

Monday, October 8, 2007 Minutes of Regular Meeting
Chesterfield School Board
Chesterfield School, 5:30 PM

Present: Judy Idelkope, Board Chair
Becky Auger, Board Member
Kristin McKeon, Board Member
Ege Cordell, Board Member
Greg Blair, Board Member
Wayne Woolridge, Co-Superintendent
Timothy Ruehr, Business Administrator for Towns
Sharyn D'Eon, Principal
Kathleen Selvidio, Recording Secretary

Also present for all/portion of meeting:

Lisa Weidenheimer
Rachel Summe-Leonard
Alan Chmiel
Darlene Smith
Barbara Girs
Abby Mather
Jamie Card
Catherine Weil
Nancy Brooks

1. Call to Order: Judy Idelkope called the meeting to order at 5:35 p.m.

2. Celebrations: Celebrations were in order. Becky Auger commended the Fire Safety Program her daughter attended at school. Her daughter came home with good information to share with the family. Ms. Idelkope shared that she had an interaction with a salesperson who had a daughter who previously attended Chesterfield School and he commented on how much they had liked the school. Ms. Cordell shared her appreciation for the Middle School Curriculum night and how well things were presented. It was her feeling that it went very smoothly, especially with the new staff we had on board. Ms. Auger wanted to praise the recent field trip taken to Green Mountain Orchard, for \$4.50 each, she felt that they definitely got their monies worth. Abigail Mather, Title One teacher, celebrated the school's recent pep rally that was held before testing ("Smartie Gras"). It was her feeling that it really brought the school together, there was a skit, and a raffle. She shared that testing was done in a double session each day and that she felt that the children worked especially hard.

3. Status of Students at Keene High School: Ms. Summe-Leonard shared data related to Chesterfield students at Keene High School for the 2006-07 school year. 200 Chesterfield students were enrolled at KHS. Seven students had dropped out. Chesterfield student's attendance rates ran 94-95%. The average GPA of students was 2.82% while KHS average was 2.67%.

Discussion ensued on data that was shared. Ms. Summe-Leonard will get follow up information to Mr. Woolridge to present at the November meeting.

Data was presented on Chesterfield students and the variety of extra curricular activities that they participated in.

Nationally approximately 48% of students take SATs, highest percentage ever.

Chesterfield had

70% of their students take the SAT's.

Darlene Smith commended Power School's parent portal.

Ms. D'Eon commented that the school's SRO gave a report to the Keene board, but might want to consider giving it to the town boards.

Ms. Girs asked about the results of the Gates-McGinty test.

Ms. Summe-Leonard said that sometimes they do this test, but there is no data available from the previous year. She will check on the data.

Ms. McKeon felt that seven drop outs from 2006-07 looked quite large. She questioned if there was anything in place or if there was any research being done or if that was being looked at.

Ms. Idelkope felt that the percentage looks higher and wondered herself if there was anything in place. The nature of the increase is of concern.

Ms. Summe-Leonard wasn't sure that this was a trend and stated that in the past Chesterfield has had a low percentage drop out rate.

Ms. Idelkope asked if those who pulled out for home schooling were considered in the drop out rate.

Ms. Summe-Leonard said no, that is a transfer out of program, not a drop out. Prior to dropping out there is much communication with guidance, teachers, alternate choices are discussed, accommodations are made, parents are spoken with.

Ms. Cordell asked if our letter / #grades are in alignment with other schools.

Ms. Summe-Leonard stated that we do indeed have tougher standards, which she feels gives us an edge at college application time and on transcripts.

4. Public Input I: Darlene Smith wanted to state her disapproval of the board's head lice policy. Ms. Smith handed a letter signed by her and various parents to the board to read.

5. Approval of Minutes: Ms. Van Houten submitted a correction for the minutes dated September 10, 2007. Page 1, Item 2, 3rd paragraph, should read " Ms. Van Houten commended Ms. D'Eon for her arrangement of the Comprehensive Emergency Management for Schools workshop."

Page 3, paragraph 11, "the committee felt vs. Ms. Cordell felt..."

Page 3, paragraph 11, Ms. Cordell felt that a "project manager" would be a better...(remove the word "paid").

Page 5, section 7c., sentence 4, take out "non-student" put in "adult to student" "adult to adult" bullying data.

Page 7, section 10b, paragraph 3, change "actual" to "budgeted".

Page 8, sentence 1, add sub group "special ed".

Ms. Auger made a motion to accept the minutes of September 10, 2007, with changes. Ms. Cordell seconded the motion. Vote taken, 5 - 0, motion passed.

