

SCHOOL ADMINISTRATIVE UNIT THIRTY-NINE

Amherst, Mont Vernon, and Souhegan Cooperative School Districts



ADAM A. STEEL
Superintendent of Schools

CHRISTINE M. LANDWEHRLE
Assistant Superintendent

MARGARET A. BEAUCHAMP
Director of Student Services

MICHELE M. CROTEAU
Business Administrator

Mont Vernon School Board Meeting

Thursday, November 7, 2019 – 6:00 PM

1 Kittredge Road
Mont Vernon, NH 03057

Agenda Item	Time	Desired Action	Backup Materials
Call to Order	6:00 PM	Chair of the MVSB, Ms. Sarah Lawrence, to call the meeting to order.	None
Public Input I of II	6:05 PM		None
Superintendent's Report	6:10 PM	Mr. Steel to present his Superintendent's Report	None
Principals Reports-MVVS and AMS	6:20 PM	Principal Schuttinger to present his November Principal's Report (Included is AMS Principal, Dr. Bethany Bernasconi's Report)	MVVS Principal's Report AMS Principal's Report
Committee Updates	6:30 PM	Board to give updates on their committees	None
Consent Agenda- Approval	6:40 PM	1. Draft Minutes Oct.10 2019 2. July 2019 Treasurer's Report 3. NWEA Fall 2019 Summary	10 10 19 Draft Minutes July 2019 Treasurer's Report NWEA Fall 2019 Summary
Update on Lighting and Electricity Usage	6:45 PM	Director of Facilities, Mr. John Robichaud, to provide the Board an update on lighting and electricity usage at the MVVS.	None
Policy First Reading- From 10 22 19 SAU Meeting	7:00 PM	Board to review policy BEDG-Minutes, from the 10 22 19 SAU Meeting	Policy BEDG
Public Input II of II	7:05 PM		None
Non-Public Session	7:10 PM	RSA 91-A:3, II (Special Ed budget)	None
Meeting Adjourned	7:30 PM		



2019

2020

MONT VERNON VILLAGE SCHOOL PRINCIPAL REPORT – NOVEMBER 2019

ENROLLMENT

MVVS (* DENOTES ONE CLASSROOM AT THAT GRADE LEVEL)

Grade	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.
K	23	26	26	26							
1	28	28	28	28							
2	29	29	29	29							
3	27	28	28	28							
4	28	28	28	28							
5	31	31	32	32							
6	29	30	30	30							
Total	195	200	201	201							
Family	131	136	137	137							

Homeschool Students

K-6	2	2	2	2							
------------	---	---	---	---	--	--	--	--	--	--	--

AMHERST MIDDLE SCHOOL

7	23	24	24	24							
8	29	29	28	28							

MONT VERNON PRIDE

Thank you to Mrs. Julie Sullivan, our Music Teacher, and to the students and staff for another successful Grandparent’s Day event. The October 11 event was a big hit once again for all in attendance. The children sang a selection of songs and then invited all guests to join them in their classrooms immediately following the performance portion of the day.

The MV PTA took on a new event this year with a special Halloween celebration on October 31. This event followed the half day of school for Parent / Teacher Conferences. The PTA had over 20 volunteers and nearly 100 students sign up to attend the afternoon event. We are very thankful to have such a responsive and dedicated PTA.

Thank you to the Souhegan HS Ethics Forum for another great event this year. The Ethics Forum joined us for the morning on October 31 for their annual visit including a performance and then spending time with

our students and giving each student a hand-painted pumpkin. SHS also donated a tree to mark the 10th Anniversary of coming to MVVS.

CURRICULUM AND ASSESSMENT

On

The October Late Start day was held at CW in Amherst with all staff. Grade levels worked together on curriculum and Empower. Support Staff began online training sessions focused on Harassment Prevention and Bullying Prevention. Our Case Managers worked with Meg Beauchamp in

Our Professional Development Day on October 13 allowed staff to choose from many offerings on Mastery Learning and Social-Emotional Learning. We had Scarlett Lewis as the guest speaker sharing her work with the Jesse Lewis Choose Love campaign. Staff also attending the Suicide Prevention workshop as part of our mandatory training. On November 1 the MVVS Staff had their Professional Development Day usually occurring at the close of the school year. The focus for the day was Empower work, Data Digs by grade level teams and literacy work for K-2 staff.

OBSERVATIONS

Teacher / Leader Effectiveness Evaluations:

OBSERVATIONS	COMPLETED	TOTAL REMAINING
Informal	20	72
Formal	03	17

CALENDAR EVENTS

- November 1 – MVVS PD Day
- November 6 Staff Meeting
- November 7 – MV School Board Meeting
- November 8 – Veteran’s Day Assembly
- November 8 – Family Lunch – Kindergarten
- November 11 – Veteran’s Day observed
- November 12 – Late Start
- November 15 – AMS Dance – grade 6 invited
- November 20 – PTA Meeting
- November 22 Yard Sale drop off
- November 23 – Yard Sale
- November 27-29 – Thanksgiving holiday

PRINCIPAL'S REPORT

AMHERST SCHOOL DISTRICT

AMHERST MIDDLE SCHOOL

OCTOBER 21, 2019

BETHANY BERNASCONI, ED.D., PRINCIPAL

Middle School Excellence- Featured Update

October has been a busy month at AMS and learning is definitely in full swing! We are proud to be implementing curriculum, instruction, and assessment that is truly aligned with standards and engages students in diverse ways! The following are just a few highlights from the past month:

