

**WINCHESTER SCHOOL BOARD
WINCHESTER SCHOOL LIBRARY
MAY 19, 2016**

Present: K. Bazan, T. Croteau, R. Horton, L. Picard, S. Thompson

Administration Present: J. Lewis, E. Jackson, B. Stevenson

The meeting was called to order by Chair, R. Horton at 6:35pm.

CITIZENS' COMMENTS:

Walker Picard asked why they couldn't turn the third floor into a Special Learning Floor for advanced learning.

R. Horton feels that is a fantastic suggestion. Advised he doesn't have an answer, but doesn't know why they couldn't. The Board is looking at options.

Joan Franklin likes tonight's set up in the room. She has a problem with the calendar for next year. She doesn't like to start the Wednesday before Labor Day and have open house on Friday. Also, teacher workshop days would be a couple of days before the start of school.

T. Croteau MOVED to approve the Public Minutes of the 4/7/16 Board meeting as printed; SECONDED by: K. Bazan, VOTED: 5-0, MOTION PASSED.

T. Croteau MOVED to approve the Non-Public Minutes of the 4/7/16 Board meeting as printed; SECONDED by: L. Picard, VOTED: 5-0, MOTION PASSED.

K. Bazan MOVED to approve the Public Minutes of the 4/14/16 Board meeting as amended, on Page 13, amending Director of Superintendent Services to Director of *Student* Services; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

T. Croteau MOVED to approve the Non-Public Minutes of the 4/14/16 Board meeting as printed; SECONDED by: L. Picard, VOTED: 5-0, MOTION PASSED.

GUEST SPEAKER:

J. Lewis gave a tour of the Science Lab. There is an alarm and motion sensor in the room, a DOL approved sink and 4K screen. It looks like you can reach out and touch objects on the screen. Also have acid proof tables and a 3-D printer. Explained there are very few things they can't do with the printer. Kids will be able to program it. It is not speedy, but this is where we learn to do these things.

R. Horton asked what the life expectancy is.

J. Lewis advised the technology will become obsolete first.

R. Horton feels they might consider an enclosure to prevent hands from knocking off the accuracy.

T. Croteau asked what the options are for curriculum. What can they do?

J. Lewis advised different things are uploaded every day. The most exciting part is when they can do designs themselves. Teachers will base it on what they are teaching at that time; whether it be on Egypt, prehistoric times, etc.

Val Carey gave a demonstration to the Board that she had done with the students to work on problem solving. She had three cups of water and students had to figure out how to empty the cups without moving them. She explained the kids asked great questions and were able to do it at home.

A demonstration with the new microscope was done with students; the detail on the screen of the cell showed amazing detail.

The Garden Club used the lab to start plants.

J. Lewis advised there will be a sign-up sheet. Teachers now e-mail to reserve the Science Lab. Val Carey would like to do an on-line calendar.

K. Bazan – Were teachers keeping this room in mind when picking their curriculum?

V. Carey advised there has been lots of discussion as to what is here and how to get materials here. They do have some gem kits here that align with the standards.

J. Lewis advised the room gives more space for experiments or they can do it on the screen.

R. Horton really thinks they need to look at the space for something beyond science experiments. He advised J. Lewis that he needs to strongly suggest to teachers that this lab be used. R. Horton doesn't think all students have used it; that is disappointing.

J. Lewis – You are right; kids need to know it is here and teachers need to use it.

R. Horton – Next year the space needs to be booked up.

Val Carey advised the laptop count is 20. They are super easy to use and they wheel down the hall to the classrooms. Some have been used for the Smarter Balance test for small groups. Next year they can use them for testing in student classrooms.

J. Lewis advised they are in the beginning stages; have a long way to go with light, sound, chemistry; it's all there. Will bring back the objects created from the 3-D printer, to the next meeting.

T. Croteau feels before the budget is done, they should discuss getting two more carts with laptops.

J. Lewis – Yes, it would be the perfect time to do that.

J. Lewis advised there has been a change in guest speakers during June. On June 16th the new manager from First Student will be here.

