

1 Mont Vernon Village School

2 Monday, May 6th, 2019

3 Meeting Minutes- Approved 06 13 19

4 Attendees:

5 Administrative Team: Adam Steel- Superintendent, Christine Landwehrle- Assistant
6 Superintendent, John Schuttinger- Principal MVVS, and Jan Mattie- 3rd Grade Teacher MVVS

7 Mont Vernon Village School Board: Chair- Sarah Lawrence, Vice Chair- Peter Eckhoff, and
8 Stephen O'Keefe.

9 Public: None

10 Board Minutes: Danae Marotta

11 I. Call to Order

12 **Chair, Ms. Sarah Lawrence, called the meeting to order at 6:05 PM.**

13 II. Public Input

14 No Public Comment

15 III. Superintendent's Report

16 Superintendent, Mr. Adam Steel, noted that he had a follow up from the last meeting about the
17 electricity being so high with the new lighting. He reached out to Steve and Tom, but has not
18 heard anything yet. He added that he will that he will stay on top of it.

19 Additionally, they are past the May 1st deadline, and they are well within the limit that the Board
20 set for class size.

21 Ms. Lawrence asked Mr. Steel if they should keep the meeting for tomorrow with ASB Chair,
22 Ms. Elizabeth Kuzsma.

23 Mr. Steel replied, yes that is for expanding grades to the MVVS.

24 Discussion ensued.

25 Mr. O'Keefe noted his support.

26 The Board thanked Superintendent Steel.

27 IV. Principal's Report

28 Principal of the MVVS, Mr. John Schuttinger, thanked Ms. Jennifer Abis and Mrs. Maura
29 Zaccaria for organizing the Art & Music Night on April 17th. This event involved all students in
30 a musical performance for the first part of the evening and then families were invited to view
31 student art work. This event started last year when Ms. Zaccaria realized all of the students' work
32 would not be represented in the annual Student Art Show.

33 The Annual Science Jam took place on April 18th. Thank you to Ms. Tighe and Ms. Jones for
34 setting up the event and working with students for several weeks. A special thank you to the
35 students for their efforts and project presentations and to the families for their support.

36 This year's annual Book Swap was held on Thursday, April 18th. Students brought in many
37 books making this event a success. Thank you to Ms. Patricia Garrity for organizing the event
38 and to our Kindergartener's for collecting the books each day.

39 Our Poem in Your Pocket week was a success again this year to celebrate Poetry Month. Thanks
40 to alum Emma Farris for starting this new tradition at MVVS last year and to the PTA for their
41 support providing books to their poetry winners.

42 He then asked the Board for any questions.

43 Mr. O'Keefe remarked that the Art and Music Night was well executed.

44 Principal Schuttinger remarked that they have 28 enrolled for Kindergarten for next year.
45 Tonight is the Kindergarten Parent Info Night so he will be leaving the meeting and then
46 returning when it is over.

47 In regards to the electric, he was talking to Head Custodian Mr. Eric Bouldin, and the multi-
48 purpose room has been accessed by the Amherst Rec. Department two or three nights.

49 He then explained a couple of possible reasons of why the electricity has been so high, first, the
50 morning program has been starting earlier (with the morning person getting there at 6am)
51 second, the light on the playground was shutting off at 10, which is pretty late even during the
52 winter, third, they have a light on the flag that stays on all night although, it is on a sensor.

53 He finalized his comments by adding hopefully they will have more information for the June
54 meeting.

55 Mr. O'Keefe asked if they are getting revenue for the use of the multi-purpose room.

56 Principal Schuttinger added that he will contact Amherst Rec. Department Director, Mr. Craig
57 Fraley.

58 Ms. Lawrence asked about the informal observations.

59 Principal Schuttinger replied, that it was 93 in total, 80 completed, 13 left.

60 Mr. O'Keefe asked about the morning fruit program.

61 Principal Schuttinger added that he talked to Food Service Director, Mr. John Lash, and it was
62 supposed to start but nothing ever happened. He is thinking that they could use the funds from
63 the food service program to offset the program. He would like to start this on the following
64 Monday.

65 Mr. O'Keefe remarked that they are running out of time.

66 Ms. Lawrence asked about the progress on the afterschool sports proposal or the hiring.

67 Principal Schuttinger replied that they are in the process for interviews. The candidates for
68 teaching are also going well.