- In 5th grade Humanities classes, students are reading the novel *Peak*, about a boy whose talent in climbing skyscrapers... sends him on a journey to climb Mt. Everest. In order to build background knowledge and develop connections with the story and main character, students had the opportunity to Skype with a Sherpa in Nepal and participate in a rock-climbing field trip!
- In 6th grade Humanities classes, students are learning about the Stone Age and reading the novel, *Touching Spirit Bear*. Students were challenged to design their own brushes and design cave paintings to depict a story of life during the Stone Age for future generations to uncover.
- 7th grade celebrated Outsiders Day on October 4. This year's Outsider's Day saw incredible class participation as students got into character as either a Soc or a Greaser. Students have been diving into the novel and discussion about what it means to be an Outsider.
- 8th grade students just returned from the Ecology School at the Poland Springs Resort in Maine. Students were immersed in studying ecological principles, sustainability, and team building throughout the weeklong experience. Our 6th grade students will travel to the same site later this spring. This year we have begun a partnership with the Ecology School that will feature a residency program for our 5th and 7th grades in addition to the 8th and 6th grade camp experiences. The Ecology School curriculum will follow our SAU39 approved Science Curriculum to bring a unique and connected experience to each grade level.

Objective: To better use the time we are allocated to meet student needs

- **2020/2021 Master Schedule-** AMS Staff were presented with an overview of the proposed 2020/2021 Master Schedule. The guiding principles of the schedule redesign were presented and include the addition of an advisory program and a later school start time. Several opportunities are planned for staff to learn more about the schedule and provide feedback. At this point, the framework of the schedule is established and there are several areas where creativity and staff input are still needed in the design such as length and format of advisory, Integrated arts schedule, and longer block versus everyday class meeting times.

Objective: Support a culture where staff love to come to work each day

- **Grow, Learn, Connect-** During the October Late start, AMS teachers took a deeper dive into the Work Study Practice of Creativity. Creativity is truly about innovative thinking, the iterative design-redesign process, problem solving and is often misunderstood. Teachers broke down each of the components of Creativity, discussed how they would instruct creativity and where in the existing curriculum it could be assessed. Conversations were rich and occurred across grade levels and content areas. Excellent questions were raised that will help us to collectively refine our work and deepen our ability to help students gain proficiency with this important skill.
- **Staff Appreciation, Why Wait?:** AMS continues to focus on supporting the whole teacher this school year by focusing on both teacher physical and mental well-being. Teacher wellness has a direct correlation to a positive culture and student learning. For the month of October, AMS administration delivered an afternoon treat of apple cider and cinnamon donuts, from our very own café, to staff throughout the school. It was wonderful to see so many classrooms of students cheer for their teachers during our "special delivery." Stay tuned for our November surprise!
- **AMS Staff SOARS-** SOAR awards are not just for students but for staff too! Staff are able to recognize one another for helping students and staff SOAR. Staff award SOAR awards to one another through an electronic form and are recognized with a thank you note from administration. Every two weeks, when we pull student winners from each grade, a staff winner is also randomly chosen for special recognition and prize. We are also working to create a more permanent display of Staff SOAR awards to decorate the school and model for our students that this is simply who we are.

Objective: Students, teachers, and families collaborate, using goals, to empower student success

- **Data Dives-** Data Dives have kicked off with grades 5th through 8th. Grade level teams met with the MTSS leadership team, including Heather Jennings, Bethany Bernasconi, and the instructional and behavior coaches. During these initial meetings, grade level teachers reviewed the purpose of data dives, identified areas of instructional focus, and began navigating the digital data wall. Through the use of the data wall, teachers examined grade, class, and group trends, began having conversations around the use of iCan and Eagle time, identified opportunities for extension and intervention, and identified needs to be brought to the MTSS individual problem-solving team. All grades have also completed their first round of MTSS individual problem solving. They met with a team of staff of varying disciplines to develop individualized plans to meet students' academic, behavioral, and/or social emotional needs.
- **Coaching-** Behavior and Instructional coaches meet weekly with Administration to discuss student needs and ways to support teachers with core practices and those looking to try something new. Coaches play a vital role in supporting staff in new instructional methods, grading and reporting, and while they don't have their own students, the work of coaches directly correlates to student success. The AMS Behavioral Coach, Deb Dionne, works to support teachers implementing Responsive Classroom, supports students needing behavior plans, models personalized effective classroom management strategies, as well as a variety of other roles in the building. Collaboratively we are working to develop and pilot top 10% programming ideas in Eagle and iCAN blocks. As these take form and roll out to students, we will share out additional details.
- **Empower Student Rollout & Goal Setting-** All AMS students have now participated in initial training and are logging into Empower to access their scores, upcoming assignments, and goals set. Many teachers

are also using Empower in conjunction with Google Classroom to provide students with a diverse set of experiences and access to a variety of resources. Across all of AMS, teachers and students are collaborating to use Empower to set healthy goals and take greater ownership of their learning. In grades 5 & 6, students are reflecting on their progress and setting goals for the coming week each Friday. They began with class and team goals in order to help students become more comfortable with setting realistic and achievable goals. In grades 7 & 8, this same process is happening on Day 6 during students' EAGLE block. We are encouraging students to share their goals and progress in Empower with parents to continue our work in building a strong collaboration between home, student, and school. AMS held two separate parent focus group sessions to help us troubleshoot the system, design our parent roll-out, and training materials for families. AMS is collaborating with the SAU to finalize plans and timing.

