

CONWAY SCHOOL BOARD
MEETING MINUTES
September 14, 2009

1 A meeting of the Conway School Board was held on Monday, September 14, 2009 at
2 6:00 p.m. in the Loynd Auditorium at the Kennett High School.

3 **Members present:** Chair Sheryl Kovalik, Assistant Chair Kelley Murphy, Dick Klement,
4 Syndi White, Janine McLauchlan, Rick Breton, and Randy Davison. Carl Nelson and
5 Assistant Superintendent Bob Godamski were present.

6 **1. Call to Order (6:00 p.m.) by Sheryl Kovalik.**

7 The Board entered into NONPUBLIC SESSION in accordance with RSA 91-A:3
8 II, for personnel and student matters.

9 **Motion:** by Dick, seconded by Janine, to go into nonpublic session; by roll call
10 vote, all in favor.

11 Nonpublic Session Minutes – A parent concern was discussed.

12 The Board entered back into public session at 6: 30 p.m.

13 **2. Salute to the Flag**

14 **PUBLIC HEARING on Expenditure of Unanticipated Funds (PEG Expendable**
15 **Trust)** – Public hearing was opened, Carl explained funds, there were no comments
16 and the public hearing was closed.

17 **3. Approve Minutes of 8-24-09**

18 **Motion:** by Kelley, seconded by Rick, to review and approve minutes.

19 **6 in favor, 0 opposed ,1 abstained (Janine).**

20 (After meeting, an email to Sheryl noted the correct spelling as “Deryl Fleming” in
21 minutes of 8-24-09.)

22 **4. Personnel**

23 **A. Consider Regular Personnel Changes**

24 **Motion:** by Kelley, seconded by Janine, to review as a group, but
25 discuss each Item individually.

26 **1. Election of Deborah Shackford as Half-time Secretary at KMS –**
27 Randy asked what this brought the administrative staff to. Kevin
28 Richard responded one administrative assistant, one secretary, and
29 one ½ time secretary. **6 in favor, 1 opposed (Randy), 0 abstained.**

30 **2. Election of Russell Gage as Band Director at KMS – 7-0-0.**

31 **3. Election of Russell Gage and Jennifer Ouellette as**
32 **Band/Chorus Co-advisors at KMS - 7-0-0.**

33 **4. Election of Fall Coaches and Advisors** – Dick asked why are we
34 paying a salary for Mountain Biking as it is not a varsity sport and
35 they haven't been here for three years. Why is hockey not on the
36 list and mountain biking is? Carl explained that mountain biking is
37 budgeted for, it is a club, and this money was earmarked for a
38 coach. Sheryl stated that the issue is that the policy changes have
39 come after the budget for this year was set which pre-authorized
40 this particular stipend. Rick asked if with the new policy in place,
41 when it comes around this year, will it be a stipend position? Carl
42 stated it is grandfathered into the budget. Sheryl stated the way the
43 policy is written now, there has to be an evaluation done of all of
44 the co-curricular activities to strive for equity in the way the budget
45 dollars that come under co-curricular are allocated. Rick asked if

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we could get a list of coaches earlier as these coaches have all been working already. Dick stated he will be voting against this because he doesn't think this is right and he thinks hockey is taking the short end of the stick. He thinks mountain biking should stand in line and wait their turn. Randy agrees with Dick and he will be voting no on this as well.

Motion: by Randy, seconded by Rick, to vote on each coach or advisor separately.
6 in favor, 1 opposed (Kelley), 0 abstained.

Kelley stated she respects where we are going and the underlying tone and she appreciates the message that is trying to be sent to the Co-curricular Committee but she would hate at this point in time to have any of these clubs or individuals suffer because of what could be perceived as questionable budgeting last season. She would like to see the Board redirect the Co-curricular Committee to act more aggressively as they approach the next budget cycle and take the policy that they did just put in place this summer and really take a look at what is going on in the co-curriculars and the direction we are heading in, and not shortchange or oversight any group or individuals.

Freshmen Field Hockey – **7-0-0**

Mounting Biking – Chris Darling – **5 in favor, 2 opposed (Randy, Dick), 0 abstained.**

