

1 **GILMANTON SCHOOL BOARD REGULAR MEETING**

2 **TUESDAY, OCTOBER 13, 2015**

3 **GILMANTON SCHOOL SCIENCE ROOM**

4 Board Members Present: Michael Hatch, Frank Weeks, Adam Mini, Malcolm MacLeod and
5 Robert Carpenter.

6 Administrators Present: Principal Locke, Vice Principal Deb Bergeron, Director of Student
7 Services Nancy Fournier and Superintendent Fauci and recording clerk, Rachel Hatch.

8 Others Present: Courtenay Phillips

9 Members of the Board ate pizza prior to the school board meeting as they were having their
10 annual work session after the regular meeting.

11 **CALL TO ORDER:**

12 Board Chair Michael Hatch called the meeting to order at 6:20 p.m.

13 **PROOF OF POSTING:**

14 Proof of posting was verified by Superintendent Fauci.

15 Those present pledged Allegiance to the American Flag.

16 **APPROVAL OF AGENDA:**

17 Superintendent Fauci requested that a few items be added to the agenda; namely, dates of
18 upcoming school board meetings, reconsideration of the School Board Budget Committee
19 representative and Annmarie Scribner receiving permission from the board to sign the Certificate
20 of Authorizing Resolution from HealthTrust, the snow plow bids deadline date of Friday,
21 October 16, 2015 and re-voting on the school board member representative on the Budget
22 Committee.

23 **CORRESPONDENCE**

24 Chairman Hatch acknowledged receipt of thank you notes from staff members Trish Kimball and
25 Betsy Harbilas.

26 **PUBLIC COMMENT**

27 None

28 **DISCUSSION ITEMS:**

29 **Superintendent's Report**

30 Superintendent Fauci stated that he had recently attended the Kidder Law Conference and went
31 to several workshops including a transgender law workshop and a workshop on the process of
32 dissolving AREA agreements. He also attended a four-day Crisis Prevention Institute (CPI) re-
33 certification training. He stated that the District's health insurance carrier will reimburse the
34 District one-half of the cost of the training. Mr. Fauci stated that there was a recent joint

35 leadership team meeting with Gilford and Gilmanton. Principal Locke stated that they discussed
36 the continuance of aligning curriculum between both districts, especially with Math and Spanish.
37 Superintendent Fauci stated that the completion of the modular is almost complete. The modular
38 needs snow guards installed.

39 Superintendent Fauci stated that the administration will be attending the *Blue Ribbon Awards*
40 ceremony in Washington, D.C. on November 9th and 10th. He requested that the next board
41 meeting be held on November 3rd rather than the previously scheduled meeting for November
42 10th. He also asked for the board to meet on November 16th to review the drafted budget and then
43 meet again on December 8th to finalize the budget.

44 Malcolm MacLeod inquired of the status of the recent audit of the District. Superintendent Fauci
45 stated that the final audit has not been sent to the district yet but that, preliminarily, the audit
46 results are fine.

47 **Principal's Report**

48 Principal Locke stated that the current enrollment is at 402 students.

49 She stated that there had been a school gathering in the gym on September 29th a 11:00 a.m. to
50 hear the announcement that the district had won the *Blue Ribbon Award*. Blue Ribbons have
51 been ordered for all students along with bumper stickers for their families. Plans are underway to
52 host a gathering in November to present the award and hoist the *Blue Ribbon* flag!

53 Staff members participated in a workshop on October 9th in the areas of NEA-NA workshops,
54 Yoga in the Classrooms workshop, a workshop on Google Docs as well as a Next Generations
55 Science Standards Nature Trail event.

56 Parent conferences will take place on October 22nd and the 23rd. The harvest parade will be held
57 at 2:00 p.m. on Friday, October 30th. Upcoming field trips include the Kindergarten to *Beans and*
58 *Greens* in Gilford on October 14th, Grade 2 to the *Polar Caves* on the 16th and grade 8 to the
59 *Wright Museum* on the 27th.

60 It was noted that the NECAP results presentation by Debra Bergeron was tabled until a later
61 date.

62 Adam Mini inquired as to whether the curriculum work between both districts was going well?
63 Principal Locke stated that both districts were on board with the curriculum mapping.

