

1 **Shaker Regional School Board**
2 **Meeting Minutes**
3 **October 27, 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

8 **Administration:** Acting Superintendent: Tom Haley; Business Administrator: Debbie
9 Thompson; Director of Technology: Jon White; Director of Buildings and Grounds:
10 Doug Ellis; Director of Curriculum: Shannon Bartlett; Acting Director of Student
11 Services: Kathy McGee; Principals: Aaron Pope, Mary Morrison, Emily Spear, Russ
12 Holden

13
14 CALL TO ORDER AND ROLL CALL

15 Chairman, Pret Tuthill called the meeting to order at 6:00pm
16

17 MINUTES OF PREVIOUS MEETING

18 *October 13, 2011:* Accepted as presented.

19 *October 19, 2011:* Accepted as presented.
20

21 OLD BUSINESS

22 *2011-2012 Budget Review:* Administration distributed a memo requesting positions they
23 would like the Board to consider reinstating with the unallocated funds. There was a
24 spreadsheet with the budget impact, distributed as well. Emily explained that the
25 Administration appreciated the opportunity to make these requests. Emily went through
26 the prioritized positions that were being requested. One of the positions was a direct
27 personnel issue. There was some consideration for the requests that were totaling
28 \$83,262.00.
29

30 *At 6:20pm, a motion from Tom Goulette, and seconded by Diane O'Hara, and by*
31 *unanimous roll call vote was made to enter into non-public session, in accordance with*
32 *RSA 91-3:II(a)(b).*
33

34 At 6:40pm, the public meeting reconvened.
35

36 Heidi stated that she was feeling a little nervous to reinstate all of the positions being
37 requested now, because they may have to be cut when the 2012-2013 budget is being
38 prepared.
39

40 Richy requested that the Board look at the memo to Debbie Thompson that has four (4)
41 items listed by priority. At this time, he recommended that the Board vote for items 1 &
42 2 to be reinstated. Items 3 & 4 should be considered in the 2012-2013 budget, so as not
43 to reinstate positions now and have to take them away later.
44

45 *A motion was made by Tom Goulette, and seconded by Heidi Hutchinson, to support*
46 *the request for additional speech services, through contracting hours for up to one day*

1 *per week at six hours per day. Also, to give back time cut from support staff due to*
2 *state retirement cuts that never occurred, and reinstate 9 ¾ hours per week cut from*
3 *SAU Administrative Assistant and reinstate 5 days of the 10 days cut from BMS year-*
4 *round secretary, these positions totaling \$29,694.00. The motion passed unanimously.*

5
6 *2012-2013 Budget Development:* Diane confirmed the meeting dates for the Budget
7 Committee as Wednesday, 11/2 and Monday 11/14.

8
9 *“On the Horizon”:* The Board reviewed the schedule of items for November and decided
10 to add a meeting on November 17th. Diane stated that she is unavailable to meet in
11 November.

12
13 *NHSBA Resolutions:* Pret stated that a motion is necessary by the Board to adopt these
14 resolutions.

15
16 *A motion was made by Sean Embree, and seconded by Heidi Hutchinson, to adopt the*
17 *NHSBA Resolutions as presented to the Board on September 9, 2011. The motion*
18 *passed unanimously.*

19
20 *Nature’s Classroom:* Heidi asked Aaron how the planning for the BMS 5th grade trip to
21 Nature’s classroom was shaping up. Aaron said that there were only two students not
22 attending the trip. They leave on Monday, October 31 and everyone is very excited.

23
24 NEW BUSINESS

25 *CES PTO Members:* Mary Morrison introduced the two CES PTO representatives,
26 Tiffany Cryans and Tabitha Burwell. They gave an overview of some of the things their
27 PTO has been working on. They recently sent out a survey to the classrooms, to see what
28 their needs were. The PTO decided to give each class \$100.00 to spend on these needs.
29 They are planning to help fund upcoming field trips. They know that the busses for these
30 trips can be very expensive. The juice pouch recycling program is underway, and they
31 are excited about that. They also have a subcommittee started to come up with some fun
32 activities, like Art projects or a family movie night.

33
34 *Annual Guidance Report:* Brenda Seiferth was unable to attend, so Russ Holden gave an
35 overview of the report included in the Board packet. The Behavioral Response Plan is
36 fully in place. Ryan Long was a great help in implementing this plan. It is a great
37 service to have. Russ also said that the large number of 504 plans, which are
38 modifications for students that fall under the American for Disabilities Act, are
39 consuming a lot of time in the guidance department. The NECAP testing is done, for
40 now. Brenda would like to have an agenda item for a future meeting, to address testing
41 modifications. At the elementary and high school levels, not all grade levels are taking
42 state testing. They are looking for ways to avoid interrupting the entire school when
43 certain grades need to participate in testing.

