

1 Amherst School Board

2 Thursday, February 16th 2017

3 Meeting Minutes

4 Attendees:

5 Administrative Team: Peter Warburton- Superintendent, Adam Steel- Business Administrator,
6 Gerry St. Amand- Principal Clark/Wilkins, Porter Dodge-Principal AMS, Christine Landwehrle-
7 Director of Curriculum & Professional Development, Meg Beauchamp- Director of Student
8 Services, John Robichaud- Director of Facilities and Grounds, Janet Davis- Director of
9 Guidance, Amanda Benson- Kindergarten Teacher Clark School. Brittney Doyle- Kindergarten
10 Teacher Clark School, Donna Niland- Kindergarten Teacher Clark School, Kirsten Quinn-
11 Kindergarten Teacher Clark School. and Joanna Bacon- Kindergarten Teacher Clark School.

12 Amherst School Board: Amy Facey- Chair, Jim Manning- Vice Chair, Galen Tremblay and
13 Elizabeth Kuzsma.

14 Minute Taker: Danae Marotta

15 Public: Maggie McCabe- Amherst NH, Terri Behm- Amherst NH, and community members.

16 I. CALL TO ORDER – Chair Amy Facey

17 **Chair Ms. Amy Facey opened the Meeting at 6:02 PM.**

18 II. ANNOUNCEMENTS

19 A. Principals' Reports

20 Principal Dodge noted that the new date for the PTA sponsored feature Screenagers, will be set
21 for March 6th.

22 He noted that they had just finished the mock trials and it has been very successful.

23 He then discussed the water is safe and well below the State lead levels. He added that they have
24 replumbed with new faucets and it is safe to drink. He added that they feel confident that the
25 water is safe to drink.

26 He then thanked Superintendent Warburton, Director of Buildings and Grounds, John
27 Robichaud, and Business Administrator Adam Steel for their expediency on the water issue.

28 Mr. Prescott asked a question about the mock trial competitions.

29 Principal Dodge noted that they kids learn a lot about the legal system and that it is a fun activity.

30 He then discussed The New England League of Middle Schools (NELMS) made its all-day
31 visitation to AMS on January 23rd in a final step towards recognition as a NELMS Spotlight
32 School. Executive Director, Jerry Frew, after hearing about their RTI, Innovation and Design,
33 and STEM work, contacted them about applying for Spotlight Status. Administration met with
34 him last spring and vetted in the fall. He added that if accepted, AMS will not only be an New

35 Hampshire RTI demonstration school, but a model school for visiting systems to observe their
36 work with PACE, and STEM. A review team met with staff, students, school and district
37 administration to tour the facility and review their programs.

38 He concluded by adding that initial indications from the evaluation team debrief are positive, and
39 they await their decision in the very near future.

40 Principal St. Amand discussed enrollment for next year's Kindergarten.

41 Ms. Facey asked about the enrollment dates.

42 Mr. St. Amand noted that enrollment starts in the first week of February and lasts through the
43 first day of school.

44 Ms. Tremblay asked if it was in local media.

45 Mr. St. Amand noted that some sinks had problems and those were not sinks with water
46 fountains. He added that the piping was replaced. He added that one water fountain was
47 removed. He also added that the water is safe to drink.

48 Ms. Facey thanked both Principal Dodge and Principal St. Amand for their reports.

49 B. Pillar Reports

50 Connect- Mr. Prescott noted that there was nothing to report at this time.

51 Invest- Ms. Tremblay noted that she did meet with Ms. Carrie James, Director of Human
52 Resources, and she had discussed several ongoing programs and they are ramping up meetings.

53 Streamline- Ms. Facey noted that they are planning some public forums this spring and will be
54 discussing these at the next SAU meeting.

55 Unite- Ms. Kuzsma noted that they will be meeting on Monday to finish the Mission/Vision
56 Statement. She noted that it is in really good shape.

57 Advance- Mr. Manning noted that a meeting got rescheduled due to the snow storm.

58 He added that Mr. Mike Akillian is assisting with an outcomes exercise and that Ms. Bethany
59 Bernasconi, Assistant Principal AMS, and Ms. Christine Landwehrle, Director of Curriculum
60 and Professional Development, have been working tirelessly on the STEM curriculum.

