

MONT VERNON SCHOOL BOARD MEETING MINUTES
December 14, 2006
MONT VERNON VILLAGE SCHOOL LIBRARY

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Leo White called the meeting to order at 6:05 p.m.

CALL TO ORDER

Present:

ATTENDANCE

Mont Vernon School Board: Howard Brown, Jayson Darula, Peter King (arrived 6:14 p.m. left 7:15 p.m.), John Schwope, and Leo White.

Administrative Team: Dr. Mary Jennings, Lisa Ambrosio, Meredith Nadeau, Elizabeth Shankel and Kathy Skoglund

Budget Committee: Pam Coughlan, Kathy Dobbs, Charlie Dodd, and

Other: Bruce Schmidt, Mike Fimbel

Minutes Recorder: Lyn Jennings

A. Principal's Report -

ANNOUNCEMENTS

Board members received a copy of the Principal's Report titled Principal's Report for 12/14/06, in their board packets.

Leo asked members of the board if they had any questions regarding Meredith's report.

Leo White asked what was Angel Software. John Schwope said it was similar to Blackboard. John said he went to a training session and found it very interesting. John said it is an excellent tool for parents and students. They are able to see lessons posted, homework assignments and an interactive syllabus.

John Schwope said he has asked Bruce to do a presentation on Angel Software at a future SAU Board Meeting so everyone can see what it looks like.

Howard Brown asked about the facilities use request from the state office of the fish and game. Meredith said they can have use of the building, however there

is a fee associated with using the building and they are eligible to use it.

B. Acceptance of Gift – Board members received in their board packets a copy of a check from The New England School Picture Company LLC for \$653.82. This check was the MVVS dividend check from the 2006 School Picture Day.

Meredith said the money would go towards student activities and general supplies.

A motion was made by Jayson Darula and seconded by Howard Brown to accept the very generous check from The New England School Picture Company LLC. All members of the board voted in favor of the motion and the motion passed.

Mike Fimbel said he was following up from the last school board meeting he attended on November 9th. Mike was wondering if the board was any closer to choosing a Facilities Plan Option.

PUBLIC TIME

Leo White explained the board had not met since November 9, 2006.

It was explained Amherst had decided to proceed with a two-phased approach of option 1B.

Leo said the board does not want to commit to a specific option until they have time to meet and discuss the different options. Leo said they also plan on holding a Public Hearing in January.

Mike said he just wanted to make the board aware of the fact that the Fire Station is looking to build a new station, which would be a twenty-year bond. Mike also said the Library is looking to build as well.

Leo said at the board meeting tonight, on the agenda, was the topic of the Mont Vernon Facilities Plan: Options for Public Hearing.

Leo White welcomed members of the Budget

Committee to the School Board meeting.

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Pam Coughlan announced four out of five Budget Committee members were present at the board meeting. Pam thanked the board for inviting the committee to the School Board meeting.

A representative from the Milford Christian Academy came before the school board to request permission to use the MPR.

The gentlemen said they wanted to begin using the MPR in January.

Meredith said she hadn't seen the paperwork in the office yet, but agreed to verify the paperwork prior to letting the MCA use the MPR.

The School Board agreed to waive the fee associated with using the MPR upon Meredith's receipt and review of the proper paperwork.

A motion was made by Jayson Darula and seconded by John Schwope to approve the MCA's use of the MPR, with the appropriate fees waived, and which was previously allocated to RSEC. All members of the board voted in favor of the motion and the motion passed.

CONSENT AGENDA

A motion was made by Howard Brown and seconded by John Schwope to approve the Consent Agenda items A. Minutes – November 9, 2006 B. Treasurer's Report – October 2006 and November 2006 and C. Manifest – October 2006 and November 2006.

All members of the board voted in favor of the motion and the Consent Agenda passed.

