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:		
Location:	Newfound Regional High School Library Media Cente	r
Date & Time:	Monday, November 25, 2013 6:30PM	
Item:	~~~~~~ MINUTES ~~~~~~~	
1.	Call to Order at 6:30PM	Actual Time: 6:30 PM
a.	Salute to the Flag & Pledge of Allegiance	
b.	Notice of Posting of Meeting: SAU Office, website (sau4.org), Schools, sent to	Town Offices
2.	Non-Public Session - None	Actual Time:
	<b>Specific Statutory Reason</b> cited as foundation for the nonpublic session:	
	<ul> <li>RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining investigation of any charges against him or her, unless the employee affected (1) has a right to a public that the meeting be open, in which case the request shall be granted.</li> <li>RSA 91-A:3, II(b) The hiring of any person as a public employee.</li> <li>RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of member of this board, unless such person requests an open meeting. This exemption shall extend assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or post mention.</li> <li>RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if the benefit a party or parties whose interests are adverse to those of the general community.</li> <li>RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threate.</li> </ul>	and (2) requests  any person, <b>other than a</b> to include any application for verty of the applicant.  discussed in public, would likely
	this board or any subdivision thereof, or against any member thereof because of his or her membe litigation has been fully adjudicated or otherwise settled  RSA 91-A:3, II(i) Consideration of matters relating to the preparation for and the carrying out of eme training to carry out such functions, developed by local or state safety officials that are directly into that is intended to result in widespread or severe damage to property or widespread injury or loss to the preparation for any the carrying out of eme	orgency functions, including ended to thwart a deliberate act
3.	Return to Public Session at	Actual Time:
4.	Approval or Modification of Agenda; as approved or modified:  Approved as presented	
5.	Inter-Communications	
a.	Sign-In by attendees; please Print Name & Town, then return to clerk for reco	
b.	To receive regular School Board packets, please record your request on desig	nated sheet or email to:
	Scross@sau4.org	
c.	Public Comment (not limited to agenda items; see footnote below¹)	
	<ol> <li>Elected Officials in Attendance – No comments</li> <li>Members of the Public - No comments.</li> <li>Faculty/Staff Liaison, Reported by Mimi Freeman, NMMS –No comments</li> <li>Student Council Liaison, Keegan Tracy, Class of 2015 – Keegan reported thosting a dance to be held at the Miriam Center on December 13, 2013.</li> </ol>	he Student Council is

<sup>&</sup>lt;sup>1</sup>Notice is hereby made that public comments shall be made without expectation of a response by any School Board Members to matters raised by such commentary. The Board respects the right of the public to communicate its stance on matters of interest but meetings are scheduled in advance to conduct business put forth on its publicly proposed agenda only.

# **School Configuration Options**

A PRESENTATION TO THE NEWFOUND AREA SCHOOL BOARD

MONDAY, NOVEMBER 25, 2013

STACY BUCKLEY, SUPERINTENDENT OF SCHOOLS

11/25/2013

# Why are options being explored?

- Request from public and board to review K-8 or K-6 options
- Question of cost efficiency- Are we able to close a school?
- Are there better, more cost effective solutions that are also best practices in education?

#### What options were considered?

- K-6 for all or some schools
- K-8 for all or some schools
- Revision of grade level structures
- Restructuring in some other format
- Closing of any schools

#### Parameters that I needed to work within:

- Explore all options
- Do not consider additional expansion of our schools, renovations of our schools or new buildings

11/25/2013

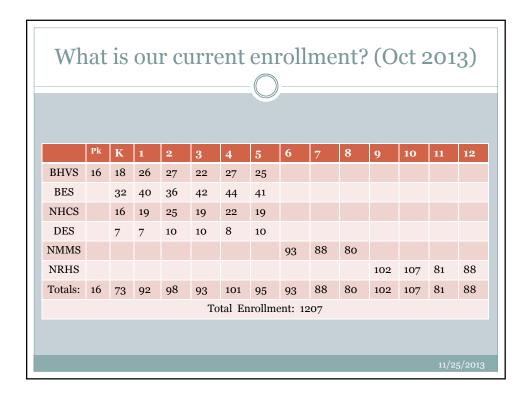
# What was reviewed? What is available for background information?

