

MINUTES
MONT VERNON SCHOOL BOARD MEETING MINUTES
November 12, 2009
MONT VERNON VILLAGE SCHOOL LIBRARY

Present:

ATTENDANCE

Mont Vernon School Board: Jayson Darula, Trevor Girard, Bruce Schmidt, and Leo White

Administrative Team: Sue Blair, Nicole Heimarck, Dr. Mary Jennings, and Renea Sparks

Faculty: Adele Desrosiers, Melanie Jones, Jan Mattie, Anne Richard

Public: Sue Casey, Sue Granfors, Leslie McCann, and John Quinlan

Budget Committee: Joe Conrad

Minutes Recorder: Lyn Jennings

Leo White called the board meeting to order at 6:12 p.m.

I. CALL TO ORDER

Leo White requested a moment of silence for former Principal Gail Westergren who passed away.

- A.** Principal's Report – Board members received the Principal's Report dated November 12, 2009, in their board packets.

II. ANNOUNCEMENTS

Sue Blair told board members as of November 9, 2009, the student population is 245, two less than the previous month, they moved out of town.

Sue told board members the new format for the 2009-2010 report cards has been completely computerized. Sue recognized Tom Campbell for all his hard work getting this done.

Sue said the Report Cards are being issued on Friday, November 13, 2009. Sue said parents would receive an explanation of the new format.

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Sue told board members of the Parent Everyday Math Night Presentation that took place on November 4, 2009, for parents of students in grades 4-6.

Sue recognized Charline Brown, Melanie Jones, Kim Tighe and Deb Button for giving of their evenings with their families.

- B. Superintendent's Report** – Dr. Jennings told board members there is an opening on the Inter-District Study Committee for a Mont Vernon Board Representative. Dr. Jennings said the first meeting is on Tuesday, November 17, 2009, from 10 a.m. to 12 p.m. Dr. Jennings said Nancy Head from the Amherst School Board and Mary Lou Mullens from the Souhegan School Board are on the committee.

Dr. Jennings said members of the Inter-District Study Committee are also invited to shadow a classroom/student for a day.

Dr. Jennings said committee members would meet 4 times during the year. They would meet with the building principal's who would share information about a program of interest at their school.

Committee members will provide a report as to what they learned outside of their own district.

Jayson Darula volunteered to serve on the committee as the Mont Vernon Board Representative.

Dr. Jennings told board members if any other members were interested in shadowing a classroom / student for a day they are welcome to come early to do so.

Dr. Jennings told board members she met with the Board's of Selectmen in Amherst and Mont Vernon, and the Board

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Chairs of the Amherst and Mont Vernon Boards in order to finalize the Planning Task Force, who will be meeting in response to the crisis that took place within the district.

Dr. Jennings said Leo White and John Quinlan were in attendance.

Dr. Jennings said on this Task Force will be two committee members from the Mont Vernon School Board, two Selectmen, and both the School Board and Selectmen will each choose two community members.

Dr. Jennings said they have their first meeting next Tuesday evening with the Crisis Management Team.

Trevor Girard sent a recommendation to Leo White for consideration.

Trevor's recommendation was Pody Hansbrough.

The other spot is still open. If board members have any suggestions over the next day or two, please send them to Leo White.

The meeting on Tuesday evening is at the Brick School at 7:00 p.m. and Leo White will invite Pody Hansbrough.

- C. Introduction – FY11 Budget Committee – Board members were given a handout in their board packets entitled Mont Vernon Village School Budget Committee 2009-10.

Dr. Jennings told board members there are four members on the Budget Committee this year. Dr. Jennings said committee members include Bob Luneberg, Joe Fleurette, Laura Millar, and Joe Conrad.

Dr. Jennings thanked the committee members for volunteering.

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Leo White asked if any one from the Public had any comments however, there were none.

III. PUBLIC TIME

The A. Minutes 1. October 28, 2009, were pulled from the Consent Agenda.

IV. CONSENT AGENDA

The D. Transfer was pulled from the Consent Agenda.

A motion was made by Jayson Darula to approve Consent Agenda Item's B. Treasurer's Report 1. August 2009, and C. Manifest 1. August 2009. Trevor Girard seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (4-0-0)

A motion was made by Bruce Schmidt to approve the A. Minutes 1. October 28, 2009 as amended. Jayson Darula seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (4-0-0)

- A. Everyday Math: Parent Evening Presentations - Board members were given a binder, which provided them with information regarding Everyday Math.

V. PRESENTATIONS

Charline Brown told board members about how the journey began:

- Staff is made familiar with the draft SINI/DINI plan for improvement. (August)
- Whole staff is given direction for "Math Camp" opportunity. (August)
- District Professional Development committee unveils their plan for the current school year.
- Many staff members have attended workshops led by Dr. Mahesh Sharma from

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the Center for Teaching / Learning of Mathematics.

