

1
2
3
4 **CONWAY SCHOOL BOARD**
5 **MEETING MINUTES**
6 **December 29, 2010**
7

8 A special meeting of the Conway School Board was held on Monday, December 29, 2010 at 6:30
9 p.m. in the Loynd Auditorium at the Kennett High School.
10

11 **Members present:** Chairperson Janine McLauchlan, Assistant Chair Dick Klement, Rick Breton,
12 Syndi White, Lynne Brydon, Alana Starkey, and Randy Davison were present. Superintendent Carl
13 Nelson was present.
14

15 **1. Call to Order at 6:30.**

16 **2. Pledge of Allegiance**

17 **3. Consider Personnel Matters**

18 **Motion:** by Alana, seconded by Lynne, to review, discuss and vote on items individually.
19

20 **A. Accept Resignation of Rachel Bryant – 7-0-0.**

21 **B. Election of Ronald White as Custodian at KHS – 7-0-0.**
22

23 **4. Consider Approval of CEA Memorandum of Agreement**
24
25

26 Janine explained the two negotiating teams have come to an agreement with a contract to put
27 forward. In summary, this will be a one year contract with an increased starting salary for
28 incoming teachers of \$29,000, a salary of COL of 2% across the board, the teachers have
29 agreed to chose the HMO low plan which has higher prescription and doctor visit co-pays and
30 a \$500 deductible, the team has also agreed to make adjustments to the work year when
31 Labor Day affects filling the 180 days required for the school year in accordance with the
32 contract. The estimated cost of this contract for the warrant article is \$147,419.
33
34

35 **Motion:** by Rick, seconded by Lynne, to review, discuss and vote on item.
36
37

38 Dick stated he will be voting no on this because there is a pay raise incorporated. He asked
39 the board to look at this in detail. He believes the teachers have gone quite a step to accept
40 the HMO low with a higher deductible and some serious consideration should be given to
41 passing this. **Randy** stated he appreciates the fact that the Board and the Conway Education
42 Association looked to upping the starting salary. He would have liked to have seen it at
43 \$30,000 for a starting salary, but this is a start. He did not see in the contract that any person
44 hired that does not hold certification should pay for that certification up front and not have the
45 Conway taxpayers pay for this. **Syndi** noted that the amount of money we are putting forward
46 on the warrant article is just about half of what it was the last time. The teachers worked real
47 hard and the negotiating team worked real hard to get something that would be acceptable to
48 teachers and also the taxpayers. **5 in favor, 1 opposed (Dick), 1 abstained (Randy).**
49

50 **RECESS BOARD MEETING FOR BUDGET COMMITTEE MEETING at 6:37.**
51

52 **Jane Gray joined the meeting.**
53

54 **Review of Proposed Budget and Warrant Articles**
55

56 **Janine** reviewed that this has been a very lengthy process to meet everyone's needs. We are pretty
57 much at the \$263,000 that we have agreed to cut, this is essentially the loan amount that the
58 taxpayers agreed to which has been paid off. These proposed reductions will be discussed first. The

59 additional items that administrators were asked to look at will be discussed after. The School Board
60 Budget Committee will then vote to recommend or not recommend what the School Board should
61 consider. Once we get through the budget piece of this meeting, we will then reconvene the school
62 board meeting with a final list of proposed reductions, and prior to the school board taking a final vote.
63 The meeting will then be opened up to public comments.
64

65 **Rick** asked if based on Item 4.B, can he assume that the \$263,000 cut is now \$240,120. **Janine**
66 clarified that Rick was referring to a couple of recommended cuts that the Board felt had a direct
67 impact on student programming and they did not want to see those reductions take place (Elementary
68 Instrumental Music Program and the John Fuller 4.6 hour Instructional Aide position). The
69 elementary music teachers have worked with elementary principals to come up with a plan. **Laura**
70 **Jarowitz** noted they had lengthy discussions and they would have to still find \$2,100 more at the
71 elementary level and at this time none of them felt they could go back into their budgets and find
72 \$2,100. **Brian Hastings** stated he supports the music program to its fullest, but if the Board chooses
73 to go deeper than \$263,000 he would have difficulty bringing music back up to full time and cutting
74 back on guidance. **Randy** stated it is his view from the amount of people that have come out prior to
75 this meeting is to do the least impact on student programming. He thinks what the Board did was
76 looked at programming that did not affect students in general. The \$263,000 was a loan that was
77 paid off. If we actually took that point of view last year, it would have been over a \$1 million dollar cut.
78 When he looked at this we looked at the least amount of impact on student learning. This could
79 come out of the global budget and then be put back in. **Syndi** stated she heard from several people
80 and had read in the paper that at the Joint Board meeting, the representatives from the Conway
81 Board told the Joint Board that we would be cutting no more than \$263,000. Where did this come
82 from, was that said and by whom? **Janine** stated she obtained a copy of the minutes for that Joint
83 Board meeting; she is not a member of that board but she was in the audience. The minutes noted
84 that Carl gave a general overview of where the Conway School Board stood with reductions. He did
85 reiterate that we were going to reduce \$263,000 for bond retiring, but he also said that was the only
86 thing on the floor right now. He did not imply that that was going to be the only thing ever, and, in
87 fact, at the Conway School Board Budget Committee meeting on December 6th there was a motion
88 made and seconded to "initially accept a budget of \$33,107,358 that would have had the budget
89 reduced \$263,000, subject to discussion later if the need arises".
90