OLD BUSINESS:

J. Lewis applauds what Walker Picard said regarding the third floor. ACCESS has stuff up there and so do we. Maybe it could be used for enrichment, a dormitory or a program here to replace out-of-district placements. It is a process; ACCESS has made a dent in it.

High School Public Forum – J. Lewis advised they have advertised as much as they can. The newsletter went out today.

J. Lewis reviewed diagrams with the Board for costs to Keene over the years for Special Ed and Regular Ed and a timeline. He reviewed the 2003 decision made to send kids to KHS. It is a 20 year contract. He asked for the Board's feedback.

R. Horton feels in the timeline it is important to add that the KHS contract renews every five years with no renegotiation. There have been two Warrant Articles, one to study options and to form a committee and one to see whether or not it is in the best interest of the Town to stay in Keene. It was not a contract that was signed and forgotten about.

R. Horton thinks they need to include information on how many students we send and that the rate has declined.

L. Picard feels maybe that should be on the tuition sheet.

E. Jackson feels they shouldn't add too many numbers.

R. Horton feels there should be two pie graphs; one for this year and one for the coming year.

E. Jackson will do the financial piece.

R. Horton – Last time the contract was negotiated/changed was in 2008.

E. Jackson advised that would be on the timeline.

R. Horton attended the Selectboard meeting last night. He reminded them of the forum; there was discussion. R. Horton asked them if they could do anything about changing their meeting so they could be at the forum.

R. Horton advised that Jack Marsh said they would postpone their meeting until 7:30 pm. so they could be here.

J. Lewis – Both schools are confirmed.

R. Horton encouraged people to talk to others in the community. The Board wants to hear everything.

R. Horton explained both schools will be here in separate rooms; can go to either or both and gather information. The Board will hold the forum after that.

J. Lewis advised it will be very much for listening.

R. Horton – Not for debate.

R. Horton – A few Keene alumni are going to be here and speak.

Sue Rice asked if both schools could do a half hour presentation so they could go to both.

J. Lewis advised that is pretty much what they would do, but it will be more like 15 minutes.

Sue Rice – So we can hear both sides?

J. Lewis – Yes.

E. Jackson – They will have multiple people with them.

Barbara Depew asked if Pioneer will have similar numbers.

J. Lewis advised it needs to be as neutral as possible.

L. Picard- Trying to present information in our history and asking KHS and Pioneer to present information.

J. Miller – If there was a schedule to give to parents/public, he feels that would help people come out and reflect favorably on the organization of the SAU/Board.

L. Picard advised she will do a couple more Facebook blasts with the structure, schedule and that type of thing so people know they can make it for one time, if they miss one.

L. Picard - At the CAST meeting someone asked about childcare and if maybe the Honor Society could do it. It was a suggestion that was made.

B. Stevenson advised she will check with the teachers tomorrow.

Val Carey advised they have used the Pre-School room before and the Honor Society kids have done it; there is always a teacher there.

R. Horton thinks they should have the cost and how much it would be to staff our own building.

E. Jackson explained T. Croteau has what the cost would be for a 25 year bond in the amount of \$10,000,000.

R. Horton feels it would be good to show cost per pupil for Kindergarten through Grade 8.

E. Jackson advised it is easy to get; she is concerned that they will be giving out too much information.

J. Lewis feels the Committee should accumulate information and then look at it another time.

K. Bazan feels it could be part of the agenda for the next meeting.

K. Bazan - The Committee will be meeting Tuesday to finalize the handout.

R. Horton feels they should have 50 copies of handouts; need to have the ability to make more.

L. Picard advised they could post it on the website.

J. Lewis - And the Smartboard.

J. Lewis - The meeting has been posted as a forum.

J. Lewis advised they will be presenting in the ISS and Social Worker's rooms. Can make rooms look more identical. Need things to be as absolutely equal as they possibly can. They will move the forum to the gym if there are 300 people.

R. Horton asked J. Lewis to please take into consideration the best possible space.

J. Lewis explained he has the closest set-up possible for equality.

Old Business for next time will be the Third Floor.

NEW BUSINESS:

Request to change school start date and begin on August 31st from the WTA.

K. Bazan thought the calendar was approved by the WTA.

J. Lewis advised they didn't have to approve it, but could offer feedback. J. Lewis advised a couple of months ago they mentioned something, but not in writing.

