

1 **Shaker Regional School Board**
2 **Meeting Minutes**
3 **June 23, 2011**
4

5 IN ATTENDANCE

6 **School Board:** Chairman: Pret Tuthill, Diane O'Hara, Sean Embree, Richard Bryant,
7 Robert Reed, Heidi Hutchinson

8 **Regrets:** Tom Goulette

9 **Administration:** Superintendent: Mark Blount; Business Administrator: Debbie
10 Thompson; Director of Student Services: Tonyel Mitchell-Berry; Director of Buildings
11 and Grounds: Doug Ellis; Principals: Russ Holden, Aaron Pope, Emily Spear, Mary
12 Morrison; Assistant Principal: Tim Saunders
13

14 CALL TO ORDER AND ROLL CALL

15 Chairman, Pret Tuthill called the meeting to order at 6:01pm
16

17 MINUTES OF PREVIOUS MEETING

18 *June 9, 2011:* A correction was made to the date on page 3, line 6 and line 14. A
19 correction was made to a statement on page 5, line 26. The minutes were accepted with
20 the requested revisions.

21 *June 15, 2011:* The public session of the June 15th meeting minutes were accepted as
22 presented.
23

24 OLD BUSINESS

25 *"On the Horizon":* Pret stated that he received a letter from the Superintendent in Gilford
26 requesting consideration of changing the school year calendar with fewer vacations. Pret
27 requested adding this subject to the July 14th agenda. Mark said that he was contacted by
28 Jeanne Beaudoin, the Belmont Town Administrator, requesting that the town and the
29 school share a representative to attend both school and town meetings and report back to
30 the Boards with information. This subject will be added to the September 8th meeting.
31 Heidi asked that the orientation packets, for new school board members, be added to the
32 August agenda.
33

34 *Other:* Pret informed the Board that he was contacted by Diane Clary stating that there
35 were two fuel oil bids in for consideration. Irving Oil was at \$3.20 per gallon and
36 Stafford Oil was at \$3.30 a gallon. With Irving Oil, 95% of the allotment needs to be
37 purchased in advance. There will be a pool with other school districts and if we do not
38 have enough or too much oil, others will share with us. Debbie stated that we had to give
39 an estimate, based on past year's usage and the two new boilers at the middle school, to
40 Irving Oil. This price is about .12 cents more than last year's price.
41

42 *A motion was made by Sean Embree, and seconded by Bob Reed, to accept the price of*
43 *\$3.20 per gallon from Irving Oil, as recommended by Administration. The motion*
44 *passed unanimously.*
45

46 NEW BUSINESS

1 *BMS/BHS 2nd Semester Discipline Reports:*

2 *Tim Saunders:* The BMS Discipline report was included in the Board packet. He also
3 added that there were a few pages of the middle school handbook included for reference.
4 Tim asked if the Board had any questions after reviewing the report. Aaron and Tim will
5 be attending an RTI training class and Ryan Long will be going as well. Pret asked
6 administration if there was anything, at the board level, that they would like for them to
7 help with. Aaron asked that the Board look at the district attendance policy and to make
8 sure it is in support of the school's policies in their handbooks. The middle school has
9 worked quite a bit on changing the wording in the student handbook, so that it is clear
10 and concise. The attendance has actually improved since the handbook has been worked
11 on. Aaron also added that the SRO's have been a great help with handling the assault
12 cases.

13
14 *Russ Holden:* Dan Clary was unable to attend the meeting, Russ presented the
15 Discipline Report for BHS. Russ said that when he became principal at the high school
16 they implemented a new classroom discipline program. The students used to be sent
17 directly to the office when they were in trouble and they would wait for an administrator
18 to talk with them. Now, with this new program, the students have a 4 step process and
19 their actual academic credit is in jeopardy if they can not stay in class for discipline
20 reasons. The final step is that the student is removed from their class and they will not
21 receive credit for the class. Russ also stated that they have fine tuned the student
22 handbook with dress code, cell phone usage and attendance which has helped with the
23 discipline incidents.

