

1 **Shaker Regional School Board**
2 **Meeting Minutes**
3 **December 8, 2011**
4

5 IN ATTENDANCE

6 ***School Board:*** Chairman: Pret Tuthill, Sean Embree, Richard Bryant, Heidi Hutchinson,
7 Robert Reed, Diane O’Hara, Tom Goulette, Student Representative: Andrew Bragg
8 ***Administration:*** Acting Superintendent: Tom Haley; Business Administrator: Debbie
9 Thompson; Acting Director of Student Services: Kathy McGee; Director of Buildings
10 and Grounds: Doug Ellis; Director of Curriculum: Shannon Bartlett; Principals: Aaron
11 Pope, Mary Morrison, Russ Holden, Emily Spear
12

13 CALL TO ORDER AND ROLL CALL

14 Chairman, Pret Tuthill called the meeting to order at 6:00pm
15

16 MINUTES OF PREVIOUS MEETING

17 *November 17, 2011:* Diane O’Hara was added to the attendance as excused. Page 2 line
18 6 and page 2 line 35 had spelling corrections. Page 3, under New Business there was a
19 correction to line 6 adding, “there were newly purchased Netbooks for school use and
20 they are on loan to the Finance Committee Members.” The minutes were accepted with
21 the corrections.
22

23 PUBLIC PARTICIPATION

24 Nothing to report
25

26 ***At 6:12pm, a motion was made by Diane O’Hara, and seconded by Sean Embree, and***
27 ***by unanimous roll call vote to enter into non-public session, in accordance with RSA***
28 ***91-3:II(c)***
29

30 ***Chairman, Pret Tuthill reconvened the public session at 6:20pm.***
31

32 FINANCIAL REPORT

33 ***Monthly Financial Report:*** The report was included in the Board packet. Tom Goulette
34 asked if there was any information from the State regarding funding cuts. Debbie stated
35 that there was not. She also added that the District received \$1800.00 for students of ours
36 that are attending Charter Schools. Doug added that the fuel consumption is down due to
37 the mild weather.
38

39 ***Budget Transfers:*** The transfers were included in the packet.
40

41 ***A motion was made by Diane O’Hara and seconded by Heidi Hutchinson, to approve***
42 ***the Budget Transfers as recommended by Administration. The motion passed***
43 ***unanimously.***
44

45 REPORTS

46 ***Student Representative Reports:***

1 *Andrew Bragg, BMS:* Andrew distributed his report to the Board. He stated that the
2 Holiday Concert was coming up on December 21st. He also said that the BMS Student
3 Council has been working with the Police Explorers to collect toys for the Toys for Tots
4 Program. Andrew added that the Advisories have been involved with “Elf of the Shelf”,
5 where they have had something to solve and it gets the students into the holiday spirit.

6
7 *Steven Farkas, BHS:* Not in attendance.

8
9 *Administration:*

10 *Emily Spear, BES:* She added to her report by saying that she has attended the Vocal
11 Ensemble presentations and they are great. Also, BES is helping 97 children for the
12 holiday.

13
14 *Mary Morrison, CES:* She mentioned that the Safe Routes to School Committee met with
15 the Town Selectmen and they have accepted the second step of the grant and the town
16 will appropriate \$15,000.00 for research and data collection. The town will then be
17 reimbursed by the Federal Program. The next meeting is scheduled for January 25, 2012.

18
19 *Aaron Pope, BMS:* He stated that the theme this month has been Fun and Excitement and
20 that, “Elf on the Shelf” ties into that theme. The middle school has been working to
21 support the community with food drives and helping out families with holiday gifts.

22
23 *Russ Holden, BHS:* He added to his report by stating that progress reports will be going
24 home on Monday or Tuesday of next week.

25
26 *School Board Members:*

27 *Sean Embree:* Sean said that there is an article in the UNH Campus Journal, written by an
28 English professor talking about a slower pace for reading. He felt that the article tied into
29 his son’s 5th grade reading program at BMS. He will bring the article in to share.

30
31 *Heidi Hutchinson:* She attended the BHS musical recently and she thought it was very
32 good.

33
34 *Pret Tuthill:* He would like to share an article with the Board from the School Board
35 Journal. He will have that for the next meeting.

36
37 *Student Enrollment Report as of December 1, 2011:* Included in the Board packet for
38 information only.

39
40 **OLD BUSINESS**

41 *Budget Development:* Diane stated that the committee has met regularly. The
42 Administrative presentations have been done. Administration has been asked to cut
43 \$550,000.00 from their proposed budgets. Diane explained that this is just the first step.
44 The committee has asked for wants and needs. At this time, the committee is not
45 recommending a percentage increase. They are using 2% as a guideline. The budget that
46 is being worked on has been distributed to the Board. The negotiated agreement has been

1 incorporated into the numbers that were distributed to the Board. The committee will
2 meet again on December 21st. The next time they will have information to share, will be
3 at the January meeting.

4
5 There has been discussion about the need for a new truck for Buildings and Grounds.
6 The truck that is being used is a safety issue. Buildings and Grounds is in need of both a
7 new mower and a truck. \$45,000.00 has been included in the new budget for these.
8 There was some discussion of places to look when ready to purchase a new truck.