L. Picard asked what feedback they got from parents.

J. Lewis – None yet.

B. Stevenson – Why not have Open House a week or two later?

L. Picard advised when they come from vacation she likes to start in the middle of the week, then can ease in. A lot of people go away for the long weekend. She is kind of concerned about extending the year on the other end with snow days. It cuts into Summer Camp.

J. Lewis – Haven't heard enough about the academic reasons to change the date.

R. Horton going to school and then planning vacation might not be easy, but he thinks they would be doing a disservice to the students by going a little at a time.

K. Bazan MOVED to change the first day of the 2016-2017 school year to August 31st; SECONDED by: L. Picard,

T. Croteau realizes one teacher said something two meetings ago, but they finalized the calendar in March. He would have hoped something would have been said before. Thought the calendar was set. He has made plans to go away on the 31st. Wishes he knew that. He thinks they should do Open House after school starts.

J. Franklin advised the issue is Wednesday to Friday; the WTA did bring it up. She is not sure how it didn't get to the Board. The staff does assessments those days. If they start after that, she, for one, would be here every day to prepare. They generally come in on the weekend because they have just received student lists. They never have them before the formal workshop day. Then they would have the next weekend to get literacy prep done. They would be starting later than area schools. Feels it makes a difference when kids are competing against area schools on tests. We are behind; need to change when we teach certain things. Need to follow what Keene does. That is a common leveler when taking tests. If we are going to be compared to other schools on the test, it does show if we start late.

Val Carey thinks it is great if they can start with three days, then four and then five; thinks it is hard to come back and bam, start right in.

Thea Marsh feels they should ease into things with three days, then a four-day week and by the third week kids are ready for a five day week. She thinks Open House the day before school eases kids into it. She has been here for 16 years and they have always had Open House the day before. She is afraid it would become a conference time if it was later.

R. Horton thinks they lower the bar by telling kids we will ease them in.

Thea Marsh feels they need community building.

R. Horton feels the day school starts, doesn't change community building.

Megan Pouliot explained with Common Core they do benchmark assessments. Pre-tests can be stressful. Three days is great to get that out of the way.

J. Lewis it is a great conversation, but we're late. The calendar was approved in March. Thinks that is partly why the Board is feeling frustrated. It will change things.

E. Jackson advised a change in the start date will change payroll.

Sue Rice asked when the last day of school is this year.

J. Lewis – June 14th.

R. Horton feels the calendar has been approved and they should stay with it.

L. Picard feels people weren't given the opportunity to weigh in on it.

K. Bazan advised the topic has been part of numerous School Board meetings; they heard nothing and then voted on the calendar.

Joan Franklin advised she hasn't seen up-to-date minutes; weren't asked if they agreed with the schedule. Did advise they had concerns, doesn't think anybody knew they were late. Didn't know it was their responsibility to come back to anyone in March or April; **VOTED: 3-1-1 (R. Horton – no, T. Croteau – abstained), MOTION PASSED.**

R. Horton advised the school needs to do their due diligence to advise parents of the change and bring back feedback.

E. Jackson advised it will change the payroll a lot.

R Horton – Will have to sign everyone's contract and notify the WTA that the contracts need to be amended. Asked J. Lewis to bring to the Board and if willing to take one amendment, fantastic.

FINANCIAL REPORT:

The Board reviewed the Manifests and asked questions.

K. Bazan MOVED to approve the Accounts Payable Manifest in the amount of \$70,992.23; SECONDED by: S. Thompson, VOTED: 5-0, MOTION PASSED.

K. Bazan MOVED to approve the Payroll Manifest in the amount of \$222,858.95; SECONDED by: S. Thompson, VOTED: 5-0, MOTION PASSED.

K. Bazan MOVED to approve the Payroll Manifest in the amount of \$561.82; SECONDED by: L. Picard, VOTED: 5-0, MOTION PASSED.

*Charter Trust – Mim Johnson is the new Chair of the Trustee of Trust Funds. She doesn't want to do anything until she is done with training in June. E. Jackson advised \$46,910.00 has been allocated and \$44,396.37 has been spent from the Building Reserve Fund.

