

1 Mont Vernon School Board

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Thursday, May 10th, 2018

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Meeting Minutes

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7 Attendees:

8 Administrative Team: Adam Steel- Business Administrator/Associate Superintendent, John

9 Schuttinger-Principal MVVS, Meg Beauchamp- Director of Student Services, Christine

10 Landwehrle- Director of Curriculum & Professional Development and John Robichaud- Director

11 of Buildings and Grounds.

12 Mont Vernon School Board: Thomas Driscoll- Chair, Sarah Lawrence- Vice Chair, and Stephen

13 O'Keefe.

14 Minute Taker: Danae Marotta

15 Public: MVVS Students and Staff.

16 **MINI BOARD MEETING WITH MVVS STAFF AND STUDENTS**

17 I. CALL TO ORDER – Chair Thomas Driscoll

18 **Chair Mr. Thomas Driscoll called the meeting to order at 1:15 PM.**

19 He then thanked Principal Mr. John Schuttinger and everyone that was able to make this daytime
20 meeting possible.

21 Everyone read the Pledge of Allegiance.

22 II. MINI BOARD MEETING

23 School Board Roles and Responsibilities

24 Mr. Thomas Driscoll introduced himself as Chair of the MVVS Board and added that this is his

25 8th year with the School Board. He noted that he has three kids that have come through the

26 MVVS.

27 He added that Ms. Kim Roberge and Mr. Peter Eckhoff is not here.

28 Ms. Sarah Lawrence, introduced herself as Vice-Chair of the MVVS Board, and remarked that

29 she has two sons, including one that is current 6th grader here.

30 Mr. Steven O'Keefe introduced himself and mentioned that he also has two sons and that this is

31 his second year with the school board. He also added that he has a 6th grader here as well. He

32 thanked the kids for joining them with their meeting and that he is excited to be here today.

33 Mr. Driscoll then explained the process of being elected for School Board. First, you have to be a

34 resident of the Town of Mont Vernon and then you go down to the Town Offices and let them

35 know that you are interested in running for School Board. Your name is then placed on the ballot
36 and people are able to vote for you in March. They run in three year terms.

37 One of the biggest things the Board is responsible for policy. Policies are necessary for running
38 the school safely and smoothly. The Board is also responsible for providing a safe school,
39 budget, conduct regular meetings, and then the short term and long term goals are for the
40 District. He then gave the example of implementation of Full-Day K as a goal.

41 The school board meetings are once a month and this is the largest attendance of any meeting.
42 They are all Board members individually, and what creates a quorum is 3 members. They are not
43 able to make decisions individually.

44 He added that they then meet as a much larger Board as an SAU #39, that includes the Souhegan
45 and Amherst Boards.

46 He then explained the “Why”. He added that he is here in support for the children, adding that he
47 enjoys helping the community. He then emphasized that support for the children is a top priority
48 for him.

49 Ms. Lawrence agreed with Mr. Driscoll and added that she does her very best to support MVVS
50 students and staff.

51 Mr. O’Keefe echoed Ms. Lawrence and Mr. Driscoll’s sentiments. He emphasized helping the
52 community and family and friends by being nice and giving your time.

53 He added that this is the fun part, noting that they will be lining up by grade. He noted that
54 Principal Schuttinger has developed a policy for homework for the end of the year and the kids
55 will be able to discuss and vote on the KZZ Temp Homework Pass Policy.

56 The students then went to their grade location to discuss some responses.

57 After completing the exercise, they then went back to their seats.

58 Mr. O’Keefe noted that they got a lot of great responses. He added that they will go through the
59 answers one by one.

60 The MVSB has granted the School Principal, Mr. John Schuttinger, *at least 2 homework passes*
61 *per student* to be issued under the following conditions.

62 1. Homework passes should be issued to students: *if they have a big after school event, isn’t*
63 *feeling well, helping others, receiving a red ticket, doing their best, exhibits good behavior,*
64 *and is being a good leader.*

65 2. A single student will be eligible to receive *unlimited* homework passes for the remainder of
66 the school year.

67 3. *Anyone, including themselves,* can nominate a student for a homework pass by speaking to
68 their *teacher.*

69 4. A student may use a homework pass as long as they are receiving a *passing grade.*

70 5. A student must advise his/her teacher *before* using a homework pass.

71 6. If a student does not have any homework, that student can turn his/her homework pass into the
72 School Principal for something from the *school store or a red ticket*.

