

**MONT VERNON SCHOOL BOARD MEETING MINUTES
SEPTEMBER 13, 2007
MONT VERNON VILLAGE SCHOOL**

Leo White called the Public Hearing to order at 6:04 p.m.

PUBLIC HEARING

Jim Miner provided board members with a handout detailing the Maintenance Expendable Trust Fund Project dated 9/11/07.

Jim told board members as well as meeting attendees he wanted to purchase and install a dedicated HVAC system to service the general office areas including the nurses, principal, guidance, staff and conference rooms.

Jim said the environment within these spaces is unsatisfactory during high temperature and humidity conditions in late spring, summer and early fall periods. Jim said static air conditions are common and present a poor working environment.

Jim said they received a total of four quotes. Jim said he was recommending the bid from Wilkins Mechanical be accepted at a cost of \$16,726 for a full HVAC system. Jim said the system has a very high efficiency rating and provides long term cost advantages fro both heating and air conditioning. Jim said it also allows for individual area environment control within the offices.

Jim said Wilkins supports this product with a five year parts and labor warranty and first year free maintenance agreement.

Jim said this system is supported by PSNH and they are offering a \$1,000 rebate.

Jim provided a fund status in the Maintenance Expendable Trust Account:

Fund Balance	\$38,287
Project Cost	\$16,726
Balance	\$21,561

Leo White said last spring board members

recommended they change the old Maintenance Trust Fund so that it could be used on inside and outside projects rather than just outside projects.

Leo White said the quote they received was right in line with what they were expecting.

Leo said they would vote on this request during the regular meeting.

Eileen Naber asked if each room would have its own thermostat. Jim Miner said there would be four different zones.

Eileen said this project is long overdue.

Leo White closed the Public Hearing at 6:15 p.m.

Leo White called the regular board meeting to order at 6:15 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: Nicole Heimarck, Dr. Mary Jennings, Jim Miner, 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 9/13/07.

II. ANNOUNCEMENTS

Meredith said they've had a great opening of school thus far, and are running fairly smoothly.

Meredith said they are in the process of administering the NWEA (Grades 2-6) and DIBELS (K-3) this week. Meredith said the NWEA would continue through September 28, 2007.

Meredith's report provided a Village School Enrollment Update and as of September 10, 2007, there are 254 students enrolled at the Village School.

Meredith said they have a complete staff with the

exception of a Spanish Teacher. She said they hope to have a full time teacher as soon as possible.

Meredith said the bus company continues to have difficulty obtaining enough drivers and some buses have been late due to new and substitute drivers being on routes.

Meredith said she and Betty have been trying to work with the bus company to have them re-map the routes.

Betty Shankel said to date; they have not received the re-mapping of the routes.

Meredith said they have suggested to First Student radios be placed in the buildings so the staff can contact the buses and so the administration can have contact with the bus staff any time it is needed.

Bruce Schmidt said from what he is hearing, First Student has not been very responsive to our requests. Bruce asked how much longer we have on our contract and Betty said they have one more year beyond this one.

Betty will provide a transportation update at the next board meeting.

Meredith highlighted proceeds from the sale of used textbooks in the amount of \$2,061.74. She said the money was going into the general fund to offset some of the textbook expenses.

- B. **SAU Report** – Dr. Jennings said school opened smoothly except for the fire at Wilkins in Amherst.

Dr. Jennings provided board members with a handout summarizing the hiring for 2007-2008, which was last updated on September 12, 2007.

Board members received the final copy of the Facility Use Procedure Manual from Dr. Jennings.

Leo White asked for comments from the public and one meeting attendee provided some comments about the Bus Transportation issues.

III. PUBLIC TIME

The A. Minutes – 1. August 23, 2007, were pulled from the Consent Agenda by Leo White.

IV. CONSENT AGENDA

A motion was made by Jayson Darula to accept the A. Minutes 1. August 23, 2007, as amended. Howard Brown seconded the motion. The motion passed unanimously. (5-0)

- A. **Exchange City Program: 6th Grade** - Karen Alger a 6th Grade teacher last year and a 4th grade teacher this year came before the board to discuss the Exchange City Program she was involved with last year.

V. PRESENTATIONS

Karen provided a handout to board members outlining the Exchange City Program.

Karen said this program was a huge success last year and she felt the need to come before the board to discuss it so that the 6th grade teachers can continue the program this year.

Karen said the cost of the program is \$30 per student. The cost includes the teacher manual, teacher training workshop and ongoing support, student instructional materials, classroom practice materials, parent volunteer training workshop, and the students' daylong field trip to Exchange City in Portsmouth, NH. (does not include transportation costs)

Karen said the program correlates with the Economics strand of the SAU 39 Social Studies Curriculum.

