

**MONT VERNON SCHOOL BOARD
MEETING MINUTES
November 10, 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, Bruce Schmidt and John Quinlan
Administrative Team: Sue Blair, Nicole Heimarck, Betty Shankel, Renea Sparks and Peter Warburton
Faculty/Staff: Barbara Belak, Fay Deysher, Gretchen Dunne, Melanie Jones, Meghan Libby, Jan Mattie and Kim Tighe
Budget Committee: Bill Archibald, and Charles Bunner
Public: Jennifer Bertrand, Dave Valentine, Jennifer Valentine
Minutes Recorder: Lyn Jennings

A. Principal's Report - Board members received a copy of the Principals Report dated November 10, 2011, in their board packets.

Sue Blair told board members student enrollment at the Village School as of Friday, November 4, 2011, was 230 students.

Sue told board members Mahesh Sharma will be in the district from November 14-16th. On Monday Professor Sharma's focus will be at the Middle School and High School and on Tuesday Sue said he would be at the Village School. Sue said Peter Denio would be modeling a lesson on mathematics on Tuesday. On Wednesday, Professor Sharma will be working with the Paraprofessionals and Math Coaches.

Sue provided a list of extra-curricular activities currently offered at MVVS: Sue said this is thanks to the dedication of the staff at MVVS as they do not receive

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stipends for providing these activities to the students.

Lego Club – occurs once a month with Amy White
 Math Carnival Club – Charline Brown, Sara Millas and
 Kelsey Hamel – occurs once a week and it began this
 week and runs through December 6th.

Art Club - 30 students participating, run by Jill Camitta
 Homework Support – for grades 4-6 from 8 a.m. to 8:40
 a.m. Tuesday, Wednesday, and Thursdays with Nancy
 Curry.

Sue said they have run into a glitch with Pick Up Patrol
 and are hoping to have it fixed by next week.

Sue spoke about the first ever Veteran’s Day Celebration
 held on November 9th. Sue said she was very impressed
 with the students, staff and audience. Sue said the
 celebration was organized in ten days and thanked
 everyone for their hard work for making the celebration
 successful. Sue also thanked Veterans John Quinlan and
 Barry Jordan for participating in the event.

Peter Warburton attended the Veteran’s Day Celebration
 and said he didn’t realize the event was planned within
 the last ten days. Peter congratulated Sue for a job well
 done. Sue said she could not accept all the credit as it was
 a team effort, and credited the staff too.

Sue provided a list of important upcoming events at
 MVVS.

Nicole Heimarck spoke about Professor Sharma visiting
 the districts from November 14th – November 16th.

Nicole also told board members of the 2nd parent meeting
 being offered by Professor Sharma on November 15th
 from 7-8:30 p.m. at Wilkins. Nicole said the topic would
 be “What Can Parents do at Home to Support
 Mathematical Learning.”

Nicole told board members the Math Program Review
 Committee had met this past Tuesday and made a

decision as to what Math programs would be piloted in the district. Nicole said they decided three programs would be moving on.

Nicole provided the following information:

Think Math – K-5 program
 Math & Focus – K-8 program (Singapore Mathematics)
 Big Ideas – Grades 6-8 program (Middle School Program)

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

III. PUBLIC TIME

The A. Minutes 1. October 13, 2011, were pulled from the Consent Agenda.

IV. CONSENT AGENDA

A motion was made by John Quinlan to approve Consent Agenda Item B. Unanticipated Revenue 1. Student Activity Fund - \$861.70. Trevor Girard seconded the motion. Four board members voted in favor of the motion, one board member voted against the motion, Bruce Schmidt and the motion passed. (4-1-0)

Kim Roberge asked to correct the spelling of Brian Bonner's name within the October 13, 2011, minutes.

A motion was made by Tom Driscoll to approve Consent Agenda Item IV. A. Minutes 1. October 13, 2011, as amended. All board members voted in favor of the motion and the motion passed unanimously. (5-0-0)

A. Food Allergies/Danielle Collins – Danielle Collins, Director of Food Service was at the board meeting to discuss food allergies. Danielle provided a handout to board members entitled Food Allergies.

V. PRESENTATIONS/REPORTS

Danielle told board members as an administrative team they have discussed Food Allergies.

Danielle said one in 25 Americans, 4% of the population has a food allergy.

Danielle said food use in class projects or celebrations are the primary cause of allergic reactions in school. Classroom – 79%, Lunchroom 12%.

Teens are the highest risk group for fatal allergic reactions.

Eight foods cause 90% of the food allergic reactions in the US: Milk, peanuts, eggs, tree nuts, wheat, fish, soy and shellfish.

