

Notice: These minutes are in D R A F T format, and shall remain as such as the legal record in compliance with RSA 91:A in their written archival form. They are likely to contain errors and may be in need of correction which can only be done in public in a properly-posted, subsequent meeting of the School Board. Accordingly, you are referred to the minutes of a subsequent (i.e. future -- but not necessarily the next sequential) meeting of the Board to identify what may have been changed as an approved and properly modified record in compliance with law.

Minutes:	Draft	
Location:	<b>Newfound Regional High School Library Media Center</b>	
Date & Time:	<b>Monday, June 3, 2013</b>	
Item:	~~~~~ <b>DRAFT MINUTES</b> ~~~~~	
<b>1.</b>	<b>Call to Order at 6:30 PM</b>	Actual Time: 6:31 PM
<b>2.</b>	<b>Non-Public Session</b>	Actual Time: 6:51 PM
	<p><b>Specific Statutory Reason</b> cited as foundation for the nonpublic session:</p> <p>___ RSA 91-A:3, II (a) <i>The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, <b>unless</b> the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.</i></p> <p><u> X </u> RSA 91-A:3, II(b) <i>The hiring of any person as a public employee.</i></p> <p>___ RSA 91-A:3, II(c) <i>Matters which, if discussed in public, would likely affect adversely the reputation of any person, <b>other than a member of this board</b>, unless such person requests an open meeting. This exemption shall extend to include 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.</i></p> <p>___ RSA 91-A:3, II(d) <i>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 interests are adverse to those of the general community.</i></p> <p>___ RSA 91-A:3, II(e) <i>Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled</i></p> <p>___ RSA 91-A:3, II(i) <i>Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.</i></p>	
<b>3.</b>	<b>Return to Public Session; Call to order by Superintendent</b>	Actual Time: 6:51
a.	Salute to the Flag & Pledge of Allegiance	
b.	Notice of Posting of Meeting: <i>SAU Office, website (sau4.org), Schools, sent to Town Offices</i>	

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3. (continued)		
c.	<p><b>Election of SAU Board: Chair, Vice Chair, Appointment of SAU Board Clerk</b></p> <p>Action: Nominate Vincent Paul Migliore as the SAU Board Chair                  Moved by: <u>Sue Cheney</u> Seconded by: <u>Don Franklin</u>  <input type="checkbox"/> Tabled <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> Amended &amp; Approved <input type="checkbox"/> Defeated <input type="checkbox"/> None or Other, as noted.                  RECORDED VOTE: <u>6</u> YES <u>0</u> NO <u>0</u> ABSTENTIONS <u>1</u> ABSENT                  Minority Votes/Notes: Ruby Hill (Danbury) Excused Absent</p> <p>Action: Nominate Don Franklin as the SAU Vice Chair                  Moved by: <u>Paul Reinhardt</u> Seconded by: <u>Sue Cheney</u>  <input type="checkbox"/> Tabled <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> Amended &amp; Approved <input type="checkbox"/> Defeated <input type="checkbox"/> None or Other, as noted.                  RECORDED VOTE: <u>6</u> YES <u>0</u> NO <u>0</u> ABSTENTIONS <u>1</u> ABSENT                  Minority Votes/Notes: Ruby Hill (Danbury) Excused Absent</p> <p>Action: Appoint Leah McDevitt as the SAU Board Clerk                  Moved by: <u>Paul Reinhardt</u> Seconded by: <u>Sue Cheney</u>  <input type="checkbox"/> Tabled <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> Amended &amp; Approved <input type="checkbox"/> Defeated <input type="checkbox"/> None or Other, as noted.                  RECORDED VOTE: <u>6</u> YES <u>0</u> NO <u>0</u> ABSTENTIONS <u>1</u> ABSENT                  Minority Votes/Notes: Ruby Hill (Danbury) Excused Absent</p>	
4.	<p><b>Approval or Modification of Agenda; as approved or modified:</b>  <input checked="" type="checkbox"/> Approved <input type="checkbox"/>                  No Changes</p>	
5.	<b>Inter-Communications</b>	
a.	Sign-In by attendees; please Print Name & Town, then return to clerk for recording.	
b.	To receive regular School Board packets, please record your request on designated sheet or email to: <a href="mailto:scross@sau4.org">scross@sau4.org</a>	
c.	Public Comment ( <i>not limited to agenda items; see footnote below<sup>1</sup></i> )	
	<ol style="list-style-type: none"> <li>1) Elected Officials in attendance – None present</li> <li>2) Members of the Public (5 mins/person) – Not present</li> <li>3) Faculty/Staff Liaison – Mimi Freeman commented that everyone is looking forward to a quieter new year without sadness.</li> <li>4) Student Liaison – Not Present</li> </ol>	
6.	<b>SAU Board Minutes for Approval</b>	(blue)
a.	Minutes from Meeting of:	March 11, 2013
	<p>Corrections: Page 3; Change negation to negotiations.                  Action: Motion to accept the minutes as amended</p> <p>Moved by: <u>Paul Reinhardt</u> Seconded by: <u>Sue Cheney</u>  <input type="checkbox"/> Tabled <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> Amended &amp; Approved <input type="checkbox"/> Defeated <input type="checkbox"/> None or Other, as noted.                  RECORDED VOTE: <u>5</u> YES <u>0</u> NO <u>1</u> ABSTENTIONS <u>1</u> ABSENT                  Minority Votes/Notes: Ruby Hill (Danbury) Excused Absent                  Jeff Levesque (Groton) Abstained</p>	

