

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
JUNE 5, 2014**

Board Members Present: R. Horton, J. Cardinale, E. Jackson, K. Bazan

Absent: T. Croteau

Administration Present: J. Lewis, L. Schmidt, P. Bigelow

The meeting was called to order at 6:30 pm. by Chair, R. Horton.

CITIZENS COMMENTS:

Sarah Lounder read a letter from Morgan requesting that the school get some left-handed scissors and advising that there is mold in Mrs. Hill's room and it is cold.

P. Bigelow agreed with the request for scissors, but advised there is not mold in the room. Citrus reacted with the floor wax. She also agreed the room is cold, but next year it won't be used as a classroom.

J. Cardinale MOVED to approve the minutes of the May 15, 2014 Board meeting as corrected; adding on page 2 under Placement Coordinator & Case Manager, the word *she* before currently; SECONDED by: K. Bazan, VOTED: 4-0, MOTION PASSED.

E. Jackson MOVED to approve the non-public minutes of the May 1, 2014 Board meeting; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

PRESENTATION BY LYNNE WAGNER – KHS:

Lynne Wagner, Principal at Keene High School came to give the Board a report on Winchester students in Keene. She advised this report is much more extensive than the last one. Keene cut an Assistant Principal, so the person who handled this with her was cut. Lynne Wagner is handling three smaller sending schools, including Winchester.

Lynne Wagner reviewed the report in detail and there was much discussion and questions by the Board.

Under a new policy, suspended students can make up work and have advisory/I- Time which gives any student 166 times to make up work or get extra help/enrichment. L. Wagner reviewed how the school day works; there are four blocks of approximately 79 minutes each. Keene has extended the school day and four times a week students can meet with teachers for any issue. The failure rate is down at least 20%. Explained the opportunity for I-Time makes for meaningful relationships with teachers and peers. Did advise there is a reduction in instruction time.

Lynne Wagner advised she does not have the drop-out rates; will send them when she has them.

E. Jackson asked for graduation rate information.

Lynne Wagner advised she didn't have it.

E. Jackson asked how many Winchester students are taking foundation classes.

Lynne Wagner didn't know; advised foundation classes do affect a student's GPA.

E. Jackson – Could that be why the GPA's are lower?

Lynne Wagner – Definitely; testing scores can dictate whether students need to be placed in foundation classes. She will get clarity on the GPA numbers.

R. Horton asked what Keene does with this data if our students are consistently behind.

Lynne Wagner advised they don't look at the information as a town, they look at individual students. Advised she and J.

Lewis talked about resuming articulation between the two schools. In previous years teachers held articulation days. One of Keene High School's plans is to share their resources with Winchester.

R Horton – Why not look at a program for the Keene Middle School?

J. Lewis – We definitely could.

Lynne Wagner would like to align the curriculum for articulation. They have done a lot of work with the Common Core.

R Horton agreed they spend lots of time on the Common Core, etc. but after eighth grade the students are not here. Need to find continuity between the two districts.

Lynne Wagner advised they need to look at things, review and make changes on their end, too.

E. Jackson wants to know how to assist our students so they are prepared.

Lynne Wagner advised there is little to no difference between where students come from; all are Keene High School students.

R. Horton advised he hears what she is saying, but feels there are labels.

R Horton advised there are programs we can't offer at the middle school level, such as sports, clubs, etc. Thinks it would be wonderful if the students were offered football, for example, at the Middle School. Feels they need more involvement at the middle school level. Feels it would help to mold the students and increase success.

Lynne Wagner advised she didn't think the Middle School offered football but understood what he was looking for and asked if the Board has brought this to the SAU Board. Advised she is not the person to decide that. She is here to help. She wants the kids to feel comfortable.

Lynne Wagner – Would like late busses on a regular schedule for Winchester. She realizes the cost is rising, but is almost pleading for children to have the opportunity to be included in staying after school, etc.

R. Horton advised they reduced the bus to one day due to the lack of use.

Lynne Wagner – They encourage all kids to join things, take part in clubs, etc.

Lynne Wagner explained there was a new person putting the information into athletics and clubs; the information was lost and can't be retrieved.

E. Jackson advised there is an opportunity to have a student sit on the Board as a non-voting member.

Lynne Wagner advised she is on an Advisory Committee. She could come with them and meet with the Board.

