

**School Administrative Unit #64
Milton School Board Meeting
Wednesday, June 11, 2014
Nute High School Library and Community Room**

School Board Members:

Ann Walsh – Chairperson, Brandy Banks, Andy Crone, Douglas Shute, Paul Steer

Administration:

Michael Tursi – Superintendent of SAU #64, Andrew D’Agostino – Business Administrator,
Anne Kebler – Student Service Director, Caroline Roberge – Nute High School -Assistant Principal

Visitors:

Miranda Myhre, Randi Myhre, Lue Snyder

Presenters:

Jen Leavitt and Scott Currier

Ann Walsh called the meeting to order at 6:02pm. Paul Steer led the Pledge of Allegiance

Ann Walsh made a motion to exit the public session of this meeting and to enter a nonpublic session pursuant to RSA 91-A-3II b. Paul Steer seconded the motion. The school board voted as follows on this motion: Walsh – yes, Banks – yes, Crone – yes, Shute – yes, Steer – yes.

Yes – 5, No – 0, Abstain – 0

While in nonpublic session the board held a student hearing.

Andy Crone made a motion to return to the public session. Brandy Banks seconded the motion. The school board voted on this motion as follows: Walsh – yes, Banks – yes, Crone – yes, Shute – yes, Steer – yes.

Public session was resumed at 6:55pm.

Public Comment:

There are no public comments at this time.

Administration:

Professional Growth Plan:

Jen Leavitt and Scott Currier presented the *Professional Growth Master Plan for School Administrative Unit #64*. This plan will be submitted to the state for final approval. The state approved final draft will be brought back to the school board to be voted upon. The entire plan will be posted on the SAU #64’s website.

- Teachers will have Student Learning Objectives.
- Paraeducators requirements are included in this plan.
- Mr. Shute questioned if this document includes parental involvement. Mr. Tursi responded to the question. Parental involvement is no part of this plan as this plan is for teacher growth.
- The state has a rubric which will be used for parent involvement.
- The plan outlines:
 - ❖ How to collect student data and properly use the data
 - ❖ Developing, Implementing and Documenting Individual Professional Growth Plan
 - ❖ Requirements of teacher recertification and paraeducators.

Financial Reports:

Monthly Expense Report:

- Change in the monthly expense report due to the following: e-rate telephone refund, fuel cost went over budget, teacher stipends, employees hired from an employment agency, and extra bus maintenance due to the cold winter weather.
- Food Services are projected to have an \$80,000.00 deficit. Currently missing from this report due to information not received yet are the reimbursement fees from free and reduced lunches as well as the actual number of lunches served.
- The Health Insurance line as reported last month was at a surplus. Is it still at the same projected rate? Answer: movement in insurance can't be projected. Movement would be for example – a staff family having a baby.
- The Special Education line changed due to out of district placements. Nine placements occurred after the current budget was in place. Therefore these are considered unanticipated placements. This helps to explain the \$35,000 deficit in the Special Education budget.
- It would be the board's decision to use a portion of the Capital Reserve Fund to cover this deficit. The school board is trying to have the Capital Reserve Fund reach a minimum balance of \$100,000. The fund is not at that base amount as of this time.
- VHS is paid in installments.
- Transportation ran into a problem of not budgeting enough money for people who worked extra hours.

Revenue Report:

- Adequate Education Grant – the state sent less money than was on the tax report. Mr. D'Agostino has placed a call into the state to question why less money was sent.
- WE are doing very well in obtaining Medicaid reimbursements.

Grant Overview Report:

No report at this time.

Andy Crone made a motion to accept the treasurer's report for the month of April. Brandy Banks seconded the motion. The board voted on this motion as follows: Walsh – yes, Banks – yes, Crone – yes, Shute – yes, Steer – yes.

At this time the board was told of two school employees that will be retiring at the end of this school year. The board decided to make a gift of a check for \$100.00 towards each of the retirement parties. Douglas Shute made a motion to approve the decision of a \$100.00 gift towards each of the retirees' parties. Andy Crone seconded the motion. The board voted on this motion as follows: Walsh – yes, Banks – yes, Crone – yes, Shute – yes, Steer – yes.

