

Sunapee School Board Meeting
June 1, 2011
SMHS Media Center

Call to Order:

Shaun Carroll called the meeting to order at 7:00 p.m.

Roll Call:

Shaun Carroll, Chair
Kim Denney
Brian Garland
Edward Bailey - Absent
Judy Trow, Vice Chair - Absent

Others Present:

Brendan Minnihan, Superintendent
Ray Palin, Media Coordinator
Sean Moynihan, SMHS Principal
Alan Pullman, SCES Principal
Terra Geer, Special Education Coordinator
Kate O'Connor, Board Secretary
Mike Trojano, Business Administrator
Joanne Skarin, SCES Teacher
Pat Halpin, PTO
Val Sanborn, Food Service Director

Pledge of Allegiance/Moment of Silence:

Val Sanborn led the Pledge of Allegiance and a moment of silence was led by Shaun Carroll.

Minutes:

Kim Denney moved to approve the minutes of May 4, 2011 as presented.
Brian Garland seconded the motion.
Vote unanimous

Public Forum:

None

SCES Good News:

Alan Pullman gave the Board the following good news:

- The 4th grade will go on a whale watch this Friday.

- The school will visit the public library on the 8th to get them ready for summer.
- 5th grade will hold their DARE graduation on the 9th.
- The 10th is the SCES annual Field Day.
- Sunday, the 12th, the SCES Preschool will hold a celebration at 4:30 p.m.
- The annual Talent Show will be held on the 14th.
- The 5th grade Immigration Night will be held on the 16th.
- 5th grade Shadow Days will be held on the 15th & 16th.
- The Kindergarten Celebration of Learning will be held on Monday, June 20th at 6 p.m.
- The 5th grade Promotion will be held on Wednesday, June 2nd at 9:30 a.m.
- On Monday there will be a ribbon cutting at 8:10 a.m. for the Outdoor Classroom.
- SCES was involved in a Memorial Day observance with 30 veteran's in attendance from both Sunapee and Newport.

SMHS Good News:

Sean Moynihan gave the Board the following good news:

- High School Awards Night went well with Emily Weinberger receiving the National Honor Society Award; only one person from each State receives the award.
- The High School Field Day was held today which is earlier than usual.
- The middle school has been getting ready for the 5th grade Shadow Days.
- The track team has finished for the season; the State meet was this past weekend. There was good participation and Sunapee's Krista Harball is going on.
- The high school softball team will be playing Portsmouth in the playoffs.
- The high school baseball team competes in the playoffs tomorrow.

Superintendent Communications:

Brendan Minnihan gave the following report to the Board:

- Two people have sent in resignation letters stating their last day will be on June 22nd the last day of school; Pam Stocker, para and Laurie Nason, 2nd shift custodian.
- He brought with him the book "Simple Machines", by Sunapee's own Simone Robinson. SCES is currently using the book in 3rd grade.

WIN Time Discussion:

Alan Pullman and Joanne Skarin gave the following report to the Board:

- The Board was given a PowerPoint presentation in October; it is on the website for review. It showed SCES hadn't made AYP in reading and this program helps struggling readers.
- The message is "What I Need Time?" and this has shown a marked increase in test scores.
- The first year's goal was to address struggling students in reading with marked emphasis on those deemed number 1's and 2's.

- In 2009, only 64% of 3rd graders were deemed proficient, while in 2010, 82% were proficient.
- Each grade level is given their own plan, thus raising test scores.
- The program concentrates on fluency, comprehension and imagination.
- The next phase is to create a special program for advanced students without losing focus on the level 1's and 2's. They need more consistency. Currently, all grades are doing the same program.
- SCES did not meet AYP in reading for only one year. The program states SCES has 5-8% level 1 readers, up to 25% level 2 readers and above 70% for level 3 & 4 readers. 94% of the 5th grade and 73% of the 4th grade are either level 3 or 4.
- Each group level in each grade is taken out of their regular classroom for 30 minutes, but do not miss any other learning time.
- Mary Howard, Literacy Consultant, is coming back for to present in the fall.
- They will present further reports to the Board in the fall as well.

Enrichment Program at SCES:

Brian Garland asked Alan Pullman if an enrichment program is needed at SCES.

- Alan started by saying he doesn't want a group of kids to then be labeled the "smart kids". Teachers have a tendency to then feel they are off the hook for going above and beyond for them.
- If a teacher of the gifted and talented were hired they would need to work hand in hand with regular classroom teachers; many times there is a divide.
- Staff development is needed in the gifted and talented area so that staff understands how to teach everyone.
- PTO holds enrichment activities afterschool such as the chess club, but more clubs are needed.

Gidget Ducharme, Sunapee resident, asked that the district not take finances into account when discussing the creation of a gifted and talented program.

Food Service Program:

Mike Trojano gave the following report to the Board:

- He received a letter from the DOE in March that stated Sunapee needed to create a correction plan for their food service program two years in a row.
- The DOE has approved the plan created.
- They are trying to give incentives to the students to eat in the cafeteria and increase participation by creating new menu items.
- The program guidelines change annually and it costs more money to give out better food.
- A decision on prices needs to be made tonight. The National Lunch Program reauthorized prices in 2010 and Sunapee is considered to be undercharging. Sunapee

charges \$2.00 for lunch and the free meal is \$2.72. Sunapee needs to come up to be on par with the federal government.