Mounting Biking – Sam Anderson – **7-0-0.**

MS Field Hockey – Nichole Whiting – **7-0-0.**

MS Girls Soccer – Bethany Metts – **7-0-0.**

MS Drama – Karen Gustafson **7-0-0.**

MS Outing Club Advisor – Sean Littlefield – **7-0-0.**

MS Assistant Outing Club Advisor – Sara Thibault – **7-0-0.**

5. Election of Mitchell Tufts as Custodians at CES – 7-0-0.

6. Election of Erin McDonnell as 1:1 Sp. Ed. Aide at JFS – 6 in favor, 1 opposed (Dick), 0 abstained.

7. Election of Christine Thompson as Title I Co-coordinator – 7-0-0.

8. Election of Aimee Frechette as Title I Co-coordinator – 7-0-0.

9. Election of Staff for the CPHV Program – 7-0-0.

10. Election of Rebecca Giroux as Title II-A (CSR) Teacher at PTS – 7-0-0.

11. Election of Susan Lengel as Half-time Preschool Sp. Ed. Teacher – 7-0-0.

12. Election of Johanna Billington as Remedial Support/Study Skills Educator at KHS – 7-0-0.

13. Election of Staff for the Summer APEX Behavioral Curriculum Work - Dick stated he appreciates the apology for not submitting the request in advance of work being done, but it does no good. He stated the Board is not educating our administrators. Sheryl thinks this is an administrative management oversight in terms of procedure. She is inclined to let this one go with a slap on the wrist to the administrator who oversees the administrator and the

perpetrator and hope we don't see it again. Dick is correct, we don't like getting these things late as it obligates the Board to cover the expense. **7-0-0.**

B. Consider Establishing a Full-time 1:1 Sp. Ed. Aide Position at CES – Motion: by Kelley, seconded by Randy to review and comment.

Randy thinks we should not identify the grade of the child. He spoke in favor of this but he would have preferred that it only stated who arrived within the district in September and not signaling out the grade as it possibly identifies the student. **7-0-0.**

C. Consider Establishing a Full-time 1:1 Sp. Ed. Aide Position at PTS – Motion: by Kelley, seconded by Randy to review and comment. **7-0-0.**

D. Consider Inactivating a Full-time Sp. Ed. Aide Position at PTS – Motion: by Kelley, seconded by Randy to review and comment. **7-0-0.**

E. Consider Inactivating a Half-time Sp. Ed. Aide Position at PTS Motion: by Kelley, seconded by Janine to review and comment. **7-0-0.**

5. Presentation of School Programs

A. KHS Student Representative – Chris King reported so far so good at Kennett. Recently, last Friday, the football team had their home opening Friday night lights game. They crushed Sanborn and on top of hot dogs and fries, you could practically smell the Kennett spirit there!! The boys' soccer team is off to an incredible start with a 4:1 record. The volley ball team is doing good. He passed around a bracelet that was in memory of Deryl Fleming, the varsity field hockey coach. A lot of people thought this was going to hurt the field hockey team but the girls actually used it as a motivator. The bracelet has DIF (Do It for Fleming) and this is a great motivator for the girls. They are using Ed-Line to view grades on line. Sheryl asked Chris how the feedback was from the student body regarding Ed-Line. Chris stated everyone seems to like it. So far everyone he has talked to really enjoys it because you have instant access to your grades. Sheryl asked if everybody is managing with their schedules. Chris stated yes, today was the last day for dropping or changing courses.

B. Principals' and Directors' Reports (first meeting of the month)

Mark Zangari, John Fuller – Mark noted that enrollment is up noticeably over last year. 10 students moved out, 25 moved in over the summer. The buildings are being very well maintained. They are going through the typical opening activities. Continuity of staff is huge. Classroom teachers are real solid. He attached goal sheets to his report. There will be a Club Fair at the end of this week. He included the calendar for opening activities that are coming up. He will be giving a presentation next Thursday and the following week will be the annual open house. Randy asked what the final number was that showed up in kindergarten. Mark stated 35. Dick noted he was up to 272 and asked how tight this was there. Mark noted they are spread out but they are distributed pretty well and are doing alright.

Brian Hastings, Conway El – The theme this year is an Olympic theme with year-long activities revolving around that. They had a good opening day. There is a lot going on with professional activity of staff. Donna McDougal came in and is working with the staff with the AIMS Web which is a screening tool to screen the students in the areas of reading and math

150 in a five minute measure. Both custodians, David and Eric did a great job
151 with summer work. They had a great opening. He is meeting with staff
152 working on goals for this year. He highlighted the Book Mobile which gave
153 over 2,000 books to local kids in the community. Thanks to everybody
154 who helped with that. He welcomed Andrea Ladd library media, Shawn
155 Moore, Cathy Carrier. The interventions program is up and running and
156 would be willing to follow-up with a report on how the kindergarten
157 invention program is going. He had a good turnout in Cougar Camp and
158 Summer of Learning. The strategic plan is up and running. Tomorrow
159 night is the annual fall barbeque. All are invited. Sheryl asked what year's
160 closing enrollment? Brian stated it was 267. Randy asked what was
161 kindergarten enrollment? Brian stated 30.
162

