

CONWAY SCHOOL BOARD  
MEETING MINUTES  
September 28, 2009

1 A meeting of the Conway School Board was held on Monday, September 28, 2009 at  
2 6:30 p.m. in the Loynd Auditorium at the Kennett High School.

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

7  
8 **1. Call to Order (6:030 p.m.) by Sheryl Kovalik.**

9  
10 **2. Salute to the Flag**

11  
12 **3. Approve Minutes of 9-14-09**

13 **Motion:** by Randy, seconded by Janine, to review and approve minutes.

14  
15 Correction to 9/14/09 minutes, via email from Laura Jawitz through Sheryl, the  
16 minutes for 9/14 gave an incorrect number for Laura's highest year for student  
17 population. It was 331, not 240. At that time, they used the space currently used  
18 for music, computer lab and resource rooms as classrooms.

19 **6 in favor, 0 opposed, 0 abstained.**

20  
21 (Syndi arrived)

22  
23 **4. Personnel**

24 **A. Consider Regular Personnel Changes**

25 **Motion:** by Kelley, seconded by Rick, to review as a group, but discuss  
26 each item individually.

27 **1. Election of Desarae Repass as Instructional Aide at JFS –**

28 Randy questioned this not realizing we had instructional aides, he  
29 thought we had special education aides. It was clarified that we do  
30 have some when there is a higher student count, and they float  
31 them frequently. Randy asked if this was due to additional  
32 enrollment. Sheryl stated this was a replacement of a position.  
33 Randy stated when we go through the budget cycle we should  
34 really consider visiting regular education instruction aides  
35 depending upon class size. Sheryl stated we usually get a  
36 perspective on this. Dick noted that this individual receives no  
37 benefits. Carl stated this is a 4.6 hour position which is under the  
38 30 hours. Dick also stated this should be contingent upon a  
39 background check. Kelley stated she was with us before (John  
40 Fuller) so this has been done. Dick has a problem with instructional  
41 aides that are not there for special ed. Sheryl stated this position  
42 existed previously, we haven't seen a reduction in student  
43 population but we should review those head counts during the  
44 budget process when we talk to each individual principal. Randy  
45 doesn't think the district should be having instructional aides for  
46 classrooms. Carl spoke in agreement with Sheryl; that is a  
47 budgetary discussion. We are just replacing the position that exists

48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99

- right now. **5 in favor, 2 opposed (Dick and Randy), 0 opposed.**
2. **Election of Kim Adair as Instructional Aide at JFS** – Carl provided an up-to-date resume that came in after the Board packets went out. Randy voiced the same opinion as before and wanted to clarify that it is nothing against the individuals that will be placed in these positions, but due to the regular education instructional aide position. Dick echoed the same. **5 in favor, 2 opposed (Dick and Randy), 0 opposed.** Sheryl stated she does not resent the fact that some feel that this should be challenged. Her concern is that these positions have been in existence for some period of time and that they have not been challenged in the last few budget cycles when we have discussed staffing and head counts. She appreciates that it needs to be discussed; it's just that it is coming in a little bit backwards. The positions were already authorized, now they are being filled.
3. **Election of Carole Del Duca as Reading Specialist at CES** – Randy noted that this person lacks continuity in the position. **6 in favor, 1 opposed (Randy), 0 abstained.**
4. **Election of Mentors** – Randy thinks that maybe we could make a mentor position, at least at the high school, part of the department head's responsibilities. Carl noted that in some instances, this is the case. Dick noted that the next to last one, at Fuller, there is no mentor. Is that the principal? Carl stated it is felt that that individual doesn't need a mentor with the experience they have at this point. **7 in favor, 0 opposed, 0 abstained.**
5. **Election of Susanne Cullinan as Homework Lab Aide at PTS** – Dick asked if this position is paid by grant or taxpayers. Carl stated it is a combination. Dick noted that Project Succeed stated a long term goal would be that it would be completely grant funded and he is not sure where we are with that. Sheryl stated it has been reduced every year. They have increased their grant seeking and outside funding sources, but she couldn't tell how the percentage splits off. Dick stated he will look at this specifically when they get to budget time. **7 in favor, 0 opposed, 0 abstained.**
6. **Election of Linda Mason-Sullivan as Computer Lab Aide at PTS** Dick asked if this individual is a current employee. There was no resume attached and no information. Dick requested this item be tabled until next meeting.
7. **Election of Samantha Miller as 1:1 Sp. Ed. Aide at PTS** – **7 in favor, 0 opposed, 0 abstained.**
8. **Election of Holly Spoor at Part-Time 1:1 Sp. Ed. Aide at JFS** – Rick noted there was no recommendation from Pam on this. Carl stated Pam has been directly involved on this. Sheryl amended her document to note that it was recommended by Pam Stimson. **7 in favor, 0 opposed, 0 abstained.**
9. **Cheryl Furtado as GED Chief Examiner** – **7 in favor, 0 opposed, 0 abstained.**

