

1 **Shaker Regional School Board**
2 **Meeting Minutes**
3 **September 9, 2010**
4

5 IN ATTENDANCE

6 **School Board:** Chairman: Diane O'Hara, Pret Tuthill, Heidi Hutchinson, Sean Embree,
7 Gretta Olson-Wilder, Sumner Dole, Tom Goulette (6:45pm)

8 **Administration:** Superintendent: Mark Blount; Business Administrator: Debbie Gay;
9 Director of Student Services: Tonyel Mitchell-Berry; Principals: Aaron Pope, Emily
10 Spear, Mary Morrison, Russ Holden

11 **Guests:** Barbara DiRoma, Jen Gagnon, Jon White
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13 CALL TO ORDER AND ROLL CALL

14 Chairman, Diane O'Hara called the meeting to order at 6:05pm. Diane stated that if any
15 Board Member is going to be late or not in attendance that they are to notify Mark or
16 Diane. She also stated that under New Business, letter E) (c) Request to increase SAU
17 Administrative Assistant Hours, will be discussed in Non-Public because it is a personnel
18 issue.
19

20 MINUTES OF PREVIOUS MEETING

21 The August 12, 2010 School Board Minutes had a few corrections. Pret Tuthill's title
22 should be Vice Chairman. Also page 2, line 4 should say the District is going to replace
23 one boiler and it may be replaced with two. The minutes were accepted with those
24 corrections. The September 2, 2010 School Board Minutes were accepted as presented to
25 the Board.
26

27 PUBLIC PARTICIPATION

28 Nothing to report
29

30 FINANCIAL REPORT

31 Debbie Gay stated that the report was included in the Board packet. She encouraged the
32 Board to ask any questions that they may have. Sumner asked for some clarification on
33 the Adjustments.
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35 *A motion was made by Pret Tuthill, and seconded by Sumner Dole, to approve the*
36 *Adjustments as presented by Administration. The motion passed unanimously.*
37

38 OLD BUSINESS

39 **Administration:** Emily Spear from, Belmont Elementary School stated that they had a
40 smooth opening and that the new office looks great. The Healthy Snack Program is
41 going very well. The students receive a free fruit or vegetable at snack time everyday.
42 Mary Morrison, from Canterbury Elementary School, corrected the date of the Central
43 NH Planning Commission to discuss the Safe Routes of School grant to September 21 at
44 6:15pm. Aaron Pope, from Belmont Middle School, stated that they had a smooth
45 opening to school and that the Open House was on Tuesday, September 7, which went
46 very well and there were a lot of families present. Russ Holden, from Belmont High

1 School, said that they were off to a great start and that they were excited to have the class
2 of 2014 attending the high school.

3
4 *Superintendent of Schools:* Mark added to his report that he has been out to the opening
5 of each of the schools and he has been in attendance at many of the events for the schools
6 and the community. He recently attended a Belmont Rotary Club meeting.

7
8 *School Board Members:* Sumner Dole stated that the Finance committee attended a
9 Collective Bargaining Meeting and they recently attended a workshop. Sean Embree
10 will be attending a NHSBA Conference on the new Bullying Law. Heidi Hutchinson
11 gave a handout regarding the RFQ status for the Attorney/Firm Search. They have
12 received seven responses to the RFQ. Currently, they are looking at four firms to
13 interview. The committee would like to be added to the October 14 meeting agenda.

14
15 **OLD BUSINESS**

16 *Policy GBCD – Background Investigation, Criminal Records Check and Fingerprinting –*
17 *As Amended:* There is a memo included in the packet highlighting the changes made to
18 this policy. Mark read through the memo and went over the changes in the policy.

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20 ***A motion was made by Pret Tuthill, and seconded by Heidi Hutchinson, to accept***
21 ***Policy GBCD “Background Investigation, Criminal Record Check and Fingerprinting***
22 ***Policy” as amended. The motion passed unanimously.***

23
24 *Policy JH – Attendance, Absenteeism and Truancy – As Amended:* There is a memo
25 included in the packet that highlights the changes to the policy. Mark went over the
26 changes. It is necessary to have the parent participation in the development of this
27 policy, because of the changes the legislature made to the pupil truancy statute. The
28 Board will post this policy on the website for parents to make comments. Pret stated that
29 the RSA that has been amended should be footnoted in the policy. He also said that it is
30 important to advertise the changes in this policy, so he suggested it be available for the
31 public in other ways than just the school’s website.

