

Sunapee School Board Meeting

SMHS Music Room

May 3, 2017

Call to Order:

School Board Chair Skarin called the School Board meeting to order at 7:00 p.m.

Roll Call:

Paul Skarin
Brian Garland
Edward Andersen
Jesse Tyler
April Royce

Others Present:

Russell Holden, Superintendent
Meagan Reed, SMHS Asst. Principal
Sean Moynihan, SMHS Principal
Terra Geer, Director of Student Services
Jodi Bergen, SCES Principal
Ray Palin, Media Coordinator
Jon Reed, Technology Integrator
Jackie Balch, Student Representative
Sharon Parsons, SMHS Teacher

Pledge/Moment of Silence:

The Pledge of Allegiance and a moment of silence was led by School Board Chair Skarin.

Minutes:

Brian Garland moved to approve the public minutes of the April 5, 2017 school board meeting and April 5, 2017 school board member interviews as presented.
April Royce seconded the motion.

April Royce corrected that she is getting a dual master's in accounting and business management not finance.

Vote unanimous.

Jesse Tyler moved to approve the CIP Committee minutes of April 15, 2017 as presented.

Brian Garland seconded the motion.

3 – Yays, 0 – Nays, 1 – Abstention

April Royce moved to approve the Policy Committee minutes of April 19, 2017 as presented.

Paul Skarin seconded the motion.

2 – Yays, 0 – Nays, 3 - Abstentions

Agenda Review:

None

Public Forum:

Board Chair Skarin read to the public “Public Comments in the ‘Public Forum’”, which explains the process for complaints within the District and that any comments regarding personnel, individual employees, or students cannot be heard.

Jan Bettencourt asked if policy BBE-R would be read. She stated that it was not posted on the website. She also asked if the administration can make agenda items accessible on the website prior to meetings. Lastly, she thanked the administration for putting the agenda on the first page of the website.

Jodi Manson, Young Hill Road, asked if she could discuss the meet and greet held prior to tonight’s Board meeting even though it is not an agenda item.

Board Chair Skarin replied that she can discuss at the second public forum.

Senior Project Faculty Presentation:

Sharon Parsons gave the following presentation on Senior Projects:

- This program has been going for 21 years as it was started in 1996.
- The program was revised in the spring of 2014 by a committee made up of teachers, community members, alumni, students, and administrators. A survey was done that advised adjusting the timeline of the program to start in the summer before senior year began.
- Academic expectations of students –
 - Problem-solving effectively
 - Think critically
 - Read effectively

- Write effectively
- Speak well
- Demonstrate knowledge
- Goals of the senior project –
 - Create independent, organized life-long learners.
 - For students to learn new knowledge and skills.
 - To enhance effective problem-solving and critical thinking skills.
 - Promote student interest, career choices, and writing and speaking abilities.
 - Promote persistence, professionalism, time-management skills, and goal setting.
- During a student's junior year, they job shadow between January and April.
- Proposals for projects are due either June before their senior year or September of their senior year.
- Students meet with project advisors regularly.
- Students and faculty use learning logs created through Google Docs to communicate. These must include photos, problem-solving techniques, personal growth, and next steps.
- There are checkpoint meetings every quarter of the project. The students show their progress, answer questions, provide evidence of new knowledge, and next steps. Faculty help them manage their timeline. Both students and faculty use Google calendar to setup these meetings.
- A gallery of the projects is held for faculty and students before the official presentation night. Students are required to create a display to show their project and process, this includes a demonstration to teach the audience.
- This year there were over 50 community judges. The students must write a cover letter that explains the scope of their project, highlights new knowledge and skills, the challenges they overcame, and personal accomplishments.
- On presentation night, the students must pass a rehearsal presentation with a teacher prior to the evening event. This also must include a type of demonstration for the audience.
- The assessment of the project is completed through a detailed rubric. Students are given this rubric in their handbook and are aware of the expectations at the outset of the project.
- Communication –
 - Full class meetings are held before each stage of the project.
 - Before juniors start, parents attend the meetings with their child to become aware of expectations.
 - Students are sent email reminders.
 - Progress reports are sent to parents at every checkpoint meeting.

- There is a senior project website with the handbook.
- “Office hours” are held one period a day.
- This year, 44 seniors were involved. The project is worth a quarter credit.

Student Representative:

Jackie Balch gave the following report to the Board:

- Varsity baseball and softball are off to a great start; both won tonight against Pittsfield.
- The track team is off to a great start too.
- Alcohol Awareness Week went well and was productive for students.

