

Tamworth School Board

1. Call to Order

A meeting of the Tamworth School Board was held at the Kenneth A. Brett School on Wednesday May 13, 2009 at 5:32PM. The meeting was called to order by Chair Laura Pike. Present were Board Members Dan Rowe, Laura Pike and John Cleveland, Superintendent Dr. Gwen Poirier, Principal Noel DeSousa, Finance Manager Joanne Dolbear, Special Ed. Director Pat Kehoe, and Secretary Kathi Brown.

2. Approval of Agenda

Add 9h AARA Food & Service Opportunity

Move item #8 Old Business, in front of #7 Committee Reports

3. Approval of Minutes (April 2, 2009; April 8, 2009)

April 2, 2009 minutes. John Cleveland made a motion to approve the minutes as amended on page 1 to read as follows: The purpose tonight is to show the public what makes up the \$250,000.00 decrease in the budget and then take visitor comments. Any correspondence that happened via email between board members, and the administration, regarding the budget, may be given to the public by email. Dan Rowe seconded the motion. Motion passed.

April 8, 2009. John Cleveland made a motion to approve the minutes. Dan Rowe seconded the motion. Motion passed.

4. Director of Special Services Update

Pat Kehoe handed out her report which shows one additional preschool student. She has received a stimulus fund application. She will be looking at existing and new programs that would benefit from the stimulus money. A rough grant proposal will be brought to the next board meeting. It is approximately \$110,000.00 over two years. You can not use it to supplant existing programs. Madison received the 21st century grant, which will expand our summer program to 5 days per week for 8 weeks. She handed out a parent involvement survey and explained that. Dan Rowe asked about the special education encumbrance amount and Joanne Dolbear and Pat Kehoe explained it.

5. Education Views – Specials

Lisa Ferguson – Music Teacher: Gave the board a hand out and spoke about her program. She also mentioned that the piano is getting old and within a few years they would need to look at maybe an electric keyboard to replace it.

Melanie McBrian – Art Teacher: Gave the board a hand out and spoke about her program. She also mentioned that at the upcoming arts night, each student will have one piece of their art work being shown. She would like to have artists come into the classroom and Dan Rowe will help come up with a list of local artists to give her.

Kerry Brooks – Physical Education Teacher: She was unable to attend due to illness, so Melanie McBrian presented for her. She gave the board a hand out and spoke about the program. She also showed a video of students in grades 4-8 doing two different activities. Laura Pike wants to know how much was raised for the Jump Rope for Heart program.

John Perkins – Library-Media Specialist: He gave the board a hand out and spoke about the program, along with showing a video about the Kenneth Brett research project that the TAG student's are working on. He would like to see the Technology Committee reinstated to help plan for equipment funding, curriculum, and technology issues as they come up. Laura Pike would like him to come back with more information regarding the old technology plan and what needs to be accomplished at the June meeting. Also to propose people to be on the committee along with a chair.

Noel DeSousa stated that there are opportunities and challenges being faced by the specialists. We need to see how it is organized and make future changes.

6. Visitor's Comments

Peg Custer: Spoke about the e-mail she received from Heather Booska regarding the carbon challenge in the classrooms and the town. She likes contact with the school.

7. Committee Reports

a. SAU 9/13 Reorganization Study Committee

Gwen Poirier has spoken with Paul Chant regarding this committee and the members will be contacted to set up a meeting. Laura Pike has a copy of a handout from Gwen Poirier regarding the process of withdrawing from an SAU. Paul Chant should also receive a copy of this document.

