

MONT VERNON SCHOOL BOARD MEETING MINUTES
May 10, 2007
MONT VERNON VILLAGE SCHOOL LIBRARY

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Leo White called the meeting to order at 6:03 p.m.

CALL TO ORDER

Present:

ATTENDANCE

Mont Vernon School Board: Howard Brown, Jayson Darula, Bruce Schmidt, John Schwope, and Leo White.

Administrative Team: Nicole Heimarck, Dr. Mary Jennings, Meredith Nadeau, Elizabeth Shankel, and Kathy Skoglund.

Minutes Recorder: Lyn Jennings

- A. Parent Survey – Meredith provided board members with a copy of last years Parent Survey 2006 to review to see if they had any additional questions or comments they wanted to include in this years survey. Meredith told board members they were going to try to put the survey on Angel Software this year.

ANNOUNCEMENTS

John Schwope said since the districts mission statement is to engage, challenge and support all learners, he would like to see if the district is accomplishing this as perceived by different groups.

John asked if it was possible to organize the questions in a way that would determine if they are Engaging, Challenging, and Supporting all learners. He said if the questionnaire was organized in this manner, then they would be able to apply the results to see if they were successful relative to their mission statement.

Meredith told John she was open to his suggestion of setting up the survey relative to questions, which apply in each section of the mission statement – engage, challenge and support all learners. Meredith said she has two years of data and it would be difficult to cross reference from previous years.

- B. Principal's Report – Board members received a

FINAL Minutes of May 10, 2007 Mont Vernon School Board Meeting

Meredith said a team of seven Mont Vernon staff members attended an RTI/reading reform workshop in Concord on 5/2 with Nicole Heimark and staff from the Clark/Wilkins School.

John Schwope said RTI was discussed at the SAU Board meeting last month. He said it is a very different way of approaching kids and learning. Meredith said she doesn't believe it is a very significant way of learning for students at the Village School. Meredith said they have been preparing for this learning approach for the past year and they will be fully prepared next year.

Meredith told board members the Dibels training for 13 staff members is being completed this week and the benchmark assessment of all current kindergarten students has been completed. Meredith said an assessment of all incoming kindergartners (and new first graders) is scheduled for May 17, 2007.

Meredith highlighted some important upcoming dates:

Graduation Day – June 19, 2007 at 6:30 p.m.

Last Student Recognition Assembly – June 20, 2007

June 21, 2007 – Step Up Day at Amherst Middle School

- C. Management Report Status Update – Board members received a copy of the Mont Vernon School District Management Report Status Update dated May 10, 2007.

Betty said based on the management report received from the auditors, she met with Meredith, Lisa Ambrosio, and Sheila. She said a lot had already been changed prior to their meeting.

Betty Shankel told board members the written procedures have been distributed to the staff for their input and comments. Betty said when Mont Vernon adopts a Policy giving them direction for the operation of School Activity Funds; they will finalize their written

procedures to comply with Board Policy.

John asked when they should expect to have a policy on School Activity Funds.

Howard Brown said they are starting with the required policies then the recommended policies, and he is not sure if it is one of the required policies. He said they have a meeting on Tuesday and he should have a better understanding as to which policies are the required ones.

Howard said the goal is to have all three boards policies in line with one another's as much as possible.

Leo White thanked Betty and her team for taking care of all the issues addressed in the management report by the auditors.

Leo White invited comments from the Public but none were forthcoming.

PUBLIC TIME

The C. 1. Minutes of March 8, 2007 and C. 2. Minutes of April 12, 2007 (Organizational Meeting) were pulled from the Consent Agenda.

CONSENT AGENDA

A motion was made by Jayson Darula and seconded by John Schwope to approve the Consent Agenda which included the following items: A. Treasurer's Report – March 2007; B. Manifest – March 2007; C. Minutes 3. April 12, 2007 (Regular Meeting) and D. Acceptance of Resignation.

