or what we have narrowed in on and then the areas at the bottom are areas
224 that we were able to meet that need through the budget process. The biggest areas of need right
225 now that we are looking at are the cushions in the library, they are fairly old. In the kindergarten
226 room, they are not fabric they are more of a plastic vinyl. Art tables were mentioned earlier, and
227 those tables are very old and have been repaired a number of times. The kiln is currently in
228 storage over here. We would like to assess it and see what the functionality is if it needs any
229 repair because it has been a while.

230 Ms. Landwehrle added that Mr. Preston already evaluated the kiln, and he was pretty confident
231 that we would be able to move it and hook it up temporarily over the summer to its original
232 location just to ensure that it's working properly. Anytime you move a kiln you risk damage to it.
233 While it is properly stored, we want to make sure it is fully operational and then if it were, Mr.
234 Preston would make a determination as to the best location for the kiln and figure out how much
235 those costs would be.

236 Principal Lecklider noted that snowshoes were a top request. Clark Wilkins was able to do this
237 and had rave reviews. It is a great opportunity for students to be outside in the winter.

238 Ms. Landwehrle added that the PTA supported it at CW, and they were purchasing for grades 1-
239 4. Here, we need a larger range for sizes and REI does give schools a discount.

240 Ms. Lawrence added that is a great list.

241 Ms. Clark asked if this was in priority order.

242 Principal Lecklider responded that the Art Tables are number 1.

243 Ms. Landwehrle noted that they are not ready with enough time to move the kiln.

244 Mr. Steel commented that they are working to enhancing these are the right kinds of
245 conversations and it is a good testament to this board and the work they have done.

246 Mr. Torres inquired about getting a tour of the building.

247 Principal Lecklider replied they can do a board tour for part of the report.

248 Ms. Landwehrle added that they have had board tours for the beginning of the meeting.

249 Mr. Eckhoff noted that there may be families that would help donate for the art tables.

250 Mr. Steel suggested that it is important how they phrase that request.

251 Mr. Torres added that people need to realize what is included and not included in their taxes.

252 Ms. Lawrence went to the UFB Discussion. The board thanked Principal Lecklider.

253 X. UFB Discussion

254 Ms. Facey added this is the MV UFB projection as of the end of March, where we are looking in
255 terms of revenues and expenditures to be left. The chart is broken into two main areas, the
256 revenues and expenditures. You will see local, state, and federal and then the use of the prior
257 year fund balance. The total projection for revenues is \$64,700. The majority of that is local
258 where there was a return of surplus from Healthtrust.

259 With expenditures, there is good news as they are projecting \$342,500 in expenditure UFB as of
260 now. Most of that are in the areas of regular education and special Ed. We had regular education
261 tuition projection less than budgeted. We also had some savings due to a vacancy that was
262 supported with a long-term sub. In special ed, we had savings in out of district and pre-K tuition
263 and less of a need for special ed paraprofessionals for students attending the Amherst School
264 District. There were some health insurance savings in the principal's office and transportation
265 there was over budgeting. There may be some credits that may not continue so that could
266 possibly be adjusted downward. There are also some savings in the non-union salary and benefits
267 applying due to some staffing changes.

268 Overall, year end fund balance including the revenues and expenditures is \$407,200. The district
269 is in great shape.

270 Mr. Torres asked about the delta in the building in grounds, it is about \$52k.

271 Ms. Facey replied that is the claim that has not come in yet. They will do an update for next
272 month.

273 Ms. Lawrence asked about the potential projects.

274 Ms. Facey noted that there have been a couple of additions. The first item is the replacement
275 furniture and as you recall that was pulled, the board also pulled 20,000 out of the technology

276 budget that's primarily for student and teacher laptops, the outdoor shed for grounds equipment
277 that's to replace the existing shed that is end of life. What is being proposed for the shed is a bit
278 larger to be able to store more equipment. The electronic door access is for the remaining hall
279 exterior doors. The siding repairs is to repair damaged siding around the entire building they are
280 also going to complete the controls so that Mr. Preston will have everything running under his
281 systems. Mr. Preston also added an ADA ramp to modify the existing playground wall. That was
282 previously brought up as a concern.

283 They will keep this list updated so that the board can think about it and make final decisions in
284 June.

285 Mr. Torres asked where they are at now with costs.

286 Ms. Facey replied \$115,700.

287 Mr. Steel asked for obvious no's for the projects.

288 Mr. Torres suggested that they split the furniture costs of \$6,700.

289 Ms. Clark asked about the controls.

290 Mr. Steel explained the system.

291 Mr. Torres noted his concern with remote access.

292 Mr. Steel commented on the energy savings.

293 Mr. Eckhoff mentioned that they should continually replace the worst furniture.

294 Ms. Lawrence replied that they should roll the furniture into that piece.

295 Ms. Facey noted that she will make that adjustment.

296 The Board thanked Ms. Facey.

297 XI. 6th Grade Transition

298 Ms. Landwehrle commented that she included our transition activity schedule in the packet just
299 to see the number of joint activities and transition events that are happening for our 6th grade
300 students. We just had our Orleans-Hannah math placement assessment, that went really well. It
301 shows readiness for algebraic reasoning and some kids are ready and some aren't. The test is very
302 helpful for us as far as math placement and our students always do really well in that placement
303 process.

