

**MONT VERNON SCHOOL BOARD
MEETING MINUTES
October 13, 2011
MONT VERNON VILLAGE SCHOOL LIBRARY**

Kim Roberge called the board meeting to order at 6:07 p.m.

I. CALL TO ORDER

Present:

ATTENDANCE

Mont Vernon School Board: Tom Driscoll, Trevor

Girard, Kim Roberge, and John Quinlan

Administrative Team: Sue Blair, Betty Shankel, Renea Sparks and Peter Warburton

Faculty/Staff: Jan Mattie and Linda Narducci

Budget Committee: Bill Archibald, Charles Bunner, Paul Liscord and Scott Williams

Minutes Recorder: Lyn Jennings

A. Principal's Report - Board members received a copy of the Principals Report dated October 13, 2011, in their board packets.

II. ANNOUNCEMENTS

Sue Blair told board members there were 231 students currently enrolled at the Village School. She also provided the total students by grade.

Sue said over the next month they would be losing three students.

Sue told board members Mahesh Sharma was part of the SAU39 for four days. Each day was devoted to a different school and its instructional needs based on the level of learners.

Sue said Barbara Belak was involved with Crisis Prevention Intervention – teaching adults how to relax a child when he/she is in an accelerated state of anger/anxiety.

Image Making – Students in Grades K-3 where introduced to Image Making, which is used to enhance

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writing by Guest Artist Beth Olshansky. Sue said Jan Mattie would be presenting to the board with regards to this topic after the Principal's Report.

Sue spoke about the Assessments taking place at the Village School:

Dibels – students in K-4 are benchmarked in Literacy.
 NWEA – all 2nd grade students have taken the fall NWEA and in the spring the NWEA will be given in grades 2-6.

NECAP – Sue said the Reading NWEA has been completed in grades 3-6 and they will be completing the Math NWEA tomorrow.

Sue said they are in the process of reviewing the Terms of the Agreement for Pick Up Patrol and hope to have it up and running at the end of October.

Sue said Mr. Wikham put together a musical instrument demonstration for kids in grades 4-6.

Sue provided details about upcoming student assemblies and key upcoming dates.

Sue told board members the administration is very proud of last years 4th grade, this years 5th grade Science NECAP scores. Sue said they scored 1st in the region and 2nd in the state. Sue said this year 83% of the students scored proficient or proficient with distinction.

Jan Mattie, 3rd Grade Teacher presented to the board what the students did with resident artist Beth Olshansky. Beth worked with the students on Image Making, which is used to improve writing.

Jan presented many slides showing students working with Beth throughout her week at the Village School.

Board members thanked Jan Mattie for her presentation.

B. Mont Vernon Budget Committee – Bill Archibald

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told board members the Budget Committee has had two meetings so far and they have discussed the expenses from 2007-2011.

Bill said the committee received a presentation from Renea Sparks, Director of Special Education and they also met with Sue Blair, the Principal of MVVS.

Bill said the committee has issues with the tuition to the Middle School and Special Education funds, as they believe Special Education funds are a restricted line item where excess funds cannot be spent for other items.

Betty Shankel told board members and members of the Budget Committee she spoke with the Department of Revenue and they said the board has the right to move anything within the general fund.

Kim Roberge told board members they needed a volunteer to serve on the SAU Budget Advisory Committee. Brian Bunner of the Mont Vernon Budget Committee volunteered to serve on the SAU Budget Advisory Committee.

Kim asked if there were any comments from the public however there were none.

III. PUBLIC TIME

The A. Minutes 1. September 8, 2011, were pulled from the Consent Agenda.

IV. CONSENT AGENDA

The Non-Public Session section of the Minutes was updated to include the information, which was needed.

