

**SCHOOL ADMINISTRATIVE UNIT #64  
MILTON SCHOOL DISTRICT  
BOARD MEETING  
Wednesday September 11, 2013**

*Public Minutes*

**Members Present:** Chair Ann Walsh, Luella Snyder, Doug Shute, Donna-Marie Currier and Andy Crone.

**Also Present:** Superintendent Mr. Tursi, Business Administrator Andrew D'Agostino, and Treasurer Kristine Giunco. Ms. Eves, Randy Myhre, and Stephanie Berry,

**Call to order/Flag salute:** Chair Ann Walsh opened the meeting at 6:02 PM and Mr. Tursi led the meeting with the Pledge of Allegiance.

**Public comment:**

- Ms. Eves asked the board if the work being done in the hallway of the Elementary school will be completed before open house on September 24, 2013. Ann Walsh replied that she would have to contact Bob Adams on the time line for the construction. Ms. Eves also asked if the new modular would be open for parents to do a walk through during open house. Ann Walsh replied that it would be a question for administration.
- Kristine Giunco had stated that last year there had seemed to be a quite a few substitutes in the classroom and was wondering if the benefit days were being taken advantage of and was hope this issue could be curved.
- Doug had replied that he thought the board was going to get a walk through tonight at this meeting. Ann had replied that it was talked about that if a board member wanted a walk through they would have to contact administration.

**Minutes of Last Meeting:** Doug Shute made the motion to accept the public meeting minutes of August 21, 2013, seconded by Andy Crone – all were in favor. The motion passed. Doug Shute made the motion to approve the public & nonpublic meeting minutes of August 28, 2013, seconded by Andy Crone – all were in favor. The motion passed.

**Administration:**

**A. Financial Reports:**

- ❖ **Expense Report through August 30, 2013:** Andrew stated that the salary lines are a little over due to waiting for the Title I grant to be approved. Ann ask if this was for both the teachers and para professionals. Andrew replied it was for both.

**Doug Shute had the following questions:**

- ❖ Doug asked why on the Middle SPED teachers' salaries line is reporting that the

amount budgeted for was what was exactly spent and the FICA line on the following page is over drawn by \$375.53. Andrew stated that this is because some teachers take the buy-out option for the insurance which they have to pay FICA on.

- ❖ Doug also questioned under the Guidance line for testing and had asked if the test has been given yet and does the board need to budget more for this line next year. Andrew would have to look at the encumbrances, and Mr. Tursi stated that the test were already given in the fall. Andrew need to figure out if the encumbrances are correct before we increase this line for next year.
- ❖ Doug also mentioned the Elementary School Principal line that it was over budgeted by \$12,820.00 and down on the FICA line there is a surplus of \$217.39. Andrew stated that he would look to see if the encumbrances are correct.
- ❖ Doug also questioned the Operation /Maintenance SUPV lines and why both are \$8,984.74 over budget. Andrew stated that he still has to charge Wakefield for their proportion of this line.

Ann Walsh stated that it is still early in the year and there will be more encumbrances that need to be taken into consideration, but she did look the general fund and it shows a balance of \$2,592,000. Ann Stated that is right about where they have been for the last couple of years.

- ❖ *Revenue Report through August 30, 2013:* Ann asked if Andrew was going to adjust for first few lines in mid-October. Andrew replied yes he is once he gets the tax rates.
- ❖ *Grant Overview Report through August 30, 2013:* No Questions
- ❖ *Cash Reconciliation for the General Fund for July 2013:* No Questions
- ❖ *Treasurer's Report for July 2013:* Luella Snyder made the motion to accept the treasurers report for July of 2013, seconded by Donna-Marie Currier – all were in favor. The motion passed.
- ❖ *Cash Reconciliation for the Bond Account for July 2013:* No questions

Andrew made the board aware that he did receive a check from People's United Bank for \$ 231,000 this will be reflected in the September Revenue report.