Ms. Idelkope asked for any changes to nonpublic minutes, none recorded. Made a motion to let the records show the minutes accepted as written.

Ms. Idelkope turned the chair over to Ege Cordell.

6. Bills and Manifests: Ms. Idelkope made a recommendation from Finance Committee to recommend a review of purchasing oil with the Town of Chesterfield or the SAU. Ms. Idelkope made a recommendation for the acceptance of checks (#1003170 - #1003255) in the amount of \$227,076.84.

Ms. Idelkope pointed out two reservations the committee had, need additional data for check (#1003216) to NWEA for testing. Would like to see a breakdown of the per student charges.

Check (#1003233) for asbestos inspection. Would like to get a copy of the inspection report.

Mr. Ruehr will send over a copy of the report.

Motion made to accept.

Ms. McKeon asked questions on how Westfield became involved in the sidewalk work, tree stumping etc. Discussion ensued with the board, Mr. Ruehr and Ms. D'Eon on the process.

Vote was taken, 4-1, with Ms. McKeon voting no on acceptance. Vote passed.

Ms. Cordell passed the chair back to Ms. Idelkope.

7. Financial Report: Mr. Ruehr presented the General Fund Financial Report as of October 8, 2007. Some highlights made: Six teachers opted out of the health care, took the option to buy out (\$2500 for buy out).

Regular High School Tuition, 180 enrolled, budgeted for 176. three applications were made for private school.

Three students are placed at TNT - one was budgeted for, this figure may go down, this population fluctuates.

School administrator line is approx. +60,000, this is due to the lack of an assistant principal.

8. Reports:

a. Principal: Ms. D'Eon reported that current enrollment is 380. Reported on the 6 day cycle, the cycle was suspended during the testing. Next time a note will be sent home to parents, this did seem to cause some confusion.

Ms. D'Eon reported that her "positive phone call" program is going well.

Parking lot work was suppose to be done before school. Landscaping is being done today along the sidewalk. Might be some more congestion once the parking lot is open again.

In regards to building maintenance, Ms. D'Eon expressed her concern over the boiler project not being started yet.

Plumbing issues; the water fountain has been repaired, some shut offs were installed on sinks that were missing them.

Special thanks to Gary Winn for doing the electrical work in the new computer lab.

Budget process; requests are coming in.

Bus drivers issues, meeting coming up next week, looking at one start and stop time for the school.

Lisa Holabird, nurse, advertising for a part time person, original request was for 20 hours, 10 hours will be in the office and 10 hours will be in the health office.

Ms. McKeon asked if Mr. Winn took care of the bathroom lights.

Ms. D'Eon stated yes.

Ms. McKeon wanted to be sure that Ms. D'Eon understood the history behind the initial decision to change to different start and stop times for the younger and older children. There were issues with the kindergartners being on the same bus as 8th graders.

Ms. D'Eon said that they will discuss all of that at the bus meeting.

Ms. McKeon asked Mrs. D'Eon if she had met with anyone regarding PowerSchool?

Ms. D'Eon said that this will appear in the budget for next year.

b. Co-Superintendent: Three students have missed more than five days. Two students are in 12th grade, one in 10th grade. One student missed more than 12 days due to illness.

May 12-29th, 4th and 8th grade New Hampshire Science Test.

The Keene area has been awarded "one of the 100 best communities to raise children". This is a good reflection on all of SAU.

c. Board Members: Mr. Blair reported that the Auction was fabulous. A good amount of money was raised. In regards to the TAB committee, another meeting is being arranged and they are in the midst of reassessing.

Ms. McKeon reported that lease negotiations have been painless.

Ms. Auger reported for Friends that there is a Book Fair being held this week. Italian Night raised over \$2000. A grant from Wal-Mart for \$500 was recently received. October 18th there will be pumpkin carving in Gym.

The SAU Withdrawal Committee has a new member, John Koopman, Anita Barber withdrew. Mark Joyce will be coming to speak on the workings of SAUs.

Ms. Cordell reported for the Safety Committee. The committee reviewed Safety Day and need to follow up. We have emergency boards, need cards with information on them for subs to grab for fire drills and intruder alerts. Proposed a Bike Safety Day in the spring. Reviewing the rules regarding parking in the circle. Officer White will be conducting a K-4 program, prior to DARE. This will be stranger danger, strange animal danger, making them feel comfortable around police.

Ms. Cordell reported from the Facilities Committee. Ms. Cordell commended Ms. D'Eon on the paint job in the primary wing. The color is indeed a "happy" one. Ms. D'Eon took a proactive stance on lots of issues.

The committee needs to meet again regarding the boiler. Presently they have one bid. Need to get a price from the company that is doing the boiler maintenance.

