

MONT VERNON SCHOOL BOARD MEETING MINUTES
AUGUST 23, 2007
MONT VERNON VILLAGE SCHOOL

Leo White called the board meeting to order at 6:02 p.m.

I. CALL TO ORDER

Present:

ATTENDANCE

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

Administrative team: Dr. Mary Jennings, Meredith Nadeau, Betty Shankel and Kathy Skoglund

Minutes Taker: Lyn Jennings

- A. **Principal's Report** – Board members received a copy of the Principals Report for 8/23/07.

II. ANNOUNCEMENTS

1. **Facilities** - Board members received a list of maintenance projects completed at the Village School over the summer.

Meredith thanked Dennis Melanson and Mark Belaruse for the work they did over the summer. Meredith said they put in a tremendous amount of time to get the building the way it looks and it shows.

Meredith said at the time the list was completed on August 15, 2007, the installation of the interior and exterior doors for the MPR had not been completed however, Meredith said they were finished yesterday, August 22, 2007.

Meredith told board members during the 2006-2007 school year, staff member accrued 2788 professional development hours.

2. **Professional Development** - Meredith said the building literacy team met this week to plan for the implementation of the 90-minute literacy block and literacy initiatives for the upcoming school year. Meredith said the team will meet tomorrow with literacy teams from across the SAU. Meredith said they met with community members on this afternoon and it yielded the development of plans for the "Million Minutes"

campaign and the Reading Olympics.

3. Curriculum/Instruction – Meredith said they have received their new Social Studies materials and the revised Social Studies curriculum is being implemented.

Meredith said the NWEA (for grades 2-6) and DIBELS (K, 1-2) assessments will begin being administered during the week of September 10, 2007.

4. Other – As of August 23, 2007, the enrollment is 261.

Howard Brown asked what the enrollment was last year and Meredith said it was 251.

Meredith said there were only 8 respondents to the End-of-the-Year parent survey offered on Angel. Meredith said parents were offered a hard copy of the survey should they not want to take the survey on Angel.

Leo White asked for comments from the public but none were forthcoming.

III. PUBLIC TIME

The A. Minutes – 1. June were pulled from the Consent Agenda

IV. CONSENT AGENDA

Moved by Jayson Darula to approve the Consent Agenda, which included the following items: B. Budget 1. Treasurer's Report a. May; b. June; c. July 2. Manifest a. May; b. June; c. July and 3. Budget Transfers; C. Personnel 1. Nominations and D. Donation from Ann & Clark Logan for \$60.00 in memory of Michael Galan – to be placed in the general supply account 10.1100.610.10. Howard Brown seconded the motion. The motion passed unanimously. (5-0)

A motion was made by Jayson Darula to accept the A. Minutes 1. June as amended. Bruce Schmidt seconded the motion. The motion passed unanimously. (5-0)

- A. School Board Goal Setting: Part I - Dr.

V. PRESENTATIONS

Jennings said they would review what they've done in the past by reviewing the previous year's goals and discuss to what level of success those goals were reached. Next, they would look at the present and then look towards the future.

1. **Review of 2007 Goals** – Board members received a copy of the Mont Vernon Village School Board Goals from last year.

Dr. Jennings asked board members to review how they did on the goals for last year.

Discussion amongst board members and the administration followed.

Under exploring the gifted/talented curriculum, Dr. Jennings said the vertical alignment team did not finish their work therefore, the administration recommended continuing the Alpha Math program.

John Schwope asked if it was possible for board members to receive a copy of the professional development opportunities the staff were involved in so board members could see if the opportunities were consistent with their goals. The administration agreed to provide this data to board members.

The second school board goal was to review and update all School Board policies. Howard Brown said this is an ongoing project. Howard said Pam Dudoff has done a great job in leading this charge for all the districts.

The fourth goal of the school board was to improve communications between the School Board and the community.

Dr. Jennings said she could do a better job communicating with the public but does not think its always best to communicate through the newspaper. Dr. Jennings said this goal remains a challenge for the SAU as well as the school board.

Bruce Schmidt commented on the School Board website. Bruce said the website needs to be updated.

Dr. Jennings told board members this past spring the SAU bought new software and it makes corrections to the website much easier than the current process. Dr. Jennings said they will be implementing the software at the SAU level first then it will go to the school level.

Leo White said he thinks the boards top goal this year for Mont Vernon and Amherst should be the renewal of the tuition agreement.

The last school board goal was to make use of assessment data, such as NWEA results, in policy, program and budget development.

The school board pursuit is to have at least 80% of the students rated proficient or better on NECAP. Dr. Jennings said this is a long-range goal and they do not have last year's results for the NWEA test yet.

John Schwope suggested they have some sort of assessment dashboard, which would provide an assessment of all the tests or links to each of the individual sites so the data can be analyzed. John said it would be great to be able to capture, condense and assess all the assessment data.

