

# **North Hampton School District**

## **School Board Public Meeting Minutes**

**Tuesday, July 19, 2016 at 6:00 p.m.**

**North Hampton School – Music Room**

**[www.sau21.org](http://www.sau21.org)**

**School Board members:** James Sununu; Chair, Tamara Le; Vice-Chair, Gregg Duffy, Cindy Burke, and Thomas von Jess.

**Administration:** Barbara Hopkins; C.A.G.S., Assistant Superintendent, Richard Boardman; Principal and Tracy Griffenhagen; Assistant Principal/Director of Special Services.

**Absent:** Robert Sullivan, Ed.D; Superintendent.

At 6:04 p.m., James Sununu called the meeting of the North Hampton School Board to **order**.

### **2. Approval of Minutes**

**Motion:** Cindy Burke moved to accept the June 21, 2016 Public Meeting minutes as written, and Non-Public Minutes as written. Second: Tamara Le. Motion passed 5-0-0.

### **3. Correspondence/Commendations**

The Board expressed commendations to Principal Boardman for a successful 2015-2016 school year.

The Board expressed commendations to Tracy Griffenhagen; Assistant Principal/Director of Special Services for all that she has done for our school community throughout the year.

**4. Questions/Comments from Those in Attendance** – There were no comments.

### **5. Education Update**

Social / Emotional Learning Committee, Science Curriculum Work Group, and the Report Card Work Group have held meetings during the summer.

### **6. Continuing Business**

#### **a. 2016-2017 Board Goals**

**Motion:** Tamara Le moved to adopt the 2016-2017 NH School Board goals as discussed and amended. Second: Cindy Burke. Motion passed 5-0-0.

**Goal 1** The School Board will work with the NHS Administration and SAU21 to provide evaluation and analysis of student achievement, student progress and the effectiveness of the curricula.

Specifically, the School Board will:

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1. Increase the use of data to inform instruction and students social emotional development.
2. Work with the SAU and Administration to leverage Performance Plus in all grade levels.
3. Create a committee comprised of School Board, NH Administration, SAU Administration and staff membership to include transparency with regard to student and school performance.
4. Evaluate trends over time with standardize test results and local assessments.
5. Review NHS Student performance at Winnacunnet relative to overall student performance.

### **Goal 2**

The School Board will work with NHS administration to continue to improve communications within the North Hampton community in order to promote transparency, public advocacy and community engagement.

Specifically, the School Board will:

1. Analyze and determine the effectiveness of existing communications within the school community.
2. Issue an NHS Pilot Parent Survey within 2 weeks of the end of the 2015-16 school year including questions as to the effectiveness of communication. We will take the base level communication satisfaction scores from the survey and establish an objective for improvement to be reflected in the following year's survey.
3. Work with the administration to develop a communications plan based on analysis and survey results.
4. Review the emergency communication plan to ensure it is effective.
5. Increase the opportunity for engagement, advocacy and support from the entire North Hampton community with an improved two-way communications strategy.

### **GOAL 3**

The School Board will work with the NHS administration to continue advancing the recommendations of the 2013-14 Enrollment Study, identifying options for changes to the middle school programming structure that are responsive to and reflective of declining enrollment, and the targeted class size policy approved in 2015. Alternate structures will consider allocation of resources, quality of instruction, self-study reflection, NEASC, and community input.

Specifically, the School Board will:

1. Establish a School Board sub-group to work with NHS Administration.

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2. Organize work sessions as necessary to establish priorities, goals, and timetable for middle school changes.
3. Determine one or more specific options available to satisfy the dual need of robust educational programming and meeting class size guidelines.
4. Compare, if available, structures at similarly sized and philosophically aligned middle schools.
5. Report potential options to the full board and community.

#### **b. Parent Survey Update**

Discussion: 158 surveys were returned with glowing and positive results, parents were in favor of answering the survey, and answered each written comment with consideration.

### **7. New Business**

#### **a. Food Service Update**

The Board reviewed the favorable results of the kitchen on-site visit from the State of NH Bureau of Nutrition Programs.

#### **b. School Information Platform**

Principal Boardman reviewed the transition to a new School Information Platform. This platform would computerize and organize report cards, attendance, student and family database information, and student discipline. Further discussion include: future possibilities, financial implications, and the logistical time line for the transition.

Motion: James Sununu moved to authorize entering into the agreement with Web2School Edu Systems for \$9,999.00 for the first year, and consecutive years based on the current availability of funds. Second: Tamara Le. Motion passed 4-0-1. (Thomas von Jess abstained).

#### **c. Proposed Retirement Incentives**

Discussion included retirement incentives that had been offered in previous years at North Hampton School.

### **8. Written Reports**

**A. Superintendent Sullivan** provided a written report. Highlights include:

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- ❖ The School Business Administrator Search Committee has organized and continues to prepare for the upcoming interviewing process for the Business Administrator position.
- ❖ Updates from the New Hampshire School Boards Association include:
  - Right to Know HB285 and HB606, Youth Employment Certificates HB1301,
  - Certification of Nurses HB1193, Pupil Assignment to a Private School HB1637,
  - Non-Academic Surveys SB320 and, Drug and Alcohol Education SB369.

Students will sing nationwide, to honor the Star-Spangled Banner on Friday, September 9, 2016 at 1:00 p.m.

**B. Assistant Superintendent Barbara Hopkins** has been actively involved teaching with the summer session of Keepers Engineering Camp for Grades 2-5.

**C. North Hampton Administration:** Principal Boardman and Tracy Griffenhagen provided their written reports and discussed:

- ❖ Science Curriculum Social emotional learning, report cards, Extended School Year is ongoing through August 3, and students are participating with the ESY program where students can learn social skills, participate with tutoring and other skills.

#### **D. Financial**

The Board reviewed the FY16 year to date expense report.

##### **i. Bus Fuel Summary**

The Board reviewed that a total of (\$5,287.50) credit based on the price of fuel will be coming back to the District from the bus company.

##### **ii. Student Activities Funds – Quarterly Report**

The Board reviewed the Student Activities - Quarterly Report (April-June, 2016).

#### **E. BUDCOM**

The BUDCOM is scheduled to meet on August 1.

#### **F. Facilities**

There was a brief discussion about the irrigation system pump motor and much appreciation to the facilities staff as they continue to update the school during the summer months.

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### **G. School Nutrition**

Paula Field provided a written July, 2016 School Nutrition Report.

### **H. Town CIP Committee**

There are no updates at this time.

**I. Winnacunnet Update** - summer activities are on-going.

## **9. Personnel**

### **a. Nomination**

Motion: Thomas von Jess moved to accept the Administration's nomination for Rya Quinlan; Case Manager. Second: Gregg Duffy. Motion passed 5-0-0.

**10. Policy** No discussion.

**11. Signing of the Manifests** – The Board members present signed the manifest.

### **12. Next Meeting Date and Agenda Items:**

Thursday, August 18, 2016 at 6:00 p.m.

Motion: Tamara Le moved to enter into non-public session under RSA 91-A: 3 II (a, c) at 7:32 p.m. Second: Thomas von Jess. Roll call vote: James Sununu says yes, Tamara Le says yes, Gregg Duffy says yes, Cindy Burke says yes, and Thomas von Jess says yes. Motion passed 5-0-0.

Respectfully submitted,

Maureen Hastings

Recording Secretary

(Approved August 18, 2016)