SCES Good News:

Jodi Bergen gave the Board the following good news:

- Representatives from the Boston Museum of Science came during Science Week and gave a presentation at each grade level. The PTO also sponsored a science night; 30 families were in attendance.
- The spring play is called “Princess Who” and will debut on May 11 at 6:00 p.m. in the SCES media center.
- On May 18, the Student Showcase will be held 5:00 p.m. to 7:30 p.m. Classroom projects will be displayed along with an art show, followed by the prize speaking competition and the band and chorus concert.
- The SCES public open house will be held on May 20 from 9:00 a.m. – 12:00 p.m.

SMHS Good News:

Sean Moynihan gave the Board the following good news:

- Senior Project night was successful.
- Service Day for the community was canceled due to rain.
- There is a math teacher on leave and a long-term sub has been hired; an email has been sent to parents.
- Sunapee has been awarded the bronze medal by US News and World Report.

April Royce asked what the difference is between receiving the silver and the bronze medal. Principal Moynihan replied that it is the percentage of students taking the AP exams and the scores they receive.

Superintendent’s Report:

Superintendent Holden gave the following report to the Board:

- He has met with the administration team to discuss the strategic plan; a lot of work needs to be done. He hopes to bring the final document before the Board in June.
- He gave a special thanks to the Sunapee Police Department and Chief Cahill for their help with Alcohol Awareness Week. He also thanked the community group for their help.
- May 22 at 6:00 p.m. the Abbott Library will be hosting an Emotional Awareness Night.
- He gave the Board a handout on a company called Edgenuity. It is education software that aligns with the Common Core curriculum, provides interventions, virtual and blended learning, helps with credit recovery, and test readiness. It also works with VLACS. He has bought 10 licenses for \$6,500; he believes this will help save the District money in tutoring costs. Currently, the District pays almost \$10K in tutors and almost \$20K in summer school costs.
- He gave the Board a second handout of a Memorandum of Understanding with the Sunapee highway garage. The memo concerns regular safety when using the building. There is concerns over accessibility of the building as the highway department is renovating the building and the school bus department may lose its cold storage and a space for the drivers to wait for the buses as they warm-up in the winter. He plans to ask to lease a 20x20 slab on town property for this purpose.
- There will be a SCES Open House on May 20 from 9:00 a.m.-12:00 p.m.

CIP Update:

Brian Garland stated there is a list of projects in the Board packet completed or needing to be done with dates and costs. He stated the committee met on April 15 and took a tour of both schools for a total of four hours. There were no major concerns except in SCES, which was built in 1927.

SCES Facility Committee Update:

Jesse Tyler noted that the spaces under the stairs are used for learning.

Superintendent Holden stated that there are many safety aspects in the building that need to be addressed. He has brought in the police department, fire department, Homeland Security, and the insurance company to review the building. Superintendent Holden recommends bringing back Dan Bisson from Harriman to update the safety feature plan. \$40K was encumbered and \$3K was used for schematics earlier in the year. He recommends using the rest of the money to finish the scope of the safety work evaluation plan.

The Board discussed whether it was a good use of funds. They then watched a video made by the SAU to show the extent of the issues needing to be fixed.

Jesse Tyler moved to complete the work started on the SCES safety and code evaluation by Dan Bisson of Harriman not to exceed the money the remains, which was set-aside for this purpose. Brian Garland seconded the motion.
Vote unanimous.

Policy Committee:

April Royce discussed the following policies:

- *BBE-R Process and Procedure for Filling Unexpired Board Seat* – Read policy. Committee is bringing forth a policy to have one in place.
- *EBBC Emergency Care and First Aid* – Committee reviewed policy. Upgraded policy to authorize nurses and school trained personnel to store, train, and administer Narcan.
- *JECB Admission of Tuition and Non-resident Students* – Committee reviewed policy. The committee made sure language was consistent for special education services and costs.

Approval of Policy:

April Royce moved to approve the first reading of polices BBE-R and EBBC and second reading of JECB as presented.

Brian Garland seconded the motion.

Vote unanimous.

Approve Proposed 2017-2018 Student/Athletic Handbooks:

Superintendent Holden stated the handbooks have had some major overhauls over the last two years; the changes are minor this year.

Principal Moynihan noted that the administration is looking at extending the school day by two minutes.

Brian Garland asked about athletes that fail a class. Principal Moynihan replied that NHIAA rules state that a student must pass four classes to compete. At Sunapee, if a student fails more than two classes a plan is put in place and they cannot compete. The Board discussed. Principal Moynihan stated he will bring forth an amendment, for a probationary period with academic attention, for students failing one class.

