

**SANBORN REGIONAL SCHOOL BOARD
MEETING MINUTES
September 4, 2019**

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A regular meeting of the Sanborn Regional School Board was held on Wednesday, September 4, 2019. The meeting was called to order at 6:02 p.m. by Sanborn Regional School Board Chairperson, Peter Broderick. The following were recorded as present:

SRSD SCHOOL BOARD MEMBERS:

Peter Broderick, Chair
Dr. Pamela Brown, Vice Chair
Electra Alessio
James Baker (via remote)
Larry Heath
Jamie Fitzpatrick
Tammy Mahoney

Erin Gillespie –Student Council Representative

ADMINISTRATORS:

Thomas Ambrose, Superintendent
Matthew Angell, Business Administrator

1. **CALL TO ORDER** at 6:02 PM by Chair Broderick with the Pledge of Allegiance led by a student, from Bakie Elementary School. Chair Broderick acknowledged Mr. Baker’s participation via a remote connection. Per RSA 91-A: 2, III. Mr. Baker is on vacation out of state and no one else is present in the room.

2. **ACTION ON MINUTES-** Review of Public Minutes of [8-21-19](#). **Chair Broderick asked for a Motion to approve the Public Minutes of 8-21-19. Motion made by Dr. Brown and seconded by Ms. Mahoney.** Ms. Mahoney asked that under item 4.2, the paragraph begin with “Ms. Mahoney reported that the Excellence in Student Achievement Committee...”

Vote: All in Favor with Amendment with a Roll Call vote.

3. **COMMUNICATIONS**

3.1 Distribution of Manifest Documents-Payroll Check Register # 5 in the amount of \$837, 118. 82, Payroll Check Register # 5A in the amount of \$554.37 and Manifest Check Register # 6 in the amount of \$196, 762.42. Signatures were obtained by the Board and Administrators.

3.2 Nominations- Superintendent recommended a nomination as follows:

Bakie School-Kevin Walker, Physical Education teacher for a one-year position.

Chair Broderick asked for a Motion to approve the nomination. The Motion was moved by Alessio and seconded by Mr. Fitzpatrick. No discussion

Vote: All in Favor with a Roll Call vote.

3.3 Resignations-None

3.4 Superintendent's Report- Mr. Ambrose reported the following:

Teachers College:

During the week of July 1st, Sanborn hosted its first ever Homegrown Summer Writing Institute with trainers from Columbia University - Teachers College on site to provide training to our teachers on the Writing Workshop model. Although it was a holiday week, the Institute was attended by 38 teachers and all our district's administrators.

Teachers came away from this week long Institute with many practical ideas on how to implement Writing Workshop, and felt energized about the work. The complex ideas were made simple and the training was engaging and helpful. The teachers stated that the time spent with their colleagues, learning about these instructional methods, was worthwhile.

Kerry Grella, Science teacher at SRHS said "I will be using a lot of these tools and tips in my science curriculum!"

Nancy Reagan, a 3rd grade teacher, said "The institute was helpful to me as I start to build confidence in how to integrate it into my teaching."

Donna Belville, Middle school teacher, said "I learned so many strategies and techniques to use with all of my students!"

In conversations with the teachers, the administrators are hearing requests for

more training in this model, going deeper and including more information and application. As teachers share what they learned with colleagues who did not attend, others are interested in having a similar experience. We are looking ahead to next summer to provide additional support to our teachers.

Leadership Retreat:

Created District Goals--

1. Developing the Portrait of a Graduate

This will be Sanborn's "North Star", a collective vision that articulates our community's aspirations for all students. With a strong academic experience at the center, the Portrait will provide strategic direction for the redesign of the overall educational experience for students at Sanborn. We have sent out surveys for input on this Portrait as we continue to refine it.

2. Continued use and improvement of workshop instructional model

We will continue to implement the workshop instructional model across the district, for all students in Kindergarten through grade 12. The model supports deep learning and personalized educational experiences for all students through the use of mini-lessons, independent small work group instruction and exploration. Our Institute this summer has provided support for us on this goal.

3. Commitment to and use of the PLC model

Sanborn has followed the Professional Learning Community model for some years now, and this year we are purposefully recommitting to it because the model helps align our goals across the district.