163 **Laura Jawitz, Pine Tree** - She noted the decrease in enrollment was
164 wrong. It should have been a decrease of 11 which was due to a larger
165 sixth grade than Kindergarten. She thanked Jeff, Alan, and Marge who
166 keep the building looking brand new. The summer tutorial program had
167 44 students for K through 7. The computerized math program has shown
168 a lot of success and they want to keep this up. The family handbook is on
169 line. Parent info night was last Thursday. Parents are also excited for the
170 5th grade's two day trip on the Oregon Trail. This is the year two to be a
171 model demonstration site for NH Responds. Targeted Intervention Time
172 where no new instruction is done during the day so they can go back and
173 look at the data to see where kids are falling behind. Dick noted the flu
174 shot clinic on Laura's calendar. He didn't see anything at the other
175 elementary schools. Mark has one scheduled but Brian does not. Kevin
176 has one scheduled. Brian stated he will look into this. Randy asked how
177 many Kindergarten students she had. Laura stated 30. Sheryl asked what
178 Laura's capacity is. She has 13 classroom teachers. They can do 14 plus
179 two resource classrooms. The highest in 20 years was 331. At that time
180 they used the space currently used for music, computer lab, and resource
181 rooms as classrooms.
182

183 **Lori Babine, CTC** – They opened with four out of 10 new teachers. They
184 have the new sous chef. Mineral Springs will have a trial run tomorrow.
185 The Perkins grant was approved. They have 25% to spend now and the
186 rest after 10/1. The Mineral Springs bridge project is underway. They
187 have a student who has taken this on as an Eagle Scout Project. There
188 are several new classes in adult ed. Little Eagles opened today with
189 approximately 25 students this year. Dick asked Lori, when she gets time,
190 could he tell how many physical student seats are in the CTC.
191

192 **Kevin Richard, Kennett Middle School** – They opened up the building to
193 quite a few class reunions over the summer. All were happy to see the
194 alumni room. They have spent the last few weeks transitioning kids to
195 KMS students. The web site is now up and running. Their open house is
196 this Thursday at 6:30. There will be a spaghetti dinner for parents.
197 Donations will be accepted for the Washington, DC trip. They are working
198 on their two-year portfolio development. The garden at KMS had

199 vegetables grown in it. Syndi asked how much the Washington, DC trip
200 cost for each student. Kevin stated approximately \$625.

201
202 **Neal Moylan, KHS** – The high school’s theme for this year is preparing
203 students for success for the 21st century. There are 7 initiatives to really
204 move us in the direction of preparation for post secondary transition for
205 our youngster. He spoke to each initiative. They have designed a new
206 electronic discipline reporting system. This program allows for a
207 consistent use of language, it goes electronically to each individual with
208 date stamp, time stamp, etc. Ed Line process has begun. They are
209 looking to increase use of technology. They will use a portion of each
210 faculty meeting to have them highlight best practices. KHS and Eagle
211 Academy total enrollment is at 909 students. This is an increase of over
212 41 from last year. There is a new KHS Behavioral Matrix which is posted
213 throughout the school. KHS open house is on 10/15th from 6:30 to 8:30.
214 They encourage all parents to come in and meet their child’s teachers.
215 SAT testing will be offered at KHS three times this year: 10/10th, 11/7th
216 and 3/13th. KHS Library is now open five days a week after school every
217 single day until the late bus. Barbara Waters has done a marvelous job at
218 trying to get kids to come in and use the library after school. They will also
219 be doing some additional technology training. Homecoming is October
220 8th, 9th and 10th. Millen Eagles Way 5K road race is on 9/10th at 9:00
221 .am. Sheryl thinks the additional SAT testing dates are great. She would
222 like an attendance utilization update to see if the library is becoming a
223 useful resource for the kids. Dick echoed his thank you for keeping
224 library open. Syndi noted last week there was a problem with calculating
225 GPA and class rank. Neal stated this is on the way to being figured out.
226 Dick asked how many students who thought they were seniors are not
227 seniors? Neal stated he will get this for him. Randy noted in the last
228 meeting board members discussed students who should not be listed as
229 sophomores, juniors, seniors or what have you. He assume freshmen are
230 all in one corridor, and he hopes if they haven’t fulfilled the requirements
231 of becoming a sophomore or junior, they should not be considered part of
232 that class, they should not be going to their homerooms, they should be
233 placed accordingly to where they have the credits. Sheryl noted they are
234 not going to be juniors or seniors unless they have the credits. She would
235 recommend administrators get back to the Board on how they have
236 executed this and would like some feedback.

237 **6. Public Comments** – None.

238 **7. Old Business**

239 **A. Special Education Funding** – Moved to next agenda given time and
240 people waiting for non-public session.