- Enrollment reports and trends
- School capacities
- NASD vote in 2000 (Opinion Poll regarding moving BHVS to a K-8 school): 754 yes; 1064 No
- School Space Needs Committee Report and Recommendations (2002)
- Warrant article in 2003 for 9.295M for expansion and renovations of 4 schools. Article failed

- Warrant Article #4 in 2012 (to study the feasibility of adding a junior high wing to the high school and establishing all K-6 elementary schools)(by petition): 936 yes; 1118 no
- Warrant Article #5 in 2012 (to study the feasibility of changing the district to 4 local districts providing a k-8 education and a cooperative district to provide a 9-12 education) (by petition): 939 yes; 1031 no
- K-8 Study Committee Final Report (2012-2013)
- Discussions and input with students, parents, boards

11/25/201

- Review of Board minutes and input at those meetings
- Review and walkthrough of schools
- Administrative feedback
- State Rules and District Policy



# Question?

# Are we 7 towns or one school district?

2012-2013							
Reading	<b>BHVS</b>	BES	NHCS	DES	<u>NMMS</u>	NRHS	<u>State</u>
Grade 3 (Teaching 2)	351	350	348	n/a (7)			348
Grade 4 (Teaching 3)	451	446	448	451			448
Grade 5 (Teaching 4)	550	544	550	n/a (9)			548
Grade 6 (Teaching 5)	647	647	650				649
Grade 7 (Teaching 6)					747		749
Grade 8 (Teaching 7)					850		851
Grade 11 (Teaching 10)						1150	1148
B.G. a.l.b.	DUNC	DEC	NUICC	DEC	NINANAC	NIDLIC	C1-1-
Math	BHVS	<u>BES</u> 348	NHCS	<u>DES</u>	<u>NMMS</u>	<u>NRHS</u>	State 246
Grade 3 (Teaching 2)	346 452	348 447	347 453	n/a (7) 449			346 448
Grade 4 (Teaching 3)		547					
Grade 5 (Teaching 4)	549		552	n/a (9)			547
Grade 6 (Teaching 5)	647	644	640		742		646
Grade 7 (Teaching 6)					743		745
Grade 8 (Teaching 7)					842	4407	843
Grade 11 (Teaching 10)						1137	1136

	PreK	K	1	2	3	4	5
BES	0	32	40	36	42	44	41
DES	0	7	7	10	10	8	10
BHVS	16	18	26	27	22	27	25
NHCS	0	16	19	25	19	22	41
Total per grade/per district	16	73	92	98	93	101	117
# of teachers needed per policy	1	3.65 (4)	4.6 (5)	4.9 (5)	3.72 (4)	4.04 (4)	4.68 (5)
# of teachers actually employed	1	4.5	5.5	7	5	5.5	4.5
Overage/Under	0	.5	.5	2	1	1.5	(.5)
(note: .5 teachers (note: 2014-2015							

# Building capacity vs. actual usage capacity

- Previous calculations have been adjusted for:
  - Class size and actual usage of rooms
    - × School Board Policy IHB
      - o K-grade 2: The district shall strive to achieve a class size of no more than 20 students or fewer per teacher
      - Grade 3-5: The district shall strive to achieve a class size of no more than 25 students per grade per teacher
      - In the middle and high school: the district shall strive to achieve a class size of no more than 25 students per teacher
  - o Classrooms designated as open (café, LMC) are included as o
  - o Rooms designated for support (Special Ed, Title I) are included as o
  - Size of classroom was based first on square footage per student, and then on maximum number of students based on policy
  - At NRHS, all rooms used for instructional space were considered classrooms

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## Maximum capacity vs. actual usage capacity

#### • 2508 vs. 1871

	Max. Capacity	Actual Usage
BES	373	295
NHCS	200	155
DES	113	90
BHVS	336	220
NMMS	607	424
NRHS	879	687
Totals:	2508	1871

# Actual usage capacity vs. enrollment

	<u>Actual Usage</u>	<b>Enrollment</b>	<u>Difference</u>
BES	295	235	60
NHCS	155	120	35
DES	90	52	38
BHVS	220	161	59
NMMS	424	261	163
NRHS	687	378	309
Totals:	1871	1207	

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#### What does the data tell us so far?