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

A motion was made by Jayson Darula and seconded by John Schwope to approve Consent Agenda Item, C. 1. Minutes of March 8, 2007, as amended. Members of the board voted in favor of the motion with one abstention, Bruce Schmidt.

A motion was made by Jayson Darula and seconded by Bruce Schmidt to approve Consent Agenda Item, C. 2.

Minutes of April 12, 2007 (Organizational Meeting), as amended. Members of the board voted in favor of the motion with one abstention, John Schwope.

- A. 5th Grade Students – Real Life Math Projects - Nancy Sandahl told meeting attendees as well as board members she has been involved with students working on Real Life Math Projects for over fifteen years. Nancy said the project shows students how much math is used in our daily lives. Nancy provided examples of students projects which included: building a dog house, building a bird house, following the stock market for a month, and building a raised garden.

PRESENTATIONS

Nancy said she is very proud of all the projects the students created and a few of the students were going to present their projects this evening.

The first presentation was by David Kibbie and it involved global warming and comparing the amount of money you'd save if you used energy efficient light bulbs.

The next presentation was by Connor Yeaton and he built a chicken chalet.

The last presentation was by MinLu Kelly-Durham and she built a pasture for her horses.

Nancy Sandahl thanked the students for coming to the school board meeting and presenting their projects. Nancy said since she is retiring in June, she hopes the Everyday Math projects continue even when she is gone since it is a great tradition.

Leo White thanked the students for their presentations. Leo thanked Nancy for her work with the students on their Real Life Math projects.

- B. FY07 Third Quarter Report – Board members received a copy of the Mont Vernon School

Betty said the projected surplus in Revenue of \$106,118 has not changed from the last report presented.

The surplus is due to Interest Income, Catastrophic Aid and Medicaid Reimbursement being higher than expected.

Betty said there is a projected surplus in the Fund 10 Expenditures of \$240,957. She explained the surplus is due to the following: ESL Services estimate higher than required, Out of District Placement – Special Education Services not required as anticipated in budget, Staff Development – Actual expense less than budget by \$14K, Math Consultant Expenses covered on grant \$8.2K saved, Legal Fees – Estimate higher than required, Administrative Salaries – Principal reduced hours after maternity leave, Custodial Salaries – Replaced employee with lower compensated person \$3.6K, Property and Liability Insurance – Billing complete under by \$4K, Electricity and Fuel Oil - \$7K savings projected, Misc. Repairs and Supplies – Projected overrun of \$8K, SPED Transportation – Year over year actual increase less than budgeted, and Health Insurance – Year over year actual increase less than budgeted.

Betty presented a document entitled MVVS Proposed Surplus Projects dated May 10, 2007.

For Building Repairs, and Plumbing Repairs the estimated cost of the projects was \$23,430.

In regards to the proposed projects for Technology, they were estimating \$50,250.

The administration was looking for the board's approval to spend funds from the surplus for the proposed projects.

Discussion amongst board members followed.

Jayson Darula said his only reservation was the public is not able to provide any input and the perception might be if the board and administration is given money, they will spend it.

Board members asked Jim Miner and Bruce Chakrin to explain their proposed projects.

Jim explained they are proposing to re-pipe the old wing due to the water quality. He said they have taken steps to try to improve the water quality but sooner or later, the state is going to want the district to fix it. Therefore, Jim is requesting \$14,430 to re-pipe the old wing to fix the water quality.

Bruce Chakrin explained the File Server he is requesting for \$3,100 is to replace the existing one which is at it's end of life this year. Bruce said he likes to have file servers under warranty.

Bruce explained the major request is for a Wireless Computer Cart, which would hold 24 laptops and the cost is \$42,000. Bruce said this cart would enable the teachers to bring technology into the classroom.

Jayson Darula asked if any of these expenditures would reduce the Technology Plan for next year.

Bruce said he has asked for a Wireless Computer Cart for a few years, and each year it is cut from the budget. Bruce said it is a really nice thing to have and it would be useful and helpful.

