

**GOFFSTOWN SCHOOL DISTRICT
GOFFSTOWN SCHOOL BOARD MEETING
Goffstown High School – Library - 27 Wallace Road, Goffstown, NH 03045
Monday, April 17, 2017 – 7:00PM**

School Board Members: Dian McCarthy, Steven Dutton (arrived @ 7:08pm) Reta Chaffee, Ginny McKinnon, Heather Trzepacz, Lorry Cloutier, Jenelle O'Brien, Kristie Curtis (Dan Cloutier excused absence)

Administration: Brian Balke, Superintendent, Ray Labore, Business Administrator, MaryClaire Barry, Assistant Superintendent, Joyce Lewis, Director of School Counseling

Dian McCarthy called the meeting to order at 7:00pm.

Approval of the April 3, 2017 Meeting Minutes – Reta Chaffee motioned the approval of the April 3, 2017 meeting minutes, seconded by Heather Trzepacz. Vote: 4-0-3 (Jenelle O'Brien, Kristie Curtis, Ginny McKinnon abstained) - Motion Passed.

Correspondence: St. A's Facilities Usage Agreement for the June 19th Goffstown School Board Meeting and Retreat; Scholastic Art Awards Booklet; Parent/Faculty Letter - 2016-17 school days; March Teachers and Nurses substitute data sheets; New Boston School Board request regarding holding school on Martin Luther King Day – January 15, 2018.

Jacob Borges Reporting for GHS: Three high school juniors qualified for the National Meet Scholarship through their PSATs. Their scores qualified them to move forward to the next round. It's a great achievement and we wish Dani Vermette, Ryan Cook, and Hannah Tate the best of luck. The comedy play, Noises Off, was held last Thursday and Friday. It was a terrific and hilarious show. Several of the senior actors were sad it was their last show. Students and teachers are looking forward to vacation. AP Classes in particular are beginning the final push before their tests.

Kathy Sargent Reporting for GHS: The April 15th Semi-formal dance was a success with approximately 500 students attending. Everyone in the building is gearing up for vacation and longer days when we come back in May.

Dian McCarthy Reporting: MVMS sports season is up and running with practices in full swing. Kudos to Rick Wilhelmi and Stacia Hurley of the Goffstown Parks & Rec. for offering such great programs and partnering so well with our schools. The P&R programs help feed our programs and service our school community.

Public Comment – None

Policy Review Committee Report – Lorry Cloutier Reporting: The Committee worked on the health policies and will bring them forward for 1st read at a future meeting. 2nd read policies will be discussed under Old Business. The next PRC meeting is Monday, May 8th @ 5:30pm @ SAU Central Office.

Steven Dutton arrived at 7:08pm

Planning and Communications – Reta Chaffee Reporting: A St. A's conference room is reserved for the June 19th School Board meeting and Board Retreat. The School Board meeting is scheduled for 3:30pm followed by the Board Retreat.

Curriculum and Education Report – Ginny McKinnon Reporting: Bill Ryan–Adult Education Presentation 23 Students Received Goffstown Adult Education High School Diplomas during the period Jan. 2016 to Jan. 2017. Over 25 students are on target to receive GAP Diplomas in June 2017. During the last 7 school years (2010–2017) GAP operated in the black returning \$32,319 to the district. Each Fall the GAP office sends a letter to every student suspected of leaving high school before graduation. This letter encourages students to consider the GAP Diploma program and includes the diploma requirements as well as a registration form and schedule of fall classes. GAP continues to provide SB-18 students with an alternative to dropping out of high school. **Stephen Fountain – Athletics:** GHS Coaching Staff – offers 23 sports 50 teams. MVMS Coaching Staff – offers 11 sports 22 teams

GHS was awarded the Sportsmanship Award of Excellence 2015–16 by NHIAA. Many of the teams support community needs and projects through holding fundraisers as well as participation in fundraisers. Participation: 43% of GHS students and 33% of MVMS students participate. **Melissa Mannon–Library Media:** All Librarians focused on research for the past year. Goffstown High School Example: Marine Biology Project as well as Social Studies and English. Bartlett Elementary School: Integrated Technology Research skills, Digital Citizenship. Curriculum Focused Projects, Team Teaching and the 2nd Annual Family STEAM night – 79% participation from families. Maple Avenue Elementary: Research topics based on social studies and Science content; Assured learning experience at each grade level that integrates technology; Mountain View Middle School: Focus on research Reconfigured space to be more inviting and user friendly. The next C&E meeting is May 8th @ 7:00pm @ SAU. **Budget Committee Report - Dian McCarthy Reporting:** No meeting scheduled since their last meeting.