64 **Lunch Program Price Increase**

65 Superintendent Fauci stated that the recommendation is to increase the student lunch cost from
66 \$1.95 to \$2.10. The recommendation is to leave the milk price and breakfast price the same. The
67 recommendation is to also increase the adult lunch price from \$2.85 to \$3.50 and the breakfast
68 price from \$1.10 to \$1.50.

69 **Storage Container**

70 Superintendent Fauci stated that the proposed storage container would be placed next to the
71 existing one. Some excavation around the site will be needed. Board members reviewed the
72 furniture inventory list of items that are contained in the existing outside storage building, Robert

73 Carpenter inquired as to why the staff were keeping items in poor condition. Principal Locke
74 stated that the inventory list came from Facility Manager David Sykie and that only the Board
75 had the authority to give the administration permission to discard the items in poor condition.
76 Michael Hatch recommended discarding all of the items listed in poor condition.

77 **SAU Office Lease**

78 Superintendent Fauci stated that the SAU office lease had not been brought before the board for
79 approval this past summer. Malcolm MacLeod indicated that the quoted price of \$3.69 per gallon
80 for heating fuel was high. Superintendent Fauci stated that he would talk with the building
81 owners about the noted price per gallon. He stated that, if the building is sold, the lease would go
82 with the building.

83 **Meeting Minutes of September 8, 2015**

84 The meeting minutes were tabled until next month as the drafted minutes appeared to be
85 incomplete at this time. Principal Locke will follow up with the board's recording clerk.

86 **Snowplowing Bids**

87 Superintendent Fauci stated that the deadline for the snow plowing bids is Friday, October 16th.
88 He stated that an email poll will be conducted on which bids to award after the deadline date.
89 Meeting minutes will be recorded.

90 **Gilford Meeting on Drug Task Force**

91 Frank Weeks indicated that he had attended a meeting on October 8th, facilitated by Rae Mello-
92 Andrews regarding the organization of a Drug Task Force that would be comprised of local
93 merchants and civic organization in the Gilford and Gilmanton communities. The initial
94 emphasis would be on promoting a Health Promotional Program and an Intervention
95 Contingency Plan.

96 **PUBLIC COMMENT**

97 Courtenay Phillips recommended that the staff be surveyed regarding increasing the adult lunch
98 prices. Malcolm MacLeod inquired if the district subsidizes the adult lunches in addition to the
99 student lunches. Principal Locke stated that the district subsidizes the student lunches only. She
100 stated that Food Service Director Arlene Green has met with Financial Manager Annmarie
101 Gilligan to craft out next year's budget an attempt to significantly decrease the subsidiary
102 supported by the District.

103 **ACTION ITEMS**

104 **Lunch Program Price Increase**

105 **Robert Carpenter made the motion to increase the student lunch price from \$1.95 to \$2.10.**
106 **Adam Mini seconded the motion.**

107 Discussion followed.

108 Mr. Carpenter stated that the district should inform the parents ahead of time before
109 implementing the price increase. He suggested a December 1 date.

110 **Chairman Hatch called the motion to a vote. The vote was two affirmatives (Robert**
111 **Carpenter and Adam Mini) and two opposed (Frank Weeks and Malcolm Macleod).**
112 **Chairman Hatch broke the tie vote by voting in the affirmative. The motion carried by a**
113 **three to two vote.**

114 **Storage Container**

115 **Robert Carpenter made the motion to fund the purchase of the storage container, including**
116 **the delivery price and excavation cost. The motion was seconded by Adam Mini.**

117 Discussion followed.

118 Robert suggested cleaning out the existing one and using this one instead of purchasing a second
119 container. It was noted by Principal Locke and Adam Mini that some of the inventory is in good
120 shape and will be used in the future. Mr. Mini indicated that it would not be prudent to discard
121 the furniture that was in good condition. Mr. Carpenter recommended looking into renting a
122 container rather than purchasing one.