5. **Presentation of School Programs/FYI ITEMS**
- A. **KHS Student Representative** – None.
- B. **Principals' and Directors' Reports (first meeting of the month)**-None.

100 **6. Public Comments**  
101 **Jim Lefebvre** asked how we evaluate the effectiveness of the reading specialist.  
102 Carl stated you would look at where the kid ranks coming in, assessments, and  
103 where they are as they are going out. Jim asked if he thought this was effective.  
104 Carl stated he did. Also pointing out that it fits into our number two goal,  
105 Improvement of Reading and Literacy. Sheryl stated at previous board meetings,  
106 Randy has commented on, and Bob Godamski has reviewed NECAP scores and  
107 that we are seeing the results in our improved testing in the reading category.  
108 Bob Godamski stated that reading specialists have another piece of their job  
109 which is professional development for the rest of the staff. Not only are they  
110 guiding our reading program and direct services to students, but also keeping our  
111 staff up to date on best practices as far as reading goes. **Jim Lefebvre** asked  
112 what exactly does a mentor do. Carl stated it is a senior teacher assigned to a  
113 new teacher coming into the district to provide guidance. He thinks this has been  
114 a big plus in hiring some of our new teachers. **Lloyd Jones** asked if the Board  
115 would be discussing the Fact Finders Report. Carl noted the Board has not had  
116 an opportunity to discuss it among themselves yet so they would appreciate that  
117 opportunity because it may impact how they move forward with negotiations.  
118 Sheryl thinks it was good that it got out there and now they have to figure out  
119 what they are going to do with it. She thought it was interesting that the CEA had  
120 a lot to say about it. **Carol Del Duca** introduced herself and stated she is looking  
121 forward to working with the kids at Conway Elementary School; meeting them  
122 where they are at and taking them where they need to go. **Lloyd** asked if we are  
123 in the last year of our current health insurance contract. Carl stated it's a year-to-  
124 year contract; we signed up early last year for this year. Our new health  
125 insurance rates will be for July 1. Lloyd asked if the Board would be negotiating  
126 with the three current health care providers. Sheryl stated they have the option  
127 to. Lloyd suggested they try to get them to operate on a June to June calendar  
128 year. Sheryl stated the contract with them is June to June; the deductible year is  
129 the calendar year. Lloyd noted that he is aware of other places that have, for  
130 instance, and June to June deductible year, not January to January. Sheryl  
131 stated this was interesting information.

132  
133 **7. Old Business**  
134 **A. Special Education Funding** – We have a shortfall based on what was  
135 budgeted. Carl stated we will get there through bottom line balance of the  
136 budget and he thinks we're going to be alright if we look at the people who  
137 left and those we hired. He thinks it's a good balance. If we get in trouble  
138 and have to go beyond the budget, we do have the trust fund. Sheryl  
139 noted we did see some savings in the budget in terms of the troops, SAU  
140 #9, and the administrators' election of the deductible health insurance  
141 plan. Randy noted that last year we had almost \$400,000 surplus in  
142 special ed. Sheryl noted the budget happens before the IEP  
143 establishments so the budgets change through the course of the year.  
144 The good news is we did not spend beyond what we had to spend, so we  
145 ended up with a surplus.  
146 **B. Consider Second Reading and Adoption of Policy IKES – KHS Pupil**  
147 **Progression Plan** – Dick stated the social security number had been  
148 crossed out and he thought they were going to be put back in. It is a  
149 requirement for any parent to put this on a tax form for a deduction; you  
150 need a social security number for every child. Bob stated that Jen Murphy  
151 told him that they have no use for a social security number; they use