- Teachers align the GLEs with the Everyday Mathematics Program.
- Scott Prescott is hired as the Math Coach for MVVS.

Charline provided some details of the Professional Development Work being done.

Charline said the Vertical Teams work together. They are asked to identify an area needing improvement. Next, they analyze data to confirm their hunches about the improvement area.

Charline said on the October In-Service Day, the groups came together to create an action plan to effect change in order to improve student learning. Two teams from MVVS chose Math as a focus area.

Group One suspects that children in grades 1-6 do not adequately know their basic math facts. Data confirms their hunch. They design an action plan that includes giving teachers materials to practice math facts and assessments.

Group Two suspects that our staff can do a better job in communicating with parents. A survey confirms that a large percentage of parents express frustration with helping their child(ren) with homework. 100% of the frustration is attributed to helping their child(ren) with their Math homework.

The group designed an action plan that supplies parents with an Everyday Mathematics Parent Handbook.

Charline said they had planned to host two Everyday Math Nights that would offer an explanation of the philosophy of the program and offer help in understanding the operations algorithms.

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The first night was on November 4, 2009, for grades 4-6. Twenty-two families attended. Families were given a game pack to support learning at home.

Charline said the next Everyday Math Night is (November 18th) for grades K-3.

Charline said they might have some more Everyday Math Nights in the spring.

Charline provided information with regards to Math Camp.

- Classrooms have a 30 minute protected block specifically for Math Camp.
- Both grade level teachers, and at least one para-educator is available during the protected block.
- From September to December, teachers focus on basic math facts, as this is a proven deficit.
- Using a DI approach, some classrooms did comprehensive pre-assessment of students. This allowed them to identify areas of improvement.
- After December, this block will evolve more into a RTI model. This is to say that students will be divided into specific groups based upon their needs. Students who require more of a challenge will be offered enrichment.

Charline told board members about the workshops many staff members are given an opportunity to attend hosted by Dr. Mahesh Sharma.

Charline told board members they focus on a variety of topics, such as mathematics as a second language and fractions. Dr. Sharma offers some suggestions for teaching

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math concepts.

Charline said Dr. Sharma reminded them that Everyday Mathematics is our program not our curriculum. They need to pick and choose lessons from the program to best meet the needs of our students.

Charline said Dr. Sharma stresses the importance of mastery while Everyday Mathematics offers creative and thoughtful approaches.

Charline said they are working on aligning the GLEs with the Everyday Mathematics program and with Scott Prescott leading the charge; many teachers are working towards this.

Charline said they would customize the scope and sequence in each classroom in order to meet the needs of the students.

Board members were given an opportunity to ask questions.

Trevor Girard asked how often they were given the additional 30-minute block of Math each week. Charline said they are receiving the 30-minute additional block of “Math Camp” each day. Charline said they already receive one hour of Math each day.

Jayson Darula asked where they were finding the additional 30-minute time block, which is needed for Math Camp.

Jan Mattie said they carved out the time needed by reviewing the schedule. They found some time with some of the subjects becoming specials – ie. Spanish, and Library, and they also eliminated the 15-minute recess.

Jayson asked if they had taken time from the core

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curriculum and Sue Blair said, no.

Leo thanked Charline for her presentation. Charline said if the board had any additional questions, she is always available to answer them.

- B. FY10 School Goals – Board members received a handout in their board packets entitled Mont Vernon Village School Building Goals for 2009-2010.

Sue Blair told board members she was proposing two goals.

Sue explained the first goal focuses on the Mont Vernon Village School Staff.

Sue said they would monitor student progress through their collection of data, survey parents, Math Camp – group kids according to their needs.

Goal 1 – By May 2010, all MVVS staff will increase their knowledge of Differentiated Instruction (DI) strategies through interdisciplinary collaboration as evidenced by data collection from building based DI Coaches, meeting minutes, and Professional Development Self Reflections. All staff will implement this knowledge to positively impact student learning in all subject areas.

Goal 2 – By May 2010 each grade level will show a 5% increase in their Northwest Evaluation Association (NWEA) indicators from May 2009 (grades 3-6), September 2009 (grade 2), to May 2010.

Bruce Schmidt asked what is meant by 5% growth?

Nicole said the 5% increase is for the entire grade level. (RIT growth)

Trevor Girard said he doesn't have a historical perspective on how the school is performing year to year.

Trevor said he would like to see the long-term history trend, where we've been and where we are now.

