

School Administrative Unit #64**Milton School Board Meeting**

Wednesday, May 25th, 2016
Nute High School and Library
Public Session Meeting Minutes

Chairman Shute called the meeting to order at 6:00 pm and welcomed everyone.

Members in Attendance: Doug Shute – Chairman, Brandy Banks, Stefanie Berry, Lue Snyder, Paul Steer, Jennifer Clarke – Recording Secretary

Administration: Michael Tursi – Superintendent of SAU #64, Nathan Castle – Financial Manager, Scott Currier HS Principal, Doug Kilminster ES Principal, Jocelyn Young ES Assistant Principal

Public in Attendance: Bob Carrier, Pat Smith, Pam Smith, Richard Krauss, Mike Beaulieu Town Selectmen, Bob Adams, Mary Wilson, Miranda Myhre, John Katwick, Karen Brow, Barbara Hughes, Chief Krauss, Mary Wilson, Anne Kebler, Lisa Alexander, Steve Elliot

Pledge

Roll Call: Lue Snyder, Paul Steer, Brandy Banks, Stefanie Berry, Chairman Doug Shute, Michael Tursi, Nathan Castle

Public Comments: None

Action on Minutes:

1. May 11th, 2016 Public minutes– Motion to approve 5.11.16 Public meeting minutes as amended, made by S. Berry. Second by L. Snyder. Motion passed. Vote yes (5-0-0).
2. May 11th, 2016 Nonpublic minutes– Motion to approve 5.11.16 Nonpublic meeting minutes as amended, made by P. Steer. Second by S. Berry. Motion passed. Vote yes (5-0-0).

Public Discussion:

1. **SRO costs update with Chief Krauss** – the grant is \$125,000 cap for 3 years, must keep officer for fourth year. Town 25% the first year, 75% the second year and 75% the third year. It can be broken in a different way so that it is easier each year for the 3 years. Chief Krauss gave the Board a breakdown spreadsheet.

Chief Krauss noted that everything in 2020 has to be covered by the town for the fourth year.

Chief Krauss noted that the officer is in the school 70% of the time, shared by Elementary and High School and available for the PD for the other 30%.

Chairman Shute mentioned that the district is in the default budget there is not a line for the new officer. Chief Krauss stated they will not know until September/October about the grant with a vote by the public in March 2017. Will need to have a public hearing regarding the grant to determine what the residents want. The officer wouldn't start working for the town until July 2017. The town has a line for the officer that is not being used.

Chief Krauss stated that the thought on this SRO is to build a diversion plan for the students of the town. Used to use Chances in Farmington, but they are no longer open. There is nothing to service the children other than the court system at this time. They go before a judge, get a sentence, and then go into a program.

Chief Krauss noted that if the 5th year the residents decide they don't want the officer, and the school does, it will all go to the school budget. If neither wants to keep the position, the officer will be laid-off.

M. Tursi noted that this is good timing to determine a budget for 2017 if the public determines it wants the officer in the school.

Superintendent's Report:

1. **Vision Statement Approval** – *“Milton is where all learners develop the knowledge, skills, and confidence to be productive, contributing, respecting members of their community and society.”*
 1. Three years ago M. Tursi asked all staff of the school and posted in community forums the question; what words they think in regards to community and school. There was 9 pages of words and comments. It was then put through a software program called Worddle which takes out the key words. After, a group of shared leadership vetted what had been produced from the software, got their suggestions and what came about was the new vision statement. Even further vetting happened when the new vision statement was brought to the Elementary School, and people were asked if they liked it, could live with it, or didn't like it. All but one said they liked it, the other one said they could live with it.

Motion to approve the new vision statement made by B. Banks and second by P. Steer. Motion passed. Vote yes (5-0-0)

Administration Comments:

1. **Curriculum Coordinator's Report** –
 1. Credit for Life – Junior advisors attended and truly thought it would be a good program to bring into the school to teach life skills. Taught the attendees about credit scores, wages, finding a place to live, getting a car, budgets, food, etc. It was an eye opener for the students. Would like to bring it to Nute next year.
 2. Finishing up NWEA for math testing, she will the results to the board when they come in.
 3. M. Tursi – Intended to ask for curriculum approval tonight, but because some of the members did not have a copy will bring to the June meeting.

