

1 SHAKER REGIONAL SCHOOL DISTRICT
2 MEETING MINUTES
3 APRIL 14, 2011
4

5 **PRESENT**

6 ***School Board:*** Pret Tuthill, Chair; Tom Goulette, Sean Embree, Diane O'Hara, Heidi
7 Hutchinson, Richy Bryant, Bob Reed

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

11 ***Guests:*** Attorney John Teague, Attorney Jim O'Shaughnessy
12

13 **CALL TO ORDER:**

14 Pret called the meeting to order at 6:02 pm and turned the meeting over to Attorneys John
15 Teague and Jim O'Shaughnessy to provide an overview of the school board role.
16

17 John said that first and foremost the attorneys were not looking to change how the board
18 works, which is based in the school board philosophy. The board needs to determine if it
19 is a policy board, a supervising board or a combination of both.
20

21 The board does the policy making and the administration carries out the policies. Boards
22 are responsible to make sure schools run well, which does mean the day-to-day
23 operations need to be known by the board. Micromanagement, however, should be a rare
24 instance. There are also specific times that the board must be as neutral as possible.
25

26 The role of council is to represent the district as follows: (1) students; (2) taxpayers, (3)
27 board and (4) administration. Questions for council should go through the chair or the
28 superintendent so there is one channel. Council will provide a heads up on what they see
29 on the horizon but they try to not get involved in the policy making. Jim said school
30 board policy BDG directs the board to go through the Superintendent.
31

32 Jim said the 2 major roles the board serves are:
33

- 34 1. Quasi-judicial. – (need to be able to go in with an open mind)
 - 35 a. Teacher Dismissals
 - 36 b. Non-Renewal of Tenured Teachers
 - 37 c. Leave of absence
 - 38 d. Student Discipline
 - 39 e. Teacher Grievance
 - 40 2. Ministerial
 - 41 a. Budget Preparation
 - 42 b. Budget Allocation
 - 43 c. Curriculum
 - 44 d. Board Policy
- 45

1 John addressed conflicts of interest and ethics. John said the board has a small policy on
2 this item and the state has never adopted a policy on conflict of interest. The rule the
3 state goes by is one of direct pecuniary. "When I vote on this will money be put in my
4 pocket?" John said this has broadened over the years and many local boards adopt
5 policies dealing with indirect pecuniary conflict of interest matters. John said it has to be
6 approached with practicality and common sense. You don't want a situation where a
7 person's voter would undermine the board's credibility so individuals have to aware of
8 those issues where there might be an actual conflict of interest or the appearance of a
9 conflict of interest.

10
11 Bias is different from conflict. Bias deals with personal knowledge about a specific
12 situation that means you can't make a non-prejudiced decision. John said there has to be
13 actual bias and not just the appearance of bias that prevents you from participating.

14
15 Right to Know

- 16 1. Need Quorum
- 17 2. Discussion or action on a matter
- 18 3. Our policy is consistent with the law

19
20 Personal notice does not need to be given unless it is regarding disciplinary action.

21
22 Diane asked if e-mail conversation with 4 or more individuals counts as a meeting. John
23 said it does if the e-mail is shared from one to another then to another to 4 or more then it
24 is a meeting.

25
26 John said minutes are how people find out what action the board took. If there is a need
27 to seal the minutes the vote to seal should be taken in public session.

28
29 Documents and Records: There will be requests seeking these. A lot of boards print u-
30 mail correspondence to submit to the SAU for retention. You are not required to answer
31 general questions under right to know and you are not required to create a report that does
32 not already exist.

33
34 Pret thanked John and Jim for attending and reviewing the information with the board.

35
36 Respectfully submitted,

37
38
39
40 Debbie D. Thompson
41 Clerk pro temp

42
43
44
45
46

1 **Shaker Regional School Board**
2 **Meeting Minutes**
3 **April 14 2011**
4

5 IN ATTENDANCE

6 **School Board:** Chairman: Pret Tuthill, Diane O’Hara, Sean Embree, Richard Bryant,
7 Robert Reed, Tom Goulette, Heidi Hutchinson; BMS Student Representative: Andrew
8 Bragg

9 **Administration:** Superintendent: Mark Blount; Business Administrator: Debbie
10 Thompson; Director of Student Services: Tonyel Mitchell-Berry; Director of Curriculum
11 & Assessment: Shannon Bartlett; Principals: Russ Holden, Aaron Pope, Emily Spear,
12 Mary Morrison
13

14 CALL TO ORDER AND ROLL CALL

15 Chairman, Pret Tuthill called the meeting to order at 7:25pm
16

17 MINUTES OF PREVIOUS MEETING

18 *March 18, 2011 Annual District Meeting Minutes:* The minutes were accepted as
19 presented.