2. **Board/Administration – MBTI Profiles**

- Board members received a copy of the Myers Briggs Profile of the Board and Administration.

Dr. Jennings summarized the data to members of the board.

She summarized the Strengths of the Board and Administration as follows:

- Externally oriented.
- Focus on the big picture.
- Focus on relationships.
- Balance between results and openness to change.

Mary provided the Opportunities for Growth based on the given strengths and weaknesses of all of us as identified by the Myers Briggs and below are some of

the issues to be aware of:

- May need more planning time.
 - May miss the details.
 - May need to be more objective.
 - Might have difficulty with decision-making.
3. **School Board Self-Assessment** – Board members were given a copy of the results of the Mont Vernon School Board Survey. Leo White told board members four out of five members of the board took the survey. John Schwope said he took the survey today.
 4. **FY08 Goal Setting** - Dr. Jennings explained the SAU39 School Board Goal Setting Process for 2007-2008.

Mary said they would create one goal all Board members can work on to improve the Board's operational effectiveness.

Mary said tonight, (Meeting 1) they reviewed and discussed the past and present. During Meeting 2, they would decide on an Operational and a Strategic Goal. At the second meeting they would also establish other priorities for the district and plan Board agendas.

Board members were given instructions on how to write a SMART Goal.

B. Hiring Summary: FY08 Professional Staff

– Board members received a handout dated August 20, 2007, labeled 07-08 Mont Vernon. The handout provided the filled positions to date as well as the open positions.

A. Policy: Revision of Policy KF: Facility Use –

Dr. Jennings told board members they approved Policy KF at their last meeting however, they were bringing the policy back before the board due to some changes made by the Amherst board. Dr. Jennings said the changes are a result of Amherst Recreation not getting the proper

VI. ACTION ITEMS

status in choices per their contract.

Board members reviewed the change made and determined their third paragraph should read as follows:

First priority for the use of all school facilities is granted to the schools for school activities and organizations with direct school affiliation. Second priority for the use of school facilities is granted to organizations with direct town affiliation. Third priority is granted to those activities and organizations that serve the youth of the community. All other proper requests shall be granted on the basis of availability.

A motion to accept the policy as amended was made by Howard Brown. Bruce Schmidt seconded the motion. The motion passed unanimously. (5-0)

B. Policies: (Second Reading) ADC, BAAA, BFE, BGA, BGB, BGC, BGD, BGE, and BGF – Leo White said he was comfortable with all the policies as presented.

Bruce Schmidt asked to pull out Policy ADC.

A motion was made by Bruce Schmidt to accept policies BAAA, BFE, BGA, BGB, BGC, BGD, BGE and BGF as presented. Jayson Darula seconded the motion. The motion passed unanimously. (5-0)

Bruce pointed out a correction that needed to be made on Policy ADC on the first page, the last paragraph, the word *he* needs to be changed to *the* so the sentence will read as follows: In addition to law enforcement proceedings, *the* principal will develop regulations which cover school disciplinary action to be taken for violations of the policy.

Bruce also said on the second page of the policy, the disclaimer needed to be removed from the policy.

A motion was made by Jayson Darula to approve policy ADC as amended. Howard Brown seconded the motion. The motion passed unanimously. (5-0)

A. End of Year Report, DOE25-MS25 – Board

members received a copy of the End of the Year Report. Betty emphasized to board members that the numbers were unaudited. Betty said there is an unreserved fund balance of \$418,000. Of the \$418,000 Betty said \$28,000 is from dissolving the maintenance fund and creating the new maintenance fund. Betty said \$38,000 will be taken from the \$418,000 to go into the new maintenance fund. Betty said \$30,000 will be taken from the unreserved fund balance to go towards the unfunded liability for teacher's retirements.

Betty summarized by saying \$350,000 is to be returned to the taxpayers. Betty said they had \$140,000 in unanticipated revenue and they under expended in Special Education by \$160,000.

Board members asked Betty for the summary sheet with the highlighted numbers she presented. Betty will forward a copy of the summary sheet to members of the board.

A motion to accept the DOE25 and MS25 as presented by the administration was made by Jayson Darula. Howard Brown seconded the motion. The motion passed unanimously. (5-0)

Dr. Jennings will send a press release out for all three districts highlighting the information as presented at each respective board meeting.

Dr. Jennings told board members Betty and her staff did an excellent job getting these forms done and in on time.

- A. **Policy: Policy JJF Student Activity Accounts (1st Reading)** – Board members received a copy of the Student Activities Fund Management Policy JJF in their board packets for the first reading. There were no comments on the policy by board members.

Dr. Jennings said the policy would be on the next agenda for the second reading and board approval.

A motion was made by Jayson Darula to adjourn the

VII. DISCUSSION ITEMS

VIII. REVIEW OF

meeting. Bruce Schmidt seconded the motion. The motion passed unanimously. (5-0) The meeting adjourned at 8:27 p.m.

MEETING/ADJOURN