Karen said the teacher is able to evaluate the program, as well as obtain student perspective of the program.

Karen provided a handout, which detailed the Curriculum Areas and Program Skills. A handout providing the Program Concepts was also provided.

Also provided in Karen's packet was a copy of the Table of Contents so board members could see what the students would learn from the program.

Karen provided a detailed overview of what the students would learn in each of the three clusters.

Karen said even though she isn't a 6th grade teacher this year, she felt it was important to bring this information forward to the board, since both 6th grade teachers want to teach the program to their students this year.

Howard Brown went to Exchange City with Karen's class of 6th grade students and said it was a wonderful day. Howard said they took the program very seriously and had a lot of fun working. Howard said they should offer the program to all 6th graders since it is a worthwhile program.

John Schwope said he agreed with everything Howard said; it was a wonderful day. John said during the program the students were really using their math and creative skills and they had a great time doing it and also learned a lot.

Leo White thanked Karen Alger for her presentation.

B. Mont Vernon Staff Development – Board members received a handout in their board packets entitled Professional Development Hours, Summary of Activities from Meredith Nadeau.

The handout provided information regarding the staffs 2700 hours of Professional Development during the 2006-2007 school year.

Meredith also provided board members with a handout, which was entitled MVSD Professional Development Offerings. The pie chart provided a percentage breakdown by professional development category.

John Schwope asked Meredith if she feels there is enough funding in the Professional Development budget for our school.

Meredith said she believes they are falling short in Paraprofessional monies for Professional Development.

Meredith said for a typical staff member, she feels there is adequate funding.

Dr. Jennings said the number one thing the faculty said they valued at the SAU 39 during her entry interviews, was Staff Development.

John Schwope thanked Meredith for taking the time to prepare this information for the board; he said it was very helpful.

- C. **School Board Goal Setting, Part 2** – Board members received a handout entitled SAU39 School Board Goal Setting Process 2007-2008 in their board packets.

Dr. Jennings reviewed what the board had done in the past, present and what the plans are for the future.

Dr. Jennings said at the first goal-setting meeting they reviewed and discussed the Past and Present and understood what is a SMART Goal.

Mary said between board meetings they were asked to brainstorm for an operational and a strategic goal and the strategies for achieving them.

Dr. Jennings provided the School Board Secretary, Lyn Jennings with a handout summarizing the work board members did over the past few weeks.

Dr. Jennings said tonight, they would be asked to decide on an Operational and a Strategic Goal. She also wanted board members to work on establishing other priorities for the District and plan future board agendas.

Board members received another handout entitled Mont Vernon School Board Meeting, Proposed Goals to be Discussed, September 13, 2007. Dr. Jennings said this handout was a result of the Angel Website work done by board members.

Based on the information Dr. Jennings reviewed with the board members, Leo White suggested they hold a separate meeting just for goal setting.

It was decided board members would spend the next week on the Angel system working on SMART Goals. On Thursday, September 20, 2007, Leo would

determine whether another meeting was necessary or if the work done on the Angel website was enough in creating an Operational and Strategic Goal.

D. **AYP and NECAP Results** – Nicole Heimarck presented the Mont Vernon and Amherst School Districts AYP Reports for 2006 and 2007.

The first slide Nicole presented was a comparison of the MVVS NECAP Results for 2005 and 2006.

In Reading for 2005, 74% of the students achieved Proficient or Better as compared to 79% in 2006. In Math, 68% achieved Proficient or Better in 2005 as compared to 66% in 2006, and in Writing, 59% achieved Proficient or Better in 2005 as compared to 30% in 2006.

Nicole presented a slide showing the Mont Vernon Grade Level Cohort, which was a comparison for 2005 and 2006 Showing Statistical Significance.

Nicole presented the 2007 MVVS AYP Report. The whole school met the requirements for AYP in both Reading and Mathematics. AYP was also presented by Group: White, Economically Disadvantaged, and Educational Disability. AYP was met by the Economically Disadvantaged in Reading utilizing the Competence Initiative (CI). The Educational Disability group met AYP utilizing the Competence Initiative in both Reading and Mathematics.

Nicole provided board members with the 2005-2006 Comparison for the Amherst NECAP Results.

In Reading in 2005 85% of the students achieved Proficient or Better as compared to 83% of the students in 2006. In Math in 2005, 83% achieved Proficient or Better as compared to 80% in 2006, and in Writing, 64% achieved Proficient or Better in 2005 as compared to 57% achieving Proficient or Better in 2006.