Mr. Ruehr clarified that we have one active bid. We have had more bids, the active bid is the 2nd lowest. We are almost at the 30 day expiration for the bid. Seems to be a sense of urgency now that we are coming into the busy season.

Ms. Idelkope reported on the SAU Reorganization. The committee is moving in the direction of a single superintendent. Process is focusing on managing and evaluating that superintendent. Need to resolve these issues before they recruit.

SAU Comparison - Salary Package, has agreed to continue with split merit COLA system. Employees will be asked to contribute to insurance.

Ms. McKeon asked if the group had discussed idea regarding hourly people vs. salary people (who make more money) and their contribution rates?

Ms. Idelkope says that has been discussed.

9. Public Input II: Ms. Girs stated that she was present when the trees were being cut. She was told to take it to Rick Carrier. He claims he knew nothing and she was then directed to Ms. D'Eon. Ms. D'Eon said to take it to Bart who then said to take it to Westfield. Bart assured that it would cost \$1600, she feels that Westfield saw a way to make some money, feels we got "snookered". That's how things get inflated. This was town land that had nothing to do with the project and it is her feeling that we got taken.

Mrs. Jamie Card expressed her concern over having kindergartners on the bus with 8th graders. Did something happen or is it an issue of precaution and prevention?

Ms. Idelkope assured her that the administration will look at all issues.

Darlene Smith asked that when the meeting with the bus drivers takes place to ask the bus drivers to point out to the high schoolers that it is important to have respect.

Ms. D'Eon stated that the SRO at the high school deals with bus issues at the high school, we do have issues with the high schoolers and their attitude.

Ms. Girs pointed out that we are not required to transport high school students.

Ms. D'Eon encouraged parents to call Students First (Laidlaw) . Mrs. Card pointed out that she has been having bus issues. Ms. D'Eon offered to look into this on her behalf.

10. Old Business:

a. Community Use and Rental of School Facilities, Policy #3002, First Reading:

Ms. Cordell researched various rentals and usage fees in the area, our fees are in line with those and are competitive.

Ms. Idelkope pointed out that Appendix A on the fee schedules should read \$14.00 vs. the \$12.00 that is indicated. Ms. Idelkope asked the board where they stood on this issue of rental of the facilities.

Ms. Cordell asked if we wanted to be charitable or if we wanted to charge?

Ms. D'Eon said that it depended on who was coming in. Some particular committees are here particularly late in the evening.

Ms. McKeon said that if we are paying overtime we shouldn't be, groups should be charged the overtime, we are responsible for our own bottom line.

Ms. Idelkope stated that there should be an item in the budget that reflects town use of the building and asked Ms. D'Eon if she could keep track of this. Ms. Idelkope asked if we wanted to make changes and if we should indeed have Ms. D'Eon keep track of the usage.

Ms. D'Eon asked if we could legally restrict usage?

Mr. Woolridge stated that if we established criteria we could designate rooms and times open for use.

Ms. Auger made a motion to amend the Fee schedule to reflect the \$14.00 change.

Ms. Cordell seconded the motion

Vote taken, 5 - 0, motion passed.

b. Other - none

11a. Fall Staff Retreat:

Ms. Idelkope asked if the board is required to participate in a Fall Staff Retreat. Is it for follow up or do they want board involvement?

Ms. Abby Mather said they have a school improvement plan timeline (Spring to Spring), Our timeline recommends that the staff update the board on its action plans. It is time to take a look at what we've done, what's been worked on. The meeting does not need to be long, could be a working supper.

Ms. Idelkope asked if it was more of a report or do they need input and conversation with the board?

Ms. Mather stated that it is more of a conversation about what is going on and about being on the same page.

Ms. Auger felt that it was nice for the staff and the board relationship to have conversation.

Ms. Idelkope offered up two dates, October 22 and October 25. Would like to take a poll.

Ms. McKeon offered to host the retreat at her house on the 25th.

Ms. Idelkope said that they could do pot luck desserts or finger foods, time could be 5-7. After discussion date of October 25th, 4:30-6:30, Pot luck finger foods, was decided.

Place of meeting will be announced.