A motion was made by John Quinlan to approve Consent Agenda Items IV. A. Minutes 1. September 8, 2011, as amended, B. Treasurers Report, 1. July 2011; C. Unanticipated Revenue 1. Mont Vernon Village School Activity Fund - \$105.86 and D. Budget Transfers. Trevor Girard seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (4-0-0)

A. Legislative Updates – Review of 2011-12 NH Ed Legislation – Peter Warburton told board members they all should have received updates in the mail prior to this evening's board meeting.

B. Literacy/Numeracy – Board members received an overview at the SAU Board meeting on this topic.

C. FY12 1st Quarter Financial Summary- Board members received a copy of the Mont Vernon School District Quarterly Financial Report for Fiscal Year 2011-2012 dated 7/1/2011 – 9/30/2011 in their board packets.

Betty Shankel told board members to date the Revenues are coming in on target.

Betty said they are realizing a savings in the personnel and benefits lines and they may have a savings in tuition but not as of yet.

To date, they are anticipating a savings of \$17,500.

D. FY13 Mont Vernon School District Budget Assumptions -

Betty Shankel presented the following for Revenues:

- Grants – Title I – anticipating a 5% - 10% reduction. Title IIA – anticipating a 5%-7% reduction and IDEA – remain flat.
- State Aid – Betty said they are predicting they will receive the same amount as FY12 - \$968,283.
- Catastrophic /Medicare Aid (Special Education) – The projection will be based on current year expenditures.
Cat Aid will be paid out at reduced rate 55% - 65% this year.
- Unreserved Fund Balance – Estimate at 1%, to be adjusted by December Quarterly Projection.
- Attempt to create savings during FY12 to increase Unreserved Fund Balance.

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**V.
PRESENTATIONS/REPORTS**

Betty Shankel told board members in FY12 they budgeted for 239 students at MVVS and the actual was 231 students.

Betty Shankel told board members in FY12 they budgeted for 79 students at AMS and the actual was 78 students.

Betty Shankel said in FY13 it is projected they will have 214 students at MVVS and 81 at AMS.

A slide was shown detailing the MVVS Enrollments by Grade. The total number of students projected is 214. The staffing includes 13 teachers.

Betty Shankel presented the Staffing Considerations as follows:

- Administration – Supervision and evaluation of staff, Supervision of students, Curriculum Development, Instructional Assessment
- Special Education – Specialized instruction needs
- Facilities Management – Facility square footage
- Support Staff – Student Support and Individualized Education Plans
- Professional Staff – Class size and special programs
- Support Staff – TBD
- New Positions – Professional Staff would be budgeted at an MA Step 5 Rate (\$44,180)

Betty Shankel said they are currently negotiating a new MVEA agreement.

Betty presented the Staffing Benefits:

- Health Care - Assuming a 10% increase for FY13.
- NH Retirement for Certified Staff – FY13 going from 9.07% to 11.3% (an increase of 24.6%)
- NH Retirement for Non Certified Staff – FY12

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going from 9.16% to 8.8% (an decrease of .36%)

Betty presented a slide detailing the Health Care Costs from FY07 – FY12.

A slide was shown detailing the cost of NH Retirement for Non Teachers from FY07 – FY12.

Also shown was a slide detailing the cost for NH Retirement for Teachers from FY07 – FY12.

Betty told board members they have a new Tuition Agreement with AMS effective July 1, 2011. (FY12)

The rate is based on the FY13 AMS Budget.

There are 81 students expected to be attend AMS in FY13 up from 79 budgeted in FY12.

Overall, the AMS enrollment is declining.

Betty Shankel presented the following for Operations:

- ECI – Employment Cost Index – 3.1% annual increase
- Consumer Price Index – 3.8% annual increase, 2.1% annual increase less food & energy
- Fuel – FY12 Budgeted - \$2.85/gal
- FY13 Budgeted - \$3.00/gal
- Electricity – no changes
- Maintenance and repairs – Preventative Maintenance, and Indoor Air Quality Standards.
- Transportation – FY13 – 4th Year of 5 Year contracts, (First Student and Provider)
- Food Service – continue to be self-supporting.