123 **Chairman Hatch called the motion to a vote. The vote was two in the affirmative (Adam**
124 **Mini and Malcolm MacLeod) and two in the negative (Frank Weeks and Robert**
125 **Carpenter). Chairman Hatch broke the tie vote by voting in the affirmative. The motion**
126 **passed by a three to two vote.**

127 **SAU Office Lease**

128 **Malcolm MacLeod made the motion to accept the SAU office lease. The motion was**
129 **seconded by Frank Weeks and unanimously voted in the affirmative.**

130 **HealthTrust Certificate Of Authorizing Resolution**

131 **On a motion made by Malcolm MacLeod, seconded by Frank Weeks, the board**
132 **unanimously voted to authorize Annmarie Gilligan to sign the certificate of authorization.**

133 The board recessed at 7:30 p.m. The board reconvened at 7:45 p.m. It was noted the Malcolm
134 MacLeod left the meeting to attend to a previously scheduled event.

135

ANNUAL WORK SESSION

136 Attached are the current goals:

137

2014-2015 GOALS

138

BOARD

- 139 1. To continue to work collaboratively with the Gilford Board to maintain and increase
140 communication between districts.
- 141 2. To support a comprehensive academic program at all levels.
- 142 3. To continue to update School Board policies as needed.
- 143 4. To continue with the short and long term plans for the facility maintenance and future
144 space needs.
- 145 5. To maintain high academic achievement and standards that can be reflected in
146 standardized testing.
- 147 6. To continue to work toward meaningful and effective communication with the
148 community with regard to educational and budgetary development and initiatives.
- 149 7. To continue developing a positive culture and working environment for teachers and
150 staff.

151

DISTRICT

- 152 1. To oversee and coordinate curriculum, instruction, assessment processes and programs
153 with an emphasis in all academic areas.
- 154 2. To continue to make a commitment to improve student achievement through a
155 comprehensive, standards aligned, Response to Intervention (RTI) model enabling early
156 identification and intervention for all students with academic or behavioral difficulties
157 prior to student failure with the primary goal of improving all student achievement and
158 growth.
- 159 3. Meet or exceed the Annual Yearly Progress (AYP) target in all areas with emphasis on
160 the special education cell and alternative assessment for out in-district as well as our out-
161 of-district students.
- 162 4. To continue to communicate with the Gilford administration to ensure that optimum
163 educational opportunities are achieved.
- 164 5. To continue to facilitate external communication and collaboration by building
165 relationships with local government, businesses, residents, and other community
166 agencies.
- 167 6. To continue to be proactive and responsive in regard to communication with the
168 community.

- 169 7. To manage the District resources effectively and develop a new budget that maintains
170 sound fiscal stewardship of community resources. To have the Superintendent, Business
171 Administrator and school administration work collaboratively in an effort to effectively
172 support student learning and to communicate the stratus of the budget to the Board and
173 community.
- 174 8. To continue to make a commitment to making an effort to locate, identify, and evaluate
175 every Gilmanton child from age 3 to 21 who is suspected of a disability. Furthermore, the
176 district will continue to work in consistent collaboration with all educational facilities
177 working with our identified students ensuring all student needs are met adequately and
178 appropriately.
- 179 9. To maintain the Technology Plan that is consistent with the needs of the District and the
180 Department of Education.
- 181 10. To maintain the Professional Development Plan that is consistent with the needs of the
182 school community and the Department of Education.
- 183 11. To enhance the school's Emergency Response Plan and have appropriate drills to ensure
184 the safety of staff and students.

185 **SCHOOL**

- 186 I. Continue to improve instruction for all students based on current best practices.
- 187 a. Continue to modify our current curriculum mapping program to implement
188 curriculum, instruction, and assessment so that they align with the National
189 Standards.
- 190 b. Utilize the current curriculum committees to analyze and assess each K-8
191 curriculum map.
- 192 c. To increase opportunities for teachers to meet across grade levels to assist in their
193 efforts to align curriculum.
- 194 d. To update our Social Studies, Technology and Science Curriculum Guides to
195 make them current with best practices in recommended topics and instructional
196 methods.
- 197 e. Train all staff members in the processes and procedures of Guided Reading in
198 order to deliver consistent, effective reading instruction.
- 199 f. Continue to explore more strategies to help improve reading comprehension, K-8.
- 200 g. To continue to focus writing instruction on the Six Traits Writing Program,
201 adopting a common language and consistent expectations across the grade levels.
- 202 h. To continue to align the beginning stages of writing instruction with Handwriting
203 Without Tears.
- 204 i. Focus professional development efforts on best practices such as differentiated
205 instruction, RTI, and data analysis in order to meet the needs of all learners.