61 He then thanked them for their work.

62 Mr. Prescott added that the Special Education Roundtable is scheduled for Thursday, March 16th
63 at 6pm.

64 Ms. Facey thanked the Board Members.

65 III. PUBLIC COMMENT

66 No Public Comment

67 IV. CONSENT AGENDA

68 A. Minutes

69 1. January 3, 2017

70 2. January 11, 2017

71 B. Treasurer's Report

72 1. December 2016

73 2. January 2017

74 C. Unanticipated Revenue

75 1. Unanticipated Revenue: \$500.00 from Energy North, Inc. to support
76 math and science programs at AMS. (Special Revenue Fund)77 2. Donation: \$1,000.00 from David and Jessica Weisberg to support the
78 AMS Lacrosse Team. (Student Activity Fund)79 3. Donation: \$100.00 from Thomas and Carol Wold to support the AMS
80 Lacrosse Team. (Student Activity Fund)81 4. Unanticipated Revenue: \$227.50 from Box Tops for Education.
82 (Wilkins Student Activity Fund)83 5. Unanticipated Revenue: \$1,000.00 from HealthTrust to be used for
84 teacher and staff wellness programs. (General Fund)

85 C. Waste Removal Contract

86 **Mr. Paul Prescott made a Motion to accept the Consent Agenda items A. Minutes 1.**
 87 **January 3, 2017, 2. January 11, 2017, B. Treasurer's Report 1. December 2016, 2. January**
 88 **2017, C. Unanticipated Revenue 1. Unanticipated Revenue: \$500.00 from Energy North,**
 89 **Inc. to support math and science programs at AMS. (Special Revenue Fund), 2. Donation:**
 90 **\$1,000.00 from David and Jessica Weisberg to support the AMS Lacrosse Team. (Student**
 91 **Activity Fund), 3. Donation: \$100.00 from Thomas and Carol Wold to support the AMS**
 92 **Lacrosse Team. (Student Activity Fund), 4. Unanticipated Revenue: \$227.50 from Box**
 93 **Tops for Education (Wilkins Student Activity Fund), 5. Unanticipated Revenue: \$1,000.00**
 94 **from HealthTrust to be used for teacher and staff wellness programs. (General Fund) and**
 95 **C. Waste Removal Contract. Ms. Elizabeth Kuzsma seconded the Motion. The vote was**
 96 **unanimous, Motion passed.**

97 V. PRESENTATIONS/REPORTS

98 A. Full Day K Presentation

- 99 Ms. Facey noted that 5 of the 6 Clark School Kindergarten teachers were there to give an update
100 on Full Day K.
- 101 Ms. Amanda Benson noted the overview of the presentation and that the teachers can see the
102 difference since the beginning of the year.
- 103 She then noted that they will be discussing their daily schedule. She added that it is identical to
104 the sample of what they had projected.
- 105 Ms. Niland discussed that in the morning they have a morning Meeting and Calendar Counts.
106 She added that the students all have a job in the role with a calendar. She then described what the
107 children do in Morning Meeting. She noted that it is nice to have that time and not rushing like in
108 half day K.
- 109 Ms. Benson discussed Math, and getting the children to have a deep understanding. She added
110 that they are working on shapes and it is really hands on. She mentioned that it has been fun to
111 watch the students be so engaged and having fun.
- 112 Ms. Bacon noted that Ms. Jen Ecclesston, Math Curriculum Coordinator and Instructional
113 Coach, comes regularly to the classrooms and is a huge help.
- 114 Ms. Niland noted that kids really need the hands on practice and they are really understanding
115 the concepts with the full day K.
- 116 Ms. Benson then discussed Literacy- Foundations. She noted that this is more of a 25 minute
117 block as opposed to 15 minutes.
- 118 Ms. Niland noted that they have added on to Foundations, describing the different activities.
- 119 Ms. Bacon also commented on Foundations.
- 120 Mr. Manning asked if they believed that students would be more ready for first grade.
- 121 Ms. Niland noted that stamina is very important and that they have great play based learning. She
122 discussed that the learning piece is important as they will have better skills with the greater
123 amount of time.
- 124 Ms. Benson noted that Foundations is done with validity it is nice to have the literature and the
125 kids really enjoy it.
- 126 Ms. Niland also noted that Ms. Brittney Doyle also has experience with first grade as well.
- 127 She then discussed the “I” Charts noting that students work on their fine motor skills, read to
128 someone, listen to reading and work on writing. She noted that kids are taking ownership with
129 their work.
- 130 The Kindergarten teachers then discussed “Daily 5” and how wonderful it is.
- 131 Ms. Niland then reviewed the Café Board and Stamina Chart. She then noted that “C” is for
132 comprehension, “A” is for accuracy, “F” is for fluency and “E” is for expanding vocabulary.