9
10 The gym floor at BHS is in need of being refinished. It has been put off for 3 years now.
11 It may be done in June with this year's funds.

12
13 *Strategic Plan Update:* Mary Morrison stated that there were 21 people present at the last
14 meeting. There are a few new members. They have finalized the beliefs and are working
15 on the objectives. They are determining what is being done really well and where
16 improvements can be made. The next meeting will be at BHS on Monday, 12/12 at 6pm.

17
18 *Superintendent Search Update:* There have been 6 community members that have shown
19 interest in being on the Advisory Committee. The Shaker Regional School District
20 Newsletter was just received by residence on Monday, December 5th.

21
22 It was decided that the Community Forums will be pushed out later in the timeline. They
23 will be scheduled for the week of January 2nd, after the Holiday break. There was some
24 discussion about what day of the week these forums should be held. There will be one in
25 each community and the dates will be finalized soon.

26
27 Tom Goulette asked if the entire Board will be looking at the Superintendent
28 applications. They will be available at the SAU office if any of the Board members
29 would like to stop by and review them. There will be meetings set up at the libraries for
30 the Advisory Committee to review the applications.

31
32 *Policy GBAA, Sexual and Other Harassment – Employees, As amended:* Heidi stated
33 that this policy is up to be amended. The changes are included in the policy.

34
35 ***A motion was made by Heidi Hutchinson and seconded by Sean Embree, to adopt the***
36 ***amendments to policy GBAA, Sexual and Other Harassment – Employees.***

37
38 Tom Haley recommended looking at page 2, section 1.7, the second sentence. Tom
39 stated that in most cases the information for disciplinary action of staff or students can
40 not be shared. Tom suggested the wording be changed with “the findings” added to line
41 33.

42
43 ***A motion was made by Heidi Hutchinson, and seconded by Diane O’Hara to adopt***
44 ***policy GBAA, Sexual and Other Harassment – Employees with the amendment to page***
45 ***2, section 1.7 line 33. It is to read: The findings of the investigation and the***

1 ***disciplinary action resulting shall be recorded and the findings provided to all involved***
2 ***parties. The motion passed unanimously.***
3

4 *On the Horizon:* The December 15th meeting has a very full agenda. The Netbook
5 Computer bids will be added to the December agenda. The CBA Agreement Publicity
6 will be moved to January. Also, a formal decision on SB2 will be on the January agenda.
7

8 **NEW BUSINESS**

9 *Policy EEAEA, Mandatory Drug and Alcohol Testing – School Bus Drivers – First*
10 *Reading:* Heidi stated that this is a new policy that needs to be adopted. It is
11 recommended by the NHSBA to have this policy written separately for drug and alcohol
12 testing of bus drivers. Line 7 should have vendor “contracts” added to the sentence.
13 There was some discussion about this new policy and the existing policy EEAE.
14

15 *2012-2013 School Year Calendar – First Reading:* This calendar has the students starting
16 on August 27, 2012 and ending on June 14th, 2013. The feedback on this calendar seems
17 to be positive. Shannon explained that they tried to match other surrounding school
18 districts with this calendar due to the Huot Tech Center. This is as close as they could get
19 because our district has full day workshops. Tom Goulette stated that the Manchester
20 School District recently considered having one school vacation in March instead of one
21 week in February and one week in April. This calendar change was not approved by
22 their School Board.
23

24 *BHS Foreign Exchange Program:* Sharon Hampton has 56 students signed up for
25 Spanish Club this year. Most of those students would like to travel to Spain next year.
26 There are probably 40 students interested in going. She said there are 2 parts to the trip.
27 About 40 students would come to us in the fall and stay with our families. In April, our
28 students would go there for the vacation week and a week after. They would stay with
29 families there and attend their school. They would be using the same travel company that
30 they used for this year’s exchange program. Pret stated that they need Board approval to
31 begin planning this trip.
32

33 Tom Goulette asked what would happen if Spain was not a safe place to travel when the
34 students are scheduled to go. Sharon said that they can postpone the trip.
35

36 Sean Embree asked how it would impact our school to have 40 students from Spain join
37 our classes for 2 weeks. Sharon said she will ask the staff if they would like to have any
38 of the students in their classes and each of the exchange students would receive their own
39 schedule.
40

41 ***A motion was made by Richy Bryant, and seconded by Sean Embree, to give approval***
42 ***to the Spanish Club to begin planning for the Exchange Program trip to Spain for***
43 ***2012-2013. The motion passed unanimously.***
44

1 *Next Meeting Location:* The next meeting is scheduled for December 15, which should
2 be held at CES. That is the same evening as their holiday concert. The Board decided to
3 still have the meeting at CES, but it will begin at 5pm.

4

5 ***At 7:15pm, Chairman Pret Tuthill reconvened the meeting into non-public.***

6

7 Respectfully Submitted,

8

9

10 Stacy S. Kruger
11 School District Clerk

12

13

14

15