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7.	<b>Correspondence – Superintendent report. See attached report.</b>	
Other:	<b>Superintendent’s Report:</b> located at the end of the minutes	Date Rec’d: 6/3/2013
8.	<b>Discussion Items for consideration and action by the Board</b>	
a.	<b>Resignation:</b> The Board accepted Dan Rossner’s resignation as Business Administrator. He has agreed to stay until the end of September. The Board accepted his resignation with extreme regret. Vincent Paul Migliore said it is a big loss. Mr. Franklin added his positive comments on Dan’s performance.	
b.	<b>Nominations:</b> SAU Clerical Staff & Students Services Administrator – The Board accepted the nomination of Anne Holton, Students Services Administrator as presented by Dr. Phillip McCormack.	
c.	<b>SAU Board Goals:</b> The Board discussed the SAU Board Goals. Don Franklin noted he attended a goal setting workshop with Stacy Buckley at the NH School Board Association. It was decided to delay discussion of the goals until Stacy Buckley could participate. Vincent Paul Migliore said he would look for guidance from Stacy Buckley when she comes on board.	
d.	<b>Review of SAU Budget:</b> Dan Rossner explained expenses in the SAU Budget Year to Date. He said after the audit, which is scheduled for July, he will have a firm fix on the fund balance. At that point he can take action to reserve a portion of it in accordance with the RSA.	
e.	<b>Confirmation of Date of June 17<sup>th</sup> for Staff Appreciation Event:</b> Dr. Phillip McCormack announced the date has been agreed with NATA and is set for June 17, 2013 for the staff appreciation event. There will be an assembly for staff recognition for years of service and retirements. The assembly will be followed by a BBQ served by the School Board in appreciation for the staffs work throughout the year.	
9.	<b>Public Comment on Agenda Items Only</b> per policy BDDH, 5 minute limit – No public present.	Time:
10.	<b>Actions Taken on Discussion Items:</b>	
a.	RE: <b>Resignation</b>  Action: Move to accept Dan Rossner’s resignation with extreme regret, effective Sept 30, 2013. Moved by: <u>Vincent Paul Migliore</u> Seconded by: <u>Paul Reinhardt</u> <input type="checkbox"/> Tabled <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> Amended & Approved <input type="checkbox"/> Defeated <input type="checkbox"/> None or Other, as noted. RECORDED VOTE: <u>6</u> YES <u>0</u> NO <u>0</u> ABSTENTIONS <u>1</u> ABSENT Minority Votes/Notes: Ruby Hill (Danbury) Excused Absent	
b.	RE: <b>Nominations: SAU Clerical Staff &amp; Students Services Administrator</b>  Action: Nomination to elect Anne Holton, Students Services Administrator as nominated by Dr. Phillip McCormack. Moved by: <u>Paul Reinhardt</u> Seconded by: <u>Jeffrey Levesque</u> <input type="checkbox"/> Tabled <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> Amended & Approved <input type="checkbox"/> Defeated <input type="checkbox"/> None or Other, as noted. RECORDED VOTE: <u>6</u> YES <u>0</u> NO <u>0</u> ABSTENTIONS <u>1</u> ABSENT Minority Votes/Notes: Ruby Hill (Danbury) Excused Absent	