73 Students are encouraged to use these passes at their leisure, however, a teacher may advise the
74 student a particular assignment is not eligible for a homework pass for _____ (type of
75 assignment) *This was voted to be stricken from the motion.*

76 **Mr. Stephen O’Keefe motioned to accept KZZ Temp Homework Pass Policy as written**
77 **seconded by Ms. Sarah Lawrence. The vote was unanimous, Motion passed.**

78 Mr. O’Keefe added that the students have now created a new policy and it will go into the
79 official record.

80 Principal Schuttinger added that Student Council Reps will be going back to their respective
81 constituents. He then noted that a representative from each of the grades will be discussing their
82 grade proposal.

83 The Student Council Representative for Kindergarten then proposed that they have a choice at
84 recess about which location to go to. She added that some K students would like to stay inside
85 and read or color for their recess and some want to go outside. She then asked if there was a way
86 they can they do both.

87 Mr. Driscoll commented that he likes the idea and that the weather can be unpredictable. He then
88 asked who would be watching the kids during outdoor recess.

89 Ms. Lawrence agreed with Mr. Driscoll she then added that safety is an issue. She then asked
90 them who would watch you while you are outside.

91 The Kindergarteners then gave a wide range of responses.

92 Mr. O’Keefe discussed the color cards of green for “yes”, “possibly” for yellow and then red for
93 “no”.

94 The Board then voted “yellow” as they are in support but need greater discussion.

95 The Student Council Representative for first grade discussed that their class would like to
96 propose that every student could bring 1 approved pet to school once a week. He added that they
97 have made a list of the type of pet that would be allowed in school, like a dog, a butterfly or
98 hamster. He asked if they could try it once before the end of this school year.

99 Mr. O’Keefe asked what happens if that pet has to go to the bathroom.

100 The Board voted no.

101 The Student Council Representative for second grade discussed a proposal to build a treehouse
102 on the playground. He added that they have thought about the features that they would like it to
103 have, such as size, 10x10, 10 feet high, 2 windows, 2 ladders with hatches, tunnel slide, fire pole,
104 and a rope. He then asked if there is any money in the school budget to build this treehouse.

105 Mr. Driscoll replied that they did take a look at upgrading the playground that is something that
106 the Board will continue to talk about.

107 Ms. Lawrence added that there was a time when students had proposed to added more swings,
108 money was raised and the swings were installed. That kind of thing could happen, in this case.

109 The Board voted a yellow card, possibly, but needs greater discussion.

110 The Student Council Representative for third grade proposed that they would like to have a
111 computer class as a special and also to have them available for indoor recess. He added that they
112 need to practice their computer skills and for recess, they would only be able to go to school
113 approved websites. He then asked if they could change the schedule for next year to have
114 computer. And if they can use computers in the next indoor recess.

115 Mr. Driscoll asked what kinds of things that they would be looking to do on the computer.

116 The students replied, math games, learning how to type better, coding and educational video
117 games.

118 Mr. Driscoll remarked that they have heard great suggestions and maybe they can create a
119 computer club and they can then work on computer skills. He added that this would be a good
120 opportunity and liked the idea

121 The Board voted yes.

122 The Student Council Representative for fourth grade proposed that they be allowed to chew gum
123 in school. He added that they believe that chewing gum relieves stress and can help you focus
124 and think. He added that kids could bring in their own chewing gum and the teacher would be
125 responsible for distribution. He then asked if they can try it for two weeks.

126 Mr. O'Keefe asked about clean up.

127 Mr. Driscoll mentioned that sometimes gum chewing can be distracting.

128 Ms. Lawrence added that she has research that supports gum chewing during testing, noting that
129 it has been proven to increase test scores.

130 Principal Schuttinger replied, in the short term, he would be willing to say yes.

131 Ms. Lawrence added that gum chewing will only be used for introduction to a new concept or
132 testing.

133 The Board voted yes.

134 The Student Council Representative for fifth grade proposed an extra recess at the last 30
135 minutes at the end of the day on Fridays for the students that are caught up with their work. The
136 students that aren't caught up can use this time to finish their work and join the students at
137 recess. He then asked if they can try this for two weeks.

138 Mr. O'Keefe asked Mrs. Millas her thoughts on the idea.

139 Ms. Millas replied that she would be in support as long as it is up to 30 min

140 The Student Council Representative for 6th grade proposed bringing in a therapy dog several
141 times a week. He added that they know how calming and stress relieving this trained dog can be
142 for those children who want to be near it.

143 There is a dog named Finley, who is a 5-year-old Golden Doodle, that has been trained for 2
144 years through Pet Partners that goes to Rivier and St. A's Colleges during finals and then goes to
145 St. Joseph's Hospital once a week to help families and patients.