April Royce moved to approve the 2017-2018 student and athletic handbooks as presented.

Jesse Tyler seconded the motion.

Vote unanimous.

Approve 2017-2018 Coaches:

Jesse Tyler moved to approve the 2017-2018 coaches as presented.

Edward Andersen seconded the motion.

Vote unanimous.

Approve Proposed 2017-2018 School Breakfast/Lunch Prices:

Superintendent Holden stated the prices are increasing for breakfast from \$1.60 to \$1.65 and for lunch from \$2.75 to \$2.85 to come more in line with the federal government pricing guidelines of \$3.00.

Jesse Tyler moved to approve the 2017-2018 school breakfast/lunch prices as presented.

Brian Garland seconded the motion.

Vote unanimous.

Approve Proposed School Psychologist Nomination:

Director of Student Services Geer stated that the current psychologist is retiring after 13 years. There was a seven-person committee made up of elementary, middle, and high school staff. A total of 11 applicants, seven were interviewed, and three were finalists. The committee recommends Adah Murray; her salary is coming in less than the current psychologist.

Brian Garland moved to approve hiring the school psychologist nominee as presented.

Jesse Tyler seconded the motion.

Vote unanimous.

Approve Proposed SCES Nurse Nomination:

Superintendent Holden explained that the nurse nominee is on the teacher contract at bachelor's step 12 at 90% of that rate.

Principal Bergen stated there was a five-person committee; four applicants and one withdrew. The committee interviewed two and recommend Sarah Beauchemin.

Brian Garland moved to approve hiring the SCES nurse nominee as presented.

Edward Andersen seconded the motion.

Vote unanimous.

Approve Proposed SAU Certified Personnel:

April Royce moved to approve the proposed SAU certified personnel as presented.

Jesse Tyler seconded the motion.

Vote unanimous.

Approve Proposed Spending for SMHS Back Parking Area:

Superintendent Holden stated that erosion is a bigger issue, so there are three options:

- Full paving of the back-parking area
- Fix erosion by ball field
- Fix erosion in back parking area and pave lot

The CIP committee voiced their opinions and concerns to the other Board members. The Board took no action. Superintendent Holden will discuss the erosion issue with Facilities Director Bouranis and the town road agent and bring back the information to the Board in June.

Proposed Support Staff for 2017-2018:

The Board reviewed the list given in the Board packet. Superintendent Holden stated that there is good retention.

CIP Update List:

Superintendent Holden noted that it is in the Board packet.

Superintendent Evaluation:

Board Chair Skarin noted that all surveys are back and the Board will review in non-public session.

Manifest:

April Royce moved to approve A/P manifest:

- 2017-20 - \$95,160.45
- 2017-20.1 - \$367.20
- 2017-21 - \$95,433.92

April Royce moved to approve payroll manifest:

- 2017-21 - \$303,834.50
- 2017-22 - \$380,685.12

Edward Andersen seconded the motion.

Vote unanimous.

Public Forum:

Jodi Manson, Young Hill Road, started to read a piece she wrote on a retired teacher who she wanted to commend for his work. Board Chair Skarin stopped her as no member of personnel, current or prior, can be discussed in public session.

Jodi Manson then asked why the meet and greet was not noted on the agenda and asked if it had been posted.

Superintendent Holden stated it was posted on the website and both schools.

Shaun Carroll, Sunapee resident, gave his recollection of Dan Bisson and the work he did for the District in 2006, when Shaun was on the Board. He also offered advice on containers that can be reasonably purchased for storage needed for the buses.

John Augustine, Sunapee resident, asked the Board to make a good deal in concern to the SCES renovations. Teachers and administrators should make concessions, taxpayers must pay a percentage, and students/parents should contribute too.

Jan Bettencourt, Sunapee resident, thanked the Board for the discussions tonight. Asked that the Board members communicate more when residents reach out. She had sent an email to the Board members and only two responded.

Bill Ostrom, Sunapee resident, asked that the Board take advantage of the knowledge Dan Bisson has about SCES; extensive research has already been done.

He also noted that the Board should make every effort to keep every student in school; students don't just come and go.

Jodi Manson, Sunapee resident, asked if the piece she wrote could be submitted as part of the record.

Superintendent Holden stated she can submit it, but he will decide where it will go.

Agenda for June 7, 2017 at SCES media center:

- Paving of SMHS back parking lot
- SCES facility
- Math curriculum presentation

- Job shadow student presentation

Non-Public Session:

See non-public minutes.

Adjournment:

See non-public minutes.

Respectfully Submitted by,
Kate O'Connor
School Board Secretary