

North Hampton School District

School Board Meeting Minutes

Thursday, June 22, 2017

North Hampton School - Music Room

201 Atlantic Avenue, North Hampton

www.sau21.org

<http://northhamptonschool.nh.nhs.schoolinsites.com/?PageName=LatestNews&Section=LatestNews&ItemID=460678&ISrc=School&Itype=NewsSchool>

Board members: James Sununu; Chair, Tamara Le, Thomas von Jess, and Gregg Duffy.

Administration: Dr. Robert Sullivan: Superintendent, Dr. Ronna Cadarette; Assistant Superintendent, Matt Ferreira; Business Administrator, Dr. James Hayes; Interim Principal.

Absent: Cindy Burke; Vice-Chair, and Tracy Griffenhagen; Assistant Principal/Director of Special Services.

Minutes are Subject to Amendments

At 7:05 p.m., James Sununu called the School Board meeting to **order**.

2. Approval of Minutes

Motion: Tamara Le moved to approve the May 18, 2017 Public Hearing minutes as written, Public minutes as written, and Non-Public minutes as written. Second: Gregg Duffy. Motion passed 3-0-1. (Thomas von Jess abstained).

Motion: Tamara Le moved to approve the May 24, 2017 Work Session minutes as written. Second: Thomas von Jess. Motion passed 3-0-1. (Gregg Duffy abstained).

3. Correspondence/Commendations

Condolences were expressed on behalf of SAU #16 Superintendent Michael Morgan.

The Board recognized and expressed best wishes to Pamela Tobey; Fifth Grade Teacher and Bradford Gregg; Technology Director on their retirements.

Pamela Tobey called later in the evening and expressed apologies for not being at the meeting and greatly appreciated the recognition.

Tamara Le expressed appreciation to Mary Fontaine: physical therapist at North Hampton School for seven years, for her humanity, communication capacity with families, and talent. Special thanks to her.

4. Education Update

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The SIP plan has been finalized with a unanimous vote to accept the SIP plan. The next meeting will be held in August to start looking ahead.

5. Continuing Business

a. Board Goals

The Board Goals discussed at the retreat are still in the development stage and will be forthcoming at the next meeting.

b. Grading Policies

Dr. James Hayes provided a draft report, dated June 13, 2017, of which he reviewed grading and assessment at North Hampton School: Grades K-5 & Unified Arts. Topics included: Web25School, Standards / Competencies, Formative Assessment, Summative Assessment, Competency Ratings, Learning Habits, and Home / School Communications.

A short discussion took place regarding listening to what parents are communicating and coming up with a product that meets the parent expectations.

Two-way communications are a great step, learning what the misconceptions are, and collaboration.

Making sure that all voices were heard, outside voices agreed with the policy as written.

Comments were made on some inconsistencies: some report cards didn't have comments, or they were cut from student reflections.

Some middle school parents strongly disagree with parts of the report card, the public is unsatisfied with the report cards, which need to become clearer.

Maybe determine if conversation on best practices could be further discussed as a goal for our school.

The Board agreed to place "report card document" on the July agenda for First Read and to discuss third and fourth grade clarity.

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c. North Hampton School Principal Search – Update

Dr. Sullivan informed starting the interview process with a Principal Search Team, the next step is for the search team to forward recommendations to the school board. We are working quickly as we can, but slowly and deliberately.

Thomas von Jess informed that we have received 39 impressive candidates, we have a good process in place that is based on feedback from the teachers, staff, and the public. We will keep looking for another principal if we don't find a candidate on this round. Our contingency plan will continue to move forward with an interim principal if the process does not go the way we want to.

6. New Business

a. Extra-Curricular Stipends Committee

Matt Ferreira discussed the organization of Joint Committees from each district within the SAU #21. There will be four members on each committee to include two members appointed by the SEA Association and two members appointed by the District School Board. The focus of the committees is to make recommendations to revise pay scale, adding new extra-curricular activities if needed, and reviewing the extra-curricular stipend schedules for their districts.

Gregg Duffy and James Sununu agreed to participate on the Extra-Curricular Stipends Committee.

b. Audit Questionnaire

- | | |
|---------------------------------------|------------------------------------|
| i. BCA Ethics Policy Statement | ii. BCA-R Code of Ethics |
| III. DFA Investment | iv. DGD Use of Credit Cards |
| v. DIA Fund Balance | vi. DGD Use of Credit Cards |
| vii. GBEB Staff Ethics | |

The Board reviewed and collectively answered the audit questionnaire, and James Sununu signed the Plodzik & Sanderson Professional Association/Accountants & Auditors Questionnaire on behalf of the Board.

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We are backed up for a Disaster Recovery Plan in the event of a loss or interruption of the IT function, but we don't have a formally written plan.