2. **Student Services Report** –

School Based Counseling / Overview of Services for Behavioral and Mental Health:

1. Guidance Counselor – provides: direct classroom, 1-1 and small group counseling, homelessness, advocate for students, 504 coordinators, master scheduling, Power School, emotional support, academic planning, college planning, special-education and 504 teams, collaborate with teachers and parents, coordinate PSAT's and SAT's
2. Universal Interventions – Health Services, transitional services consultation, rights under the McKinney Vento Act (Homelessness)

3. Targeted Interventions – School Assistance Counselor: assists students that are at risk for substance abuse, behavioral issues, grief counseling, etc. Psychologist: Observations, informal assessment, functional behavioral analysis, special education referral. Community Partner Services: home-based services, meets with families, psychiatric and psychological services through community partners. S. Berry – they have to go to Rochester to do intake? A. Kebler – they have to go to Community Partners directly, yes.
4. Intensive Interventions – Special Ed. referral, psychiatric evaluations, out of district placements, alternative learning plans, extended learning coordinator, North Star for at risk kids for drop-out, Northeast Passage for recreational therapy and life skills, Strafford Learning Center social workers. Chairman Shute asked if there were any drop-outs at this time. M. Tursi stated they are watching 3 students.
5. Pros and Cons – Pros: students have access once they are enrolled with the Community Partners, there's family engagement which has been well-received, student concerns are taken into account with administration, students have reported they feel very positive about the program, no transportation issues (except for maybe the intake) and students that may not have been able to participate in counseling before can now that it is offered in the school setting. Cons – understaffed, long waiting list, intake is a barrier, referral process is longer than would like. S. Berry asked if A. Kebler can request more days at the school to meet with the students.
6. New England Children's Center for intensive behavioral analysis; 1 on 1 intensive paraprofessional support, partner program classrooms for students with neurological disorders, ABA tutors, etc. B. Banks would like to have numbers for New England Children's Center for review.
7. Costs – Total through May \$2600 and budget total for Community Partners was \$7650 (approx.)
8. L. Snyder – Is this one of the programs that other schools can send students into. A. Kebler stated that there isn't room for that currently, but it has happened in the past where a student from another school can be [tuitioned] into the program. Information can be sent into the Board if desired.
9. S. Berry asked if parents need to agree to the extended school year involved with the program. A. Kebler stated that yes, parents must approve; she mentioned that it is a great benefit for all students enrolled.

2. Principal's Report –

1. Testing Administration – Participation in NWEA and The Smarter Balanced assessments for 6-8th graders, 8th and 11th graders completed NECAP for science exam for the state.
2. Milton Elementary Visit – May 18th 6th grade team along with admin and guidance visited with the 5th grade to talk about transitioning to the Middle School. Had a meet and greet. Also the 6th grade team worked on pre-assessments of the 5th graders as to the development of classes for next year.
3. Student Led Conferences – 6-12th graders lead conferences with their teachers and families before April break, regarding the work done over the year. The parents had the opportunity to tour the school and discuss opportunities for their students. Happy with the turnout and will continue next year.

4. Junior Prom – May 14th Junior Prom was held at Ashworth by the Sea and grand march at the High School. It was a big event for the students and they had a large turnout. The students had a great time and did a wonderful job setting up, they were complimented by the event staff.
5. Step-up Day on June 2nd
6. Senior Banquet was May 24th, the students represent the school well.
7. Senior trip request to go white water rafting Sunday or Monday after Finals and grades are verified. They will be fundraising for themselves.
8. Dates of mention: June 8th Senior walk in full cap and gown. May 25th the 6th graders went to UNH and got to meet with professors and the football coach; they are building solar powered cars and got to discuss this.

Motion to allow the Senior class to go on a self-funding trip after finals made by P. Steer and second by S. Berry. Motion passed. Vote yes (5-0-0)