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10. (continued)		
c.	<p>RE: <b>SAU Board Goals</b></p> <p>Action: No action taken                  Moved by: _____ Seconded by: _____  <input type="checkbox"/> Tabled <input type="checkbox"/> APPROVED <input type="checkbox"/> Amended &amp; Approved <input type="checkbox"/> Defeated <input checked="" type="checkbox"/> None or Other, as noted.                  RECORDED VOTE: ___ YES ___ NO ___ ABSTENTIONS ___ ABSENT                  Minority Votes/Notes:</p>	
d.	<p>RE: <b>Review of SAU Budget</b></p> <p>Action: No action taken                  Moved by: _____ Seconded by: _____  <input type="checkbox"/> Tabled <input type="checkbox"/> APPROVED <input type="checkbox"/> Amended &amp; Approved <input type="checkbox"/> Defeated <input checked="" type="checkbox"/> None or Other, as noted.                  RECORDED VOTE: ___ YES ___ NO ___ ABSTENTIONS ___ ABSENT                  Minority Votes/Notes:</p>	
e.	<p>RE: <b>Set Date for Staff Appreciation Event</b></p> <p>Action: Motion to set and participate in the Staff Appreciation Event on June 17, 2013                  Moved by: <u>Paul Reinhardt</u> Seconded by: <u>Jeffrey Levesque</u>  <input type="checkbox"/> Tabled <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> Amended &amp; Approved <input type="checkbox"/> Defeated <input type="checkbox"/> None or Other, as noted.                  RECORDED VOTE: <u>6</u> YES <u>0</u> NO <u>0</u> ABSTENTIONS <u>1</u> ABSENT                  Minority Votes/Notes: Ruby Hill (Danbury) Excused Absent</p>	
z.	Other Business: None	
11.	<b>Announcements:</b>	
a.	<b>The School Board Chair received an invitation from the Senior Class President to attend Baccalaureate and present at the Graduation for the Class of 2013</b>	
b.	<b>The RSA 195 Committee next scheduled meeting to be held June 24, 2013.</b>	
c.	<b>The RSA 195 Finance Committee meeting to be held June 11, 2013</b>	
12.	<b>Date of Next School Board Meetings</b>	
	Regularly Scheduled:	June 17, 2013
	Topic:	TDB
13.	<b>Non-Public Session: (not needed)</b>	Actual Time:
14.	<b>Return to Public Session</b>	<b>Actual time:</b>
15.	<b>Concluding Business for the Posted Meeting Time</b>	Time: <b>8:15AM</b>
	<p>RE: <input checked="" type="checkbox"/> Motion to Adjourn -or-  <input type="checkbox"/> Recess (for a specified period of time) until the following date &amp; time: _____</p> <p>Action: Motion to adjourn.                  Moved by: <u>Paul Reinhardt</u> Seconded by: <u>Don Franklin</u>  <input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> Amended &amp; Approved <input type="checkbox"/> Defeated <input type="checkbox"/> None or Other, as noted.                  RECORDED VOTE: <u>6</u> YES <u>0</u> NO <u>0</u> ABSTENTIONS <u>1</u> ABSENT</p>	

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School Board Members Present	Vincent Paul Migliore – Chair, Bridgewater; Paul Rheinhardt, New Hampton; Don Franklin, Hebron; Jeffrey Levesque, Groton; Suzanne Cheney, Alexandria; Lloyd Belbin, Bristol.
School Board	Dr. Phillip McCormack, Superintendent (Interim); Dan Rossner, Business Administrator, Leah McDevitt, School Board Clerk.
Member Absent	Ruby Hill – Vice Chair, Danbury
Staff Present	
Template Used:	\\SAU2012\Proposed agenda\SAU Board Proposed Template v5

**NEWFOUND AREA SCHOOL BOARD**

**Non-Public Session**

Date/Time of Meeting:	06/03/2013	Scheduled Start:	6:33 PM
Location of Meeting:	Newfound Regional High School Library Media Center		
Videographer:	None	Assistant:	None