91 **Motion:** by Dick, seconded by Randy, to approve reductions that the administrators have
92 put forth with the exception of the Elementary Instrumental Music Program and the John Fuller 4.6
93 hour Instructional Aide position. **7-0-0.**
94

95 Discussion of Recommended Cut Items

96
97 **Middle School Football** – **Dick** stated this is the first year for Pop Warner Football and he thinks this
98 would be a disservice to both programs to consider dropping football at the middle school. He
99 withdrew his recommendation to cut middle school football. Moving forward, he suggested the board
100 consider it for next year. **The recommendation to cut Middle School Football was taken off the**
101 **table.**
102

103 **Guidance Counselors** - **Randy** stated he received many phone calls regarding the suggestion to cut
104 a guidance counselor. He would like to remove this item from the list of possible cuts. **Dick** stated the
105 teachers are there for 7.5 hours a day but the kids are not. If the purpose is to work with the children
106 and they are there that many hours, do we really need that many guidance counselors? **Laura** stated
107 one of the most important parts of their job is to meet with family and staff. These meetings take
108 place before and after the kids are in school. **Brian** stated he sees guidance counselors as an
109 essential core piece of what we do. **Randy** stated having satellite schools is an expensive way to go
110 and makes it difficult. Per pupil spending at the elementary schools is at the state average even with
111 guidance counselor there, so he is not in favor of cutting a guidance counselor at this time. **The**
112 **recommendation to reduce a guidance counselor at the elementary schools was taken off the**
113 **table.**
114

115 **Mentor Program/Unit 10.** **Randy** stated he was for this as it is one of the least intrusive on student
116 programming and it is more of a professional courtesy to have mentors. He looked at the contract
117 and in the high school specifically, and mentoring is within the department heads' responsibilities. His

118 concern is within the contract it states that there is time is given every day, 30 or 90 minutes, he his
119 assuming to supervise faculty underneath their tutelage. He is assuming that if you had that amount
120 of time off during the day that you could find time to supervise the people that the department heads
121 helped hire. He hopes that with the contract going forward with that unit, that we do hire the best and
122 brightest for this district and not people that are uncertified. He is hoping that could be a
123 responsibility at that level where the department heads could pick up that piece knowing that they are
124 the senior teachers. From the elementary perspective, this district level has minimum turnover and
125 usually where support staff could actually fill their shoes and they know the process. Randy stated
126 this is a less student centered item and more an administrative item. **Dick** asked where to do we go
127 with the middle school. **Randy** stated the middle school has team leaders and they would hopefully
128 team up with the senior teachers and principals. **Dick** stated these don't necessarily teach the same
129 subject and wouldn't you want a mentor to teach the subject they are familiar with? **Janine** thinks the
130 mentor program has helped to reduce turnover at the high school. She cannot support a reduction in
131 the mentor program. **Dick** stated there has been a lot of discussions about what team leaders do,
132 what department head do, etc. He thinks once we are through the budget cycle, we need to sit down
133 and figure out what these positions do and why are we giving them more money to teach less.
134

135 **Vote to reduce mentor program by \$9,838 - 2 in favor (Randy, Syndi), 6 opposed (Janine, Dick,**
136 **Rick, Lynne, Alana, Jane), 0 abstained. Mentor Program/Unit 10 reduction will not be moved**
137 **forward as a recommendation to the School Board.**
138

