

1 Mont Vernon School Board

2 Monday, December 11th, 2017

3 Meeting Minutes

4 Attendees:

5 Administrative Team: Peter Warburton- Superintendent of Schools, John Schuttinger-Principal, Christine  
6 Landwehrle- Director of Curriculum & Professional Development, Meg Beauchamp- Director of Student  
7 Services and Stephanie Grund- Finance Department.

8 Mont Vernon School Board: Thomas Driscoll- Chair, Sarah Lawrence- Vice Chair, Stephen O'Keefe, and  
9 Kim Roberge

10 Minute Taker: Danae Marotta

11 Public: Sam Hinkley- Budget Advisory Committee, Mont Vernon NH.

12 I. CALL TO ORDER

13 **Chair Mr. Thomas Driscoll called the Meeting to order at 7:43 PM.**

14 II. ANNOUNCEMENTS

15 A. Principal's Report

16 Principal Mr. John Schuttinger discussed enrollment. He noted that they are at 190 at this time.

17 Ms. Roberge commented that the Town has a lot of new homes right now.

18 Principal Schuttinger added that is great.

19 He added that next meeting they will see a presentation from the 3<sup>rd</sup> and 4<sup>th</sup> grade.

20 B. Correspondence

21 Principal Schuttinger then read an email from Ms. Heidi Rashidi.

22 *Dear Principal Schuttinger*

23 *"I am writing to suggest that a big thank you be made to Ms. Coltheart at tonight's performance. Her*  
24 *kindness as a teacher, and the opportunities she brings to the table have meant a lot to my daughter and*  
25 *helped her integrate happily and find her niche in a new environment.*

26 *As a former piano teacher, it has also not escaped my notice that the play and the majority of songs the*  
27 *students sing have been written and composed by Ms. Coltheart. While any teacher could transcribe a*  
28 *known melody, I would be surprised if one in two hundred could do what she does. Not only has it*  
29 *provided a large repertoire of adorable songs for obscure occasions like Grandparents' Day, it has*  
30 *undoubtedly saved the school hundreds if not thousands annually in sheet music costs and performance*  
31 *royalties. She is a gem.*

32 *Best wishes,*

33 *Heidi Rashidi*

34

35 Mr. O’Keefe also gave his support for Ms. Colheart.  
 36 He then asked at what point to they add another Kindergarten teacher with 33 kids.  
 37 Principal Schuttinger noted that he would ask for support, first, before another classroom.  
 38 Superintendent Warburton noted that Amherst has 108 Kindergarteners with 6 sections.  
 39 Mr. O’Keefe noted that there are a number of towns that have been trying to get that included on their  
 40 ballot.

#### 41 C. Committee Reports

42 Ms. Sarah Lawrence discussed that they looked at the EEAA Policy- Video Surveillance and it will go  
 43 back to the SAU Board for clarification. She added that they think it is much better this time around.

44 Superintendent Mr. Peter Warburton added that he will send it to the Principals beforehand.

45 The Board thanked Superintendent Warburton and Ms. Lawrence.

#### 46 III. PUBLIC TIME

47 No Public Comment

#### 48 IV. CONSENT AGENDA

##### 49 A. Minutes

50 1. November 9, 2017

##### 51 B. Treasurer’s Reports

52 1. July 2017

53 2. August 2017

##### 54 C. Unanticipated Revenue

55 1. Donation of two tables valued at \$287.67 each (total of \$575.34) from  
 56 DonorsChoose.org to be used for classroom activities. The donations were made by Morgan  
 57 Hagey, Amy Lavoie and an anonymous donor from New Hampshire.

##### 58 D. Budget Transfer

59 1. TSRF 2018-004

##### 60 E. Auditor’s Report

61 Chair Mr. Thomas Driscoll noted that the E. Auditor’s Report will be taken out of tonight’s Consent  
 62 Agenda. He added that they will discuss it next meeting.

