

## MINUTES

PRESENT: Chairman Tina Peabody; Board Members Thomas Eyman, Linda Gaitskill, Mary Jo Greene, Luther Kinney; Superintendent Paul MacMillan; Business Manager Sandra Stone; Principal Gordie Johnk.

The meeting was called to order by Chairman Peabody at 5:35 PM.

PUBLIC INPUT - None

### LPTO REPORT

Principal Johnk advised the Board that the LPTO has been busy working on the planning, donations and details for the silent auction which will be held on November 19<sup>th</sup> at the Village House Restaurant. All are invited to attend.

MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS EYEMAN TO APPROVE THE MINUTES OF THE OCTOBER 13, 2011 MEETING AS WRITTEN. The following corrections were requested:

Page 1, paragraph 7, line 1 should read . . . NECAP Testing is . . .

Page 1, paragraph 8, line 2 should read . . . for this year's . . .

Page 2, paragraph 2, line 3 should read . . . Gene Young, Bob Whitney, III . . .

Page 2, paragraph 3, line 4 should read . . . cost of \$25,000 to replace the office and hallway carpet . . .

Page 2, paragraph 6, line 2 should read . . . from the Tillotson Foundation . . .

ALL IN FAVOR WITH THE AFOREMENTIONED CORRECTIONS, MOTION CARRIED.

### PRINCIPAL'S REPORT

Principal Johnk called the Board's attention to his written report distributed earlier via e-mail requesting that the Board review and advise him of any questions.

Principal Johnk distributed copies of the NAEP scores for Mathematics and Reading for Grade 4 for Board information and review. Principal Johnk noted that in each category the state of Massachusetts scored the highest overall. New Hampshire scored in the top 3-4 in Mathematics and the top 5-6 in Reading. These are very good results and show excellent skills in these areas. With the proposed implementation of the Common Core Standards looming on the horizon the students' showing in this testing program is very commendable and hopefully will continue in the future. A brief discussion ensued.

Principal Johnk distributed copies of the National Geographic for Kids magazine in the pioneer and pathfinder motifs requesting that the Board turn to the article on page 12 pertaining to Polar Bears. The pioneer edition is written in simplistic language while the pathfinder is in more advance prose. This is an excellent example of Differentiated Instruction; the information is basically the same but adheres to students' individual growth and development.

Principal Johnk distributed handouts of an article on Ponce de Leon and questions to be answered following the reading of this article. This is an example of a standard home-work

assignment which also focuses on Differentiated Instruction by utilizing separate versions for simplified and/or advanced reading skills. The questions also engage the students in critical thinking skills, integrated reading, writing and social studies. A brief discussion ensued.

Principal Johnk advised the Board that seven students will be taking family vacations from 1-4 weeks in the month of November. This is an annual occurrence by various families in the community and will not result in truancy notifications. A brief discussion ensued.

## SUPERINTENDENT'S REPORT

Superintendent MacMillan advised the Board a new Teacher Evaluation System needs to be developed state wide due to the changes by the state. The SAU Administrative Team wishes to develop an SAU wide evaluation system and the Administrative Team meetings will be devoted to this purpose. Superintendent MacMillan will also be inviting union representatives to participate in this process. They will be looking at the Danielson and Marzano models for assistance in this endeavor. Principal Mike Kelley and Assistant Principal Courtney Vashaw-Piper of Profile School worked quite hard this summer in developing an evaluation system based on a combination of these tools which they will be sharing with the Administrative Team. Superintendent MacMillan will keep the Board updated on this process as it evolves.

Superintendent MacMillan advised the Board that he recently attended a workshop presented by Dr. Tony Wagner entitled Achievement Gaps which he found to be very valuable and informative. Dr. Wagner showed two videos pertaining to data collection and presentation and higher level thinking skills which he had participants evaluate. The evaluations matched those done ten years ago on the same subjects and reinforced the need for rigor in the classroom.