24
25 *School Handbooks – Principals:* All of the handbooks had been handed out to the Board
26 members for review. Pret stated that the Board Members and Administration could make
27 any comments on the handbooks. The CES handbook was discussed first. Heidi had a
28 few grammar corrections. She also asked if the wording is up to date with all of the
29 current district policies. Mary said that the district policies were cross referenced with her
30 handbook. Diane asked if there should be a district disclaimer stating that if there are any
31 conflicts or discrepancies with the student handbooks, that the district policies will
32 supercede the handbook. It was requested that Mark write a disclaimer for this purpose
33 and distribute it to the four schools to be included in each of the handbooks. The BES
34 handbook was addressed next. Heidi had a few, minor grammar corrections or page
35 number corrections. The BMS handbook was reviewed and again, Heidi had a few
36 grammar corrections. Pret asked if there was any explanation of what the Connect Ed
37 was. Aaron said there was an additional information sheet sent home with the handbook
38 for parents to read and complete with information for the Connect Ed program. The high
39 school handbook was reviewed. Heidi asked if the Astronomy Club was going to be
40 offered next year. Russ said that he thought it would be offered by a different teacher this
41 year. Sean Embree asked if the middle school should add that the lunch prices are subject
42 to change, as the other schools have included that wording in their books. Aaron said he
43 could include that. Pret asked when the handbooks need to be sent to print. Both BHS
44 and BMS need to have there handbooks in to the printers by July 10th.

45

1 *A motion was made by Sean Embree, and seconded by Heidi Hutchinson, to accept the*
2 *CES, BES, BMS and BHS Student handbooks, with the edits that were discussed. The*
3 *motion passed unanimously.*

4
5 *Wellness Reports:* Aaron Pope discussed the wellness reports that were included in the
6 packet. The first thing the district level committee did was look at the wellness report
7 and come up with a common template for all school to use. Each of the school level
8 committees submitted a wellness report. It was very easy to understand each of the
9 reports because the outline was the same for each of the schools. Aaron went through the
10 primary activities that were accomplished during this school year. Pret asked if there was
11 a high level of students that are poorly nourished. CES does not have a high number of
12 students, but BES does have quite a few students that are poorly nourished. Emily stated
13 that those families do qualify for free or reduced breakfast and lunch, so they are getting
14 fed at school. There was some discussion about the lunch programs offered at each of the
15 schools.

16
17 *State Budget Update:* Mark Joyce was at the Administrative retreat today and he said
18 that they are still waiting for a rate on the retirement. It is currently at 13.59% for the
19 employer share. If the proposed changes go through, the employer rate will drop to 11%.
20 The Perkins match is pretty well set for vocational education and the Catastrophic Aid
21 should be at 50%.

22
23 The Finance committee would like a final copy of the district's budget. Since the Annual
24 District Meeting, the budget has changed quite a bit. The committee and all of the Board
25 members would like a summary of where the budget is now. Debbie said that she would
26 work on the new booklet. Debbie will submit a draft of the budget book to the Finance
27 committee for review.

28
29 Bob asked if the Board thought the co-curricular activities will continue even though the
30 advisors will not be paid. It is the hope of the Board that the activities will continue.
31 There was some consideration of paying advisors a stipend with year end funds, if any
32 were available. The Board did not feel that would be a good idea.

33
34 *Strategic Plan Timeline:* Mark put together a timeline showing the activities for the next
35 year. He will be contacting the people that were originally involved in the three year plan
36 and see if they would like to participate in the revisions. Mark asked the Principals if
37 they would seek out new people to help with this plan. Pret suggested talking with the
38 PTO committees in the schools and also get the word out through town and school
39 newsletters. Mark stated that this process is going to take much of the upcoming year.
40 Mark hopes to have the three year plan to the Board in May of 2012.

41
42 *Elementary Literacy Interventions-Kathy McGhee:* Kathy began her presentation by
43 showing a video put together by students with reading issues. This shows how the
44 students actually feel about their struggles with reading. 90% of students with difficulties
45 in reading need to have intervention before the third grade to overcome the issues. This
46 intervention helps prevent frustration, anger and violence. Kathy also gave a power point

1 presentation on how they do Early Literacy Intervention at CES. She also distributed a
2 reading packet with samples. Diane asked a few questions about the reading programs
3 and asked if they are offered at BES as well as CES. Pret stated that the middle school
4 students felt that RTI is going to be a great help at their school once it is in place. Kathy
5 and Emily agreed that RTI is working at CES and BES.

6
7 ADJOURNMENT

8 *At 8:17pm, Pret Tuthill adjourned the meeting, accompanied by a motion by Diane*
9 *O’Hara, and seconded by Richie Bryant, and by unanimous roll call vote to enter into*
10 *non-public session, in accordance with RSA 91-3:II(b).*

11
12 Respectfully Submitted,

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15 Stacy S. Kruger
16 School District Clerk
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