- 206 j. Continue to support and integrate technology across the curricula areas, using
207 such tools as IPADS, SmartBoards, and mobile laptops.
- 208 k. To explore new math programs and textbooks to assist in implementing
209 instruction that aligns with National Standards.
- 210 II. Improve the use of data and assessment to enhance student learning.
- 211 a. Increase teacher participation in using data effectively to drive instruction.
- 212 b. To finalize training in Aimsweb in order for teachers to test their own students on
213 specific skills for the purpose of enhancing individualized student instruction and
214 value-added grouping.
- 215 c. Continue to train staff members to use available testing tools such as
216 accommodations, modifications, released items, writing prompts, and Study
217 Island and the Smarter Balance Website to prepare for standardized testing.
- 218 d. Continue to use data to implement value-added small group work through the
219 Trailing Model and the use of Phase 5 Documents or similar tools in conjunction
220 with our current Literacy and Mathematics Curriculum Maps.
- 221 III. Continue to build a collaborative culture through the concepts of Professional
222 Learning Communities.
- 223 a. Find creative ways to utilize all of our human resources to improve instruction.
- 224 b. Seek ways to encourage and support collaboration among staff members through
225 active participation in daily, weekly, and monthly meetings.
- 226 c. Continue to provide a safe and orderly school environment for students, staff, and
227 community through effective discipline, daily organization, and clear
228 expectations.
- 229 d. Continue to foster mutual communication with GMHS staff and administration.
- 230 e. Successfully transition students academically and socially as they leave
231 Gilmanton School and enter high School.
- 232 f. Continue to maintain a current website, including updated Teacher Webpages.
- 233 g. Find innovative ways to educate and engage the community and families
234 regarding teaching and learning.
- 235 IV. To enhance our current Emergency Management Plan to ensure that staff and students
236 are prepared for emergency situations.
- 237 V. To use our Wellness Committee to continue our efforts to improve the health and well-
238 being of our staff and students.
- 239 VI. Address space needs as the student population grows.
- 240

241 **Below are the proposed District goals:**

242 Leave #1 and #2 the same.

243 #3 – Meet or exceed state average scores for all students.

244 Leave #4 the same.

245 #5 - To continue to facilitate external communication and collaboration by building relationships
246 with local government, businesses, residents, and other community agencies. *Develop a*
247 *Memorandum of Understanding (MOU) between the Town and the School District for the use of*
248 *the school as an Emergency Shelter for Gilmanton residents. To explore other areas of mutual*
249 *cost saving for the Town and District.*

250 Leave #6 and #7 the same.

251 Omit #8

252 Leave #9 and #10 the same.

253 #11 – add “*and continue to have appropriate drills*”

254 New - #12 – To assist and provide mentoring opportunities to the many new employees of the
255 District.

256 **Below are the proposed School goals: (*Italics indicate new language.*)**

257 Continue to improve instruction for all students based on current best practices.

258 l. Continue *to use our* curriculum mapping program to implement curriculum,
259 instruction, and assessment so that they align with the National Standards.

260 m. Utilize the current curriculum committees to analyze and assess each K-8
261 curriculum map *and to research available instructional resources to assist in*
262 *delivering curriculum.*

263 n. *To continue to provide* opportunities for teachers to meet across grade levels to
264 assist in their efforts to align curriculum.

265 o. To update our Curriculum Guides to *align with the Common Core Standards and*
266 *to make them current with best practices in recommended topics and instructional*
267 *methods.*

268 p. *To update our Science Curriculum Materials to reflect the grade level*
269 *expectations as outlined in the Next Generation Science Standards (NGSS)*
270 *(www.nextgenscience.org)*

271 q. Train new staff members in the processes and procedures of Guided Reading in
272 order to deliver consistent, effective reading instruction.