8. Old Business

a. D. Little Tamworth Master Plan

David Little presented a handout along with a CD with the master plan on it. He is asking the board to endorse the plan. He stated that the projected growth in the town, is for ages 65 and older. John Cleveland would like this to be put on the agenda for the June meeting, when Brenda Robinson and Dana Littlefield would be there also.

b. KHS Student Report D. Ulitz

Donna Ulitz stated that prior information that was given out regarding the honor roll at Kennett, for Tamworth students, was incorrect. SAU had received misinformation from Kennett. Donna presented a handout showing the correct honor roll information and it is consistent with other districts percentage wise. She is working with mostly at risk students at Kennett. Dan Rowe would like a report, quarterly (or whatever range works best) report card with various statistical information on it. Donna Ulitz stated that quarterly might be too often. She is currently working with eight kids who are falling behind as she is more concerned with the at risk population. Laura Pike would like Donna to create a paragraph describing what she is doing at Kennett that could go into the next Civic News. John Cleveland would like the rubric to be put on the website. Donna stated that we are another resource for the Kennett kids to use.

c. Budget Constituents

Laura Pike is looking for regular feedback from various committees on the “liaison reports”. Start this next month.

d. Administrative Hiring Process Information

Gwen Poirier spoke about the hiring process for the superintendent and who is on the committee along with deadlines. Dan Rowe would like to see a copy of the job description. John Cleveland recommends getting an industrial psychologist for the finalists. Gwen Poirier can give this suggestion to the personnel committee, but it has never happened before. Joanne Dolbear stated that the SAU budget is too limited to pay for this cost. Laura Pike would like to know what the state education process is. Then the principal search was discussed: a committee is formed with school personnel and community members. It could be set up by the board.

9. New Business

a. Occupational Therapist Job Description – Adoption

John Cleveland made a motion to accept the description. Dan Rowe seconded the motion. Motion passed.

b. Certified Occupational Therapy Assistant Job Description – Adoption

John Cleveland made a motion to accept the description. Dan Rowe seconded the motion. Motion passed.

c. Task Force

Noel DeSousa gave a handout to board members. If a consultant is used the process may change. We should visit Northwood, Chichester, plus other schools. It is an aggressive timeline. Noel spoke about who he thought should be on the committee and why. There is a need for community members and parents also. Dan Rowe stated that the first decision to make is whether there should be an outside facilitator or not. John Cleveland

said that it could be a facilitator or a consultant, but the facilitator is best. Dan Rowe thinks you need both a facilitator and a consultant as they come from a different perspective. Laura Pike said that since we will be spending money, you need to research into what or who is available along with the costs. Gwen Poirier should contact the NH School Board Association regarding this information. Dan Rowe wants to develop a spec sheet first as you need a scope of the work that needs to be done. John Cleveland will write up a spec (scope) sheet and give it to Gwen Poirier by Monday, and then to Noel DeSousa. Laura Pike feels that if board members are involved in the process, they can't be objective on the final vote as they need to be disconnected. Noel DeSousa feels that this would be a mistake as board members need to have ownership from the beginning. Dan Rowe agrees with Noel. John Cleveland says this is a high priority project. At next month's board meeting we need to review the spec sheet along with proposals.

d. OASIS Program – Sue Colton

Sue Colton spoke about this tutoring program to benefit at risk reading students. The volunteers need to commit to at least one hour per week with the same child throughout the school year. She would like it to start here in the fall. Currently, there are 25 kids in grades K-3 that need help. There is no cost to the school for the program, but there is a cost involved in the background checks. Noel DeSousa and Jackie Leathers will help with this program. Sue Colton would also like the school board members to consider becoming a tutor. This program benefits the kids, the school and the community.

e. Policy DIH Fraud Prevention and Fiscal Management

This is a first reading tonight and it will come back next month. Gwen Poirier needs to know whose name needs to go into the lines on the bottom of page 1 (superintendent or principal). The third page of the report is missing. Dan Rowe questioned the recommendations made by the auditors and if a reply is needed. He would like to see a response developed that the board would review first. Joanne Dolbear explained the reports that she creates and the ones that the auditors create.

f. Approval of 2009-2010 School Calendar

John Cleveland makes a motion to approve the calendar. Dan Rowe seconded the motion. Motion passed.

