

**Tamworth School Board**

**1. Call to Order**

A meeting of the Tamworth School Board was held at the Kenneth A. Brett School on Wednesday, January 13, 2010 at 5:35PM. The meeting was called to order by chair Laura Pike. Present were board members Laura Pike, Brenda Robinson, Dan Rowe, John Cleveland, and Dana Littlefield, Superintendent Jay McIntire, Principal Noel DeSousa, Special Ed Director Pat Kehoe, and Secretary Kathi Brown.

**2. Approval of Agenda**

9c Budget Discussions needs to be added along with generator issues.

Brenda Robinson made a motion to approve the agenda as amended. Dan Rowe seconded the motion. Motion passed.

**3. Approval of Minutes**

December 21, 2009 - Brenda Robinson made a motion to approve the minutes. Dan Rowe seconded the motion. Motion passed. Laura Pike and John Cleveland abstained.

December 16, 2009 - Dan Rowe made a motion to approve the minutes. Brenda Robinson seconded the motion. Motion passed.

December 11, 2009 - Dan Rowe made a motion to approve the minutes. John Cleveland seconded the motion. Motion passed. Brenda Robinson abstained.

November 16, 2009 - Brenda Robinson made a motion to approve the minutes. Dan Rowe seconded the motion. Motion passed. Laura Pike abstained.

**4. Director of Special Services Update**

Pat Kehoe stated that one student moved out of district and that we have three students with new IEP's. At this point she would like to hire a part time paraprofessional for the rest of this school year and add a full time paraprofessional into next year's budget. She will get a cost estimate to the board for next year's budget, and will advertise for the part time position now. She reported on the parent survey, a 12% response rate and the responses received were above average. Dan Rowe would like to find a way to increase the survey return rate.

**5. Education Views**

None

## **6. Visitor's Comments**

Karl Nordlund asked about an employee not receiving acknowledgement regarding a personal matter. Brenda Robinson replied that it had been discussed and they were waiting for all of the board members to be present, so it will be discussed tonight.

Jack Waldron asked about having the budget available in PDF format and excel, so community members can manipulate it. Jay McIntire said that it is possible to do it this way but the board wants to check with the attorney first on guidelines, so the wrong information is not sent to community members (after being manipulated).

Gail Marrone feels that the Alternative Education program is a need and not a want and should be kept. It is hands on learning and suggested interviewing past students from the program for their feedback. She feels that some kids are too young for a full day of Kindergarten. It can add anxiety, stress, and sleep problems if they can not keep up.

Rebekah Pugh would like to know what the plan is for the students being served in TAG and Alternative Ed. if those programs are taken away. Also, if Kindergarten becomes full time, can a child only attend ½ day if that is what a parent wants. Also, what would be the plan if the technology service position is eliminated?

Noel DeSousa replied that there are no easy decisions. It would be what is most easily absorbed into the existing programs. He is dealing with a financial mandate, by the board and the community. Regarding the technology position, there will be more information to go over on February 3<sup>rd</sup>.

Peg DeLong asked about the recommendation from the drop out task force where over 20 students need two teachers in Kindergarten and what % of formal education do pre-school students have.

Jay McIntire spoke on the Kindergarten program, naps, outside time, and specialists. There are impacts all the way through high school. Regarding the Alternative Ed program, other programs may have to be adjusted to help out those students. Tag Program, comparable districts use different approaches and we only have a program currently for advanced readers.

Brenda Robinson stated that the task force was both SAU 9 and SAU 13 combined that recommended moving towards all day Kindergarten.

Peg DeLong talked about wants and needs. Why increase Kindergarten to full time during hard economic times.

Jay McIntire said there is a larger long term positive effect on students for full time.

Donna Ulitz asked if full time Kindergarten would be on a warrant article and was told no that it would be in the regular budget. It is an essential core program.

Kerry Brooks let the board know about the recent basketball tournament and that comments from the general public were positive about the building and our facility.

David Little was representing the Capital Improvement Committee and wanted to know what was going on regarding this as the board is required to give the information to the town and he needs it by January 22<sup>nd</sup> for the annual report. He gave the board a worksheet that shows the level of detail he needs. Jay McIntire is waiting for the consultant to come over next Monday.

Melanie McBrian spoke about her concerns in reducing the art position to three days per week. It would reduce most students' time by 25%. She presented information to the board on another option of a 4 day week art program. 7<sup>th</sup> & 8<sup>th</sup> grade students are not getting the state standards recommended time now.

Laura Pike would like Melanie McBrian to go over her handout with Noel DeSousa and Jay McIntire first with a formalized version presented to the board as an option. Dan Rowe would like to see it compared to the other 5 schools visited. Noel DeSousa feels that you would also need a 4 day model for the other specials also. Melanie McBrian disagreed and apologized for jumping protocol.

