

**Tamworth School Board**

**1. Call to Order**

A meeting of the Tamworth School Board was held at the Kenneth A. Brett School on Thursday, August 19, 2010 at 5:30pm. The meeting was called to order by Vice Chair Dan Rowe. Present were board members Charlie Pugh, Dan Rowe, and David Farley, Superintendent Jay McIntire, Principal Rob Troon, Finance Administrator Barb Clifford, and Secretary Kathi Brown.

**2. Approval of Agenda**

Charlie Pugh would like to see on each month's agenda, perpetual data collection and analysis as a regular item. David Farley asked about putting a time limit on each item for discussion as Madison does; it helps to control the time frame. Dan Rowe will propose this suggestion to Laura Pike. The School Board chair could consult with the Superintendent as to the amount of time needed for each item.

**3. Approval of Minutes (July 15, 2010)**

David Farley made a motion to get the agenda on the floor. Charlie Pugh seconded the motion. Under item #2, change the word "mad" to "made". On page #3, change the last word from "moral" to "morale". On page 4, item #9, change the wording in ( ) from (a pad is not needed) to (a concrete pad is not needed for the dumpster). Charlie Pugh made a motion to accept the minutes as amended. David Farley seconded the motion. Motion passed.

**4. Administration Reports**

**A. Superintendent**

**Status of Construction (Jay Hounsell invited)**

The school board and all visitors attending the meeting were invited to go and tour the new SAU offices. The tour was achieved. The current SAU office will be closed for business next Tuesday as the SAU employees will be packing items and shredding documents from the basement of the building. When it is time to move to the new SAU office, the moving costs can be cut in half if school board members volunteer to help take the boxes to the new office.

**Opening Day**

The opening day for the staff of the three schools in SAU 13 will be on August 31<sup>st</sup> at the K. A. Brett School. There will be a speaker from the DOE, at no cost, and joint board members are invited as well. The day will start with breakfast at 8:30 and the presentation will last until mid-day. At that time staff will go to their respective schools.

**Moderator**

The School Board cannot fill the moderator position. This is an elected position, which can be voted on at a special school district meeting. A district needs to have a special meeting to appoint a school district moderator. This meeting could happen in October or November in conjunction with a regularly scheduled board meeting around the time of the new SAU office opening.

## **Tamworth Bus Routes**

The bus routes are done and will be published in the newspaper next week.

### **B. Principal**

Rob Troon gave the board a handout regarding current enrollment of 209 students, the construction on the composting structure, the different activities that teachers and staff have been doing over the summer, and the monthly calendar of events. Rob Troon spoke about meeting with some of the principals of SAU9 recently to go over the issue of receiving credit at Kennett in Algebra and Foreign Languages for classes taken in 8<sup>th</sup> grade. He also received Kennett's consistent guidelines for writing, which he will share with the Brett School teachers. Charlie Pugh suggested he invite Penny Kittle from Kennett to come and speak with the staff as a resource on writing. Various principals from SAU 9 and Rob Troon will be working together to revise transition activities for all 8<sup>th</sup> graders who will be attending Kennett High School.

David Farley thanked the principal for the community access allowed to the gym recently. Jay McIntire thanked the principal for initiating the painting of the cafeteria. The subject of staff evaluations was discussed. Dan Rowe would like to know the SAU 9 evaluation procedure. Charlie Pugh asked if we have a plan for evaluations. Jay McIntire stated that teacher evaluations will be discussed with SAU 13 administrators at the end of October. There will be no change made this year as the new procedure will need to be reviewed with the unions first. Rob Troon will have informal check-in points with staff this fall and then he will have a more formal process in January to March.

