

## Sunapee School Board Meeting

### SMHS Music Room

September 5, 2018

#### Call to Order:

Chair Tyler called the meeting to order at 6:23 p.m.

#### Roll Call:

Jim Borelli - Absent

Brian Garland

Edward Andersen - Absent

Jesse Tyler

Scott Ritzmann

#### Others Present:

Russell Holden, Superintendent

Kelly Wessells, Business Administrator

Sean Moynihan, SMHS Principal

Meagan Reed, SMHS Asst. Principal

Jodi Bergen, SCES Principal

Ray Palin, SMHS Teacher

Blaise O'Mara, Student Representative

#### Letter to Community:

Chair Tyler read a letter to the community that he had written describing the Board's roles, goals, and members. It also discussed the Board's focus on safety and the SCES renovation project.

See letter attached to minutes.

He noted that the SCES Facility Project Public Forum is being held on Monday, September 10 at 5:30 p.m. in the SCES library.

#### Minutes:

Brian Garland moved to approve the public minutes of the June 6, 2018 meeting as presented.

Scott Ritzmann seconded the motion.

Vote unanimous.

Chair Tyler moved to accept the minutes of the June 14, 2018 SCES Facility Committee meeting as presented.

Scott Ritzmann seconded the motion.

2 - Yay, 0 - Nay, 1 - Abstention (Brian Garland)

Chair Tyler moved to accept the minutes of the August 22, 2018 SCES Facility Public Forum as presented.

Scott Ritzmann seconded the motion.

2 - Yay, 0 - Nay, 1 - Abstention (Brian Garland)

Chair Tyler moved to accept the August 30, 2018 SCES Facility Committee meeting minutes as presented.

Scott Ritzmann seconded the motion.

2 - Yay, 0 - Nay, 1 - Abstention (Brian Garland)

Scott Ritzmann moved to approve the July 17, 2018 Policy Committee meeting as presented.

Chair Tyler seconded the motion.

2 - Yays, 0 - Nays, 1 - Abstention (Brian Garland)

#### Agenda Review:

Policy - One addition: Code of Conduct

Informational - One addition: Outdoor Overnight Field Trip

#### Public Forum:

Chair Tyler explained the guidelines for participation in public forum.

Jan Bettancourt, Sunapee resident, stated she sent emails to all the Board members in June, but didn't receive an answer from anyone, until Chair Tyler responded in August; she thanked him for doing so.

#### Student Representative Report:

Blaise O'Mara gave the following report to the Board:

- The first day of school, the entire student body spent the afternoon at Dewey Beach. Each class was required to work together to build a floatable raft out of water bottles.
- This year the theme is Create, Be Creative, Be More Engaged.
- Commented that the community STEAM class is really exciting. The class is about giving back to the community and the school, including the beautification of the town.

### SCES Good News:

Principal Bergen gave the following report to the Board:

- The start of school had a smooth opening.
- Family Night was held last Thursday; around 70% of families attended. This is the sixth year of the event. The school is considering ideas to freshen it up.
- Enrollment for kindergarten is at 21 students.

### SMHS Good News:

Principal Moynihan gave the Board the following good news:

- The first day of school went well; the students were engaged.
- This is the first year for online registration for parents.
- Open house is Thursday, September 13 from 6:30 p.m. to 8:30 p.m.
- This is the second year for the Outing Club, Beekeeping Club, and Bike Club.
- The fall play has been chosen and auditions will be held soon.
- Fall sports have begun.
- Enrollment numbers are not confirmed, but enrollment numbers are up.

Chair Tyler read a short letter from Hypertherm that stated how impressed the company was with three Sunapee students who worked for them over the summer and helped Hypertherm on their Technology Day. Chair Tyler works at Hypertherm and was very proud of the three Sunapee students for doing such an excellent job.

### Superintendent's Report:

Superintendent Holden gave the following report to the Board:

- It was a busy summer, with a number of projects being completed, State paperwork to complete, new legislation, and hiring of positions.
- Thanked Facilities Director Bouranis for getting both schools ready in a short period of time.

### Strategic Plan Update:

Superintendent Holden stated that the administration reviewed the plan over the summer. He will be putting the highlights on the District website.

### *SMHS*

Principal Moynihan stated his team reviewed SMHS STEAM offerings for students. They are working as a committee and developing a curriculum around STEAM.

The SMHS team is also reviewing student recognition and class ranking. Principal's Roundtable will be discussing this year. SMHS may move away from the traditional 1, 2, 3, 4 to a college model, such as Magna Cum Laude.

#### *SCES*

Principal Bergen stated SCES is including STEAM activities more frequently in every class at all grade levels.

The school implemented socio-emotional learning groups last year.