152 records from past schools, court papers regarding guardianship, etc.  
153 Sheryl stated that she thought in order to take any Career and Technical  
154 Course you have to provide a social security number. This is an  
155 inconsistency between our two programs. Sheryl asked if there was a  
156 reason why not to use social security numbers. Bob stated the only  
157 reason he has heard is people being nervous about giving out their social  
158 security number. Syndi stated that the recommendation is to not give it  
159 out unless you absolutely have to because of identity theft. Sheryl  
160 deferred.

161  
162 **Motion:** by Dick, seconded by Randy, to include social security number.

163  
164 Sheryl asked if Dick's motivation for this is to make certain we are not  
165 servicing illegal aliens. Dick stated if we are mandated to service people  
166 who are not legitimately in this country, then we are mandated to do it.  
167 But those people who are here legally, need to have a number anyway.  
168 We track this number for all the employees in the district and he sees no  
169 reason why this shouldn't be in their confidential school records. Rick  
170 pointed out that this would come under the very first topic in that  
171 paragraph that a valid birth certificate, or other document of date of birth  
172 (passport, New Hampshire I.D., etc.) would cover it and they shouldn't  
173 require a social security number. Sheryl's inclination would be to make a  
174 note that a social security number is a valid alternative form of  
175 identification if these other forms of items cannot be presented.

176  
177 **Vote on motion to add social security number back in:**  
178 **2 in favor (Dick, Randy), 5 opposed (Sheryl, Kelley, Janine, Syndi,**  
179 **Rick) – Motion failed.**

180  
181 Randy questioned on Page 9, under "Course Requirements for Ninth  
182 Graders", he was under the opinion that it states that Health is a  
183 requirement. He doesn't know if that is true. Sheryl stated this has been  
184 prepared against the Program of Studies and the requirements. Randy  
185 asked when is this going into place, is this for the present ninth graders?  
186 Sheryl stated this document would affect the next Program of Studies.  
187 Syndi noted that they did catch a lot of things when they went through this  
188 that shouldn't have been in there. It wouldn't hurt to double check that.  
189 Sheryl noted that if this is a document that all are comfortable with, they  
190 could ask for that to be verified and still pass it forward to the next level.  
191 Randy noted also, right underneath that, he believes students should also  
192 consider taking an introductory vocational course, and consider 0.5 credits  
193 in the area of physical education during their freshmen year. Randy asked  
194 if the 0.5 is correct. Bob Godamski stated he could have this looked into  
195 Sheryl stated basically what this document is doing is establishing the fact  
196 that there are progression requirements to be considered for the next  
197 level. Dick asked, if this is approved today, does this potentially change  
198 the status of some of the students who think they are seniors at this point  
199 in time and they will no longer be seniors? Sheryl stated that they did not  
200 address this at the policy level. This would be an administrative issue and  
201 she would expect to ask them how they are going to handle that. Bob  
202 noted that the credit requirements are the same. This will be sent along to  
203 be considered by policy with the vetting of the two items that Randy

brought up. **6 in favor, 1 opposed (Dick), 0 abstained.**

204  
205  
206 **8. Instructional Issues**

207 **A. Consider First Reading of Revised Policies**

208  
209 **1. IGBJ – Costs Associated with Independent Education Evaluations**

210 **Motion:** by Syndi, seconded by Janine to review, discuss and  
211 vote.