69 Ms. Lawrence asked the Board for any questions. She then asked for the AMS Principal's
70 Report.

71 Assistant Superintendent, Ms. Christine Landwehrle noted that there was some confusion with
72 Ms. Maureen DeGrenier doing the packet. She then noted that she can get the AMS Principal's
73 Report for the Board.

74 The Board had no further questions and thanked Principal Schuttinger.

75 V. Consent Agenda

76 Superintendent Steel noted that the Consent Agenda has changed. He then asked the Board if
77 they noticed the change in the updated Budget Transfers.

78 The Board replied, yes.

79 Ms. Lawrence pulled the 1. Draft Minutes 04 11 19.

80 She then noted the change from line 58-59.

81 *"Amherst would also be responsible for covering the costs for students with an IEP."*

82 Changed to:

83 *"Amherst would also be responsible for covering the costs for students with an IEP, per statute."*

84 **Mr. Steven O'Keefe motioned to accept the Consent Agenda items 1. Draft Minutes 04 11**
85 **19, as amended, 2. Budget Transfer 2019-004, revised 3. Budget Transfer 2019-005, revised**
86 **and 4. General Assurances FY 2020- Authorizing the School Board Chair to sign on behalf**
87 **of the Board. Mr. Peter Eckhoff seconded the motion. The vote was unanimous, motion**
88 **passed.**

89 VI. Policies from November 15th 2018 SAU Meeting- First Reading-

90 Ms. Lawrence noted that these policies were at the 11 15 18 SAU Meeting. Included for
91 discussion are CBI, CBI-R, GCFA, JICI, JLCE-EBBC, JLCE-R, KFA.)

92 Mr. O'Keefe asked about Policy JLCE-R and possibly change the language of "Mother and
93 Father", to "Parent/Guardian".

94 Discussion ensued.

95 The Board agreed to remove *"See appendix JLCE-R for the form"* from policy JLCE-EBBC.

96 Mr. Eckhoff asked what do parents actually fill out.

97 Ms. Landwehrle added that it is not necessary to have policy JLCE-R as it is completed through
98 online registration.

99 Ms. Lawrence then asked for other questions from the Board.
100 There were no other questions/comments.
101 The Board thanked Ms. Landwehrle.
102 VII. Board Goals
103 Ms. Lawrence mentioned that even though Mr. Driscoll and Ms. Hinckley are not here they both
104 provided feedback and can still start the discussion.
105 Ms. Lawrence then went to last year's Board Goals presentation.
106 • **#1: Student Achievement.**
107 Ms. Lawrence added that Mr. Driscoll's had remarked that they are doing better on
108 extracurricular opportunities and parent score card to increase transparency.
109 She noted that a question was are their measurements clearly defined.
110 Mr. Steel added that it needs to be discussed and through the Superintendent's Report Card there
111 are 5 areas. Next month it should be done.
112 Ms. Lawrence added that Mr. Driscoll asked if it was measurable.
113 Superintendent Steel added that these are areas of focus.
114 Ms. Lawrence added that they were looking for a Band Opportunity. She then asked if they can
115 put that as a specific goal.
116 Superintendent Steel replied, yes.
117 Mr. O'Keefe added that this year they are pushing a grade this year to the middle school that did
118 not have band.
119 Discussion ensued over the band.
120 Ms. Lawrence requested to make it a specific goal with after school opportunity.
121 Mr. O'Keefe added that the U.S. News and World Report to work for a year to boost math scores
122 to get them credit for what they are doing today.
123 Superintendent Steel noted that they were 55% proficient in math (2017) and now at 62%. They
124 jump quite a bit in reading in math for scores that count for next year.
125 Mr. O'Keefe remarked that he would like to create a year of math.
126 Ms. Landwehrle discussed that the textbooks are 7 years old. She just got samples to look at deep
127 summer math work, to include consistency. She is meeting on Wednesday with math
128 interventionists, to start to review the samples. Math textbooks might be in the budget for the
129 following year.

130 Mr. Steel asked what would they do differently if they were to make a significant change in
131 Math.

132 Ms. Landwehrle replied, more consistency in the day to day with what they are doing and the
133 materials. They also purchased some new materials and she can see some of what Math
134 Interventionist, Ms. Charline Brown is doing next year.

