

**MONT VERNON SCHOOL BOARD
MEETING MINUTES
April 12, 2012
MONT VERNON VILLAGE SCHOOL LIBRARY**

Superintendent Peter Warburton called the organizational meeting to order at 6:06 p.m.

**I. ORGANIZATIONAL
MEETING – CALL TO ORDER**

A. Chairman- Peter Warburton asked for nominations for Chairman.

**II. ELECTION OF SCHOOL
BOARD OFFICERS**

A motion was made by Bruce Schmidt to nominate Kim Roberge to serve as Chairman of the Mont Vernon School Board. John Quinlan seconded the motion. All board members voted in favor of the motion with one abstention, Kim Roberge. The motion passed. (4-0-1)

The meeting was turned over to the board chair, Kim Roberge.

Kim asked for nominations for Vice-Chairman.

B. Vice-Chairman – **A motion was made by Trevor Girard to nominate Bruce Schmidt to serve as Vice Chair of the Mont Vernon School Board. Tom Driscoll seconded the motion. All Board members voted in favor of the motion and the motion passed unanimously. (5-0-0)**

Kim Roberge asked for nominations for Secretary.

C. Secretary – **A motion was made by Trevor Girard to nominate John Quinlan to serve as Secretary of the Mont Vernon School Board.**

There was no second to the motion.

A motion was made by John Quinlan to nominate Tom Driscoll to serve as Secretary of the Mont Vernon School Board. Bruce Schmidt seconded the

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motion. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)

The Mont Vernon School Board Committee Assignments for 2012-2013 are as follows:

School Year Calendar Committee – John Quinlan
Budget Committee Liaison – Town – Trevor Girard
Budget Committee Liaison – School – Tom Driscoll
Manifest – Bruce Schmidt and Kim Roberge (Trevor Girard to fill in as needed)

Policy – Bruce Schmidt and Tom Driscoll

Transportation – Kim Roberge

RSEC- Board members discussed how difficult it is to find a volunteer to serve on this committee as the meetings are in the morning when board members are working. Peter Warburton thought the position was a rotating position amongst boards. Peter agreed to check on this or whether it is a representative from each district.
Brick School – John Quinlan

Betty Shankel told the board they need to appoint a clerk by their next board meeting.

Betty provided the board with the details of what the position of Clerk involves:

- The Clerk needs to be involved with creating the ballot, which is printed at the SAU Office.
- Sign the ballot.
- Take the minutes at the Deliberative Session.
- Be at the vote count/certify the vote count.
- Oversee a recount if needed.
- Certify the minutes for the DOE/DOR.

Betty said the position is only busy for a short period of time and the Clerk receives help from the SAU Office. Betty said the most difficult piece of the job is taking the minutes at Deliberative Session.

Kim Roberge suggested they advertise this opening in the Blair Blast.

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III. COMMITTEE ASSIGNMENTS

IV. APPOINTMENT OF SCHOOL DISTRICT OFFICIALS

A motion was made by John Quinlan to adjourn the Organizational Meeting. Bruce Schmidt seconded the motion. All board members voted in favor of the motion and the meeting adjourned at 6:17 p.m. (5-0-0)

Kim Roberge called the board meeting to order at 6:17 p.m.

I. CALL TO ORDER

Present:

ATTENDANCE

Mont Vernon School Board: Tom Driscoll, Trevor Girard, Kim Roberge, Bruce Schmidt and John Quinlan
Administrative Team: Sue Blair, Nicole Heimarck, Betty Shankel, Renea Sparks, and Peter Warburton
Administration: Sue Granfors, Jan Mattie, and Amy White
Budget Committee: Bill Archibald, Brian Bonner, and Julie Harvey
Public: Jennifer Valentine
Minutes Recorder: Lyn Jennings

A. Principal's Report - Board members received a copy of the Principals Report dated April 12 2012, in their board packets.

II. ANNOUNCEMENTS

Sue Blair told board members student enrollment at the Village School as of Friday, April 9, 2012, was 233 students.

Sue Blair told board members the NWEA Testing for the 6th grade has been completed. Sue said 81% of the students made their target growth.

Sue told the board the present 6th grade class will attend Environmental Camp from May 14-May18, 2012. Sue said next year, the camp will be held during the week of September 17th and a letter will be sent home to all current 5th graders this week indicating they will be attending a different camp in 6th grade and they will be going with the Amherst students, which the administration is very excited about.

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Sue told board members the Village School received their AYP results a couple of weeks ago. Sue said they are tested in 8 categories and they missed 1 category therefore, we are again identified as a School and District in Need of Improvement. (SINI/DINI)

Sue told the board the students that did not make Proficient or Proficient with Distinction were in the Ed Disability Subgroup.