g. Approval of 2009-2010 School Board Meeting Schedule

John Cleveland and Noel DeSousa spoke about different dates that did not work for them and possibly changing dates. Board members felt that July should be put back in, if only as a work session meeting. Gwen Poirier stated that you are supposed to have a superintendent at the meetings so you might want to wait and check with the new one coming in. Laura Pike would like to wait to decide on the calendar until Dana Littlefield and Brenda Robinson can comment on it. We will bring in back in June.

h. AARA Food & Service Opportunity

This is to apply for stimulus funds, the purchase of equipment for the food service department. The funds would cover 75% of equipment, if you have a poverty level of 40% or greater. A new dishwasher is needed at a cost of \$14,000.00 with our cost being

\$3,500.00. The cost would be higher as wiring and plumbing issues need to be fixed. This cost could also be included in the grant. The application must be in by May 15th. If it is awarded, we would have 30 days to accept or refuse it. The money would need to be spent by September 1st along with installation completed by this date. John Cleveland made a motion to pursue this grant. Dan Rowe seconded the motion. Motion passed.

10. Superintendent's Report

a. Expenditure Report

Joanne Dolbear stated that if any critical items are needed, you should ask now. John Cleveland spoke about needing money for the task force. Dan Rowe said no, do not dip into the savings, and guard the money that is left. Laura Pike wants to know if the discretionary funds will cover the task force.

b. Professional Development

Today was the 3rd part of an in service on differentiating instruction. John Cleveland asked if there was an evaluation process on workshops and presentations. Laura Pike wants to know how we evaluate that the training has been implemented in the classroom. Would like to see examples of implementation in the ed views portion, so she can know that the teachers are using it.

Gwen Poirier also mentioned the Steve Seskin Tri Town event tomorrow night.

c. AYP

Gwen Poirier gave the board a hand out on AYP. John Cleveland wants to know what percentage of NH schools made AYP. Laura Pike spoke about test scores vs. our cost per student. We need to educate the community on NECAP, in simple language so the community can understand it. The report needs to be boiled down to the key points and put in the Civic News, sent home to parents, and/or hold a public forum. Gwen Poirier stated that it is dangerous to judge a school on one assessment. Laura & Gwen will work on this project together.

d. Other

None

11. Principal's Report

a. Monthly Update

Noel DeSousa gave the board a handout and went over it. He spoke about the economically disadvantaged population.

b. Other

Noel DeSousa gave a handout regarding the Global Chalkboard computer filter. Laura Pike asked what category face book fell under. Noel explained that there are different levels of security with students having the most security.

12. Visitor's Comments

Peg DeLong: On Donna's report, she would like to know the total number of drop outs at Kennett. How is the task force committee being formed. Brought about by Noel's initiative, a natural extension of the long term plan. Regarding the new dishwasher, you can get money back from the state for reimbursement. Grant monies could be used. Regarding Joanne Dolbears additional responsibilities, don't expend more than you are going to take in. Asked about the AYP progress and funding correlations.

13. Board Comments

Laura Pike enjoyed the poetry reading.

John Cleveland wants to push for opportunities to get the community involved, be explicit on the requirements.

14. Communications

a. ENERGY STAR

A letter was given to board members regarding this. It can come back to the master plan.

15. Non-Public Session

RSA 91-A: 3 II a, b, c, d, e

Dan Rowe made a motion to go into non-public. John Cleveland seconded the motion. In Non public at 8:47PM.

16. Action as a Result of Non-Public

John Cleveland made a motion to approve the parent request to retain attendance of a student until the end of the school year. Dan Rowe seconded the motion. Motion passed.

17. Personnel

a. Reappointment of Support Staff 2009-2010

Dan Rowe made a motion to approve the support staff re-nomination list as presented. John Cleveland seconded the motion. Motion passed.

b. Resignation of Paraprofessional

John Cleveland made a motion to accept the resignation of Marsha Deussen. Dan Rowe seconded the motion. Motion passed.

18. Adjournment

John Cleveland made a motion to adjourn the meeting. Dan Rowe seconded the motion.
Motion passed.

Respectfully submitted,

Kathi S. Brown, Secretary
Draft Pending Board Approval