### **C. Finance Manager**

The June, 2009 audit reports were done this week and the 2010 reports are not done yet. It appears that the budget for 2009-2010 will have a balance left of approximately \$100,000.00. No July expenditure report was done as it does not show a valid balance yet. The board wants to see the June 2009 end figures at next month's board meeting. Barb Clifford is busy setting up the database with salary and deduction information for the September 3<sup>rd</sup> payroll as the figures all need to be adjusted. The Tamworth district will be receiving back some money from the flexible benefit plan for staff that did not use money available to them. Dan Rowe asked if a way had been found yet to cover the teacher salary that was left out of the budget. Rob Troon stated that the salary is in the budget now, so the account must have been adjusted. Jay McIntire stated that no one had the authority to adjust those figures and it needs to be looked into further to see how it happened, and it must be reversed. There will be an update on this at next month's board meeting. Jay McIntire stated that there was an audit for Medicaid billings and some issues were found, but in general the District is in very good shape. Raina Chick should be able to recoup more funds in Medicaid than we are currently doing. David Farley asked if a contract had been signed for fuel yet. Jay McIntire stated that he signed a contract in April with Lampron. The issue of the new generator was discussed and the Board needs to touch base with Dana Littlefield on specific questions they have. David Farley does not want to pay a dime more for the generator, as it is for town use only. Dan Rowe wants to advise the town that if they want to have the generator hooked up to the whole school, then the town can pay for it. Peg Delong stated that the generator, as it is hooked up now, keeps the kitchen going with the walk in freezer and refrigerator on line.

#### **D. Special Services Director (attachment)**

Jay McIntire gave the Board a handout submitted by Raina Chick. The first item concerned entitlement grant money connected to IDEA. It has been the practice to apply for these funds through a consolidated grant application with the other districts in SAU 13. A vote is needed for the consolidated application. David Farley made a motion to approve the consolidated application. Charlie Pugh seconded the motion. Motion passed. The second item regarded a bill that the Tamworth School District received in the amount of \$22,698.00 for a tuition student who is residing in another state. This is currently being reviewed to see if we are legally responsible for this student. Dan Rowe does not want this bill paid without prior approval from the school board.

#### **5. Visitor's Comments**

Peg Delong asked how many Kindergarten students are enrolled for the fall of 2011. As of today, the enrollment is 31 students. She also spoke about trying to get math credits instead of elective credits in grade 8 Algebra for students going into Kennett High.

#### **6. Old Business**

**a. Procedural Safeguards Nondiscrimination Policy (ACE) - 2<sup>nd</sup> reading**

**b. School Board Powers and Duties Policy (BBA, BBA-R) - 2<sup>nd</sup> reading**

BBA-R is not in the packet, Jay McIntire needs to see if this policy exists. The board will not approve it until this is resolved.

**c. Public Participation at Board Meetings (BEDH) - 2<sup>nd</sup> reading**

Under item 2 remove the word "within 24 hours" and replace it with "at least 24 hours in advance".

**d. Transfer of Appropriation Policy (DBJ) - 2<sup>nd</sup> reading**

**e. Investment Policy (DFA) - 2<sup>nd</sup> reading**

David Farley would like to have someone come to a board meeting to talk about this issue. There is no real portfolio for the treasurer to invest, and the auditors should be sure to look into this area. He wants the treasurer to come to a board meeting to tell the board what happens with the funds and what it is she does.

Charlie Pugh made a motion to accept items 6a through 6e, as amended, for a 2<sup>nd</sup> reading. David Farley seconded the motion. Motion passed.

**f. Actions in non-public from prior meeting - None**

This will be reported on each month.

**g. CIP Report**

The Town wants to hear from the school board as to what they want to have included in this report. Jay McIntire took the H.L. Turner report, made a few adjustments, and came up with a cover letter on issues he thinks should be included. David Farley wants to wait to have this discussion until the full board is in session. Dan Rowe wants to table it until next month. Dan Rowe wants Jay McIntire and Rob Troon to get together and come up with a \$ threshold for these items and bring it back next month. Charlie Pugh would like this administration to come up with major items and include a recommendation to the board.

