

## 1 Mont Vernon School Board

2 Monday April 13th, 2020

3 Meeting Minutes- Approved 05 11 2020

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5 Attendees:

6 Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant  
7 Superintendent, John Schuttinger-Principal MVVS and Meg Beauchamp- Director of Student  
8 Services.

9 Mont Vernon School Board: Sarah Lawrence- Chair, Peter Eckhoff- Vice Chair, Scott St. Denis-  
10 Secretary, and Stephen O’Keefe.

11 Board Minutes: Danae A. Marotta

12 Public: Kim Sarfte- MVVS Principal Nominee

13 I. Call to Order

14 **Assistant Superintendent, Ms. Christine Landwehrle called the Organizational Meeting to**  
15 **order at 6:07 PM.**

16 As Chair of this meeting, I have determined that given the potential health issues associated with  
17 the COVID-19 pandemic, the Governor’s declared State of Emergency in New Hampshire due to  
18 COVID-19, and the public health authorities recommendations for social distancing, quarantine  
19 and self-isolation, this meeting constitutes an “emergency” pursuant to RSA 91-A:2 (III) (b) in  
20 that “immediate action is imperative and the physical presence of a quorum is not reasonably  
21 practical” and the organization needs to conduct its regular meeting to continue to move the  
22 business of the organization forward during this pandemic.

23 As a result, members of the public body may participate by phone and a quorum need not be  
24 present. Any actions taken must be by Roll Call vote. For the record, this meeting has been  
25 properly noticed for more than 24 hours.

26 Ms. Landwehrle went on to take nominations for Chair of the Mont Vernon School Board.

27 **Mr. Stephen O’Keefe nominated Ms. Sarah Lawrence as Chair of the Mont Vernon School**  
28 **Board.**

29 Ms. Landwehrle asked for additional nominations.

30 There were no other nominations for Chair.

31 **Mr. Stephen O’Keefe motioned for Ms. Sarah Lawrence to serve as Chair of the Mont**  
32 **Vernon School Board. Mr. Peter Eckhoff seconded the motion. The vote was unanimous,**  
33 **motion passed (4-0)**

34 **Ms. Landwehrle called a Roll Call: O’Keefe-Yes, Eckhoff- Yes, Lawrence- Yes and St.**  
 35 **Denis- Yes.**

36 Ms. Landwehrle called for nominations for Vice-Chair of the MVSB.

37 **Mr. O’Keefe nominated Mr. Peter Eckhoff as Vice Chair.**

38 Ms. Landwehrle asked for other nominations.

39 There were no other nominations.

40 **Mr. O’Keefe motioned for Mr. Peter Eckhoff to serve as Vice-Chair of the MVSB. Ms.**  
 41 **Lawrence seconded the motion. The vote was unanimous, motion passed.**

42 **Ms. Landwehrle called a Roll Call: O’Keefe-Yes, Eckhoff- Yes, Lawrence- Yes and St.**  
 43 **Denis- Yes.**

44 Ms. Landwehrle called for nominations for Secretary.

45 **Mr. O’Keefe nominated Mr. Scott St. Denis as Secretary.**

46 **Mr. O’Keefe motioned for Mr. Scott St. Denis to serve as Secretary of the MVSB. Mr.**  
 47 **Eckhoff seconded the motion. The vote was unanimous, motion passed.**

48 **Ms. Landwehrle called a Roll Call: O’Keefe-Yes, Eckhoff- Yes, Lawrence- Yes and St.**  
 49 **Denis- Yes.**

50 Ms. Landwehrle went through the different committee assignments.

51 Committee Assignments

- 52 • Town Budget Committee- Mr. O’Keefe
- 53 • Manifest- Mr. Eckhoff and Mr. St. Denis
- 54 • Policy Committee- Ms. Hinckley and Ms. Lawrence
- 55 • School Budget Committee- Mr. Eckhoff
- 56 • Transportation-Mr. O’Keefe
- 57 • RSEC- Ms. Lawrence
- 58 • SAU Budget Committee- Ms. Lawrence
- 59 • NHSBA-Ms. Hinckley
- 60 • ASD Tuition Agreement Negotiations-Ms. Lawrence and Mr. O’Keefe
- 61 • MVEA Negotiations- Ms. Lawrence and Mr. Eckhoff (Mr. O’Keefe is an
- 62 alternate)

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64 II. Call to Order- Regular Meeting

65 **Ms. Lawrence called the Regular Meeting to order at 6:27PM.**

66 III. Opening Items

67 Director of Student Services, Ms. Meg Beauchamp, explained that the Special Education staff  
68 and paraprofessionals have been working with the classroom teachers to connect to their students  
69 via Google Classroom. Students are still receiving supports and services as they would in their  
70 brick and mortar building. They have breakout sessions through Zoom meetings. In some cases,  
71 they have been able to help troubleshoot with technology. Additionally, they have also reached  
72 out with the school social worker and she is trying to connect while learning remotely.