Lynne Wagner advised Keene has been handling major infrastructure issues; have \$1,000,000 budgeted. They will have a new server, new computer lease, etc. Will continue with Power School; grades are there. Grades are supposed to be updated every 10 days by all teachers.

R. Horton advised the Board wants to know how many individuals are participating in athletics, etc.

E. Jackson asked how many students were in the school last year.

Lynne Wagner advised there were 1556 students at KHS and 700 total athletic participants and 174 students from Winchester and 25 in athletics.

R. Horton advised it is important to know how many students are involved. Need to figure out why they are not taking the opportunity; why they are not more involved.

Lynne Wagner advised it could be a little of all reasons. It could be they don't make the team, no transportation, etc.

Advised they also need a certain GPA. She will request the current data.

R. Horton – Even if we need to look at 174 students, we need that information.

J. Lewis – Maybe a survey; how can we get information?

Lynne Wagner would like to reflect on that. Not sure she wants to separate students and take the time out of their day.

J. Lewis advised Winchester could do it.

Lynne Wagner explained they have closed internet; students can't receive e-mail from outside the school.

J. Lewis and Lynne Wagner can discuss it. Lynne Wagner feels that would be a good idea.

R Horton asked if there are any clubs or sports being cut this year.

Lynne Wagner – No, they cut other things. She explained there is a new sport, bass fishing. Three students are on the team and they are all from Winchester.

R. Horton feels it would be interesting to see how many students in total are in each sport/club.

Lynne Wagner – Everyone has the same opportunity.

R. Horton asked what the plan is for testing moving forward.

Lynne Wagner advised they are doing Smarter Balance testing. They couldn't previously do the Praxis tests due to connectivity issues. They won't be doing MAP testing except for Special Ed students.

R. Horton feels no MAP testing would put you at a disadvantage without that data.

Lynne Wagner explained they are going to concentrate more on classroom data. Feels that is more accurate. MAP testing is extremely costly.

E. Jackson asked how many students use the Career Center.

Lynne Wagner advised Jim Logan is at training and won't be back until tomorrow. She will get that information.

R. Horton – Could we say we are going to get more accurate information for next year? We have been asking for more information.

E. Jackson – Do you know how many students graduated last year?

Lynne Wagner – No; didn't have the data. Believes over 89% of the students are graduating this year.

R. Horton advised he is not involved with the daily education of students, but they collect lots of data here. Feels there are holes with Keene. Need more data. Need to evolve. Need to look at this and see what we can do better.

Lynne Wagner advised reports are lengthy to do, but will try to get you more information. Advised she did the report taking into consideration the Board's previous questions. They will do better.

R. Horton – What have you looked at to see why there is such a high suspension rate for Winchester?

Lynne Wagner advised it could be just a few students in 10th grade. She only knows the number of incidents. Could go back to the data specialist and get the names and number of incidents for them.

R. Horton – What are you looking at for data to see why this is happening?

Lynne Wagner explained they don't look at individual sending schools. They look at KHS as a whole.

R. Horton believes Winchester students are treated differently. He has been told all blend in but it is different. He feels data is not being used to find out the problem.

E. Jackson feels they need to look at the data on a regular basis. If annually, we don't have time to fix the problem.

Lynne Wagner explained they don't look at towns individually, look at the total issue. What they look at specifically is what we are doing for an individual child. The substance abuse problem is the biggest problem now. She understands the Board's feelings.

R. Horton feels maybe the conversations should be done on the SAU level.

Lynne Wagner advised they could speak during the year; have more meetings. She offers an open-door policy to the Board; wants to give them the data that they want.

J. Lewis explained the Board is saying they need more details. That is what more meetings will give us.

Lynne Wagner advised she could bring the data specialist to the meeting.

J. Lewis advised before September the Board would like Keene to come here or we can go to Keene.

Lynne Wagner advised she is open to suggestions; wants a good working relationship.

CITIZENS' COMMENTS:

Roberta Fraser advised her son is doing wonderful in Keene. Agrees there is a stigma; comments start from the teachers. Explained it has been an ongoing issue for the two years he has been there; it needs to stop.

Lynne Wagner advised she is very sorry to hear that. That is not acceptable.

Roberta Fraser feels communication at the high school is absolutely horrible. Who is responsible to see that the students have enough credits?

Lynne Wagner – the guidance counselor.