J. Lewis advised there are more things they want to do.

R. Horton advised using the whole amount allocated is fine.

E. Jackson will send a letter for the Board to sign.

*E. Jackson received the DOL report. The biggest thing is keeping the exits clear and flammables out of the area. They had a violation with hanging mobiles. Woodworking scrap materials need to be properly disposed of, there needs to be clearance in front of electrical panels, cables need to be put away so people don't trip. Need proper equipment for the workshop, guard on table saw, stair railings and storage on the third floor. The eyewash station is in.

E. Jackson advised someone is coming to move things out of the third floor.

E. Jackson – Need to be considerate of the cost to throw things away.

J. Miller – Need to talk with Steve about the theater room.

*Phone System – PBX – Fairpoint and INet were the only two bids. E. Jackson reviewed with the Board. Advised INet would have the capability, in the future, to bundle phone and Internet.

E. Jackson and the Board discussed using a hosted provider. They have bid out through the application process which qualifies for E-Rate.

*E-Rate meeting is next week. Applications close the 27th.

*Building and Grounds Maintenance position -have received one application. It is up on SchoolSpring.com.

- *Supplies – Some things on the general supply list were requested of parents; things the school may not provide is binders for seventh and eighth grade. It is a matter of knowing that the general supply list is available to all. There needs to be communication between staff and the Board.
- *Bussing bid – Still working on putting out the Summer Contract. It will be posted to the website. Marie Braley is going with Tucker Transportation for some things.
- *The auditors should be in, in the next week or two.

ASSISTANT PRINCIPAL'S REPORT – B. Stevenson:

- *May is a busy wrap-up month.
- *Last staff meeting will be held next week. They will finalize the book study with staff.

J. Franklin advised she shared a math resource which can be used with the math curriculum.

- *Lots of field trips taking place.
- *Standards-based report card drafts. Hope to have them finalized by June 8th and know what the educational training will be for parents.
- *CPI Training.
- *Seventh and eighth grade participated in program done by MCVP on Healthy Body, Healthy Minds; kids are learning good life skills.
- *National Prevention week; Monday Drug Awareness with speakers, and videos. It was really powerful. The kids were respectful and had great questions. The positive feedback was amazing.
- *NH Liquor Commission was here with beer goggles and obstacles. Also people were here from CHEW. Thank you to Jeremy Miller and his staff and Missy Caldwell.
- *Bullying Policy – Helps community and parents feel safe that we have things in place. It is 10 pages; it will need to be approved. There is an accountability piece for our school district, as well.
- *Kindergarten registration – over 20 families showed up.
- *Fifth grade – Working hard to prepare for debates. Debates will be held tomorrow from 9:15 am. to 11:30 am.
- *NECAP testing was held for fourth and eighth grades. Students said they worked hard; think things went well.

SUPERINTENDENT'S REPORT – J. LEWIS:

- *The Town-wide mailing went out. It includes information on the Public Forum. We saved \$1,000 doing it ourselves.
- *After-School Chorus has 36 students signed up. Mim Johnson is heading it up and Mary Johnson does the accompaniment on the piano.
- *Patty Ambrose is working on Medicaid; received a check for \$30,000. He wants to bring a recommendation to the Board to continue the position. He would like an acknowledgement to keep the position going.
- *CAST seems to be expanding. One of the projects he thinks is important is to do with smoking. Kids are being exposed to it; what can we do about that? Kids will do what they see.
 - L. Picard advised with her schedule she is able to attend the CAST meetings and she can continue to be there. Feels it is beneficial. There are lots of community groups; they made a commitment to put the public forum on their websites/calendars. There are 14 groups that went away talking about it.
 - L. Picard asked the Board to consider putting the CAST Committee meetings under Committee reports on the agenda.
- *Collecting data on people stopping at the stop sign.
- *Electronic Sign Brick Support work – Received quote of \$8,200, bringing a total cost for the sign, etc. to \$25,000. J. Lewis advised he has called a couple of other masons and will bring more information back to the Board.
 - R. Horton feels they need to be looking at things like the gym that needs bleachers, etc.
- *Reviewed status of position searches.
 - E. Jackson advised they have not allocated any additional funds for the Assistant Principal/Curriculum Coordinator position. There is not a line item for that specific position.