73 Ms. Lawrence asked about the students with IEP's and getting one on one attention.

74 Ms. Beauchamp replied that in most instances they are getting both. They have even combined  
75 some of those related services to make it easier for families, such as speech and OT. If a child  
76 still gets a one on one intervention, they are still attempting to provide that.

77 Mr. O'Keefe asked about the students out of District.

78 Ms. Beauchamp replied, yes, those students are receiving their services. It was a little delayed in  
79 the beginning.

80 Mr. O'Keefe asked about bringing those students back in District.

81 Ms. Beauchamp responded that those would be placement changes. If they were to return to  
82 school on May 5<sup>th</sup>, they would still not have the appropriate programs.

83 Mr. O'Keefe asked about the costs of Special Education due to the disruption of school.

84 Ms. Beauchamp replied that she can speak to it more in Non-Public Session. She is not  
85 anticipating a cost savings with the possible exception of transportation.

86 Principal of the MVVS, Mr. John Schuttinger, discussed that with remote learning the teachers  
87 are providing direct instruction on Mondays, Wednesdays and Fridays with check-ins on  
88 Tuesdays and Thursdays. Paras are being brought in and they have Zoom breakout rooms. The  
89 whole staff is doing as much as possible with Custodians doing smaller stuff around the  
90 buildings and things they would not have gotten to. The Kitchen staff still being utilized.  
91 Director of Food Services, Mr. John Lash, has told him that they are delivering meals to 50  
92 families with 100 meals. In MV they have 3 families and he will rebroadcast that information  
93 later in week.

94 With the budget update, he does not have the other piece is the number of accounts that are a  
95 deficit in paying and they cover that which is by law.

96 Mr. Eckhoff inquired if they can get federal relief for the salaries that they are paying out with no  
97 revenue in.

98 Ms. Landwehrle noted that it is part of the CARES Act and they anticipate it being about 85% of  
99 what they are allocated for their Title I fund. She believes that the amount would be between \$10  
100 and 12k and it is a broad range and it can be used for anything related to Covid- 19, lunches, and  
101 they would have to look at the best way to utilize that. They have also placed a budget freeze and  
102 SAU #39 Business Administrator, Ms. Michele Croteau, can give greater detail.

103 Mr. O’Keefe asked about furloughs with non-contractual obligations, food service,  
104 paraprofessionals, and office staff.

105 Ms. Beauchamp noted that the paraprofessionals are under contract but do not have a union.

106 Ms. Landwehrle added that the office staff have still been working quite a bit.

107 Ms. Landwehrle replied that it they can put that on the agenda for the next meeting.

108 Mr. O’Keefe commended the Custodial staff for the Bird Garden. He inquired about support for  
109 teachers and if there are any gaps that need to be filled.

110 Principal Schuttinger replied that they hit the ground running and the first few weeks were  
111 challenging. They are in a much better place now.

112 Mr. O’Keefe encouraged Principal Schuttinger to allow the staff to get things out of classrooms  
113 to assist them more comfortable with remote learning.

114 Principal Schuttinger agreed. He added that they can space it out to give people enough room.

115 Ms. Landwehrle added that they were the least concerned with MV because they have the exit  
116 doors.

117 Mr. O’Keefe added that with his personal experience the teachers have been amazing.

118 Principal Schuttinger added that they still plan on moving forward with events such as Read  
119 Across America although it will be online.

120 Mr. O’Keefe noted his concern with the emotional needs of the students.

121 IV. Consent Agenda

122 **Mr. O’Keefe motioned to accept Consent Agenda items 1. Draft Minutes 02 05 2020-Before**  
123 **DS, 3. Oct 2019 Treasurer’s Report, 4. Nov 2019 Treasurer’s Report, and 5. Dec 2019**  
124 **Treasurer’s Report. Mr. Eckhoff seconded the motion. The vote was unanimous, motion**  
125 **passed. Ms. Lawrence called a Roll Call: O’Keefe-Yes, Eckhoff- Yes, Lawrence- Yes and**  
126 **St. Denis- Yes.**

127 **Mr. O’Keefe motioned to accept Consent Agenda item 2. Unanticipated Revenue \$525 from**  
128 **HealthTrust. Mr. Eckhoff seconded the motion. The vote was unanimous, motion passed.**  
129 **Ms. Lawrence called a Roll Call: O’Keefe-Yes, Eckhoff- Yes, Lawrence- Yes and St. Denis-**  
130 **Yes.**

131 V. First Reading JLCJ and JFABD

132 Ms. Lawrence noted that JLCJ- Head Injuries and Concussions and JFABD- Admission of  
133 Homeless Students are a first reading.

