

September 11, 2006

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

Present: Barbara Girs, Chair
Kristin McKeon, Vice Chair
Judy Idelkope, Board Member
Greg Blair, Board Member
Ege Cordell, Board Member
Michele Munson, Superintendent
Wayne Woolridge, Assistant Superintendent
Timothy Ruehr, Business Manager
Sharyn D'Eon, Principal
Christopher Morris, Assistant Principal
Catherine Reeves, Director of Special Education
Susan DeLuca, Recording Secretary

Also present for a portion of the meeting:
Robert Brockman
Ruth Van Houten

1. Call to Order

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

2. Non-Public Session - R.S.A. 91-A:3

Motion made by Ms. McKeon that the Board move into non-public session at 5:35 p.m. under the provisions of R.S.A. 91-A:3 to discuss student personnel. The motion was seconded by Ms. Idelkope and a unanimous roll call vote was taken. Accompanying the Board were Mr. Woolridge, Ms. Munson, Mr. Morris, Mr. Ruehr, Ms. Reeves, Ms. Kelleher and Ms. D'Eon.

Ms. Idelkope made a motion that the Board moves into open session at 6:30 p.m. Ms. McKeon seconded the motion. A unanimous vote in favor was taken.

3. Public Input I

Ms. Van Houten asked Mr. Woolridge about math curriculum work that happened over the summer. Mr. Woolridge indicated that he would be speaking about this later in the meeting.

4. Approval of Minutes

April 14, 2005 (S)
May 31, 2006 (S)
May 31, 2006 (S) - Non-Public Session
June 7, 2006 (R)
June 23, 2006 (S)
June 27, 2006 (S)
July 19, 2006(Retreat)
August 2, 2006 (S)

Ms. Idelkope made a motion to accept the minutes of 4/14/05, 5/31/06 (S), 5/31/06 (S) Non-Public, 6/23/06 (S), 6/27/06 (S) 7/19/06 (Retreat), 8/02/06 (S) as presented and 6/07/06 (R) as amended. Ms. Cordell seconded. The vote was 5-0 in favor. Motion passed. The following changes are to be made to the minutes of 6/7/06: On page 1 for those present, the Vice Chair, Barbara Girs should be the Chair and Kristin McKeon listed as Board Member should be Vice Chair.

On page 5, first paragraph, second sentence should read: Also, the High School sends their mailings out as 4th class mail and in doing so, when the labeling is incorrect, the mail gets thrown out.

One page 6, fourth paragraph, third sentence should read 31 policies (not 13) over 10 years old.

5. Bills and Manifests

Ms. Girs presented check #1002095 - #1002172 in the amount \$128,863.61. Ms. Girs questioned the payment for the boiler project - was it the final payment? Was the alarm situation fixed? Mr. Ruehr answered that it was the final payment and that the alarm situation was not fixed and it was determined that it was not due to any fault of the contractor. Discussion ensued. Ms. Girs suggested that the check for the boiler project payment be pulled from the manifest, and that business practice is to hold the last 10% until the job is satisfactorily completed. Discussion ensued. Ms. Girs made a motion to void check #1002095 in the amount of \$10,170.60 and withhold until the problem is fixed, and approve the bills and manifests as amended. Ms. McKeon seconded the motion. Ms. Cordell commented that the amount to be withheld is excessive. Discussion ensued.

The vote was 3-2 with Ms. Cordell and Ms. Idelkope in the negative. The motion passed.

6. Financial Report

Mr. Ruehr presented the financial report. Due to savings in salary and benefits and actual cost of tuition to Keene High School, the balance as of June 30, 2006 is up slightly from the last reporting. The net available is \$279,597 as of the close of business on June 30, 2006. The expendable trust balance as of June 30, 2006 is \$163,199.34 and the balance in the Capital Reserve account is \$49,550.20.

7. Public Input II

Mr. Brockman asked about the Food Service Fund Report. Mr. Ruehr explained how the carry over purchase order amount on the expense side is part of the revenue of the district contribution portion.

Ms. Van Houten asked about what went on this summer to do with Math - is this when she should ask the question? Mr. Woolridge indicated that this would be reported on when he gave his Assistant Superintendent's report.

8. Reports

a. Principal/Assistant Principal

Ms. D'Eon reported that opening day went well. Enrollment is down five students from last year, but there are a couple of students scheduled to move here in the next week, bringing enrollment back up by two.

There are many new staff members this year, including the new Assistant Principal. Dr. Christopher Morris.

Summer work was done on the Social Studies Curriculum by Ms. Wiles. Ms. Markland joined the Guidance, Health and PE curriculum rewrite. Ms. Fowler offered to join the math study group in Keene. She has done extensive work in Brattleboro reviewing various programs before coming to Chesterfield. There were many building projects this summer, including the courtyard boiler being removed and the room cleaned of all asbestos, and the science room was retiled and cleaned of all asbestos.

b. Superintendent/Assistant Superintendent/Special Education

Ms. Munson went over her Superintendent's report and indicated that opening of schools went smooth. The Keene Schools saw declining enrollments in all schools except Keene High which had an increase of 66 students. Three of the Town schools saw an increase and three Town schools saw a decrease in enrollments. Overall the town schools saw an increase of 11 students. Board Orientation was September 6th and a packet of materials was distributed to those Board members who attended the orientation, and the same packet will be distributed to all other Board members. Included in the packet is a copy of the vision statement, an organizational chart and descriptions of SAU 29 personnel and a description of the Central Office Administrative Responsibilities. Ms. Munson indicated that she will be a member of a team traveling to Minneapolis for the 2006 Voluntary Public School Choice Program Directors Conference on September 24, 25 and 26.

