

SCHOOL ADMINISTRATIVE UNIT #64  
Milton School Board Meeting  
Emma Ramsey Building  
Wednesday, August 24, 2016

PUBLIC SESSION MEETING MINUTES

**School Board Members in Attendance:**

Douglas Shute- Chairperson, Luella Snyder, Stefanie Berry, Peg Hurd, Laura Noseworthy- Secretary Excused: Paul Steer

**SAU Representatives:**

Earl Sussman- Superintendent of SAU #64, Anne Kebler- Student Director, Scott Currier- Principal of Nute Middle/High School, John Safina- Principal of Milton Elementary School

**Public in Attendance:**

Bob Carrier, Larry Brown, Herbert Hamblen, Samantha Hamblen, Zachary Gerard, Thomas Richards, Angela Kane, Thomas Mcdougall, and Lynette Mcdougall

**Public Hearing:**

1. Called to Order/ Flag Salute:
  - a. Douglas Shute- called meeting to order at 6:00PM
  - b. Stefanie Berry led the meeting with Pledge of Allegiance

**Enter/End Non-Public Session:** Pursuant to RSA 91-A:3, II (c)

1. Luella Snyder motioned to go into nonpublic session at 6:01PM. Seconded by Peg Hurd Vote 4/0/0 Peg- Yes, Stefanie- Yes, Luella- Yes, and Douglas- Yes passed
2. Peg Hurd motioned to come out of nonpublic at 6:37PM. Seconded by Stefanie Berry Vote 4/0/0 Peg- Yes, Stefanie- Yes, Luella- Yes, and Douglas- Yes passed

**Public Hearing:**

1. Public Comments:
  - a. Thomas Richards, Zachary Gerard and Samantha Hamblen addressed the board about the soccer season being cancelled by the Athletic Director as there were not enough players. Thomas told the board that they have 15 players willing to play and requested that the decision be reconsidered. Scott Currier asked to speak. He stated that he was the one that made the decision not the Athletic Director. He made the decision because there weren't enough players- only 8 to 10 coming to practice and it was a safety issue. Stefanie Berry asked Scott Currier what he did before making his decision. He stated that he personally called 10 other students and asked them if they were interested in playing before making his final decision. Scott stated that if they had 15 players show up on the field for practice that he would reverse his decision. Herbert Hamblen asked the students if all of the players had the equipment they needed to play. Thomas Richards stated that most of them did but

they also have had offers from towns people who were willing to donate. Thomas also stated they had the physical form done. The board applauded the students for coming to the meeting, coming forward and how they delivered their message to the board.

2. Minutes of Prior Meeting:
  - a. 8/10/16 public minutes
    - i. Stefanie Berry motioned to approve minutes, Seconded by Peg Hurd with changes to be made for spelling on Anne, Stefanie and Masco names
    - ii. Approved 4/0/0 Peg- Yes, Stefanie- Yes, Luella- Yes, and Douglas- Yes passed
3. Administration:
  - a. Principal's Report:
    - i. Luella Snyder requested that the board be given the administration handbook changes sooner and asked that they are given by the end of July next year.
    - ii. John Safina Reported to the Board:
      - Changes to the MES Handbook and Parent's Handbook. He stated that all the requested changes were in red. The changes that were made in the MES Handbook are dates of early release days, communication- Monday Memo became EMOS, Purple Pages- Staff to take part in writing some of the parts, emails from teachers to parents also needs to cc him, Health & Student Services addition from the nurse, Parent's Right to Know- word for word from Department of Education, Back on Track, Student Support Center changed to New Partners Program but Student Support Center was left for now as it could still be used in the future but will come out of the Parent Handbook.
      - Changes to the Parent Handbook changed early release dates, teacher workshop days, new website address, nurse addition, Parents Right to Know, Lunch Prices and New Staff List- he will update it fuller after the board answers on the new hires at tonight's meeting.
    - iii. Stefanie Berry motioned to accepted all changes in both handbooks, Seconded by Peg Hurd 4/0/0 Peg- Yes, Stefanie- Yes, Luella- Yes, and Douglas- Yes passed
    - iv. Scott Currier- Reported to the Board:
      - Some changes were made to the summer school and enrichment classes. Summer School changes allowed students to work at their own pace- some finishing early. Each had an individual plan of what they needed to work on for credit recovery. They used the PLATO computer program. In the Enrichment Summer Program, students took part in cooking, agricultural program, and went on day trips Mondays and Tuesdays hiking, walking the Ocean bike and walking trails, and to some State Parks.
      - Staff and Peg Hurd from the Board went to Summer Summit. At the summit, the team from Nute discussed and developed goals for our

school for the upcoming year. This will be presented to staff on August 29<sup>th</sup> and 30<sup>th</sup>.

