

**MSAD #72 Board of Directors
Wednesday, July 9, 2014
Meeting Minutes
Molly Ockett Middle School
7:00 PM**

Call to Order: Jay Robinson called the meeting to order at 7:00 and declared a quorum.

Members Present:

Card, Linda*
Carter, John
Cummings, Laura
Dondero, Mitch
Dupuis, Steven
LeBlanc, Sharon*
Lyman, Kathleen*
Mosca, Anna

Schasel, Dean
Snow, Norma
Spoonier, Ed
Stacy, James
Steller, Bob
Struven, Marie
Trumbull, Anne
Weston, Laurie
Williams, Jane*

Administrators

Pat Menzel
Rhonda Poliquin
Mark Schrader

Members not Present:

Lindblade, Carl*
Mattei, Chris

Smethurst, Kevan*
Shorey, Kathiann

Agenda:

1. Points of Clarification:

- **Voting and Motions:** Jay spoke to the Board regarding policy BB: Board of Directors Legal Status. He wanted to remind the Board that alternates should be attending all meetings but wanted to clarify that an alternate should only be making a motion, seconding a motion and voting when a regular Board member is absent.
- **Board Member Volunteers in Schools:** Jay referred to Policy BCB: Board Member Conflict of Interest to clarify that Board members may not serve as a volunteer when that volunteer has primary responsibility for a curricular, co-curricular or extracurricular program or activity.
- **FOA Training:** Jay let the Board know that all Board members need to take the Freedom of Access training online and send the Certification of Completion to the Superintendent's office within 120 days of taking their Oath of Office. This is something that Board members only need to do one time. It is a simple process of reading a FOA publication on the MSBA website and sending in the certification that they read it.
- **Attendance at Meetings:** Jay referred to Policy BB: Board of Directors Legal Status regarding Board attendance. It states that "Directors and Alternates are expected to attend all board meetings, work sessions and assigned committee meetings. Should a director or alternate be unable to attend any

meeting, they must notify the Chair or Superintendent.” Jay shared that when a Town is not being represented due to their Board members not attending meetings, the Town should be notified.

Jay also said that the Policy Committee would be looking at Policy BB and BCB to make the language clearer in regards to attendance, volunteering and how the Board should proceed when a member has been absent for 3 or more meetings.

John Carter: John said that he was concerned about the attendance policy as he felt communication regarding meetings wasn't always happening. He missed a meeting because he didn't know about it. He was e-mailed regarding date/time/place of the meeting but he shared that he didn't get the e-mail. He doesn't think we shouldn't be relying on our Google accounts to get information out as he has had problems with his and thinks it has been hacked. He felt we should look into another means of communicating. This problem doesn't seem to be indicative of the experiences of other board members. Jay said he would take that under advisement.

2. Election of Officers and Committee Members for 2014-2015:

Norma Snow, Personnel Chair, shared that the Nominating Committee had met and had come up with a slate of Board officers/Committee members for the 2014-2015 school year which the Board needs to approve.

A motion was made to approve the slate as presented.

Discussion before vote:

John Carter: He expressed concern that the number of committees that each member was assigned to wasn't balanced. Some members were assigned to more than others. He asked if there was a procedure that the nominating committee followed to create the slate of committee members.

Norma Snow: She shared that there is no set policy/procedure on selecting committee members. The nominating committee asks members to sign up for committees they are interested in. They then use that information; look at which committees members have previously served on to maintain some consistency; and the number of committees that need to be covered to propose a slate to the board.

Norma also clarified that Bob Steller **“The Chair shall be, ex officio, a voting member of all subcommittees of the board, over and above the members otherwise provided for.” Amended on 8/27/2014 per Board vote.**

Motion: Kay Lyman

Second: Jim Stacy

Passed: all in favor

Proposed Slate for 2014-2015

Chair: Bob Steller

Vice Chair: Norma Snow

CURRICULUM

Anne Trumbull
Jane Williams
Kay Lyman
Steve Dupuis
Mitch Dondero

FACILITIES

Anne Trumbull
Chris Mattei
Dean Schasel
Ed Spooner
Jim Stacy

FINANCE

Marie Struven
Laurie Weston
Jim Stacy
Dean Schasel
Carl Lindblade

PERSONNEL

Norma Snow
Kathianne Shorey
Linda Card
Ed Spooner
Marie Struven

POLICY

Norma Snow
Linda Card
Kay Lyman
Carl Lindblade
Mitch Dondero

SPECIAL EDUCATION

Anna Mosca
Jane Williams
Sharon LaBlanc
Laura Cummings

STUDENT AFFAIRS

John Carter
Anna Mosca
Laura Cummings

TRANSPORTATION

Marie Struven
Chris Mattei
Dean Schasel
Ed Spooner
Sharon LaBlanc

3. Public Discussion (15-Minute): Bob Steller took over moderating the meeting at this point as official Chairman of the Board.

Bobbi Perreault: She is a parent of an incoming Kindergartener and came to appeal the Board's decision to send her daughter to Snow School. She would like her daughter to attend Brownfield/Denmark school. She had observed a Kindergarten classroom at both Snow and Brownfield Denmark and felt her daughter would be better served at Brownfield Denmark School. She explained that she had received a letter from Principal Mark Schrader with her daughter's school assignment. The letter also said that if she had concerns she should appear before the Board to appeal the decision and that is why she came tonight. Bob Steller asked Bobbi if she could stay as the Board would be addressing the update on Kindergarten Placement later in the evening. She agreed.

Carol Brooks: Selectman from Brownfield addressed the issue of Kindergarten placement. She felt it wasn't fair that six of the seven students assigned to Snow School were from Brownfield. It would be fairer if half were from Brownfield and half from Denmark.