Danielle spoke about the Legal Obligations – IDEA – Individuals with Disabilities Act, ADA – Americans with Disabilities Act, Rehabilitation Act of 1973.

Danielle spoke about the School Nutrition Responsibility.

Danielle spoke about Bullying as it relates to Food Allergies. Danielle said over 30% of children with food allergies are commonly bullied – teased or harassed at school, not only by other children, but sometimes by teachers and school staff. Verbal abuse appears to be the most common offense.

Danielle spoke about the administrations responsibility – promote awareness, modify label of allergen safe (not allergen free), enforce “no food-sharing” policy, and respect privacy and civil rights.

Danielle emphasized the importance of food allergies, as we are heading into the season of parties/celebrations.

Danielle said we should emphasize awareness and being respectful of others.

Danielle said the POS system sends the cashier a message identifying a students allergy concern.

Danielle said they are trying to get away from saying “Peanut Free Table” but saying Allergen Safe Table.

Danielle agreed the systems in place vary from school to school, however, they try to make sure the process is running well.

Bruce spoke about his concerns with food allergies as it relates to classroom parties.

Bruce said he had an issue with a memo that came out last year from the school nurse with regards to classroom parties and snacks being provided by parents.

Danielle said she understands both sides of the issue and she is working to find a better balance between the two sides.

Kim Roberge said she is glad the issue is being addressed in all the schools.

The board thanked Danielle for her presentation.

- B. FY13 Budget – Draft 1 - Board members received Draft 1 of the proposed FY13 Budget in their board packets.

Sue Blair provided some Current FY12 Budget Data:

- Adequately supports the needs of students with a focus on appropriate instructional materials in all curriculum/instructional areas/needs.
- Adequately supports educational goals by addressing ongoing commitments to literacy and math without loss of focus on the importance of social studies, science and integrated arts.
- Includes a focus on integration of technology as we work to develop, build and teach 21st Century skills.
- Supports/maintains appropriate student/teacher ratio.
- Adequately supports the ELL (English Language

- Learners) needs of students.
- Provides a safe environment and clean school.

Sue presented the Current Enrollments and Projections as follows:

- Current enrollment as of October 1 is 231 at Mont Vernon Village School and 78 at the Amherst Middle School.
- The projected enrollment for the Village School is 195 and for Amherst Middle School is 81.

A slide was shown detailing the Projected Class Size for FY13.

Sue presented a slide, which detailed the FY13 Education Programming.

- Continues support of SAU #39 5-year literacy goal.
- Funds adoption of math program, which supports the common core and international standards. (piloting two programs beginning in January)
- Supports K-4 focus on structured approach for teaching appropriate letter formation. (Handwriting)
- Supports K-3 focus on structured approach for teaching appropriate letter formation. (Handwriting)
- Continues support of technology integration and 21st Century skills.
- Provides for student needs associated with Response to Intervention (RTI).

Sue provided the Educational Programming Budget Impact as follows:

- Scott Foresman Consumables
- Math Program Implementation
- Technology Integration/21st Century Skills
- MPR, Conference Room, Lobby Technological Upgrades

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- Server Infrastructure replacement (new server)

Sue provided the board with some Additional Considerations.

- Special Education Costs – Overall decrease of .45%
- Operation and Maintenance – Overall increase of 4.84%
- Benefit costs – Estimated healthcare increases of 7.1%, estimated dental insurance increases of 14.8%, and a teacher pension increase of 25%.

Sue provided board members with a chart detailing the Professional Staffing Comparison from 2012 to 2013. The only difference was in 2012 there were 3 Special Education Teachers and in 2013 there are 2.

Sue provided a chart detailing the Support Staffing Comparisons for 2012 and 2013. Sue said this is the non-certified staff.

Also provided in board member packets was a handout entitled Mont Vernon School District Proposed Budget FY13, Summary, Draft #1, 11/10/11. The budget as presented represents a 5.98% increase as compared to the Voted FY12 budget. The total \$ increase is \$280,943.

Board members and Budget Committee members were given the opportunity to comment on Sue Blair's presentation.

Bill Archibald asked what the board and administration is doing to get the benefit issues under control.

Betty Shankel said the administration could not do anything about NH Retirement. Betty said they are headed in the direction where the state will be increasing the employee share to match the employer share for both non-certified and certified staff before they increase the employer share again.

The board did a thorough review of the budget line by line.

Board members discussed 10.1100.611.10 – the proposed increase in General Supplies of 27%. The administration said they are very tight this year in general supplies. This line item covers the entire buildings needs for supplies. Sue Blair will provide detail at the next board meeting as to what is included in the General Supplies line item.