- B. Capital Reserve fund and related minutes:*** The following motion was approved back in May. Andrew asked that the wording be changed for the trustees of the trust funds. Doug Shute made the motion to approve the expenditure of \$38,779.00 from the School Building Maintenance Repair, Renovation and Capital Project Fund to replace the lighting at the Nut Middle/High School with energy efficient light fixtures. The vendor will be J&S Electric. Second by Andy Crone, all were in favor and the motion passed. Lue Snyder was wondering if this had gone out for bid. Andrew stated that he believes that it had gone out for bid.

Andrew asked the board if he could present the salary schedule for the support staff at the first meeting in October instead of the second meeting of September. The board had no objections to this request.

**Superintendents Report:**

Mr. Tursi received notification from the MEA regarding negotiations on September 4, 2013. He advised the board to have a work session on the boards approach to negotiations at the next nonpublic session. The board was in agreement. Mr. Tursi wanted to inform the board that he was invited by the NH Department of Education to attend a conference that is being put on by the United States Department of Education in Washington DC on September 23 to 25. The conference is called a Turnaround symposium. They are asking different states to be a part of the symposium to speak about different turnaround initiatives that are going on around the country and we are fortunate enough to be invited to attend by the Department of Education of New Hampshire and it is a complement to the SAU department to be invited to the symposium. He sees it as a complement and an indication of how the state and SAU 64 will work together collaterally in moving things forward for the district.

**Old Business:** Andy Crone had asked Stephanie Berry what time could setup start Milton has Pride day. Stephanie replied that she was going to start around 7:00am.

**Committee/Board Member Reports:**

Donna-Marie reported that the Recreation Commission met and that the Recreation Department would like to start an After School program on the early release days and have activities for the children. Also looking to see if someone on the National Honor Society would like to volunteer for some community hours they may need.

**School Board Business:**

- A. 8<sup>th</sup> Grade field trip request:** The 8<sup>th</sup> graders are requesting to take a field trip to New York City. They would be departing Friday May 23, 2014 and returning May 25, 2014. Mr. Tursi did note that there needed to have 2 dates changed on pages 7 & 9. Andy Crone made the motion to approve the field trip to New York City, seconded by Doug Shute – all were in favor. The motion passed.

**B. Setting goals with Board self-evaluation results:**

Ann had ask the board if they had areas they would like to concentrate on. Andy stated #41 provides a policy outline the district educational objectives against which the instrumental program can be evaluated. He feels that what he has seen since being a board member that thing could be looked at closer and enforced. Doug Shute wanted to know what Andy Crone had in mind for this. Andy responded that out of all the test we give these children and with the results that we are seeing what goals are really setting in these schools to teach the children. Curriculum is constantly changing and we have the common core coming in and he feels that we really need to concentrate on these children. Mr. Tursi had presented the board with goals that were set in the past. Goal #1 states the following: Provide a high quality, diversified, standards based curriculum that utilizes best practices which will enhance individual achievement, excellence, innovation for students, teachers, administrators and staff. Mr. Tursi feels that this goal ties into #41

question on the Board self-evaluation. Your talk about high quality, diversified, standards based virtual that utilizes the best practices. Defining best practices is always been a challenge. You can talk about research-based constructional practices. What Mr. Tursi likes about the goal is it enhances individual achievements and focusing on the individual student and personalizing there individual growth instead of a whole district growth. That first goal real encompasses #41 on the board self-evaluation. If you get more specific there are districts and boards that have established specific measurable goals in a sense to that 10% of your student population will show a specific amount growth in there reading assessment over a period of time. This is what everyone should be striving for and it is something that all stakeholders should try to establish a type of a measurable goal compared to a unit goal the board may have adopted. This also means that we need to have a solid assessment in place within the district that will allow us to show student growth on an individual bases. Right now we are being evaluated on based on the state assessment due to we do not have a local assessment that allows us to determine individual student growth. If you had a strong local assessment to compare to a national assessments that would allow you to view our student in comparison to others around the nation to see how the students are doing, rather than just focus on the state assessment. Mr. Tursi feels that the board needs to have a discussion in the near future on assessments and what this should look like in our district.

Doug Shute asked how we achieve this at the state and government level, and would it be done by testing.