146 He added that they have certification from Pet Partners for the Board to review. They also have a
147 sample Pet Therapy policy from the Manchester School District as well.

148 He then asked if they can let Finley come visit them a couple of times at the end of this year and
149 see how it goes.

150 Mr. O'Keefe asked about cost.

151 The student replied that there is zero cost involved.

152 The Board voted yes.

153 Mr. Driscoll added his appreciation for level of proposals.

154 He then encouraged the younger students to participate.

155 **Mr. Stephen O'Keefe motioned to rename the MVVS to Falcon Elementary for one day,**
156 **Field Day. Ms. Sarah Lawrence seconded the motion. The vote was unanimous, motion**
157 **passed.**

158 Mr. Driscoll thanked everyone for their participation.

159 III. RECESS

160 **Mr. O'Keefe motioned to temporarily adjourn the meeting at 2:15 PM. Ms. Sarah**
161 **Lawrence seconded the Motion. The vote was unanimous, motion passed.**

162 **REGULAR BOARD MEETING**

163 I. CALL TO ORDER – Chair Thomas Driscoll

164 The Board reconvened in a conference room.

165 **Chair Mr. Thomas Driscoll called the Regular Meeting to order at 2:22 PM.**

166 II. ANNOUNCEMENTS

167 A. Principal's Report

168 Principal Schuttinger remarked that he would be happy to answer any questions the Board may
169 have.

170 Mr. Driscoll commented on the enrollment, noting that they dropped a few students.

171 Principal Schuttinger replied that they are at 185 at this time.

172 Mr. O’Keefe asked about K enrollment.

173 Principal Schuttinger replied that he is looking at 22 confirmed with an additional 2 yet to be
174 confirmed.

175 Mr. O’Keefe asked if that was on track for what they had been expecting.

176 Mr. Schuttinger replied that it is higher than typical and now have risen to 32. He added that he
177 has numbers for 1st-5th grade.

178 He added that he is looking for two teachers each for 1st through 5th.

179 Mr. Driscoll commented that he is hearing more about multi grades.

180 B. Correspondence

181 None

182 C. Committee Reports

183 III. PUBLIC TIME

184 No Public Comment

185 IV. CONSENT AGENDA

186 A. Minutes

187 1. April 12, 2018

188 B. Budget Transfers

189 1. TSFR 006

190 2. TSFR 007

191 3. TSFR 008

192 Mr. Driscoll asked for more information on the Budget Transfers.

193 Associate Superintendent, Mr. Adam Steel replied that it was one student that was projected that
194 was going to go out of district and didn’t or something of the sort. He added that there is savings
195 there.

196 Ms. Meg Beauchamp, Director of Student Services, remarked that this is probably better to be
197 discussed in Non-Public Session.

198 Mr. Steel noted that one was about health insurance and they are budgeted based on what they
199 think people will choose. Then, another was in regards to the cost of special education subs to
200 regular education subs.

201

202 Mr. Driscoll added that he would like to know about more about Budget Transfer 3. TSFR 008.

203 He then asked about the grounds maintenance.

204 Mr. Steel added that Ms. Katie Hannan (Director of Finance) can give greater detail on budget
205 transfers in the future.

206 Mr. Driscoll added that he would like to pull B. Budget Transfers 3. TSFR 008 for further
207 discussion.

208 **Mr. Stephen O’Keefe Motioned to accept the consent agenda items A. Minutes 1. April 12,**
209 **2018 and B. Budget Transfers 1. TSFR 006, 2. TSFR 007. The motion was seconded by Ms.**
210 **Sarah Lawrence. The vote was unanimous motion passed.**

211 V. DISCUSSION

212 A. Lighting

213 Buildings and Grounds Director, Mr. John Robichaud then handed the Board lighting proposals
214 from two different companies Energy Efficient Investments Inc. (EEI) and then Energy
215 Management Consultants Inc. (EMC).

216 He first reviewed the proposal from Energy Efficient Investments Inc. (EEI). He noted that the
217 total cost is \$117,760.23, with Eversource giving the incentive of \$32,830.00, projected total
218 price for Installed Measure as \$84,940.23, savings of \$8,496.96 with a payback of 10 years.

219 He then reviewed the proposal from Energy Management Consultants Inc. (EMC). First, they
220 replace almost all the classroom lights with the flat panel lights, occupancy sensors in certain
221 rooms. He added that they are going to reprice it with the change in the hallway lights, although
222 it will not change by much.