- Class Offerings- Running Start courses- through agreement with Great Bay Community College, students will be able to take a college algebra course at Nute High School taught by a teacher from Nute. Nute offers a total of 6 college courses at this time. A graduating student could graduate with 18 college credits if they took part in these classes.
  - Nute is working on Student Senate changes. Peg Hurd asked Scott about a student sitting on School Board at least once a month. Scott agreed. He stated his current focus was getting the school foundation set on Student Senate then he would be willing to expand. Earl Sussman suggested that John Safina could have younger students come from MES and lead the pledge of allegiance and/or sing a song.
  - Scott applauded Bob Adams and the maintenance department for getting the school ready for the school year and helping make the entryway more appealing. He stated that they were working on getting a show case built with the help of Friends of Nute to better display the plaques and accomplishments of both current students and alumni.
  - August 15- the sports seasons opened with tryouts for High School Soccer and Volleyball. Farmington- Nute Football started- August 10<sup>th</sup>.
  - Scott and Jen have met with Principals from Laconia Middle School and Contoocook School to discuss the site visit schedule. This idea came out of the Summer Summit to talk, collaborate and get new ideas of how other schools are dealing with similar challenges. They are looking to begin the process in October.
  - Scott will make a presentation to the Board on Summer Summit Goals at the second meeting in September. He will bring the equipment needed to present the materials. He will request that Earl Sussman add it to the agenda for that meeting.
  - Nute Handbook changes- Students' dates, Community service added in for the new freshman class. National Honor Society will need a total of 40 hours- 20/20, dress code, student conduct- tobacco, vaping, e-cigarettes. Changes will also be added about diplomas after the School Board updates their Policy on diplomas. Stefanie asked if it could be done tonight. Doug stated It could not be done tonight as there has to be 2 hearings on it before it can change.
  - Luella Snyder motioned to accept changes to Nute's Handbook Seconded by Peg Hurd Vote 4/0/0 Peg- Yes, Stefanie- Yes, Luella- Yes, and Douglas- Yes passed.
- b. Student Services Report:
- i. Anne Kebler- Reported to the Board-

- She would be going out for 4-6 weeks for hip replacement surgery.
  - Partner Program- staff in the program have had 3 days of training, cubbies are being built by maintenance. Special Education students that were out sourced out last year- one is coming back at the beginning of the school year, one will be coming back and 1 has moved out of district. Stefanie requested from Anne the special education SAU withdrawal planning- positions we have now and what we are losing.
4. Superintendent Report:
- a. Earl Sussman- Reported to the Board:
- Last week he went to The State Education Meeting with Reps from The Education Department and Peg Hurd. At the meeting they spoke about the School Improvement Grant for Nute High School & Library. He has signed the intent to apply for the grant. Scott and Jen will work on the grant. They have bench mark dates and money allotted for each school. They need to look at if it will be for one or two years, past grants, our needs, students, achieving goals and plans. Peg Hurd had nothing to add. She enjoyed the meeting, the workshops and being able to get to know the staff that attended.
  - Tomorrow is Wakefield's 1<sup>st</sup> Professional Day and Milton's is August 29<sup>th</sup> at Nute for both MES and Nute. The Board is invited to come. They will be serving breakfast at 7:45 AM and the meeting will start at 8:15AM. Earl will address the staff first then the Board can speak if they wish.
  - Café Service- Nate reached out to them and Earl will follow up with them. The Board to email Earl and Kathy their questions for them. The Board wants a copy of the contact. Peg stated she has it and will provide it to the board.
  - Stefanie asked Anne about Bright Beginnings and would like her to review the service at the next board meeting.
  - The joint SAU # 64 meeting will be at the Paul School on August 31, 2016 at 5:00PM.
  - Larry Brown will find out what budget information we have for our district, interest and the total proposal for Milton for the Public Hearings.
5. Old Business:
- a. SAU Planning
- i. Stefanie proposed a motion for a working document with 2 options. Peg Hurd seconded for discussion.
- Stefanie would like it to be written out so it is easier for the town's people to look at, instead of going back to read all the old minutes and have to dig for the information.
  - 1- Contract Out Budget Pro's and Con's and 2- In-house SAU- facilities, positions, policy, technology.
  - Doug commented that things have changed that need to be discussed in non-public.

