

**MINUTES**  
**SAU 39 SCHOOL BOARD MEETING MINUTES**  
**March 31, 2011**  
**Souhegan High School Annex, Room A222**

Present:

**ATTENDANCE**

Souhegan Cooperative School Board: Howard Brown, Steve Coughlan, Pim Grondstra (arrived at 6:19 p.m.), Chris Janson, and Jeanne Ludt

Amherst School Board: Lucienne Foulks, Jim Manning, Peter Maresco and Drew Zell

Mont Vernon School Board: Tom Driscoll, Trevor Girard, Kim Roberge (arrived at 6:09 p.m.), and John Quinlan

Administrative Team: Crista Burrel, Nicole Heimarck, Dr. Mary Jennings, Renea Sparks and Betty Shankel

Minutes Recorder: Lyn Jennings

Chris Janson called the board meeting to order at 6:03 p.m. **I. CALL TO ORDER**

Chris welcomed new board members to the meeting. Chris said they try to do things that are common to all the boards. Chris said they are responsible for hiring a new superintendent, contracts, and they have presentations that are common topics across district.

Chris welcomed new board members which were present at the meeting including Andrew (Drew) Zell of the Amherst Board, Jim Manning of the Amherst Board and Tom Driscoll of the Mont Vernon Board.

Board members were each given the opportunity to introduce themselves.

Chris Janson asked if there were any comments from the public however, there were none. **II. PUBLIC TIME**

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Dr. Jennings welcomed new board members to the meeting. Dr. Jennings told board members the New Hampshire School Board Association would be having an orientation for members at the next SAU Board Meeting.

### III. ANNOUNCEMENTS

Dr. Jennings said she along with her SAU Staff, Nicole Heimarck, Betty Shankel and Renea Sparks would be hosting a brief introduction about the SAU Administration at a later date.

Dr. Jennings told board members next Friday AYP Results would be announced publicly.

The A. Minutes 1. February 12, 2011, were pulled from the Consent Agenda.

### IV. CONSENT AGENDA

**A motion was made by Howard Brown to approve Consent Agenda Items A. Minutes 2. February 17, 211, and B. Treasurer's Report. Jeanne Ludt seconded the motion. All board members voted in favor of the motion, with four abstentions, Peg Bennett, Tom Driscoll, Andrew Zell, and Jim Manning. (9-0-4)**

**A motion was made by Lucienne Foulks to approve the A. Minutes 1. February 12, 2011, as amended. Steve Coughlan seconded the motion. All board members voted in favor of the motion with three abstentions, Tom Driscoll, Jim Manning and Andrew Zell. The motion passed. (10-0-3)**

- A. Interim Report - Math Program Review – Nicole Heimarck introduced Crista Burrel to the board and told board members she as well as Crista were Co-Facilitators of the Mathematics Program Review.

### V. PRESENTATIONS/REPORTS

Board members received a handout entitled Progress

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Report on Mathematics Program Review, A Report before the SAU 39 School Board dated March 31, 2011.

Nicole told board members they are currently in Phase II of the Math Program Review, which includes Action Research and Action Plan Development.

Nicole said Mahesh Sharma recently spent a day at the Amherst Middle School, demonstrating lessons, debriefed with teachers and reflected on the teaching and learning of mathematics. She said he would be visiting the high school in May and the elementary visits were scheduled for June. Nicole said parents are invited to an evening with Mahesh Sharma on June 1, 2011, at 6:30 p.m. in the Wilkins MPR. Nicole said they plan on having ongoing adult learning opportunities. Nicole said at the end of Mahesh Sharma's session, they did have a debrief session where they recorded questions and answers.

Nicole said during the summer, they plan on identifying the essential skills all students need to have prior to leaving each grade level. Teachers will "unpack" these standards K-11. Nicole said they will be engaged in reflective dialogue and application of common routines and concepts at all levels including advanced mathematics courses. Also scheduled during the summer is a Mathematics Learning Institute for K-12 with Mahesh Sharma August 22<sup>nd</sup> through August 26<sup>th</sup>.

During the fall, Nicole explained Mahesh Sharma will be a Mathematician in Residence involved in modeling, co-teaching, he will release responsibility to staff members and will be building capacity in key staff members to continue the coaching model.

Nicole told board members they have site visits in Bedford, NH, Brookline, MA, and Hollis, NH. Observations and

Points for Reflection include: Grouping, Placement and Process, Curriculum and Assessment, Instruction and Resources, Adult Learning, Leadership, and Support Structures.

Board members received a handout, which provided the SAU 39 Math Program Review School Visit Questions.

The next steps were provided as follows:

April 2011 – Site visits completed  
May 2011 – Draft action plan  
May 9, 2011 – Mathematics Community Forum  
June 1, 2011 – Parent presentation Mahesh Sharma  
Summer 2011 – Tune/finalize report  
September 2011 – Present to board  
September 2011 – June 2012 – Implementation (multi-year)  
Spring 2014 – Common Core Assessment

Nicole told board members in the Fall of 2012, they are on our own with the capacity that has been built in house.