273 r. Continue *to explore more strategies to help improve reading comprehension, K-8.*

274 s. To continue *to focus writing instruction on the Six Traits Writing Program,*
275 *adopting a common language and consistent expectations across the grade levels.*

- 276 t. To continue to align the beginning stages of writing instruction with Handwriting
277 Without Tears and to continue handwriting instruction and practice at all grade
278 levels in order to offer a more consistent approach to handwriting.
- 279 u. Focus professional development efforts on best practices such as differentiated
280 instruction, RTI, and data analysis in order to meet the needs of all learners.
- 281 v. Continue to support and integrate technology across the curricula areas, using
282 such tools as *Chromebooks*, IPADS, Smart Boards, and mobile laptops.
- 283 w. *To explore new math programs and textbooks in Grades 7 and 8 to assist in*
284 *implementing instruction that aligns with National Standards.*
- 285 x. *To consider various options for Social Studies textbooks, especially in Grades 6-*
286 *8.*
- 287 y. *To enhance our Unified Arts Programs to further enrich the many and varied*
288 *talents of our students.*
- 289 VII. Improve the use of data and assessment to enhance student learning.
- 290 e. Increase teacher participation in using data effectively to drive instruction. *To pilot*
291 *Istation* in order for teachers to test their own students on specific skills for the
292 purpose of enhancing individualized student instruction and value-added
293 grouping.
- 294 f. Continue to train staff members to use available testing tools such as
295 accommodations, modifications, released items, writing prompts, Study Island,
296 NWEA, and the Smarter Balance Website to prepare for standardized testing.
- 297 g. Continue to use data to implement value-added small group work through the
298 Trailing Model and the use of Phase 5 Documents or similar tools in conjunction
299 with our current Literacy and Mathematics Curriculum Maps.
- 300 VIII. Continue to build a collaborative culture through the concepts of Professional
301 Learning Communities.
- 302 h. *To develop a comprehensive Professional Development Plan in a collaborative*
303 *effort between staff and administration to reflect new State of NH Guidelines for*
304 *Teacher Evaluation.*
- 305 i. *To train staff members in the use of Google Docs and Google Mail in an effort to*
306 *effectively share documents and to replace the current means of communication.*
- 307 j. Find creative ways to utilize all of our human resources to improve instruction.
- 308 k. Seek ways to encourage and support collaboration among staff members through
309 active participation in daily, weekly, and monthly meetings.
- 310 l. Continue to provide a safe and orderly school environment for students, staff, and
311 community through effective discipline, daily organization, and clear
312 expectations.

- 313 m. Continue to foster mutual communication with GMHS staff and administration.
- 314 n. Successfully transition students academically and socially as they leave
315 Gilmanton School and enter high school.
- 316 o. Continue to maintain a current website, including updated Teacher Webpages.
- 317 p. Find innovative ways to educate and engage the community and families
318 regarding teaching and learning.
- 319 IX. *To continue training the staff in the effective use of the* Emergency Management Plan
320 *to ensure that staff and students are prepared for emergency situations.*
- 321 X. To use our Wellness Committee to continue our efforts to improve the health and well-
322 being of our staff and students.
- 323 XI. *Continue to address space needs as the student population grows and changes.*

324 **Board Discussion:**

325 Regarding the Board goals, Adam Mini indicated that it was good that the school and the district
326 will be moving forward to *Google Docs* and *Google Mail*. Robert Carpenter recommended that
327 the administration look into the possible incorporation of the PACE education (Performance
328 Assessment of Competency Education). Principal Locke stated that she would bring this forward
329 to the staff to get their responses to this proposal.

330 **Below are the proposed Board goals:**

331 Leave #1, #2 and #3 the same.

332 #4 – amend to read “To continue with the short and long term plans for the facility maintenance
333 and future space needs *and to work with the town and the planning board to update with Capital*
334 *Improvement Program (CIP).*

335 Leave #5, #6 and #7 the same.

336 Principal Locke noted that she would amend #5 at the request of Robert Carpenter.

337 **NON-PUBLIC SESSION – RSA 91-A: 3 II (c)**

338 On a motion made by Adam Mini, seconded by Robert Carpenter, the board, by roll call vote, the
339 board went into non-public session at 8:30 p.m.

340 On a motion made by Frank Weeks, seconded by Robert Carpenter, the board came out of non-
341 public session at 9:04 p.m.

342 It was noted that no action was taken in this non-public session.

343 **ADJOURNMENT**

344 On a motion made by Frank Weeks, seconded by Adam Mini, the board adjourned the meeting at
345 9:05 p.m.

346 Respectfully submitted,

347 Robert Carpenter,

348 School Board Clerk

DRAFT