- **School-wide Behavior Practices-** Students and staff have completely bought into the SOAR awards. The office windows are filled with colorful reminders of all the great successes, ownership, acceptance, and respect our students have been displaying. A drawing for an opportunity to choose from the student reward menu has been occurring on every other week. Students chosen, get to participate in various preferred activities, such as being an assistant to an administrator, decorating a space in the school, or a game of gaga ball with a friend and an administrator. The students are buzzing about the rewards. Staff have also been nominating each other for awards and receiving tokens of appreciation.
- **Building Relationships-** Building enduring relationships with students continues to be a priority of the Amherst school district. It is evident that these relationships help keep students engaged and feeling valued in the academic setting. Meaningful relationships can also predict life long happiness and serve as a protective factor for future negative events students may experience. In addition, strong meaningful relationships also buffer against the impact of chronic stress and trauma. A year long series entitled "Fundamentals of Working with Children and Adolescents" is being presented to the Amherst Middle Faculty during staff meetings. The series highlights the following: Reviewing the concepts of how children form relationships when they are young, what happens when the cycle is interrupted by chronic stress or trauma, techniques to develop strong meaningful relationships with children/adolescents, and what role can you play as a teacher when students enter your classroom with a history of chronic stress or trauma.
- **Girl Talk-** Soliel Gookin, a senior at SHS, has shown interest in starting a Girl Talk Chapter at AMS. Girl Talk is a national program to support teen girls. Soliel reached out to the school and Mrs. Wyborney was happy to help support her. Soliel is leading the groups and presenting the curriculum, and Mrs. Wyborney is acting as the mentor for the program. The girls love having a high school student facilitate the groups around topics such as self-esteem, relationships, bullying, self-image, stress, anxiety, and more. We are so thrilled to be able to offer this to our students.

Objective: Support and create healthy, collaborative, flexible instruction spaces throughout campus in order to support personalized learning

- **Facilities and Budgeting-** AMS and SAU39 administration has begun scheduling and meeting with members of the Ways & Means Committee to review all aspects of the proposed budget. A number of

items have been placed on a list for consideration by the Amherst School Board to in the proposed budget including new furniture to allow for flexible seating and updating of classroom spaces as well as new chorus risers, and wall safety mats for the gym.

Facilities, Finance, and Operations

- **Enrollment**

Grade	Aug.	Sept.	Oct.	Ave class size 2018
5	139	138	138	23
6	156	154	155	26
7	169 (23 MV)	169 (24 MV)	169 (24 MV)	21
8	165 (28 MV)	164 (28 MV)	163 (28 MV)	20.5
Total	629	625	625	
Total 2018/2019	634	635	637	

Upcoming Events

- Oct. 22: Theater Club Auditions
- Oct. 23: School Picture Make-up Day
- Oct. 23: Boys basketball meeting
- Oct. 23-29: Red Ribbon Week
- Oct. 24: Parent Conferences, 2:30-7pm
- Oct. 25: Theater Club Auditions
- Oct. 28: Athletic Banquet for Cross Country & Volleyball
- Oct. 29: Destination Imagination Information Meeting, 6pm
- Oct. 29: Athletic Banquet for Field Hockey & Soccer teams
- Oct. 30: Project Safeguard Conference, gr 7
- Oct. 30: Theater Club Kick-off meeting, 7:30pm
- Oct. 31: Halloween parade, appropriate costumes welcome
- Nov. 1: No School, Parent Conference Day
- Nov. 4-8: Basketball tryouts
- Nov. 8: End of Progress Reporting Period 1
- Nov. 8: Veteran's Walk-A-Thon, late start schedule
- Nov. 11: No School, Veteran's Day
- Nov. 12: Late Start Day
- Nov. 15: School dance, 7pm

Nov. 27-29: No School, Thanksgiving Recess

Consent Agenda Item #1

Mont Vernon School Board

Thursday, October 10, 2019

Meeting Minutes

Attendees:

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

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

Board Minutes: Danae Marotta

Public: Peter King, Moderator MVSD

I. Call to Order

Chair of the MVSB, Ms. Sarah Lawrence, called the meeting to order at 6:00PM.

Ms. Hinckley then presented Principal Schuttinger a special gift from the students for his 5th Anniversary at the MVVS.

II. Public Input I of II

No Public Comment

III. Superintendent's Report

Budget Committee Update

Mr. Peter King, Moderator of the MVSD, noted that they have a full budget committee.

The Board thanked Mr. King for all of his work.

Lighting and Electricity Update

Superintendent Steel then noted that they talked to an engineering firm and they said that there are several things that happens when savings does not show up. First, schedule changes, second, old light fixtures with new lighting and not much difference in wattage.

They dug a little deeper and reached out to the company that installed the lights. First, all of the lights are working as they should. Second, they are using less electricity but for a longer period of time. Additionally, the police had asked for the exterior lights to stay on longer.

Mr. O'Keefe mentioned that a previous Board Member had noticed that the lights were out after a Town Meeting.

Mr. Steel remarked that the multipurpose room is being used more.

32 They have reprogrammed the classroom sensors down to 5 minutes from 10, and want to see
33 more bills come back.

34 Mr. Driscoll asked when are the exterior lights going off.

35 Mr. Steel replied that it says that they are staying on all night.

36 Principal Schuttinger added that the lights are coming on for 5:15AM for the morning and they
37 usually shut off around 11PM.

38 Mr. O Keefe asked about the type of lights.

39 Mr. Steel remarked that they could add occupancy sensors for outside. They are still working on
40 some things.

41 He then added that he will keep reporting back to the Board on this topic.

42 Math Update

43 They did NWEA testing this fall and have noticed areas of concern for two grade levels. It
44 showed poor growth scores in math and it is significant enough in that they have intervened.
45 Principal Schuttinger has created a comprehensive plan for what they will do for the rest of the
46 year. Given the small size of the school, he would prefer the grade levels to be ambiguous. There
47 will be extra math instruction this year and even some re-teaching of last year's work.

48 He wants the Board to be aware that they have caught it and will be happy to share the plan.

49 Ms. Lawrence asked about additional support for the staff.

50 Mr. Steel replied, yes.

51 He then commended SAU # 39 Business Administrator, Ms. Michele Croteau, for excelling in
52 getting up to speed with the budget process.

53 The Board thanked Superintendent Steel.

54 IV. Principal's Report

55 Principal Schuttinger thanked Mr. Michael Jolin, Mr. Timothy Camitta, and Mr. Wasson for their
56 time and efforts in completing their Gaga Pit project. They now have a completed structure for
57 the students to use on their playground thanks to the fundraising efforts of alum, Nicholas
58 Wyman.