Sue reminded the board last year they held a Math Camp for students that had difficulties in math. The Camp had 12 students and of those 12 students 3 scored proficient or proficient with distinction and 8 of them raised there scores at least 3 points. Sue said they didn't see any decline in the student's scores, and one student's score held steady.

Bruce asked since they are now in Year 3 of AYP status what does this entail with regards to the district/state, and are we at risk of loosing things.

Nicole Heimarck said since this is Year 3 of AYP they are now in Corrective Action. Nicole said in Corrective Action a percentage of Title I monies need to be allocated to external resources. Nicole said in Corrective Action, a student would be eligible for supplemental instruction outside their regular day such as Sylvain Learning. Nicole said there really is not a big difference in Year 3 of AYP.

Nicole told the board out of 330 schools, 75% of them did not make AYP for both of the categories.

Brian Bonner questioned how much time and effort was put into the math camp with minimal results.

Sue Blair said she would look to our teachers for a formative and summative assessment.

Sue said she had gone to the teachers to identify who were their struggling students and asked how they could

help them. Sue said this is how they designed their summer school for three weeks worth of work. Sue said they looked at the students' difficulties and asked how they could support them.

Sue highlighted some recent March events.

Sue also provided important upcoming events/dates.

B. Correspondence - A letter was addressed to the Mont Vernon School Board and sent by the Bazarnick's. They wanted to thank the board for hosting a public forum regarding full time Kindergarten / Preschool. In their letter they emphasized the importance for full time kindergarten.

Kim asked if there were any comments from the public however, there were none.

III. PUBLIC TIME

IV. CONSENT AGENDA

A motion was made by Bruce Schmidt to approve Consent Agenda Items A. Minutes 1. March 29, 2012, B. Treasurer's Report C. Budget Transfer. John Quinlan seconded the motion. All board members voted in favor of the motion, and the motion passed unanimously. (5-0-0)

A. FY12 3rd Quarter Report – Board members received a copy of the Mont Vernon School District Quarterly Financial Report for Fiscal Year 2011-2012 dated 7/1/2011-3/31/12.

V. PRESENTATIONS/REPORTS

Betty Shankel told board members they are expecting Interest Revenue and Medicaid Revenue to be lower than anticipated however, Catastrophic Aid should be higher than anticipated. Betty said they are expecting approximately \$11,500 more than anticipated.

Betty told the board they are anticipating a savings in the personnel and benefit lines (1100), Out of District Services (1200), Personnel and Benefit lines (2100) Professional Services, Fees, other expenses (2300) and Savings on Personnel and benefit lines (2400). Betty said

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they are projecting a surplus of \$150,000.

Betty said they are trying to get a handle on the tuition figure as it is the first year with the new tuition agreement, and they are now calculating on the current time.

A motion was made by Bruce Schmidt to enter into Non-Public Session per RSA 91-A:3 II. (c) for the purpose of discussing personnel issues. Trevor Girard seconded the motion. By roll call vote, Roberge-yes, Schmidt-yes, Girard-yes, Driscoll-yes, and Quinlan-yes, the board entered into Non-Public Session at 6:50 p.m. (5-0-0)

VI. NON-PUBLIC SESSION

A motion was made by John Quinlan to come out of Non-Public session. Bruce Schmidt seconded the motion. By roll call vote, Schmidt-yes, Girard-yes, Roberge -yes, Driscoll-yes and Quinlan-yes, the board voted unanimously to come out of non-public session at 7:15pm.

A. Preschool/Kindergarten Options – Kim Roberge reminded the board they discussed many different options with regards to projected low enrollment numbers for Kindergarten for the 2012-2013 school year. Kim said the administration currently has 14 students enrolled for Kindergarten and normally the number increases prior to school beginning by approximately 4-6 students.

VII. DISCUSSION

Kim said the board, heard presentations on Kindergarten/Preschool, ½ Kindergarten and Full Day Kindergarten.

Kim said after much discussion, the board has agreed to retain the current staff numbers for the upcoming 2012-2013 school year.

Sue Blair said she presented the kindergarten options to the board last month and held a public forum to get

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public input. Sue said it would be hard to predict a dollar value of savings however, she believes full day kindergarten is the best option for the students. Sue said a full time program offers more structure and the kid's show a marked improvement in skills and growth.

Sue said it is not that they cannot do any of the other options but her recommendation would be full day kindergarten.

Tom Driscoll asked how much more time would students be getting out of a full day of kindergarten. Sue said a full day program would give students much more time on task. A full day is 5 ½ hours of instruction.

The board discussed the substantial difference between 5 ½ days of kindergarten versus 2 full days and 1 ½ day of school.