139 **Staff Development Coordinator** – **Janine** clarified that it was not Randy's intent to eliminate the
140 entire program, rather to shift the responsibility of the program back to the assistant superintendent
141 role. **Syndi** asked if we would be able to do that since the Assistant Superintendent is an SAU 9
142 position. **Carl** stated the assistant superintendent's job description has the overall SAU 9
143 coordination of staff development; this is specifically for Conway so there is a difference. **Syndi**
144 stated one of the things she was really surprised about in the staff development coordinator job
145 description was it only addressed literacy; it did not address math, science, etc. Her concern is it was
146 so specific to the person that has the position rather than a position of coordination of all the staff
147 development. **Neal** stated there is a heavy emphasis on literacy and it is part of the RTI. Learning
148 through Teaching programs, it is our best practice, it is our ability to utilize core competencies and
149 ensure that what are teachers are teaching across all levels is consistent with core competencies. He
150 believes it adds to the growth of excellence within the district. He cannot say enough on how
151 fortunate we are to have Penny working within this district. **Laura** spoke to looking back on test
152 scores and how writing had a particular impact on all areas of testing. When Penny goes out into the
153 district for on-site training, she hits all curriculum areas. **Syndi** stated she used to be a staff
154 development curriculum coordinator and she sees this position as more broad. She sees this position
155 that would, for example, bring in special education inclusion throughout the district and is something
156 we need to work with every regular education teacher on. There is so much in terms of staff
157 development that is much more broader than that and when coordinating that to make sure that you
158 are bringing in people or having people in-house with that expertise and making sure that you are
159 addressing the areas that we need to address. Her concern is that we have designed a position
160 around an individual rather than saying what is this position that we need for the district and where
161 should that be located in terms of a position which is traditionally in a curriculum staff development
162 assistant superintendent role. **Janine** clarified that Syndi is not opposed to a professional
163 development coordinator but more concerned that we broaden the scope of the areas in which the
164 person focuses on for professional development throughout Conway. **Syndi** stated yes and since this
165 person is so excellent, that would be a person you would contract with and hire to come in to do
166 literacy, but a coordinator could actually coordinate for the needs of the whole area. **Randy** finds
167 under most job descriptions for assistant superintendents they are also staff development
168 coordinators and this should be relevant to all SAU 9, not just Conway, and did fall under the tutelage
169 of the former assistant superintendent as does curriculum for the whole district so all of us are on the
170 same page. It should be offered to all SAU 9.
171

172 **Vote to eliminate of staff development coordinate in Unit 10 – 1 in favor (Randy), 7 opposed, 0**
173 **abstained. The recommendation to eliminate staff development coordinator in Unit 10 will not**
174 **move forward as a recommendation to the School Board** with the caveat that the scope of the
175 areas of professional development be expanded beyond that of literacy.
176

177 **Elimination of Dean of Students and Support Person** - Rick stated he feels all three
178 administrators are definitely needed but can an assistant be shared by one, two or all three. Neal
179 explained the different locations of offices throughout the building and when students are sent to the
180 principal or dean's office, the secretary works with that student to get him/her in to see the principal or
181 dean and makes sure that someone is there with the student. The secretary also sends out truancy
182 notices, suspensions, etc. It probably could be consolidated but the physical layout of school does
183 not allow for a safe environment. Dick stated we have an opportunity to carve out \$45,000 from the
184 budget. He understands Neal's comment but that child is escorted there by a staff person. He would
185 like to find some way to eliminate the administrative position and keep the senior leadership in place.
186 Neal provided a summation of the aggressive trends and one of those things has been bullying and
187 harassment. He provided and reviewed a handout. He stated that keeping the group together and
188 safety is the number one thing at this building. The amount of time that the dean and vice principal
189 commit to these issues is tremendous. The system that has been set up has allowed us to make
190 quantifiable improvements. Syndi still feels administration at the high school is top heavy. The dean
191 of students is repetitive of the vice principal. If we get rid of the dean and support person, we save
192 \$120,900. She still feels at the very least, we could eliminate the administrative assistant. Neal
193 stated three to four percent of students are repeat offenders. He also stated there are approximately
194 5,000 referrals that come across the dean of students and the vice principal's desk and each one of
195 these has to be investigated. Some of them may take 20 minutes; some may take up to 8 hours.
196 That does not include all the students that end up in the office that were not there because there were
197 referred. Jane questioned the 5,000 number. She sat on the PACT team for two years and that was
198 one of the things that team did was look at the number of referrals. In September of 2009, there were
199 199 referrals. If you multiply that by 10, you're at about 2,000 referrals for the year. For September
200 of this year, referrals were down to 155, with a scenario of 1,500 referrals for the year. Neal
201 explained if you take a look at referrals in September, they are low. If you look at referrals in June,
202 they are low. Referrals from October 15th forward spike and this is where you see the number of
203 referrals grow. Neal stated he could provide Jane with these numbers. Randy noted the numbers
204 have gone down and the issues are less severe (dress issue, cell phone issue, etc.).

