

March 1, 2006 Minutes of Regular Meeting
Chesterfield School Board
Chesterfield School, 5:30 PM

Present: Jacqueline Reilly, Chair
 Barbara Girs, Vice Chair
 Kristin McKeon, Board Member
 Judy Idelkope, Board Member
 Jane Carroll, Board Member
 Michele Munson, Superintendent
 Wayne Woolridge, Assistant Superintendent
 Timothy Ruehr, Business Manager for Towns
 Marty Mahoney, Principal
 Sharyn D'Eon, Assistant Principal
 Susan DeLuca, Recording Secretary

Also present for a portion of the meeting:

Rose Ashworth, Parent
Karen Dill, Parent
Darlene Dunn, Teacher
Marcia Esche, Teacher
Ruth Van Houten, Taxpayer
Tina Ramsey, Taxpayer
Ege Cordell, Taxpayer
Darlene Klaski, Parent
Kevin White, Parent
Muffy White, Parent
Melissa Martin, Parent
David Dill, Parent
Priscilla Whitford, Teacher
Bob Brockmann, Taxpayer
Cindy Walsh, Teacher/Taxpayer

1. Call to Order

Ms. Reilly called the meeting to order at 5:30 PM

2. Public Input

Ms. Van Houten spoke about the several meetings that the Board has had regarding the American Heritage Tour and what action the Board is taking in regards to this? The minutes of the previous meetings indicate that the tour is being cancelled. Ms. D'Eon referred to the minutes of a previous meeting where the Board wanted to change when the trip was taken not cancel it altogether.

Ms. Ramsey spoke regarding a letter written by Mr. VanStechelman - History Teacher, Chesterfield School. She made copies and handed it out to all in attendance. The Board respectfully requested that they have a chance to read the letter over before it is discussed. The Board indicated that they would discuss it at the next public input.

3. Approval of Minutes

February 1, 2006(R) – changes as follows: page 3, #6 Public Input II, last sentence replace town sites with post office and school. Page 4 (d) School Board Members, fourth sentence after Hogancamp, strike will again and add is the new chair and will be hosting a silent auction. Page 5, 8(a) Old Business - NHSBA, first sentence add after NHSBA for the 2006-2007 budget year. Ms. McKeon made a motion to put the \$3,000 back into the 2006-2007 budget for membership into the NHSBA. Ms. Girs seconded. All in favor. Motion passed. (c) last sentence add : The Board requested that Ms. Munson follow up and report back at the next meeting. Page 6 sentence starting with Ms. Reilly insert after Camp Spofford after the 3 dates already scheduled of basketball intramurals, for the rest of the school year. 9 New Business (a) at end of second sentence replace the word or with the word by. Add: Half day kindergarten versus full day kindergarten. Page 7, second sentence strike the last word do and add who do not go on American Heritage Tour and attend school. Fourth paragraph, first sentence strike to three useless days the student have and add the first days when the rest of the class is on tour.

Ms. Idelkope made a motion to accept the minutes as amended. Ms. McKeon seconded the motion. All in favor. Motion passed.

February 1, 2006 (R) Non-Public Session – minutes to be approved in Non-Public Session.

February 7, 2006 (S) – under those present – strike Sharyn D'Eon. Ms. McKeon made a motion to accept the minutes as amended and to also accept as presented the non-public session. Ms. Idelkope seconded. All in favor. Motion passed.

February 8, 2006 (S) Ms. Idelkope made a motion to accept the minutes of February 8, 2006 Non-Public Session as presented. Ms. McKeon seconded. All in favor. Motion passed.

4. Bills and Manifests

Ms. Girs commented that it should be addressed with contractors to say exactly what was repaired, where repair was i.e. what part of the roof. An invoice with the description miscellaneous repairs is unacceptable. Exactly what service has been performed should be specified. Parts should be itemized. Ms. Girs made a motion to accept the bills and manifest checks #1001668-#1001751 in the amount of \$195,570.10. Ms. Carroll seconded the motion and all in favor. Motion passed.

5. Financial Report

Mr. Ruehr presented the financial report. Revenues are up due to an increase in catastrophic aid, tuitions and Medicaid. Special Instruction is over extended due in part to two additional preschool out-of-district students. The overall net available is \$253,064.

The Student Activity Account handout will be on next month's agenda.

6. Public Input II

Ms. Van Houten commented on the fact that the boiler was worked on over the weekend and it was someone's opinion that it was installed backwards. There are outstanding issues and we need to implement the new heating system. Is the gym floor done? Mr. Ruehr stated that it is finished and the project came in under budget.

7. Reports

a. Mr. Woolridge reported that there was no attendance report. Discussion ensued.

b. Principal/Assistant Principal

Ms. D'Eon informed the Board that the Collaborate for Autism Forum, held at Chesterfield School last evening was well attended, as there were approximately 200 or more people in attendance. The forum was sponsored by NH Connections.

Ms. D'Eon reported on the Kindergarten and indicated that she has created a power point presentation for the District Meeting, to present feedback

collected on the full day kindergarten program from the perspective of the current parents of full day kindergarten students.