• Based on elementary enrollment and current number of elementary teachers, there would be minimal impact in the number of teachers needed if all schools were together

- Maintaining our schools as is, provides for minimal space at our elementary schools for combining/closing of any one school. The smallest of schools (DES) would fit within BES or BHVS only if the following conditions were met:
  - The students were in lower enrollment classes- there is minimal space to add additional classrooms
  - This would put either of those schools at maximum capacity which may then necessitate the need for our support services to go to carts and lose classroom space
- NMMS and NRHS are the schools with space

11/25/201

#### What are the possibilities?

- What does the research say?
- Is the whole better than the parts?
- At this time, for consistency and best practices purposes, I would only support a full K-6 or K-8 option across the district. I do not believe it is in the district's or our students' best interest to do this only at one school.

# K-8 option

 Based on historical information, you would need to add the following number of classrooms to each school to meet the needs of three additional grades:

	Estimated # of pupils (based on current 3, 4, 5)	Estimated # of additional classrooms needed
BHVS	74	3
NHCS	60	3
BES	127	5
DES	28	3*

Note: \*Because of content requirements, you would potentially need one teacher per grade level.

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#### K-8 option impacts

- Potential loss of Foreign Language and Algebra options
- Reduction of Unified Arts- is it reasonable to offer FACS, Tech Ed,
   Foreign Language, Band and Chorus in all elementary schools (would need to consider facilities additions to accommodate all)
- Some buildings would need to have teachers teaching all 4 content areas. Model would be "elementary".
- How would athletics and co-curricular activities be implemented?
- Elementary model could create additional transition concerns for high school.
- No one building can really take in 6, 7, and 8th grade
- What about a K-8 at NMMS? Total enrollment would be 829 (w/BHVS) or 668 (w/o BHVS), building actual capacity is at 424! In addition, is NMMS really built for K-8 use?

# **K-6 option**

 Based on historical information, you would need to add the following number of classrooms to each school:

	Estimated # of pupils (based on current 5 <sup>th</sup> grade)	Estimated # of classrooms needed
BHVS	25	1 or 2
NHCS	19	1
BES	41	2
DES	10	1

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#### K-6 option impacts

- Unified Arts would be significantly reduced to only the basics offered at the elementary level
- Space needs for buildings:
  - BHVS could add one 6<sup>th</sup> grade classroom by moving Prekbut where would they go? What happens when you need
     classrooms for 6<sup>th</sup> grade in the future
  - o BES could add one 6th grade classroom
  - o NHCS does not have space for any additional classrooms
  - DES does not have space for any additional classrooms (Combined classrooms could be an option, but may pose additional curriculum and staffing concerns)

#### K-6 or K-8 cost impacts

- The following cost impacts need to be taken into consideration should the board choose to explore either option:
  - The need for curriculum materials (Everyday Math and Reading Streets) for 6<sup>th</sup> grade. This would align ELA and Math with the elementary schools and not the middle school (approximately \$10,000-\$15,000 per school)
  - The need to update library resources to include materials for 6 to 8<sup>th</sup> grade
  - Unified Arts would need to be analyzed to determine if current staffing could meet the needs of the schools in appropriate scheduling
  - Elementary school lunch rooms would need to be assessed-due to size, we would need to add additional lunch times to the schedule to meet the new enrollment

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### K-6 and 7-12 option

- Is this the direction we really want educationally?
- See previous slide for k-6 information
- This option would close NMMS and have 7<sup>th</sup> and 8<sup>th</sup> grade attend NRHS
- NRHS has 14 regular education classrooms and 4 science labs. They have multiple other unified arts rooms that could be shared by both populations
- 7<sup>th</sup> and 8<sup>th</sup> grade would require approximately 6 classrooms and 2 science labs. This would leave only 8 classrooms and 2 science labs to meet the needs of all high school curriculum and requirements.

# K-4, 5-8, and 9-12 option

<u>School</u>	<u>Actual</u> <u>Usage</u>	Enrollment	Space left?
NMMS (5-8)	424	261 +95= 356	68
BES (k-4)	295	235-41=194	101
NHCS (k-4)	155	120-19=101	54
BHVS (k-4)	220	161-25=136	84
DES (k-4)	90	52-10= 42	48

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# K-4, 5-8, and 9-12 option impacts

- Is 5-8 desirable?
- With this model, you could potential close either DES or NHCS
- With this model, you could close BES, but it would require those students being divided up amongst all of the other schools.

# PreK-K school; 1st -3rd school; and 4th - 5th school

- Prek and K could be held at DES (enrollment of 89 students, usage capacity of 90 students)
- Grades 1,2, and 3 could be held at BES (enrollment of 283 and usage capacity of 295)
- Grades 4 and 5 could be held at BHVS (enrollment of 196 and usage capacity of 220)

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# PreK-K school; 1st -3rd school; and 4th - 5th school impact

- This could close NHCS
- Transportation and travel times to schools would be significant
- This would require significant re-alignment of student assignments

Why can't we close a school since enrollment is down so significantly? Why isn't there space to do this?