212  
213 Dick stated he is going to vote no on this as he finds it very  
214 uncomfortable that we are paying for the second evaluation even if  
215 the second evaluation finds that the student is not a special  
216 education candidate. Sheryl stated that the law does not go that  
217 way. Dick stated he understands that but he believes this is why  
218 our system is becoming a abused so much over the years because  
219 you let these people go forward and say yeah, you can keep doing  
220 this and we'll pay for it. Syndi noted that there is a reason for this  
221 law. It is a right of parents to request an independent evaluation  
222 because a lot of time it is the evaluators who are giving the test to  
223 the students are not experts in their disability and, therefore, they  
224 cannot interpret the tests the way somebody who is an expert, at  
225 the Ph.D. level can. A lot of times people go for independent  
226 evaluations to a neuropsychologist who really understands the  
227 working of the brains of somebody with a specific learning disability.  
228 Therefore, when they get that independent evaluation, it will give  
229 the whole team recommendations as to who to implement a  
230 program for that student. She fully supports independent  
231 evaluation. Dick re-emphasized that if you go up to bat the second  
232 time and they find that a student has a special ed requirement, then  
233 he whole heartedly agrees we should pay; if they go up to bat the  
234 second time and a student is found not to be eligible for special ed,  
235 then he believes it's the parent's concern. He is not saying that  
236 they don't need a second evaluation; he is just saying who should  
237 pay for it depending on the result.

238 **6 in favor, 1 opposed (Dick), 0 abstained.**

239 **2. JJA - Student Activities/Organizations**

240  
241 **Motion:** by Kelley, seconded by Dick, to review, discuss, and vote.

242  
243 Kelley asked if the body is what the Policy Committee has added.  
244 Under eligibility for participation it reads "students who are  
245 residents of the district or part of the tuition agreements, but who  
246 are being educated in an independent parochial or are public  
247 school but the school in which they student is enrolled does not  
248 sponsor the activity". Does this include, for example, schools such  
249 as Bartlett or Tamworth who are sending towns, would those  
250 children be able to come to the middle school to participate. Sheryl  
251 stated not according to this policy because their tuition agreement  
252 does not include the middle school. Kelley stated that as this  
253 reads, she sees this as a gray area. Neither Bob nor Sheryl could  
254 remember why "public school" was added. Possibly it was "bolded"  
255 by accident. They will double check this. Dick stated they may

256 want to take a look at this to clarify this because they have  
257 participants at different levels of school. Randy stated there may  
258 be a little gray area but the fact is, if a school has a 7<sup>th</sup> and 8<sup>th</sup>  
259 grade, they are not part of our tuition agreement at the middle  
260 school so they would not be incorporated into the middle school.  
261 **7 in favor, 0 opposed, 0 abstained.**

262  
263 This will go back to the Policy Committee for some word smithing.  
264 Then it will come forward for a second reading and approval.

265 **B. Consider Approval of Overnight Field Trip – Ferry Beach Ecology**  
266 **School**

267  
268 **Motion:** by Kelley, seconded by Janine, to review and approve trip.

269  
270 Dick asked for clarification on supervision. Colleen Koroski was present  
271 and noted there will be 2 classroom teachers, two aides, and staff from  
272 members from the center. Dick asked if there will be a mix of male and  
273 female? Colleen stated there is a female teacher and a male teacher  
274 going, they haven't determined who the other two will be. Sheryl  
275 recommended she split the gender again in case there is an issue.  
276 Colleen did verify that everybody from Ferry Bach School have all had  
277 background checks. **7 in favor, 0 opposed, 0 abstained.**

278  
279  
280 **9. Business Affairs – None.**

281  
282 **10. Administrators' Reports – SAU Executive Board meeting on October 8<sup>th</sup> at 6:30**  
283 **at the SAU offices. The K-8 Committee is putting together their final report and it**  
284 **will be submitted to the Board well in advance of the of October 14<sup>th</sup> board**  
285 **meeting.**

286  
287 **11. Board Members' Issues - Sheryl** received a request from The Millen  
288 Foundation. They would like to continue what was once "The Eagle's Way Road  
289 Race" and make it "The Gary Millen Memorial Road Race" and they would the  
290 district and The Millen Foundation to co-sponsor the race since it is physically  
291 here on our campus and our school district gets the benefits of what they raise in  
292 funds. They would like to make it an annual activity. Entry fees will be kept at an  
293 affordable level. They are doing all the work but would like to be affiliated with  
294 us. Dick asked if they are going to coordinate the date with us so we can be sure  
295 that it does not impact anything else that may be going on. Sheryl noted they are  
296 going to try to coordinate it with homecoming so that they would get more  
297 attendance. Dick noted that the scheduling of the race should occur when the  
298 road is not being used by people trying to get here. Sheryl suggested that if we  
299 approve this, to have them go through Kerry Brady to schedule the race to make  
300 sure there are no conflicts.

