

1 **Shaker Regional School Board**  
2 **Meeting Minutes**  
3 **August 11, 2011**  
4

5 IN ATTENDANCE

6 **School Board:** Chairman: Pret Tuthill, Sean Embree, Richard Bryant, Heidi Hutchinson,

7 **Excused:** Robert Reed, Tom Goulette, Diane O'Hara

8 **Administration:** Superintendent: Mark Blount; Business Administrator: Debbie

9 Thompson; Director of Buildings and Grounds: Doug Ellis; Director of Technology: Jon

10 White; Principals: Aaron Pope, Emily Spear, Mary Morrison  
11

12 CALL TO ORDER AND ROLL CALL

13 Chairman, Pret Tuthill called the meeting to order at 6:02pm  
14

15 MINUTES OF PREVIOUS MEETING

16 *July 14, 2011:* Page 2, line 17 should say \$15,000.00 in place of \$25,000.00. The  
17 minutes were approved with that correction.  
18

19 PUBLIC PARTICIPATION

20 Nothing to report  
21

22 REPORTS

23 **Administration:** Emily Spear made a correction to her report that the first day activities  
24 are on August 25, not August 24.  
25

26 Mary Morrison stated that the teachers are already starting to come in and the school is  
27 looking good. It will be ready on time.  
28

29 Aaron Pope stated that 5 of the bathrooms at the middle school have new tile in them and  
30 they look great. A few of the Board members would like to come by and take a look.

31 The new classrooms are coming along at the SAU building, as well.  
32

33 Russ Holden's report was included in the Board packet. Heidi was looking at the BHS  
34 goals and asked about lowering the dropout rate. Mark stated that he would ask Russ for  
35 the specifics.  
36

37 *Superintendent of Schools:*

38 **Monthly Report:** The monthly report was included in the packet. Mark added that the  
39 opening of the school year is on August 22<sup>nd</sup> for staff. He invited the Board members to  
40 attend. Continental breakfast will be at 8am and the opening address is at 8:30am.

41 Invitations will be mailed to town officials as well. The new teacher orientation is on  
42 August 19<sup>th</sup>. The teacher workshop schedules are included in the Board packets. The  
43 SAU will be closed tomorrow for cleaning. Staff is going to work from home or take a  
44 personal day.  
45

46 **School Board Members:** Nothing to report

1 OLD BUSINESS

2 “*On the Horizon*”: The August 25<sup>th</sup> meeting will have action on purchasing the new  
3 server with money from the expendable trust fund. Also, on the August 25<sup>th</sup> meeting  
4 there is School Board Orientation. Heidi asked what is expected from the Board  
5 members for that meeting. Mark stated that he has that on the agenda as a place holder.  
6 Mark will be contacting other districts and the school board association to see what their  
7 orientation entails. Pret suggested having a discussion at the next Board meeting  
8 regarding the budget process for 2012-2013. He thought it may be easier if the Finance  
9 committee presented each piece of the budget, to the Board, as they complete it.

10  
11 *Internal Policy JJD – Student Participation Fees – Second Reading:* Heidi stated that this  
12 policy was presented to the Board for the first reading in July.

13  
14 ***A motion was made by Heidi Hutchinson, and seconded by Sean Embree, to accept***  
15 ***Policy JJD “Student Participation Fees” as presented to the Board on August 11, 2011.***  
16 ***The motion passed unanimously.***

17  
18 *Internal Policy DIA – Fund Balance – Second Reading:* Heidi stated that this policy was  
19 also presented to the Board for the first reading in July.

20  
21 ***A motion was made by Heidi Hutchinson, and seconded by Sean Embree, to accept***  
22 ***Policy DIA “Fund Balance” as presented to the Board on August 11, 2011. The***  
23 ***motion passed unanimously.***

24  
25 NEW BUSINESS

26 *Nature’s Classroom – Aaron Pope:* Aaron said that he would like to have the 5<sup>th</sup> graders  
27 at the middle school attend Nature’s Classroom in the spring. He wanted to combine it  
28 with Canterbury’s trip, but they are going in the fall this year. Aaron would need time to  
29 do some fundraising for this trip. Aaron is asking for the Board’s permission to  
30 investigate and plan a trip to Nature’s classroom for this year. The trip is usually 3 or 4  
31 nights. Mary Morrison said that the PTO at her school usually contributes \$50.00 a  
32 student for the trip. The PTO at BMS is in favor of this trip so they may be able to help  
33 contribute to the fee. Heidi said that she was able to go to part of Canterbury’s trip last  
34 year and that it was a wonderful experience.

35  
36 ***A motion was made by Richy Bryant, and seconded by Heidi Hutchinson to allow***  
37 ***planning of the Nature’s Classroom field trip for the 5<sup>th</sup> grade students at BMS, as***  
38 ***requested by administration. The motion passed unanimously.***

39  
40 *Nature’s Classroom – Mary Morrison:* Mary stated that the 5<sup>th</sup> grade students at CES are  
41 planning to attend Nature’s Classroom at Ocean Park this year, in the fall. This is a new  
42 location, but the program is the same and it is run by the same people. Mary requested  
43 approval from the Board for this trip.