Bruce said the cart would come off a future budget request, most likely in 2009.

Meredith said the computer lab is completely unavailable two days per week due to NWEA testing in September/October and in April/May. Because of this, students have no access to the lab during this time.

Leo White asked how many teachers would utilize this cart and Meredith said the vast majority of the teachers would use laptops if they had them.

John Schwope asked if they standardize and use all Dell computers at the Village School.

Bruce said they do not have to standardize laptops in all the buildings but it makes a big difference if they do because it is better to deal with the same type of computers across all the districts. Bruce said he likes the service he receives from Dell and it is unparalleled with any other company. He said if there were a problem with one of the laptops, they would come out the next day and fix it.

John suggested looking at old Dell inventory to see if they could save some money.

Bruce agreed to look at this as an option to see how it would compare.

Leo said Jayson made a good point, with this proposal, they are not given the opportunity for any public input and he asked what board members thought about this.

Jayson said it is inevitable they will be buying a laptop cart at some point, but he wishes it were done in a different format, than attempting to use surplus funds to purchase it.

Leo White suggested they put this item on the next agenda for the opportunity to receive public input.

Board members agreed they would approve the proposed list of Surplus Projects except for the Wireless Computer Cart of \$42,000.

- C. Proposed Budget Transfers - A motion was made by Bruce Schmidt and seconded by Jayson Darula to accept Budget Transfer #'s 200712, 200713, 200714, 200715, 200716, 200717, 200718, and 200719 as amended.

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

- D. Wellness/P.E. Curriculum – Dr, Jennings told board members she understood there was some concern about the current PE Curriculum so she wanted the board to know, what is currently being done to revamp the program.

Nicole provided board members with a handout detailing the Mont Vernon Village School PE Curriculum.

Nicole said they began looking at the New Hampshire Curriculum Guidelines in 2005.

Nicole said a quality PE Program should include the following characteristics:

- Reduce the risk of heart disease.
- Improve physical fitness by focusing on cardio respiratory endurance, muscular strength, muscular endurance and flexibility.
- Regulate and maintain weight.
- Acquire healthy active lifestyles. PE develops motor skills and sports skills to promote health and fitness throughout life.
- Improve academic performance.
- Increase interest in learning.

Nicole provided New Hampshire's Six Curriculum Guidelines:

1. Engages in a physically active lifestyle.
2. Achieves and maintains a health enhancing level of physical fitness.
3. Demonstrates competency in motor skills and movement patterns, proficiency in a few and applies these skills and patterns in a variety of physical activities.
4. Demonstrates understanding of movement concepts, and principles. Strategies and tactics as

- they apply to the development of motor skills and the learning and performance of physical activities.
5. Identifies that physical activity provides opportunities for health enhancement, enjoyment, challenge, self-expression and social interaction.
 6. Exhibits responsible personal and social behavior that respects self and others in physical activity settings.

Nicole provided details about the SAU 39 Curriculum Revision:

In September 2007, Physical Education entered phase I of the curriculum revision cycle.

Nicole introduced the guiding thoughts for revision –

- Integration – two-way focus on health and wellness.
- Brain based research – the PE teacher’s work with classroom teachers to increase student activity on a daily basis.
- K-12 alignment – significant focus K-12 revision, Souhegan High School was not included in previous revision.
- Activities focused on overall health rather than athletic ability.

Board members were given a copy of the Mont Vernon Village School PE Program for 2006-2007 separated out to include Grades 1 and 2, and Grades 3, 4, 5, and 6.

ACTION ITEMS

- A. Technology Plan – Bruce Chakrin provided board members with a handout entitled SAU 39 Three Year Technology Plan Incentives, 2007-2010, Mont Vernon Village School, May 10, 2007.

Bruce said the technology replacement plan/policy would be put in effect for all the SAU buildings.

Bruce explained the process involved revising the 2002 Technology Plan, which was a four-year plan. Bruce said an SAU 39 Technology Committee was formed in 2006 and included one school board member from Mont Vernon and one teacher from the Village School.