Juno Lamb spoke about the art program cuts and the arts being a core part of the program. All changes seem substantial when we are about to hire a new principal. Community members can create warrant articles if they want to.

Dana Littlefield spoke about the budget being a bottom line budget, where the board can move the budget around.

Laura Pike said there were three public budget sessions and a public forum will be coming up this month and this is where the community has an opportunity to voice their concerns.

Heidi King asked when the petitions for warrant articles were due. February 1<sup>st</sup> would be the due date.

Juno Lamb asked if the board will have a stabilized budget option before the public forum.

Dana Littlefield noted that separate warrants make for a long night – only an advisory point.

Heidi King asked if there was a no vote on a warrant, could that item still be put in the budget by the board. Jay McIntire will check with the attorney.

Gail Marrone hopes that the board will listen to the whole community and take their comments into consideration.

John Sandonato stated that he was supposed to have been on the agenda and was not, even though he turned the proper documentation into the SAU, so he would like to be heard during the next visitor's comments section.

## **7. Old Business**

- a. Commitment to Religious Neutrality Policy (ACD) – 2<sup>nd</sup> reading/adoption**
- b. Administration Goals Policy (CA) – 2<sup>nd</sup> reading/adoption**
- c. Student Transportation Services Policy (EEA) – 2<sup>nd</sup> reading/adoption**
- d. Instructional Needs of Students with Different Talents Policy (IFA) – 2<sup>nd</sup> reading/adoption**
- e. Health Education & Exemption from Instruction Policy (IHAM)- 2<sup>nd</sup> reading/adoption**
- f. Sexual Harassment and Violence-Student (JBAA) – 2<sup>nd</sup> reading/adoption**

Brenda Robinson made a motion to move items a-f together and to adopt them. Dan Rowe seconded the motion. Dana Littlefield on item f, section III B, asked about the name, phone #, and address posting. He would also recommend having a sample of the complaint form placed with the policy if it is adopted. Motion passed.

## **8. New Business**

- a. Conflict of Interest Policy (BCB) – 1<sup>st</sup> reading**
- b. Advisory Committees to the Board Policy (BDF) – 1<sup>st</sup> reading**
- c. Non-Public Sessions Policy (BEC) - 1<sup>st</sup> reading**
- d. Agenda Preparation and Dissemination Policy (BEDB) – 1<sup>st</sup> reading**
- e. School Board Use of Email Policy (BHE) – 1<sup>st</sup> reading**
- f. Policy Development System Policy (BGA) – 1<sup>st</sup> reading**
- g. Audio and Video Surveillance on School Buses Policy (ECAAF) – 1<sup>st</sup> reading**
- h. Evaluation of Professional Staff Policy (GCO) – 1<sup>st</sup> reading**
- i. Evaluation of Support Staff Policy (GDO) – 1<sup>st</sup> reading**
- j. Pupil Safety and Violence Prevention- Bullying Policy (JICK) – 1<sup>st</sup> reading**
- k. Hazing Policy (JICFA) – 1<sup>st</sup> reading**

Noel DeSousa spoke on item g, the last paragraph clause. He has a problem with it as other students are also in the video so all parents would need to agree to the viewing. Advising striking that sentence. Jay McIntire will bring it back with the first sentence removed. On item J, Noel DeSousa gave a new handout which included cyber bullying, see the underlined items. John Cleveland would like to see it specifically added to read, of bullying done by a student. Jay McIntire suggested tabling this for now as legislature is currently working on this. It will be brought back to the table later.

Laura Pike on items H & I. These are standardized and were given to Jay McIntire for a second reading. New policy should state where the documents are kept and how.

Dana Littlefield would like to receive in the packets, only hard copies of policies that have changed from the prior time.

### **I. Tamworth Bus Bid**

A copy of the bid received was handed out and discussed were the following issues: what happens if fuel prices decrease, seat belts, and adequate insurance coverage. Money for field trips will need to be added to the amount presented. Brenda Robinson made a motion to accept the bid from First Student for a three year contract. Dana Littlefield seconded the motion. Dan Rowe asked if it was more economical to run our own buses and would like the bus coordinator to do a comparison and make a recommendation. Laura Pike would like to see a professional presentation made. See if Jay McIntire can require an addendum on fuel prices going down. Motion passed.

## **9. Superintendent's Report**

Jay McIntire stated that the paperwork has gone in on the federal e-rate program. Laura Pike would like a copy of the handout on full day Kindergarten sent to her electronically.

A handout was given out from the NH School Board Association regarding a draft warrant article to consider. It is on the evergreen clause. Brenda Robinson made a motion to accept it. Dan Rowe seconded the motion. Motion passed.

### **a. Expenditure Report**

None was available.