Roberta Fraser advised she has not had the best luck. Did send e-mails to the Guidance counselor and eventually heard back. They need to have contact with the parents and more communication. Believes behavioral issues/conduct is definitely not the high school's fault. It needs to start here. Need more accurate information to find out what we need to do.

Roberta Fraser – It is a large school; hard for middle school kids coming in. That's why they have small house groups. High school is four years; we push kids to grow up quickly. Feels students can be shell-shocked for the first weeks at the high school when coming from middle schools.

Lynne Wagner wants to know the name of the guidance counselor Roberta Fraser dealt with.

Roberta Fraser advised her son has a car, but still takes the bus because it is too expensive to travel.

Val Wilber advised teachers at the middle school have also made comments about Winchester; it is not just the high school. She has spoken to Mrs. Frazier about it.

Lynne Wagner wishes she had this meeting last night; they had a major staff meeting today. She will bring it to her team and see what they can do. Advised they can do some sensitivity training.

R. Horton feels maybe they should let them be Winchester kids; they should be proud. Teachers should support that they are Winchester kids.

Sarah Louder is sorry they had to print out the report; it is full of errors. She asked if the GPA's are skewed. She will put together a list of questions and send them to the School Board to forward to KHS. Feels that kind of work wouldn't be acceptable from students; advised they are not receiving the specific information for the Winchester kids.

Lynne Wagner doesn't think that will change.

Sarah Louder advised she doesn't need a new print-out, but needs more information. Asked that she pass it along to the person who did the report; the information doesn't match up. Maybe the report needs to be done quarterly.

E. Jackson – Is it possible to get the report in January for this year.

Lynne Wagner advised it was an unusually bad Winter. There was so many snow days that all reports got pushed back.

Joan Franklin advised she is very unhappy looking at this report. It is too simple for us. We are living on data; trying to improve. Feels it could be done on Excel. Should have all level groups and be in color.

Lynne Wagner advised it is too expensive to do in color. Advised they won't do the report specifically for each Town.

J. Franklin advised we pay \$29,000 per special education student. Feels there should be a lot for our money. Need much more detailed data. She pointed out that page 42 says Chesterfield. This report is not good enough.

Amy Hill advised as a parent of a student heading to Keene, she is very anxious about it. She hears there is a lack of communication. She is not sure her son will bring back information to them. She is anxious as a teacher, too. She had these students in second and eighth grade. It makes her nervous watching them go.

Amy Hill asked about MAP testing.

Lynne Wager advised they will be doing it for Special Needs students only.

Amy Hill advised as a parent they are given that data for information and as teachers they use that information.

Amy Hill - Do you have common assessments?

Lynne Wagner – Yes we do.

Amy Hill - Will you take all subjectivity out of it?

Lynne Wagner – That is what we are trying to do.

Amy Hill - Are there rubrics in place?

Lynne Wagner – Yes that would go into the grade book.

Amy Hill asked if all English students, for example, take the exact same test.

Lynne Wagner – Those that are in the same programs.

Amy Hill asked if information will be available to them to help prepare students.

Lynne – Yes.

Amy Hill advised parents are used to receiving that information.

Amy Hill advised she is concerned where Keene is getting the data to bill us.

Lynne Wagner advised she doesn't get into the finance piece. No one gets to a perfect arena. Hoping she can help with some of the questions that have been asked.

Roberta Fraser feels parents need to keep after students to keep up with everything. They can talk with parents who have gone through it.

P. Bigelow advised they have done something for parents here at the school in the past. She asked Lynne Wagner if someone from KHS would come here.

Lynne Wagner advised she could certainly ask. Articulation between the schools is an absolute necessity.

Sarah Louder advised she was told there will be no MAP testing for Special Ed.

R. Horton reinforced the conversation about communicating. Feels there is not a lot of communication. If you do not initiate it, you won't get it. He was told they don't have time for that.

R. Horton – Are there any additional districts being sent to Keene or plans for that?

Lynne Wagner advised not that she knows of or they would have been in for orientation.

Val Wilber e-mailed guidance counselors about Winchester students doing community service. Two guidance counselors got back to her; they were very enthusiastic.

Val Wilber has a child in KHS; she has heard from teachers if there is an issue or a change with her student.