Ms. D'Eon reported on the Facilities Committee and thanked Mr. McKeon for the time he has spent on the reviewing of the boiler project. Mr. McKeon has created a new punch list and identified some important items that have not been completed. Closure on the project should be soon.

Ms. D'Eon indicated that she received a visit from Mr. Rodenhiser of the Department of Safety. He confirmed that we could install lockers in several locations of the school if we followed current guidelines. In addition, he brought a list of items that the school was sited for back in 2000. It is imperative that the Facilities Committee addresses these needs. A plan of action should be sent to the Department of Safety for the State Fire Marshall to review.

Ms. D'Eon indicated that the Searches for Assistant Principal/Food Service Director are progressing. The committee for the Assistant Principal has met and begun the process of finding a candidate. The committee will be reviewing applications the week of Feb. 27th. The first round of interviews are being planned for March 13th. The Food Service Director search is scheduled to begin on March 13th. At that time a committee will begin creating the screening criteria.

Ms. D'Eon reported that 93% of the Chesterfield students are signed up for the American Heritage Tour. Only 4 students are not attending.

Ms. D'Eon reported that the School Safety Committee is scheduled to meet on March 6th. There is a conflict, so Mr. Mahoney will be going to the meeting. The major agenda items are to discuss a spring evacuation drill and address any new safety issues.

Ms. McKeon asked what was in place for the school to know what staff/other persons are in the building? Ms. D'Eon responded that there is a clipboard in the front window and there is a notebook for staff to sign in/sign out.

Ms. Idelkope asked if there were any unplanned expenditures that would impact this budget? Ms. D'Eon said no.

c. Superintendent/Assistant Superintendent

Ms. Munson handed out her report and spoke about what has been happening this past month. District budgets, school board meetings, and negotiations have all been top priority. There are many administrative searches going on, one in the SAU, a Keene High Principal, Cheshire Center Director, Marlborough School Principal, and an Assistant Principal and Food Service Director for Chesterfield. We are involved in finalizing a professional development plan that complements our supervision and evaluation process

and an SAU-wide K-12 technology plan that will guide our decisions for the next five years. Ms. McKeon asked is there a K-12 Technology Plan now?
Ms. D'Eon and Mr. Woolridge indicated that we do. Ms. Girs commented on technology plans stating that she has researched and found another school district that has implemented a math curriculum that works, why can't we ask them what they are doing? If it works for them, it can work for us.
Ms. McKeon asked Ms. D'Eon if we had looked at how that curriculum works and as it has been used elsewhere does it work. Ms. D'Eon said she would look into it.
Ms. McKeon asked about the Keene High School Principal search committee, who chose the group on the committee? Ms. Munson indicated that Mr. Cooper chose the group on the committee based on the criteria that the Board had already chosen.
Ms. Reilly requested a list of 34 West Street Staff for the new board chair.

Mr. Woolridge indicated that he is reviewing state assessment data for math for the past ten years. K-8 Administrative Intern Lisa Miller is a technology teacher putting data together, segregating NECAP.

Ms. Girs commented that Amherst School District is in the top 10 schools in the state. Why don't we call them and ask them for their program? Mr. Woolridge indicated that he would need to convince people. Ms. Girs commented that Mr. Woolridge wants to be #1 in Math. Need to nudge people to accept. Mr. Woolridge said he acknowledges the need to get people invested in a new program.

Ms. Munson said that teachers need to come to an understanding that what is chosen is what will work for them.

d. School Board Members

Ms. Idelkope spoke about Friends. The Friends voted to add to the \$280 from United Natural Foods to host Candidate Night and contribute up to \$500 which is to be held on March 6th at 6:30 PM.

Other fundraising items the Friends are working on are note cards made by students, the Spring book fair, and Flamingo Flocking.

Ms. McKeon spoke about the concern of the Internet and the site called mice spaces.com. The Middle School students participate in chat rooms and are under a tremendous pressure. Ms. D'Eon & Mr. Van Steckleman

are aware of cyber bullying. The health and guidance staff can put protocols in the curriculum.

Relocation of SAU Committee met on February 9th and went over square footage. The group decided to ask Mr. Remillard to have students make up a draft of what the needs are. The goal is to release on April 1st and the final bid on May 12th with the guidelines of a 5-year lease with a 15-year option.

8. Old Business

a. Other

In regards to the Vocational Scholarship, look into changing the method of funding the balance of the scholarship from requesting funds from the Friends to requesting money from the endowment fund.

9. New Business

a. Approve 2006-2007 School Year Calendar

Ms. Esche handed out calendar changes proposed by the CEA. Discussion ensued around the 2 days off before Thanksgiving. The CEA is against this change.

Barbara commented that we should start after Labor Day.