Ms. Mather shared that Mrs. Dunn would like one or two people from the board to volunteer to help with the agenda. Ms. Auger and Ms. McKeon offered to do so. Ms. Mather stated that the agenda planning meeting could be on the 11th, sometime after 3:15.

b. Budget Parameters: Ms. Idelkope shared that the town is looking at a 2.4% increase, this does not include merit raises.

c. Health Office: This was covered on the principal's report, Ms. D'Eon will look into the possible use of interns in the health office. Question of confidentiality.

d. Consolidated Grants: Mr. Woolridge met with Cathy Reeves and Tim Ruehr. It is not planned to consolidate the IDEA Grant with Keene. It is felt that we could better serve Chesterfield students with the money on our own.

e. NHSBA Resolutions: Mr. Woolridge said that we need to appoint a representative to the NHSBA Annual Meeting on November 17th. Ms. Cordell agreed to be our representative there.

f. ByLaws Amendment: Copies of the revised bylaws were handed out. Ms. Idelkope

shared that the purpose of the amendments were to. 1.) Revise section which relates to date (by laws state 1st Wednesday of the month). 2.) Add standing committees. (Finance and Facilities.) Will reserve discussion on this issue until next meeting.

g. Update Board Goals: Reviewed handout. Mr. Woolridge said that they reviewed the goals of the board. Discussed use of NWEA testing. The bullying goal should have their goal completed by the end of the year. It has been a lot of work, they are making progress.

Ms. Auger asked about the flyer they were working on as a board.

Ms. Idelkope shared that it was at the printers.

Ms. Idelkope shared that she was upset that she was not seeing new strategies on the existing goals.

Goal #1. Data is needed, expressed concern over updating, but they as a board did not see the analysis. Do not get a chance to see the "reporting out" function. Seems to be a repeat of last year.

Ms. D'Eon felt that it was not one of the objectives to "report out".

Ms. Idelkope felt that on Goal 1, they needed information on what was done and the impact. Need to know what worked and didn't work. Goal 2, concerned that we are behind on the schedule. Need to establish a steering committee. Deadline of March 31, 2008 and a month later have data analysis does not seem realistic, short time frame. Goal 3, Should have been done last year.

Ms. D'Eon stated that was not possible because there was no written record from previous years to do the reporting.

Ms. Idelkope felt that it should have been reported then that it couldn't be done. Ms. Idelkope also felt that in regards to professional development that the board should be made aware of the training staff are doing.

Ms. Idelkope also said that she would like to see data from 2006-07 on incidents reported (bullying), We need to report out on 06-07, realizes we do not have comparative data, but would like to see the incidences reported.

Goal 4, need to publicize who the committee is made up of, survey was not handed out at spaghetti dinner, maybe we can do that in a newsletter.

Ms. McKeon felt that the end dates on the goals should not change. It is not our problem if they are not completed. Need to tighten up due date times

Ms. McKeon felt that anything in the goals should be presented, things are getting done but the results are not being presented.

Mr. Woolridge felt that we could report each month.

Ms. Idelkope felt that they need more detail on the action steps.

Ms. McKeon asked for clarification of the drafting of the by laws amendment. Should have been put out at a meeting to others on the board so that they could have had input to the bylaws. Might have wanted to add more. No one else knew, would have been easy to send out an e-mail regarding the desire to make amendments so all could have input. To her it was surprising and disappointing.

Ms. Idelkope stated that she saw a deficit and provided a draft to what she saw. Anyone is welcome to bring another by law amendment to the board. She understood her concern and apologized if Ms. McKeon felt that she over stepped. She made use of the notice requirements and said that all have a month for review and that anyone can certainly bring their own amendments.

12a. Policy Committee: Policies A - L handed out for review.

Ms. Cordell felt that every old policy seemed to be reactionary, felt that the new ones were more proactive and that there was more alignment with the state level.

Ms. Idelkope stated that Ms. Smith had referred to the lice policy, JLCC, felt it was a good policy. This was the first issue dealt with. Good to have laws to refer to.

Ms. Auger asked if there is a cost for us using this? (state info.)

Ms. Idelkope shared that there is a subscription service (\$400 a year), it is a resource only and does not represent any legal advice or services.

Ms. Auger felt that the \$400 would help to offset any legal fees we may incur.

Ms. Idelkope pointed out there was a motion on the floor to adopt the new manual as presented.

If we are ready to vote we can vote.

Mr. Blair felt this was an amazing project, vote now and then we can amend later if we need to. Gives us an anchor, a place to start.

Ms. McKeon was leery of amendments we might want to make, do we want to open ourselves up to that?

Ms. Idelkope asked if she felt that the policies she just sighted are not in line with SAU practices?

Ms. McKeon stated that she did have questions on a lot of policies.

Discussion ensued on various policies and suggestions that Ms. McKeon felt would be more appropriate.

Ms. Idelkope stated that some policies were 13-17 years old and felt it was imperative to update.

Ms. McKeon felt that there was a lot and felt that they should not rush through this.

Ms. Cordell resented the implication that this was rushed through. As a committee they had spent a lot of time on these policy updates.