A&F Committee Meeting Report – Heather Trzepacz Reporting: *Heather Trzepacz motioned the approval of the April 17, 2017 manifest for \$1,609,169.15, seconded by Lorry Cloutier.* Heather Trzepacz highlighted the over \$5K invoices. **Major Items:** 4/13 - 4/14 Payroll/Taxes/Benefits; HealthTrust - 125 Plan Contributions and Monthly Premiums; TSA Consulting - 403b Contributions. **A/P Activity SPED:** Strong Foundations Charter – Services for 5 students; Parker Academy – March Services for 1 student. **General Expenses:** Aries Building Systems – Modular Project Deposits; Chuck Rose – GHS Drainage Tree Clearing; Dead River – Fuel all Schools; Eversource – GHS Large Meter Account; Goffstown Truck Center – March Skills, Late Bus and Athletics Transport; Honeywell – Reconciliation of Repair Invoices; Performance Food Service –food supplies; Softmart Services – Equipment Balance After ERATE (\$11.3K List) Stantec Consulting – GHS Drainage/MVMS Stairway; Supplyworks – Supplies and Equipment; WB Mason - Classroom and Office Supplies. **Vote: 8-0-0 – All in Favor – Motion Passed.**

CIP Discussion - Ray Labore Reporting: Administration is developing the matrix and project overview documentation. The CIP Schedule is as follows: 5/1 Board review/discussion; 5/15 Board approval; 5/22 to CIP Committee; 6/1 formal presentation to CIP Committee.

Superintendent Report: Administration is recommending a \$5.00/day rate increase in consideration of the lengthened school day effective May 1st through June 20th. The increase would apply to nurse and para/teacher subs and will not affect the hourly and long-term sub rates. We estimate the \$5.00/day increase to average an additional \$2,738 in substitute pay. **Ginny McKinnon motioned to increase the sub pay by \$5.00/day for the extended days due to our snow days, seconded by Jenelle O’Brien. Vote: 8-0-0 - All in Favor - Motion Passed.** The Boston Field Trip went well. The Commissioner of Education approved the withdrawal of funds from the school district’s 2.5% Contingency Fund for the GHS Drainage project. The Budget Committee Chair, DPW, engineers and contractors were made aware of the approval. A copy of the updated Non-Public Session RSA 91-A:3II was distributed to Board members.

Good News/Commendations – Dian McCarthy Reporting: Kudos to GHS Art students whose artwork is featured in the Scholastic Arts Award booklet. Goffstown has had a strong showing year after year and we are very proud of our Art Department.

2nd read Policies and Board Approval: Steven Dutton reviewed the changes made to Policy BEDG – Minutes – During the first read of this policy, the Board requested the following language be added to the 3rd paragraph - “Currently as stated in statute”. **Steven Dutton motioned to approve Policy BEDG-Minutes as presented, seconded by Lorry Cloutier. Vote: 8-0-0 – All in Favor – Motion Passed.**

Steven Dutton reviewed the changes made to Policy Regulation BEDG-R – Access to Minutes and Public Records – The school district used the NHSBA Model Policy Regulation for their policy regulation. The 1st sentence was amended and a policy reference was added. It was noted that the numbering in the regulation needed to be fixed. **Steven Dutton motioned to adopt Policy Regulation BEDG-R as presented, seconded by Lorry Cloutier. Vote: 8-0-0 – All in Favor – Motion Passed.**

Steven Dutton reviewed the changes made to Policy IHBCA – Pregnant Students – GHS Administration reviewed the existing policy and added a 3rd paragraph. **Steven Dutton motioned to approve Policy IHBCA as revised, seconded by Lorry Cloutier. Vote: 8-0-0 – All in Favor – Motion Passed.**

Steven Dutton reviewed the changes made to Policy IMDA – Patriotic Exercises – The Committee added a third paragraph and policy reference. *Steven Dutton motioned to approve Policy IMDA as presented, seconded by Lorry Cloutier. Vote: 8-0-0 – All in Favor – Motion Passed.*