Trevor had sent Leo White an e-mail with regards to the districts past performance. Trevor said he is tired of the rumors and wants to see actual data.

Leo said he would forward the e-mail Trevor wrote to Nicole.

Nicole told board members she would get what the districts growth was last year.

Leo White asked why they decided to focus on NWEA and not NECAP.

Sue said NWEA provides instantaneous results whereas NECAP is taken in October and the results are not provided until the end of January / beginning of February. Sue said by the time they get the results, an issue in October might not be an issue anymore.

Sue said NWEA data could be immediately analyzed.

- C. FY11 Budget Assumptions – Dr. Jennings said she was glad to see some Budget Committee members at the school board meeting, and thanked them for coming.

Dr. Jennings told board members she would be presenting the FY11 Budget Assumptions to see if these were the things the board wanted to see the budget built on.

Dr. Jennings presented the following for Revenues:

- Grants – Revenues at current reduced levels.

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- State Aid – Estimating FY11 to be the same as FY10 - \$964,588
- Catastrophic /Medicare Aid (Special Education) – The projection will be based on current year expenditures.
Cat Aid will be paid out at reduced rate 70-85% this year.

Dr. Jennings explained Enrollments are tied to supplies, materials, educational initiatives and staffing.

Dr. Jennings said in FY10 it was projected (through NESDEC) they would have 263 students at the MVVS, they budgeted for 266 students and they actually had 246 students.

Dr. Jennings said in FY10 it was projected (NESDEC) they would have 66 students at AMS, they budgeted for 66 (additional 2 built into number) and they actually had 62 students.

Dr. Jennings said in FY11 it is projected (NESDEC) they will have 247 students at MVVS and 68 at AMS. They are budgeting for 217 students at MVVS and 76 (additional 2 built into number) at AMS.

Bruce Schmidt asked how much we are paying for NESDEC information and is it useful.

Dr. Jennings said the NESDEC information is very useful to use in Kindergarten. Dr. Jennings said she would check to see how much it is costing us to receive this information.

A slide was shown detailing the MVVS Enrollments by Grade. The total number of students projected is 247, the number budgeted is 217. The staffing includes 13 teachers. The average class size is 17/1.

Dr. Jennings presented the Staffing as follows:

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- Administration – Staff and student supervision
- Special Education – Case Loads
- Custodial – Facility Square Footage
- Support Staff – Staff Support and special education Individualized Education Plans
- Teachers – Class size, teacher loads and special programs

Dr. Jennings presented the Staffing Benefits:

- Health Care - The estimated increase is 22.5%.
- Dental – The estimated increase is 5.5%.
- Employee Contribution to State Retirement – The teacher rate increase is 15.23% and the employee's (non-teaching positions) increase is .77%.

Dr. Jennings said the MVEA is in the 2nd year of a 3-year contract. Non-union staff raises are to be determined.

Dr. Jennings said they would be budgeting New Hire teachers at a MA Step 5 rate. (\$43,527) This is the same as last year.

Dr. Jennings presented the following for Operations:

- Northeast ECI (Employment Compensation Index) 1.9% increase per the June Northeast ECI.
- Cost of supply increases – 1.2% per August Northeast CPI
- Fuel – FY10 Budgeted \$3.60/gal; FY10 Actual \$1.895/gal; FY10 Budgeted \$2.85/gal.
- Technology – New 3-year plan in development. Dr. Jennings said she spoke with Bruce Chakrin today about this plan and it is something the board may want to consider when reviewing the budget. There is also a 5-6 year replacement cycle.

Leo White suggested they see the Technology Plans at the FINAL Minutes of November 12, 2009, Mont Vernon School Board Meeting

next board meeting otherwise; it would be too late for the 2010-2011 Budget.

- Electricity – 6.5% increase over FY09 actual expense.
- Maintenance and Repairs – One time cost – water filter system – uranium.

Leo White requested the Budget Committee receive a copy of the report from the State of New Hampshire Department of Environmental Services regarding the Mont Vernon Village School and the Mineral Radioactivity in Drinking Water dated February 25, 2009.

- Transportation – Dr. Jennings told board members they are in the 2nd Year of a 5-year contract.

Board members requested the administration look into the number of buses for the district since there will be 29 fewer students next year.

- Food Service – Continues to be self-supporting except for cost of capital equipment.

Dr. Jennings presented the Technology Highlights as follows:

Technology Integration - Support for RTI and Differentiating Instruction; Integration of technology into core curriculum; Integration of technology curriculum into core curriculum; Teacher professional development (technology integration)

Infrastructure – Enhance bandwidth by integrating cable service; Enhance wireless infrastructure.

Bruce suggested at the next board meeting the details for this request be presented.