241 **8. Instructional Issues**

242 **A. Consider Second Reading and Adoption of Revised Policies**

243 **Motion:** by Janine, seconded by Rick, to review and adopt revised
244 policies.

245 **1. IHAAB – High School Credit for Eighth Grade Students – 7-0-0.**

246 2. **IKEC – KHS Pupil Progression Plan** – Dick asked why did we
247 delete social security number. Bob Godamski could not remember.
248 **Motion:** by Dick to table this item, seconded by Rick. All in favor.

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250 **9. Business Affairs**

251 **A. Signing of DOE-25 Budget Reports** – Completed.

252 **B. Budget Guidelines for 2010-11** – Sheryl stated considering that we are
253 in a very difficult economy, she recommends that we put forth, with the
254 exception of potential increases in health insurance and fuel and other
255 utilities, that we hold level funding this year as we go forward. If an
256 administrator has a critical issue, bring it forward and tell the Board why
257 you need additional funding. Otherwise she would like to go with level
258 funding going forward. Randy thinks the building administrators need to
259 go back to per pupil spending and if per pupil spending was way over what
260 state allocation, he thinks it needs to be revisited. Dick thinks the bonds
261 that have been paid off should be subtracted level funding is after bond
262 money has been subtracted. Sheryl stated we don't count debt removal
263 but this should be looked at in Unit 10. Randy thinks that the elementary
264 level per pupil spending is important. Sheryl would like to start off this way
265 and leave it up to the building administrators to shift funds if needed.
266 Special items should be listed separately. Dick stated last year we
267 attempted to reduce some money and the high school made a decision to
268 defer buying text books. Later a report was filed that a number of our text
269 books were obsolete. He asks the administrators, as they go forward,
270 keep this in mind and plan for it. Randy stated the communication we
271 received from the K through 8 Committee needs to be considered. Dick
272 asked if we can get this report a couple of days in advance of discussing
273 it.

274 **10. Administrators' Reports** – There is a Joint Board Meeting on 9/24th at 6:30 at
275 KHS; Carl echoed everyone had a great start throughout SAU 9; Conway will
276 have about \$570,000 to use to offset taxes for next year, the K through 8
277 Committee has put draft together and they meet on the 9/23rd and hope to put
278 the final into your hands by the first part of October.

279 **11. Board Members' Issues -- Board Discussion**

280 Syndi asked if the Board wants the K through 8 Committee give
281 recommendations or info that they have gathered. They want a
282 recommendations based on reports. Dick is looking for an analysis that
283 documents their conclusion. Rick asked Neal if all fire department items have
284 been taken care? Neal stated yes they will be addressed.

285
286 **Neal** presented a list of classes that are below the required size by policy. Neal
287 gave his recommendations and explanations for CTC and high school classes. 9
288 classes were mentioned. They have put together a committee to review the
289 schedule. They must and need to do it before the current program of studies
290 comes up to find a better schedule so that we can have away for the students to
291 have access to all of our courses. The committee meets again on Wednesday to
292 come up with some solutions. There are currently 425 students in study halls,
293 many of them are in the 30 minutes study halls which are directly a result of the
294 60/90 piece. There are students that have a full 60 minute study hall. If they are
295 in there because they are an athlete and they need this time to do homework, ok.
296 If they are not, they will be offered a series of options and if you are in school and
297 have a study hall for 60 minutes, you will be taking a class. Randy is glad that

298 Neal is looking at this. Dick asked if Neal can skin this beast, figure out how to do
299 it right, and come back to the Board before the spring semester. Neal stated he
300 will be back to the Board at the beginning of October. Dick noted that this is the
301 last time he will vote yes on this; if a class is under 12, he will be voting no next
302 time.

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304 **Motion:** by Sheryl, seconded by Janine, to run the classes and allow them to be
305 run this year, even though the class size number is less than required
306 size according to policy. **7-0-0.**

307 **A. Committee Reports**

308 **B. Consider Date for Second October Meeting (Wednesday, October 14,**
309 **2009)**

310 **12. Public Comments (time permitting) – None.**

311 **13. Nonpublic Session in accordance with RSA 91-A:3 II.**

312
313 **Motion:** by Rick, seconded by Janine. By roll call vote, all in favor. Board
314 entered into non-public session at 7:59 p.m.

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316 Nonpublic Session Minutes

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318 A parent residency issue was discussed.

319 A student request was discussed.

320 A Board issue was discussed.

321 A maintenance issue was discussed.

322

323 **Dick Klement moved to return to Public Session and adjourn. The motion was**
324 **seconded by Kelley Murphy and passed unanimously at 8:33 p.m.**

325

326 Respectfully Submitted,

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328

329 Xann Teryek

330 Recording Secretary