Lynne Wagner recapped the questions that the Board wanted information on:

- *Graduating/drop-out rate

- *Percentage of students in foundation classes

- *Science scores

- *Sports

- *Send Board NECAP scores

- *SAT Scores

- *How data is calculated

- *41 results; how do they calculate suspensions?

- *Plan for the future

E. Jackson asked if the Board could have this year's report by January.

Lynne Wagner advised she can't promise. Sometimes an extra few weeks is worth the wait. The minute they get to school in September they start the budget; then they compile the report after that.

R. Horton would like to have it to use during our budgeting process.

OLD BUSINESS:

Neighbor's Property:

J. Lewis asked the Selectboard reps. where we are with the school's neighbor and digging a trench.

Roberta Fraser thought they were waiting for the end of the school year.

J. Lewis wanted to make sure they were on the same page.
Roberta Fraser advised they can talk about it at the Selectboard meeting.

J. Cardinale asked about adding a couple of Smart Boards. Is there enough money?
L. Schmidt thinks they will be shifting some expenses in Wes Vaughan's budget. She needs to look at that.
J. Cardinale – may be nice to add one for now.
L. Schmidt thinks they could add one.

Time Clocks:

R. Horton asked about time clocks.
L. Schmidt advised IT and W. Vaughan spent the morning here. There are still three major concerns. Advised them she needs to know by the end of June what the plan will be. She is not contacting the company again; if she doesn't hear back they will go elsewhere.

SUPERINTENDENT'S REPORT: J. LEWIS:

- *Search in process for psychologist.
- *SLP teacher will be staying in Hinsdale this year. We will visit the subject of an SLP teacher for Winchester in another time.
- *A vision teacher is needed. We may need to go out to a facility for help.
- *Chair lift will be installed on June 23rd. J. Lewis will ask D. Chamberlain if the company is getting the permit.
- *J. Lewis distributed a schedule for Board reps. to the Selectboard meetings for review. No changes were made. If changes are needed, another Board member can fill in.
- *Teachers are in the process of ordering supplies for next year. Each staff member is allotted a certain amount of money. The curriculum coordinator needs to order to meet the needs of the Common Core.
- *J. Lewis advised that audience behavior at school events has been terrible. It is loud and behavior is embarrassing. Feels they may need to come up with a child care plan. Maybe kids could be brought to the cafeteria to play ball, etc.
 - R. Horton advised they have done that with the Deliberative Session.
 - P. Bigelow advised they also did it with Ready for Kindergarten.
 - Sue Rice suggested maybe students could volunteer toward their community service.
- *The Board will meet on the 17th and 31st in July and on August 21st.
- *Air Conditioning – J. Lewis advised it is very warm in the SAU office. Feels they probably could purchase one Smart Board and an air conditioning unit. He distributed information on air conditioning quotes to the Board for review.
- *J. Lewis distributed information on new tables for the cafeteria.
 - J. Cardinale – Could we use \$3,500 from the tech budget to buy the Smart Board on July 2nd?
 - R. Horton feels we need to see how we look money-wise, what the cost of a Smart Board is and make a decision at the next meeting.
 - J. Cardinale feels the Smart Board is much more important than \$12,000 for tables.
 - R. Horton asked if the air conditioner or the tables would fall under building improvements.
 - J. Lewis advised that was what he was thinking.
 - R. Horton asked J. Lewis to bring more information to the next meeting and they will make a decision.

FINANCIAL- L. Schmidt:

The Board reviewed the Manifest and asked questions.
E. Jackson asked about the bill for the fuel escalator. Is that the last one?
L. Schmidt will check.

E. Jackson MOVED to approve the Operating Budget Manifest in the amount of \$108,494.08; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

E. Jackson MOVED to approve the Payroll Manifest in the amount of \$228,628.80; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

R. Horton asked about the audit.
L. Schmidt advised it is scheduled for July 7th.

R. Horton asked about grants.
L. Schmidt advised everything was submitted by Monday.

R. Horton asked about Technology.
J. Lewis advised will be discussed in non-public session.

PRINCIPAL'S REPORT - P. Bigelow:

The Board received P. Bigelow's report, classroom counts and calendar in their packet and reviewed with the Board.

*Kindergarten registration is at 40.

*A team will be going to the NH DOE Summer Summit. This year we will be focusing on how to create measurable Student Learning Objectives for each of our units aligned with the Common Core. New principal, Lisa Spencer will be joining the team and a full staff presentation is planned for opening workshop days in the Fall. P. Bigelow is happy Winchester is still doing MAP testing.