20 *March 24, 2011 Minutes:* The minutes were accepted as presented.

21 *April 7, 2011 Minutes:* The minutes were accepted as presented.
22

23 PUBLIC PARTICIPATION

24 Stephanie Galambos of Canterbury asked the Board what direction they are headed in
25 with the budget. She would like to be able to go back and tell the other concerned
26 parents and taxpayers what is going on. She stated that this is her children’s future.
27

28 Pret shared that Administration has provided the Board with several scenarios as to how
29 to come up with the \$489,000.00, and there are still more ideas being sent to the Board.
30 They will be meeting and discussing these different options.
31

32 Mrs. Galambas said that the original budget was going to cut extra curricular activities
33 and now they are discussing cutting positions. She asked why it has come to this.
34

35 Pret explained that since the original budget was passed by the taxpayers there have been
36 even more cuts to the state funding of education. The town has to come up with a way to
37 fund these state cuts.
38

39 Ginny Farkas of Belmont was appalled by the decision of the Board to issue pink slips to
40 all of the teachers. She feels that the Board doesn’t fully understand the ramifications of
41 this. The teachers with only a couple of years of experience are going to start looking for
42 jobs elsewhere, and those good teachers could be a big loss to our district. Our district
43 will then be scrambling to replace those teachers. It can also cause a lot of hard feelings
44 between the teachers and between the teachers and the district.
45

1 Pret explained that the Union had to be notified by April 15th, and there wasn't enough
2 time to get everything settled with the contract and the budget before that time.

3
4 Steve Fournier stated that the Union negotiation team was present and they are ready to
5 begin negotiations.

6 7 FINANCIAL REPORT

8 *Monthly Financial Report:* Debbie stated that the monthly financial report was included
9 in the packet and that she could answer any questions. Pret asked when the figures of the
10 unencumbered funds would be available. Debbie said they would be available for the
11 meeting in May.

12
13 *Budget Transfers:* Debbie stated that the budget transfers are included in the packet and
14 approved by Administration.

15
16 ***A motion was made by Diane O'Hara, and seconded by Richy Bryant, to approve the***
17 ***transfer of \$2,000.00 from BMS supplies into BMS Replacement Equipment. The***
18 ***motion passed unanimously.***

19 20 REPORTS

21 *Student Representative Reports:*

22 *Andrew Bragg, BMS:* He reported that March started a new athletic season. Also, the
23 BMS Drama production "The Bachelor King" was presented last Friday and Saturday
24 night.

25 *Steven Farkas, BHS:* He recapped his report. He added to his report by stating that there
26 are 23 girls and 24 boys on the track team. They have been practicing for a couple of
27 weeks. The team was finally able to start practicing on the track this week. He also said
28 that the Red Raider race is next week.

29
30 *Administration:* Emily Spear of BES stated that B.E.S.T. is having an auction on
31 Saturday, there are some good items this year. She also shared that Laurie Bresnahan has
32 received a Reading Teacher of the Year Award in addition to David Gingrich receiving
33 the Pat Keys Technology Using Educator Award.

34
35 Mary Morrison of CES shared that Carlos Martinez brought in an Opera group that was
36 wonderful and the children loved it. They all participated in answering questions
37 regarding the performance. Saturday is the bike fair that teaches bike safety and there are
38 several raffles.

39
40 Aaron Pope of BMS stated that the students and staff have been organizing to go to the
41 Red Raider Run at the high school next week. Their first baseball and softball games of
42 the season were held today.

43
44 Russ Holden of BHS said that they have been preparing for summer school. It is going to
45 be a little different this year because they have received a low and rural income grant.
46 There will be six teachers and they have been going through the student's grades and test

1 scores to figure out which students would qualify for the program. Then, they will need
2 to work on getting those students to attend the summer program to work on their skills.

3
4 *Superintendent of Schools:* Mark Blount said that the Summer Enrichment Program was
5 approved and they have 10 students registered, to date. He also stated that he and Pret
6 met with staff at each of the schools today. They handed out a sheet with the State
7 Funding Uncertainty on the District Budget. There was conversation about different
8 ways to make up this money.

9
10 *School Board:* Pret Tuthill said that it was good that he and Mark had met with the staff.
11 He was able to inform everyone that they are doing everything possible to have a
12 resolution before the end of the month.

13
14 OLD BUSINESS

15 *“On the Horizon”:* Pret stated that he would like to add a meeting for budget discussion,
16 on April 21st. The goal is to try and get some resolution for the teachers. Tom Goulette
17 recommended a specific work session to deal with the budget and another Board meeting
18 publicized to educate the public and solicit the status of the budget, so that when the
19 Board does take action the public will have an understanding. Pret said he doesn’t think
20 they can rely on a special meeting to adjust the budget. He wants to get a sense from the
21 Board as to what they want and what direction they want the budget to go.

22
23 Heidi asked, at what point will the Board give the budget over to the Finance Committee.
24 Diane said that she feels the April 21st meeting is solely a budget meeting and after that
25 the Finance Committee could meet later to make cuts, if necessary. Pret suggested that
26 the Board members should get out and talk, so that they have a good sense of what
27 direction they would like things to go when they meet next Thursday.

28
29 Mark stated that he met with Senator Forsythe and he said they weren’t going to hold to
30 the 40% on Building Aide and he thought the Catastrophic Aide was going to stay at the
31 2010-2011 dollar amount. He did not have information on the Transportation. The
32 House did make some adjustments to the State Retirement and the Vocational Education
33 will probably not be at zero.

34
35 Pret suggested that if it is the desire of the Board to make cuts to the budget, all members
36 should be present, not just the Finance Committee. It was also suggested that the Board
37 should know what cuts they would like to make before the meeting on April 21st. They
38 really don’t want to let the teachers wait until June to know what is going on with their
39 jobs. Tom doesn’t feel we will be ready without having two meetings to go in and make
40 decisions on the budget and he feels that we need to educate the public. There was some
41 discussion about the next Board meeting falling during school vacation.

42
43 Steve Fournier asked the Board if anyone has considered the teachers giving back five
44 days without pay. The savings from the salaries would be quite large. He feels that
45 having the whole district shut down, including custodians on those days would be even
46 more of a significant savings.

1
2 Diane replied that there are a lot of these types of suggestions that need to be considered
3 but the Board has not met yet to discuss them. Next week they will sit down and look at
4 all of these suggestions constructively.

5
6 It was decided that the next Board meeting is April 21st and, if necessary, again on April
7 28th.

8
9 *JKAA – Use of Restraints As Amended:* Mark stated that this policy is being presented for
10 approval by the Board.

11
12 ***A motion was made by Sean Embree, and seconded by Diane O’Hara, to adopt policy***
13 ***JKAA “Use of Restraints”, as recommended by Administration on April 14, 2011. The***
14 ***motion passed unanimously.***

15
16 *Other:* Debbie did a follow up with Primex, as the Board had requested. If we had a 3
17 year agreement with them there would be a rate increase cap of 8% each year.

18
19 NEW BUSINESS

20 *Committee Assignments:* Pret had emailed the committee assignments to all Board
21 members for them to review. They were as follows:

22 Buildings & Grounds Committee: Chair: Sean Embree; Bob Reed, Pret Tuthill

23 Finance Committee: Chair: Diane O’Hara; Heidi Hutchinson, Richy Bryant

24 Internal Policy Committee: Chair: Heidi Hutchinson; Richy Bryant, Sean Embree

25 Public Policy Committee: Chair: Tom Goulette; Bob Reed

26 Transportation Committee: Chair: Diane O’Hara; Sean Embree

27 Huot Tech Center Committee: Diane O’Hara

28 Negotiations Committee: Chair: Tom Goulette; Pret Tuthill

29 Revolving Fund Committee: Bob Reed

30 Wellness Committee: Heidi Hutchinson

31
32 *Drop Out Data:* Russ Holden went through the information from the report that was
33 included in the packet. It was asked if one of our students drops out of high school and
34 ends up in county jail and earns their GED, will our district get credit for that. It would
35 be our district, so we would receive credit. Russ also added that if we have a student
36 enrolled for two months and they drop out and move to California, we are still
37 accountable for them dropping out.

38
39 *Senior Prom Update:* Laura Lavalee, Junior Class Advisor, and Prom Committee
40 member: Andrea Tuthill, presented to the Board that the prom is scheduled for June 4th
41 and it will be held in the Belmont High School Gymnasium. They are working to
42 transform the gym for the theme “Lost in Las Vegas”. The march will be from 6-7pm in
43 the cafeteria and the prom will be from 7-11pm in the gym. The tickets are \$30.00 a
44 piece. It was asked if ticket sales are higher because of the lower price. It is hard to tell
45 so far because they haven’t been on sale for very long. There has been a lot of talk about

1 most kids being able to afford to go because it is much less expensive. They hope there
2 is a good turn out.