A. Mont Vernon Facilities Plan: Options for Public Hearing – Board members received a handout in their board packets which outlined the Mont Vernon Facilities Plan Options for the Public Hearing.

PRESENTATIONS/DISCUSSION

Dr. Jennings said she has scheduled Mark Joyce to

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present at the Public Hearing on January 30, 2006 at 7:00 p.m. It was agreed the public hearing would be held in the MPR unless there was a smaller crowd, then it would be held in the library.

Leo agreed to handle the publicity for the Public Hearing with the *Cabinet* and *Amherst Citizen*. Dr. Jennings said she would make sure the Public Hearing announcement was on the SAU website.

Dr. Jennings agreed to work with Mark Joyce to obtain the additional costs associated with Option #2 - Expand MVVS to include K-8. Dr. Jennings said they could discuss the physical, fiscal and educational implications for # 2 as well.

Dr. Jennings said she would ask Mark Joyce for the dollars associated with Options 6 & 7 as to why they would not be cost effective or physically or fiscally possible. She agreed to have some of this information at the next board meeting.

Based on the options provided, Leo believes they are down to two possible options, Option #1 – Build an addition on to MVVS, 7-8 remain at AMS and Option # 4 – Add portable classrooms to MVVS for K-6, 7-8 remain at AMS.

B. FY08 Budget – Draft #1 – Dr. Jennings said at the last board meeting the administration presented the assumptions they would be using to create the budget. Dr. Jennings said the board also provided some direction.

Dr. Jennings explained the Operating Budget is showing a 1.81% increase overall.

Dr. Jennings said Meredith would present the overall budget and Lisa Ambrosio and Betty Shankel would present the Revenues and Tax Impact to the town.

Dr. Jennings agreed to put the budget information on the SAU website.

Meredith Nadeau highlighted the current Village School Budget.

- Adequately supports the needs of the students with a focus on appropriate instructional materials in all areas.
- Adequately supports education goals by addressing ongoing commitments to mathematics, literacy, social studies, science and integrated arts.
 - Adequately supports special education needs.
 - Provides a safe environment.
 - Includes addition of foreign language teacher, purchase of social studies textbooks, installation of T1 line and phone system, and increases of MVEA agreement.

Meredith presented the Current Enrollments and Projections:

- Current enrollment of 249 at MVVS and 87 at AMS.
- Projected enrollment of 260 at MVVS and 71 at AMS (1% decrease)

Meredith presented the FY08 Educational Programming:

- Increases in time for guidance counselor (.2), PE teacher (.1) and nurse (.14)

Meredith discussed what the increases in time would do for each position. Meredith said the guidance counselor would go from working four days per week to 5 days per week.

The Physical Education teacher would now work 3 full days per week, which would give all students PE one day per week as well as PE two times per week every other week. This additional PE time would help their initiative to focus on wellness.

Currently the nurse works from 9 a.m. to 3 p.m. and Meredith would like to have her work from 8:15 a.m. to 3:15 p.m. The nurse's current hours are seen as a challenge by the administration. Meredith believes by

increasing the nurse's time by .14, it will be an overall benefit to the school.

- Ongoing commitment to early literacy intervention, with the addition of a part-time literacy coach and absorption of Title I program costs.

Meredith explained early literacy intervention is an SAU focus as well as a district focus.

This year there will be a 25% reduction in Title 1 Funds and next year they expect a 50% reduction.

- Costs for participation in summer K-12 curriculum revision and professional development.

Nicole Heimarck will lead the curriculum revision program this summer, which will involve the Science Program.

- Technology expenditures address replacement of equipment on a 5-year cycle, new equipment purchases, and upgrades to infrastructure.

Meredith said in previous years, we have not come close to a 5-year replacement cycle.

- Student Activities: Partial offset of cost of band program instructor.

Meredith explained this program is funded entirely by the parents and they are looking to fund a portion of it within the school budget over the next three years. The instruction will take place after school. Once the program is fully funded by the school, they most likely will look to building the band program into the regular school day.