223 He added that the total project cost is \$66,682.96 with an Eversource initiative of \$33,341.48,
224 leaving the net cost of \$33, 341.48. He finalized by adding that the payback is less than 3 years.
225 He added that

226 Mr. Driscoll added that it produces a much better lighting environment, he then asked what the
227 downside of it is. He added that he would not want to take it out of the fund.

228 Mr. Steel added that they want to give as much back as they can.

229 Mr. Robichaud remarked that the job could be done over the summer, the longest they have
230 waited was 7 months for an install and then it will be a two-week job.

231 Mr. Driscoll added his support for the lighting proposal.

232 Mr. Steel remarked that they would need to make a motion.

233 Mr. Driscoll asked about projected savings.

234 Mr. Robichaud added that with the change of bulbs there was not much savings. He is confident
235 that they are not misleading with the numbers and that it is accurate.

236 Mr. Steel added that there is savings there is no other way around it.

237 Mr. O’Keefe suggested they wait for the official proposal.

238 Mr. Driscoll noted that the Board will discuss this further in June.

239 B. SAU 39 Wide Committee Proposal

240 Mr. Steel discussed that to be there would be three standing committees, it would include a board
241 member from each of the three school boards with a community representative from each
242 community, Operations Committee, Curriculum Instruction and Assessment and then Special
243 Services. This would be beneficial if they rolled out a new math curriculum K-12 and they would
244 look at it as a whole, study it then make a recommendation.

245 Mr. Driscoll mentioned that he is curious of what the agenda items might be.

246 Principal Schuttinger added that it would be nice to be part of that discussion.

247 Mr. Driscoll noted that this came up with in the 4 boards meeting and he wanted to introduce the
248 topic to this board.

249 C. June Meeting – Goal setting for FY18/19

250 Mr. Driscoll remarked that they need to be more focused with their goals.

251 Mr. Steel remarked that he suggested the other boards solidify their goals, one board has and
252 another board will be shortly. He noted that gives the administration something to focus on.

253 Mr. Driscoll added that the communication to parents must be more concrete, to him that is a
254 goal. He noted that it is being addressed.

255 He added that there is also a board self-assessment. They did it a few years back and there is an
256 opportunity there.

257 VI. ACTION ITEMS

258 A. Policies – 1st Reading

259 AC – Non-Discrimination

260 BEDC – Quorum

261 JLC - Student Health Services

262 KA/IJO - School, Family and Community Partnerships

263 KD/KDC – School District Online Publishing

264 KD-R – School District Online Publishing-Regulations

265 B. Professional Staff Nominations

266 Ms. Lawrence added they are first reading, the main ones are KD/KDC – School District Online
 267 Publishing and KD-R – School District Online Publishing-Regulations. Mr. Bruce Chakrin,
 268 Director of Technology has taken a good look at it as well.

269 Mr. Steel added that the 2nd reading of policies can also be a part of the Consent Agenda and if
 270 there is a concern it can be pulled off.

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

272 A. Personnel

273 **Ms. Sarah Lawrence motioned to enter into Non-Public Session RSA 91-A:3 II. (a) (b) (c)**
 274 **at 2:50 PM, seconded by Mr. Stephen O’Keefe.**

275 **Chair Driscoll took a roll call vote: O’Keefe-yes, Lawrence-yes, Driscoll-yes**

276 Entered Non-Public Session at 2:51 p.m.

277 Other persons present during non-public session: Christine Landwehrle, Meg Beauchamp, John
 278 Schuttinger and Adam Steel

279 Discussion: Professional Nominations

280 **Mr. Stephen O’Keefe motioned to exit Non-Public Session RSA 91-A:3 II. (a) (b) (c) ,**
 281 **seconded by Ms. Sarah Lawrence.**

282 **Chair Driscoll took a roll call vote: O’Keefe-yes, Lawrence-yes, Driscoll-yes**

283 At 3:01 p.m. the Board resumed public session.

284 **Mr. Stephen O’Keefe motioned to accept the professional nominations of Alexandra**
 285 **Lawrence and Mackenzie Lawrence as presented by Associate Superintendent Adam Steel.**
 286 **The motion was seconded by Ms. Sarah Lawrence. The vote was unanimous motion passed.**

287 VIII. REVIEW OF MEETING/FUTURE AGENDA ITEMS

288 **At 3:02 p.m., Mr. Stephen O’Keefe motioned to adjourn. The motion was seconded by Ms.**
 289 **Sarah Lawrence. The vote was unanimous motion passed.**