3. Elementary Principal –

1. SWIFT Assessment Tool – M. Tursi stated that SWIFT is an excellent tool and very good results based on the analysis. Inclusive and personalized education. Interviews come from leaders, teachers, parents, and then the tool is used to analyze. At the school there is site-based leadership. A group meets twice a month for an hour and a half, to discuss structure, curriculum and assessment. Data from the students is collected as well. Math grades have gone up. Multi-tiered support is still being worked on as far as behaviors. M. Tursi stated that he had the honor of highlighting the excellent results at a statewide NH quarterly meeting in Keene. S. Berry asked where the results come from. Principal Kilminster stated that when they are interviewed they are asked questions in regards to such topics as family engagement; has there been group activities? When? How many held? What kinds? Etc. M. Tursi noted the key to the assessment is that it is done by an outside, non-bias group.
2. Students at Risk – Many crisis this year, asked for an informal assessment including the number of kids with risk factors in their lives, missing parent, domestic violence, incarcerated parents, homicide, substance abuse by parent; this year the volume of children with families in crisis was a concern. P. Steer noted it's something you don't think about. L. Snyder asked if any of the students involved in more than one risk factor. Principal Kilminster answered yes, some students in the school are dealing with several.
3. Family Engagement Team – meeting was held in March, April, and May. The team is made up of parents, teachers, admins, and Title 1 Director Jen Leavitt. The team used the protocol called "Family Engagement Tool" to examine the school's family engagement practices. The protocol was developed by the School Community Network and is helping to identify ways to make communications more consistent throughout the school.
 - a) Priorities – has recommendation that would help parents to get more consistency among grade levels, another parent teacher conference later in the year and ability to schedule a meeting during office hours for example. Other Ideas include providing training for staff, new website with family input area, improve report cards to reflect competency-based reporting.
4. Year-to-Date-Behavior Data: SWIS (School Wide Integration System) Behavior Data System –
 - a) 97 students with 3 or more referrals

- b) 55 students with 10 or more referrals
- c) 23 students with 20 or more referrals

The 23 students account for 724 referrals, or 54.4% of total referrals for the year. This is up significantly from past years, including peer aggression and physical contact (roughhousing). Chairman Shute asked if there is a policy about writing referrals and requested to see the documents. Principal Kilminster stated that the referral doesn't necessarily correct the problem, and some teachers may not be following the documents that are currently in place. Chairman Shute asked if there is something in the policy regarding bullying and aggression. S. Berry asked what is being done to train the teachers how to handle the students; a lot of time is taken out of the classroom by behaviors of students. Whether children are sent out of the classroom or not, all students are being affected by the behaviors. We should focus on training for the staff. Principal Kilminster stated the best training is of expected behaviors, reinforcing expected behaviors and how to engage the kids. Training was given to teachers and support staff. P. Steer – what is the plan of action with the 23 kids who are making up for 55% of the behavior referrals? When do we stop counseling them like they are young adults and implement discipline? When is the parent contacted because the child is out of control.

Principal Kilminster – an example: one of the students that had 23 referrals by September had a plan put in place and now that child doesn't get the referrals like that anymore. The parents also are needing assistance. There are those who love their children and have the best intentions, but do not have the capability and need support. Kids make mistakes, it is part of learning.

S. Berry – it's important to understand there is only so many times that the children can miss days before they are suspended and then, they have missed too many days.

M. Tursi – there is a point where you realize that it isn't working, they go home to no parents because they are working 2 or 3 jobs and then they come back to school like nothing happened. Without the support when they leave, you get the same problems when they come back. There are other opportunities being put in place for those students that suspension will not help.

S. Berry – are we looking at the student model such as more recess time, enrichment and more physical activity? Should we bring something back in that is missing with common core? M. Wilson stated went to the PLC and was shown the whole child activities to have the students get up and move around. Those things are being put in place. It is not systemic and it isn't all grades, but it is a goal to get the consistency. A. Kebler – over the last few months they have been discussing recess time and breaks within the TarTensive team including schedules. S. Berry stated that it would be good for everyone to know what is going on and the Board should have more information regarding what is going on with these groups/teams.

Public Comments on Elementary Principal Report –

L. Alexander mentioned that consistency between the schools to help with the transitions between moving through grades would be very helpful. She was against Advisory previously, but now that they get outside there has been an improvement when they can let out some energy. Seems that the body break was for younger students and hasn't followed through the grades.

School Board Business:

1. SAU Planning –

- a. Chairman Shute – need to work on budget
 - i. L. Snyder – went on website for Pittsfield and got their budget and presented it to the rest of the board. She will be looking at more detailed information.
- b. Chairman Shute M. Tursi were invited to go to Somersworth to speak with **** see recorder** their Chairmen on June 6th. Send any questions to M. Tursi and he will get the questions to their board.

