

1 **Amherst School Board**  
2 **Thursday, December 19, 2013**

3  
4 **ATTENDANCE**

5  
6 Amherst School Board

7 Peg Bennett, Lucienne Foulks, Amy Facey, and Paul Prescott

8  
9 Administrative Team

10 Peter Warburton, Gerry St. Amand, Porter Dodge, Nicole Heimarck, Betty Shankel, and  
11 Bruce Chakrin

12  
13 Minute Taker

14 Beth Penney

15  
16 **CALL TO ORDER**

17 Ms. Bennett called the meeting to order at 6:34pm.

18 **PRESENTATIONS/REPORTS**

19 Effective and Inspirational teaching

20 Grade One Experts - Mary Ireland

21 Ms. Ireland had the 1<sup>st</sup> grade students introduce themselves. Ms. Ireland discussed an  
22 activity called Brainwave. One of the students showed the board what Brainwave is and  
23 led the room through the process of relaxing and saying goodbye to all of the things that  
24 are bothering them and say good morning.

25 Ms. Ireland had a student discuss Non-fiction work including reading and writing poetry.  
26 The students read their work discussing the moon, turkeys, and holiday traditions.

27 The students taught the board members a three math lessons using cuisenaire rods. The  
28 lesson including identifying numbers, adding, and subtracting. The students also taught  
29 the board about number bonds. Number bonds help students to understand whole  
30 numbers and parts that make the whole number when doing addition and subtraction. The  
31 students taught the board about fact families. This is when you take numbers like 8, 6,  
32 and 2. Using these fact families you can make a whole with the parts for both addition  
33 and subtraction.

34 Ms. Ireland thanked the parents for supporting the teachers and the school. Colin, one of  
35 the students, is a very good reader, but was nervous about reading in front of so many  
36 people. With the help of his mom, he prerecorded reading the book the Night Before  
37 Christmas. He shared his prerecorded reading of the book with the board.

38 The board thanked Ms. Ireland and the students for their good work.

39 **CONSENT AGENDA**

40 Ms. Facey asked to pull the minutes from November.

41 Ms. Facey made the following changes to the minutes: Line 89: there were multiple  
42 opportunities for people to get involved; line 94: Ms. Facey will rewrite and send for the  
43 edits

44 Ms. Foulks made the following changes to the minutes: Line 99: The committee would  
45 like to form a Smart goal and; Line 103 NEASC ASCD, and BALD.

46 Ms. Bennett made the following changes to the minutes: Line 284: Jay; Line 198 “They  
47 discussed”

48 **Ms. Foulks made a motion to accept the consent agenda including the amended**  
49 **minutes for November 21, 2013, Treasurer’s report for October 2013, and**  
50 **Unanticipated Revenue to Student Activity Funds- \$2,561.47 from Hockmeyer**  
51 **Studios, Inc. Ms. Facey second the motion and the vote was unanimous.**

52 **PRESENTATIONS/REPORTS**

53 Innovative Technology Integration - Bruce Charkin

54 Mr. Charkin discussed the college and career readiness standards and the NET-S, which  
55 are the National Technology standards. He gave examples of tools students are using and  
56 doing with technology. He discussed the new paradigm of students sharing their work  
57 using the web. He explained Web 2.0 the read/write web, including story jumper. He  
58 showed some examples of books produced in Mr. Kidder’s class using Story Jumper.  
59 Students can build illustrations and add text to create a story. Mr. Charkin described  
60 Animodo, Glogster, and Raz-Kids. He explained, Hour of Code, which are instructional  
61 materials for students to understand writing code. This work was done with 5<sup>th</sup> and 8<sup>th</sup>  
62 grade students at AMS. He discussed i39 and showed an example of how a 7<sup>th</sup> grade  
63 science teacher is using i39. He discussed how teachers could use i39 to share resources  
64 and build content.

65 Mr. Prescott asked Mr. Charkin to share some of the challenges in getting this technology  
66 adopted further with other teachers.

67 Mr. Charkin stated that the technology team needs more time with teachers to teach them  
68 how to use the tools. He would also like teachers to have more time to work together to  
69 learn how to use the tools.