1 ***A motion was made by Sean Embree, and seconded by Richy Bryant, to approve the***  
2 ***field trip to Nature’s classroom for the 5<sup>th</sup> grade students at CES, as recommended by***  
3 ***administration. The motion passed unanimously.***  
4

5 *Athletic Handbooks BMS & BHS:* There are no changes this year in either document.  
6 Heidi had a question regarding sports physicals in the BMS handbook. The high school  
7 handbook is very clear on their physical requirements because it is done by the NHIAA  
8 rules. The middle school is a little unclear as to how often the athlete needs to have a  
9 physical. There needs to be some clarification. Heidi also requested that the high school  
10 include directions to other schools in their handbook. The middle school has them and it  
11 is very helpful.  
12

13 *Buildings and Grounds Report:* Doug shared that things are moving along well at the  
14 schools and they will be ready to open on the 25<sup>th</sup>. Doug listed all of the jobs that have  
15 been completed this summer at each of the schools. He also handed out a chart of fuel  
16 and electrical usage for the past several years. There was some discussion on the total  
17 usage over the years.  
18

19 *Activity Account Changes:* Debbie included a memo in the Board packet with the changes  
20 for the high school and the middle school.  
21

22 ***A motion was made by Sean Embree, and seconded by Heidi Hutchinson, to accept the***  
23 ***changes to the student activity accounts as recommended by Administration. The***  
24 ***motion passed unanimously.***  
25

26 *Food Service Annual Report:*

27 *Food Service Deficit:* Debbie included the Food Service Report ending June 30, 2011.  
28 The program ended the year in the red by \$29,708.75. The number of free and reduced  
29 lunches is up by 23% and 70% of the student population is being served school lunch.  
30 The USDA requires the school districts to cover any deficit that the lunch programs may  
31 have each year. Debbie informed the Board that the Summer Breakfast and Lunch  
32 program has ended for the year. They served 803 breakfasts and 370 lunches. The NH  
33 Food Bank is looking forward to running the program again next year.  
34

35 ***A motion was made by Sean Embree, and seconded by Richy Bryant, to transfer***  
36 ***\$29,708.75 from the general fund to the Food Service Fund to cover the 2010-2011***  
37 ***deficit. The motion passed unanimously.***  
38

39 *Electronic Opinion Surveys:* Mark stated that there was an opinion survey mailed home  
40 to parents in 2009. When the surveys were returned, Jacqui collected them and tallied the  
41 results by hand. The District would like to have the survey completed again this year,  
42 electronically. There is a Google App. to tabulate the results, which would be much more  
43 efficient. This could possible make for higher participation with the survey being  
44 completed on line rather than mailed home and sent back to us. Sean asked what the  
45 participation rate was like in 2009. It was explained that the percentage rate was quite  
46 low. Pret suggested having the letter that is sent home to parents, explaining the survey,

1 be kept short. It was also suggested that the survey of questions should be kept short as  
2 well, to help increase participation.

3  
4 *BES/CES Instructional Time Schedules:* The schedules were included in the packet for  
5 the Board to review. Both of the schedules are the same as last year.

6  
7 *BMS/BHS Master Schedules:* The schedules were included in the packet for the Board to  
8 review. Aaron stated that the middle school schedule has moved the 7th and 8<sup>th</sup> grade  
9 band and chorus time to the morning rather than the end of the day. This is due to  
10 research data showing that older students learn better in the afternoon, so the core classes  
11 are being taught in the afternoon. The high school schedule does not have any changes  
12 from last year.

13  
14 *Policy IMG A – Service Animals – First Reading:* This policy is up for adoption and is a  
15 required policy. Heidi stated that this is a first reading and if the Board has any questions  
16 or comments to contact her.

17  
18 *Other: Schedules for Workshop Days:* Mark stated that the schedules were included in  
19 the Board packet for information only.

20  
21 Heidi asked how the Summer Enrichment Programs went this summer. Mark said that  
22 the programs did not take place this summer because there were not enough students  
23 signed up.

24  
25 Debbie distributed a handout with the expendable trust fund figures beginning 7/1/10  
26 through 6/30/11.

27  
28 Mark notified the Board that the SAU office received a petitioned Warrant Article for  
29 SB2.

30  
31 ***At 7:03pm, Pret Tuthill adjourned the meeting, accompanied by a motion by Sean***  
32 ***Embree, and seconded by Heidi Hutchinson, and by unanimous roll call vote (3-yeah,***  
33 ***0-nay), to enter into non-public session, in accordance with RSA 91-3:II(a)(b)(c).***

34  
35 Respectfully Submitted,

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37  
38 Stacy S. Kruger  
39 School Board Clerk  
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