

**MONT VERNON SCHOOL BOARD MEETING MINUTES
OCTOBER 11, 2007
MONT VERNON VILLAGE SCHOOL**

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

I. CALL TO ORDER

Present:

ATTENDANCE

Mont Vernon School Board: Howard Brown (arrived 6:10 pm), Jayson Darula, Bruce Schmidt, John Schwope, and Leo White

Administrative team: Nicole Heimarck, Dr. Mary Jennings, Meredith Nadeau, and Betty Shankel

Faculty: Ann Allwarden

Minutes Taker: Lyn Jennings

II. ANNOUNCEMENTS

- A. **Principal's Report**: – Board members received a copy of the Principals Report for 10/11/07.

Meredith said they had a Keynote Speaker for there in service day on October 5th which focused on Literacy. Meredith said the speaker and the workshop sessions were very well received SAU wide.

John Schwope had a Million Minutes question. He asked if a parent is reading to their child, do the minutes count for both the parent and child and Meredith said yes, they do.

- B. **Report on Bus Contract** – Betty Shankel provided an update on the Bus Contract. Betty said she and Meredith met with the local manager, Robin as well as Percy Abbott, the District Manager. Betty said they met about a few outstanding issues including:

Re-routing that was promised but not done. Betty said the bus company has Map Net Software, but plan on throwing it away – it doesn't work and they receive no support from the software company. Betty said next year they plan on getting Transfinder software and installing "GPS" on the buses, which will be a good addition.

Betty said First Student suggested a Transportation Committee be formed and Betty suggested the board assist her on the makeup of the committee. Betty said this committee could try and figure out the best routing for Mont Vernon and in the end possibly save a bus.

Dr. Jennings said the board will be looking at Policy EEA (Student Transportation Services) tonight, which includes a proposal for a Transportation Committee.

Betty said they also spoke about having radios in the school building and First Student agreed to provide them if we choose to have them.

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

The A. Minutes – 1. September 13, 2007, were pulled from the Consent Agenda by John Schwope.

A motion was made by Jayson Darula and seconded by Bruce Schmidt to approve Consent Agenda Items B. Acceptance of Unanticipated Funds, C. Budget Transfer, D. Donation to Activity Fund – Target \$58.91, and E. Personnel – Nomination. All members of the board voted in favor of the motion and the motion passed unanimously. (5-0)

A motion was made by Jayson Darula to accept the A. Minutes 1. September 13, 2007, as amended. Howard Brown seconded the motion. The motion passed unanimously. (5-0)

A. **Literacy Initiative** – Ann Allwarden acknowledged Nicole Heimarck, Meredith Nadeau and Dr. Jennings for their part regarding this initiative.

Ann presented the Literacy Layers:

- Assessment
- In-class support
- Professional Development

Ann presented Assessment Then and Now.

Assessment Then –

III. PUBLIC TIME

IV. CONSENT AGENDA

V. PRESENTATIONS

- Gates MacGinitie (Title I) – still being used in the first grade
- Dibels K-2
- NWEA – Grades 2-6 – It's a Fall and Spring Assessment – able to see growth in child.
- Curriculum Based Writing Measurements (Grades 1-6)
- Writing Prompts – (Grades K-6) different pieces of information, they really pay attention to the quality and content of the writing.

In Classroom Then –

- Individual Teacher Schedules
- Inclusive and “Pull out Services” (Title I and Speech)

In Classroom Now –

- Literacy Block – Grades 1-3 all do Literacy at the same time, 9:00 a.m. to 10:30 a.m.
- Literacy Coach- embedded Professional Development – 25% of Ann's job is being a Literacy Coach. 75% as Literacy Teacher – she teaches Literacy to 2nd, 4th, and 5th graders.

Ann spoke about Professional Development:

- District wide focus on strategies that work.
- Collaborative Study Groups – take time to read and discuss a book.
- Literacy Resource Center – Ann said they ordered a lot of great literacy resources – books, videos, DVD's for teachers to look at and get ideas. Ann said they want to set the Resource Center up so teachers are tempted to pick up a piece of material and review it. They have set the resource center up in the hallway near the teacher's room. Ann said they want to keep building on the Literacy Resource

Center each year. Ann said teachers in the upper grades are very excited about the Resource Center and Ann said there is a lot of energy in the building this year.

- Literacy Team – an exciting team made up of classroom teachers, speech specialists, technology professionals, etc.