After reviewing all previous and current information, it appears that when our enrollment was up, we also lacked spaces. It is indicated in the 2002 study that many individual and small group services were in inappropriate locations.

It should be our goal to ensure that every educator and student has an appropriate place to learn and be educated.

11/25/201

#### Recommendations for board consideration:

- All schools moving to a K-6 or K-8 are not feasible given the current structure of our small elementary schools.
- Given what we can do, does the board support either of these options?
  - o K-4, 5-8, 9-12 option
  - o PreK-K, 1-3, 4-5 option
- If so, it would be my recommendation to set up a committee to explore these options further to assess actual possibilities and costs associated with this change.

- If cost is the "only" factor and K-8 is a priority of the board, would it be an overall cost savings to close 4 schools (BES, NHCS, NMMS, and DES) and open 1 larger K-8, and expand BHVS to K-8? If so, the board should consider a committee to investigate this further and review all aspects.
- The Board may want to consider a Facilities Committee to review and plan for long term capital investment in our schools. This could include building needs (renovations or upgrades) and potential options for reconfiguration in the future.

11/25/201

If all things remain the same, is our time better spent looking to improve our curriculum, instruction, and assessment?

6.

a.

#### Discussion Items for consideration and action by the Board

Superintendent Recommendation for K-12 Building and Space Configurations: Superintendent Stacy Buckley reported she has pulled data from all areas. She noted she had received a multitude of opinions on this passionate topic. She said she will make her recommendation to the Board, but ultimately it is the Board's decision. She first explained why we are looking at these options; Request from the public and the Board to review K-6 or K-8 options; can we do more with less, to be more cost efficient?, can we close a school?, and what is the best practice. She emphasized that she is here to provide the best education for our students. She posed the question, "Are we one district or seven towns?" The parameters she needed to work within were to explore all options. However, she was instructed to not consider additional expansions or renovations of our schools or new buildings. We know we are losing students; we don't know when it will stabilize. We are trending at about 3%. She reviewed the historical data from 2002 to the present K-8 Committee Study regarding usage of space with the schools in the district over the last 11 years. An assessment was done using building capacities and actual usage capacity. This information was overlaid with class size and space. The information was used to try to come up with a number of what our schools can actually hold. There were exceptions, such as libraries, special education rooms and computer labs. Data indicated the high school and middle school were where we have the space. She reported the data tells us so far, based on the elementary enrollment; it does not support combining/closing any one school. An example given was Danbury Elementary School, the smallest school, would fit with Bristol Elementary or Bridgewater Elementary only if the following conditions were met; The students were in lower enrollment classes – there is minimal space to add additional classrooms. Additionally, This would put either of those schools at maximum capacity which may then necessitate the need for additional classroom support services. Stacy Buckley continued to report that for consistency and best practice purposes she would only support a full K-6 or K-8 option across the district. She asked if the whole is better than the parts. She does not believe it is in the district's or our student's best interest to do this only at one school. She said it is an educationally, better, sound practice to be consistent. She reviewed the K-8 and K-6 options and impacts. For the K-8 to be held at the middle school, based on the current enrollment of 829 students, we would have to make major renovations to make it an elementary school. She questioned how would co-curricular and sports be implemented? What impact on unified arts would occur? For the K-6 option to work at the Bridgewater Hebron Elementary School, it might require additional staffing. These cost impacts need to be taken into consideration, should the Board choose to explore either option. Another option Stacy Buckley looked at was a K-6, 7-12 option. She reported universally, this was rejected by most people. With this model we could close either Danbury or New Hampton Elementary schools, but not one school could absorb Bristol Elementary School. This would require student alignments and would take significant planning. She concluded that after reviewing all information, it should be our goal to ensure that every educator and student has an appropriate place to learn and be educated. She asked if cost were the only factor, and K-8 is a priority of the Board, would it be an overall cost savings to close four schools and build one K-8 facility. If so, the Board may want to consider a Facilities Committee to review and plan for a long term capital investment in our schools. She asked "is our time better spent looking to improve our curriculum, and instruction?". She concluded by saying we need to continue to look at how we are educating our students. We need to look at the district as a whole. Vincent Paul Migliore thanked Stacy Buckley for her presentation. He commented on her opening day speech in which she spoke of curriculum realignment. He was surprised at the level of agreement among staff that it is necessary and should be the focus. The Board discussed the potential problems and concerns with a K-6/K-8 school; from bussing students out of their community to utilizing the middle school more effectively. A look at moving the SAU office was discussed. Stacy Buckley said she had not considered the SAU office in any of her options.