<b>School Board Members:</b>			Present	Excused	Absent
Suzanne Cheney	(Alexandria, 2013)	<a href="mailto:scheney2@myfairpoint.net">scheney2@myfairpoint.net</a>	✓ (6:45 PM)		
Vincent Paul Migliore, CH	(Bridgewater, 2013)	<a href="mailto:vpmigliore@budgetblinds.com">vpmigliore@budgetblinds.com</a>	✓		
Lloyd Belbin	(Bristol, 2014)	<a href="mailto:lbelbin@juno.com">lbelbin@juno.com</a>	✓		
Ruby Hill, Vice CH	(Danbury, 2015)	<a href="mailto:topaztuesday@yahoo.com">topaztuesday@yahoo.com</a>		✓	
Don Franklin	(Hebron, 2015)	<a href="mailto:dgbrown@yahoo.com">dgbrown@yahoo.com</a>	✓		
Paul Rheinhardt	(New Hampton, 2014)	<a href="mailto:psrheinhardt@metrocast.net">psrheinhardt@metrocast.net</a>	✓		
Jeff Levesque	(Groton 2015)	<a href="mailto:imredbeard@gmail.com">imredbeard@gmail.com</a>	✓		
<b>Administration:</b>					
Phillip McCormack	Superintendent	<a href="mailto:pmccormack@sau4.org">pmccormack@sau4.org</a>	✓		
Dan Rossner	Business Administrator	<a href="mailto:drossner@sau4.org">drossner@sau4.org</a>	✓		

At 6:33 PM and pursuant to RSA 91-A:3, II(b) the Chair entertained a motion to go into Non Public Session remaining in the Newfound Regional High School Library Media Center; made by Paul Rheinhardt, seconded by Lloyd Belbin. The roll was called and a unanimous vote to do so was recorded.

1. Dan to stay thru Friday, September 27, 2013 and last official date is September 30, 2013. Written resignation letter to be submitted for his personnel file.
2. Consideration for nomination as Student Services Administrator, Anne Holton of Alexandria, NH

At 6:51 PM Paul Rheinhardt moved, Lloyd Belbin seconded to leave nonpublic session and return to public session. Motion passed.

Respectfully submitted,

Vincent Paul Migliore  
Chair

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Newfound Area School District  
State of the Schools Report  
June 3, 2013

I would like to take some time this evening to share with you what I refer to as a “State of the Schools Report”. I am doing this partially in response to a request from Mr. Migliore and also because this type report was usually very well received by school boards in my previous districts. It is intended to present a “year in review” so to speak.

First, let me say that I have been extremely grateful and very pleased with the level of support, cooperation and help that has been extended to me by all district staff since assuming this position in November.

Although this will be somewhat of an abbreviated version with respect to types of reports I have presented in the past, it is my intent to provide you with an update of what has been done this year especially since November 1.

In a very general, overarching statement, I am confident in saying that through the commitment and hard work of a lot of people, continuous progress in a number of areas has been achieved. I do not believe we have lost ground with respect to any area of needed improvement. This progress has occurred despite some very difficult and emotionally draining circumstances. I think this speaks very well to the resiliency and dedication of many in the Newfound Area School District.

Initially I would like to speak to SAU, district-wide priorities that have been addressed.

When I first accepted this position, Mr. Migliore explained that my primary focus was the follow through on the Opuda report. This was to take the form of recommendations to the Board.

Following several meetings with district special education case managers and district principals a listing of 10 recommendations was submitted to the NASD Board. With one addition from the Board, these recommendations were adopted in February.

Even before official adoption, actions were initiated to address some of the concerns identified in the report and agreed upon by the district’s administrators. To date progress has been made with:

- The recruitment and selection of a full-time student services administrator
- The efforts to monitor out-of-district student’s progress. (This has been done and has resulted in several more cost efficient placements and/or students coming back to the district.)
- The professional learning of special education certified and non-certified staff to enhance our capacity to respond to student and programmatic needs.
- The recruitment and hiring of related service providers to enhance the cost effectiveness of providing needed services. (By Thursday we will be able to hire a certified speech pathologist that will decrease the district’s cost for these services that are currently provided by outside vendors.)
- The practice of including transition plans in IEP’s regarding paraprofessional supports.

It became evident rather quickly that there were a number of other substantive issues that had to be dealt with. As the year progressed this list continued to grow.

District personnel worked with the Ross family to host a memorial service for Dr. Ross. This was a very emotional event for many in the district but, in my opinion, was a fitting celebration of her life.

The Board was able to reach an agreement with NATA that was supported by the community. I believe this went a long way towards establishing a sense of normalcy and positive morale within the district.

The Board worked effectively to develop a budget that was strongly endorsed by the budget committee and approved by district voters.

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This was done while, at the same time, reacting to the DRA's interpretation of the tax cap limitation related to unencumbered funds. A history making effort was put forth to get short-term legislation passed to correct this unintended consequence. (A long-term correction was also subsequently passed by the State Legislature.)