32
33 ***A motion was made by Sumner Dole, and seconded by Pret Tuthill, to make policy JH***
34 ***“Attendance, Absenteeism and Truancy” considered a first reading. The policy will be***
35 ***tabled until a meeting date determined by the Superintendent. The motion passed***
36 ***unanimously.***

37
38 *Policy IJOA – Rules and procedures “Field Trips and Extended Travel”:* The policy has
39 already been approved. The Rules and Procedures were included in the Board packet for
40 information only. The length of time for submission of a field trip request had been
41 changed. There was some discussion on who can chaperone a trip.

42
43 *Board Retreat (October 28) – Topics:* Diane stated that the Board Retreat has been
44 scheduled for October 28. The Board was asked to email the Chair their top two subjects
45 they would like to discuss at the Retreat. Diane has not received any emails regarding
46 this. She suggested a presentation on I.D.E.A. She is open for other topics. Pret

1 suggested facilities issues within the district, including full day Kindergarten. It was
2 suggested that there be a reaffirmation of the Board's mission statement. There was also
3 a suggestion to have a succession plan in place. Also, Tom suggested having Tom Haley
4 as Facilitator for the Retreat. The Board decided to have an I.D.E.A. presentation by an
5 attorney, Reaffirmation of the Board's vision, Curriculum/Facilities, including
6 Kindergarten and the Succession Emergency Plan to be the topics at the Retreat. Prior to
7 the retreat there will be a meeting with the Canterbury Town Officials.

8
9 *NEASC Progress Report:* Russ stated that the NEASC Report was included in the packet.
10 He is very excited and pleased with the accreditation and the five year progress report
11 being accepted. He is disappointed in the request to participate in a pre-self study. The
12 high school has two years to complete and submit this report. Once this report is
13 submitted the commission will review it and the accreditation status will be reviewed.
14 Mark stated that the NEASC has changed its standards recently.

15
16 *On the Horizon:* On October 28 the Board Retreat will begin at 5:00pm for an attorney
17 presentation of IDEA, a meeting with the Canterbury Town Officials at 6:00pm, followed
18 by the remaining retreat agenda items. On November 11, PTO leadership was added.
19 The October 14 meeting will have the Attorney Recommendations added.

20 21 NEW BUSINESS

22 *Food Service Report – Barbara DiRoma:* Barbara distributed her report to the Board for
23 review. She stated that the Free and Reduced students are up to 40%. There has not been
24 an increase in lunch prices, partially due to the economy. Heidi Hutchinson asked how
25 the District was able to participate in the fruits and vegetables program at BES. The
26 District was contacted by the state because of the ratio of Free and Reduced families at
27 the school. The district then had to fill out an application, as a formality. Barbara said
28 that Commodity Foods was an area that has been used to help balance the expenditure
29 budget. There has been a reduction in the food available. It has gone down about 25%
30 since last year. Every year the Food Service Directors meet to discuss their programs and
31 this year there was no representative from the USDA. Pret and Sumner suggested
32 sending a letter to the Commissioner of Agriculture to express the lack of support in the
33 school lunch programs. Barbara also stated that the price of the school lunch will
34 probably need to be increased next year.

35
36 *Approval of District's Technology Plan – Jonathan White:* The committee has been
37 working on updating the three year plan. They have been working on establishing goals
38 with a realistic strategy for using telecommunications and technology to improve
39 education or library services. Jon stated that the computers and technology in the schools
40 has just about saturated the current infrastructure. This plan also includes a sufficient
41 budget to acquire and support the non-discounted elements of the plan. Sumner
42 requested updating a few of the pages in the plan, such as the letter from the previous
43 superintendent and previous high school principal. Page 24 of the plan includes the
44 expenditure summary. While discussing the district's technology plan, Sean asked if
45 there was a way to computerize the first day paper work that each family has to fill out
46 and return to the school. Jon stated that this has been suggested and is being looked into

1 for next year. Jon is looking for school board approval to submit this plan to the state.
2 He has already received approval from Mark.

3
4 ***A motion was made by Sumner Dole and seconded by Pret Tuthill to approve the 2010-***
5 ***2013 Educational Technology Plan for Shaker Regional School District, SAU 80, in***
6 ***concept and reserve annual determination of budget figures. The motion passed***
7 ***unanimously.***

8
9 Mark thanked Jon and the district's Technology Committee for all their hard work on this
10 Technology Plan.

