

**SANBORN REGIONAL SCHOOL BOARD  
MEETING MINUTES  
APRIL 20, 2016**

A regular meeting of the Sanborn Regional School Board was held on Wednesday, April 20, 2016. The meeting was called to order at 7:10 pm by Sanborn Regional School Board Chairperson Corey Masson.

**ATTENDANCE**

**SRSD SCHOOL BOARD**

**Corey Masson, Chairperson  
Janice Bennett  
Roberto Miller  
Nancy Ross  
Pamela Brown  
Peter Broderick**

**ADMINISTRATORS**

**Dr. Brian Blake, Superintendent of Schools  
Carol Coppola, Business Manager  
Jodi Gutterman, Student Services Director**

The meeting began with a Salute to the Flag.

**REVIEW AGENDA** - No changes

**MINUTES OF APRIL 6, 2016 – PUBLIC AND NON-PUBLIC**

Motion made by Ms. Brown to approve the public and non-public minutes of April 6, 2016 as written. Seconded by Mr. Miller. Vote: 5-1-0 (Ross abstained)

**EXPENDITURES REGISTER & MANIFEST – REVIEW AND SIGN**

Manifest #22, #25, and #26 were reviewed.

**ADMINISTRATIVE REPORTS**

Dr. Blake informed the Board that they are paying attention to the kindergarten enrollments, particularly, at the Bakie School. Memorial's numbers are at or near capacity. He stated they are paying close attention to that and is not sure if there will be ample space for them. It was explained that it is a challenge predicting numbers because there is no data to start with. They estimated for 3 classrooms of 15-16 students in each. However, the numbers are up to 19 students. The cap per school board policy is 18 students. Dr. Blake stated that he wanted to make the Board aware of this potential issue and that we may need to look at this moving forward.

The last day of school will be June 17, 2016 for both students and staff. He is requesting the Board make June 15, 2016 the last day for students and allow the last two days for professional development.

**Motion made by Ms. Ross to approve the last day of school to be June 15, 2016 for students and to make June 16<sup>th</sup> and June 17<sup>th</sup> as professional development days with CPR training for teachers. Seconded by Ms. Bennett VOTE: 6-0-0 unanimous**

a. Strategic Plan

Dr. Blake explained the strategic plan is in process. He updated the Board on involvement. There was a small steering committee made up of parents. The next step is a scheduled meeting on May 11<sup>th</sup> in the Library at 7:00. This will be a community public forum to discuss the direction of the District for the next 5 years. Following that, we will ask people to hold meetings in each of the schools to fine tune some items. The Board members may join also.

Mr. Broderick asked if we reviewed the last strategic plan to determine what was and what wasn't accomplished. Dr. Blake explained they had done that and he will make the results of that available. He stated 85% of the items were completed or in process and only 15% of the items were left untouched.

Mr. Masson did a presentation on Trends Analysis which helps on how to look and find core entities.

b. Competency-Based Education

School administrators provided an overview which focused on 3 major areas: Collaboration, Competency, and Climate and Culture. The State of NH requires the district to have a competency-based system.

It was explained it is important to look at the District plan on how we plan for performance and monitor it and measuring and tracking competencies and setting those goals together. By 2017 all grades (K-12) will have a competency based system to report to. Each of the 3 schools are undergoing a program review by the State. There are different rules for elementary, middle and high school. Competencies are revised yearly by teachers and are in a constant revision process. Information is available on the website.

Dr. Blake anticipates several meetings will be scheduled in an attempt to bring the Board members up to date on the different practices we utilize in the District.

8. Student Council Report – none to report

9. a. Sub Committee Reports

As School Board representative to the Budget Committee, Mr. Roberto Miller updated the Board with a detailed report on the Budget Committee meeting of 4/20/16. Ms. Collyer was elected Chair and Mr. Swasey was elected Vice-Chair. He added that it was a very positive meeting. The minutes will be available on the website.

b. Policy Committee

Ms. Ross updated the Board on the Policy Committee. They reviewed policy BGC which is Policy Review and Maintenance. The minutes of this Committee are available.

**Motion made by Mr. Broderick to reaffirm Policy BGC. Seconded by Ms. Bennett.**

Ms. Ross read policy BGC- Policy Review and Maintenance. There were no amendments to the policy.

**VOTE: 6-0-0 unanimous**

The Policy Committee discussed the new subcommittee recommended by Mr. Broderick. They reviewed a draft of the policy and made some changes. A draft of the new policy will be presented to the School Board for review at the next meeting as a First Read. The new policy will be Policy EISA (Excellence In Student Achievement). It was agreed to add this policy to Policy BGC .

Ms. Ross read the draft of Policy EISA.

10. School Board Chairperson's Comment

Mr. Masson informed them the course selection at the high school for next year is underway.

The Choral Concert is scheduled for April 21<sup>st</sup> at 7:00 pm.

Congratulations to Ms. LeBlanc on her first grandchild.

Mr. Masson presented a power point presentation on correlating the work our District does to other districts to help us understand what we are doing.

Dr. Blake described the Career Pathways Program at the high school. They are working hard to develop relationships with area colleges and universities to help students earn college credits. The newest venture is with Southern New Hampshire University. Seven of our courses now will be credited toward building high school and college credits.

Dr. Blake explained the rankings of high schools and the methodology used. He explained the bigger factor is the number of I.B. or A.P. (Advanced Placement) courses offered at the high school level and the number of students who take the test. He believes it is more important for students to earn college credits.