Meredith presented the New Budgetary Line Items under FY08 – Other:

- Technology
 - New technology lines separate technology

requests from other curriculum areas.

- Special Education Costs
 - Overall increase of .52%
 - Addition of one instructional assistant to meet IEP requirements.
 - Decreases in some in-district expenses.

- Repairs and Maintenance
 - Some shifting of line items to more clearly identify expenses.
 - New initiatives included paving of bus loop and stage lighting.

Additional FY08 Considerations:

- SAU Budget:
 - MVSD budget reflects costs of proposed SAU budget.

- Benefit costs:
 - Increased contributions to NH retirement system
 - Estimated healthcare increases of 8.2%

Meredith provided a chart, which detailed the Staffing Comparison for FY07 and FY08.

The chart highlighted the changes Meredith presented in the budget which included the following:

Certified Staff:

- PE went from .5 to .6
- Nurse went from .86 to 1
- Guidance Counselor went from .8 to 1
- Literacy Coach went from 0 to .25

Non-certified Staff:

- Special Ed Aides went from 9 to 10

Meredith Summarized the Proposed Fiscal Year 2008 Budget.

- Overall increase of 1.81%
- Addresses normal increases in cost of living, utilities and fixed costs.
- Provides for continued educational improvements with a focus on literacy and technology.
- Supports District and SAU goals.

Board members as well as members of the Budget Committee were given the opportunity to ask questions regarding the budget presentation.

Kathy a member of the Budget Committee asked if the Literacy Coach would be someone already on staff.

Meredith said as of right now, it would be a new position.

Jayson Darula asked if the SAU proposed budget portion includes the Literacy Coach position. Meredith said yes, it does include the Literacy Coach position.

John Schwope said he would like to see the corresponding amounts that go along with the individual line items changes in the budget.

Betty said they budgeted very closely in the tuition line. Betty explained the sixteen-student decrease in the AMS Tuition made a big difference in the budget. She said they have budgeted for 71 students and they actually have 70 students now.

Betty suggested they are very close to the budgeted number now and they may want to add in a few extra students to give them a little cushion.

Peter King said it is not unusual based on historical data to have additional students over the summer. Peter said he thinks the data supports we gain 1-2 students going to AMS over the summer.

Leo White asked if we added a 5% increase to the cost for AMS students. Betty said yes, she did.

Betty said it would be nice to have some cushion and suggested adding an additional five students.

Betty also suggested adding \$5,000 to the Food Services line for the Equipment Lease. She said the actual cost of the equipment is \$10,000 and they only budgeted \$5,000 last year.

John Schwope said we should add an additional \$5,000 to the Food Services line because it's an actual expense therefore, it should be in the budget.

Dr. Jennings suggested the board consider having a Special Education Expendable Trust.

Dr. Jennings suggested having an Unfunded Liability Expendable Trust. She said employees are retiring at a greater rate and they need to be better prepared for the liability. Dr. Jennings said they would talk about this at a future board meeting.

Peter King said they have another Expendable Trust and it is the Land Acquisition Fund.

Lisa Ambrosio said they also have the Capital Fund, which has a balance of \$54,000.

Peter King said they also have a Maintenance Fund, which was funded when they were having a lot of problems with the building.

Lisa said they have not contributed to the Maintenance Fund since 2004.

Peter said he would like to know what long-term projects Jim Miner has planned in order to see if they need to build this fund up.

Dr. Jennings said they have one more meeting scheduled in January to discuss the budget as well as the Expendable Trust Funds.

Leo White asked if anyone from the School Board, Budget Committee or the public had any questions.

Bruce Schmidt said he didn't understand what line 107 – Printing was for and Meredith said it was for the school district's cost of printing the Annual Town Report.

Bruce asked what was being purchased under line 160 – New Equipment – Technology for \$5,100.