11
12 ***BMS Youth Risk Survey – Jennifer Gagnon:*** She distributed the survey results to the
13 Board, which was in comparison to the Carroll County Youth Risk Survey and our own
14 high school results. She explained the results in each of the areas including, safety,
15 suicide ideation, drugs and alcohol, sex, body weight and physical activity. She also
16 explained some of the programs we have in place to help with these topics, such as
17 D.A.R.E., and the Challenge Course she has been teaching 6th graders for 3 years, the
18 SAP program which is working with high-risk students for substance abuse. Also, the
19 Advisory Program has been implemented this year at the middle school. She also
20 included a list of things she would like to be doing to help the students in the district.
21 One of these includes having a Youth Risk Coordinator in both the middle school and the
22 high school. This would be three full days in each of the schools. Sumner requested that
23 Jen put together a proposal of all of the things she would like to implement and how
24 much each would cost. Sean shared that the results show a high suicide thought rate and
25 a high overweight number. He felt that programs to build self-esteem and self-worth, as
26 well as making the students feel like they mattered in the community, is very important.
27 It was explained that both the high school and middle school have advisory programs.
28 The program is to connect a student with the staff in an extremely effective manner. Not
29 only to help strengthen the relationships between students and teachers, but it will assist
30 in identifying students that are having issues on a daily basis or as situations happen
31 throughout the year. It was suggested to make these survey results available to the town
32 officials since this is not only a school concern, but a community concern.

33
34 ***Home School Report:*** The report was included in the packet. The number of home school
35 students has gone up. Parents do not have to explain why they are choosing to home
36 school their kids. It was requested by the Board that we should ask the parents and see if
37 they will tell us why. Tom stated that some of the increase may be due to the recent
38 closing of some local private schools.

39
40 ***Finance Committee Report:***

- 41 a) ***FY 2012 Budget Development Calendar:*** Sumner stated that October and
42 November will be busy months. The committee will report to the Board, at each
43 of the Board meetings, on the progress of the budget development.
44 b) ***Executive Summary Format:*** Mark included a memo outlining budget
45 development and guidelines for Administration to follow when developing their
46 school budget.

1 c) *Request to Increase SAU Administrative Assistant Hours*: Moved to non-public
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3 *Co-curricular Proposal – SALT(Student Athletic Leadership Team)*: Russ would like to
4 recommend a new co-curricular activity at BHS. This activity would help build
5 leadership, mentoring, and role modeling positive behavior. It would include 15 students
6 chosen by staff and coaches of athletic teams. They are hoping to create a more positive
7 environment regarding athletics at the high school.

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9 *A motion was made by Sumner Dole, and seconded by Sean Embree, to approve the*
10 *new co-curricular activity named, Student Athletic Leadership Team. The motion*
11 *passed unanimously.*

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13 *At 8:05pm, Diane O’Hara adjourned the meeting, accompanied by a motion from Pret*
14 *Tuthill, and seconded by Sumner Dole, and by unanimous roll call vote to enter into*
15 *non-public session, in accordance with RSA 91-3:II(a)(b)(c).*

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17 Respectfully Submitted,

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20 Stacy S. Kruger
21 School District Clerk
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1 Shaker Regional School District
2 Meeting Minutes
3 September 9, 2010
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5 **Present:**

6 ***Board Members:*** Diane O'Hara, Chair; Gretta Olson-Wilder, Heidi Hutchinson, Sean
7 Embree, Sumner Dole, Pret Tuthill, Tom Goulette

8 ***Administration:*** Mark Blount, Superintendent; Debbie Gay, Business Administrator
9

10 **CALL TO ORDER**

11 The meeting was reconvened at 9:18 pm..
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13 **SAU STAFF REQUESTS**

14 ***A motion was made by Sumner Dole, and seconded by Pret Tuthill, to accept the***
15 ***proposed increase as presented in the memo. The motion failed.***
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17 ***A motion was made by Pret Tuthill, and seconded by Tom Goulette, to authorize the***
18 ***expenditure of up to \$12,500 to provide increased hours for staff in the SAU Office,***
19 ***and the review this change in 90 days. The motion passed.***
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21 The meeting was adjourned at 9:20 pm
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23 Respectfully submitted,
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27 Debbie D. Gay
28 Clerk Pro Temp
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