70 Ms. Foulks asked about i39 tutorials for parents.

71 Mr. Charkin stated that this is a very substantial suite of tools. Can make and offer  
72 tutorials for parents. This product has 4 releases a year, including with big enhancements  
73 each time. The schools have discussed with the teachers how they should be using the  
74 tools. There will be more workshops offered for the teachers starting in January and

75 February.

76 Mr. Dodge has been discussing having a tutorial session during the parent partnership  
77 meeting.

78 Mr. Charkin will provide links for the tutorials that are already out there on how to use  
79 i39.

80 Mr. Charkin discussed ePortfolio and how it can be used. Ideally students in K-12 will  
81 use the ePortfolio, so parents can see how their student has progressed as they move  
82 through the schools. They are currently using ePortfolio for the state required ITC  
83 Literacy portfolio and using it for online portfolios for students applying for college. He  
84 also discussed the interactive white boards that will be equipped in all the middle school  
85 and elementary classrooms. He showed a video clip of a Math lesson and how the  
86 Smartboards are being used. Smartboards are very effective. Research shows that  
87 Smartboards used by a skilled teacher can raise math scores. Mr. Charkin discussed  
88 Office 365, which is being rolled out at the high school first. This program is Office  
89 online including email, Word, Excel, Powerpoint, Sharepoint and other programs. This  
90 will be rolled out at AMS also.

91 Ted Landon asked about developing the Smartboard content and how many teachers are  
92 using Smartboards to the same level as the teacher in the video.

93 Mr. Charkin stated that all teachers who have the Smartboards are using them including a  
94 variety of software, which includes the Math in Focus programs.

95 Ms. Heimarck stated that there is one Smartboard lesson per unit for Math in Focus and  
96 this varies depending on the grade level.

97 Diligent Fiscal Oversight

98 FY13 Auditor's Report – Vachon, Clukay & Co.

99 Ms. Shankel stated that there was no issue with the audit. The report is unqualified, which  
100 is the best report you can have. This was the case for all three districts and the SAU.

101 FY15 Budget

102 Ms. Shankel discussed changes from draft 1 and draft 2 including the addition of  
103 paraprofessionals. Ways and Means recommended reducing the cost from a maintenance  
104 line item and putting it into a food service cost for the of cleaning the oven hoods. There  
105 was a technology line item left out and that was put back into the budget.

106 Ms. Shankel stated there is a reduction of 0.11% in this budget. The revenue estimate is a  
107 \$0.19 cent increase from this current year and this is an estimate.

108 Ms. Shankel explained that revenues are made from general fund expenditures, food  
109 service, and special revenue. She takes the items with revenue and reduces the budget by

110 those revenues. Local revenue is tuition and this will have an increase because of the  
111 increase in the preschool program and the tuition agreement with Mont Vernon. Food  
112 service is self-funding and there will be some building rentals. Last year the revenue  
113 number was larger because of the money from the LGC rebate, so this year there is a  
114 large reduction in the revenue number.

115 Draft #2 Revenue Warrant Articles

116 Ms. Shankel explained that tax impact would now go on the warrant articles. The tax  
117 impact is an increase of 19 cents and the tax impact of not passing the budget would be  
118 based on the default budget.

119 Ms. Shankel stated that there will be a warrant article for the AEA negotiations, for the  
120 budget, and for the new expendable trust being set up for Special Education. She is  
121 hoping to have this as warrant article for the next several years till the trust is built up  
122 \$200,000. She stated that at this time no money is needed for the Maintenance  
123 Expendable Trust.

124 Way and Means/Board Committee Reports

125 Mark Vincent stated that the budget process went very smoothly. The committee's list of  
126 questions was shorter than past years because of Ms. Shankel's hard work and the notes  
127 included with the line items.

128 Mr. Vincent explained that the revenue estimate results in a \$0.19 cent increase even  
129 though the result of the budget spending is going down. LGC came last year and people  
130 got some tax relief. This point needs to be a key point when presenting the budget. The  
131 taxpayers got a tax break last year and now the tax rate will go back up.

132 Mr. Vincent stated that the committee received answers and supporting documentation to  
133 their questions. They did not have too many recommendations from draft 1 to draft 2,  
134 besides moving the kitchen maintenance work to the food service surplus. The committee  
135 recommended that in building and grounds the resurfacing of stage could be done in a  
136 less costly manner. The committee also questioned the accreditation process for Clark-  
137 Wilkins and if the cost of having the accreditation will add value. There are only a small  
138 number of districts in the state like this one doing this. One of the committee members  
139 spoke with a real estate agent to determine if school accreditation helps with the purchase  
140 of the home. The real estate agent stated that the tax rate is a bigger player. Mr. Vincent  
141 discussed the justification of the accreditation and suggested removing the funding for  
142 that.

143 Mr. Prescott discussed how the notes with each line item cut down the time for the sub  
144 committees and allowed the committees to look at the budget more closely.

145 Mr. Vincent discussed the process and how there are so many costs that are increasing.  
146 They have been able to get a net reduction and are very happy with how things turned  
147 out.