63 **Ms. Kim Roberge motioned to accept the Consent Agenda items A. Minutes 1. November 9, 2017,**  
 64 **B. Treasurer’s Reports 1. July 2017 and 2. August 2017, C. Unanticipated Revenue 1. Donation of**  
 65 **two tables valued at \$287.67 each (total of \$575.34) from DonorsChoose.org to be used for**  
 66 **classroom activities. The donations were made by Morgan Hagey, Amy Lavoie and an anonymous**  
 67 **donor from New Hampshire, D. Budget Transfer 1. TSRF 2018-004. Ms. Sarah Lawrence seconded**  
 68 **the Motion. The vote was unanimous, Motion passed.**

69 V. PRESENTATIONS

70 A. FY19 Budget

71 Ms. Stephanie Grund, Finance Department, gave the Board an update with 3 changes. 1. number of new  
72 teachers (3 to 1) 2. SAU Budget assessment reduced due after action from the SAU Board and 3.  
73 Reductions to three different accounts, New Equipment – removed cost of new TV Display, Plumbing  
74 Repairs – removed replacement of faucets with touch free- removed replacement of water fountains with  
75 bottle fillers and 3) Replacement Equipment – reduced by half due to the same item being budgeted twice

76 Ms. Roberge asked about technology changes.

77 Ms. Meg Beauchamp, Director of Student Services, noted that some things were double entered and that  
78 was corrected and is reduced by half.

79 Ms. Roberge asked for further clarification about software.

80 Mr. Sam Hinkley, Mont Vernon Advisory Finance Committee Chair commented about it being a  
81 justification.

82 Ms. Roberge added that from a voter standpoint, they are at an increase.

83 Mr. Driscoll added that there is more time to look into it but try to get as close as possible tonight. He  
84 added that they can make another pass at the Budget.

85 Ms. Roberge asked about the subscription services.

86 Principal Schuttinger discussed that the usage depends on the application. He added that Director of  
87 Technology, Mr. Bruce Chakrin has been working on report cards at the time. He noted that the usage is  
88 usually across the SAU.

89 Ms. Christine Landwehrle, Director of Curriculum and Technology added that a lot of the data about  
90 software depends if the student logs in.

91 Mr. Schuttinger noted that he had asked the teachers what applications they have been using and what  
92 they find the most valuable.

93 Ms. Landwehrle added that if teachers aren't using it then it could be a PD issue or an alignment to  
94 curriculum issue.

95 Ms. Roberge asked how could they gauge software usage.

96 Principal Schuttinger discussed that they do the best they can with what they have but they don't know  
97 the unknown.

98 Mr. Schuttinger discussed how the smartboards are used often and with interaction.

99 Ms. Roberge commented that she is looking at the budget from a taxpayer standpoint.

100 Principal Schuttinger remarked that he is trying to spread out the costs. He then added that he would like  
101 to start getting more updated furniture.

102 Mr. Driscoll asked the Board for further input.

- 103 Ms. Roberge noted that the Budget has been thoroughly reviewed, however, it would be nice to come in  
104 under \$5 Million.
- 105 Mr. Driscoll asked Principal Schuttinger if he could look for more potential savings.
- 106 Mr. O’Keefe asked about the new teacher addition. He asked for the majority of the other piece. He asked  
107 if it was an additional \$25K. He then asked what tab is located on.
- 108 Ms. Beauchamp noted that psychological services have gone up based on what is needed and there was an  
109 increase there.
- 110 Mr. O’Keefe asked about the difference between the default and the proposed minus the teacher.  
111 He then asked about what is sizeable and what can they can possibly adjust.
- 112 Ms. Roberge added that there is an increase of \$11,608 in Technology and Facilities has an increase of  
113 \$9,249.
- 114 She added that she is looking at the BC Summary.
- 115 Mr. O’Keefe remarked that they are presenting a lean budget.
- 116 Mr. Hinkley noted that the Advisory Finance Committee endorses the latest budget. He added that they  
117 will take a closer look at the increase in Special Education.
- 118 Mr. Driscoll added that they will go into Non-Public at a later time.
- 119 The Board thanked the AFC and Mr. Hinkley.
- 120 B. Budget Committee Report
- 121 *See above*
- 122 VI. DISCUSSION
- 123 A. Community Survey
- 124 Superintendent Warburton discussed that he has put a draft together and he is looking for feedback. He  
125 added that this is no way finished and gave a number of topics to ask the public.
- 126 He the read the questions for the Board.
- 127 Mr. Driscoll asked when are you thinking of sending it out.
- 128 Superintendent Warburton responded, maybe next week, he then asked the Board for their thoughts.
- 129 Ms. Lawrence asked if they should explore later starts. She suggested they present it in a creative way.
- 130 Superintendent Warburton responded that they are exploring later starts.
- 131 Ms. Lawrence suggested asking what supports would be necessary if the school had a later start time.
- 132 Superintendent Warburton asked the Board to take some time with it and they will get it out next week.
- 133 Mr. Driscoll asked if they will do it for all three districts.
- 134 Superintendent Warburton replied, yes, this is a first attempt.

