

1 **Shaker Regional School Board**
2 **Meeting Minutes**
3 **October 9, 2008**
4

5 IN ATTENDANCE:

6 **School Board:** Bill Hart, Diane O’Hara, Roy Roberts, Tom Goulette, Preston Tuthill,
7 Carolyn French Witham, Sumner Dole

8 **Administration:** Superintendent Michael Cozort; Principals: Emily Spear, Mary
9 Morrison, Russ Holden and Aaron Pope; Vice Principals Tim Saunders and Rob Troon;
10 Director of Student Services Tonyel Mitchell-Berry

11 **Guests:** Canterbury PTO members Shannon Matthieu, Amy Covell and Kim Briggs

12 **Regrets:** Student Representative Katlyn Van Horne; Business Administrator Debbie Gay
13

14 CALL TO ORDER AND ROLL CALL

15 Chairman Bill Hart called the meeting to order at 6:00 p.m.
16

17 MINUTES OF PREVIOUS MEETINGS

18 *The Board discussed the September 25, 2008 draft meeting minutes. Changes were made*
19 *to lines 19-20 on page 3, to read “Instruction and Assessment and Director of Student*
20 *Services be changed to a dotted line connecting them to Faculty and Staff Support,*
21 *however it was determined to be acceptable as presented with a straight line.” The*
22 *minutes were accepted with the edits.*
23

24 PUBLIC PARTICIPATION

25 *Canterbury Town Officials* – No representatives from the Town of Canterbury showed
26 for the meeting.
27

28 **CES PTO:** Canterbury PTO members Shannon Matthieu, Amy Covell and Kim Briggs
29 updated the Board on projects completed by the PTO. The organization has purchased a
30 new digital camera for use at CES events, purchased a new sound system for the gym,
31 and is developing plans for an outdoor classroom. The PTO stated that they feel some
32 issues with the playground need to be addressed and upgraded. They noted the new
33 traffic pattern for the bus loop has seemed to work well and that the addition of the
34 sidewalks has been wonderful. Sumner Dole stated that the Town of Canterbury was
35 working to expand the trail system to Kimball Pond, and suggested that CES try to
36 incorporate their outdoor classroom and trail system into the Town project. Mike Cozort
37 inquired to the steps that had been completed for the outdoor classroom. The PTO stated
38 that committees to study the feasibility and begin planning had been created, the State has
39 reviewed the plans for the proposed location and trails, and that a proposal for Board
40 approval is being prepared for a spring presentation.
41

42 **CES Drama Club:** Kim Briggs, administrative leader for the CES Drama Club, updated
43 the Board on the Club’s productions. Ms. Briggs stated that last year’s production of
44 *Peter Pan* was great, and that this year they are considering performing *Alice in*
45 *Wonderland*. The Drama Club includes 46 students and has been a great experience for
46 all involved.

1 REPORTS

2 *Administrators:* Administrators' reports were included in the Board Packet, with updates
3 provided by each administrator.

4 Mary Morrison thanked the Canterbury Fire Department for their presentations on fire
5 prevention. Ms. Morrison distributed a copy of a brochure created by Martha Madsen,
6 School Counselor, regarding the social curriculum at CES, responsive classroom, and
7 other important information, that had been distributed to parents.

8 Emily Spear stated that standardized testing was going well, reported that the Belmont
9 Elementary PTO had received the Blue Ribbon Award for the 23rd consecutive year, and
10 that preparations are underway for the Fall Family Festival.

11 Aaron Pope reported that NECAP testing was underway, and that the new entranceway
12 sign had been installed. The Board discussed the loss of instructional time due to
13 mandatory standardized testing.

14 Russ Holden stated that only 75 parents came to the High School Open House, and that
15 the school is looking for ways to encourage future involvement in this event.
16 Possibilities include a freshmen only open house, with updates provided later in the year
17 for parents of all grade levels.

18 *Superintendent:* Mike Cozort reported that he had attended the National English Honor
19 Society induction for 36 high school students. He noted that Randy Wormald had
20 received a \$2,000 award from ING for the Motorcycle Cell project.

21 *Board Members:* Carolyn French Witham stated that she had enjoyed her tour of the
22 Huot Center, Pret Tuthill thanked Russ Holden for his work to hold the High School
23 Open House, and Tom Goulette thanked Mike Cozort for the Power Point on the
24 economy that he forwarded earlier in the week.

25 FINANCIAL REPORT

26 The updated financial report was included in the Board Packet. Mike Cozort stated that
27 there have been no adjustments made at this time, however increasing fuel prices remain
28 as a point of concern.