148 Ms. Bennett thanked the Ways and Means for their hard work.

149 Jean Kuczewski discussed the accreditation and the application at the K-12. Accreditation  
150 allows for a positive attribute when applying for grants from the government and private  
151 grants. These grants can offset costs for the future budgets.

152 Ms. Bennett discussed the public hearing in January.

153 Mr. Vincent discussed that the Ways ad Means still need to cast a vote before the Public  
154 Hearing.

155 **ANNOUNCEMENTS**

156 Principals' reports

157 The principals' reports will be discussed next meeting since the January meeting is so  
158 early in January.

159 Board Commitments report

160 Mr. Prescott discussed the Innovative Technology Committee. They submitted the FY15  
161 budget, and i39 training. At the committee meeting, the technology team and integrators  
162 met and determined the i39 grade levels, which will use email. Next month the committee  
163 will work to develop early learner strategies and determine how to verify all teachers 3-8  
164 are posting homework. The committee will finalize dates on the milestones at the next  
165 meeting.

166 Ms. Facey stated that the Teacher Leader Evaluation Committee heard presentations  
167 about 5 observation tools and determined they would pilot one of the tools called  
168 Thoughtful Classroom. The Inspirational and Effective teaching committee will work  
169 another initiative. At the next meeting on January 28<sup>th</sup> the committee will finalize details  
170 of the field test. The committee will also work on another initiative about the grading and  
171 report card policy.

172 Mr. St. Amand stated that the trimester report card committee is made up of teachers  
173 from all grade levels and special subjects. The meetings will now include Mont Vernon  
174 Village School and Bruce Charkin. Clark Wilkins does not have a recording system  
175 connected to a database. Mr. Charkin will share the elementary report card format  
176 connected to MMS, the student database system, at the next meeting. This is the 1<sup>st</sup> year  
177 using progress reports all 3 trimesters. The 1<sup>st</sup> trimester progress report was shared at the  
178 parent teacher conferences and this was found to be more valuable then just sending them  
179 out. The school is committed to a standards based report card system. The committee is  
180 looking for an elementary school model for progress reports and report cards.

181 Ms. Bennett discussed the Diligent Fiscal Oversight committee. Draft 2 and the  
182 committee meetings with Ways and Means have been happening this month. The

183 committee is working to write the budget process manual and it is being written. Beth  
184 Baker has been working with Ms. Shankel and Ms. Bennett to complete it.

185 Ms. Foulks complimented the Ginger Bread houses of Boston that the SHS students have  
186 made. She stated that her committee broke off into smaller groups to look more deeply  
187 into the different evaluative programs and tools that consider pre-k – 8. The committee  
188 has been looking at both accreditation and non- accreditation programs, but has not made  
189 a final decision. They hope to have a decision at the meeting in January.

190 Mr. Warburton discussed the strategic planning process. The last meeting was canceled.  
191 There will be extra meetings to complete the work between now and June.

192 **PUBLIC TIME**

193 No public present.

194 **ACTION ITEMS**

195 **Proposal .5 Preschool Teacher**

196 Mr. St. Amand stated that the preschool program is growing. There is a need now for a  
197 0.5 position. 3 and 4 year old students are much different. The program is a combination  
198 of special education and regular education students. More students will be joining the  
199 program in January. He discussed the need for space for the program and how things  
200 would shift in the school. The school would like to hire a person who is certified in  
201 Special Education and Early Education. The staff would appreciate the support to fulfill  
202 the position. The funding for the hire would come from a regular education line. The  
203 school hopes to post the position and interview after the vacation in January and have  
204 someone hired before the Public Hearing.

205 Mr. St. Amand discussed the FY15 budget and the staffing for next year.

206 Mr. Warburton stated that he strongly supports the addition of the 0.5 position in  
207 preschool.

208 **Ms. Foulks made a motion to accept the request to hire 0.5 FTE preschool teacher.**  
209 **Ms. Facey seconded the motion and the vote was unanimous.**

210 **Ms. Facey made a motion to adjourn at 8:29pm. Mr. Prescott seconded the motion**  
211 **and the vote was unanimous.**

212 **Mr. Prescott made a motion to rescind the vote to adjourn. Ms. Foulks seconded the**  
213 **motion and the vote was unanimous.**

214 **Mr. Prescott made a motion to go into NON-PUBLIC SESSION under RSA 91-A:3**  
215 **II. (a)(b)(c) at 8:31pm. Ms. Foulks seconded the motion and the vote was**  
216 **unanimous.**