Nicole also provided the Amherst 2005-2006 Comparison by Cohort Showing Statistical Significance.

Nicole presented the 2007 AMS AYP Results. Nicole

explained as a school, the Whole School achieved AYP in both Reading and Mathematics however, at the District level, they missed AYP.

Kathy Skoglund said she has been listening to public radio and the Department of Education is beginning to recognize one single state prepared assessment is not the way to measure progress. Kathy said they are beginning to understand; you should be looking at multiple assessments and multiple data sources. Kathy said not every child would be on grade level no matter what they do.

Leo White thanked Nicole for her presentation.

- A. **Expendable Trust – HVAC System** – A motion was made by Bruce Schmidt and seconded by Jayson Darula to award the bid to install the HVAC system to Wilkins Mechanical System at a cost of \$16,726 to be funded through the School Maintenance Expendable Trust. The motion passed unanimously. (5-0)
- B. **Mont Vernon School Board Goals 2007-2008**
– This agenda item was skipped.
- C. **Policy JJF: Student Activity Accounts: 2nd Reading** – A motion was made by Bruce Schmidt and seconded by Jayson Darula to accept Policy JJF as written. The motion passed unanimously. (5-0)

VI. ACTION ITEMS

- A. **Suggestions for School Board Presentation 2007-2008** – Board members suggested they wait until they came up with their school board goals before providing suggestions for future agenda items by the administration.

VII. DISCUSSION ITEMS

Meredith and Nicole came up with the following presentations for the upcoming year:

October – Literacy/NWEA

November – Math Curriculum

December – Technology

January – Social Studies

February - 2007 NECAP Results and what has the staff

done with the additional time requested last year for Health.

March – on hold, not sure yet

April – Health / PE / Guidance Curriculum

May – Science Curriculum adoption

June – Year 1 Goal – NWEA Growth

John Schwope said he would like some input from the administration as to what other options they have besides NWEA and NECAP to measure success.

Dr. Jennings said she would like the administration to provide a literacy update at the next meeting as well as throughout the year.

Dr. Jennings said they could look at this outline provided by Meredith and Nicole again and see if there is anything they can add to the list of presentations.

Dr. Jennings suggested they also add a presentation in regarding the Special Education population in Mont Vernon.

B. **Policies: First Reading** –

EB – Safety Program - there were no comments on this policy by board members.

Pam Dudoff said Mont Vernon already has a policy EB, which is Workplace Safety.

Dr. Jennings agreed to bring this policy before the board at their meeting in October.

EBBB – Accident Reports - Dr. Jennings told board members they do have an Automated External Defibrillator (AED) at the Village School.

There were no additional comments about this policy.

ECAF – Audio and Video Surveillance on School Buses – Bruce Schmidt requested the fifth paragraph of the policy be changed and the word “only” be removed, so the sentence would read as follows:

Recordings may be viewed by the following persons and

only after expressly authorized by the Superintendent.

This was consistent with his request at the SAU 39 Board meeting in August.

Board members agreed with Bruce's suggestion.

EEA – Student Transportation Services – Dr. Jennings said she has worked with Bus Committee's before and finds them very effective.

Leo White asked why a Bus Committee was needed. Dr. Jennings said parents sometimes want to go beyond the Superintendent.

Under Resolution of Conflicts, board members removed the word "last" and "Board's". The paragraph will now read as follows:

Parents who wish to request a change or exemption from any of the Student Transportation policies shall direct that request to the Building Principal. If the Building Principal's ruling does not satisfy the parent, he/she may appeal the ruling within five school days to the School Business Administrator. If the parent is again not satisfied by the ruling, he/she may appeal to the Superintendent within the next five-day period. As a appeal, the parent may request to appear before the District Transportation Committee.

Board members agreed with these changes.

EEAE – School Bus Safety Program – There were no comments by board members regarding this policy.

EEAEA – Fitness for Duty of Bus Drivers and Those Performing Safety Sensitive Transportation Functions – There were no comments by board members regarding this policy.

Meredith provided board members with a Literacy update. Meredith said the committee met and planned how they will kickoff the Million Minutes campaign. Meredith said the grand kickoff will begin on September 28, 2007 at the SRA, and will continue on Lamson Farm Day. Meredith said stay tuned for additional

VIII. OTHER

information.

A motion was made by Howard Brown to adjourn the meeting. Jayson Darula seconded the motion. The motion passed unanimously. (5-0) The meeting adjourned at 8:38 p.m.

**IX. REVIEW OF
MEETING/ADJOURN**