59 He then asked the Board if there were any questions.

60 Mr. O'Keefe asked about bus dismissal.

61 Principal Schuttinger replied that it is going well and they revamped the process. What is
62 happening now is that the walkers are being called down just after the pick-up students. As
63 busses are being called down they have already dismissed walkers and it is more efficient.

64 Mr. O'Keefe asked if there was an increase in walkers.

65 Principal Schuttinger replied, no, numbers have stayed steady and pick up is still pretty heavily
66 loaded.

67 Mr. O’Keefe asked for an update on the transition of the 6th to 7th graders. It is important to him
68 as a parent and Board Member.

69 Mr. Steel replied that he will ask Dr. Bethany Bernasconi, Principal of AMS, to do that.

70 Mr. Eckhoff asked about the shuttle bus participation

71 Principal Schuttinger responded that ridership bumped up for a bit (10 or 12) but then went back
72 down (5 or 6).

73 Mr. Eckhoff asked how long do they commit to it and what are the related costs.

74 Superintendent Steel explained that it is about \$10,000 for the year and he believes that it is
75 coming out of the Middle School and High School Budgets. It is for the transportation of MV
76 and Souhegan students and comes back through the tuition and Cooperative budgets.

77 Ms. Lawrence then added that her son had a good experience at Ecology Camp.

78 The Board thanked Principal Schuttinger.

79 V. Committee Updates

80 Ms. Hinckley noted that they discussed Superintendent Steel’s review at the Policy Committee
81 meeting.

82 Ms. Lawrence mentioned that the Reconfiguration Subcommittee had another great meeting
83 today (today was the last meeting). She has uploaded the proposal to the Trello Board and will
84 be presenting their findings and recommendation to the SAU Board, next Tuesday, October 22nd.

85 VI. Consent Agenda

86 **Mr. Driscoll motioned to approve the Consent Agenda Item 1. Draft Minutes September 12th**
87 **2019. Ms. Hinckley seconded the motion. The vote was unanimous, motion passed.**

88 VII. FY 21 Budget

89 SAU #39 Business Administrator, Ms. Michele Croteau, remarked that there is a printed
90 document of the budget.

91 Mr. King asked if she can email that to him so he can forward it to the Budget Committee.

92 Ms. Croteau then noted that this is the first draft and the work begins here.

93 In looking at the Executive Summary, FY’21 Default is a 3.34% increase \$172,507, from FY 20.
94 The FY’21 Proposed is a 3.81% increase, \$196,577, over FY’ 20. The difference between the
95 default and the proposed is \$24,070.

96 She noted that this is excluding any special warrant articles.

97 The next slide is a graph showing that the FY 21 Default of \$5,333,064 and the proposed of \$5,
98 357, 134 with the total increase of 3.81%.

99 The Appropriation Comparison shows the budget with the special warrant article.

100 In terms of the default calculation, you start with the current year's budget, there is a formula
101 from the State and it seems that each year it becomes more refined and defined. You then justify
102 changes, such as an increase in special education (\$168, 228), Tuition is going down (-\$61,000),
103 CBA Wages and Benefits (\$74, 460), Transportation (-\$12,058) and everything else (\$2,877) for
104 a total of \$172, 507.

105 Mr. Steel noted that health insurance came back as 2.8%.

106 Mr. Driscoll asked about the tuition offset of the couple of ASD Kindergarten students here at
107 the MVVS.

108 Discussion ensued.

109 Ms. Croteau replied that she will look into it and get back to the Board.

110 Mr. Steel remarked that they could choose to go back to Amherst as well.

111 Ms. Croteau then reviewed that the Proposed Budget Calculation starting with the default.

112 She then reviewed the visual representation with the largest being in salaries.

113 For the projected staffing levels, they will keep the same staffing that they have this year.

114 Mr. Driscoll asked if that affects the default budget.

115 Ms. Croteau replied, yes.

116 Mr. Driscoll then asked about the 0.8 PE position.

117 Mr. Steel mentioned that the 0.2 would be in the proposed not the default. They had increased it
118 from a 0.6 to a 0.8.

119 Ms. Croteau then reviewed the Non-Certified staffing and the Roof Replacement Plan

120 She noted that there were some items for Board discussion and did not want them to fall off the
121 radar. These include the retaining wall by the basketball court \$20,000, repairs to the building
122 (\$5,000), repairs to the bathrooms across from the Library (\$25,000), Server Replacement-
123 enterprise portion (\$1,900), Server Replacement, domain controller/filer server for MVVS local
124 (\$7,000) and Firewall (\$2,300).

125 Superintendent Steel noted that they have continued with the past practice of having these things
126 listed separately.

127 Mr. Driscoll remarked that he noticed rot by the kitchen door.

128 Principal Schuttinger mentioned that he and Facilities Director, Mr. John Robichaud, have gone
129 through and made a list. He will bring it to the next meeting.