Following this model enables our teachers and staff to focus on the four critical questions of learning:

1. What should students know and be able to do?
2. How will we know that the students have learned the essential standards?
3. How will we respond when students do not learn?
4. How will we respond when students have already learned?

In the process of answering these questions, a cycle of learning is created that supports the growth of all students.

Reorganization: The team discussed the purpose and goals of the district focus groups. These advisory groups will meet throughout the year to provide input and ask essential questions for the administration to consider.

Legal Training - Administrators received a full day of legal training with attorneys from Drummond Woodsum. We had opportunities to ask questions pertaining to situations we encounter on a regular basis as well as to learn about changes to laws in the state. The administration also received training regarding the Special Education referral

process.

First Days Back:

Sanborn welcomed 21 new teachers and support staff to the district on August 20th. New staff received training on our district policies as well as an orientation to the Sanborn district. They met with their mentors and had time in their classrooms to prepare for students.

At our Convocation on August 22, we came together as a Sanborn community to start the 2019-2020 school year. We recognized the longevity of service of 35 staff members, including 5 with 30 or more years of service to Sanborn.

I have received very positive feedback about the first in a series of stress management training sessions held on August 23rd by John Wortmann. He teaches professionals how to manage stress in practical ways. The techniques that teachers and staff learned at this session can be taught to students as well, and many teachers are already implementing them with their students as we start the year.

9/1 Enrollments

Bakie-341	↓ by 6 (347-9/1/18)
Memorial-272	↑ by 4 (276-9/1/18)
Middle School-316	↑ by 8 (308-9/1/18)
High School-648	↓ by 19 (667-9/1/18)
<u>Total</u> 1577	↓ by 37 (1598-9/1/18)

4. **COMMITTEE REPORTS**

- 4.1 Policy- Dr. Brown reported that the committee held a meeting this afternoon. Policy JJJ (Access to Public School Programs by Nonpublic, Charter School and Home-Educated Pupils) was reviewed again and will be forwarded to the Board for approval at its next meeting. The committee also began work on revisions to Board policy BCA, Code of Ethics and will have some recommendations in a month. Next meeting is on Wednesday, October 2, 2019 at 4:45 pm at the High School, room 102.

- 4.2 EISA-Ms. Mahoney reported that Excellence in Student Achievement has a meeting two weeks from today, September 18th at 4:45 PM in the High School, room 102.

- 4.3 Facilities-Mr. Baker reported that the committee met today and he will give the report at the next meeting on October 2nd at 3:45 PM.
- 4.4 Finance-Mr. Baker reported that the committee meeting was held on Wednesday, August 21, 2019. The meeting began at 3:54 PM. All members attended and Jim Baker attended by teleconference. The Minutes of June 12th were reviewed and approved. The following items were discussed:

- ◆ IT purchases, also reimbursements from the insurance company for the work done on the high school gym. This work was required to repair damage caused when a weekend storm resulted in a leak in the gym roof resulting in water damage to the gym floor. The repair work cost \$61,817.72. Insurance reimbursed all but \$1000.00 of that.

- ◆ The desire for regular revenue reports which Matt Angell agreed to provide. Matt also explained that the mileage policy is going to be reviewed and that currently Personnel is working on it

- ◆ That large purchase that can be anticipated should become part of the Capital Improvements Plan. We also discussed reviewing online subscription costs. We discussed the unanticipated expense of \$3400 for the cost of the concrete pad for the dugout at the softball field.

- ◆ We reviewed three Revolving Funds. The balances as of July 31st are:

The Special Ed – Expendable Trust is ... \$237, 806.72
The Capital Improvements Fund is \$145,898.09
The Facilities Use Fund is \$207,972.71

- ◆ We reviewed the July 2019 Budget Expenditure reports:
The Health and Dental expenditures were \$95,494.66
The July Expenditures excluding Health and Dental were \$2,788,803.83

- ◆ We reviewed budget adjustments in the amount of \$42,038.66. These adjustments were \$14,500 to replace IT equipment, \$14,438 for FICA expenses* and \$13,100.00 to replace the overhead projector in the Library.

The next Finance Committee meeting will be held on September 18 at 3:45 PM

*FICA- the contribution paid by the school district for its portion of Employee Social Security and Medicare contributions.