- Sunapee is not really low comparatively; more in the middle. He suggests gradually increasing the prices over the course of a few years.
- Breakfast will increase from \$1.25 to \$1.50, milk from \$.35 to .50 and lunch from \$2.00 to \$2.25. Sunapee will break even this way.

Kim Denney moved to accept the proposal to increase lunch \$.25, breakfast \$.25 and milk \$.15 for the 2011-2012 school year.

Brian Garland seconded the motion.

Vote unanimous.

Financial Forecast:

Mike Trojano gave the Board the following report:

- He told the Board to try and anticipate \$150,000 in surplus at the end of the year.
- He expects around \$300,000 which is \$50,000 more than planned on.

Shaun Carroll and Brendan Minnihan stated they will go to all the buildings on June 3rd at 9 a.m. to see what the needs are currently.

Blodgett Property:

Brendan Minnihan gave the following report to the Board:

- Tiling is done in both the kitchen and bathroom.
- The counter tops are ordered.
- The porch and the underside of the roof are completed.
- Floors will be sanded next week.
- Knobs have been chosen for the kitchen.
- Concrete walkways have been installed and the ramp is up. Paving will begin soon.

Brendan said he will be contacting Sue at Riverway that they intend to move on July 25th.

Preschool Program:

Terra Geer gave the following report to the Board:

- Preschool is going well, but there are a large number of preschoolers turning three this year.
- Sunapee currently has an integrated program, but really needs it's own special education program.
- She applied and was approved by the State for a 2 day a week program for 2, 3 and early 4 year olds to help them transition to regular preschool.
- It will run from 12:30 p.m. to 2:30 p.m. and can start at any time; it will be called the Sunapee Starters.

- The district still has the option of the Outreach Program if the classes start getting to full.

Tuition Rate:

Brendan Minnihan stated that the current non-resident tuition rate is \$16,500. He needs the Board to approve the 2011-2012 rate of \$17,200. Sunapee is losing one non-resident student, but there is a couple interested. Sunapee will probably end up with 5 or 6 non-resident students.

Kim Denney moved to approve the non-resident tuition rate for 2011-2012 at \$17,200.

Brian Garland seconded the motion.

Vote unanimous.

First Reading of Policy JICI – “Weapons on School Property/Gun-Free School Act” and Policy JICD – “Student Discipline Policy”:

After speaking with the district’s lawyer and comparing the old policy versus the revision and the administration has decided to go with the new policy as presented.

Brendan will be bringing forth Policy JICBB – Bullying at the next meeting.

The Board will review and approve at the next meeting.

Second Reading of Policy KHB – “Advertising in Schools”:

Kim Denney moved to approve Policy KHB as presented.

Brian Garland seconded the motion.

Vote unanimous.

Handbooks:

Alan Pullman noted changes to the following pages in the SCES handbook:

- Pg. 9 – Birthday Celebrations
- Pg. 8 – Suspension/Expulsions to mirror SMHS
- Pgs. 9-10 – Bullying

Sean Moynihan noted changes to the following pages in the SMHS handbook:

- Pg. 31 – “Consequences of Violations” under Acceptable use Policy (see highlighted area).
- Pgs. 37 & 38 – “Excused Absences” under Attendance (see highlighted areas).
- Pg. 44 – Bullying (see highlighted areas).
- Pg. 48 & 49 – Dress Code (see highlighted areas).
- Pg. 64 – Telephones (see highlighted areas).

Kim Denney moved to approve the SMHS handbook for 2011-2012 with revisions.

Brian Garland seconded the motion.
Vote unanimous.

Kim Denney moved to approve the SCES handbook for 2011-2012 with revisions.
Brian Garland seconded the motion.
Vote unanimous.

Brendan Minnihan said he will review the handbooks after the final revisions are made.

Manifest:

Kim Denney moved to approve the following A/P and payroll manifests:

- #2011-25 = \$93,547.32
- #2011-26 = \$144,997.34
- #2001-27 = \$1,770.88
- #2011-23 = \$181,089.14
- #2011-24 = \$202,723.78

Brian Garland seconded the motion.
Vote unanimous.

Resignation:

Brian Garland moved to accept the resignation of Amy Gregg.
Kim Denney seconded the motion.
Vote unanimous.

Summer Hires:

Kim Denney authorized Brendan Minnihan to make summer hires in July and August.
Brian Garland seconded the motion.
Vote unanimous.

Standardized Template:

Kim Denney moved to authorize Terra Geer to complete the standardized template for special education assessments with Brendan's review and approval, with the final version being brought to the Board in August.
Brian Garland seconded the motion.
Vote unanimous.

Agenda for Next Meeting, August 3, 2011:

- Second Reading – JICI & JICD
- Manifest
- Minutes
- Good News
- Blodgett Property
- Superintendent News

- Staff Handbooks

The Board will meet at the SAU at 5 p.m. for goal setting.

Adjournment:

Kim Denney moved to adjourn at 9:02 p.m.

Brian Garland seconded the motion.

Vote unanimous.

Respectfully Submitted By,

A handwritten signature in cursive script, appearing to read "Kate O'Connor".

Kate O'Connor

Sunapee School Board Secretary