Jeanne Ludt asked how this process is different than in the past.

Nicole said they are deliberately delaying the program because it needs to be built. Nicole said by designing the curriculum, they will be much more intent with building their program.

Trevor commented the overall purpose for this curriculum review is to identify the strategic routines that are best for our students. Trevor said he is glad the administration is looking at it as it is a huge factor and he put together a list of what he thinks should be explained. For example: class size, income level, education level of teachers.

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Nicole said all of the factors Trevor mentioned have been an element of the self-study.

Jim Manning asked how are they measuring success?

Nicole said success will be measured by what they said they are doing, is it working?

Nicole said they need quantitative and qualitative results. A big concern is teachers should know n +/- 3 grade levels of mathematics.

Christa Burrel said teacher education is the key to success in a program.

- B. Update: Legislation – Dr. Jennings told board members today was Crossover Day in the Legislature. Dr. Jennings said this is when the House and Senate send each other the Bills they were working on.

Dr. Jennings provided board members with a handout entitled SAU#39 Legislative Update dated March 31, 2011.

Dr. Jennings updated the board on each of the House/Senate Bills, which could impact the district.

- A. Policy JJE – Fundraising activities – Dr. Jennings told board members the Policy Committee did a great job on this policy.

## **VI. DISCUSSION**

Dr. Jennings said this policy was being brought forward for the board's approval because there is a lot of fundraising in the district.

Board members asked to change the word "teachers" in the

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first line of the policy to say faculty/staff.

Betty Shankel agreed to look at the language of the last paragraph of the policy and plans on re-writing it.

- B. Future Calendar Work – Board members received a copy of the SAU 39 Public Forum School Calendar Committee Findings, which was dated February 15, 2011.

Dr. Jennings told board members Mary Lou Mullens and Betty Shankel were co-chairs of the Calendar Committee.

Dr. Jennings told board members the proposal to go to a 175 day hourly based calendar did not make it through all of the unions.

Dr. Jennings said the calendar committee was then going to look into a recommendation by parents to go to an hours based calendar but with 180 days, and not adding 15 minutes to the day.

Dr. Jennings said before the committee went off and researched this option, they checked with the boards to see if they would approve this option and Souhegan did however, Mont Vernon said they would not approve it.

**A motion was made by Pim Grondstra to enter into Non-Public Session per RSA 91-A:3 II. (a) to discuss SAU Administration contracts. Howard Brown seconded the motion. By roll call vote, Howard Brown - yes, Steve Coughlan - yes, Pim Grondstra – yes, Chris Janson - yes, Jeanne Ludt – yes, Lucienne Foulks - yes, Jim Manning - yes, Peter Maresco – yes, Drew Zell – yes, Tom Driscoll - yes, Trevor Girard - yes, Kim Roberge – yes, and John Quinlan – yes. The board entered into Non-Public Session at 8:04 p.m. (13-0-0)**

**VII. NON-PUBLIC SESSION  
RSA 91-A:3 II. (a)**

The board discussed the renewal of the SAU Administrators contracts.

Also discussed were the number of days the Sr. Administrators receive for vacation and a proposal by Dr. Jennings to authorize they receive an additional three days in the 2011-2012 budget.

**A motion was made by Kim Roberge to come out of Non-Public Session per RSA 91-A:3 II. (a). Jim Manning seconded the motion. By roll call vote Howard Brown -yes, Steve Coughlan - yes, Pim Grondstra – yes, Chris Janson - yes, Jeanne Ludt – yes, Lucienne Foulks - yes, Jim Manning - yes, Peter Maresco – yes, Drew Zell – yes, Tom Driscoll - yes, Trevor Girard - yes, Kim Roberge – yes, and John Quinlan – yes. The board came out of Non-Public Session at 8:24 p.m. (13-0-0)**

**A. Nominations – A motion was made by Kim Roberge to accept the nominations as presented by Dr. Jennings. Trevor Girard seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (13-0-0)**

#### **VIII. ACTION ITEMS**

**A motion was made by Lucienne Foulks to accept Dr. Jennings’ recommendation to increase the Sr. Administrators vacation time from 20 to 23 days. Jeanne Ludt seconded the motion. Six board members voted in favor of the motion and six board members voted against the motion. One board member abstained from voting. To break the tie, Board Chair Chris Janson voted in favor of the motion therefore, the motion passed. (7-6-1)**

**A motion was made by Kim Roberge to adjourn the**

#### **IX. REVIEW OF MEETING /**

**meeting. Jim Manning seconded the motion. The board voted unanimously to adjourn the meeting. (13-0-0) The meeting adjourned at 8:30 p.m.**

**ADJOURN**