4. Approval of Minutes: June 11, 2014 Board Meeting
A motion was made to accept the Minutes from the June 11, 2014 Board meeting.

Discussion:

Ed Spooner: He raised a question regarding the wording under School Lunch Prices, item #7 in the minutes. He understood the increase to \$2.65 to be required by the Federal Government. The minutes say: The Federal Government is "encouraging" the price of school lunch be \$2.65. Ed would like clarification on this. Jay will look into this and report back to the Board at the next meeting.

Motion: Norma Snow

Second: Jim Stacy

Passed

5. Communications:
None

6. Committee Reports:

- a. Finance: Laurie Weston reported that the Committee had not met.
- b. Curriculum: Jane Williams reported that the Committee had not met.
- c. Transportation: Marie Struven reported that the Committee had not met.
- d. Facilities: Jim Stacy reported that the Committee had not met.
- e. Policy: Norma Snow reported that the Committee had not met.
- f. Special Education: Sharon LeBlanc reported that the Committee had not met.
- g. Personnel: Norma reported that the Personnel committee met this evening. Jay reviewed the new teachers that will be nominated for the 2014-2015 school year later in the agenda (Item #11)

7. Administrative Reports:

None

8. Superintendent's Report:

None

9. New Business:

- Policies for First Read:
 - ADC: Tobacco Free Schools
 - ADC-R: Tobacco Free Schools Procedures
 - JICH: Substance Abuse
 - JICH-P: Substance Abuse Procedure
 - EEA: Student Transportation Add KIndergarten

A motion was made to approve the above policies for First Read.

Discussion:

There was much discussion on Policy EEA and the policy language regarding transporting Kindergarten students. Should we allow K-2 Students to get off the bus with no parent present? If a parent writes a note stating that their K-2 child can get off the bus with no parent present or walk unaccompanied by an adult to school should we as a District be challenging that? There is a section in this policy regarding student dismissal/changes in dismissal plans and how that will be handled. This portion of the policy needs to go into Student Handbooks. It was agreed to move forward with the Policy as is and have the Transportation Committee revisit the policy at a later date.

Motion: Ed Spooner

Second: Kay Lyman

Passed: all in favor

- Update on Apportionment Work (July 14th Meeting): A letter was sent out to all Town Selectmen regarding the forming of a Reapportionment Committee. The Committee will be made up of 1 Municipal Officer, 1 School Board member appointed by the Municipal Officers and a community member at large. The meeting has been set for Monday, July 14th at 6:00 at Molly Ockett Middle School Cafeteria. The State has provided two scenarios to look at.
 1. Add another Board member from Brownfield.
 2. Keep the makeup of the Board the same, but change the weighted vote.

10. Unfinished Business:

Update on Kindergarten Placements: Jay said this is complicated issue. The District is dealing with a sudden influx of Kindergarten students at Brownfield Denmark School and there isn't space for all students registered. Twenty-six Kindergarten students in one classroom is not a good situation. While we understand parents' concerns a decision had to be made on how to handle the large number of students. Jay asked Mark Schrader to speak to the process.

Mark: At the June meeting we asked for guidance from the Board on how we should proceed in dealing with the large number of Kindergarten student enrolled at Brownfield Denmark School. There was much discussion with all possibilities being looked at. The Board made a unanimous decision to select the seven BDES students that would need to attend Snow School based on proximity to the school. It was also voted that Kindergarten students would not be sent to Snow School if they currently had siblings attending Brownfield Denmark School. The Board did not want to separate siblings. Jay and Mark spent time driving around to the homes of 13 families with a kindergarten student and took a mileage reading from those homes to Snow School. They identified the seven closest to Snow School. Six were from Brownfield and one was from Denmark. Letters were sent out to all kindergarten students with their school placement for the 2014-2015 school year. Currently there are 18 kindergarten students at Brownfield Denmark, and a class of 15 and 16 students at Snow school. In addressing the concerns of Bobbi Perreault, Mark felt it was unfair to make a judgement of a teacher based on one observation. He shared that he had great confidence in all 3 Kindergarten teachers at the 2 schools. Jim Stacy: shared that the Board discussed many scenarios, but having 2 classes at BDES would affect all grade levels, not just Kindergarten and they felt moving 7 students to Snow School was the better choice. Jay: Stated that although he understood parents' concerns, he would not be comfortable making an arbitrary decision to agree to move one student over another. The Board made a decision and we need to abide by it.

The Board agreed to follow their original motion from June 11th:
Send 7 students to Snow School, eliminating students who have siblings at BDES and using proximity to Snow School as factor in determining who is moved. All new registrations will go to Snow School.

11. Personnel Action:

Approval of nominations of new teachers 2014-2015:

Jay nominated and the Personnel Committee recommended the following new teachers for the 2014-2015 School Year:

Eileen Avery - Special Services Resource Teacher at Molly Ockett MS

Samantha Davis - 6-8 Art Teacher at Molly Ockett MS

Maranda Drew - Kindergarten Classroom teacher at CA Snow School

Nathan Fogg - Elementary Art Teacher - District wide

Mark Fryover - Grade 8 Science Teacher at Molly Ockett MS

Molly Nunan - Grade 2 Classroom Teacher at Brownfield/Denmark School

Rebecca Terrio - Grade 4/5 Classroom teacher at New Suncook School

A motion was made to approve the nominations of the teachers previously listed.

Motion: Jim Stacy

Second: Laurie Weston

Passed: all in favor

12. Agenda Planning/Adjournment:

Next Meeting: **August 27, 2014** (Note: this is a change from June 11th Minutes.)

A motion was made to adjourn.

Motion: Ed Spooner Second: Norma Snow
Meeting adjourned at 8:00

Passed all in favor

Respectfully submitted,

Heather Sheehan
Recording Secretary