Betty Shankel summarized the Technology Highlights:

- Technology Integration – Technology Accelerated RTI and Differentiating Instruction, Focus on 21st century classroom.
- Infrastructure – Replace 2 end of life servers with

1 VM server, enhance communication in common areas, conference room and MPR

Betty Shankel presented the Initiatives Affecting the Budget:

- Implementation of Math Program Review Recommendations
 - Textbooks and Consumables
 - Manipulatives

Betty Shankel told board members they currently have the following Expendable Trusts:

- Property Maintenance - \$12,504
- Unfunded Liabilities for Retirees - \$31,394

Betty Shankel presented the Mont Vernon Budget Timeline:

- Oct/Nov – Administration creates Draft 1 using current assumptions.
- November 10 – Draft 1 of the Budget
- November 11 – December 1 – Budget Committee Review & Recommendations
- December 9 – Draft 2 of the Budget
- January 12 – Public Hearing
- February 9 – Deliberative Session
- March 13 – Ballot Voting

Betty Shankel asked board members if they had any other assumptions they wanted to include in Draft 1 of the Budget.

Board members spoke about how they agreed to discuss class size once the 3rd grade class got into the 4th grade. Sue Blair said she is not comfortable with a class size of over 25 students in grades 4-6.

Trevor said he is in agreement that a class should not go over 30 kids.

Peter Warburton said the administration would come up with some options for staffing and present them at the next board meeting.

Kim Roberge said she would like to see where and how our Information Technology Specialist is being used. She would also like to know how much tech support we subcontract out.

Betty told board members about some of the major expenditures projected in FY13 for Souhegan, which include the Roof, HVAC System, and track.

Board members agreed they need to look at getting a Renovation Plan for the Village School; they would like to get an evaluation done of the entire building.

Peter Warburton told board members they would look into getting an evaluation done on the Village School, he agreed to speak with Jim Miner.

A. Mont Vernon Bus Lettering- Betty Shankel told board members First Student ordered the correct letters for the buses. Betty said Robin at First Student would notify her when the buses were complete.

B. 457 Plan – Board members received a copy of the 457 Plan prior to the board meeting. Carrie Morneau was at the board meeting to explain the amendments to the plan and answer any questions board members might have with regards to the amendments.

Discussion amongst board members and the administration followed.

A motion was made by Trevor Girard to accept the amendments on the 457 Plan as presented. John Quinlan seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (4-0-0)

C. Policy Committee – 2nd Member- Kim told board

VI. ACTION ITEMS

members they needed a backup board member to serve on the Policy Committee.

Trevor Girard nominated Bruce Schmidt. John Quinlan seconded the nomination.

D. SAU #39 Budget Advisory Committee Member – Kim Roberge told board members they need a Mont Vernon Community Member to serve on the SAU# 39 Budget Advisory Committee.

Trevor Girard said he would love to have his son serve on this committee.

The administration agreed to check to see if it was possible to have a high school student serve on the committee.

Also suggested was Leslie McCann.

Kim Roberge read a Letter of Resignation to retire from Barry Jordan, 3rd grade teacher effective as of the 2012-2013 school year.

VII. OTHER

A motion was made by John Quinlan to accept the resignation of Barry Jordan as submitted to retire as of the 2012-2013 school year. Tom Driscoll seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. (4-0-0)

Kim Roberge told board members she received a phone call from a parent in Amherst who was moving to Mont Vernon and needed to have one of their children picked up at Wilkins before school/after school care and brought to the Village School.

Board members agreed they should look at this issue carefully.

The administration agreed to look at why and how long they have dropped off kids at Wilkins and how long the bus ride is.

A motion was made by John Quinlan to adjourn the meeting. Trevor Girard seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. The meeting adjourned at 8:36 p.m. (4-0-0)

**VIII. REVIEW OF
MEETING/ADJOURN**