133 Ms. Benson then commented on the Café Board and Stamina Chart.

134 Ms. Kuzsma asked about “Daily 5”.

135 Ms. Benson replied that last year it was a lot of read to self or someone.

136 Ms. Bacon noted that in full day you get to see the whole child in the whole day.

137 Ms. Doyle explained “Daily 5”.

138 Ms. Benson noted that having “Daily 5” needs more than one person. She noted that without that
139 extra person the teaching would be impossible.

140 Ms. Niland noted that with just one teacher it would be hard to reach all levels of individual
141 learning.

142 All the K teachers noted that there is a wide range of capabilities according to age.

143 Mr. Prescott commented on the different levels of students in full day K. He noted that it seems
144 like the students are more evenly prepared for first grade.

145 Ms. Benson noted that 6 months’ time is large developmentally. She then added that without that
146 extra paraprofessional that it becomes a safety issue.

147 She then discussed the writing, social studies, and science.

148 Ms. Benson noted that play based learning is so much more than getting their hands dirty. She
149 added that they now have the time whereas they didn’t before.

150 She then discussed the different STEM activities.

151 She then explained the Specials such as music, physical education, art, guidance and library.

152 She then discussed the Kindergarten year successes and challenges.

153 Mr. Manning asked what would be the optimal class size.

154 Ms. Benson replied, 18 is a full class.

155 She then discussed benchmarking and the level of reading scores.

156 Mr. Manning asked if they do PACE at the K level.

157 Ms. Landwehrle replied, not in Kindergarten, but they do a performance task assessment.

158 Discussion ensued.

159 Ms. Facey commented that this was a big issue in the town last year and that the Board is excited
160 to be able to implement Full Day K.

161 The Board thanked the Kindergarten teachers for their presentation.

162 Superintendent Warburton thanked the Kindergarten teachers and paraprofessionals for all of
163 their work.

164 B. Assessment Presentation

165 Ms. Facey noted that she had asked Ms. Landwehrle to come back to give the Board greater
166 explanation of the NWEA.

167 Ms. Landwehrle then discussed that the NWEA is done K-8th grade. She noted that it determines
168 a RIT score for student progress and growth. She added that target growth is really confusing by
169 looking at how a student performs. She then discussed how they determine target growth and
170 often they look at a class at a time.

171 She noted that she pulled together more of a longitudinal view. She then noted the current
172 Kindergarten class and that they are now first graders.

173 Mr. Manning asked if there were any first graders that were in a full day K setting last year.

174 Ms. Landwehrle replied, no.

175 Mr. St. Amand asked a question about students that could have taken the NWEA in Kindergarten
176 at other schools.

177 Ms. Facey noted that they will be following the full day K class closely in regards to test scores.

178 Ms. Landwehrle noted that last year was a more challenging year in that more students had
179 greater difficulties.

180 She noted that she will give the Board highlights on the NWEA test scores.

181 She then reviewed the 2nd, 3rd, 4th current grade reading scores.

182 Mr. St. Amand asked a question about reading and comparing percentiles.

183 Ms. Landwehrle reviewed the grade 5 reading scores.

184 She also noted that they have budgeted for NWEA to do a deeper reporting analysis. She added
185 that the Board will see that at a later date because all the testing has to be completed.

186 She then reviewed the NWEA MAP Math, current grade 1 math scores.

187 Mr. Manning asked when Math in Focus was integrated.

188 Ms. Landwehrle then reviewed the current grades 2-9 math scores.

189 Mr. St. Amand noted that they are getting mid-year scores.

190 Ms. Landwehrle agreed, that you can also look at spring to fall scores as well.

191 She then noted that the main piece is around target growth.

192 Ms. Facey asked if teachers use the NWEA data.

193 Ms. Landwehrle replied, yes, and it is all very dynamic. She added that K-4 could use some
194 additional training, however, teachers have used the data and that it is user friendly.

195 Mr. St. Amand commented that the 4th grade has taken significant time assessing.

196 Ms. Landwehrle added that students could feel testing fatigue.

197 Discussion ensued.

198 The Board thanked Ms. Landwehrle.

199 C. Teacher Leader Effectiveness Update

200 Ms. Landwehrle noted that they have been working on Teacher Leader Effectiveness and that
201 they surveyed staff at the end of the last school year and compared those results with their
202 baseline survey they gave in 2014 prior to implementing Thoughtful Classroom.