135 Superintendent Steel asked Ms. Jan Mattie, MVVS 3rd Grade teacher, for her thoughts.

136 Discussion ensued.

137 Ms. Lawrence added that they don't want to teach to the test.

138 Superintendent Steel remarked that they believe in NWEA and have tracked it for quite some
139 time.

140 Ms. Landwehrle added that with NWEA, students can make a lot of growth and some years not.
141 That is the tough thing it is not consistent.

142 Discussion ensued.

143 Ms. Landwehrle suggested that they do a Dreambox challenge as a piece.

144 Mr. O'Keefe agreed, and commented on shooting for a benchmark. He then suggested that they
145 look at something that they can do at the end of next year.

146 Ms. Lawrence suggested the kids taking a survey at the end of next year.

147 Mr. Eckhoff commented that this is all good dialogue and everything circles back to math. He
148 then added that if the book does not help then that is an easy fix.

149 Ms. Landwehrle discussed that they don't want to shift away from Math in Focus.

150 Superintendent Steel added that they will follow back.

151 Ms. Mattie added that Ms. Brown is exceptional, and the kids were excited about doing math but
152 were nervous about doing the writing. She then gave her support for a year of math.

153 Mr. Eckhoff asked how long do textbooks last.

154 Ms. Landwehrle explained that they planned for 6 years but have kept it for the 7th year.

155 Mr. O'Keefe asked about the using it electronically.

156 Ms. Landwehrle replied that they can look purchasing the licensing.

157 Superintendent Steel added that they will revisit that.

158 • **Goal #2 Budget**

159 Ms. Lawrence noted that Mr. Driscoll would like to recruit for Budget Committee early, and
160 Budget Transparency especially with Special Education.

161 Mr. O’Keefe commented that he would like to invite the PTA, Selectman, and be proactive with
162 their outreaches. That is how you gained informed voters. It is 5 people for every 1 person that
163 you talk to. He then suggested that they reach out in the second week of Feb and the first week in
164 March.

165 Mr. Steel added that they are good shape with staffing.

166 Ms. Landwehrle added that they were looking at a French Club.

167 Mr. O’Keefe asked about video for their board meetings again.

168 Ms. Lawrence added that it is reasonable to reconsider it.

169 Superintendent Steel gave his support.

170 • **Goal #3 Parent/Teacher Partnerships**

171 Mr. Driscoll noted that they are waiting for the new reporting tool scheduling info sessions and
172 training sessions once they are fully online, more events for parents at night.

173 Ms. Landwehrle added that the PTA does a lot.

174 Mr. O’Keefe suggested using a stipend for different engagement nights.

175 Ms. Lawrence added that they had done that a long time ago and had little attendance. She then
176 noted that she was in support.

177 Ms. Landwehrle added that Math Club Carnival has great attendance and she would be happy to
178 work with a teacher for a another parent night.

179 Mr. O’Keefe suggested an Instructional Coach.

180 Ms. Landwehrle then described what an event can look like.

181 Superintendent Steel remarked that his weekly videos are very effective and he gets a lot of
182 positive feedback.

183 Ms. Lawrence added that was a good suggestion with video segments and a couple of parent
184 nights a year.

185 She then added that Ms. Hinckley mentioned that it would be helpful to have parent information
186 in one location. Some teachers use Bloomz and others use different methods of communication.

187 Superintendent Steel agreed.

188 Ms. Lawrence noted that is something to think about.

189 Ms. Landwehrle added that with Bloomz teachers can post pictures easily for parents.

190 Mr. Eckhoff suggested using Bloomz for grades K-2, and then Empower for grades 3-6.

191 Ms. Lawrence agreed.

192 Superintendent Steel added that with Bloomz the notifications are fast.

193 • **Goal #4 Facilities and Grounds**

194 Ms. Lawrence added that Mr. Driscoll was curious if they get more serious about playground
195 fundraising.

196 Mr. O'Keefe suggested that they get the PTA involved and more volunteer based.

197 Superintendent Steel agreed with Mr. O'Keefe.

198 Ms. Lawrence added that when they put in the swings that the kids were excited about
199 fundraising with the help of the PTA.

200 Mr. Eckhoff asked about the fees from the usage of the Multi-Purpose Room and using them for
201 the playground upgrade.

202 Superintendent Steel explained how field usage operates.

203 Mr. O'Keefe asked Principal Schuttinger for their facility wish list.

204 Principal Schuttinger replied that he will ask the teachers.

205 Superintendent Steel added that he would like to focus on beautification of the
206 grounds/landscape design. That is something to consider.