Lisa Ambrosio read from a list of new equipment which included a CMS Server for \$500, Tapes - \$500, Web Server - \$500, MMS \$500, additional parts for the lab \$800, a backup tape system for \$1,200 for the library and repair parts for \$500.

It was agreed the narrative for the budget would be shared with members of the budget committee and school board. Leo said the sooner they received the narrative the better. Meredith agreed to send it out as soon as possible.

Leo White asked if Jim Miner could provide a full list of maintenance items they plan to complete over the next year. Dr. Jennings agreed to get this information from Jim.

Leo White asked members of the Budget Committee if they needed anything else from the Administration or School Board.

Pam Coughlan said in the past they have gotten together with each of the Department Heads to discuss their budgets. She said the committee would most likely meet every Wednesday evening. Pam asked who they should contact at the SAU to arrange meetings. Dr. Jennings said they could either contact her or Betty.

John Schwope said they would really like the narrative as soon as possible.

John said he would like to see what is different in the budget as compared to last year. John said in the past

they received charts, which indicated \$ change and % change and they were very helpful.

Dr. Jennings agreed they could provide this information again.

John suggested the Administration look at last year's presentation of the budget because it worked very well.

Leo White said when the board meets in January they will assign sections of the budget for board members to cover at the District Meeting.

Betty Shankel asked for direction on the Tuition to the AMS. She suggested adding five students to the budget, which would add an additional \$62,078. The tax impact would be 2.3% rather than .27%.

Peter King said the numbers would support adding 1-2 students but he did not think it would support 5.

Betty agreed to add two students to the budget but said she already has one included so she would add one more to it.

Discussion followed about adding an additional \$5,000 to the Food Services – Equipment Lease line. Board members agreed they don't need to show they are breaking even but since it is an expense, they should include it in the budget.

Board members received a handout from Betty Shankel titled Mont Vernon School District FY07 Revenue Summary. Betty is estimating an Unreserved Fund Balance of \$50,000 at the end of the year.

Betty said the proposed tax impact for 2007-2008 is \$11.54 as compared to \$11.52 in 2006-2007.

C. School Board Meeting Schedule and Format: Recommendations – Dr. Jennings asked if board members felt one meeting per month was working.

Dr. Jennings said she met with the four board chairs and

it was her understanding, everyone seemed to want to stay with one meeting per month per board.

Everyone agreed one meeting per month was working well.

Board members received a copy of the upcoming School Board meeting schedule for January – August 2007.

Dr. Jennings said at the next board meeting on January 18, 2006, they will address the questions you had at tonight's meeting and the administration will have met with the Finance Committee to answer their questions.

Dr. Jennings said they will also present some backup material on the two existing Trusts as well as the proposed Special Education Expendable Trust and Unfunded Liability Expendable Trust.

D. Policy Review – NHSBA Program – This was approved at the last school board meeting.

A. Mont Vernon School Board Goals – A motion was made by John Schwope and seconded by Jayson Darula to accept the Mont Vernon Village School Board Goals as presented in the school board packets. All members of the board voted in favor of the motion and the motion passed.

ACTION ITEMS

A motion was made by John Schwope and seconded by Jayson Darula to go into Non-Public Session per RSA 91 – A:3 II (a).

NON-PUBLIC SESSION

By roll call vote, White-yes; Schwope-yes; Darula-yes; and Brown-yes, the board went into non-public session at 8:20 p.m.

The board discussed personnel matters.

A motion was made by Howard Brown and seconded by Jayson Darula to come out of Non-Public Session per RSA 91- A:3 II (a).

By roll call vote, White-yes; Schwope-yes; Darula-yes; and Brown-yes, the board came out of non-public

session at 8:34 p.m.

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A motion was made by Jayson Darula to adjourn the meeting. John Schwope seconded the motion. All board members voted in favor of the motion. The meeting adjourned at 8:35 p.m.

ADJOURNMENT