The SAU conducted a time-intensive but successful search for a new superintendent of schools. This was done with the assistance of the New England School Development Council (NESDEC). The adopted process appropriately included community, district-wide representation.

A representative committee conducted the follow-up K-8 Study. This culminated with the Board's adoption of the committee's report in April. As was dictated by Board action, follow through on this will need to be given attention in the future.

To the surprise of many, the voters of Danbury passed a petition (town) warrant article proposing the formation of a study committee to investigate Danbury's withdrawal from the Newfound Area School District. Subsequent to a presentation by the NHSBA's attorney on the related RSA's, as prescribed by law, a committee was formed. The initial meeting has been held with a second meeting scheduled for June 24<sup>th</sup>.

Several initiatives related to school **safety** and **security** were undertaken this year:

District administrators met with town law enforcement and first responders to discuss school security.

School emergency plans were updated and adopted by district administrators.

Mr. Rossner worked with the principals to develop a proposal for the installation of video cameras. This proposal was unanimously adopted by the school board. The projected timeline for installation starts in late June.

We are now prepared with the required technology to be able to provide identification badges for all staff. This was a recognized need by the administrative team which was reinforced by the Bristol Police Department.

A successful lock-down and subsequent drug search was completed at the middle and high school. This was done in cooperation with the Bristol Police Department and the New Hampshire State Police. School community response to this initiative was overwhelmingly positive.

All district staff participated in anti-bullying training this spring.

A motivational speaker was brought into the high school during the annual spring fling to address the student body on bullying.

As was mentioned above, positive things continued to happen in our schools and at the respective levels. With respect to **academic status**:

- The high school's math team finished second at the state championship.
- Three students were selected to participate in the highly prestigious and competitive St. Pauls' advanced Studies Summer Program. (This is noteworthy in and of itself but also because it is not uncommon for a high school not to have any selections.)
- Four students were identified as eligible National Merit Scholarship recipients
- Thirty-six seniors were recognized as N.H. Scholars—successfully completing a college-ready program of studies.
- Graduating seniors were admitted to 37 different colleges/universities.
- Based on information to date, including those planning to join the military, approximately 62% of the graduating class have plans to pursue some type of post-secondary educational programming.

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With respect to artistic accomplishments:

- Students at both the middle and high school have received numerous accolades some which include participation in local, state, and regional music festivals as well as selection to the NH all-state chorus.
- Under the direction of Stephanie Wienchek, students, staff and community contributed to the highly entertaining and enjoyable spring production of Peter Pan.
- Students from Danbury and Bristol Elementary School chorus sang the National Anthem at a Fisher Cat game.
- Students from the New Hampton Community and Bridgewater-Hebron Elementary School chorus performed the National anthem at a Manchester Monarchs game.

With respect to athletic accomplishments:

- Our high school football and baseball team received letters from competing schools complementing them on their excellent sportsmanship. This reflects the NHIAA's motto that winning is for a day, good sportsmanship is for a lifetime.
- Five of our athletic team made it to the state playoffs.
- Several of our student athletes earned special recognition for their level of performance. These include selection to and/or eligibility for things such the NH-Vt Maple Shrine Football Game; the New England Track Championship; the cross country Meet of Champions; and the Lakes Region player of the Year.

Several staff members were also recognized for their knowledge and level of expertise:

- Jeannette Shedd, first grade teacher in Danbury, was nominated at the N.H. Teacher of the Year.
- Rebecca Chase and Jon Synder were invited to participate in the NHD OE sponsored Summer Summit which focused on the integration of technology and common core state standards.

Professional learning focusing on literacy, math, differentiated instruction, best practices, common core state standards, assessment, and Response to Intervention (RTI) strategies continued. The district has begun movement towards a "train the trainer" model of providing professional learning which is a significantly more cost effective model.

A new three-year technology plan was developed and submitted to the N.H. Department of Education.

Staff and students in all our schools worked to actively support and participate in community activities which strengthen community-school partnerships. Some of these include

- Fund raising (at all three levels—elementary, middle and high school) to support families in need, clothing drives, or cancer research.
- Working collaboratively with community garden clubs.

As I have tried to show, a tremendous amount of quality work yielding positive results has occurred this year. However considerable work remains to be done. Some of the areas needing consistent attention and effort include:

- Student learning in mathematics.
- Continued systemic changes in our special education program.
- Resolution of the NASD organizational structure.
- Transitioning a new central office administrative team.

I wish you well as you work to address these issues.

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