- 130 Mr. Driscoll noted with excess funds they might be able to complete some projects.
- 131 Ms. Croteau then discussed the SAU #39 Budget is still being developed, health insurance is
132 listed as a 10% increase and dental did go up slightly. The Bus Transportation contract expires in
133 June of 2020 and they need to have a discussion regarding the special warrant article.
- 134 Mr. Steel remarked that he has a meeting with them tomorrow.
- 135 Mr. Driscoll asked when does the AMS Tuition Agreement expire.
- 136 Superintendent Steel replied, this budget year, it goes through June 30th 2021. Negotiations
137 should take place before the budget season next year.
- 138 Mr. Driscoll asked if they were going to use Google Docs.
- 139 Mr. Steel replied, yes.
- 140 Ms. Lawrence asked the Board for questions.
- 141 Mr. O'Keefe asked about keeping a level budget or with adding in other positions was it left out
142 intentionally.
- 143 Mr. Steel replied that they felt like it was more discussion for the Board.
- 144 Mr. O'Keefe asked if he thought there was a need from an instructional standpoint for making
145 those positions greater.
- 146 Mr. Steel replied that he would put world language first and music second. He then explained the
147 reasoning.
- 148 Mr. O'Keefe added that they have had great support from the community last year. They are now
149 up to two teachers per grade. There is a lot of new construction in MV and the Board will soon
150 have to look at staffing and space.
- 151 Mr. Steel remarked that regarding the State Budget this year, the MVSD will be receiving an
152 extra \$330,000 in State Revenue. This is additional revenue that will go to offset the tax rate.
- 153 Ms. Croteau mentioned that it would show up on the revenue side.
- 154 Mr. Driscoll added that they need to find a creative way for a band experience that they could
155 continue in the middle school.
- 156 Mr. Schuttinger noted that Band and Chorus will be back.
- 157 Mr. Driscoll asked if the staff member organizing band is the current music teacher.
- 158 Principal Schuttinger replied, yes.
- 159 Ms. Lawrence added that she would love to see a full time language position, however, they are
160 waiting to hear more back from Spanish Teacher, Ms. Danielle Guarrera.

161 Mr. King remarked that there is money available for bus companies. One is for the Diesel
 162 Emissions Reduction Act (DERA) and the other is for electric school busses. The difficulty is
 163 that most schools contract with bus companies and do not own their own busses. He then asked
 164 Superintendent Steel to look into it since he is meeting with the Bus Company tomorrow.

165 Ms. Lawrence asked for other questions or comments on the budget.

166 There were no further comments and the Board thanked Ms. Croteau.

167 VIII. Board Goals Update

168 Principal Schuttinger reviewed the objective of: Providing quality physical activity programming
 169 for students after school beginning October 2019.

170 He then remarked that they continue to meet each week. Mr. Buckholz has created three surveys
 171 for students.

172 Principal Schuttinger also met with Ms. Heather Kennedy of MV Recreation Dept. and reached
 173 out to Mr. Dan Wyborne, Athletic Director of SHS. Surveys will be completed by students in
 174 the second week of October. Surveys will be completed by students in the second week of
 175 October.

176 He then reviewed a sample of the set days, meeting times and age/grade level distinction for after
 177 school meeting days. (e.g. Monday = K-2, Wednesday = 3 & 4, Thursday = 5 & 6)

178 He then reviewed the objective of: Grades 3-6 will achieve 60% proficiency on the NHSAS 2020

179 He explained that grade level meetings have been established and began the week of September
 180 30th. During those meetings they have been reviewing the beginning NWEA data and NHSAS
 181 scores from last year. They have not created OKR's for all grade levels in the first meeting.

182 Additionally, goal setting documents were not used for the fall assessment. They will be using
 183 them for the subsequent NWEA assessments this year.

184 Ms. Charline Brown, MVVS Math Interventionist, has begun her work in the classrooms. She
 185 has also presented twice to classroom teachers for the year, once during the September Late Start
 186 and once at the October Staff Meeting on math instructional methods she learned at O-Gap
 187 training this past summer. These trainings will continue through the year.

188 He then reviewed the objective of: Design a Multi-Tiered System of Support(MTSS) that meets
 189 the needs of all learners by January 2020.

190 Grade level meeting days and times were established and began the week of September 30th.
 191 Teacher concerns have been shared and next steps are being discussed. The MVVS RTI process
 192 is being reviewed at a meeting on October 3rd with Ms. Meg Beauchamp, Mr. Kurt Gergler
 193 (School Psychologist), Ms. Valerie Robinson, Ms. Charline Brown, Ms. Maggie Holm, Ms. Lori
 194 Meader, and himself.

195 Ms. Brown has begun sharing her training from O-Gap PD she received this summer along with
 196 two other staff. These will continue at staff meetings through the school year. Case Managers

197 have begun using Do the Math with students who have identified gaps in their math
 198 understanding. Training for this program was delivered to staff during the summer MVEA PD
 199 Day in June.

200 Principal Schuttinger then reviewed the objective of: Move all staff using Empower to a level of
 201 proficiency by December 2019.

202 The handbook review will be shared with staff during an October Staff meeting. A channel on
 203 SLACK was established this summer to keep administration and 'leads' with easy access to the
 204 group for support or information when using Empower. Assistant Superintendent, Ms. Christine
 205 Landwehrle, also had a pilot session with Empower and it was very positive.

206 Ms. Landwehrle agreed that it was very successful. They ran into a few tech glitches and they
 207 have been fixed already. They will be sending out a survey for feedback at the end of the week.

208 They also realized that a concern from parents was accountability for their child. They do not
 209 want to create anxiety in students. It was pretty strong feedback and it is more in the messaging
 210 and working with their child. Those are the things that they are working on right now.

211 Mr. O'Keefe asked for clarification on the roll out to students.

212 Ms. Landwehrle replied that it is for 5th grade students and up.

213 Ms. Landwehrle noted that teachers are printing their own progress reports. There is a high level
 214 of support that is provided now.

215 Mr. Schuttinger remarked that there is a lot of things that they will be front loading.

216 Ms. Landwehrle noted that they do have a teacher report that only admin can run, and they can
 217 reach out to help that person.

218 Mr. O'Keefe gave his support for helping the teachers.

219 Ms. Landwehrle added that Team Time is so critical, and they are always willing to support
 220 teachers.

221 Mr. Eckhoff asked about support for parents, how to get into Empower.

222 Principal Schuttinger noted that there was a guiding document from AMS and they will have
 223 something similar to that too.

224 Ms. Hinckley asked about other parent supports.

225 Ms. Landwehrle noted that Ms. Galen Tremblay, Data Coordinator at the SAU, will be able to
 226 help and maybe the PTA would be a great support as well.