205
206 **Vote to eliminate the dean of students position at the high school – 3 in favor (Syndi, Randy,**
207 **Jane), 5 opposed (Janine, Dick, Rick, Lynne, Alana), 0 abstained. The recommendation to**
208 **eliminate the dean of students at the high school will not be forward as a recommendation to**
209 **the School Board.**

210
211 **Vote to eliminate the administrative assistant to the dean of students – 6 in favor (Dick, Rick,**
212 **Syndi, Lynne, Randy, Jane), 2 opposed (Alana and Janine), 0 opposed. The recommendation**
213 **to eliminate the administrative assistant for the dean of students we be sent forward to the**
214 **School Board.**

215
216 **High school Co-curricular** – Janine clarified that Neal was not asked to further reduce his co-
217 curricular budget. His initial budget had an increase and he was asked to go back and level fund it
218 and not increase it. Neal stated he was directed to move the stipend money for the music director's
219 position, the director for the student council position, and the director for the National Honor Society
220 to a different line item (1400). He will take money and put it back up into the previous section. The
221 rest is what he proposed to spend on concussion software. Dick stated we need to look at co-
222 curricular in general and ask if we want to freeze it at the level it is at, and if additional requirements
223 are needed that they go forward to proportion the funds given to co-curricular.

224
225 **Vote to affirm to level fund co-curricular (1400) – 7-0-0. The recommendation to level fund co-**
226 **curricular at the high school will be forwarded to the School Board.**

227
228 **Middle School Reduce Down to Three Teams** - Janine stated she reviewed this with Kevin and he
229 agreed that he did previously state when enrollment reached 300 he would reconsider the number of
230 teams. It is important to note that when enrollment has reduced significantly, Kevin has reduced staff
231 and has responded to the reduction to enrollment at the middle school and she trusts that he would
232 do the same thing if needed. She is not comfortable making the recommendation to cut a team for
233 next year as enrollment is only projected. She would rather wait until we have actual enrollment and
234 put it on Kevin that it will probably happen next year. Kevin reiterated that they take a look at these
235 things and reviewed that there have been reductions in teaching staff over the past five years. He

suggests the board support the four team structure at the middle school. **Jane** stated her position is the same; she thinks it is time to make the cut and it would give Kevin 9 months to rework his schedule. **Randy** stated it would be fiscally irresponsible to say that cut is not appropriate; it is time. At 403 students in 2003, they needed four teams. Usually it's 100 students per team at a middle school, 20 per class and if you do basic math, that means you have five teachers divided into 100, you have 20 students in a class. He thinks it is time. Next year's numbers fall around 299. Right now the average middle school per pupil spending is \$3,000 over the elementary and over the high school. It will take creative schedule. **Kevin** spoke to Randy's per pupil spending numbers and stated you have to go to the DOE website to get correct figures for 2008-2009 (most recent). He also explained how things like special ed affect this. **Syndi** stated the middle school kids at that level developmentally are most fragile and she has no problem having numbers low because of that. Other things that we are looking at in the areas of special education is that we don't want to do pull-out, we don't want to have classes that have lower expectations, we want kids with special needs to be in classes with other kids. The only way to do that is to have classes where you don't have a lot of kids, where they can get the individual attention that's needed, and you can give the support that is needed to all kids. We should still support the middle school the way it is and maybe look at it again next year. **Dick** if we determine in the spring to reduce a team and it is past April 15th, there is nothing we can do (RIF). Any decisions we make need to be made before April 15th.

Vote in favor of reducing the middle school model to three teams for 2011-2012 school year – 3 in favor (Randy, Jane, Dick), 5 opposed (Janine, Rick, Janine, Lynne, Alana) opposed, 0 abstained. The recommendation to reduce a team at the middle school will not be forwarded to the School Board.

Janine reviewed that two items will be recommended to the School Board for action and those were to eliminate the administrative assistant to the dean of students at the high school, and to bring high school co-curricular down to level funding.

Warrant Articles

- Article 2 this number will change.
- Article 3,4,5 (maintenance funds) will stay the way they are.
- Article 7 CEA Negotiations will be \$147,419
- Article 10 Reserve Fund (school buses) Jim has asked to have this reduce to \$135,000 v. 150,000 for bus.
- Article 14 for Sous Chef will need a vote to eliminate as it may be funded through ed jobs grant.