The Board agreed to move forward to writing up a formal plan for question 9. Has the Board approved a Disaster Recovery Plan in the event of loss or interruption of the IT Function? No.

c. Kindergarten Enrollment 2017-2018

Recent kindergarten enrollment is 39 children with two teachers.

Discussion ensued that in lieu of hiring a new Kindergarten position, or posting an anticipated kindergarten position, the Board agreed in favor of not adding additional staff, but instead to reallocate a current extra sixth / seventh grade teacher who can fill the fifth-grade position, and the qualified teacher returning from a leave of absence will fill a new kindergarten teacher position.

Additional discussion included the question of how can we prevent teachers who are dependent on the ups and downs of enrollment, and attrition for their jobs? James Sununu advised of information from previous projections that were used, and maybe updating that information.

d. Middle School Schedule 2017-2018

Dr. Hayes presented his written report: Non-Instructional Programs and Middle School Characteristics under the new Grade 6 / 7 Schedule. Topics included: Student-Oriented, Emphasis is on both cognitive and affective development, organizes teachers and students in interdisciplinary teams, Team classrooms near, Experiential approaches to instruction, allows for block and flexible scheduling, provided exploratory, academic, and nonacademic classes, Offers advisor / Advisee, and teacher / student opportunities.

Dr. Hayes presented and discussed the 7th Grade Schedule 2016-17, that was modified for 2017-18.

The Board expressed appreciation to Dr. Hayes for using all his experience and working so hard to provide us with this information.

e. Staff Training

Gregg Duffy inquired about bullying education and training for the staff.

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Dr. Cadarette informed that during an Administrators Retreat in August, a Drummond Woodsum training program led by a Drummond Woodsum Attorney, will be provided to train staff how to effectively respond to complaints of bullying, and harassment. Then a trained traveling group will train staff in all the SAU #21 school buildings.

Title IX, Bullying and Harassment will be part of staff training where policy changes, updates, and recommendations will be reviewed.

7. Questions / Comments from Those in Attendance

- ❖ As a previous school teacher, I was taught and believe in the teacher teaching, and employing their talents into the classroom, they should do their jobs, there is a different skill in the content area, an area of study skills that students should know, using best practices in all content areas, and don't forget geography in the social studies.
- ❖ Expressed appreciation for all that Dr. Hayes has put into the schedule and helping to provide what is best for our children.
- ❖ Favors the vision of the proposed schedule, life skills, and competency based grading.
- ❖ Emphasized effective, and stronger communication. North Hampton School is great with inclusion, encouragement for children, continued support of Merrowvista Camp, and to alleviate evaluation issues.
- ❖ Thank you for your services. There is too much hearsay, misinformation behind the scenes that has riled up people, and has caused fear. I understand the need for change and urge continued communications from the administration to the public.
- ❖ Enhanced parent communication is needed from the administration, would like to see an outline about what is the difference between what was done in the past, and what will be done in the future life skills program.
- ❖ Encouraged improved communication, in favor of block scheduling, and encourage teachers to be trained in block scheduling,
- ❖ What is the durability of this model, and is the model adaptable? Can it be manipulated, can it be changed over the years?

Dr. Hayes informed that the enrollments, and this schedule can stand the test of time. They are not appreciably different.

- ❖ Agreed that there is potential with Dr. Hayes schedule. Teachers may need training and can do well with best practices. I have respect for the teachers, and value the positives that they bring to school for our children. Thank you to the school board and administration for the efforts that you put in.

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- ❖ Encourage the Board to stay committed to the school constitution, support the mission statement, school board goal #2, and to improve communication.
- ❖ Wait until we have a new principal.
- ❖ 19 letters that were written by teachers were submitted to Dr. Sullivan; Superintendent for his perusal.
- ❖ In favor of some of the things that I heard tonight and had positive experiences in the lower grades. Kudo's to the lower grades that works. I like what I hear about the changes in middle school within the core areas. I appreciate the efforts and I like what I hear.
- ❖ Expressed concern about the quality of education - kids take time and need time from us as adults. Teachers give this to our children so please find the right balance.
- ❖ Thank you for taking the time to be on the school board. As a member of the Richie McFarlane Board, we saw the declining birth rate on the seacoast. Decisions were made to shut down another location. That decision turned out to be ok. The high cost of living has reduced enrollment. Whether is it communication, a shift in the schedule, or shifting a teacher to a Kindergarten position, you are not going to make everyone happy, but how will you complain if you are not working at all?
- ❖ Life skills is a health guidance curriculum because we believe in the whole child. It is a combined health, and social curriculum, to prepare students for life. As a counselor for the whole school, my guidance will be focused on social / emotional learning, bullying and suicide. I appreciate the time that the Board is giving.