- Doug stated that all of the policies need to be changed and Wakefield needs to be taken out of them.
- Doug asked Earl where we currently stand. Earl stated that the academic part is being worked on. The Professional Master Development plan includes both Wakefield and Milton. It needs to be separated out so we each have our own. Anne is working on the SPED Plan for both Milton and Wakefield.
- Earl will have a committee report written.
- Nate has the asset inventory done. Wakefield is asking that two Milton Board members and two Board members from Wakefield be appointed to go through things. Doug stated that we could not do that as Wakefield wanted to take the money out of the surplus-money for each item. Then we would get together to decide what we have.
- \$2000 to be used for the move to Damon House. Earl, Doug, Lue, and Kathy need to figure out what can be moved to Damon House. Earl stated we would save some money because we will use community service people to assist us. Kathy will assign boxes, Milton School Records, that can be moved then asset stuff.
- Somersworth- Earl Spoke to the Superintendent there. She stated that they would be back in contact the 2<sup>nd</sup> week of August. SAU will move to the Damon House- The Facilities Committee needs to meet. Doug stated that the current budget is at \$347,680.70, as of now, to withdraw. But it will change as the Board makes decisions. We, as a Board, need to figure out what we are doing and we need to discuss this in non-public.
- Action Plan reviewed-
  - Building- Paul and Lue
  - Staff Position/Job Descriptions- All
  - Maintenance- Earl
  - Technology- Back Bay and Earl
  - Policy- Stefanie and Lue
- Doug will meet with Nate and show him where we have saved money by combining jobs.
- Budgets for the SAU and the Schools to be looked at. All items need to be reviewed to make sure they are under the right budget. Once identified the item(s) will be moved to the right budget.
- Public Comments:
  - Anne Kebler- agreed with Stefanie that a working document makes sense.
  - Lynette Mcdougall stated start it now with what you do know for information so later there is not any bottleneck.
  - Doug thanked them for their comments.

- Peg stated she would be willing do the working document and to pull it all together.
- Stefanie withdrew her motion as it was decided the Board has the information and it will be in the format she was requesting.
- Bob, Earl, Lue, Doug, and Kathy walked through Damon House to figure out what needed to be done to the building to move in. Items identified were first pass, Building Access and Codes, Phone System, Internet Access, Asset List- what we have or needs to be sourced out and what the total money amount will be. Repairs identified as needing to be done now- floor flexing, need to decide what type of flooring makes sense in what location- carpeting, linoleum etc. Need to look if the money for repairs can come out of the Repair Trust Fund.
- Stefanie asked Bob what the drop date was. Bob stated he is on it as it is a project.
- Budget Meeting on 8/31/16- Larry Brown is unsure what the plan is for the meeting.
- Doug Shute motioned to assign Peg and Lue to the Asset Committee. Seconded by Stefanie Berry Vote 4/0/0 Peg- Yes, Stefanie- Yes, Luella- Yes, and Douglas- Yes passed.
- Stefanie suggested that the asset list of items also be given to the Principals to look over as they may have a need for it at the school. The Board agreed.
- Doug stated that this is all a work in progress and we are still making decisions.
- Anne Kebler stated the IDEA Grant was consolidated up until this year so the asset list may have items purchased though IDEA Grant on it. Nate and Anne to look at it to figure out what the items are.
- Luella Snyder motioned to not go with Somersworth. Seconded by Douglas Shute for discussion.
  - Luella- Somersworth does not have Milton in their best interest. We are not their priority. We need a team that is going to think about us and only us. We would not have a vote on their school board. Milton is looking up with the administration and Superintendent. Milton needs to be our own again not placed on a desk and overlooked. We need what is best for our students, parents and town. Under their control the chair would be the only one that could call the SAU in Somersworth. They have not met our deadlines.
  - Final Vote on the above motion 4/0/0 Peg- Yes, Stefanie- Yes, Luella- Yes, and Douglas- Yes passed.
  - Earl will contact Somersworth tomorrow.

6. Public Comments: None

7. Non-Public Session: Pursuant to RSA 91-A:3, II (a), (b), (c)

- a. Luella Snyder Motioned to go into nonpublic session at 8:46PM. Seconded by Stefanie Berry Vote 4/0/0 Peg- Yes, Stefanie- Yes, Luella- Yes, and Douglas- Yes passed.

Respectfully Submitted  
Laura Noseworthy  
Secretary

Minutes Approved on: September 14, 2016