134 The Board had no questions or comments.

135 Ms. Lawrence added that they can certainly discuss these policies again next month.

136 VI. Board Goals

137 Ms. Lawrence noted that they are in the Agenda Packet.

138 Ms. Landwehrle added that they provided a brief update on items. She then asked for questions.  
139 They met with 5<sup>th</sup> and 6<sup>th</sup> grade today and are looking at how they are going to provide more  
140 narrative reports for students. They will do their best to share their information. NWEA testing is  
141 suspended.

142 Ms. Lawrence inquired about the Year of Math continuing during remote learning,

143 Principal Schuttinger replied that they were doing great up until St. Patrick's Day. Since then the  
144 Math Interventionists have created a Math Club. He would like to check in with Ms. Charline  
145 Brown, to see what they could do for the Math Houses.

146 Ms. Landwehrle added that she has gotten information from Ms. Croteau about accepting the  
147 \$525 from HealthTrust into the grant funding. It can then be used after the June 30<sup>th</sup>, 2020 and be  
148 used for staff wellness.

149 Ms. Lawrence asked if there were any other questions about the Board Goals.

150 There

151 **Mr. O'Keefe amended his motion for Consent Agenda item #2. Unanticipated Revenue**  
152 **from HealthTrust to be accepted into grant funding. Mr. St. Denis seconded the motion.**  
153 **The vote was unanimous, motion passed. Ms. Lawrence called a Roll Call: O'Keefe-Yes,**  
154 **Eckhoff- Yes, Lawrence- Yes and St. Denis- Yes.**

155 Mr. O'Keefe asked about 6<sup>th</sup> grade graduation.

156 Principal Schuttinger noted that they are still discussing it.

157 VII. Non-Public Session

158 **Mr. O'Keefe motioned to enter into Non-Public Session RSA 91 A:3 II (b) at 7:00PM. Mr.**  
159 **St. Denis seconded the motion. The vote was unanimous, motion passed. Ms. Lawrence**  
160 **called a Roll Call: O'Keefe-Yes, Eckhoff- Yes, Lawrence- Yes and St. Denis- Yes.**

161 Members Present: Mr. O'Keefe, Mr. Eckhoff, Ms. Lawrence and Mr. St. Denis.

162 Other Persons Present: Mr. Steel, Ms. Landwehrle, Principal Schuttinger and Ms. Beauchamp.

163 Description of matters discussed and final decisions made: Personnel

164 VIII. Public Session

165 The Board resumed Public Session at 7:27PM.

166 Superintendent Steel discussed that he is pleased to bring Ms. Kim Sarfte forward as Principal of  
167 the Mont Vernon Village School. She has wowed the Committee from beginning to end and is

168 currently at the Newfound School System as their Director of Curriculum. They are thrilled to  
169 have her and lucky to hire someone of her caliber.

170 Mr. Steel noted that he is placing into nomination Ms. Kim Sarfte, as Principal of the Mont  
171 Vernon Village School with a starting salary of \$115,000 and a three-year contract effective July  
172 1<sup>st</sup>, 2020.

173 **Mr. O’Keefe motioned to elect Ms. Kim Sarfte as Principal of the Mont Vernon Village**  
174 **School with a starting salary of \$115,000, with a three-year contract, effective July 1<sup>st</sup>. Mr.**  
175 **Eckhoff seconded the motion. The vote was unanimous, motion passed. Ms. Lawrence**  
176 **called a Roll Call: O’Keefe-Yes, Eckhoff- Yes, Lawrence- Yes and St. Denis- Yes.**

177 IX. Meeting Adjourned

178 **Mr. Eckhoff motioned to adjourn the meeting at 7:30PM. Mr. St. Denis seconded the**  
179 **motion. The vote was unanimous, motion passed. Ms. Lawrence called a Roll Call:**  
180 **O’Keefe-Yes, Eckhoff- Yes, Lawrence- Yes and St. Denis- Yes.**

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