2. Softball Field with Pat Smith -

- a. Pat Smith – Beach ballfield consisted of new turf, reseeding, new stone dust, fertilizers approx. \$10,000 of donated time and money. The field is over used and we have formed a group to put look for areas to put some fields. Revitalizing the field at the Elementary School has been determined a possibility which was purposed to M. Tursi; explained that J. Katwick, K. Brown, Charlie Karcher, F. Cameron looked at some land that would be donated, but it was wetland – F. Cameron would donate most of the materials that are needed including his time and expertise to revitalize the filed. They would like to put in legal size field if the softball team might do tournaments. Explained to M. Tursi that issues may arise and in the case we have wanted to asked for help from the students and community for fund raising and volunteering. Lockhart is probably going to go shut down and will take too much money to fix. They asked for the blessing of the board to move forward and received the blessing from the Board at a meeting previously held. Started cutting brush and getting things ready, including moving the fence back; an issue came up with moving the fence 190 feet because of Hughes Rd. Chairman Shute went to look at the layout. P. Smith talked to Irving about donating moving the propane tanks, he is pushing to get it donated, but if not K. Brown is prepared to help raise some funds to take care of the cost. In addition, he and K. Brown were disappointed about what was said from a School Board member regarding the two of them and others planning the softball field without the Town/School Board "OK". Chairman Shute took responsibility as did L. Snyder and apologized to P. Smith and K. Brown for the negative feelings.
 - i. L. Snyder – Water District – \$4500 maintenance cost for the softball field does not include the water, possibly an additional \$1000 per year.
 - a) Steve Elliot from the Water District stated that Lockhart was \$1400 for the year 2016. New field needs a flow test to determine if the field will get enough pressure. The test schedule is 2-3 weeks out. It stated that there was a concern with the pressure. P. Smith stated that he did not understand how there wouldn't be enough pressure to water the ballfield if there is enough pressure to the school and the fire hydrant. He stated that they would make it work whether it be running less heads or adding a pump to the system. P. Smith stated watering will be done at night, 2 cycles of 15 minutes. Suggested that there could be an artesian well put in as well as smaller zones. P. Smith indicated that F. Cameron mentioned he can make

any system work. Chairman Shute mentioned that there are 3 water meters at the elementary to use as a baseline.

- b) P. Steer – All for the field. Concerned about the \$4500 maintenance. If this is going to be the field the girl plays on, can we transfer the town to take responsibility. P. Smith stated the he has a government buildings budget, \$20,000 for all buildings, fields, etc. \$7000 is for the beach field. Use Arbor Pro for spraying the grass, F. Cameron slices the field; he did not take any money this year for his help. The \$4500 came from F. Cameron as an estimate to maintain. The cost won't be known for sure until it is built.
- c) Chief Krauss – suggestions – Member of the School Board and the BOS ask the Water District to donate the water for the new field. Secondly, if the \$4500 is worried about, split it down the middle between the town and school. S. Berry stated need to evaluate the budget they have now and use nonprofits to help with the funds. Also, suggested possibly renting the softball field. P. Smith stated that the field can't be used too early; the grass gets chewed up before it has matured and the maintenance gets higher. S. Berry mentioned that there are other fields in the area that get used early – spring to October – and the grass looks great.
- d) P. Smith – the \$4500 will not be needed this year. Even if they started the field now, it would not be complete until August. The number was given so that it could be added to the budget.
- e) Chairman Shute stated that he feels the project should go forward.
- f) B. Hughes stated that it seems the maintenance monies being discussed are tied in with an obligation to F. Cameron. Was this out to bid or was it an assumption that it was going to be him? P. Smith answered that it has not been and that it is up to the Board to do so if they wish. F. Cameron just gave a number estimate to work with. B. Hughes stated that she had never heard mention of the Board putting this out to bid.
- g) B. Hughes stated that she was looking for history on the ball field. Looked online and the link for a proposal was “broken”, also looked through 4 months of meetings and did not see any mention of the details on the ballfield.
 - a) Chairman Shute and M. Tursi stated that the broken link was for the restoration of the ball field in Wakefield
- h) B. Banks stated she is all in favor of the ball field; \$4500 is pennies to do something for the kids of the town and would like to move forward.
- i) L. Snyder asked about netting and poles needed and who will pay? P. Smith stated fundraising would be done.
- j) L. Snyder asked what the plan is for seating/benches at the field. Chairman Shute stated that there is a metal bench at Lockhart and P. Smith mentioned that there are dugouts being donated.
- k) BOS Beaulieu – netting and cages area at the Town Beach were down well and that they looked at every safety aspect.
- l) M. Tursi comment – when he came here 3 years ago, everyone said that they wanted the town and school to work together, and this is what he is seeing here for the betterment of the students. This is a large project and people are really stepping up and working together. There will be costs associated, but this is a prime example of the school and town working

together. All the problems that people are mentioning are not problems, they are opportunities to work together. M. Beaulieu thanked M. Tursi for his words.