301  
302 **Motion:** Sheryl, Kelley seconded, to co-sponsor The Gary Millen Memorial  
303 **Road Race. 7 in favor, 0 opposed, 0 abstained.**

304  
305 Syndi stated that now we are coming up on budget season, she has heard a lot  
306 of people commenting on the per pupil rate between the middle school and the  
307 high school. In the past when we have asked Kevin, he said it is much higher

308 because of the special ed costs and in the other schools, it is in a separate unit.  
309 Is there any way we can take that money out of there and actually look at what  
310 the cost per pupil would be. Sheryl stated that the special ed dollars that are not  
311 in the building budgets are at the elementary level. Both the high school and the  
312 middle school carry their own special ed costs. When Kevin says this, and is  
313 comparing the elementary school/middle school, that's a valid argument. It is not  
314 a valid argument in the middle school/high school comparison. What is odd is  
315 that the special ed costs at the middle school are so large and they are close in  
316 size to the high school special ed costs. She thinks we should take a look at this  
317 come budget season. We cannot cut special ed costs but we can look at them  
318 separate from the budget to get a feel for what the real cost per student is before  
319 special ed. In order to be fair about that, we have to delete it from both  
320 campuses, the high school and the middle school, in order to get an accurate  
321 picture. Syndi thinks it would be a good idea to do this and if we find that there is  
322 a high cost of special ed at the middle school, we should look at how the  
323 programs for special ed are being implemented there to see if there is anything  
324 we can do more efficiently. Sheryl stated she hoped that they were always  
325 looking at that but perhaps we can encourage them with a little more vigor to see  
326 that there is good reason for that.

327  
328 Randy asked about the FYI related to carpeting expense and funds being  
329 transferred to replace carpet with tile. He was not sure if the Facilities Committee  
330 handled this. He is in hopes that this is the last carpet that is going to be  
331 removed from the school. Sheryl stated carpets have been being replaced over  
332 time across the district because it is very hard to maintain a sanitary environment  
333 with carpeting. Randy's issue is where the funds are coming from. Sheryl will  
334 take this back to the Policy Committee to see if there is something they need to  
335 do with respect to the use of funds for maintenance purposes. Dick, on behalf of  
336 the Facilities Committee, stated they had a meeting and this was one of the items  
337 of discussion. There is more carpeting to be replaced but it will not be done  
338 quickly. This particular carpet got moldy rather recently. It's a health issue and  
339 needs to be replaced as soon as possible.

340 **A. Committee Reports**

341 **B. Next Meeting (Wednesday, October 14, 2009)**

342 **C. Call for NHSBA Resolutions**

343 **D. Access Point Phone Service** - Dick stated the Facilities Committee has  
344 been discussing telephone costs. They have found a way to save  
345 approximately 25% of the total costs. The monthly costs are currently in  
346 the area of \$4,326.42. We believe by going through Access Point, that  
347 they can reduce this to about \$3,500 a month which is about a 25%  
348 savings. Sheryl noted that she fully supports this direction. It is not a  
349 requirement for the Board to vote on a carrier at the district level. By  
350 bringing this forward however, it puts in front of the public the fact that our  
351 people are actively looking to save money on a grander scale. She thinks  
352 it's not a requirement for the Board to support this for them to move  
353 forward but she likes bringing it forward as a public item.