304 We have added a few things this year, a counselor and teacher meeting that never really
305 happened formally in the past before. We are excited to make that a little bit more formal where
306 we will have an informational meeting with the two 6th grade teachers, our school counselor and
307 the AMS counselor to go through every single student and make sure that AMS is ready to
308 receive our students and has a strong background. This is so students are also supported from the
309 beginning. Some of the events that we typically do is a Transition Evening. One thing we have

310 added to the transition evening is a student panel. We haven't had that in the past and that was
311 really something that we felt could help the students transition and help ease that transition
312 because we know it's hard.

313 One of the other challenges is 5th and 6th grade. We have the same setup here as we do at AMS
314 with two teachers and they are transitioning to four teachers. So, they are making a double
315 transition to 7th grade and that is why it is often challenging. We also have joint lessons at
316 ecology camp for 6th graders between the AMS students and the Mont Vernon students.

317 Ms. Lawrence added that she is wondering if it is not feeling natural. Or make it so that they can
318 compare results.

319 Ms. Clark noted that Ecology School is a collaborative

320 Ms. Landwehrle added that they do have Shadow Day with shadowing one student. Assistant
321 Superintendent, Mr. Steve Chamberlin and AMS Principal, Dr. Bethany Bernasconi have had a
322 lot of discussion. She inquired for more direction from the board so that they can better refine.

323 Ms. Lawrence suggested that they meet their shadow student earlier in the year.

324 Ms. Hinckley inquired if they could connect before Ecology School.

325 Ms. Lawrence asked for questions about the transition piece.

326 Ms. Clark gave her support. It is a good distribution with fund activities included.

327 Ms. Lawrence thanked Ms. Landwehrle and the 6th grade teachers.

328 XII. Continuation for the Middle School Study Committee

329 Ms. Lawrence questioned what that continuing charter look like. She referenced the charter. The
330 committee did provide their report and it is available on the SAU website. There were plenty of
331 options. She asked for board thoughts on next steps.

332 Mr. Steel added that it is the board's prerogative.

333 Ms. Lawrence asked the board for their thoughts on the committee's findings.

334 Mr. Torres added as a new board member, he will need to review the report.

335 Ms. Clark inquired if there are major items for the next ballot.

336 Ms. Lawrence noted that they will need to be cognizant if they need to place anything on a
337 warrant article. She suggested that they review the report again. They can always connect, and
338 she can answer questions. The board can then discuss at the next meeting.

339 Mr. Torres asked if there was a concern on cost, student experience, etc. From his perspective he
340 is looking at what is best for the students.

341 Ms. Lawrence noted that it first came up when they realized that the ASD facility project could
342 impact our community and our students. It is a challenge as they do not have a voice or choice in
343 the project. It is twofold, looking at the student experience, taxation and voice and choice.

344 Mr. Eckhoff added that there is a NESDEC report with enrollment.

345 Ms. Clark noted that there are a lot of opportunities.

346 Mr. Eckhoff mentioned that there are a lot of variables.

347 Ms. Lawrence suggested that the board review the presentation and have additional discussion at
348 the next meeting.

349 XIII. Public Input II of II

350 Ms. Clark mentioned that they are no longer requiring negative tests to return to school and
351 inquired if there were any behaviors.

352 Ms. Deppen replied that it varies, but most people are ok.

353 Mr. Steel commented on the last day of school. As it stands, Amherst will finish on a
354 Wednesday, Souhegan will finish on Friday and MV will finish the following Monday. He is
355 suggesting their plan is to adjust the calendar to finish on Friday. They will likely eliminate the
356 Late Start.

357 The Board agreed.

358 Principal Lecklider commented that Ms. Christie Valihura, MVVS has proposed 2 clubs that she
359 would like to run, one is a mural club and second is a STEAM Jr. Club.

360 He is looking for approval on the mural club, 4 meetings, 10 students grades 4-6 and the STEAM
361 Jr.4, meetings, 10 students, grades 1-2.

362 Ms. Clark asked about 3rd grade.

363 Principal Lecklider noted that he will speak to Ms. Valihura about that.

364 **Mr. Torres motioned to approve the 2 clubs. Ms. Hinckley seconded the motion. The vote**
365 **was unanimous, motion passed.**

366 XIV. Meeting Adjourned

367 **Ms. Hinckley motioned to adjourn the meeting at 8:51PM. Mr. Torres seconded the**
368 **motion. The vote was unanimous, motion passed.**

369