Career Guidance and Plan Revision(s) Review and Approval – Joyce Lewis Presenting: Revisions to Career, Guidance and Counseling Curriculum: SAU 19 revised the K-12 curriculum to align more closely with the NH K-12 Career Development Curriculum Framework as well as the American School Counseling Association’s National Model Standards (ASCA). ASCA created the National Model to outline the components of a comprehensive school counseling program. ASCA defines an effective school counseling program as “a collaborative effort between the school counselor, parents, and other educators to provide an environment that promotes student achievement.” The goal of a comprehensive school counseling program is to provide equitable access to opportunities and rigorous curriculum to all students, and fostering an environment where all students can participate fully in the educational process. In an effort to update our existing curriculum to align with both the NH State framework and the ASCA standard, the following global adjustments were made to the original 2008 curriculum document. The title was changed to **Career & School Counseling Curriculum** to align with change in state certification and professional association. Additionally, the term Guidance Counselor was changed to School Counselor throughout the document. Each original standard was researched and a notation was added to identify alignment with NH State framework standards and the American School Counselor Association National Model. All standards are now clearly marked to where they align. Specific curriculum names were removed from the document and replaced with a content description. This was done to ensure our curriculum was not aligned with specific vendors. Specifically: “Second Step” was replaced with Social-Emotional Learning (SEL lessons). PBIS was replaced with School-wide Behavior Management Systems. Activities and curricular area columns were updated to reflect current practice. Kindergarten was included in the competencies as the original document was created prior to the addition of Glen Lake. MaryClaire commended Joyce for a great presentation, for pulling the department together and for her work in bringing alignment across elementary levels relative to lessons and instructions with the aspect beyond the curriculum assessment in both Goffstown and New Boston. Fabulous job! *GINNY MCKINNON motioned to accept the Career Guidance and School Counseling Plan as presented, seconded by Jenelle O’Brien. Vote: 8-0-0 – All in Favor – Motion Passed.*

Committee Assignments: Board members reviewed their assigned committees as listed. Dian McCarthy recommended an alternate to the Budget Committee. The experience would be beneficial to the individual who will step into that role in the future.

Residence Request: Will be discussed in non-public session.

2017-2018 School Board Meeting Schedule: The Board reviewed the draft 2017-18 School Board meeting schedule. Only one Board meeting will be held in August and September - Monday, August 28, 2017 (4th Monday in August) and Monday, September 11, 2017 (2nd Monday in September). Bi-monthly meetings will resume in October. October Budget Presentations and Work Session dates to be determined.

Summer Payment Processing Authorization Request: Administration is requesting the Board’s authorization to process payments during the summer months. *Lorry Cloutier motioned to authorize Administration to continue processing payments during the summer months, seconded by Heather Trzepakz. Vote: 8-0-0 – All in Favor – Motion Passed*

Authorization to Hire During the Summer Months: Administration is requesting the Board’s authorization to hire during the summer months. *Lorry Cloutier motioned to authorize the superintendent to hire during the summer, seconded by Ginny McKinnon. Vote: 8-0-0 – All in Favor – Motion Passed.*

SCHOOL STAFFING:

Notification:

Track Change (Effective September 2017)

Timothy WestphalGHS B+15 to B+30

Approval(s):

Co-Curricular Sports:

Mark Marasca MVMS Track – Spring Head Coach

Shawn Johnson MVMS Track – Spring Assistant Coach

Ginny McKinnon motioned to accept the nomination for the two Co-Curricular Sports coaches, seconded by Reta Chaffee. Vote: 8-0-0 – All in Favor – Motion Passed.

Teacher Resignation (Effective 6/30/17):

Kathleen Huot MVMS Teacher-Reading

Reta Chaffee motioned to accept the teacher resignation of Kathy Huot, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor – Motion Passed.

OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE MEETING: The Board discussed the Martin Luther King Day request brought forward by the New Boston School Board. Steven Dutton commented that holding school on MLK Day would be a productive instructional day. Board members would like to discuss further at the May 1, 2017 Board meeting.

NON-PUBLIC SESSION RSA 91-A:3II (c)(d) – (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. **Parent Request (d)** Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interest are adverse to those of the general community. **Land Discussion**

Steven Dutton motioned to enter into non-public session at 8:09pm pursuant to RSA 91-A:3II(c) seconded by Jenelle O'Brien. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor – Motion Passed

Reta Chaffee motioned to leave non-public session at 8:31pm seconded by Lorry Cloutier. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor – Motion Passed.

Reta Chaffee motioned to affirm the vote taken in non-public session, seconded by Jenelle O'Brien. Vote: 8-0-0 – All in Favor – Motion Passed.

Lorry Cloutier motioned to seal the non-public minutes pursuant to FERPA Laws, seconded by Heather Trzepacz. Vote: 8-0-0 – All in Favor – Motion Passed.

Steven Dutton motioned to enter non-public session at 8:33pm pursuant to RSA 91-A:3II(d), seconded by Jenelle O'Brien. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor – Motion Passed

Lorry Cloutier motioned to leave non-public session at 8:49pm seconded by Heather Trzepacz. The Chair took an individual voice poll. Vote: 8-0-0 – All in Favor – Motion Passed.

Lorry Cloutier motioned to seal the non-public minutes until the matter is resolved, seconded by Steven Dutton. Vote: 8-0-0 – All in Favor – Motion Passed

Lorry Cloutier motioned to adjourn the meeting at 8:51pm, seconded by Jenelle O'Brien. Vote: 8-0-0 – All in Favor – Motion Passed.

Respectfully submitted by,

Denise F. Morin
Recording Secretary