Mr. Tursi had referred to the state assessment of NECAP testing, which will be given in October. Our local test is something that is we choose to use to determine student growth for an example there is NWEA testing. Aims web is currently used in our district that we chose as a local unit to be used as an assessment tool, so that is the difference for your local and state assessments. State is that everyone in the state takes the test and local is based on what you as a district chose to use.

Doug would like a list of both state and local assessments and any others that are given to the student, and how often they are given. He would also like the titles of these assessments and the range of score. Ann responded that every student would be different based on their learning needs so they may be assessed more than others. Doug responded that he didn't want individual scores, but an over-all score for the assessments. Andy is feels that things need to move ahead and not backwards for the educational piece after reviewing the NECAP scores. He wonders if the school had set a goal to improve these scores as well.

Ann stated that these goals were developed about 4 years ago and these 5 goals really cover a lot of district objectives but not really board operational goals. Ann's question is, so we make these goals and what do we do as a board to make sure these goals are implemented. Do they need to be more detailed?

Donna-Marie replied that you would set a goal with a set of objectives and determine how you would meet that goal. Ann responded that is beyond the set of goals we currently have and is this more of a strategic plan.

Mr. Tursi stated that you many of your goals should be based around the operation of the board. And you can get more specific and set it at a 3 year trend to achieve these goals. Ann had ask Mr. Turis for guidance for setting more specific board goals were most of the compost score were 4's. Mr. Tursi feels the board need to look at the evaluation tool and look to see if is establishing what everyone is thinking due to having a consistent score on the self-evaluation and that this does not often happen. M. Tursi asked the board if there were any areas that they really want to focus on as a board. If you wanted to pin point one goal what would that be and then we establish how we go about doing that for the operation of the board, so if you were to set an expectation for the superintendent. You as the board would set this goal and how the superintendent would achieve this goal and what you would like to see happen. Doug Feels that while doing this evaluation that it was hard due to having an interim administrative staff in some areas and he now feels that with new administration that the next self-evaluation will have different results. Andy Crone feels the same way. Ann stated that the board is not evaluation the staff and only how the board operates. Ann feels that this would be easier for someone who has been on this board for a long time verses someone new to the board. Donna-Marie currier stated that when she did this self-evaluation that she looked at the board as a roll not a person that she was evaluating, so how does the board provide the superintendent a clear set of expectation and it didn't matter who it was and it was as who we are as a board. Donna-Marie feels that the goals and the evaluation are separate entities. Ann stated that she feels that the current goals are district goals and that the board needs to set operational goals for the board. Ann as would like to sit down with Mr. Tursi and come up with a plan or talk about how the board should go about setting these operational goals for the next school board meeting. Luella Snyder feels that this needs to be done with the whole board present. Ann asked Mr. Tursi for a direction to take. Mr. Tursi responded that the board should review the spread sheet and look at what ones scored the lowest and start there. Andy Crone asked the question if only the board present could discuss these goals in a nonpublic session or does it have to be in a public session. Ann replied that it has to be in a public session. Mr. Tursi feels that whatever goals the board sets you should base it around student achievement. Ann would like the board members to review this evaluation at home and try to come up with some goals and bring them to the next board meeting.

### **NON-PUBLIC SESSION**

Donna-Marie Currier moved, second by Luella Snyder, to go into nonpublic session under RSA 91-A: 3 II (b), and (c) at 6:52 PM. The roll call was as follows: Walsh, yes; D. Currier, yes; Snyder, yes, and Shute, yes;

While in nonpublic session the board approved the following nominations.

Sandra Ouellette – SPED bus driver.

Patrice Comeau – paraprofessional.

Kevin Hayes – paraprofessional

Sarah Kern – paraprofessional.

Debra Flanders – paraprofessional

Karen Johnson - middle school volleyball  
Jane Weymouth - middle school softball

Andy Crone made the motion to come out of nonpublic session at 7:11 PM, seconded by Donna Marie Currier. The roll call was as follows: Walsh, yes; Crone, yes; Currier, yes; Snyder, yes; Shute, yes:

Andy Crone made the motion to adjourn the meeting at 7:11pm, seconded by Doug Shute - all were in favor.

Respectfully submitted,  
Brandy Banks Secretary  
Minutes are a draft until approved.  
Approved on: \_\_\_\_\_