Ms. McKeon stated that Mr. Blair, Ms. Auger and herself were not part of the discussion on these policy updates. Ms. McKeon felt that she was not in a position to vote. Needs another month to review. The board could choose to vote or not.

Ms. Idelkope stated that there was a motion to adopt policies as presented, pointed out to Ms. McKeon that there was an option for her to participate on policy committee if she felt it was necessary.

Ms. Auger respected the committees work, but in regards to her own responsibility she would like to read the policy and vote on next month.

Ms. Idelkope state that policies F-L have been in the boards possession since last month, can we vote on adopting those sections?

Ms. Auger asked what the benefit of voting today would be.

Ms. Idelkope shared that this has been in process since June of 2006, policies are changing and the longer we wait the longer out of date they become. A-E came out late, she understands that, two of those sections, all but one member of the board have seen before. Sections F-L, student and staff personnel are large sections.

Ms. McKeon shared that it is difficult to come to committee meetings, would then create a quorum. How can she in good conscience vote for something that she does not understand?

Ms. Idelkope said that she had asked for questions over the past month, did not receive one question.

Mr. Blair called the question.

Vote was taken, roll call taken on vote.

Ms. Cordell voted yes, Ms. Auger voted no, Mr. Blair voted yes, Ms. McKeon voted no, Ms. Idelkope voted yes. Vote 3-2, vote passed.

Motion on floor to adopt new policy manual. Vote taken, Ms. Cordell voted yes, Mr. Blair voted yes, Ms. McKeon voted no, Ms. Auger voted no, Ms. Idelkope voted yes. New policy manual passed. Ms. Idelkope encouraged members to go through the amendments at a future date.

Ms. Jamie Card was introduced as new interim district clerk.

Ms. Idelkope said that the work of the policy ad hoc committee was done, wanted to know the

boards feeling on what should happen to the committee.

Ms. McKeon recommended dismissal of the committee and thanked them for their work

Ms. Auger felt updates would be helpful, but thought they could dismiss the committee.

Ms. Cordell felt someone should keep an eye on updates, but does not see a need for constant committee updates.

Ms. D'Eon felt that there should be a new committee with one standing old member to set up a schedule for review.

Mr. Blair felt he needed to "bow to the experts".

Mr. Woolridge thanked the committee and suggested that now that the committee's work was completed the committee should now disband.

Ms. Idelkope thanked the committee for their work.

13. Future Agendas:

Chesterfield Public School Foundation: presentation of who they are and what they do.

Establish Town Tuition Rates

TAB Committee

Head Lice Policy

Science Lab Facilities Evaluation?

Looking at Grants

14. Public Input III: Mrs. Card would like to see what needs to be done by parents/teachers in regards to the school board goals. Asked what models are being used for bullying prevention's bullying or diversity the problem, Do we need to educate the community?

Bullying Prevention Program needs to be a constant visible part of our school culture and community, would like the school to look at the big picture. Felt that policies should be for parents. As parents they were given no chance for input or included in the process. Public needs to be informed, need to hear it in simple language. We have a very diverse community need to bring everyone together, board, parents, teachers, need to empower parents to teach.

Ms. Auger stated that she appreciated Mrs. Card's input, felt her heart was put into her words.

Ms. Idelkope wanted to let Mrs. Card know that this was not the time for the board to respond to her issues.

Mrs. Weil shared that this was her first school board meeting. She was grateful and impressed with the scope of work and sees the passion that drives it. Ms. Weil's questioned that one of the goals was to be in the top 25%, where did we stand now?

Ms. Idelkope shared that we were in the top 50% right now.

Ms. Weil shared that her primary interest as a parent was curricular, concerned that there was no

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science program at 3rd grade of Kindergarten level. Concerned with AYP. Concerned that we might be test driven and that children at or above level suffer.

Ms. Brooks agreed with Mrs. Card and Mrs. Weil's comments. She asked if we were participating in the program "Gifts in Kind". Will provide information to Sharyn on the program.

Mrs. Card asked if the school board could acknowledge educators with gift cards or some other kind of acknowledgment.

Ms. Idelkope stated that as a board they can not do that, it is considered "compensation" by the union.

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

Ms. Auger made a motion that the Board move into non-public session under the provisions of R.S.A. 91-A:3 at 10:10 p.m. to discuss staff/student personnel. Ms. Cordell seconded the motion. All in favor.

Ms. Cordell made a motion that the Board return to open session at 10:42 p.m. Ms. McKeon seconded the motion. All in favor.

Meeting was adjourned at 10:42 p.m.

Respectfully submitted

Kathleen Selvidio