Tom von Jess (wrote and commented):

We have several stake holders; student's parents, tax payers, and teachers. In that order with students first and parents a fast second.

We have a lot of talented and dedicated teachers in our school and it is difficult that we are facing scheduling changes and a RIF. That said we have seen this coming, and now is the time we need to make changes. The way that we respond to change will define us as a school.

I hear a lot about collaboration. I believe that with collaboration we can make better decisions and have better buy in. That said, not all decisions are appropriate to be made in a collaborate process. For example: personnel decisions. In addition, collaboration does not mean everyone gets what they want. Collaboration does not allow for some to resist change because they don't like it.

I am disappointed that a vocal minority are being disruptive at staff meetings, and sending out miscommunication to the community inciting fear, uncertainty and doubt. That is not

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collaboration.

We can't wait for a new principal, and we can't kick the can down the road any longer. We can do better.

James Sununu addressed form and function:

- ❖ The function within the schedule can be service learning. It can be a good thing and effective, things might be reorganized, but they will all be delivered. Great learning for our kids are within these changes and this school can continue to be great. Make that change happen. The Board takes these decisions seriously and not lightly. This is a model that can be sustainable.

Tamara Le addressed: Wait until we have a new principal?

- ❖ After meeting with the Director of the New Hampshire School Board Association and saying - "Well give me the best that you have". The reply - "Well what do you want? You need to define what the teachers want". So, we got feedback from teachers, the community, and we went forward with the job description. It's messy and it's hard. We have to start somewhere and we will come through this.
- ❖ Thank you for the thought provoking ideas, and comments. Please continue to communicate, come to our meetings, we have been talking about this for a long time, we are hands on, we must abide by the law, and we cannot just meet without declaring a meeting and posting.
- ❖ I believe change is necessary, I am confident that the teachers can make these changes, because they have the student's best interest. I think that these teachers are up for the challenge. Change is hard, inevitable and will be in the best interest of our children.

Commentators included: Jane G., Mary Kate Allen, Loren Bonner, Sarah Lund, Giavana P., Tom Murphy, Ellen Sofronis, Jeffrey Friedman, Steffi Stefian, Karen Backstrom, Wesley Hyatt, Justine Palatrone, Christine Sununu, Cara Vicario, Thomas von Jess, James Sununu, and Tamara Le.

Non-residents Deb Vasconcellos.

The Board agreed to move forward with Administrations recommended schedule as presented.

8. Written Reports

- a. Dr. Sullivan; Superintendent reviewed a written report.
- b. Dr. Cadarette; Assistant Superintendent reviewed a written report.

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c. Administration Report:

Dr. Hayes provided and discussed a written report.

d. Financial Report

Matt Ferreira provided the FY 2016-17 expenditure report and discussed:

- ❖ The federal / state lunch reimbursement rate is \$3.22, and the breakfast rate is \$1.74.
- ❖ The rental fee for the 2016-17 Lighting is \$2,799.70, and 2016-17 Sound is \$2,415.00.

e. BUDCOM

James Sununu informed that an organized meeting was held, but there was no business conducted.

f. Facilities

The Board reviewed the written facilities report by John Gamache; Facilities Manager.

g. School Nutrition

The Board reviewed a written School Nutrition report written by Paula Field; Director. A North Hampton School – Food Nutrition Services YTD Department Overview 2016/2017 School Year written report was provided. The First read on school nutrition is still under revision.

h. Town CIP Committee

James Sununu informed that an organized meeting was held and will meet again in July. CIP worksheets were passed on to Nancy Tuttle; Finance Manager.

i. Winnacunnet Update

Principal McGowan's written report for the Winnacunnet School Board Meeting is included in the Board's packet.

9. Personnel - Deferred to Non-Public Session

- a. Nominations i. Job Share ii. 50% Art iii. Elementary Interventionist**

10. Policy

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a. First Read – GCGC Job Sharing for Teachers

The Board approved GCGC Job Sharing for Teachers for First Read.

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

12. Next Meeting Date and Agenda Items:

Thursday, July 20, 2017 at 7:00 p.m. – Regular Meeting

The Board reminded that there will be an all-day police training held at the school on Tuesday, June 27, 2017, where the school will be inaccessible and on lock down.

Motion: Tamara Le moved to enter non-public session under RSA 91-A: 3 II (a, c) at 9:51 p.m. Second: Gregg Duffy. Roll call vote: James Sununu says yes, Tamara Le says yes, Thomas von Jess, and Gregg Duffy says yes. Motion passed 4-0-0.

Respectfully submitted,

Maureen Hastings

Recording Secretary

(Approved August 17, 2017)