227 The Board thanked Principal Schuttinger.

228 IX. Policies First Reading- (From SAU 09 19 19 Meeting)

229 Ms. Lawrence noted that this is open for discussion.

230 Mr. Driscoll noted that they do not need the policy about students driving.

231 Ms. Lawrence asked what about a high school student that comes up for volunteering.

232 Superintendent Steel remarked that legally would not apply.

233 The Board noted that that they will be removing Policy JIHB. They did review it and it does not
234 apply.

235 Ms. Landwehrle noted that they can note that in the Trello Board and Amherst might make the
236 same decision.

237 **Mr. O’Keefe motioned to accept the policies BBAB/BDB, BDC, BDD, BEDA, BEDB, BGA,**
238 **BGC, DKC, GBEC/ADB, JI, JICD, JICDD, JICH, and JICK as stated. Mr. Eckhoff**
239 **seconded the motion. The vote was unanimous, motion passed.**

240 X. Public Comment II of II

241 No Public Input

242 XI. Non- Public Session

243 None

244 XII. Meeting Adjourned

245 Mr. Driscoll asked for a non-public session with Ms. Meg Beauchamp, Director of Student
246 Services, to look at the special education budget. It would be helpful to review their minutes as
247 well.

248 Mr. O’Keefe then reminded the Board that there is an important SAU meeting coming up on
249 Tuesday, October 22nd. He encouraged the Board Members to attend.

250 **Ms. Hinckley motioned to adjourn the meeting at 7:17PM. Mr. O’Keefe seconded the**
251 **motion. The vote was unanimous, motion passed.**

Consent Agenda Item #2

Treasurers' Cash Journal

DATE	DESCRIPTION	People's United Acct #502003822		DESCRIPTION	People's United Acct #502003822		BALANCE People's United Acct #502003822	
		AMOUNT			AMOUNT		AMOUNT	
07/01/19	Beginning Balance	\$0.00			\$0.00			\$708,408.83
		\$0.00			\$0.00			\$708,408.83
		\$0.00			\$0.00			\$708,408.83
		\$0.00			\$0.00			\$708,408.83
		\$0.00			\$0.00			\$708,408.83
		\$0.00			\$0.00			\$708,408.83
		\$0.00			\$0.00			\$708,408.83
07/09/19		\$0.00		Direct Deposit	\$6,775.89			\$701,632.94
07/11/19	Deposit Project Reimbursement	\$6,484.77		EFT IRS Taxes	\$1,956.66			\$706,161.05
		\$0.00		Payroll CK# 5055358	\$72.20			\$706,088.85
		\$0.00		Retirement (457)	\$167.08			\$705,921.77
		\$0.00			\$0.00			\$705,921.77
		\$0.00			\$0.00			\$705,921.77
		\$0.00		Expense CK#'s 1022008-1022034	\$100,371.57			\$605,550.20
		\$0.00			\$0.00			\$605,550.20
		\$0.00			\$0.00			\$605,550.20
07/12/19	Deposit USDA Meal Programs	\$472.70			\$0.00			\$606,022.90
		\$0.00			\$0.00			\$606,022.90
07/22/19	Deposit CK# 22614	\$325,686.00			\$0.00			\$931,708.90
	CK# 400139	\$2,238.55			\$0.00			\$933,947.45
	CK# 502	\$259.34			\$0.00			\$934,206.79
		\$0.00			\$0.00			\$934,206.79
		\$0.00			\$0.00			\$934,206.79
		\$0.00			\$0.00			\$934,206.79
07/23/19		\$0.00		Direct Deposit	\$12,236.68			\$921,970.11
		\$0.00		EFT IRS Taxes	\$3,622.08			\$918,348.03
		\$0.00			\$0.00			\$918,348.03
		\$0.00			\$0.00			\$918,348.03
		\$0.00			\$0.00			\$918,348.03
		\$0.00			\$0.00			\$918,348.03
07/25/19		\$0.00		Payroll CK#'s 5055359-5055361	\$1,118.94			\$917,229.09
		\$0.00			\$0.00			\$917,229.09
		\$0.00			\$0.00			\$917,229.09
		\$0.00			\$0.00			\$917,229.09

		\$0.00		\$0.00	\$917,229.09
		\$0.00	Expense CK#'s 1022035-1022055	\$38,514.62	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
		\$0.00		\$0.00	\$878,714.47
07/30/19	Deposit US Dept. Treasury	\$7,986.94	Payroll Ded CK#'s 5055362-5055364	\$49,013.42	\$837,687.99
		\$0.00		\$0.00	\$837,687.99
		\$0.00		\$0.00	\$837,687.99
		\$0.00		\$0.00	\$837,687.99
		\$0.00		\$0.00	\$837,687.99
		\$0.00		\$0.00	\$837,687.99
07/31/19	Food Service	\$0.00		\$0.00	\$837,687.99
	Interest	\$728.63		\$0.00	\$838,416.62
	TOTALS	\$343,856.93		\$213,849.14	

Accounts Payable Voucher - July 2019

Jul-19 \$ 138,886.19

Payroll Voucher

Jul-19 \$ 50,371.64

Payroll - Direct Deposit & Taxes

Jul-19 \$ 24,591.31

TOTAL \$ 213,849.14

7/31/2019 \$ 931,637.60

Outstanding A/P CK #

1021866	\$	18.75	Surplus Distribution
1021999	\$	33.34	Sara Millas
1022011	\$	1,560.00	Caring Hands Transportation LLC
1022023	\$	3,255.61	NH School Boards Association
1022029	\$	232.46	John Schuttinger
1022035-1022055	\$	38,514.62	Expense CK's