Ann provided the Next Steps –

Ann said they have put a lot in place this year and they want to concentrate on what was put in place this year, by creating a strong foundation.

Ann said they want to:

- Strengthen the foundation
- School Board presentations – come back during the year, talk to the school board, and have a hands on exchange of ideas.

Leo White said he was glad Ann made the suggestion of coming back before the board during the year to provide updates on the Literacy Initiative. Leo said the more the board can learn about the initiative, the better it will be especially during March and the budget season.

Meredith said she and Ann have discussed having a Parent Evening and they believe it will help keep the momentum alive this year.

John Schwope asked if the board could get some feedback on Assessment Information at a future board meeting. Meredith said they could provide the board with trend information.

Leo White thanked Ann for her presentation.

- B. **NWEA Update** – Nicole Heimarck provided board members with an update on NWEA testing in the SAU 39.

Nicole said MAP (Measures of Academic Progress) Basics is an assessment students engage in through NWEA Testing.

Nicole explained reports were available from the pilot results, which were based on assessments taken last Fall and Spring.

Nicole explained the Purpose - assessment is linked to instruction.

- Receive immediate results
- Identifies skills and concepts for instructional planning (teachers)
- Aligned MAP test to State Standards

How is the Data Reported Out? –

- Unit of Measurement – RIT (Rasch Unit) – Equal Interval Scale, which is easy to measure a child’s progress.

How does the test work? Nicole said it is an adaptive test.

Nicole said they receive a varying level of reports including reports for students, teachers, parents and district reports.

The student and teacher receive immediate results on screen upon completion of the test.

Nicole said it is not a timed test, there is no time limit, but it takes a student an average of 50-60 minutes to finish.

Nicole presented a slide which detailed the Teacher Reports:

- Teacher and Class Report by Goal (Fall)
- Teacher and Class Report by RIT Range (Fall)
- Achievement Status and Group Report - Class Summary – this report tells the faculty how each individual student grew as compared to Fall and Spring.

Nicole said the Teacher and Class Report by RIT Range and the Achievement Status and Group Report are good reports to use for flexibly grouping kids.

John Schwope asked what children were supposed to achieve.

Nicole provided a handout, which detailed the norms by grade level for Language, Reading and Mathematics.

Nicole provided a slide which detailed the reports available to parents:

- Individual Student Report (Fall) for grades 2-8
- Individual Student Progress Report (Ongoing) – Nicole said they don't use this report.

Nicole said they have a license, which enables them to assess each child up to four times per year. However, since they assess children using multiple assessments, they do not assess the children four times per year. Nicole said for students that need targeted intervention and need to be assessed more than twice a year they utilize other assessments as well.

Nicole provided the District and SAU Reports –

- District Summary Report by Grade
- District Summary by School
- Student Growth Summary Report – SAU, Building and District

Nicole explained the Purpose for the Reports –

- Data designed to inform, instruct, and aid in decision making (curriculum best practices)
- Improve Communication with others
- Goal setting with students (working with teachers in about a month)
- Multiple levels of data

Nicole said a goal area for them this year will be the Lexile Framework for Reading.

Nicole explained a Lexile is:

- A unit for measuring text difficulty that is linked to the RIT score.
- A resource that allows teachers to use the student's RIT score to find appropriately

challenging books, periodicals, and other reading material for each student.

Nicole provided a slide, which detailed the Pilot Results for 2006-2007. Nicole said the administration was pleased with the results, since they are above the norms.

Leo thanked Nicole for an excellent presentation.

- C. **School Board Goal Setting** – Board members received a handout entitled Mont Vernon School Board Meeting, Proposed Goals to be discussed, September 13, 2007.

Mary explained she wanted board members to brainstorm as a team to come up with what they'd like to work on as goals for next year. The following goals were suggested:

5. Voters approve extension to Amherst Tuition Agreement.
6. Determine the effectiveness of the 08 Literacy Project in Mont Vernon.
7. Adopt all "required" policies.
8. Laptop Cart approved in Budget.
9. Improve communication between board and community.

Next, Dr. Jennings suggested the board talk about each goal separately to determine the steps for accomplishing each of the goals.