Bruce Schmidt said the 5 ½ day program was a reduction of school time for his daughter as compared to what she received in preschool.

Bruce asked if they chose ½ time Kindergarten and then utilized the other ½ time as a Math Coach would they still be entitled to Title I funds.

Nicole Heimareck said the Math Coach provides support in the classroom. Title I funds would still be available if our staff were used as the Math Coach.

Nicole said because we did not make AYP for the third year, we are in Corrective Action which means a certain percentage of Title I monies (10-12%) will have to go to the neediest families in the district.

Title I is considered supplemental instruction and it is above and beyond the core instruction.

Kim asked the board if they could agree they were not looking to implement preschool for the 2012-2013 school year, thus narrowing down their options.

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The board discussed should they decide to go with full day kindergarten what would happen if they exceed 20 students. They could incur more costs or need an aid in the classroom.

The board also discussed staying at ½ time kindergarten.

Sue said they cannot exceed 25 in a kindergarten class however she recommends not exceeding 20 students.

Bruce suggested they look further down the road at the enrollment numbers to determine if it makes sense to implement full day kindergarten.

Sue suggested she project out the enrollment numbers over the next few years to see what they anticipate the class makeup to be. Sue said if they look to the future, the declining enrollment for this coming year 2012-2013 does not stand by itself, there is a significant decrease over the next four years in enrollment.

Sue suggested with a class size of 14, they could do a combination class of K-1 students or a 1st - 2nd grade class. Sue said these are some of the options they could also consider.

John Quinlan said he is for full time kindergarten however he does not feel comfortable with the 14 number and maybe they could continue with ½ time kindergarten for the 2012-2013 school year but implement full time kindergarten in the 2013-2014 school year.

Sue Blair said it is not just about the number of the students in the class, but the makeup of the class. Sue said if the class size were 22, she thinks they would be fine. However, Sue said if there were 22 student and 5 were needy, then they would have to look at other options for instance, they could look at a K-1 combination class or adding an aide.

Kim reminded the board they were projecting 17 students

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in the 2013-2014 school year so the real decline in enrollment would not be until the 2014-2015 school year.

Trevor Girard said he doesn't have a crystal ball but he believes if they implement a full time kindergarten program in Mont Vernon, they will see an increase in enrollment over the next 2-3 years. Trevor agrees there are definite benefits to full time kindergarten however he is not willing to support it given our economic conditions.

B. MVEA Agreement signing July 1, 2012-June 30, 2015 – Kim Roberge asked board members to stay after the meeting to sign the MVEA Agreement. Kim thanked the taxpayers and staff for supporting the agreement.

C. FY13 Default Budget - Betty Shankel presented a slide, which explained how the Default Budget is calculated under the provisions of RSA 40:13, IX(b).

Betty presented a slide, which provided examples of Default Calculations.

Betty explained the Voted Default Budget of \$4,792,960 is \$97,767 less than the Proposed Budget of \$4,890,727.

Betty said because the Proposed Budget failed at the polls, the Default Budget is our current budget.

Betty reminded board members they had a duty to stay within the bottom line of their budget of \$4,792,960.

Betty told board members they could expend these funds but not go above the default number however; they could move the funds from one area to another area, as they needed to do.

Betty presented a slide entitled FY13 Default Proposal, which was entitled Mont Vernon School District, Default Budget Management Proposal and dated April 12, 2012, and included in the board's packet.

Surplus Projections as of Dec. 31, 2011 - \$100,000

Additional Surplus Projected – April 12, 2012 - \$50,000

Total Surplus Funds Available - \$150,000

Priority Needs Not Included in Default Budget:

Math Textbooks - \$36,592.00

MPR Door - \$2,300.00

Front Door - \$4,500.00

VM Operating System Licensing – \$5,000.00

Managed Switches for classroom (6 @150) – \$900.00

Memory Upgrades (10@100) - \$1,000.00

Archive Tapes (Shared District Cost) - \$500.00

Server Backup Battery - \$350.00

Total - \$51,142.00

The Math Pilot ends on Friday, April 13, 2012. Nicole Heimarck will present a recommendation to the SAU Board on May 1, 2012.

Trevor Girard asked Nicole if she had a feeling as to which program would be adopted. Nicole said they don't have feedback from all the staff yet regarding the 2nd Pilot. Nicole said quite honestly, she has no idea, which one will be adopted.

Trevor emphasized the fact just because a math program is recommended at the SAU Board for the districts', he is not saying he would agree to adopt it in Mont Vernon.

Also presented was a slide entitled Other Issues –

Support Staff Increases

- FY12 1% Salary & Benefit Cost \$3,208
- FY13 2% Salary & Benefit Cost \$5,932

Computer Software

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- Classroom, Nurse, Library, Admin, Wan at a cost of \$9,600.