29 OLD BUSINESS

30 *NHSBA Resolutions:* The Board discussed the NHSBA Resolutions that had been
31 distributed at the prior meeting. Carolyn French Witham was appointed the Board's
32 NHSBA representative for the 2008-2009 school year.

33 *A motion was made by Pret Tuthill, and seconded, to adopt and accept the NH*
34 *School Board's Association Resolutions as proposed for the 2008-2009 school*
35 *year. After discussion, the motion was withdrawn.*

36 The Board discussed the outlined resolutions, and Ms. French Witham was charged with
37 researching the resolutions and providing the Board with further information.

1 *NHIAA Resolution:* The Board discussed the Resolution proposed by superintendents in
2 the western part of the state to change sports scheduling to minimize loss of instructional
3 time and to lower fuel and energy costs. These issues are forcing the NHIAA to review
4 current guidelines. Mike Cozort and Roy Roberts offered to research this resolution
5 further and report back to the Board.
6

7 *Vendor Authorization:* The Board discussed the need to allow payment authorizations to
8 vendors to be made by three members of the Board, as apposed to the current practice of
9 having payments authorized by all members of the Board. This is considered to be a
10 necessity to increase the efficiency of issuing payments from the District to vendors.
11

12 ***A motion was made by Roy Roberts, and seconded, that in accordance with RSA***
13 ***197:23-1, the Board empowers any three Board members to authorize payments***
14 ***in the event the full board does not meet bi-weekly in any given month. Said***
15 ***authorization shall be evidenced by their signatures on an Accounts Payable***
16 ***Manifest processed by the Superintendent's Office. The motion passed***
17 ***unanimously.***
18

19 Pret Tuthill suggested that the motion be recorded by the Board in a formal District
20 policy.
21

22 *On the Horizon:* The Board reviewed the outlined On the Horizon Calendar. Strategic
23 Planning is scheduled for the October 30th meeting in place of a regular Board meeting.
24 The annual guidance and technology reports were added to the agenda for November,
25 along with an update for ice hockey. Due to scheduling conflicts, the November 13th
26 meeting was rescheduled for November 20th.
27

28 NEW BUSINESS

29 *NECAP Science Results:* Shannon Bartlett reviewed the NECAP results for Science,
30 distributing copies of the questions used for the exam. She explained that the questions
31 were challenging, and that additional years of information would need to be gathered
32 before the results would indicate any trends. Ms. Bartlett reviewed the results for each
33 school, stating that the elementary schools' scores were outstanding with 74% proficient
34 compared to the state proficiency of 51%. However, the eighth grade had only 12%
35 proficient compared to the state proficiency of 26%. The high school had 28% of the
36 students taking the assessment deemed proficient, compared to the state proficiency of
37 21%. Ms. Bartlett stated that the results show that further curriculum containing inquiry
38 based learning was necessary throughout all grades, and steps had been taken to address
39 this issue. Since this is the first year that science testing was completed for NECAP, the
40 results would not be included in the Adequate Yearly Progress determination. The Board
41 discussed the results, inquiring to the numbers of students at the high school level who
42 take chemistry and physics, and the available space for labs at all levels. Only half of
43 high school students actually take chemistry or physics, mostly students who are college
44 bound, and there is currently plenty of space and opportunities for students to participate
45 in laboratory exercises.
46

1 *Appendix B- Co-Curricular Requests:* The Board reviewed and discussed the co-
2 curricular requests for the National Junior Honor Society at the Middle School, the Kids
3 on the Go Health Club at CES, and the Dance Club, Equestrian Club, and Lacrosse Team
4 at the High School that were presented to the Board for information purposes. The Board
5 requested that the respective administrators provide their rationale for each of the
6 requests. Sumner Dole requested that each of these activities include a clause stating that
7 students shall not be denied the opportunity to participate due to financial circumstances.
8 Roy Roberts suggested that this wording not be included for the Equestrian Club, for fear
9 that the District may be asked to provide horses for students wanting to participate. Mr.
10 Dole requested that the District be listed as additionally insured for each of these
11 organizations. Bill Hart stated that he felt that the clause stating that the Dance Club
12 would provide its own transportation be removed; he felt all participants should be
13 transported using a district sponsored bus.

14
15 *Financial Committee:* Bill Hart stated that Sumner Dole had been appointed vice-chair
16 of the Financial Committee.

17
18 *At 7:13 p.m., Bill Hart adjourned the meeting, accompanied by a motion by Pret Tuthill,*
19 *and, by unanimous roll call vote (7-yeah, 0-nay), entered into non-public session, in*
20 *accordance with RSA 91-3:II(c).*

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22
23 Respectfully Submitted,

24
25 Robin M. Schofield
26 School District Clerk