## **7. New Business**

### **a. Substitute Pay Rates 2010-2011**

Dan Rowe would like to see the rates be SAU wide. David Farley made a motion to accept the rates as presented. Dan Rowe seconded the motion. Motion passed. Charlie Pugh abstained.

### **b. Pupil Safety and Violence Prevention-Bullying Policy (JICK, JICK R1, R2) - 1<sup>st</sup> reading.**

Jay McIntire recommends adopting this policy in one reading. By law, it requires that staff members are trained and that the policy is given to students on the first day of school. David Farley has concerns with this policy, which is 11 pages long. Charlie Pugh suggested creating a concise bullet synopsis for the students. Jay McIntire stated that a cover sheet could be given out with the policy, but the policy must be given out to everyone in full. Charlie Pugh made a motion to adopt the policy with a review within a year. Dan Rowe seconded the motion. Motion passed. There is a typo error on page 6, item 3 under "staff reporting". In the last sentence, third to last word, remove the word "that".

## **8. Visitor's Comments**

None

## **9. Board Comments**

Dan Rowe spoke about the comment made by Lori Palmer, challenging the board to look at large strategic areas to save money, such as moving the 7<sup>th</sup> & 8<sup>th</sup> graders to Kennett. Dan Rowe looked into this possibility to reduce costs and it would save the district 7.2 teaching positions, but there would be no economic justification since the projected tuition cost to Kennett was basically the same as the cost offset. He also observed that we have a high cost per student in our school which is among the highest in the State and the real fix is to bring in more students to the school. To continue to propose cutting and eliminating programs will not change the fundamental problem, the real fix is to bring in significantly more students. This could be achieved by consolidated two schools together. It would make sense to combine Madison and Tamworth into one K-6 school of approximately 340 students and to then send our 7<sup>th</sup> & 8<sup>th</sup> graders to Kennett Middle School. The average class size would then be 16 to 17 students per class and the projected cost per student would be \$13,500.00 compared to Tamworth's present \$18,800.00 and Madison's \$16,037.00. For a school of this size, there would be a better quality of programming. The programs and staffing structure would need to be looked into. Both the taxpayers, Madison and Tamworth, would save over a million dollars each, forever. It would eliminate fifty professional staffing positions between the two schools. The board voted to hire a consultant to be sure these facts are correct. The Tamworth School Board met with the Madison School Board, in non-public session, to present this idea to them and to ask Madison if they will help fund this study. They have not heard back from Madison yet. Our tuition to Kennett should be what Madison now pays, or a little less. Peg DeLong asked if there are any other available sources for the funding of this study. Pat Farley wants bullets of this idea to give out to community members. She also wanted to know if Freedom could be another option, if Madison says no. Dan Rowe stated that Madison is a better fit for us as they have 180 students in

grades K-6. Charlie Pugh stated that when Dan Rowe is referring to the board or we, in the above comments that Dan Rowe is only speaking for Dan Rowe as the board has not discussed this matter. Rob Troon asked about the remaining building that would be empty. Pat Farley asked if the 7<sup>th</sup> & 8<sup>th</sup> graders from all three schools in our district could go to the empty building. Dan Rowe stated that it does not make sense to do this and Jay McIntire stated that the other two schools have an area agreement with Kennett already. Peg Delong questioned exactly what the Tamworth Board asked of the Madison Board. Dan Rowe stated that they asked the Madison board to help fund the study.

**10. Communications**

None

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

David Farley made a motion to go into non-public session at 7:25pm. Charlie Pugh seconded the motion. Motion passed.

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

The board approved the appointment of Bruce Thibodeau as a K. A. Brett School Assistant Custodian.

**15. Personnel**

**a. Appointment of 1:1 Paraprofessional Aide**

**16. Adjournment**

A motion to adjourn was made by David Farley at 7:55pm. Dan Rowe seconded the motion. Motion passed.

Respectfully Submitted,

Kathi S. Brown, Secretary  
Draft Pending Board Approval