Student Service Director Report:

- The purpose of the Focus Monitoring Process is to review policies and procedures.
- The IEP (Individual Education Plan) process is separate from the Focus Monitoring Plan. This report is just a portion of the entire IEP Report.
- The Focus Monitoring Process has not been done in prior years.
- There are fourteen indicators that the Department of Education will be looking at.
- The report that was received last August showed that Milton was not in 100% compliance.
- The Dept. of Ed. came and viewed student files looking for possible noncompliance issues.
- Prior to the Dept. of Ed. coming, they sent information on what they would be looking for.
- The policy manual was not updated when that state came in November.
- The Dept. of Ed. has extended the dates for compliance.
- One issue was that parents are by state requirements to receive a notice ten days in advance of a meeting for their child. We were not following this requirement.
- Another issue, within fourteen days of a student's Special Education decision a notice must go out to parents. Again we were in noncompliance in this requirement.
- The area of writing measurable goals for Special Education students was in noncompliance. There will be retraining for all staff on Writing Measurable Goals.
- Bigger focus will be in the proper writing of an IEP.
- We are looking into revamping the preschool to have an equal number of IEP and non-IEP students.
- For any steps taken with a Special Education student, prior written notice must be given to parent/guardian.
- All student files that were cited by the state for being in non-compliance have been corrected.
- As a result of this report, our Special Education Department has been very thorough in bringing all up to compliance with state requirements.

Superintendent's Report:

- Superintendent Mosca will be coming to Milton on July 9, 2014. Supt. Mosca is willing to put together a package showing the costs involved of sending out students to Somersworth High School.
- The superintendent of Farmington informed Mr. Tursi that Farmington has the capacity to accept all of Milton's students. With Milton's students added to their student body, Farmington would be at full capacity.
- Mr. Tursi called upon Tim Eldridge's services. Mr. Eldridge took a school bus ride from the farthest point in Milton to Noble High School. It took Mr. Eldridge 1 hour 11 minutes. This time

is without allowing for stopping to pick up or let off students. The average bus time for a student would be 1 ½ hours. Mr. Tursi does not recommend this length of a bus ride for any student.

- Mr. Tursi was able to speak with Dan Bisson. Mr. Bisson would be willing to come to do the facilities analysis.
- Friends of Nute would like to have access to room 13 as soon as possible in order to work on that room.

At this time the board members discussed what questions should be asked of other school's board members.

Question 1: What were the reasons for the school's withdrawal?

Question 2: What issues led up to the withdrawal?

Question 3: How is the working relationship between the board and the superintendent?

It was noted that Middleton will still be part of the same SAU as Farmington. Middleton's board will look into separating from that SAU in the coming year. The same issue occurs with Rollinsford.

Brandy Banks and Andy Crone will contact Farmington and Middleton with these questions.

Brandy Banks and Ann Walsh will contact Rollinsford to ask these questions.

Somersworth will be coming to Milton and the questions will be posed to them at that time.

The board members will need to gather all information on the benefits of each school being considered (including Nute) in order to fully inform the community.

- MSA680 board was interested in Milton students; but has not moved towards any desire for discussions.
- It was also decided not to recommend any student spend more than two hours a day on a school bus.

Old Business:

Roofing Bids:

- The discussion was tabled in a prior meeting.
- The recommendation by the subcommittee is for the board to go with the B.R. Jones Company for the roofing needs of the school.
- The B.R. Jones Roofing Company's bid was \$66,180.00 for the 1959 office, classrooms and gym.

Brandy Banks put forward the motion to accept the B.R. Jones Roofing Company bid of \$66,180.00 for the 1959 office, classrooms and gym roofs. The funding would come from a fund already established for roofing needs. Paul Steer seconded the motion by Brandy Banks. The school board voted as follows on this roofing motion: Walsh – yes, Banks – yes, Crone – yes, Shute – yes, Steer – yes.