203 She noted that some of the most significant improvements are: the number of formal
204 observations staff received has increased significantly (especially among teachers who have been
205 teaching less than 5 years) , the number of informal observations has increased significantly (in
206 many cases those numbers have doubled), there is more written feedback or written and verbal
207 feedback provided than three years ago (doubling in most cases), and more teachers indicated
208 that the feedback they are receiving is specific and actionable and it helped them to determine an
209 area for growth and/or area of strength.

210 She then showed the Board charts of the informal observations.

211 She then noted feedback and areas of focus for Thoughtful Classroom implementation.

212 She finalized by discussing the next steps by gathering feedback from building leadership on
213 their revised Dimension 10: Professional Practice, conducting an inter-rater reliability study on
214 summative rubrics and finalize summative evaluation forms, examining the number of formal
215 and informal observations required each year to ensure quality and continuing to enhance the
216 mentoring program to support new teachers.

217 Mr. Manning asked about neighboring school districts and their evaluation amounts.

218 Ms. Landwehrle commented on the different models that she is aware of.

219 The Board thanked Ms. Landwehrle.

220 VI. DISCUSSION ITEMS

221 A. Deliberative Session Review

222 Superintendent Warburton noted that it was Business Administrator, Mr. Adam Steel's first year
223 with 4 budgets and thanked him for his work.

224 VII. INFORMATIONAL

225 VIII. PUBLIC COMMENT

226 No Public Comment

227 IX. ACTION ITEM

228 A. Policies

229 1. Policy 2nd Readings:

- 230 BA – School Board Self Evaluation and Goal Setting
- 231 BEA – Regular Board Meetings
- 232 BG – Board Policy Process
- 233 BGD – Board Review of Administrative Regulations
- 234 BHE – School Board Use of Email

235 Ms. Galen Tremblay noted that these are second readings.

236 Ms. Facey asked if they had discussed doing a Board evaluation goal setting.

237 Discussion ensued.

238 Mr. Prescott asked if other boards had discussed doing a Board Evaluation.

239 The Board agreed that June is a good time.

240 Mr. Prescott asked about the BEA policy.

241 Discussion ensued.

242 Mr. Steel explained the BEA policy.

243 **Mr. Paul Prescott made a Motion to accept the policies BA – School Board Self Evaluation**
 244 **and Goal Setting, BEA – Regular Board Meetings, BG – Board Policy Process, BGD –**
 245 **Board Review of Administrative Regulations, and BHE – School Board Use of Email as**
 246 **presented. Mr. Jim Manning seconded the Motion. The vote was unanimous, Motion**
 247 **passed.**

248 X. NON-PUBLIC SESSION RSA 91-A: 3 II. (a) (b) (c)

249 A. Personnel

250 **Mr. Jim Manning made a Motion to enter into Non-Public Session RSA 91-A: 3 II (a) and**
 251 **(c) at 8:25 pm. Ms. Elizabeth Kuzsma seconded the Motion.**

252 **Chair Amy Facey called a Roll Call: Manning-yes, Prescott-yes, Facey-yes, Tremblay-yes,**
 253 **and Kuzsma- yes.**

254 **Entered nonpublic session at 8:26 p.m.**

255 Other persons present during nonpublic session: Peter Warburton, Superintendent and Adam
 256 Steel, Business Administrator

257 **At 8:45 p.m. a Motion was made to exit Non-Public Session by Amy Facey and seconded by**
 258 **Jim Manning.**

259 **Roll call vote to exit Non-Public Session:**

260 **Chair Amy Facey called a Roll Call: Manning-yes, Prescott-yes, Facey-yes, Tremblay-yes,**
261 **and Kuzsma- yes.**

262 **The Board resumed public session.**

263 **Beth Kuzsma made a Motion to seal the minutes of the non-public session based on RSA**
264 **91-A:3, II(c). Galen Tremblay seconded the Motion. The vote was unanimous, Motion**
265 **Passed.**

266 **Beth Kuzsma made a Motion to authorize up to \$10,000 to perform an actuarial study of**
267 **the Amherst Education Association's Collective Bargaining Agreement. Galen Tremblay**
268 **seconded the Motion. The vote was unanimous, Motion Passed.**

269 **Jim Manning moved and Amy Facey seconded the motion to adjourn. The motion passed**
270 **unanimously. The meeting adjourned at 8:55 p.m.**

271 **XI. FUTURE AGENDA ITEMS**

272 **Chair Amy Facey noted the following future agenda items:**

- 273
- Board evaluation (June)