354  
355 **Motion:** by Dick, seconded by Sheryl, to change the telephone carrier to  
356 Access Point for a one year term and determine at the end of the  
357 one year period whether to continue with Access Point or not. **7**  
358 **in favor, 0 opposed, 0 abstained.**

359

360 Dick asked if we can arrange for microphones for the meetings. Carl stated they  
361 can get a couple. Sheryl would like to know what we have in the lighting options.  
362

363 Rick hosted 35 to 40 field hockey girls for a spaghetti dinner. There was rumor  
364 that the Homecoming Dance would not be held due to the fact that they would  
365 have no chaperones because the teachers have no contract. Carl stated that is  
366 incorrect; we will be moving forward and the students will have everything they  
367 have always had. He will guarantee that. Randy wants the administration to  
368 review enrollment that was stated at the first opening meeting. He thought they  
369 were high. Carl stated the official count comes out on October 1st. Randy wants  
370 people to review and do not over budget, specifically at the kindergarten level. If  
371 you consistently have 30 students showing up, don't budget for 40. Syndi  
372 reviewed the recycling workshop put on by The MWV Green Team and it was  
373 geared specifically toward schools. She said it was really interesting. Custodians  
374 from the Middle School, Richard and Marcell, had excellent creative ideas on  
375 how to do more recycling, how to integrate it into curriculum, etc. She thinks this  
376 is something we should explore more. It was an excellent workshop and we  
377 should go forward with this in the schools. Carl noted that Chuck Cook was there  
378 and he stated it was good and they will be looking at it more. Syndi stated that if  
379 food service and custodians could be on the committee it would be really  
380 worthwhile.  
381

- 382 **12. Public Comments (time permitting) – Lloyd Jones**, Conway Daily Sun, asked  
383 in the effort to generate money, have they considered putting a cell toward on top  
384 of the school? Sheryl stated she doesn't know much about it. Mike DiGregorio  
385 mentioned it a couple times in the past. She said it is something we could look  
386 into but we need to be careful what obligations we set up for ourselves. **Jim**  
387 **Lefebvre** asked regarding the KHS Pupil Progression Plan page 11, what was  
388 the rationale for initially including Criteria for Student Writing and then deleting it.  
389 Sheryl responded because it was redundant. Bob reviewed the school wide  
390 writing rubric and noted it is redundant to put it in the Pupil Progression Plan.  
391 **Lloyd** asked if the Board received an update on student driving and have they  
392 had to revoke any parking privileges. Dick stated he saw the numbers and there  
393 has been a dramatic decrease in driving and parking incidents and they hope  
394 that that continues. Lloyd asked if Co-Curricular met and discussed the  
395 suggestions made by Randy Davison to discuss athletic cuts at the high school  
396 sports level in June. Kelley stated the Co-Curricular Committee got together  
397 today and got through one item. They have a very lengthy agenda. They will  
398 meet next week to talk about equitable funding and then move forward from  
399 there. They are trying to deal with some very time sensitive issues. **Lloyd** asked  
400 if the Board can help him understand the process where a student in Jackson,  
401 who was a member of the football team, was involved in an altercation off  
402 campus. It was perceived that he was threat at school. Can they refer him to a  
403 policy which clarifies how a student is considered a threat. Sheryl stated she  
404 cannot comment on a student but in the policy book itself, there is a section for  
405 student policies and he should be able to go to the SAU office or the public  
406 library to review disciplinary policies. He should look at what actions get taken to  
407 determine if and when a student is a threat and what process they go through to  
408 determine that. **Lloyd** asked if, regarding Merit Pay, the Board considers it is  
409 working, flawed, or would they like to implement changes. Sheryl noted that from  
410 serving on the CATE committee they had been actively reviewing it and looking  
411 at ways to fine tune how it is applied and what scores needed to be achieved for

412 accomplishing different levels. Yes, it needs some tweaking, no it's not "throw it  
413 out", she thinks it is working but it could be working better.

414  
415 **13. Nonpublic Session in accordance with RSA 91-A:3 II** for student and  
416 personnel matters.

417  
418 **Motion:** by Rick, seconded by, Dick . By roll call vote, all in favor. The regular  
419 Board meeting ended at 7:41 p.m.; then entered into non-public  
420 session.

421  
422 Nonpublic Session Minutes

423  
424 A parent concern was addressed.

425  
426 A contractual discussion took place

427  
428 A policy issue was discussed.

429  
430 **Randy moved to return to Public Session and adjourn. The motion was**  
431 **seconded by Rick Breton and passed unanimously at 8:03 p.m.**

432  
433  
434 Respectfully Submitted,

435  
436  
437 Xann Teryek  
438 Recording Secretary