Ms Esche commented that teachers are in favor of early release days. Ms. Reilly stated that in light of the time restraints of this meeting that we should postpone the topic for discussion at the meeting to be held before district meeting.

b. Job Description for Food Service Manager

Tabled for next meeting.

c. Kindergarten Report

Ms. Dunn presented data on Full Day Kindergarten. All Kindergarten parents were invited to participate in phone interviews to give their feedback on our full day kindergarten program. During the month of November phone interviews were conducted collecting information from 26 families. 65% of the kindergarten population was represented. Parents were asked to give their impressions of the full day program and the greatest benefit perceived as time. Parents were asked about any challenges that have presented themselves so far. Six responses indicated that fatigue has been the biggest problem for children and parents to deal with. Parents were also asked to comment on the academic skills in the kindergarten program. Mentioned were reading and writing skills as most improved. Parents were asked to comment on the social development of their child. New friends was the most common. Parents were asked to comment on the level of communication between school and parents. The Calendar and Newsletter made the parents feel well informed. Parents were asked to comment on their experience with their child on the bus. Of those

that ride the bus, the ride was a very positive experience. Parents were asked to comment on lunch. Most parents felt that their children were eating well or an adequate amount and did not feel that lunchtime was a problem for their child. Parents offered several comments regarding the playground. Some parents felt that there were a lot of kids on the playground at one time. Conclusions were as follows: all parents stated elements of the full day program that were particularly successful for their child. A very large number could be described as "thrilled" with how things are going for their child and consider the school and staff responsible for its success. Areas determined that need to be addressed now and in the future are: transitions, transportation, lunch and communication.

Ms. McKeon commented that eating for the middle school students should be addressed in the areas of bulimia and anorexia.

d. Field Trip Policy #2035, Review
Bring back to next meeting for a First Reading.

e. Grade Eight Field Trip Policy #2032, Review
Bring back in September for Review

f. Doing Business with Entities Involved in Litigation with Town or School Mr. Woolridge stated that when doing business the R.S.A. indicates that the town and the school district are separate entities. Ms. Girs stated that it is a concern to her what kinds of things interfere with the use of the gym. Discussion ensued. Ms. McKeon said that certain things do not change. The Administrative Staff are putting in activities first. There needs to be a change in scheduling.

g. Other
Ms. Carroll questioned a payment for \$400 to Camp Spofford. Mr. Ruehr commented that this was for use of their gym.

Ms. Girs commented on the Point of Order at the last board meeting in regards to the American Heritage Tour and the K-12 Field Trip Policy. We should not use Roberts Rules.

Ms. Idelkope commented that in the by laws we operate under Roberts Rules and that the audience can speak with permission of the chair. Much discussion ensued.

10. Future Agendas

April – Nomination/Election to Staff
April – Reorganization of School Board
April – Action to be Taken as a Result of the District Meeting
April – Reaffirmation of School District Policies
April – Employee Benefits Policy for Speech/Psychologists #5007
April – NECAP Report
April – Field Trip Policy #2035, Review
April – Job Description for Food Service Manager
May – Technology
May – Spanish Program Presentation
June – Public Hearing
September – Grade Eight Field Trip Policy #2032, Review

11. Public Input III

Mr. Van Houten spoke about the endowment fund and said that it was supposed to be a fund that would grow and would fund the school district. The gym at Camp Spofford was a nice entity for the town. Unfortunately the rules changed and we were charged. Ms. Van Houten commented that Mr. Woolridge said that Math is going to be looked at K-8, and thought it was K-12. Mr. Woolridge responded yes. Mr. Woolridge said that it is K-12. The Keene School district budgeted \$3,000 to work on K-8 Math curriculum. Ms. Van Houten stated that truancy issues are still a concern.

Mr. White spoke regarding the safety committee and stated that there are issues with cars coming and going in the parking lot when the buses are unloading. The Chesterfield Police will start to issue verbal warnings, then a written warning, then a ticket for those who don't obey the rules.

Ms. Van Houten commented that the fire marshal came down. The portable classrooms have been there for a while and we have added programs and keep using them. The portables should have been eliminated a long time ago.

12. Non-Public Session – R.S.A. 91-A:3

Motion made by Ms. Girs that the Board move to non-public session at 9:20 pm under the provisions of R.S.A. 91-A:3 to discuss staff personnel. The motion was seconded by Ms. McKeon and a unanimous vote was taken. Accompanying the Board were Mr. Mahoney, Ms. D'Eon, Ms. Munson and Mr. Woolridge.

Ms. Carroll made a motion to return to open session at 9:45 pm, the motion was seconded by Ms. Girs, a vote of 5-0 in favor was taken.

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Motion made by Ms. Girs that the Board move to non-public session at 9:45 pm under the provisions of R.S.A. 91-A:3 to discuss student personnel. The motion was seconded by Ms. Carroll and a unanimous vote was taken. Accompanying the Board were Mr. Mahoney, Ms. D'Eon, Ms. Munson and Mr. Woolridge.

Ms. Carroll made a motion to return to open session at 10:15 pm, the motion was seconded by Ms. Girs, a vote of 5-0 in favor was taken.

There being no other business, Ms. Carroll made a motion to adjourn the meeting. Ms. McKeon seconded. All in favor.

Respectfully Submitted,

Susan L. DeLuca, Recording Secretary