Bruce said an action plan was first developed utilizing SAU goals and the overall SAU philosophy, and based on the 2008 approved action plan, a three-year projection was created.

Bruce said this is not a budget proposal request. Bruce said they need to get this Technology Plan to the state as quickly as they can since there are some available funds, which Mont Vernon would be eligible to receive if they applied for them before June. Bruce said there is \$1,200 available.

The technology plan initiatives included:

- Learning Management System – Extend learning beyond the conventional school environment via online curriculum enhancement and support. This system would engage students, parents and the community in positive activities beyond the traditional classroom.
- Digital Portfolios – This initiative is in support of Information and Communication Technology (ICT) Literacy Standards. Digital portfolios provide a facility for all students K-12 to have a digital space for the placement of artifacts that reflect and track their progress.
- Wireless Infrastructure – Continue to expand wireless infrastructure for mobile computing

environments. Bruce explained this speaks directly to the request for a wireless cart. Currently, the plan is for this to be an initiative in Year 2 for Wilkins and the Village School.

- Multi-media production – Provide access to specialized input devices and systems for the creation of portfolio artifacts.
- On Demand Video Library – In Year 1 expand the use of the network based educational video library in the High School and Middle School, Year 2 expand to the Elementary School.
- Data Backup Expansion – Year 1 purchase automated data backup system to accommodate the growing demand for increased data backup.

The three-year technology plan initiatives are estimated to cost \$37,395 in 2008, \$44,481 in 2009, and \$46,376 in 2010.

In order to receive Federal Funding, the ERATE recommendation is to purchase a Digital Storage Appliance at a cost of \$5,000 and a Content Management System at a cost of \$900. Both are proposed as initiatives in 2008.

Board members were given a copy of the Mont Vernon Village School Technology Vision for 2007-2010. Bruce said for 2008, the figures presented are the actual figures, which were approved by meeting attendees at budget time. For 2009 and 2010 they are projections.

Bruce said this document would be reviewed and revised quarterly.

John Schwope asked if the figures provided were the projected costs for Mont Vernon to follow this plan. Bruce Chakrin said yes.

A motion was made by Howard Brown and seconded by John Schwope to approve the Mont Vernon portion of the SAU39 three-year technology plan.

All members of the board voted in favor of the motion

and the motion passed.

- B. Insurance Plan – Support Staff – Board members received a Memo from Mary Jennings, Superintendent SAU39 and Carrie Morneau, Director of Human Resources dated May 10, 2007, regarding Insurance for the 2007-2008 and 2008-2009 school years for the paraprofessional staff at the Village School.

Carrie Morneau explained they are recommending a two-year phase in approach for the reduction of the “buy-back” from \$4,500 in 06-07 to \$2,500 for the 07-08 school year and \$1,000 in the 08-09 school year for the paraprofessional staff at the Mont Vernon Village School.

Carrie said currently the staff is eligible for \$4,500 to use for unpaid medical expenses in lieu of the option of health insurance through the District. For the 07-08 school year the paraprofessional employees will be eligible to participate in health insurance through the SAU39 and will receive an amount equal to 75% of a single HMO coverage towards their health insurance costs. Those employees not electing insurance would be eligible for the \$1,000 buy-back.

Carrie said as a transition for the 07-08 school year only, they would like to offer the option of health insurance (the value of 75% of single HMO) or \$2,500 in a buy-back for those who decline coverage. In 08-09 the buy back would decrease to \$1,000.

John said they are facing a transition period because some people don’t need the insurance and every year it kept getting better for them however, they need to remember their goal, which was to be able to attract paraprofessionals with health benefits included.

A motion was made by John Schwope and seconded by Jayson Darula to increase the buy back for the paraprofessional staff that decline the health insurance from \$1,000 to \$2,500 for the 07-08 school year.

The intention of the board is to reduce this for one year.

