

SCHOOL ADMINISTRATIVE UNIT #64
Milton School Board Meeting
Emma Ramsey Building
Wednesday, October 25, 2017

PUBLIC SESSION MEETING MINUTES

School Board Members in Attendance:

Douglas Shute- Chairperson, Paul Steer, Melissa Brown, Peg Hurd, Laura Noseworthy, Shari Gaesser-Secretary

SAU Representatives:

Earl Sussman- Superintendent of SAU #64, Nathan Castle - Financial Manager, Jan Radowicz - Principal of Nute Middle and High School, Bob Adams - Facilities Director, John Sarafina - Principal of Milton Elementary School, Melissa Jean - Special Ed. Director

Public in Attendance: Bob Carrier, Larry Brown, Carol Picard, Gage Forcier and Silas Picard

Public Hearing:

1. Called to Order/ Flag Salute:

- a. Doug Called to Order at 6:03PM.
- b. Doug said goodbye and thanked Laura for her contribution as recording secretary and then welcomed her as the newest board member.
- c. Milton Elementary School students Gage Forcier and Picard Silas led the meeting with Pledge of Allegiance.

2. Public Comments/Visitors:

- a. A Red Ribbon Week presentation was given by Milton Elementary students Gage Forcier and Silas Picard. Proclamation read by board members Peg Hurd and Paul Steer. Students then asked that the School Board to proclaim October 23-31, 2017 as Red Ribbon Week in the Milton School District. Motion by Peg Hurd and seconded by Paul Steer. Vote 5/0/0 passed: Melissa – Yes, Paul – Yes, Doug – Yes, Peg – Yes, and Laura – Yes. Board members signed the proclamation presented by the students.

3. Minutes of Prior Meetings:

- a. 10/11/17 Public Meeting Minutes: Peg motioned to accept the minutes with corrections. Seconded by Laura. Vote 5/0/0 passed. Laura - Yes, Peg - Yes, Doug - Yes, Paul - Yes, Melissa - Yes.
- b. 10/11/17 Non Public Meeting Minutes: Peg motioned to accept the minutes with corrections. Seconded by Paul. Vote 5/0/0 passed. Melissa - Yes, Paul - Yes, Doug - Yes, Peg - Yes, Laura - Yes.
- c. 10/18/17 Public Meeting Minutes: Peg motioned to accept the minutes with corrections. Seconded by Paul. Vote 5/0/0 passed. Melissa - Yes, Paul - Yes, Doug - Yes, Peg - Yes, Laura - Yes.

4. Superintendent's Report:

- a. Milton Casey Road - Virginia Long representing the committee met with administration team and Doug Shute sat in – Jan Radowicz took notes which were provided to the Board Members by

Mr. Sussman. Come back in December - notes provided a good idea where we are going and there was great discussion about the resource and the collaboration between the community and the school. Mr. Sussman applauds Mrs. Long and committee for their efforts and spending time with us and the school. Continue update on where we are and how things are going. Thank you to Peg Hurd for acting as conduit and for setting up the interaction. Things are moving forward in the steps that we said would be going forward.

- b. Going on we are going to be talking under 6a regarding school budget. Very active in restructure over the last year and some months to effectively restructure phase 1 to approximately \$300K. Be definite about how we go forth. One essential area being pursued is shared collaboration with other schools. This is in two forms to encompass every facet of the educational system. It involves courses and programs being offered, cafeteria, transportation. Every segment of student opportunity provides us to do more with less. We are continuing to look within and to look at the structures that we have of every facet with the staffing we have. There comes a time where there is a limit to what you can effectively transform within then you have to look without to be creative in terms of all this. Previous lives has seen success in cafeteria and transportation. How we can collaborate and how we can share and that includes the talent as well. That does not mean we are looking at cutting cost but budget. Will be looking at the high school and have talked with Mr. Drolet who does ELO'S. Incredible amount of work and I worked with school in New York that graduated three students, and these students were able to get this accomplished in two years with the help of the superintendent. Mr. Drolet, Jan (Radowicz) and Jen (Levitt) are going to embark on this. Not only cost effectiveness but enhances students to succeed as well. One of the outcomes in the search and when we chose Jan if you listen carefully to the students they were clearly saying things about the school but they were also clearly saying about the student what the opportunity in attending here.
- c. With that this segways into students leaving or coming back that is one of the home school segway and Amy (Darling) will be back again. Nate is looking at specific aid we get when students attend a part of the day. The looks at the amount of people that attend the programs we have in school and then we should be getting aid. Met with administrative team, Jan and John are looking at district goal of 10% improving as far as our scores. Jan has met or is meeting each day with two to four staff members to look at what their goals are. Like I said, we are going to have board goals, superintendent goals, administrative goals and staff goals and they are going to be the same goals. The cost effectiveness and increasing student opportunity and increasing scores. Everything we are doing revolves around that. Lot of work in between to fill in gaps. So, thanks for the help with the grants as well. Everyone on board is working on grants and working on students opportunities and I applaud you for that, actively involved in many ways not micromanaging in a real caring way. Doug S – Smarterbalance and SAT scores are out, can we get a copy of the complete list? Earl - They came out October 23rd.
- d. Melissa – The Title 1 instructor did level reading with every student at the elementary school to see what level they are. Kudo's to Title 1 person. Gives a lot of information about a child and as a parent to know what needs to be done to work with the a child.
- e. Doug - Correct SAU school budget put the whole board on there and remove Robert Ouellette. Per Nate - Not for this board, for Wakefield board.
- f. Melissa - Earl, question regarding the Casey road property – transportation there for students? Jan – we are going to take teachers there first. Tour the area and see if there is parking or if the buses are able to turn around. Earl - there is a staff tour date being set up and the town is going