Another possible program is a partnership with MIT to bring in potential interns and we are looking at a couple of places where there could be opportunities to use that. A meeting is scheduled in mid-May with them to try to develop a long range plan.

Jordan from Newton addressed the Board. He asked that the Board keep in mind when developing the 5 year strategic plan that not all students enter college after graduation. There are students who choose to enter the workforce.

Ms. Gluck from Newton talked about an article “Why American Schools have a Money Problem”. She mentioned when comparing per pupil spending to other districts, comparisons should be made among districts of similar size.

## 12. School Board Comment

Ms. Bennett attended the National Honor Society induction ceremony on April 11<sup>th</sup>. She made reference to the ‘rightness’ of the evening.

A screening of the Sundance Film “Most Likely to Succeed” will be held on May 5<sup>th</sup> at 6:00 pm. Free ice cream will be served afterwards.

Dr. Brown, School Board representative to the Policy Committee, informed the Board that Policy JBAB (transgender) passed. She stated the issue of Restroom Facilities is something the School Board may need to be looking at.

Mr. Masson stated the Finance Committee hasn’t met yet. Mr. Broderick asked that the Finance Committee look at the budget cuts to see if we have funds from this year and to give us recommendations on what we can do this year to perhaps not have as many cuts.

Ms. Ross explained the process to Mr. Broderick. The Business Administrator determines what is outstanding; then, Dr. Blake gets together with the administration and puts together a list of cuts and brings them to the Board for discussion.

## 13. Unfinished Business – none

## 14. New Business

(School Board recessed at 9:00 and reconvened at 9:05)

- a. Vacancy – School Board – RSA 671:33

An interim school board member will be appointed to serve until March 2017. Then the opening will become a one year elected position. A request for submitting a letter of interest will be published in area newspapers, on the school district website and on social media. The deadline to submit a letter of interest will be May 6<sup>th</sup>. On May 11<sup>th</sup>, there will be a Question and Answer session with the potential candidates. Mr. Masson will moderate the session. The interim school board member will be chosen in time for the School Board meeting on May 18, 2016.

e. Goal Setting

Mr. Masson presented a 4 page slide presentation regarding goals. He believes we should think about having a measure of spending across service areas. Measure spending on services approach to cost analysis by zeroing in on what is provided. There are cost factors driving up per pupil costs. He says they need to look at a cost by subject area. He is interested in having a goal setting session on May 18<sup>th</sup> in lieu of a regular School Board meeting.

Dr. Brown believes it is not how much is spent but more on how well it is used.

a. Professional Staff Resignations

Sandra Moore – Bakie School Special Educator has resigned

**Ms. Bennett made a motion to accept the resignation of Sandra Moore. Seconded by Ms. Ross. Vote: 6-0-0 Unanimous**

b. Professional Staff Nominations

Kim Koines to replace Paula Arsenault – Math teacher

**Ms. Bennett made a motion to accept the nomination of Kim Koines dated 4/20. Seconded by Ms. Ross. Vote: 6-0-0 unanimous**

c. Sub-Committee Meetings –

The meeting dates have been noted.

The 2016/2017 School Board Calendar needs to be finalized for publication next week.

The Budget Committee will meet on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month.

Right To Know – informational graph

A graph was provided to the School Board by the Budget Committee and will be put on the website.

d. Tuition Rates

An informational packet has been provided for the Board members. Ms. Coppolla presented this. A copy of the tuition agreement with the Fremont School District was provided and the tuition is set according to the agreement. She explained there is a capital cost component. In addition, the school district uses a template estimating current expenditures per pupil. She explained how this is calculated. The total per pupil cost is \$17,972.51 for the high school for the Fremont School District next year. Fremont will be notified by April 15<sup>th</sup>.

Policy JFAB governs the tuition rate for outside districts.

**Motion made by Ms. Bennett to accept the tuition rate as presented and documented.  
Seconded by Ms. Ross.**

Mr. Broderick asked if Fremont reimburses us for sports. Ms. Coppolla explained that cost is included in the per pupil calculations and is included in our budget.

**VOTE: 6-0-0 unanimous**

15. Communications Received/Sent – none to report

16. Written Information – none to report

17. Agenda Items for next regular meeting

Agenda items for the May 4<sup>th</sup> regular meeting.

- Dr. Blake would like to follow up with a presentation around assessment and the PACE program.
- Committee reports: Policy Committee
- Financial
- Public Relations sub-committee - There are no firm dates on subcommittee meetings yet.
- Goal Setting discussion

18. Public Comment – no comments

19. School Board Comments – none to report

20. Announcements

The next Sanborn Regional School Board meeting will be held on Wednesday, May 4, 2016 at 7:00 pm in the School Board Room (Room 137) at the Sanborn Regional High School, 17 Danville Road, Kingston.

The next Budget Committee Meeting will be held on Wednesday, May 12, 2016 at 7:30 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston.

The Finance Committee meeting will be held on May 4, 2016 at 5:00 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston.

The Policy Committee Meeting will be held on May 4, 2016 at 6:00 pm in the School Board Room (Room 137), at the Sanborn Regional High School, 17 Danville Road, Kingston.

21. Non-Public Session –No non-public session

22. Adjournment

**Ms. Ross motioned to adjourn the school board meeting. Seconded by Mr. Miller.  
Vote: 6-0-0 unanimous**

The meeting was adjourned at 9:55 pm.

Minutes respectfully submitted by,

Linda Mahoney