44
45 Guidance is looking forward to implementing the Web2School counseling module.
46 When a student receives counseling it can be entered into the computer and then follow

1 the student throughout their school years. Guidance is hoping to get back the “School to
2 Career” person and they hope to have the Student Assistance Person (SAP) back to a
3 regular schedule soon. Also, with the economy the way it is there has been an increased
4 number of homeless students and the guidance department has been doing more
5 counseling of students than meeting with students to help guide them in their education.
6

7 Diane O’Hara added, that in today’s news there was a notice to the public on the closing
8 of LRGH to help patients on Medicaid. This will affect a lot of families.
9

10 *NECAP Science Results:* Shannon Bartlett gave a Power Point presentation informing the
11 Board of where SRSD stands with their NECAP Science test results. She did say that our
12 District’s scores stayed about the same between last year and this year. We are just
13 seeing the results from implementing the science curriculum to the 8th grade students and
14 having the test results back for those same students in 11th grade. The results show that
15 the percentage of students scoring proficient or above increased by 8%; the percentage of
16 students scoring below proficient decreased by 7%. This year’s spring 2012 grade 8
17 science NECAP results will measure the full impact of the changes made to the BMS
18 science curriculum scope and sequence made in 2008.
19

20 *Targeting Achievement Report:* Shannon put together the SRSD Targeting Achievement
21 2011 booklet. Shannon distributed the 2011 booklet to each of the Board members. She
22 spent quite a bit of her time, this fall putting this together. It will be distributed to the
23 schools and the public. This booklet provides a descriptive profile of our school district,
24 a progress report which demonstrates the educational effectiveness of our school system
25 and with careful reflection and analysis may indicate areas for continued change and
26 improvement. It is a way of distributing both accountability and communication with our
27 public. The employees of our district are proud of our educational programs and student
28 accomplishments and this is a way to keep the public informed.
29

30 *Netbook Bid Vendor Selection:* Jon distributed a memo to the Board showing the
31 responses from five vendors regarding the RFP sent out for 16 Netbook computers.
32 Based on these responses he recommends purchasing the Netbook computers from
33 Global Gov Ed Solutions Inc., which had the lowest cost of \$280.00 per item, totaling
34 \$4,480.00 including the shipping of these items.
35

36 ***A motion was made by Sean Embree, and seconded by Diane O’Hara, to go with the***
37 ***bid from Global Gov Ed Solutions Inc., totaling \$4,480.00, for 16 netbooks as***
38 ***recommended by Administration. The motion passed unanimously.***
39

40 *Strategic Plan Update:* Mary and Emily are sharing co-leadership. On October 20th they
41 met with 17 people, representing both Canterbury and Belmont. They revisited the
42 mission statement and the beliefs of the Strategic Plan. There were some adjustments
43 made. Things went well at the first meeting. They will meet again on November 16th and
44 plan to move on to the objectives and then on to the focus areas. Sean asked if they have
45 talked with local businesses to get them involved. There were ways discussed on
46 reaching out to them, to get them involved. There was an open invitation made to the

1 communities. It was suggested, to make individual phone calls. Mary said she would
2 like to be given some names of businesses and people to call.

3
4 *Superintendent Search:* Pret stated that a plan needs to be formulated on how to find a
5 new Superintendent. The process was to hire a facilitator and the School Board
6 Association screened the initial applicants. Diane was on the search committee the last
7 time and she recapped the process that was used. A wide search was done but
8 unfortunately, the pool was small. There were maybe 18 applicants and 6 people were
9 interviewed. It was a very long process. Tom Haley said that the process can be done
10 similarly again or the actual hiring committee can be expanded. Bob Reed stated
11 strongly, that this process needs to include Administration's input and that there should
12 be a variety of members on the hiring committee. There is a book he referenced,
13 Becoming a Better Board Member, which explains how this process can be successful.

14
15 The Board asked that others give their thoughts on this process. Stephanie Galambos, a
16 parent from Canterbury stated that she is hoping for more chances for parents to give
17 their input and hopes to find a Superintendent that will be very visible to the parents and
18 students of each school.

19
20 Mary stated that she was involved with another Superintendent search and that the
21 Administration shared their opinions and thoughts and the group went to the Board with
22 the input. Shannon suggested including stake-holders in the process. That would give a
23 much broader perspective and approach. Maybe, those people would have to submit a
24 letter to be on the committee. She gave an example: 3 Board members, 3 Administrators
25 and 3 parent/community members. There was a discussion about confidentiality that the
26 search committee would have and the problems that could be encountered. Russ gave an
27 example of the process used when they were hiring the Music Director and it worked
28 very well.

29
30 Pret stated that the position opening can be advertised now. Sean suggested using the
31 November 17th meeting at BES to discuss this further. Pret and Tom Haley will put
32 together a timeline for this hiring process for the November meeting. There are already
33 applications coming in for this position and the Board members have been receiving
34 emails from people who are interested in participating in the hiring process.

35
36 *Other:* Stephanie Galambos of Canterbury stated that she has heard grumblings from
37 parents that the Board has not been willing to meet with the Teacher's Union. She asked
38 if this was true. Pret stated that the Union and the Board met yesterday and that the
39 meeting went well.

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41 ADJOURNMENT

42 At 7:55pm, Pret Tuthill reconvened the non-public meeting.

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44 Respectfully Submitted,
45 Stacy S. Kruger
46 School District Clerk

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