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

- A. Policies – This discussion will be placed on the agenda for discussion in June.
- B. Proposal – 5th Grade Literacy Staffing – Dr. Jennings said she met with Meredith regarding staffing for the FY07-08 school year. Dr. Jennings said at the last board meeting they said they would come back to the board with the projected enrollments by grade.

DISCUSSION ITEMS

Board members were given the MVVS Enrollment information and projections dated 5/07. The current enrollment is 251 students and the revised projection is 260 students as of 5/07. The total student enrollment is revised slightly from the budget projections provided at the school district meeting and are based on registrations received to date. (same total number, some variations by grade level)

Dr. Jennings said the overall enrollment isn't going down, but is expected to go up next year.

Dr. Jennings said they are proposing to proceed with one 5th grade class with the following:

1.0 FTE Language Arts and Literacy Teacher/Coach

This position would provide the following:

- Language Arts support to grade levels (anticipated grades 2, 4, and 5) for approximately 1.5 hours per grade per day.
- Coaching support to all grade levels K-6 for approximately 1.5 hours per day.
- Works with Literacy Coaches across districts of SAU39.
- Maintains core-staffing numbers to support increased enrollment from 251 to 260.
- Combines 1 FTE classroom teacher and .25 FTE

literacy coach into 1.0 FTE position.

Another recommendation presented was moving the .25 math consultant position from the Title IIa grant into the operating budget. (projected cost of \$8,640)

A motion was made by Bruce Schmidt and seconded by Howard Brown to support the recommendation by the administration to hire a full time Language Arts/Literacy Coach.

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

Meredith said they will be delaying the move of the .25 math consultant position from the Title IIa grant into the operating budget.

Board members did not vote on this recommendation. Meredith suggested, they look at this issue again in July.

- C. Update – Math Enrichment – Nicole said they had a meeting today to define the philosophy for all three districts as it related to Math Enrichment. Nicole said they will have a decision next fall regarding the philosophy and process for Math Enrichment and a document should be available by the beginning of November.

Nicole said they focused on NECAP data analysis at their meeting earlier in the day and identified strengths and weaknesses.

Nicole said over the summer they will be doing some math curriculum work. Nicole said the goal is to gain greater consistency in the math curriculum across all the districts.

Meredith said they plan to offer the Advanced Math as well as the Alpha Math Program next year and they will use the same criteria as last year to place students.

Meredith said Mr. Kent is interested in coming back next year.

John Schwope asked from a curriculum standpoint, why does the district feel they need the Alpha Math program?

Dr. Jennings said they don't feel they need the Alpha Math program.

John expressed his dissatisfaction as to how the Advanced Math program was implemented last year.

Meredith disagreed with John and said they were prepared to implement the Advanced Math program however, the students that were qualified for the program did not choose the program, but rather chose the Alpha Math program.

John said he wants to make sure we plan how we are going to enhance our performance next year and not make the same mistakes again.

Dr. Jennings said the district should ultimately decide if Mont Vernon should choose the Advanced Math program or Mr. Kent's program.

Dr. Jennings said what needs to be decided is if the district has something as good as the Alpha Math program.

To determine this, Meredith suggested they look at the NWEA scores for students involved in the Advanced Math program in Amherst and compare the scores to the students at the Village School who are involved in the Alpha Math program. Meredith said last year there was not a significant difference between the NWEA scores with students involved in either of the programs.

Leo White said they can't eliminate the Alpha Math program until something is implemented to replace it.

Board members agreed they would wait until next month to see the data Meredith has to present comparing

the Alpha Math program with the Advanced Math program.

Howard Brown said he needed to obtain permission from Dr. Jennings and the school board to use a school bus in the Spring Gala parade.

OTHER

Both Mary Jennings and the School Board approved Howard's request.

A motion was made by John Schwope to adjourn the meeting. Bruce Schmidt seconded the motion. All board members voted in favor of the motion. The meeting adjourned at 9:20 p.m.

ADJOURNMENT