December 5, over the course of the weekend. John and Jan will work with staff and coordinate on a day that the teachers have the expectation that they are going to meet anyway; we are going to phase this in according to the times we have. Laura – Was the question more about how the trip will be paid for like a field trip fee? Melissa - do we have funds for this? Peg - yes; we do have line item for this. One of the things we talked about and as we embark on this and it unfolds this has to be imbedded in the budget. Have to figure this out before the start of the season. Laura - Port-a-potty? They haven't done anything. Those are outliers and just a preliminary. This hasn't been presented to the selectmen yet. Going back to the mantra – collaboration. Much discussion still going on. They don't have easement yet. They don't have the \$40k yet only have \$20K. They are still raising funds. Just doing a preemptive. It's in the works. May not be ready this year? Not this year but definitely 2018/19 by mid September. Peg - Is that what Virginia gave you Jan? Jan - I believe they are hoping for some Grant money. That is probably why they want us to go out and tour it so that we can tell them.

5. Administration:

Principal's Report:

- a. Red ribbon week. Did not deliver food but will hold it for another day. Forms going home tomorrow. Ski club registration online. Students going four days in January during school day. Doug - what about chaperones? John- we should not have any issues with chaperones etc. We are going to Gunstock. Paul - are you going with the high school? John - No, we going on Monday's during the day so we shouldn't have any issues with volunteers. I wanted to thank Courtney, our Title 1 teacher, as she organized this last year and doing it again this year. Courtney went to an organization meeting a couple Saturdays ago and no chaperone issues, just subs probably.
- b. Thanks to Mackenzie's Farm. They brought bags for our students – they each one got free bag of apples.
- c. NWEA scores we are working on. Middle school is still doing their NWEA testing. We can't get those reports back until they are finished. We can't close window until they are done. That will be for the next board report. SmarterBalance brought in spring which was just a snapshot. New Hampshire announced today that the whole state was down two points across the board, the whole state. John – NECAP we go down – Vermont goes up. Statewide goes down in Language Arts and Math. It's a whole new test. No longer have smarterbalance. We have a test that is pretty comparable. There is a training for teachers for setting up new test.
- d. Doug - What is the status for six computers needed for computer lab? Nate - Waiting for money to be deposited into account. Anytime now. Just need P.O..
- e. Paul - Thanks to John for bringing in presentations. It really is informative to get it from the little boots on the ground. It was a goal we set this year in the summit. Each principal was asked. Paul - Class president from High School has come in. Melissa - in terms of presentations – the person that saved someone – asked that maybe next time if we know in advance so we can recognize them or do something for them. Earl - Make up certificate – thank them.
- f. Larry question: what is cohort compatibility in smartbalance are we tracking that (Earl explained cohort information) John brought NWEA scores last year. (John explained his NWEA color coded chart)

Jan Radowicz - nothing to report at this time.