207 Ms. Lawrence replied that she knows of a grant that they can possible use

208 Ms. Landwehrle suggested a more formal outdoor classroom.

209 Ms. Mattie added that they use a space down the hill.

210 Discussion ensued over an outside classroom.

211 Mr. O'Keefe suggested that the teachers and staff put together a needs list for the board.

212 VIII. NWEA Longitudinal Report and Growth for Lowest Quartile

213 Assistant Superintendent, Ms. Christine Landwehrle, noted that they will be looking at the
214 longitudinal first. These are your Mean and Percentile scores. She then explained an anomaly
215 regarding full-day K and first grade scores. They did recover but it did take time.

216 The added challenge with MV is that they have a small cohort and students moving in and
217 moving out can make a difference.

218 She then reviewed the Current Grade 1 Reading Growth.

219 She then reviewed the NWEA Math.

220 She added that with the current Grade 4, it is a group that has a lot of support and changes. It is
221 not a significant change.

222 Mr. O'Keefe asked about looking for patterns.

223 Ms. Landwehrle added that she is meeting with Math Interventionist, Ms. Charline Brown to talk
224 about Intervention and it will make sense to provide a deeper level of support to those grade
225 levels.

226 She explained that they are seeing really strong growth with the younger grade levels.

227 She then reviewed the Grade 6 Math growth, 60% met their growth projection from Fall to
228 Winter. Last year, Ms. Brown focused on problem solving and that had an impact.

229 Ms. Lawrence asked when was the best time to look at these scores.

230 Ms. Landwehrle added that with Fall norms you see summer regression.

231 Mr. O’Keefe asked about the 3rd, 4th and 5th.

232 Ms. Landwehrle added that NHSAS starts in 3rd grade.

233 Mr. Eckhoff asked about the growth rates in other districts.

234 Ms. Landwehrle added that you see strong growth with smaller class sizes. NHSAS, the state
235 assessment, looks at raw achievement levels. They do send home information for parents.

236 Mr. Eckhoff asked if a parent would be able to interpret that data.

237 She then went to the NWEA Quartiles Achievement Status Report.

238 Mr. O’Keefe asked if this report stays in district.

239 Ms. Landwehrle replied, yes, with NWEA.

240 She then reviewed the Reading- Achievement Status, noting that this is an internationally
241 normed assessment.

242 She then reviewed the Math- Achievement Status, K-10.

243 IX. PACE Update

244 Ms. Landwehrle reviewed the three different levels of PACE Tier III, II and then I. She then
245 described PACE adding that there is a lot of data and organizing.

246 Next year, they will be rolling out their new grading system and opening up the Parent Portal
247 with Empower and to jump into PACE at the same time, might be too much. She then
248 recommended that they keep continuing their deep work with PACE and at the end students
249 would take NHSAS. There is so many changes to jump into PACE at the same time might be a
250 heavy lift.

251 Superintendent Steel remarked that they are committed to the tenents of PACE.

252 Ms. Landwehrle added that they have sent the opt-out letter home twice and none have opted out
253 of taking the assessment.

254 The Board thanked Ms. Landwehrle.

255 Superintendent Steel then noted that he does have one nomination tonight.

256 **Mr. Steven O’Keefe motioned to accept the nomination of Mr. Zakery Blake, Special**
257 **Education Teacher MVVS, Bachelor Step 8, \$51, 939, FTE 1.0. Mr. Peter Eckhoff seconded**
258 **the motion. The vote was unanimous, motion passed.**

259 X. Non-Public Session

260 **Mr. Steven O’Keefe motioned to enter into Non-Public Session RSA 91: A3 II (a), (b) and**
261 **(c) at 8:20PM. Mr. Peter Eckhoff seconded the motion. The vote was unanimous, motion**
262 **passed.**

263 Ms. Lawrence called a Roll Call: Lawrence- Yes, Eckhoff- Yes and O’Keefe-Yes.

264 A personnel matter was discussed.

265 **Mr. Steven O’Keefe motioned to exit non-public session. Mr. Peter Eckhoff seconded the**
266 **motion. The vote was unanimous. Motion passed.**

267 Ms. Lawrence called a Roll Call: Lawrence-Yes, O’Keefe- Yes, and Eckhoff- Yes.

268 XI. Meeting Adjourned

269 Meeting Adjourned at 8:45 PM