Mr. Woolridge reported that he has prepared budget books for six towns, prepared budget schedules/district meeting schedules, dealt with several tuition requests and was involved in the approval process for town requisitions. He worked two weeks with 65 teachers from the SAU 29 on curriculum review in science, K-6 social studies, guidance, health and physical education (nutrition/substance abuse/2 year curriculum work on sex education). He worked for three days with the Keene Math Program Review Committee and coordinated a Math Partnership grant application for \$75,000. He began analysis of the Keene High School NHEIAP assessment data. He participated in "Research for Better Teaching" four-day workshop. He will report to the Board in December as to the findings of the Math Program Review Committee. Ms. Fowler will attend that next meeting in October, 2006. Ms. Reeves reported that as of 9/6/06 there were 392 total students at Chesterfield School, 99 of those were in special education - 25%. Since the last report there are an additional 15 students identified - 29%.

c. School Board Members

Ms. Cordell attended the staff meeting last Thursday.

Ms. McKeon met with the new Keene High School principal and invited him to come visit the school. He spoke about block scheduling, what the high school expects from us, issues for out of town students to attend Saturday detention, sports, coaches, and communication. He also spoke about a pilot program to track absences.

d. S.A.U. 29 Committees

None

9. Old Business

a. Daily Physical Activity Policy, 1st Reading
Bring back to October meeting

b. Wellness Policy, 1st Reading
Bring back to October meeting

c. Student Activity Account

Ms. Idelkope made a motion to form an audit sub-committee, consisting of a board member appointed by the chair of the Board; a staff member appointed by the staff; and a

Chesterfield Minutes
September 11, 2006
Page 4

board member appointed by the administration. Ms. Cordell seconded the motion. The vote was 5-0 and the motion passed.

d. Other
None

10. New Business

a. Approve 2007-2008 Proposed Budget Schedule
Discussion ensued. It was determined that this would be brought back to the October meeting.

b. Community Use and Rental of School Facilities #3002, Review
Ms. Girs moved this item.

Ms. D'Eon questioned the board as to a request for rental of the school facilities and how much to charge. The class of 1967 requested the use of the gym and kitchen on the 21st of October from 1-5. It was determined that the use should be charged as governmental school-related (which is \$0) and charge for custodial/cafeteria services.

c. Appoint School District Clerk
This position has been advertised.

d. Board Functioning
Chesterfield Board Goal #2 - Analyze the effectiveness of Special Education Programs and Support. The Board member responsible is Ms. Idelkope.
Chesterfield Board Goal #3 - Initiate a comprehensive understanding of bullying in the Chesterfield School community and create an effective plan to address and respond to incidences of bullying behaviors. The Board member responsible is Mr. Blair.
Chesterfield Board Goal #4 - Increase community engagement and communication between the Chesterfield School Board and the Chesterfield Community. It was determined that all board members will be responsible on a rotating basis.

e. Other
Ms. McKeon commented that the policies should be done as: critical ones first, then health, safety, etc. instead of going A-Z. Ms. Girs also disagrees with the way the policies are being reviewed. Ms. Cordell commented that she is adamantly offended by the lack of appreciation of the committee by other members of the Board. Ms. Idelkope commented that the policy committee made the decision to do it this way very carefully.

The board needs to choose a member for the school activity fund committee.
Ms. Idelkope nominated Ms. Girs. Ms. Girs nominated Ms. Idelkope. Ms. Girs and Ms. Idelkope declined the nomination. Ms. Girs then nominated Ms. Cordell. Motion made by Mr. Blair to nominate Ms. Cordell as board member

for the school activity fund. Ms. McKeon seconded. The vote was 5-0 and the motion passed.

Chesterfield Minutes
September 11, 2006
Page 5

11. Future Agenda/s
Daily Physical Activity Policy, 1st Reading Wellness Policy, 1st Reading Approve 2007-2008 Proposed Budget Schedule Community Use and Rental of School Facilities #3002, Review

12. Public Input III
Ms. Van Houten asked who could find out at the University System who does remedial and tutorial programs. Mr. Woolridge responded that he would contact the University System and ask.

13. Non-Public Session - R.S.A. 91-A:3
Motion made by Ms. Idelkope that the Board move into non-public session at 9:45 p.m. under the provisions of R.S.A. 91-A:3 to discuss staff personnel. The motion was seconded by Mr. Blair and a unanimous roll call vote was taken. Accompanying the Board were Mr. Woolridge, Ms. D'Eon, Ms. Munson, Mr. Morris.

Ms. Idelkope made a motion that the Board move into open session at 10:00 p.m. Ms. McKeon seconded the motion. A unanimous vote in favor was taken.

Motion made by Ms. McKeon that the Board move into non-public session at 10:01 p.m. under the provisions of R.S.A. 91-A:3 to discuss student personnel. The motion was seconded by Ms. Cordell and a unanimous roll call vote was taken. Accompanying the board were Mr. Woolridge, Ms. Munson, Mr. Morris and Ms. D'Eon.

Ms. Idelkope made a motion that the Board move into open session at 10:05 pm. Mr. Blair seconded the motion. A unanimous vote in favor was taken.

14. Adjournment
Ms. Girs made a motion to adjourn the meeting at 10:05 pm A unanimous vote was taken. All were in favor. Motion passed.

Respectfully Submitted,

Susan L. DeLuca
Recording Secretary