Focus on Technology Rich Classrooms (TRC) for
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integration of 21st century skills.

Replacement Program

Dr. Jennings presented the Initiatives Affecting the Budget:

- Year Four of the Strategic Plan – Use of data to inform student progress in reading across the curriculum.
- Curriculum Review – Implement Core Reading Program, Grades 3-6, Introduce and implement social pragmatics Program, Grades K-3
- RTI – (Response to Intervention) – Tier II learners and supports.

Dr. Jennings told board members they currently have the following Expendable Trusts:

- Facility Maintenance – \$1,942
- Land / Capital Reserve - \$61,288
- Unfunded Liabilities for Retirees - \$31,265
- Special Education – currently don't have an Expendable Trust.

Bruce said the balance in the Facility Maintenance Fund seemed awfully low. He asked how much should be in the Fund. Betty Shankel said Jim Miner thinks they should have around \$30,000 in the account.

Bruce Schmidt asked if Jim Miner could put together a potential risk list along with their estimated costs.

Leo White said they set up the Land/Capital Reserve Fund years ago and he is wondering if there is a need for this Fund any more. Leo said there is land in town available if needed.

It was discussed in order to dissolve the Fund a 2/3 majority vote would be needed. If the Fund is dissolved, it

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would go into the General Fund as revenue and would relieve the tax bill next year.

Leo White asked if they could draft a warrant article to increase the Property Maintenance Fund and one to dissolve the Land/Capital Reserve Fund.

Dr. Jennings asked if there were any other Assumptions the School Board would like considered.

Leslie McCann asked if the School Board had a chance to look at the proposal by the Paraprofessionals.

Currently, Paraprofessionals receive the option to take Single Coverage Health Insurance.

There are nine Paraprofessionals at the Village School. If they choose not to take the Single Coverage, they receive a \$1,000 buyout.

Currently, one Paraprofessional takes the Single Coverage and the rest take the buyout.

Betty told board members should they choose to change coverage for the Paraprofessionals from single to two person coverage, given the 22.5% increase estimated in health insurance, the cost to go from single to two person would be a \$37,000 increase.

Betty said of the 9 Paraprofessionals surveyed with regards to the possible two person coverage, 1 person said they would use single coverage, 3 said they would go with the two person coverage and fund the rest towards the family plan, 1 said they would take the two person coverage and 3 said they would take the buyout.

Betty said if the board decided to fund full family coverage, it would cost an additional \$48,851.

The board had the following options to consider:

- Roll the \$49,000 into the budget for family coverage.
- Roll \$37,000 into the budget for two-person coverage.
- Not roll any amount in the budget at all.
- Have a separate warrant article so the voters could decide what they wanted to do.

Bruce Schmidt said he would prefer to see it as a separate warrant article.

Trevor Girard agreed, he wanted to see it as a separate warrant article.

Sue Granfors told board members that other Paraprofessionals within the districts receive better benefits than the Mont Vernon Village School Staff. They are just looking for the same benefits afforded within the districts.

The board agreed, by having this issue as a separate warrant article, they are not necessary agreeing the additional coverage should be offered. The board needs to discuss this issue further.

Dr. Jennings presented the following Mont Vernon Budget Timeline:

- December 10, 2009 – Draft 1 of the Budget
- December 11, 2009 – January 14, 2010 – Budget Committee Review & Recommendations.
- January 21, 2010 – Draft 2 of the Budget
- February 11, 2010 – Public Hearing
- March 12, 2010 – Annual District Meeting

Board members received a copy of Policy IHBA – Student Evaluations Specific Learning Disability as well as a copy of the procedure in their board packets for a second

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VI. ACTION ITEMS

reading.

A motion was made by Bruce Schmidt to approve Policy IHBAA as written. Jayson Darula seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (4-0-0)

A motion was made by Bruce Schmidt to enter into Non-Public Session per RSA 91-A:3 II. (a). Trevor Girard seconded the motion. By roll call vote, Schmidt-yes; Darula-yes; White-yes; Girard-yes, the board entered into Non-Public session at 8:30 p.m.

**VII. NON-PUBLIC SESSION
– RSA 91-A:3 II. (a)**

The board discussed personnel issues.

A motion was made by Trevor Girard to come out of Non-Public Session per RSA 91-A:3II. (a). Bruce Schmidt seconded the motion. By roll call vote, Schmidt-yes; Darula-yes; White-yes; Girard-yes, the board came out of Non-Public session at 8:40 p.m.

A motion was made by Jayson Darula to adjourn the meeting. Bruce Schmidt seconded the motion. The motion passed unanimously. (4-0-0) The meeting adjourned at 8:41 p.m.

VIII. ADJOURN