The board has asked to have the detail as to what consumables will be needed year after year as it relates to the Math program. Nicole Heimarck agreed to provide this information to the board.

Bruce Schmidt had several questions with regards to the technology lines including 10.1100.650.10 - Computer Software, and 10.1100.734.10 – New Equipment – Technology, 10.1100.737-10. The administration agreed to have Bruce Chakrin at the next board meeting so he could answer Computer Technology questions as it relates to the proposed 2012-2013 budget.

Health Insurance costs were discussed. The rate paid by teachers for health insurance versus the employer is a 25/75 split.

Trevor Girard asked when Mont Vernon purchased the Everyday Math program. Nicole said Everyday Math was purchased back in 2004.

Under Site Improvements, 10.4200.490.00, the board had requested a Gale Report be done in Mont Vernon therefore, the cost of \$15,000 was included in the budget.

The board discussed staffing and agreed to keep the staffing levels the way they were for the 2012-2013 school year.

The board asked for detail with regards to what was included in line items 10.2620.424.10 - Grounds Maintenance, 10.2620.430.10 – Repairs and

Maintenance, 10.2620.431.10 – Service Contracts.

Betty Shankel told the board there are new EPA regulations that are causing our maintenance fees to increase. Betty said there are new air quality and water regulations.

The administration budgeted for fuel oil at \$3.00 per gallon.

The board discussed the Mont Vernon School District, Annual Meeting Warrant as presented. It was agreed, Session I would be changed to Wednesday, February 8, 2012.

A. Policy DIA – Fund Balance – 1st Reading- The board had no comments with regards to Policy DIA.

VI. DISCUSSION

Also presented was Policy DIA – Board Review and Signing of Manifests. The Policy will be changed to Policy DIAM.

Bruce Schmidt asked that the third paragraph be removed from the policy, as this was not the proper procedure. The paragraph reads as follows: Reviewed manifests will be taken to school board meetings and signed by at least one additional member so designated by the board.

It was agreed the policy would be sent to the Policy Committee for review.

B. Policy IMGGA – Animal Service 1st Reading- There were no comments or questions by the board with regards to this policy.

A. Bus Lettering Update – Betty Shankel told board members First Student is in the process of fixing the lettering on the buses. Some of the buses have the correct lettering and some are still wrong however, they are in the process of correcting the lettering.

VII. INFORMATIONAL

Board members discussed the request by a parent

VIII. REVIEW OF MEETING

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relocating from Amherst to Mont Vernon to have a pick up run added in the morning on Brook Road so their child could be taken to the New Morning School program in Amherst. The parent made this request as he understood the Mont Vernon Village School already provided transportation to the New Morning School program in the afternoon.

Betty Shankel told board members they spoke to Robin at First Student with regards to this request to understand the logistics involved.

Through conversations, the administration and the bus company learned the New Morning School program is a private daycare. The board and administration were not aware this bussing was taking place.

The administration did not know the program was a private daycare until recently. Peter Warburton said they need to have a transition plan in place for these students/parents and they would be notifying the parents of this issue.

John Quinlan asked if the administration could provide what salary increases they've paid non-union personnel for the past five years.

Tom Driscoll said he had been looking at the Hanover School District website and really liked the way they broke down the Science NECAP scores. He said he was very impressed with the summary and how they planned on taking action almost immediately on a wide range of performance issues they determined in areas of the test. Tom suggested we look to identify the areas we can do better in.

The administration said they would begin to look at grades 4, 8, & 10 for possible trends year over year. Nicole said they would like to look at this in January/February.

A motion was made by John Quinlan to enter into

IX. NON-PUBLIC SESSION

Non-Public session per RSA 91A:3 II (c). Bruce Schmidt seconded the motion. By roll call vote, Schmidt-yes, Girard-yes, Roberge-yes, Driscoll-yes and Quinlan –yes, the board voted to enter Non-Public session at 8:45pm.

The board discussed a student issue.

A motion was made by John Quinlan to come out of Non-Public session. Bruce Schmidt seconded the motion. By roll call vote, Schmidt-yes, Girard-yes, Roberge -yes, Driscoll-yes and Quinlan-yes, the board voted unanimously to come out of non-public session at 9:05pm.

X. ADJOURN

A motion was made by John Quinlan to adjourn the meeting. Bruce Schmidt seconded the motion. All board members voted in favor of the motion and the motion passed unanimously. The meeting adjourned at 9:06 p.m. (5-0-0)