1. Extend Tuition Agreement –
 - What do you want the agreement to look like as a board.
 - Need to decide the Mont Vernon terms.
 - To get the agreement approved, you need to create a warrant article, publicize it, and obtain town approval.
2. Determine the effectiveness of the Literacy Project –
 - Provide periodic updates
 - Presentations to the board by the Literacy Coach.
 - Review school data.
 - Determine financial investment.

3. Adopt set of "Required" NHSBA policies –
 - Continue to support SAU Policy Process
 - Keep policy review on the agenda
 - Provide input on the Angel website
 - Continue to have Mont Vernon presence on Policy Review Committee.
4. Laptop Cart approved in 2009 Budget –
 - Justification from staff
 - Communication with public
 - Assure cost effective proposal
5. Approve Communications between the Board and Community –
 - Board Liason to PTA Mtg.
 - Continue to use *Citizen* and *Cabinet* for important events and issues.
 - School Board entry into the *Falcon*
 - Hold Public Forum on Key Issues

Next, Board members tried to shrink the number of goals.

Meredith suggested the first goal read as follows:

Goal 1 - Seek voter approval on key voter initiatives:

- Tuition
- Literacy Initiative
- Laptop Cart

Goal 2 – Negotiate Tuition Agreement with Amherst.

Dr. Jennings will publicize the goals for all to see.

Bruce Schmidt volunteered to be the PTA Liaison.

- D. **Quarterly Financial Report FY08** – Betty Shankel provided board members with a handout entitled Mont Vernon School District Quarterly Financial Report for the Fiscal Year 2007-2008 dated 7/1/2007 – 9/30/2007.

Betty explained the first quarter results as they relate to Local, State, and Federal Revenues are as expected.

Betty provided the known differences in expenditures.

1100 – Title I Tutors – Funding from General Fund, not required, funded through a grant - \$10.7K.

Tuition to Middle School – Enrollment lower than expected 66 vs. 72.

1200 SPED Tuition – Middle School – Anticipated OOD placement not required.

2900 – Health Insurance – Rates lower than expected.

Betty said to date, expenditures are under by \$200,202.

A. Policies – 2nd Reading –

VI. ACTION ITEMS

A motion was made by Howard Brown and seconded by Jayson Darula to adopt the new EB Policy, which includes the policy on Workplace Safety and to rescind the old EB Policy. All members of the board voted in favor of the motion and the motion passed unanimously. (5-0)

Discussion took place regarding Policy ECAF. The fifth paragraph was changed to read as follows:

Recordings may be viewed by the following persons and only after expressly authorized by the Superintendent or designee:

- Business Administrator
- Building Administrator
- Law Enforcement Officers
- Transportation Contractor Official

A motion was made by Bruce Schmidt and seconded by Jayson Darula to approve Policy ECAF as amended and to approve Policies EBBB, EEA, EEAE, and EEAEA as presented. All members of the board voted in favor of the motion and the motion passed unanimously. (5-0)

B. Representative to SAU Budget Advisory Committee – Dr. Jennings explained a representative from each town sits on this committee and a citizen from Mont Vernon

needs to be appointed.

It was agreed Betty would advertise in the newspaper for a volunteer to sit on the Committee.

A motion was made by Jayson Darula and seconded by Howard Brown to give authority to the Board Chair to appoint a Mont Vernon citizen to the SAU Budget Advisory Committee. All members of the board voted in favor of the motion and the motion passed unanimously. (5-0)

A. **Policies – 1st Reading** –

Policy CA - Board members had the first reading of Policy CA, and there were no suggested amendments.

Leo White suggested the composition of the Transportation Committee include the following:

- One person from the Business Office
- One person from the School Administration
- One Board Member – Leo White volunteered
- Two members from the Public.

Betty will post the Committee openings in the paper to seek volunteers.

Leo White suggested we update our enrollment projections. Leo said we should have more updated numbers if we are going before the voters.

Dr. Jennings agreed with Leo's suggestion. She said she would provide the cost at the next meeting.

Leo suggested another agenda item at the next board meeting - analyze the current tuition agreement with Amherst.

It was agreed, board members would receive a copy of the agreement as soon as possible so they could be prepared to discuss the agreement at the next board meeting.

A motion was made by Bruce Schmidt to adjourn the meeting. Jayson Darula seconded the motion. The

VII. DISCUSSION ITEMS

VIII. OTHER

IX. REVIEW OF MEETING/ADJOURN

motion passed unanimously. (5-0) The meeting adjourned at 9:06 p.m.