*Will be offering eight hours of paid curriculum work for teachers this Summer to review their units of study and common assessments and to design more performance tasks assessed with rubrics to demonstrate real life application of student learning. This will be paid through a Title I Grant.

*The Abacus Awards dinner will be held on Wednesday, June 11th followed by a chance for people to meet Mrs. Spencer. This year 80 students will be recognized for having perfect or practically perfect attendance. P. Bigelow hopes Board members can attend.

COMMITTEE REP. REPORTS:

Facilities/Joint Loss:

P. Bigelow advised at the meeting the committee discussed incident reports, future plans, etc. All staff members should know where the AED's are; one is in the gym and the other in the nurse's office. The Committee feels they need more; can look for grants. Feel they should have one on every floor. The staff needs to know how to administer an EpiPen. P. Bigelow advised they brought it to a staff meeting. They do have EpiPen packs available. Feel the staff should have Hepatitis A and B injections and surveillance cameras in the building need to be better quality.

R. Horton asked if we need a bigger monitor.

J. Lewis - Yes; they discussed that.

J. Lewis advised he will contact the insurance company and report to Joint Loss.

Keene Withdrawal Study:

The Committee met and Sarah Lounder presented a survey that will be completed by the students. Currently the survey is on Survey Monkey, but can be redone on Google Docs. Keene can send the survey out to Winchester students and it would be sent back directly to us. How do we get 120 students to respond? Need to make it easy; students could do it on their phones. The Committee suggested doing a raffle with donated prizes as an incentive.

Sara Lounder gave a presentation of the proposed survey to the Board and reviewed.

R. Horton advised if it is agreeable by the Board, they need to get it to J. Lewis and V. Wilber.

J. Cardinale – Maybe this could be the first survey; we could do another one.

Sue Rice asked if a question could be added asking what kind of courses students are taking.

R. Horton – This survey is to get the feeling of what's going on.

Sarah Lounder – Maybe that is a question that is good for a second survey.

Jeremy Miller thought it might be beneficial to add to the survey a question asking if students feel safe, connected to their teachers, etc. He will bring a sample question to Sara Lounder to add to the survey.

Sarah Lounder will send the survey to the committee to approve it.

E. Jackson advised they met with the contractor; the committee will have a recommendation for the Board in July.

Legislative Action/Policy and NHSBA:

K. Bazan advised the House and Senate have recessed for the Summer. He will come back to the next meeting with a more complete report.

Support Staff has asked if the Negotiations Committee will be willing to meet during the Summer.

R. Horton – yes, in July.

J. Lewis will contact Mrs. Patenaude.

Senior Night:

P. Bigelow advised it was very nice. There didn't seem to be as many community donations.

R. Horton hopes maybe next year they could get more Board members there.

P. Bigelow advised Kristy is getting tired of doing it long distance. They may look at doing a dinner next year.

CITIZENS COMMENTS:

Sue Rice feels it is great that they might be getting new Smart Boards instead of having to move them around. If they are not in an active classroom, she feels they need to be sure to have a computer attached to it. Otherwise, you can't use it.

J. Lewis advised the computer shouldn't be moved.

Sarah Louder advised Amy Hill had to leave the meeting, but asked Sarah to let the Board know that the fourth graders visited the State House. The governor was very impressed. The kids looked very nice. They asked many questions. All the students had a picture taken with the governor and Molly Kelly, too. The kids really had a good time.

E. Jackson thanked Sarah Louder for her presentation of the survey.

J. Cardinale MOVED to go into non-public session at 10:31 pm under RSA91-A:3 IIc; SECONDED by: J. Cardinale, VOTED: J. Cardinale – yes, E. Jackson – yes, R. Horton – yes, K. Bazan – yes, MOTION PASSED.

R. Horton MOVED to leave into non-public session at 10:43 pm; SECONDED by: J. Cardinale, VOTED: J. Cardinale – yes, E. Jackson – yes, R. Horton – yes, K. Bazan – yes, MOTION PASSED.

In non-public session R. Horton advised the Board discussed personnel issues.

K. Bazan MOVED to seal the minutes of the non-public session; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

K. Bazan MOVED to adjourn the meeting at 10:44 pm; SECONDED by: J. Cardinale, VOTED: 4-0, MOTION PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary