

SCHOOL ADMINISTRATIVE UNIT #64
Milton School Board Meeting
Emma Ramsey Building
Wednesday, October 26, 2016

PUBLIC SESSION MEETING MINUTES

School Board Members in Attendance:

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

SAU Representatives:

Earl Sussman- Superintendent of SAU #64, Nathan Castle- Financial Manager, Scott Currier- Principal of Nute Middle/High School, John Safina- Principal of Milton Elementary School

Public in Attendance: Bob Carrier, Melissa Coffey, Larry Brown, Zach Gerard, David Barca, Barbara Hughes, James Bloser, Cade Jenkins, Angela Kane

Public Hearing:

1. Called to Order/ Flag Salute:
 - a. Douglas Shute Called to Order at 6:02PM
 - b. Caylie Ackerman led the meeting with Pledge of Allegiance

Public Hearing:

2. Public Comments/Visitors:
 - a. Visitors: Zach Gerard and David Barca presented to the board their request for permission to build the dugouts for their Eagle Scout Projects for Troop 155. David- We have a working plan with John. Paul- Just so the board knows they are covered under BSA Insurance when they are working on their Eagle Scout Projects. David- Showed the board the working plans with the dugout design. David will do the home dugout and Zach will do the visitor dugout. Peg Motioned to approve Zach's and David's request to do the dugout as their Eagle Projects. Lue seconded. Vote (5/0/0) passed. The board thanked Zach and David for presenting to the board.
 - b. Public Comments: Melissa Coffey- The after school program is going great. We have a total of 102 students. 42% of the MES students are taking part. Doug- That is 16 more students than she reported to us last time. Stefanie- I have asked Earl to review the 21st Century Grant for us to reapply. We would be able to have a larger program and offer more hours. Earl- We had the program in NY. Doug- I just want everyone to be aware the program is not a babysitting program. It is an enrichment program. Doug thanked Melissa for sharing with the board.
3. Minutes of Prior Meeting:
 - a. 10/12/16 public minutes

- i. Peg motioned to approve minutes with corrections, Seconded by Paul
 - ii. Approved vote (5/0/0) passed.
 - b. 10/12/16 non-public minutes
Peg motioned to approve minutes with corrections, Seconded by Stefanie
Approved vote (5/0/0) passed.
 - c. 10/13/16 budget meeting minutes
 - i. Paul motioned to approve minutes, Seconded by Peg
 - ii. Approved vote (5/0/0) passed.
- 4. Superintendent/Administrative Reports:
 - a. Cade Jenkins Student Senate Rep: Scott introduced Cade to the board. Cade is the first Student Senate Rep to present to the board as the board requested a few meetings back to have a student come to the board meeting and tell them what was going on at the school. Cade- We have been working trying to build our student senate group up at the high school. At this time we have 10-15 members. We are giving students at the high school an opportunity to join as well. This is something that has never happened before. All the students want a voice in how our school is run, and now they are finally getting a chance. We have had our first meeting for Life as an Athlete. This is a program put on through NHIAA. The students in the program were handed picked because of their leadership in sports, and academics. The group will learn about healthy ways to manage their school and sports schedules, and how to make connections/relationships with other sports teams. The Business Club is discussing how to raise money to have a field trip at the end of the school year. We are looking into selling school supplies during lunch times. Project Search has gone on three trips. The first trip was a ropes course in Dover. We got to meet students from other schools in NH. We were split into groups. We will be in these groups for the year. We will be attending other presentations throughout the year. The two presentations we have attended so far are agricultural farming and 2016 presidential election. Nute has been holding career field trips to help guide the students to what path they want to take after school. We attended the college fair at UNH, and a Construction Career Day. Students learned how to operate heavy construction equipment, and were able to drive some of the equipment. We have also had some colleges visit Nute. Nute has taken PSAT's, and NWEA testing. Scott- Thank you Cade for being the first to come out, and doing it. Peg- You did very well. Lue- You spoke very well. Peg- Did you like the ropes course? Cade- Yes, I liked it and the trust falls. The boarded thanked Cade for presenting. Doug- Will there be a different candidate next time? Scott- Yes, I want to give the kids all an opportunity to do it. I'm seeing this is a great way to show case our kids. Cade from Student Senate and Devon who organized the spaghetti supper for the softball field. Stefanie- Is this just for the high school? Scott- Yes, they changed the name to Student Senate from Student Council. They wanted more say.

- b. Red Ribbon Week: Earl- This is why I wanted to blend this in. I will have John talk about red day. John- Donna Marie Currier and I have been working on Red Ribbon week. I did it at the past. We have events planned for both schools all week. At MES Friday we have boo to drug costumes. The Kindergarten had cartoon presentations about things not to touch like medicine bottles or laundry pods. Scott- They purchased goggles that show what it looks like under the influence. Essay contest about how drugs/alcohol has influenced their life. John- Gift bags were given out at MES which had a coloring book, pencil, and eraser. The items all had awareness messages on them. We wore red today, and all the staff and students from PreK to 12 grade took a group picture on the lawn at Nute in the shape of a ribbon- bow. After the group picture MES students did a canned food drive. We walked to the fire station and back. The FD helped us cross the road to and from.
- c. Superintendent Report Earl: Earl reported to the board he met Town Supervisor at 10. Today I met with the head of the town board. They came and met with our Admin Group Tim, Bob, Scott, John and I. We are going to have a committee that Paul, Lue, Bob, and I will be on. We will be looking at what we can do with the town with the Solar Landfill- 1st largest in NH. Scott will be talking about way we can use it as part of our curriculum and also maybe John. Scott- They have been working in conjunction with other schools. What a Solar Landfill means, is an opportunity for our students to watch it up close as it is being developed and built, and look at the science part of it.
- d. MES Principal Report John: I also provided you with baseline data from California Parent/Staff Climate Survey results, and the 4th grade NECAP Science Test. We have finished our NWEA testing but we haven't closed the window yet as Nute needed to finish up. We will also be getting a donation from George Mansfield. He is a retired teacher who is closing his bookstore and relocating to another area. He will be giving us bookcases and books.
- e. Nute Principal Report Scott: For our Teacher Workshop Day, Cindy Carraway-Wilson presented to our staff the effects of childhood trauma and how it can affect the experience at school. She also spoke to us about how all of the adults within the school can support our students in a positive way by developing strategies to deal with a wide range of issues that come up at both home and school. MES staff also came up and joined us. CU4 Reality through Holy Rosary will be coming to Nute tomorrow with 30 volunteers. The students have completed the career cruising. The students have their print outs of the career they have chosen with a breakdown of what their starting salary will be. They will walk around to various tables, and figure out what their expenses are going to be. We have completed our NWEA testing 6th to 9th grades. We did the PSAT with all of the sophomores. We had a few extra spots so we were able to open it up to the juniors that wanted to take it for a second time. Peg- Scott do you have the results from the NWEA testing? Scott- No, we haven't closed the window yet. We just have a couple of students that need to finish up then we will be closing the window. Larry

Brown- Before you left the discussion on solar, Andrew Keller is the person's name. In the middle of August, Scotland was producing 103% of all of the electricity needed from non-fossil source. Wyoming just voted down a tax on solar. They have a 90,000 acre wind farm in operation. There are @250,000 people working in solar technology. That is equivalent to the total employment in the coal industry. Somersworth has a vocational program for carpentry, electrical, and mechanical.

- f. Trust Fund Balance: Lue- I asked them to include the trust fund balances. These balances are current as of September 30th. This doesn't include the \$25,000. This is the bottom line for each of the trust as of this moment. I thought it was important for everyone to see what was in there. I think Nate you said the \$25,000 would be going in in a couple of weeks. Nate- Yes, you are approving the checks tonight. Lue- I just wanted you all to be on the same page as we are. Laura- What are the trust funds? Lue- The trust funds for the school are Update & Improve Security, School Bus, School Bldg Maintenance & Repair, School District Technology and Education of Special Needs Children. Peg- Where is the \$25,000 going? Lue- Into School Bldg Maintenance & Repair. Nate- And Education of Special Needs Children. Paul- From the two warrant articles from last year. Lue- I don't realize that Education of Special Needs Children was getting it also. So we have more in there then we need. Peg- Where does this money come from? Doug- Surplus fund balance. That is the problem we had up in Wakefield remember? You can't take it out until you do a warrant article. Peg- OK, thank you.

5. School Board Business:

- b. Donation Acceptance: Bookcase- Doug- Earl did you want to talk about that? Earl- No we are all set John spoke about it earlier already. Paul- What about the school activity fund donation for skiing? Stefanie- Oh, right the \$500.
- c. Spending Contracts: Doug- I put this on the agenda. This has gone to the policy committee to look at and see if there needs to be any changes made to the policy. I think there will be some.
- d. Establishment of a Grant Committee and Technology Committee Repor: Doug- Who put this on the agenda? Lue- I did because I asked about it and Earl thought it was a good idea. We don't know what is going on with all these grants. I think it would be nice if we had more information to where it is going to. It isn't to try to micromanage. Things are not as transparent as we like. Things have happened that weren't in the right direction before. I'm not blaming anybody but let's move on and do it better. I think this committee would be great. Earl do you want to talk about it? Earl- I had it before in my other districts. As Stef brought up the idea about the grant that she talked about. The committee would be a clearing house. The group would look at a grant and ascertain on where it might go. We would divide out so a specific group looks at it- if we are going to be successful with any of these competitive grants. This is what we are getting from Title I etc. I think from it you get that communication. We understand where the funding comes from,

and it is a team thing. I think the Grant Committee is good clearing house of what do we have, and awareness of grant possibilities. As they come up we would prioritize of the staffing that we have. You can just have so many people doing just so many things so not to be spread to thin. Everybody will know what we have, everybody knows where it is going, and everybody knows who is going to do what. It is a good strategic action plan as far as grants are concerned. So everyone knows there are competitive and non-completive grants and each of them have a life of its own but we would simplify it and move on from there. The best make-up for the committee would be someone from the school board, myself, someone from the community, someone from the staff- teachers from MES and Nute and one on the administrator from each of the schools. Does that sound OK? Lue- Yes, I think we need to be more aware and that way if there are strings. Because when things are just brought up right here you don't have any time to absorb. It gives you time to see what can be done. That way things that don't need to be in our budgets aren't and where they really should go and how many. It isn't to stalk them it is just more eyes and more knowledge. Stefanie- More understanding. Lue- Exactly, because last Friday going to that meeting was awesome. I learned a lot and I thought it was very positive. I'm glad we all did it. We did learn where all those computers came from. This way the rats are out of the attic. Stefanie- Can I ask that Mr. Sussman talk about that part of his report? Earl- We had a Technology meeting. A group of us got together. We talk about the computer and insuring that we knew where all of the computers were. Backbay was there and all of the stake holders were there. We all sat around the table. It was a good awareness. Barbara was there. She will be writing an article on it. Lue asked a lot of questions. A lot of people asked questions. Together we each supplied the answers. It was a group discussion about the creditability in building trust so other people will understand. We know where all the computers are. It was direct open communication and people understood what computers were purchased through grants and the ones that were up in the attic in the SAU. We talked about the computer lab. We agreed that we would meet again to continue to converse about it. Staff, Backbay, School Board Members- Doug and Lue, community member and myself. I think when we come to school budget time we will be in a real good spot. Of course Nate was a part of this as well because he controls the purse strings. Stefanie- Was the inventory procedure developed or that is what you are going to keep working on? Lue- Doug asked them to take the serial number off of each computer. Doug- They do that already when they come in. That is how they track it on where it goes. Peg- Who is they? Doug- Backbay. Barbara- Everybody brought a piece of information that wasn't known by the others because it wasn't their job or responsibility to know. At the end of the meeting we all decide we didn't see the need to inventory. Once everyone had the chance to sit together, ask questions and get the answers. Doug- The CIG Grant will take care of the high

school, Scott correct me if I'm wrong, with no problem for the computers. The place we are going to have the problem is at MES. Stefanie- I know that. What I'm more talking about is preventing what just happened having 100 computers just sitting. Doug- What Backbay explained to us is that they have a problem when they get a shipment of computer in they can't go to them right off they have to get extra manpower. How any computer can they do a day Scott? Scott- The amount of people Backbay allots for the district currently is for maintenance and to maintain the day to day operations. When we got the shipment of the 75 Title I computer, you are talking about, in order to get them out to the school building you need that extra time. They can do 3 to 4 computers a day. If they devote their time to just working on the computers to get them out then you are negating the maintenance part. It isn't a quick turn around when the computers arrive because of that. Backbay a lot of times will be working doing school breaks on installing the computers because they can devote their time to just that piece. Earl- The CIG Grant Scott is writing now. We are going to build capacity in it- planning ahead so we are paying Backbay more so they will have more hands on deck. So we will not be in the situation of sitting there with them not unpacked and not having the people to get them out. Lue- John don't think that MES was left out of this loop because we are constantly thinking about you. Nate and I have a conversation about you this morning. The REAP Grant bought some of the other computers. Scott was generous and said we could use the REAP Grant for MES. That is part of it so now we are trying to look for more grant money. You have \$18,000 so \$8000 wouldn't be covered. Today I was talking to Earl and Doug if worse comes to worse what I think we could do is out of the surplus money ask the town for \$8000 not to go in the tech fund right now but directly to purchase the rest of your computers. We don't have to do that until December. Nate let us know that the REAP money can be held until September of 2017. That is something else we didn't know. Can any money be held for a little while? Why does everyone think everything has to be bought at one time? Other computers may be bought a few months later that are the same or compatible and we buy in smaller lumps. John- Are you talking this year? Doug- After June 30th. Lue- Oh it might be before that. Earl- When is the REAP available? Nate- It will be available soon. Lue- Scott asked that your computers be programmed first. Stefanie- Is the Grant Committee like the Policy Committee? Earl- No, it is more like the Technology Committee. It isn't a board committee it is a district committee.