The team is now working on creating project-based learning in the elementary curriculum.

#### *District*

Superintendent Holden stated the District conducts a curriculum review process on a four-year cycle.

Communications are being enhanced, including the revamping the District website, which they hope to present in January of 2019. The District has also started a Facebook page and has been holding regular Superintendent and Community forums.

#### Policy:

Scott Ritzmann moved to approve the first reading of the following policies:

- BCA - Board Member Ethics
- EHB - Data/Records Retention
- IGBG - Home Education Instruction and Access to Curricular and Co-Curricular Programs
- IHBG-R - Participation in Public School Activities by Home Educated, Charter & Non-public Pupils
- IJA - Instructional Materials
- IKFC - Alternate Diploma for Students with Significant Cognitive Disabilities
- ILD - Non-educational/Non-Academic Questionnaires, Surveys and Research
- INDA - School Ceremonies and Observances
- JIC - Student Conduct
- JICD - Student Discipline and Due Process
- JJJ - Access to Public School Programs by Non-public, Charter School & Home Educated Pupils
- JRA - Student Records and Access - FERPA

Brian Garland seconded the motion.

Superintendent Holden explained the changes to each policy.

Vote unanimous.

Superintendent Holden noted the addition of a policy called the Code of Conduct for Food Service Personnel. It needs approval.

Brian Garland moved to approve the policy Code of Conduct for Food Service Personnel as presented.

Scott Ritzmann seconded the motion.

Vote unanimous.

Approve Summer Teacher Hires:

Chair Tyler read the names and positions of the summer hires. Superintendent Holden stated the District is fully staffed.

Brian Garland moved to approve the summer teacher hires as presented.

Scott Ritzmann seconded the motion.

Vote unanimous.

Approve Proposed Fall Coaches:

Brian Garland moved to approve the proposed fall coaches as presented.

Scott Ritzmann seconded the motion.

Vote unanimous.

Accept Resignation of SCES Teacher:

Chair Tyler read the resignation letter from SCES second grade teacher, Connie Deyett.

Scott Ritzmann moved to accept the resignation of second grade teacher, Connie Deyett, as presented.

Brian Garland seconded the motion.

Vote unanimous.

Appoint School Board Member to Town Advisory Budget Committee:

Chair Tyler moved to appoint Scott Ritzmann to the town Advisory Budget Committee.

Brian Garland seconded the motion.

Vote unanimous.

Summer Meeting, August 7, 2018, Town Hall:

Chair Tyler stated he attended the meeting. The town gave an update on road work and recreation. He found it very interesting and stated quite a few residents were in attendance.

### Summer Project Update:

Superintendent Holden shared a slideshow with the Board showcasing all the facility projects that had been completed over the summer, including:

- Replaced a section of the SMHS roof
- Renovated the SMHS art room
- New copiers throughout the District
- Upgraded the entrances of both schools to increase security
- Removed asbestos flooring in the SMHS janitor's closet, nurse's office, and consumer science room.

### Teacher Negotiations Update:

Chair Tyler stated that he and Edward Andersen met with Healthtrust and the representatives from the Sunapee Teachers Association. The Board and STA have scheduled a total of four meetings to negotiate.

He noted that a petition warrant article had been put on the ballot in March asking for teacher negotiations be held in public. The Board consulted with an attorney on the legality of the warrant article. He read aloud the response from the attorney.

The letter stated that the Board doesn't legally have to support the warrant article. The article proposes illegal conduct and is not enforceable. There is a specific exemption in the Right To Know Law in respect to collective bargaining. Both the Board and the union have to agree to negotiate in public; the Board cannot require it. The union and Board have agreed for negotiations to be kept in non-public.

### SCES Facility Update:

Chair Tyler stated that approximately 35 people attend the public forum on August 22. At the forum the committee reviewed the history of the renovation progress over the last 20 years. The entire presentation is on the website. The committee also reviewed updates that need to be addressed.

A second forum will be held on Monday, September 10 at 5:30 p.m. in the SCES library; Harriman Architects will also be in attendance.

### Nature's Classroom:

Chair Tyler stated that the annual Nature's Classroom field trip will take place from September 24, 2018 to September 28, 2018.

### Summer Staff Hires:

Superintendent Holden noted non-certified staff that were hired over the summer.

He stated that bus drivers, substitutes, custodial and food service staff are getting more difficult to fill. He noted that this will be discussed during the budget process.

### NH School Breakfast Challenge Recognition:

Superintendent Holden stated that there was a competition held from October 2017 - October 2018 by the NH Association of Food Service Providers to raise the school breakfast participation rate by 25% in districts across the State. SCES increased by 213%. The Sunapee Food Service Director was recognized for his work.

### Outdoor Backpacking Club Overnight Trip:

Superintendent Holden stated he approved the annual trip with Tom Coverdale. Principal Moynihan has approved of all students and chaperones going.

### Manifest:

Brian Garland moved to approve A/P manifests:

- 2018-24 - \$80,943.11
- 2018-25 - \$4,556.00
- 2018-26 - \$193,032.42
- 2018-27 - \$66,380.54
- 2018-27.1 - \$19,506.35
- 2018-28 - \$182,048.38
- 2019-01 - \$138,602.83
- 2019-02 - \$68,525.08
- 2019-03 - \$124,010.12
- 2019-04 - \$261,726.68

Scott Ritzmann seconded the motion.

Vote unanimous.

Scott Ritzmann moved to approve payroll manifests:

- 2018-24 - \$223,469.52
- 2018-25 - \$505,572.58

- 2018-26 - \$190,473.24
- 2018-26.1 - \$2,600.00
- 2018-27 - \$364,692.10
- 2018-27.1 - \$45.44
- 2019-01 - \$45,758.49
- 2019-02 - \$271,108.73
- 2019-03 - \$98,937.80
- 2019-04 - \$417,852.56

Brian Garland seconded the motion.

Vote unanimous.

Public Forum:

Jan Bettancourt, Sunapee resident, asked if the Board would put the entire meeting packet online ahead of the meeting. She also requested a copy of the letter from the attorney regarding negotiations.

Katie Flint, STA representative, stated the STA agrees with the Board to negotiations being in a private setting.

Jan Bettancourt asked if the Board had hired a professional negotiator to assist with the process.

Agenda for October 3, 2018:

- Enrollment
- Teacher Negotiations
- Policy - Second Reading
- SCES Update
- Health/Physical Education Presentation

Non-Public Session:

Brian Garland moved to enter non-public session under RSA 91-A:3 II (c) 7:58 p.m.

Scott Ritzmann seconded the motion.

Roll Call Vote: JT, BG, and SR

Adjournment:

The Board will adjourn directly from nonpublic session.



Respectfully Submitted by,  
Kate O'Connor  
School Board Secretary



August, 2018

To the Community,

As we start the new school year, there are several topics of discussion within our community around educating our students. I wish to address two directly as Chair. The two topics I hear the most interest, concern and questions about are the safety of our students and the potential future of our elementary school (SCES).

As a board, our priority is to remain focussed on what is the best for our students and their achievement. Our role is to prepare the school budget, set short and long term educational goals, and ask a lot of questions. From New Hampshire School Board Association: *The board should ask questions of what, why, how much and how well? Board action should be focused on mission statements, goals-based outcomes, local board policies, academic standards, and sufficient communication with the community.*

The new Sunapee School Board has members with extensive experience in Finance, Sales, Occupational Safety, Small Business Ownership, Law Enforcement and HR. As individuals, we bring those skills and experiences to decisions we make as a board in the best interest of our community's students. We are thankful for the support of the community and your trust in us.

The safety and wellbeing of all our students in the Sunapee School District has always been a priority for everyone in our school district. The District has implemented bullying programs K-12 and worked with students everyday to help resolve issues students may be facing. Each building has a student support team that meets regularly to put resources into place for students who are facing many difficult educational, emotional or behavioral situations. Last week all teachers, administration and support staff took a 6.5 hour class on First Aid for Mental Health. This National Council for Behavioral Health Program teaches a 5-step action plan to offer initial help to young people showing signs of a mental illness or in crisis and connects them with the appropriate professional, peer, social or self-help care.

We believe all students in our buildings have a trusting relationship with an adult or several adults who they could reach out to for help or support on any topic and get directed to appropriate supports needed to assist.

Both the elementary and middle/high school buildings have had major security upgrades over the past year to the front entrances to better monitor people entering our buildings. Teachers in each building have been trained in CPR and go through practice drills each year with our students to be prepared for many different types of unexpected danger. The Sunapee School District was recognized by the State of NH as the 2017 School of the Year for its emergency preparedness.



As a school district, the safety and wellbeing of our students is always at the forefront. Our dedicated administration and staff actively work with parents, community and other safety providers in order to be successful.

Our board sub-committee is reviewing options to address the non-compliance lists from Homeland Security, Department of Education, ADA and building code regarding the 90 year old SCES and how to potentially move forward. It is early in the process. The sub-committee is committed to as much transparency as is possible. More information and details will be shared at our next community session on September 10th, at 5:30PM in the SCES library.

Thank you for your active questions, challenges and support in striving for the best for our students.

Best Regards,

Jesse Tyler

Chair, Sunapee School Board