135 The Board thanked Superintendent Warburton.

136 B. Date for Board meeting during school day

137 Mr. Driscoll commented that this is building on Mr. O’Keefe’s idea to introduce students to a Board  
138 Meeting.

139 He added that it would be great to get feedback from students.

140 Superintendent Warburton suggested more of a culmination of a week.

141 Mr. Driscoll added that just the upper grades.

142 Principal Schuttinger noted that at least part they can have all of them there. He noted that there is a lot of  
143 possibilities.

144 Mr. O’Keefe noted that the spring time would be best.

145 Superintendent Warburton suggested April 10<sup>th</sup> or May 12<sup>th</sup>. He added that would give teachers a lot of  
146 time to get some things planned.

147 Mr. Driscoll asked if Student Council would be interested to attend.

148 Ms. Roberge asked about Tri-County accepting MV students. She then asked Superintendent Warburton  
149 to look into it.

150 Mr. Warburton replied, yes, he added he will look into it.

151 Ms. Roberge remarked that it does impact the kids.

152 Mr. O’Keefe suggested a food vote to get the kids involved.

153 Principal Schuttinger noted that it has been highly requested to have a salad bar.

154 VII. INFORMATIONAL

155 A. Title I Update

156 Principal Schuttinger discussed that he met with Ms. Landwehrle and Ms. Charline Brown to review the  
157 survey answers.

158 He added that January would be their target for mailing out invitations.

159 Ms. Landwehrle added that the invitations didn’t go out until May, the problem is the grant approval  
160 process, and sometimes it is hard or easy. They have a meeting next week, they are hoping to write it  
161 submit it and get invitations out.

162 Principal Schuttinger suggested to send out a Save the Date card.

163 Ms. Landwehrle discussed that it all depends on how busy is at the NH DOE. She added that sometimes it  
164 is two weeks and sometimes it is two months, it depends on how many grants they are reviewing.

165 Mr. Driscoll suggested by the next board meeting to send out a Save the Date. He added if we don’t hear  
166 back we can call.

167 Ms. Landwehrle added that you can rank order and call the students that you want to invite, based on  
168 funding, and if they turn it down then you can call the next group.

169 Ms. Roberge noted that they should follow up with them as well.

170 The Board thanked Principal Schuttinger and Ms. Landwehrle.

171 B. NWEA Update for Grade 7

172 Ms. Landwehrle discussed that math really fluctuates for the percentiles, within the range. She added that  
173 the tough part is that you can't get the grade level growth. She added that it gives you good benchmark  
174 for where they are at.

175 Mr. Driscoll asked about the fifth grade NWEA.

176 Ms. Landwehrle noted that she can share the ASD NWEA growth. She noted that ASD growth is 6 RIT  
177 points of growth. MV grew 4 RIT points. They did have more students meeting their target growth so 5<sup>th</sup>  
178 grade does stand out more. She added that they do have a much larger population.

179 Mr. Driscoll asked if is it the resource, or something else.

180 Ms. Landwehrle replied that she is thinking it is a resource. She added that she will look more closely at  
181 ASD data. She remarked that she is interested in looking at that cohort. It is something for them to  
182 monitor and they might do a Spring NWEA, but they need to be careful with over assessing.

183 She added if they don't see significant growth for the 4<sup>th</sup> grade, winter NWEA, and if it is a resource  
184 issue, then they can make changes.