6. School Board Business:

- a. Budget: Doug - I put #14 back in there, we haven't set the budget parameters and don't know what the board wants to do. Peg- we discussed 2% last time. Doug - Do you want to take the \$92K out for teacher's increase? That would have a huge impact if not. Need to make decision. 2% above the \$92K? Earl - that's what we are doing. 2% plus \$92K then the warrant articles. Then add up the warrant articles and what the effect would be on the taxes if they are not out of a fund balance and where that would put the total amount. And the budget committee will look at our total. If the budget passes and the warrant articles pass what is the total. Warrants pass and the budget passes we are looking at 2% less the 92k. Paul - I would actually like to see what the final is and if we don't need the 2% then we could cut it back. And I will make the motion based on that. Motion by Peg Hurd and 2nd by Laura.- Vote 5/0/0 passed. Melissa - Yes, Paul - Yes, Doug - Yes, Peg - Yes, Laura - Yes.
- b. Doug – I want to put in the \$5K for the library books – that is a warrant article.
- c. Nate - At what point do you want to start talking about budget meetings sessions? Look at November 8th per Earl. Start on the 15th and 29th of Nov. Laura - are we cancelling the board meeting for Thanksgiving? Peg - yes we did. Start on the 15 & 29th: Peg - Budget committee that Bob, he called it a blueprint but it is blueprinting. When do we want to present? The town has already started and I have a couple of really great presentations by the Fire Department and Police Department and they gave me copies. Selectmen went through six or seven last Monday then next Monday they did some. They are meeting with the budget committee. Those dates are all set and they are meeting in December tentatively the 7th/14th/21st (Thursday nights). Doug – The budget committee will provide their own secretary? Peg - we do not have a secretary for the budget committee. But we may have a secretary for the budget committee. Larry Brown – as chair of the budget committee and we are at mercy of town and will determine what we get for the recording secretary.
- d. Budgeting may need 3-4 more meetings. Discussion around the budget meeting dates: Bob - Dates that others have then we have empty dates and these are not set in stone. There are a lot of new committee members and if they get a heads up then they can make arrangement to meet. Peg - what dates are we looking at? Earl - the 15th and the 29th and December 5th. Bob would the 14th work? Peg - no. Paul - we will need more than 3 meetings. We did 3 last year. Peg - What about November 27th? Melissa - I think we need to meet a lot sooner. John - I am ready to present mine if you want at the next meeting. Earl - start with John on the 8th. We have the 15th and the 29th. Peg - we will have more stuff to do on the 8th as that is a regular school board meeting. Paul - why don't we meet on the Monday or the Tuesday, the 21st or the 22nd. Discussion around dates. Tuesday the 7th - John. Jan will present on the 8th. Earl - we can do other people on the 8th. Peg - we just called a meeting of the Budget Committee on the 7th. Earl - transportation, SPED and John. Doug - is the town hall available? Meet at the community room? Earl - We can do Jan and if time Bob on the 8th. Doug - Also doing policies on the 8th. Earl - we can do policy as a consent agenda and questions can be answered by Melissa, John and I. We come in and approve the policy. Paul - warrant articles will be handled later. Doug - Budget meetings the 7th, 14th and the 21st. Peg - Jan 3 or 4 possible warrants and January 11th possible public hearing.
- e. Peg Hurd sat in selectmen's meeting – budget for Fire and Police Dept. were wonderful. What they did was present what the budget was last year and what was requested this year and it showed the variance. We did same last year.

- a. **Parking:** Bob – Elementary school we have in front parking 2 handicap and grassy area have 4 open parking for staff and 4 for staff. Grassy area restriped and the 4 now say visitor. Concerned about overflow. Parking issues/ use of handicap etc. People parking on street, pulling into handicap for quick drop off. John and Bob met regarding issues with staff parking in 4 current visitors spots. John to communicate to staff not to use visitor spots. John - guidance from the board on SLC staff. Are they considered same as staff. Paul Steer – there was a concern brought the last meeting that there wasn't enough visitor parking. I would consider them staff. Doug - concerns about the double parking down by the dirt parking area? Not an issue except when there is snow. Possible place signs for staff/buses etc? Bob – huge impact on how space being used. Staff that have issues cannot walk from one parking area. Bob – park in designated parking areas only (well marked) SLC can park there. Single line during snow season. Doug - how high school working? People not acknowledging exit only sign except when police there. IF resource office than may not have an issues. Laura - anyway to put paint on road saying do not enter. It is not obvious when entering. Done for safety issue.

7. Old Business: Nothing to report

8. Policy Committee – went through policy as given. Help of Jan – to be presented next meeting

9. Public Comments

- a. Larry - thank you to Laura for her long term commitment to the Board and the town. 10th annual wreath sales etc. by Friends of Library. Question about the 2015/17 contract or has that been superseded by the March vote? Which is in effect for teachers? Peg - the new contract thru 2019 signed by district and MEA.
- b. Paul – I would like to thank Bob for being here every week as our audio/video guy.

Motion by Paul at 7:25 to go into nonpublic; Peg seconded. Vote 5/0/0 passed. Melissa - Yes, Paul - Yes, Doug - Yes, Peg - Yes, Laura - Yes.

5 minute recess. Next meeting - November 8th – 5 pm facilities, 6 pm School Board.

Respectfully Submitted

Shari Gaesser

Secretary

Minutes Approved on: November 8, 2017