- m) A. Kebler suggested that this opens extended learning opportunities for kids that have difficulties in class, this would be good for student involvement and would be happy to bring it up for consideration.
- n) S. Berry mentioned that there is no intent to diminish the good of the town and school working together; there needs to be a grand plan that is known by all so that all are knowledgeable when asked questions. She asked if anyone has reached out to discuss this plan with the fundraisers to get them on board and ready. P. Smith stated that K. Brown is leading the charge for the fundraising.
- o) P. Steer added that when this started things came up, there was unanswered questions, etc., but he feels confident that the questions are answered. He applauds all the volunteers, and mentioned appreciation to everyone for coming to the meeting with details.
- p) Chairman Shute – don't be mad at the people for asking the questions or maybe disagree, it's their opinion, that's what we're all about.
- q) L. Snyder thanked P. Smith for coming in and apologized for any negative feelings. Stated he answered the questions she was looking for and he has changed her mind.
- r) Chairman Shute thanked everyone involved with the new ballfield for coming to the meeting with information.

Motion to for Pat Smith to move forward with the Softball Field made by P. Steer. Second by B. Banks. Motion passed. Vote yes (5-0-0)

3. School Care –

- a. Chairman Shute – Can we get the prices for this service or do we want another presentation?
 - i. M. Tursi – the next meeting with them will be with the School Board
 - ii. P. Steer – requested just the price per plan rather than another presentation
 - iii. M. Tursi – stated they won't be able to give firm numbers for each plan until it is time to write up paperwork
 - iv. L. Snyder – requested a description of each plan breakdown from M. Tursi

4. Field Trips –

- a. P. Steer – controllable spending may be affecting the end of the year trips. 10th grade class had to use their own money to have their field trip. Beach days and such shouldn't get taken away with all the students are doing throughout the year.
- b. S. Berry asked why buses are charging \$75 to bring students to the beach. M. Tursi stated that they are hourly employees and field trips are outside of their normal routes. S. Berry asked if Tim Eldrige drive for the field trips seeing that he is a salary employee.

Motion made by P. Steer to allow school field trips that were scheduled for this year to continue in lieu of the controllable costs freeze. Second by B. Banks. Motion passed. Vote yes (5-0-0)

- a. M. Tursi – concerned about the flowers and other fees that will be incurred for graduation with the freeze somewhere around \$1500.

- b. S. Berry – stated that this is something that could have been brought to the PTA to fundraise versus using the operating budget.

Motion to keep the budget for graduation of \$1500 available made by L. Snyder. Second by B. Banks. Motion passed. Vote yes (5-0-0)

Facility Comments:

1. Front hallway of the High School – want to put new displays and move lockers, replace some tiles and paint
2. Two brick and mortar bids came in – Colonial Masonry was \$47,700 recommended by B. Adams, who will do the top part of the building which is the worst area.

Motion to move forward with Colonial Masonry made by B. Banks. Second by L. Snyder. Motion passed. Vote yes (5-0-0)

Other Board Comments:

1. Chairman Shute – the only reason the trees at the top of the hill behind the library were not removed yet is because of Blue Jay nests. Once the birds are gone he will continue with removing the trees.
2. Chairman Shute – requested permission from the Board to get a volunteer to assist with tree removal between the dirt parking lot and the paved parking lot by Damon House ** see recorder. The Board was in agreement.
3. L. Snyder – mentioned the Budget Committee met and she will be forwarding a book regarding budgets. It is a good book, review page 60 regarding default budgets. Very informational.

Chairman Shute motioned to go into nonpublic session under RSA 91-A: 3, II (a), (b), (c) and (d). Second by B. Banks. Motion passed. Roll call vote Chairman Shute, Yes – B. Banks, Yes – Stefanie Berry, Yes – L. Snyder, Yes – P. Steer, Yes (5-0-0). Chairman Shute opened the nonpublic meeting at 9:09 pm.

Motion to come out of nonpublic under RSA 91-A: 3, II (a), (b), (c) and (d) at 9:40 PM made by B. Banks. Second by L. Snyder. Motion passed. Vote yes (5-0-0)

Adjournment:

Chairman Shute made a motion to adjourn at 9:42 pm. B. Banks seconded. Motion passed. Vote yes (5-0-0).

Next Meeting: Next meeting scheduled for Wednesday June 8th, 2016

Note: Minutes here do not represent verbatim conversation. Direct quotes will be appropriately marked with the (“) symbol.

Respectfully Submitted by: Jennifer Clarke – Recording Secretary

These are **DRAFT** minutes until approved by the School Board: _____