- e. Policies for second reading: Board Officers take out "and secretary" first line and put a "comma in between chairperson and vice-chairperson." Paul motioned to accept the policy with changes. Peg seconded. Vote (5/0/0) passed. And Non- Renewal policy is tabled for now.
- f. Doug- We received a thank you card from the 8th Grade for the \$1000. Thank you card passed to the other board members to look at.

- g. Doug- I went to the post office to ask about the mail because people haven't received their packets on time. When you mail something it goes to Manchester then comes back. Even if you go to the post office and put stuff in the local mail chances are they will send it to Manchester to be sorted as they don't have time to sort it.
6. Old Business:
- a. Softball Field: Doug- As of a week ago here is the list of all of the donations for the field. It just doesn't have the donors name on it as they wanted to be anonymous. Barbara when you say they wanted them to be anonymous who are you referring to? Who are they? Doug- Some of the people on this list want to be anonymous.
7. Public Comment:
- a. Barbara- I don't know if it would help moving forward or gum up the works. I know that Friends of Nute are a charitable non-profit organization with the state. There might be a benefit if you want to donate goods or service as a donor you get a tax receipt. There is an opportunity for businesses or community or people to be making their donations in good or services to the Friends of Nute in exchange for a tax receipt if applicable that is up to each person taxes status. Then the Friends of Nute just give donation to the entity. I think it is early enough in the game since there is still fundraising to be done. I think it is a valuable possibility that is being over looked. Stef- So you can't get a tax receipt? Barbara- No, because they aren't giving it to a non-profit. Doug- They are giving it to Parks and Rec. Barbara- But they are not registered with the attorney general as a non-profit. Laura- Why couldn't they just donate it to the school? Barbara- They aren't. Nate and Doug- Yes they are. We are a 5013c. Stefanie- We are accepting it. Even though we are allowing them to manage it we are accepting the softball field. Doug- But we aren't accepting the donations. Barbara- Someone may hear from someone when tax season starts. They have a right to ask for a tax receipt. They are going to be asking it from somebody. Doug- You will need to go to Park and Rec. Barbara- I'm just viewing it as another way for fundraising. To make this known if you wish to donate something substantial that there is an opportunity to get a tax receipt. Stefanie- Is the Town Hall Restoration non-profit? Lue- Yes. Stefanie- So it could be going through them. Peg- Why is the Parks and Recreation a non-profit? Barbara- Staff town department. Stefanie- She is saying that it is an incentive. Someone wants to donate they want to for tax write off reasons. Comes through the school so they get the tax receipt. Larry- The Parks and Rec is under the town. There is a form for donations of goods and service. What Barbara is saying as an incentive this a good thing. Doug- I will go and ask Karen tomorrow. Stefanie- I was going to ask you to bring it to their next meeting for everyone to hear not just Karen. You are attending the meetings. Doug- No, not all of the time as they have meetings when I can't attend. Stefanie- I thought we were having a board representative. Doug- I tell them that it has to be after 12 or 1 o'clock. The

last meeting they had was on a Friday at 10 o'clock and I couldn't make it. Stefanie- I think it is important for a board member to be at the meetings. Doug- They do have quick meetings that I can't attend. They do post it properly I just can't attend. Stefanie- Do you think we could have substitutes, Lue or Peg, for when you can't be there? Paul- This needs to be addressed to the rec. Doug- I will do it tomorrow.

8. Non-Public Session: Pursuant to RSA 91-A:3, II (a), (b), (c)
 - a. Paul motioned to go into nonpublic session at 7:23PM. Seconded by Stefanie Vote (5/0/0) Peg- Yes, Stefanie- Yes, Lue- Yes, Paul- Yes, and Doug- Yes passed.
 - b. Paul motioned to come out of nonpublic session. Seconded by Stefanie Vote (5/0/0) Peg- Yes, Stefanie- Yes, Lue- Yes, Paul- Yes, and Doug- Yes passed.
 - c. Paul Motioned to adjourn the meeting at 8:10PM. Seconded by Luel Vote (5/0/0) Peg- Yes, Stefanie- Yes, Lue- Yes, Paul- Yes, and Doug- Yes passed.

Respectfully Submitted
Laura Noseworthy
Secretary

Minutes Approved on: November 9, 2016