185 Mr. O'Keefe asked about the students moving in and out and the cohort.

186 Ms. Beauchamp discussed that with a small sample the results can vary greatly.

187 Mr. O'Keefe asked about the kids moving in and out of the district and affecting the results.

188 Ms. Landwehrle discussed that they never did the analysis here in MV, but it would be interesting.

189 B. Superintendent evaluation of Principal at the end of February 8th meeting (non-public)

190 Superintendent Warburton discussed that the Principal evaluation should last about a half hour, and he is  
191 expecting it to go well.

192 VIII. ACTION ITEMS

193 A. Memorandum of Understanding (MVPD& MVSD) & Form Ed317 – 2nd Reading

194  Motion for Superintendent to sign MOU on the Board's behalf

195 Mr. Warburton remarked that there were some grammatical errors and now they are corrected.

196 **Ms. Kim Roberge motioned to authorize the Superintendent to sign the Memorandum of**  
197 **Understanding between the (MVPD& MVSD). Ms. Sarah Lawrence seconded the motion. The vote**  
198 **was unanimous. Motion passed.**

199 C. Policy DN – School District Properties Disposal

200 **Ms. Kim Roberge motioned to approve the Policy DN – School District Properties Disposal. Ms.**  
201 **Sarah Lawrence seconded the Motion. The vote was unanimous. Motion passed.**

202 Ms. Roberge asked if they were still using Pedro's *Journal* as part of their curriculum.

203 She noted that she had heard someone's child stating that Christopher Columbus was awful and she  
204 wanted to check.

205 Ms. Landwehrle responded, yes, it is part of the 5<sup>th</sup> grade humanities unit, based on seeking adventure and  
206 why. She added that it is one of the core texts, they have different picture books and there are other  
207 explorers. She noted that there are multiple texts and the unit is on exploration.

208 Ms. Roberge added that the reason it was brought up again is our education.

209 Ms. Lawrence commented that it is a well-rounded view of Columbus and has many facets.

210 Ms. Landwehrle replied that it was brought up in the past and it is more well-rounded now. The unit was  
211 changed and rounded out.

212 She added that she is happy to provide the materials for the Board.

213 Ms. Roberge remarked that it is hard to think of Christopher Columbus as a villain.

214 Ms. Lawrence noted that they are looking at it through today's lens.

215 The Board thanked Ms. Landwehrle.

216 IX. NON-PUBLIC SESSION – RSA 91-A:3 II. (a) (b) (c)

217 A. Student Matters

218 **A motion was made by Kim Roberge to enter a Non-Public session per RSA 91A:3 II (a) (c).**  
219 **Sarah Lawrence seconded the motion.**

220 By roll call vote, Roberge – yes, Lawrence-yes, Driscoll-yes, O'Keefe – yes. Jason Chavez - Absent.

221 The board voted unanimously to enter Non-Public session at 9:03 pm.

222 Minute Taker: Tom Driscoll

223 The board discussed FY18/19 special education.

224 The board discussed personnel matter.

225 **A motion was made by Kim Roberge to exit Non-Public session. Sarah Lawrence seconded the**  
226 **motion.**

227 By roll call vote, Roberge – yes, Lawrence-yes, Driscoll-yes, O'Keefe – yes. Jason Chavez - Absent.

228 The board voted unanimously to exit non-public session at 10:12pm.

229 **A motion was made by Steven O'Keefe to ratify the tentative agreement for a new**  
230 **collective bargaining agreement between the Mont Vernon Education Association and the**  
231 **Mont Vernon School Board effective July 1, 2018 through June 30, 2021 and to include a**  
232 **warrant article on the March 2018 ballot. Sarah Lawrence seconded the motion. All board**  
233 **members voted in favor of the motion and the motion passed unanimously (4-0-0).**

234 X. & XI. REVIEW OF MEETING/ADJOURN

235 **A motion was made by Kim Roberge to adjourn the meeting. Sarah Lawrence seconded the**  
236 **motion. All board members voted in favor of the motion and the motion passed**  
237 **unanimously (4-0-0). The meeting adjourned at 10:30pm.**