3
4 *BHS SALT Presentation:* Rick Acquilano introduced the SALT members, Lauren Price,
5 Austin Wilder and Kim Allen. They meet regularly and brainstorm on different ways to
6 improve sportsmanship. The SALT members are good standing athletes and they are
7 recommended by teachers and coaches, it is time for new members to take over the club.
8 The club has recently sold old sports jerseys as a fund raiser. They have attended a
9 student athlete's conference. They have worked on reaching out to younger students by
10 meeting with students at BMS and reading stories to students at the elementary school.
11 During the sports seasons they go over good sportsmanship with the fans, before a game.
12 They raised funds through a "hoops for hunger" program and made donations to the local
13 food pantry. They also had a guest speaker present before the fall sports awards. They
14 would like to have Ed Gerety come to speak to the athletes; he talks about life in general,
15 setting goals for themselves, shooting for positive things. He has come and spoken with
16 a group before and they would like to have him return, but it is expensive.

17
18 *Destination Imagination Trip to Global Finals:* Laura Dwyer is requesting permission for
19 the DI team to go to Knoxville Tennessee for the Global Finals. Andrew Bragg
20 distributed a packet to the Board about this trip. It will be the third year in a row for the
21 DI team to attend. There are five students and one teacher. It has been a great event for
22 the students. Administration recommends the Board's approval of the trip.

23
24 *A motion was made by Diane O'Hara, and seconded by Bob Reed, to approve the*
25 *Destination Imagination team field trip to Knoxville Tennessee for the Global Finals.*
26 *The motion passed unanimously.*

27
28 *Finance Committee/Driver's Ed Contract Expiration:* The Driver's Education Contract
29 expires on August 30th. The Finance Committee will meet and discuss going out to bid
30 for a new contract or staying with the same company.

31
32 *The Key Work of School Boards:* We went through this process three or four years ago.
33 The Board members share what goals they would like to work on. It is a beneficial
34 process. Tom has been through this process before, so it was decided that he would lead
35 them through.

36
37 *Special Education Audit Info:* Mark stated that the Board had considered having a Special
38 Education Audit about two years ago. He suggested that it would be something to
39 consider at this time, due to the budget issues and the high expenditures in our Special
40 Education program throughout this year. There may be some ways to consolidate some
41 programs or make some changes that would save the district some money. Mark
42 distributed a handout explaining what would be done in this audit and the cost would be
43 about \$9,000.00. Heidi asked if this audit was required by state law or if it is something
44 we have decided to do on our own. It is not a state requirement. There was some
45 discussion about spending the money at this time for an audit when we are looking at
46 cutting things out of the budget. Tom asked if it was possible to receive grants after this

1 audit was done, to help fund the Special Education program. Debbie said that is
2 something that they could look into. Diane did not feel that this was being considered at
3 a very good time when they are looking to make cuts in the budget. Pret and Tom felt
4 that it is a good time because this is where a large portion of the budget is being spent.
5 Heidi stated that she is not comfortable spending 8 or \$9,000.00 at this time for an audit.
6 Mark stated that with this audit we may be able to find out if we are over staffed in some
7 areas or we may be over providing services.

8
9 *Enrollment Report:* There are 20 more students registered for Kindergarten next year than
10 we had at this time last year. There are several reasons why this may have happened. At
11 this time we are not sure if the final number will be a lot larger than last year. Mark went
12 through the numbers in the enrollment report.

13
14 *Other:* Mark distributed a field trip request from CES for the yearly trip to the Nature's
15 Classroom. This will take place April 18th – 22nd. There will be 19 students and several
16 chaperones. This is a long standing trip that CES takes each spring. Administration
17 recommends this field trip.

18
19 ***A motion was made by Bob Reed, and seconded by Diane O'Hara, to approve the***
20 ***Nature's Classroom field trip for CES. The motion passed unanimously.***

21
22 *Board Member Information:* Pret stated that Jacqui put together a list of Board members
23 and the contact numbers and email addresses. This is for the members to review and get
24 back to Jacqui with any additions or corrections.

25
26 ***At 8:55pm, Pret Tuthill adjourned the meeting, accompanied by a motion by Diane***
27 ***O'Hara, and seconded by Sean Embree, and by unanimous roll call vote (6-yeah, 0-***
28 ***nay), to enter into non-public session, in accordance with RSA 91-3:II(b)(c).***

29
30 Respectfully Submitted,

31
32
33 Stacy S. Kruger
34 School Board Clerk
35
36
37
38
39
40
41
42
43
44
45
46

1
2
3
4
5
6