R. Horton feels they should keep Alt Ed as a topic; it can be budget-friendly and a necessary program to allow kids to finish school and graduate. Feels it is a very important piece to our school.

R. Horton feels there are some of our kids that probably should be part of the program sooner than later. Many high schools use VLACS as an opportunity to offer more things. It is an opportunity to offer alternative education. It could also be used in the Summer program for an advanced program.

COMMITTEE REPORTS:

Legislative Action Program:

E. Jackson advised there is a lot coming September 1st. The DOL just passed a new rule regarding salaried positions.

Scholarship:

Winchester Scholarship Night will be held on Monday night.

J. Lewis advised unfortunately he will not be able to attend.

T. Croteau advised 16 students have committed to showing up. Usually five or six more just show up that night.

Professional Development:

There was a meeting last Monday; switching report cards for next year. Workshop Day is Friday; will spend time discussing report cards.

Joan Franklin advised they met yesterday. They discussed laptops and Apple I-Pads that teachers have. J. Stanway needs to wipe them and acid tag them for inventory purposes. Joan Franklin advised they are now on credit cards; teachers have paid for the apps.

J. Stanway advised will need to reload apps.

E. Jackson doesn't think that is true.

Joan Franklin advised people wanted to know where J. Stanway will be situated in the building.

E. Jackson advised staff should send an e-mail to IT help if they have an issue.

J. Franklin is concerned with the color copier issue; had a lesson on that.

Energy Conservation:

R. Horton advised the Town is talking with someone to put solar panels at the fire station. They will let the School know when they meet with the company so we can be there.

R. Horton advised Shelly Walker has resigned. There will be someone else handling her duties.

L. Picard advised the Board has been asked by CAST to provide input, vision and strategic planning.

J. Lewis advised they have received a letter.

R. Horton advised they have had a discussion with the NHSB on Strategic Planning. Can we contact them to come in?

J. Lewis – Yes.

J. Miller advised he has contacted Steve; will get the stuff out of the third floor on the 27th.

That was fine with the Board.

K. Bazan MOVED to go into non-public session at 9:35 pm. under RSA91-A:3(c); SECONDED by: L. Picard, VOTED: K. Bazan – yes, R. Horton – yes, T. Croteau – yes, S. Thompson – yes, L. Picard – yes, MOTION PASSED.

K. Bazan MOVED to come out of non-public session at 9:40 pm; SECONDED by: S. Thompson, VOTED: K. Bazan – yes, R. Horton – yes, T. Croteau – yes, S. Thompson – yes, L. Picard – yes, MOTION PASSED.

K. Bazan MOVED to go into non-public session at 9:40 pm. under RSA91-A:3(b); SECONDED by: L. Picard, VOTED: K. Bazan – yes, R. Horton – yes, T. Croteau – yes, S. Thompson – yes, L. Picard – yes, MOTION PASSED.

K. Bazan MOVED to come out of non-public session at 10:28 pm; SECONDED by: L. Picard, VOTED: K. Bazan – yes, R. Horton – yes, T. Croteau – yes, S. Thompson – yes, L. Picard – yes, MOTION PASSED.

R. Horton advised while in the first non-public session under RSA91-A:3(c) the Board discussed a student issue and the second non-public under RSA91-A:3(b) was hiring.

K. Bazan MOVED to seal both non-public minutes indefinitely; SECONDED by: T. Croteau, VOTED: 5-0, MOTION PASSED.

T. Croteau MOVED to adjourn the meeting at 10:32pm; SECONDED by: S. Thompson, VOTED: 5-0, MOTION PASSED.

E. Jackson advised L. Picard if she wants the agenda/packet prior to the Friday before the meeting will need to let the Secretary know.

L. Picard knew they would need to discuss it.

K. Bazan MOVED to adjourn the meeting at 10:32; SECONDED by: L. Picard, VOTED: 5-0, MOTON PASSED.

Respectfully submitted,

Peggy Higgins
School Board Secretary