Superintendent MacMillan asked if the Board had any particular topics they wish included on the Full Board Meeting Agenda. He will once again be presenting to the Board an SAU Year in Review Report as he did last year reporting on the status of the SAU and the various programs and initiatives. Superintendent MacMillan requested Board members to give this some thought and if they do wish a particular subject to be included to please contact him. A brief discussion ensued.

Superintendent MacMillan advised the Board that copies of his evaluation, both paper and electronic versions have been e-mailed to all board members, administrators and the SAU staff. These are being requested to be filled out and returned to Linda Gaitskill by November 30<sup>th</sup>. It is anticipated that a report on the results will be available for the December Full Board meeting. A copy of the paper version of the evaluation and a report on the Superintendent's Goals for the past year were also included in the agenda packets for tonight's meeting. A brief discussion ensued.

Superintendent MacMillan advised the Board that the Health Cost Containment Committee is moving forward. The LGC (Local Government Center) has provided tentative dates for scheduling the first meeting in December.

Superintendent MacMillan advised the Board that he attended the monthly meeting of the NCSAA (North Country School Administrators Association) earlier today at the AMC Highland Center in Bretton Woods. SAU 35 was the host district for this month's meeting. Among the items discussed was the need for additional insurance carriers to be able to bid on health coverage in the State of NH. Among the items being looked at is the Oregon Plan which has one carrier for the entire state for municipal and school district employees. This type of group would afford more competitive rates due to the size of the group and has begun to gain momentum state wide. There would need to be approval of the legislature to let additional insurers compete for the NH business. A brief discussion ensued.

SAU 35 Emergency Response Plan Update with Gregg Champlin of the NH Department of Safety will be held on November 15<sup>th</sup> at the Maplewood Golf Club in Bethlehem. All SAU administrators will be in attendance. All local fire and police chiefs have also been invited but

unfortunately the response from this group has been minimal.

Superintendent MacMillan distributed copies of the meeting notes from the first NCES Collaborative Meeting for Board information and review. The meeting was held this past week with all North Country SAU's being represented along with SAU 9-Conway and SAU 13-Tamworth and a number of community agencies. The task force discussed business opportunities, technology, administration, special education and principals as possible collaboration areas. Superintendent MacMillan will keep the Board updated as this process progresses. A brief discussion ensued.

Superintendent MacMillan distributed proposed calendars for the 2012-2013 school year for Board information and review. These consist of the preferred calendar with school opening remaining prior to Labor Day as well as one with school opening after Labor Day. The earlier start has been well received for the past few years. Following a brief discussion, it was the consensus of the Board to approve the calendar for school starting prior to Labor Day assuming that the other districts in SAU 35 will be in agreement with this calendar. The calendar will be presented for acceptance at the Full Board December meeting.

Superintendent MacMillan distributed copies of the Overview of the proposed SAU Budget for the 2012-2013 school year along with copies of the Pie Chart for Board information and review. Superintendent MacMillan reminded the Board that the Budget Hearing will be held on Monday, November 14, 2011 at 6:00 PM at Profile School in the Library. The Full Board meeting will be held on Wednesday, December 7, 2011 at 6:00 PM at Profile School in the cafeteria.

Superintendent MacMillan advised the Board that the NECAP Testing Program will be on line by 2014. Students will need to have some preparation in taking a test of this magnitude in an electronic format. Students will no longer be able to return to problem questions under this format. A brief discussion ensued.

## FINANCIAL REPORTS

Manifests were circulated for Board information and approval.

Business Manager Sandra Stone distributed copies of the School Lunch Report for board information and review noting that the current projected yearend balance is (\$11,168.00). This is \$1,896.22 less than the monies set aside in the operating budget to offset this deficit. A brief discussion ensued.

Business Manager Sandra Stone distributed the Financial Reports for Board information and review noting that the current projected yearend balance is \$35,103.00. Mrs. Stone briefed the Board on the changes since the prior reporting period noting that she is holding monies for anticipated expenses not yet encumbered as well as the Library/Media Specialists salary. A brief discussion ensued.

Business Manager Sandra Stone advised the Board that she solicited Fuel Oil Bids from eleven companies but only three actually submitted a bid. Irving Oil only submits an over rack cost; Stiles Fuel submitted \$3.337 per gallon for fixed price and \$.137 over rack price; and Dead River submitted \$3.487 per gallon for fixed price and \$.20 over rack price. Mrs. Stone noted that the Dear River price is subject to change based on the cost on the day you sign the agreement. Superintendent MacMillan further noted that at the bid opening the representative from Stiles Fuel indicated that if they entire SAU was awarded as one bid there could be significant savings. Superintendent MacMillan plans on recommending that Boards address the approval of the SAU acting on their behalf for oil bids prior to their submission in the future in the hopes of attaining additional savings. Following a brief discussion, MOTION BY LINDA GAITSKILL, SECONDED BY MARY JO GREENE TO AWARD THE FUEL OIL BID FOR THE 2011-2012 SCHOOL YEAR TO STILES FUEL AT A FIXED PRICE OF \$3.337 PER GALLON. ALL IN FAVOR, MOTION CARRIED.

BOARD REPORTS  
EXECUTIVE BOARD

Thomas Eyman attended the meeting on November 2, 2011 as the representative from Lafayette School Board. Mr. Eyman indicated that Superintendent MacMillan had covered the majority of the report under his report earlier in tonight's meeting. Mr. Eyman pointed out that the SAU's current projected yearend balance is \$35,550.

BUDGET

Thomas Eyman advised the Board that the Budget Committee has met three times and is 2/3 to 3/4 through the review of line items. Currently the projected increase in the budget is less than 1%. The next meeting is scheduled for November 18<sup>th</sup>.

NEGOTIATIONS

Thomas Eyman advised the Board that the third negotiating session was held last evening. The Board and the Union continue to exchange proposals. Currently it is not anticipated that negotiations will be finished by December. A brief discussion ensued.

BUILDING & GROUNDS

Principal Johnk advised the Board that the roof on the dugouts has been completed. He anticipates constructing the benches in the near future. Staining and fencing will be completed in the spring.

Two large trees (one pine and one fir) were removed by Adam Warren of Climbing Trees Service of Whitefield this past weekend.

Principal Johnk advised the Board that he continues to work with the Scott Lawson representative in preparation for applying for grant funding for asbestos removal and installation of carpet.

Thomas Eyman thanked Mary Jo Greene for her contributions to the Dugout Project. Ms. Greene was responsible for seeking the material donation from Coventry Log Homes.

POLICIES/PROCEDURES

Linda Gaitskill presented the following policies for first reading:

BBAB	Board Chairperson Duties and Responsibilities
BDE	Board Committees
GBE	Staff Responsibilities
GBEBB	Staff-Student Relations
JICDAA	Staff-Student Relations

Following a brief discussion, MOTION BY THOMAS EYMAN, SECONDED BY MARY JO GREENE TO APPROVE THE AFORMENTIONED POLICIES FOR FIRST READING AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Linda Gaitskill presented the following policies for second reading and approval:

ACE	Nondiscrimination on the Basis of Handicap/Disability
BBAA	Board Member Authority and Responsibility
IJOC	Volunteers
IJOC-R	Volunteer Confidentiality Agreement
IMGA	Service Animals

JICD-R	Memorandum of Understanding
JLI	Safety Program
EB	Safety Program

Following a brief discussion, MOTION BY MARY JO GREENE, SECONDED BY THOMAS EYMAN TO ACCEPT THE AFORMENTION POLICIES FOR SECOND READING AND APPROVAL AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

There being no further business to come before the Board, MOTION BY LINDA GAITSKILL, SECONDED BY THOMAS EYMAN TO ADJOURN AT 7:20 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted;

Marjorie Brown  
Board Clerk