- 4.5 Public Relations-Ms. Mahoney reported that the next meeting is October 9th at 4:30 PM.

- 4.6 Personnel- Dr. Brown reported that the next Personnel meeting is Wednesday, September 11, 2019 at 5 PM at the High School, room 102. The meeting will review and update the form used last fall for the Superintendent's annual evaluation. Dr. Brown said former Board member Taryn Lytle's work preparing last year's Evaluation form was so thorough that significant changes should be unnecessary. The form should be ready for Board approval at its next meeting.
- 4.7 SST-No report
- 4.8 Seminary-No report
- 4.9 Budget-No report
- 5.0 Wellness-No report

5. **STUDENT COUNCIL REPRESENTATIVE REPORT**

Ms. Gillespie reported that the Council has been focused on the details of Homecoming which takes place on September 20th for the Pep Rally and September 21st for the parade and other festivities. Chairs for the event have been chosen; Sarah Munroe and Emma Soares. Also, each Student Council class has had their individual class meetings.

6. **1st PUBLIC COMMENT**-None

7. **NEW BUSINESS**

- 7.1. Capital Improvement Plan (CIP)-Mr. Angell reported that the Facilities Committee reviewed the plan which Mr. Fitzpatrick stressed does not commit any money but helps determine future needs, adding that the dollar amounts are basically value amounts and not the most likely cost. Mr. Angell reviewed the details of the plan by school. [Click here](#) to see the plan.
- 7.2 Architectural Bids- Mr. Angell reported that the Facilities Committee would like to table this item until the next meeting as they are still reviewing the 9 bids received. They will have the company they choose present (hopefully) at the next meeting.
- 7.3 NHSBA Delegate Assembly for 2020- Chair Broderick reviewed the date (Saturday, January 25, 2020) that the New Hampshire School Board Association convenes the assembly consisting of NH School Board member delegates to address resolutions. The group discussed their previous participation and Dr. Brown volunteered to represent the SRSD Board again this year. There was no proposed resolution that the board wanted to submit for consideration at this time.

- 7.4 DOE 25- Approval and Signatures- Mr. Angell reviewed the State tax return which includes detail of per pupil cost, per school with the board. Signatures were obtained by the Board.
- 7.5 MS-25- Approval and Signatures- Mr. Angell reviewed the state tax return of the schools' finances used to set the tax rate. Signatures were obtained from the Board.

8. **OLD BUSINESS**

8.1 Gifts and Grants

- 8.1.1 Climbing Wall (Public Hearing) - Mr. Angell asked the Board to accept a grant for \$17,650 from Katie Toscano to purchase a climbing wall for the Bakie School. **Chair Broderick asked for a Motion to accept the \$17,650 grant for the Climbing Wall at Bakie School, moved by Ms. Mahoney and seconded by Mr. Heath.** Discussion ensued on the overall costs of the wall's upkeep, unintended additional costs, its primary use, and liability issues. Athletic Director, Vicki Parady-Guay answered questions from the group.

Public Comment as follows:

Rick Edelman (Kingston) - Question, I guess for members of the board. When's the last time you had either a grandchild or a child climb on a wall? Did you think it was rewarding? As a father of ten year old and a five year old boys who climb everything, my wife most of the time, and now a Cub Master of boys and soon girls, I think one thing I didn't hear is, and maybe we're going to get to it, is the cognitive reward of boys and girls climbing; memory skills and cognitive skills. So, take that into consideration.

Ursula Giannusa (Kingston) - As a former insurance agent, the rock wall scared me. I'll be totally honest. But as the mom of a seven year old, I think it has a lot of potential. I think it promotes, and I know you said you were concerned about things such as taking away from academics and geography, but in the event that it was used for something like that, I think that'd be a fun way to learn. I know reward is huge when it comes to kids, especially special needs kids and saying we're going to go down there and do this. It could help get them excited. I mean, I'm not saying get rid of geography and everybody go to the wall. But what's the difference between climbing this wall and those kids jumping down the stairs or jumping off that ramp that's at Bakie? I think within reason, they're supervised. I think it's a great idea.

Vote: 6 in favor, 1 opposed (Alessio) with a Roll Call vote.