AP Total \$ 43,614.78

Outstanding P/R CK#

5055278	\$	69.26	Stephen O'Keefe
5055316	\$	138.52	Sheila Rousch
5055353	\$	385.00	St. Anslem College
5055362-5055364	\$	49,013.42	Payroll Deduction Checks

P/R Total \$ 49,606.20

	\$	93,220.98	
Total Outstanding	\$	838,416.62	
Book Balance	\$	931,637.60	
Adj Book Balance		-	

Consent Agenda item #3

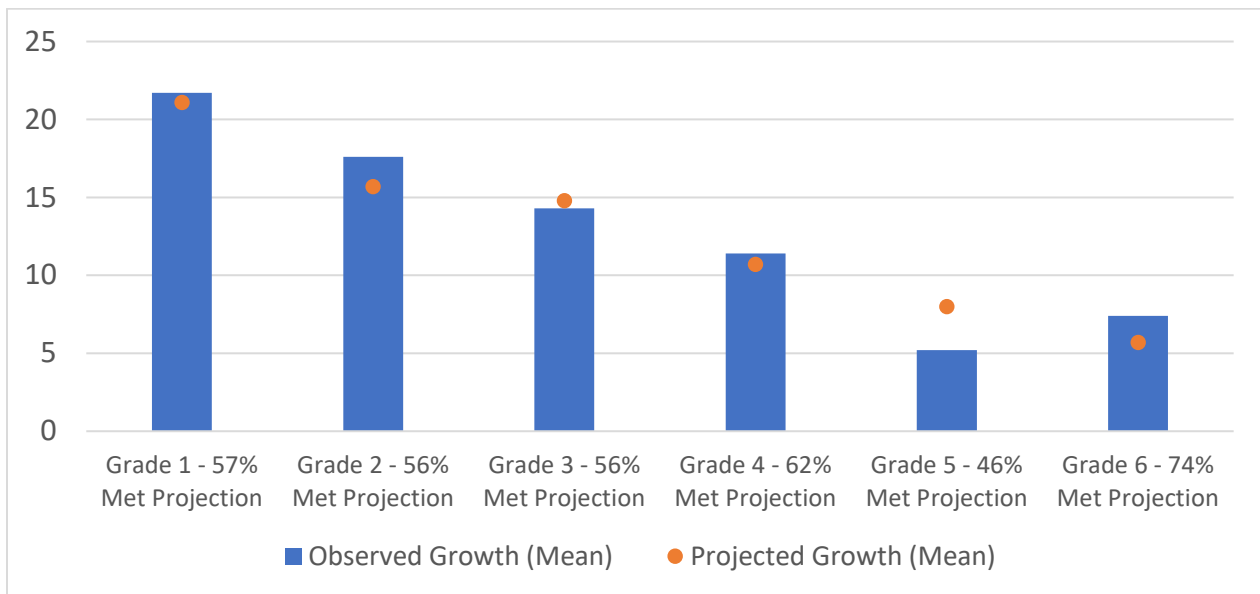
Mont Vernon Fall 2019 NWEA Assessment Results

The NWEA Measures of Academic Progress assessment is a standardized assessment given to our students in grades K-10 in reading and math. We use the results to help us measure and monitor student growth and progress. This computer adaptive assessment establishes a student’s instructional level and identifies areas of focus for growth.

Reading – Mean RIT Scores (achievement) and Percentiles

Grade	Student Count	Mean RIT	Percentile
K	26	142.5	60 th
1	23	167.0	89 th
2	25	189.5	99 th
3	27	196.4	90 th
4	26	205.4	88 th
5	28	212.9	88 th
6	27	218.3	88 th