Fuel

- Budget of \$12,000
- Price at \$3.19

At the next board meeting, the board will be given information about replacing old computers that were requested in the proposed budget, but omitted with the default budget.

Bill Archibald said he doesn't disagree with what Betty has presented/done. Bill said the voters voted on the bottom line number. Bill said by voting on one number, it gives the board the opportunity to expend to the bottom line number.

The board agreed the administration could submit purchase orders for all the items presented as priority needs but not included in the budget except for the Math Textbooks.

Peter Warburton told board members they would be making the Math Program recommendation at the SAU Board meeting on May 1st. Once this is done, it would go back to the individual's boards for their approval. Peter said he is thinking they may host individual board meetings right at the SAU Meeting.

Bruce Chakrin will be at the next Mont Vernon Board meeting to discuss computer software needs.

Bruce Schmidt asked if any maintenance needs to get done, and to make sure it gets done.

Kim Roberge thanked Betty for the information she presented. Kim said each year they give money back to the taxpayers, but at some point they will have nothing to give back as we have been in a Default Budget for the past two years.

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A motion was made by Trevor Girard to give the support staff a one-time payment increase of 2%. John Quinlan seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)

A. Preschool/Kindergarten Options – Kim told board members she was not comfortable with implementing full time kindergarten yet.

VIII. ACTION ITEMS

Bruce Schmidt said he was not comfortable with the Preschool/Kindergarten option however; he was comfortable with the full time Kindergarten option.

Brian Bonner suggested the administration present to the board how they would accommodate having 20, 25 and 30 students in full time kindergarten with zero cost impact.

Tom Driscoll said he agrees with Bruce, he is not comfortable with the Preschool/Kindergarten option.

Trevor said he has no problem funding one full time kindergarten teacher however, if enrollment increased and an additional teacher would be needed, he would not be in favor of hiring another teacher.

John suggested they prepare the community for full time kindergarten by delaying it for a year. John said by delaying it a year, it would give the board/administration time to get the public ready and on board with the decision. John said he is willing to implement full time kindergarten right now however; they have to take everything into account, down economy, communication with residents, etcetera. John said they need time to prepare the community for this change and if the timeframe is too small it will look bad.

Bruce Schmidt asked if they implemented ½ time kindergarten, how would they use the resources for the other ½ time.

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The administration will prepare this for the next board meeting.

A motion was made by Trevor Girard to remove preschool/kindergarten and full time kindergarten from the 2012-2013 options the board is considering. John Quinlan seconded the motion.

The board discussed the motion.

Kim said she was not comfortable with taking the full time kindergarten option off the table for next year yet.

Kim said she liked Brian Bonner's suggestion as to what would the administration do if they had 20, 25, or 30 students in full time kindergarten next year, how would they handle each scenario.

An amended motion was made by John Quinlan to eliminate the preschool/kindergarten option from the 2012-2013 options. Bruce Schmidt seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)

Peter Warburton said there is a lot to discuss with the options presented – money, budgets, and taxes and it is very important to talk about these issues but whatever way the board decides, it doesn't look like there will be an increase in the budget.

Peter said they are looking to make the best educational choice for the kids.

Sue agreed to provide the board with an implementation plan for ½ day Kindergarten vs. the full day Kindergarten program.

Sue said she would present a plan should the numbers go up to 20, 25 or 30 (where not appropriate) and what the impact would be and what the options would be.

A motion was made by Tom Driscoll to enter a Non-Public session per RSA 91A:3 II (a)(c). John Quinlan seconded the motion. By roll call vote, Schmidt-yes, Girard-yes, Roberge-yes, Driscoll-yes and Quinlan – yes, the board voted to enter Non-Public session at 9:05pm.

The board discussed a staffing and a personnel matter.

A motion was made by Bruce Schmidt to come out of Non-Public session. John Quinlan seconded the motion. By roll call vote, Schmidt-yes, Girard-yes, Roberge -yes, Driscoll-yes and Quinlan-yes, the board voted unanimously to come out of non-public session at 9:45pm.

A motion was made by Bruce Schmidt to accept the administration recommendation to hire Lori Meader as Speech/Language Pathologist. Trevor Girard seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)

A motion was made by John Quinlan to accept the 3 year contract for Sue Blair, School Principal as presented by Peter Warburton, Superintendent. Bruce Schmidt seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)

A motion was made by Bruce Schmidt to adjourn the meeting. John Quinlan seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. The meeting adjourned at 10:00pm (5-0-0)

IX. NON-PUBLIC SESSION

X. REVIEW OF MEETING/ADJOURN