8.2.1 Seminary Trustees (Public Hearing) - Mr. Angell reviewed the donation for \$34,821 .92 from the Seminary Trustees for various classroom grants, adding that they range from \$4,000 to \$6,795. It includes a flight simulator as well. Mr. Stack approached the podium saying that every year this is a great opportunity to talk about a great organization that has been very supportive at Sanborn for a very long time. The Sanborn Seminary Trustees are a nonprofit group who meet annually to find ways to give money and support the Sanborn Regional School District. They do this through some scholarships to graduating seniors; sometimes they take on some special projects. Once a year they request from teachers innovative classroom grant proposals and they review these over the summer. They determine which ones they would like to fund for the upcoming year. So this past summer, they reviewed 19 different proposals totaling \$77,000. After much debate, the proposals that you have in front of you are the ones that they would like to fund this year.

Chair Broderick asked for a Motion to accept the donation of \$34,821 .92 from the Sanborn Seminary Trustees, moved by Mr. Heath and seconded by Ms. Mahoney.

Chair Broderick explained the history of the Seminary Trustees and donations. Other discussion ensued on the items requested and funded on the list.

Mr. Fitzpatrick expressed his appreciation to the people who make these donations, adding that even though the board may have questions about them and make different decisions, it is not for lack of appreciation or lack of goodwill towards the people donating. Other Board members agreed with his sentiment.

Public Comment as follows:

Cheryl Gannon (Kingston) - Talking about liability and the previous donation. I see here a flight simulator. Is there any liability associated with that? And my second question is, what happened to the greenhouse, which I believe there was a donation for that last year, two years ago

Mr. Stack responded to the Flight Simulator question which he explained is an industry standard FAA approved computer simulator on a cart that the kids will use right in the classroom. It has all of the industry standards; aviation controls, one monitor and we can always add a couple other monitors to make a panoramic, but totally safe with no moving parts.

Superintendent Ambrose addressed the greenhouse question saying that the greenhouse topic was tabled a year ago at a board meeting due to questions on the reorganization. Since that time, the trustees rescinded the donation proposal. So, it just it went from relatively reasonable manageable costs to 300,000 or \$400,000 and we really didn't feel like we'd have energy,

or your time to put get a handle on that right now.

Chair Broderick asked to move the Motion:

Vote: All in Favor with a Roll Call vote

9. 2nd Public Comment-none

10. **OTHER BUSINESS**

10.1 Next Meeting Agenda

- Public Hearing for donation
- Co-Curricular Assignments

10.2 Announcements

10.2.1 The next Sanborn Regional School Board meeting will be held on Wednesday, September 18, 2019 from 6:00 pm 9:00 pm in the Library at Sanborn Regional High School **to include a public hearing on accepting donations beginning at 6:30 PM.**

11. **NON-PUBLIC SESSION**- RSA 91-A: 3 II

Motion made by Mr. Heath to enter into Non-Public Session at 6:30 pm, seconded by Ms. Mahoney. A Roll Call vote was held of all members present.

Vote: All in Favor

12. **ADJOURNMENT**- Meeting adjourned 7:32 PM

Minutes Respectively Submitted by:

Phyllis Kennedy
School Board Secretary

Minutes of the School Board meetings are unofficial until approved at a subsequent meeting of the School Board.

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**Sanborn Regional School Board Public Session
Continuing Public Minutes
September 4, 2019
Kingston, NH**

The public meeting resumed at 7:00 PM with all School Board members present including Mr. Baker via remote connection.

Mr. Broderick asked for a Motion on what was discussed in Non-Public. Mr. Heath moved to approve the Early Retirement of the three staff presented, seconded by Ms. Alessio.

Vote: All in Favor with a Roll Call vote.

Chair Broderick asked for a Motion on another discussion in Non-Public. Mr. Heath moved to accept a sidebar Memorandum of Understanding presented to the Board by the Superintendent be accepted as written, seconded by Ms. Alessio.

Vote: All in Favor with a Roll Call vote.

At 7:32 pm, Mr. Broderick asked for a Motion to adjourn the School Board meeting moved by Mr. Heath and seconded by Ms. Alessio.

Vote: All in Favor with a Roll Call vote.

Matt Angell, Recorder