Reading Growth Summary – Fall 2018 to Fall 2019



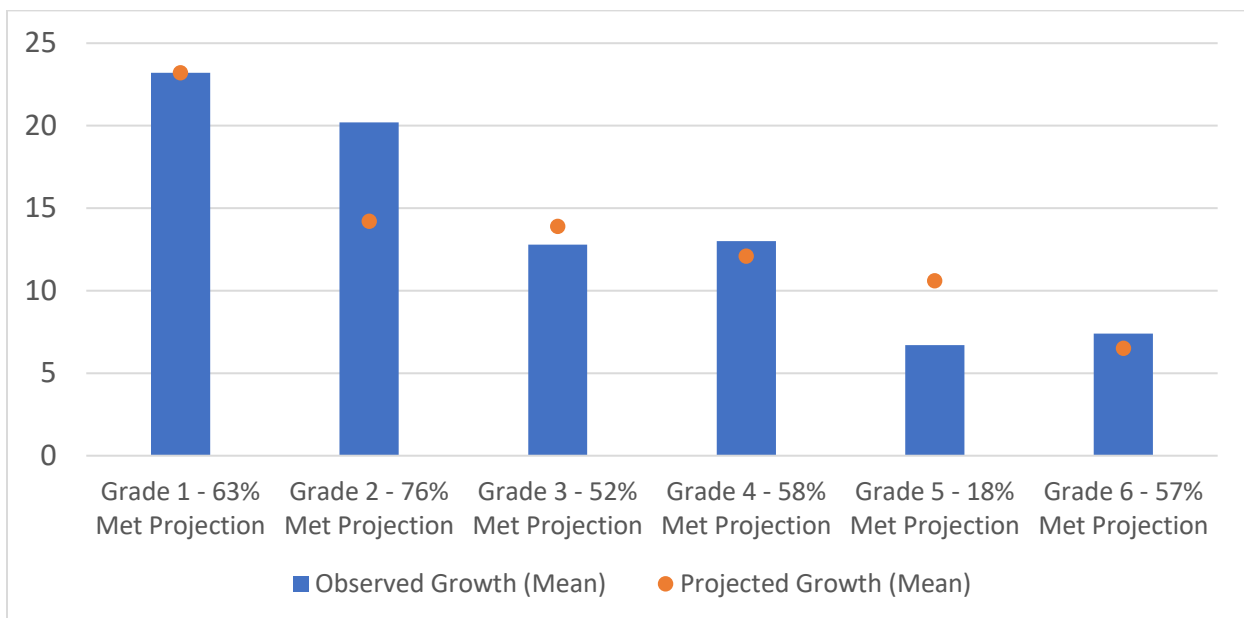
Reading Summary

NWEA reading results for grades 1-6 showed high achievement with all grade levels between the 88th and 99th percentiles. Our kindergarten achievement results provide a baseline for future NWEA assessments. Both our percent of students meeting target growth and our grade level growth is strong in all grade levels. With the exception of grade 5, all grade levels exceeded growth norms (50% of students meeting target growth). In addition, nearly all grade levels met their projected growth targets. Amherst and Mont Vernon had consistent results this fall with grade 5 students in reading. We will be examining our reading curriculum and instructional practices in grade 4 this year.

Math – Mean RIT Scores (achievement) and Percentiles

Grade	Student Count	Mean RIT	Percentile
K	26	142.7	65 th
1	24	168.4	88 th
2	25	195.3	99 th
3	27	193.6	74 th
4	26	205.6	75 th
5	28	210.2	45 th
6	28	219.3	61 st

Math Growth Summary – Fall 2018 to Fall 2019



Math Summary

Our NWEA math results continue to show high achievement levels in the lower grades (grades 1 and 2) with our kindergarten results providing a baseline for future NWEA assessments. In the upper grades, we continue to see lower achievement levels which we hope will be corrected this year with our revised math curriculum and our year of math. With the exception of grades 5, all grade levels exceeded growth norms (50% of students meeting target growth). In addition, all grades except 3 and 5 met their projected growth targets. Given the low growth in grade 5, we are providing additional support to students this year in fifth grade. Our special educators are implementing our Do the Math program as a supplement for students who need additional practice on prior grade level concepts. Our math interventionist is spending more time with grade 5 and providing extra support to ensure strong growth this year. Additionally, we are in the beginning stages of planning a grant funded before school or after school math support program for our grade 5 students.

Policy First Reading-
(From SAU 10 22 19 Meeting,
BEDG- Minutes)

AMHERST, MONT VERNON, SOUHEGAN, and SAU39 POLICY

BEDG - MINUTES

Category: Recommended

Under RSA 91-A, the school board, and each of the school board's committees (whether standing or ad hoc, or whether deemed a sub-committee or an advisory committees) is required to keep minutes for every "meeting" as defined under 91-A:2, I. As used below, "Board" shall mean and include the district school board, and each such board committee.

The Board will keep a record of the actions taken at Board meetings in the form of minutes. At a minimum, all minutes, public and non-public, shall include:

- 1) the names of members participating,
- 2) persons appearing before the School Board (any persons other than board members who address the board or speak at the meeting;
- 3) a brief description of each subject matter discussed;
- 4) identification of each member who made a first or second of any motion;
- 5) a record of all final decisions;
- 6) When a recorded roll call vote on a motion is required by law or called for by the Chair (or other presiding officer), a record of how each board member voted on the motion; and
- 7) In the event that a board member objects to the subject matter discussed by the board, if the board continues the discussion above the member's objection, and upon the request of the objecting member, then - and irrespective of whether the objection/discussion occurred in public or non-public session - the public minutes shall also reflect (i) the objecting member's name, (ii) a statement that the member objected, and (iii) a "reference to the provision of RSA 91-A:3, II that was the basis for the discussion." (See RSA 91-A:2, II-a.).

Copies of the draft minutes of a meeting will be sent to the members of the Board before the meeting at which they are to be approved. The preceding sentence, however, shall not apply to minutes of non-public sessions when the Board has sealed such minutes by a recorded roll call vote taken in public session with 2/3 of the board members present supporting the motion. Drafts of non-public minutes will be provided to the Board either at the conclusion of the non-public session and may be approved at the time - prior to any vote to seal, or if sealed, provided to Board at the meeting at which they are to be approved.

Draft minutes of all public meetings, clearly marked as drafts, will be made available for public inspection no later than five (5) business days after each public session. Minutes for non-public sessions shall be kept as a separate document. Draft minutes for all non-public sessions, will be made available for public inspection within seventy-two (72) hours after the non-public session, unless sealed in accordance with the procedure described in the preceding paragraph.

Notes and other materials used in the preparation of the minutes must be retained until the minutes are approved or finalized.

All minutes, including draft minutes, will be kept in accordance with RSA 91-A:2 and RSA 91-A:3 and will be in the custody of the Superintendent.

AMHERST, MONT VERNON, SOUHEGAN, and SAU39 POLICY

BEDG - MINUTES

Approved minutes, except those non-public session minutes which are sealed, shall be consistently posted on the District's web site in a reasonably accessible location or the web site shall contain a notice describing where the minutes may be reviewed and copies requested. Draft minutes will be available for inspection at the District's administrative office.

Sealed minutes shall be reviewed periodically and unsealed by majority vote of the Board if the circumstances justifying sealing the minutes no longer apply. The Superintendent shall identify and bring to the Board's attention minutes which have been sealed because disclosure would render the proposed action ineffective where the action has been completed and the minutes no longer need to be sealed. The Superintendent will also identify any other sealed minutes where the justification for sealing no longer applies due to the passage of time. Generally, non-public session minutes sealed because divulgence of the information would likely affect adversely the reputation of a person other than a member of the School Board, will remain sealed.

District Policy History:

First reading: _____

Second reading/adopted: _____

District revision history:

Legal References:

RSA 91-A:2 II, Public Records and Meetings: Meetings Open to Public

RSA 91-A:2,II-a,

RSA 91-A:3 III, Public Records and Meetings: Non-Public Sessions

RSA 91-A:4 I, Public Records and Meetings: Minutes and Records available for Public Inspection