### **b. Corrective Action Plan**

Jay McIntire handed out a corrective action plan regarding the transportation issues that have been in the press recently. A NH State Trooper has also reviewed this. Bruce Brooks and Jay McIntire are aware of the costs and are working on it.

### **c. Budget Discussions**

Jay McIntire presented a handout showing, side by side, plan A vs. plan B. This is just a snapshot he put together. Dan Rowe would like to see all the figures included in the totals. Jay McIntire would like to use some of the money currently in the nurse line, which is in the black, to purchase a fire proof file cabinet to store personnel files in a legal manner. It would cost between \$1,100.00 and \$1,500.00. The board said to go ahead.

Dan Rowe wants to see the forecasted enrollment and cost per student.

Laura Pike asked about the restructuring task force and what does the data show about our school staffing, we need to get information out to the community.

Noel DeSousa can adapt our budget options on the chart to also show the cost per student information. He can not have a figure for option B, it would be an estimate only.

Laura Pike wants to see the schedule and how the blocks would change under option B. Noel DeSousa gave a handout based on various assumptions. Laura Pike would like to use this as a handout for the public. Jay McIntire would change the title to read One Possible Scenario.

Dana Littlefield gave a handout regarding the generator and various options to purchase it. He recommends option 3 and the board agrees.

## **10. Principal's Report**

### **a. Letters from 4<sup>th</sup> Grade Students**

Letters were sent to the SAU for the board members, but were not available at this meeting. It was a fourth grade writing assignment that was to be summarized and given to board members, with recommendations and requests for the K. A. Brett School. They had some suggestions regarding drama, recess, etc..

Noel DeSousa gave the board members various handouts.

The board set the public forum for Monday, January 25, 2010 at 6pm in the Brett School cafeteria. It should be publicized on handouts, discussions, website, and newsletters.

Laura Pike received a letter for each board member that had not been reviewed by administration, from a staff member. The proper protocol was discussed and then the letters were given to board members, but not discussed.

## **11. Visitor's Comments**

John Sandonato was concerned with the wording in the Civic News on the consolidation with SAU 9, where it stated they were unwilling to support consolidation. He feels this was a bad choice of wording as you did not deal directly with the board members, but a committee. Communication needs to be clear as our high school students go to SAU 9. He feels that the SAU 9 board is still interested in pursuing this consolidation issue. Follow up with SAU 9 will happen, over how the wording was perceived.

Gail Marrone felt that the SAU 9 Superintendent did not come with information as it was a legality issue. Some of the information requested was received from them and we did not intend anything as a criticism.

Peg DeLong asked about the cost of SAU 9 participation and due to legal reasons the Superintendent had to keep preliminary figures quiet. Peg DeLong asked if the generator had been evaluated, and Dana Littlefield said that it had. Peg DeLong asked Jay McIntire if legal council is sought for issues on policy changes and yes it is.

Rebekah Pugh asked about the principal search timeline. It has not been developed yet and there is no established protocol. Jay McIntire needs to recommend a process and he will post the position with 6 to 8 weeks to send in resumes. This item will be on next months agenda.

Laura Pike would like to know the process Madison went through for a principal search.

Al Thurston asked why the board meetings are not put on local TV as it is a good way to get information out to the community, with so much controversy going on. Brenda Robinson stated that there is a cost to it and in the past it was not aired in a timely manner. The board is not interested in doing this, but if the public wants it they should bring a proposal to the board with procedure, costs, and implications.

Peg DeLong asked what current enrollment is. It is 205

Rebekah Pugh suggested that the board call Charlie Pugh regarding Kindergarten information.

## **12. Board Comments**

Laura Pike brought up the discussion on a donation for an employees spouse. Brenda Robinson made a motion to donate \$50.00 to the NE Organ Bank from the board discretionary funds, John Cleveland seconded the motion. Motion passed. A sympathy card will be sent from the board.

## **13. Communications**

### **a. Communication from SAU 9**

The tuition schedule was handed out.

### **b. 2010-2011 SAU 9 School Calendar – Draft**

Brenda Robinson made a motion to accept it. John Cleveland seconded the motion. Motion passed.

### **c. SAU 9 and 13 Consolidation Study Committee – Final Report**

Handout presented.

## **14. Non-Public Session - RSA 91-A:3 II a, b, c, d, e**

Brenda Robinson made a motion to go into non-public at 8:46PM. Dana Littlefield seconded the motion. Motion passed.

**15. Action as a Result of Non-Public**

Brenda Robinson made a motion to adopt the TESSA collective bargaining contract as presented. Dan Rowe seconded the motion. Motion passed.

**16. Personnel**

None

**17. Adjournment**

The Board came out of non-public session at 9:20pm. Dana Littlefield made a motion to adjourn at 9:30pm. John Cleveland seconded the motion. Motion passed.

Respectfully submitted,

Kathi S. Brown, Secretary  
*Draft Pending Board Approval*