A question was raised by Mr. Shute as to eating in the auditorium. "Attending the concert and PTA ice cream social on May 30 at Nute High School Auditorium, I noticed that individuals were eating ice cream and drinking in the auditorium. An announcement should have been made at the start of the event, NO Food or Drink In The Auditorium. The saddest thing of all was that our own staff was drinking and eating ice cream in the auditorium. Why do we have policies?"

There was no answer given to this question.

Committee/Board Member Reports:

Park and Recreation:

Douglas Shute informed the board that the Parks and Rec department will be getting better about sending out notices of their meetings.

Facilities Committee:

This subcommittee received more information on the costs of and the efficiency of the School Dude computer program. Funding for the cost of this program will need to be looked into.

Mr. Tursi was excited to bring information to the subcommittee concerning an Agricultural Science Greenhouse to be erected at Nute High School.

- The size of the greenhouse will be 12ft. X 20ft.
- This will be used for a new high school class next school year.
- All supplies have been order for the greenhouse.
- Placement would be possible next to the work area.
- The blue trailer would need to be moved next to the other trailer. The cost of moving the trailer would be \$300 to \$350.00.
- Several students are interested in coming during the summer to help set up the greenhouse. The students will earn extra credit for their help.
- The blue trailers are school owned and used to store items not currently in use.
- The suggested site for the greenhouse would require minimal ground work. It would also be a safer spot to guard against vandalism and accidents from snow plowing.
- It is also planned to have a terraced area in which the students could grow vegetables to be used in the cafeteria.
- Mrs. Banks volunteered her time and that of her excavator to assist with the terrace.

Mr. Shute would like permission form the board to remove 4 X 4's and use his chainsaw to trim trees (he will be using all necessary safety equipment). Before accepting Mr. Shute's and Mrs. Bank's (use of excavator) offers, the board will need to look into the school's liability in the event of an accident.

The town of Milton's Budget Committee has asked to have hard copies of the school's expense report.

There will be a policy subcommittee meeting on June 25, 2014.

School Board Business:

Policies second reading:

BIF – Standard Operating Guidelines

The motion to approve the BIF policy was made by Andy Crone. Brandy Banks seconded the motion. Douglas Shute made a comment concerning this policy. His comment: "I strongly feel the passage of this policy is not about running the School Board. It's about taking away the rights and the voices of certain members of the board. This policy gives total control to the chairperson. The chairperson is to run the meeting in an orderly manner only. Can be given

other certain duties by the rest of the board, by voting. It's a board of five not of ONE. A little sarcasm: When the chairperson enters the room; should I stand at attention or bow?"

The board voted on the motion to approve the BIF policy as follows: Walsh – yes, Banks – yes, Crone – yes, Shute – **NO** (it was asked to have the NO bolded), Steer – yes.

GBEF – School District Internet Access for Staff

GBEF-R – Acceptable Internet Use Procedures – Staff

JICL – School District Internet Access for Students

JICL-R – Acceptable Internet Use Procedures – Students

A motion was placed before the board by Andy Crone to approve the above four policies.

Paul Steer seconded the motion. The board voted to approve the policies as follows:

Walsh – yes, Banks – yes, Crone – yes, Shute – **NO**, Steer – yes.

A motion was made by Andy Crone to re-enter nonpublic session pursuant to RSA 91-A-3II b at 8:33pm.

Brandy Banks seconded the motion. The board voted on this motion as follows: Walsh – yes, Banks – yes, Crone – yes, Shute –yes, Steer – yes.

During the nonpublic session nominations for the upcoming school year were discussed.

Andy Crone made a motion to end the nonpublic session at 9:03pm. Paul Steer seconded this motion.

The board voted on this motion as follows: Walsh – yes, Banks – yes, Crone – yes, Shute –yes, Steer – yes.

Andy Crone made a motion to adjourn this school board meeting at 9:05pm. Paul Steer seconded the motion. The board voted on the motion to adjourn as follows: Walsh – yes, Banks – yes, Crone – yes, Shute –yes, Steer – yes.

Respectfully submitted by,

Beth Seldin

Recording secretary