Dick made a request to move Article 12, School Buildings Maintenance Fund, to before of Article 10.

RECONVENE BOARD MEETING at 7:52.

Public Comments

John MacDonald, Conway taxpayer for 21 years. He thought the process was wonderful and the education of kids was clearly most important. He would like to see the cutting mentality cut down a little bit. The Board also has to be stewards for contract agreements with other towns. He requested that future budget talks demonstrate how the cuts would affect Conway tax payers.

Andy Kearns Jackson School Board stated that at the Joint Board meeting it was certainly the feeling of the people there when they left that there were not going to be more cuts. If the window was going to be left open to do so, it should've been made clearer. We need to be out there stating we can spend more on a better education. He stated that the sending towns will help get the word out on anything necessary, just let them know how.

Patrick from Jackson. He spoke in support of having a better starting salary for teachers. **Janine** reviewed that the Conway School Board Negotiating Committee recommend a \$30K starting salary.

294 Ed Fayle - High School English teacher, Tamworth taxpayer stated that 33 English teachers over the
295 years have come and gone. He begs to make us more competitive next time around.
296

297 Stu Dunlap spoke in support of not cutting a team. He was texting with his daughter throughout the
298 meeting. She was pleased when football didn't get cut and was pleased when she learned they
299 would not cut a team as she loved her team. Stu didn't realize the importance of the team concept
300 until she stated this.
301

302 Nate Hill spoke against cutting administration and asked if anyone wants to know what these people
303 do, come in and observe them.
304

305 Michelle LaRue, teacher at the middle school reiterated that if you want to learn what people do, her
306 classroom is always open for anyone to come and see that they do to be able to make educated
307 decisions.
308

309 **5. Vote on Items Forwarded to School Board by School Board Budget Committee**

310
311 **Motion:** by Lynne, Seconded by Rick, to put \$22,895 back into the budget for elementary
312 instrumental music and an instructional aide at John Fuller. **7-0-0.**
313

314 **Motion:** by Lynne, seconded by Randy, to reduce the budget by \$44,880 which
315 represents an administrative assist at the high school for the dean of students. **5**
316 **in favor (Dick, Rick, Syndi, Lynne, Randy), 2 opposed (Alana and Janine), 0**
317 **abstained.**
318

319 **6. Approval of Warrant Articles**

320
321 **Motion:** by Lynne, seconded by Dick, to review, discuss, and vote on each warrant article
322 individually.
323

324 Article 2 – Figure to be \$33,085,373. **6 in favor, 1 opposed (Randy), 0 abstained.**

325 Article 3 – **7-0-0.**

326 Article 4 – **7-0-0.**

327 Article 5 – **7-0-0.**

328 Article 6 – No figure yet (no vote taken).

329 Article 7 – **5 in favor (Janine, Rick, Syndi, Alana, Lynne), 1 opposed (Dick), 1 abstained**
330 **(Randy)**

331 Article 8 – **6 in favor (Janine, Rick, Syndi, Alana, Lynne, Randy), 1 opposed (Dick), 0**
332 **abstained.**

333 Article 9 – **7-0-0.**

334 Article 10 – **7-0-0.**

335 Article 11 – **7-0-0.**

336 Article 12 – **7-0-0.**

337 Article 13 – **7-0-0.**

338 Article 14 – **7-0-0 to eliminate Warrant Article.**

339 Article 15 (new Article 14) – **7-0-0.**
340

341 **7. Any Other Business**

342
343 February 14th School Board meeting has been moved to February 7th at 7:00. All board
344 meetings in January and thereafter will take place at Kennett Middle School. The
345 superintendent needs two board members for principal search (Dick and Lynne).
346

347 **8. Nonpublic Session**

348
349 **Motion:** by Rick, seconded by Janine, to enter into non-public session. All in favor.
350

351 The Board entered into non-public session at 8:26 p.m.
352

353 Nonpublic Session Minutes

354
355 Dr. Nelson provided the Board with a letter from Mr. Ingersoll requesting a meeting with the Board.
356 The Board directed the Superintendent to set a meeting.

357
358 **Motion was made by Rick Breton, seconded by Syndi White, to return to Public Session and**
359 **adjourn. The motion passed unanimously.**

360
361 Respectfully Submitted,

362
363
364
365
366 Xann Teryek
367 Recording Secretary
368