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6. a (continued)	
	Sue Cheney and Ruby Hill agreed that we have to be careful of closing a facility, we don't know what is going to happen and questioned will a downward population trend continue. Vincent Paul Migliore noted the impact is on the entire community, not just our schools. He said, based on the information provided, he does not see an argument to do anything different at this time.  Cross Reference 9a and 9b
Z.	Other Business
7.	Public Comment on Agenda Items Only per policy BDDH, 5 minute limit Time:
	<ul> <li>Sue Colby, Bristol; Thanked Superintendent Stacy Buckley for her report. She said it was the best report she has heard on the issue. She said she hoped the Board takes the information into consideration. She is concerned that if the elementary schools were filled to capacity there would be more discipline issues, combined with the fact there are fewer aides, less staff each year. She is excited to hear of the possibility of working on the curriculum. As a parent of a child in the sixth grade who is thriving in the Middle School, she would not like to see her go back to an elementary school. She thinks the model we currently have is fine and invited the Board to come to the schools to see the great things they are doing. She questioned the possibility of the town of Hill students coming to our district.</li> <li>Amy Fairbank, Bristol; Said she is a 1990 graduate of Newfound Regional High School with two children currently attending there and one child in the fifth grade. She said with the upgrades to downtown, it now looks good. We need to treat the schools as a business. The first impression of the school is off-putting. She recently attended an awards ceremony at the elementary school to honor students who made honor roll.</li> <li>Steve Favorite, Bristol; said he is a 1968 graduate of Newfound Regional High School. He thanked Amy Fairbank for the compliment for the upgrades to downtown Bristol. He said the safety improvements at the intersection of Routes 3 and 104 took 10 years to complete. He has traveled the United States helping with disaster relief and has seen children put into places you would not want to call a classroom. He said Bristol will survive. To make this school district survive it has to come from an attitude adjustment. He would like to see industry grow in order to keep folks here. Mr. Favorite thanked Superintendent Stacy Buckley for the research she has done.</li> </ul>
8.	CONSENT AGENDA – (Continued Discussion, Implementation & Use)
	"Are there any changes to the Consent Agenda as Agreed Prior?"
	No changes
a.	Items Included on This Meeting's Consent Agenda:  No action required  Action:  Moved by: Seconded by:  □ Tabled □ APPROVED □ Amended & Approved □ Defeated □ None or Other, as noted.  RECORDED VOTE: YES NO ABSTENTIONS ABSENT EXCUSED  Minority Votes/Notes:

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9.	Actions Taken on Discussion Items:
a. (1)	RE: Superintendent Recommendation for K-12 Building and Space Configurations
	Action: Motion to accept Superintendent Stacy Buckley's report to place it on file for the record.  Moved by: Paul Rheinhardt Seconded by: Lloyd Belbin  Tabled APPROVED Amended & Approved Defeated None or Other, as noted.  RECORDED VOTE: 7 YES O NO O ABSTENTIONS O ABSENT O EXCUSED  Minority Votes/Notes:  Cross Reference 6a.
a. (2)	RE: Amendment / Facilities Committee
	Action: Motion to establish a Facilities Committee to conduct long range planning for our schools.  Moved by: Ruby Hill Seconded by: Sue Cheney  Tabled APPROVED Amended & Approved Defeated None or Other, as noted.  RECORDED VOTE: 7 YES 0 NO 0 ABSTENTIONS 0 ABSENT 0 EXCUSED  Minority Votes/Notes:  Cross Reference 6a.
Z.	Other Business:
1.	Action:  Moved by: Seconded by:  Tabled    APPROVED    Amended & Approved    Defeated    None or Other, as noted.  RECORDED VOTE: YES NO ABSTENTIONS ABSENT EXCUSED  Minority Votes/Notes:
2.	Action:  Moved by: Seconded by:  Tabled    APPROVED    Amended & Approved    Defeated    None or Other, as noted.  RECORDED VOTE: YES NO ABSTENTIONS ABSENT EXCUSED  Minority Votes/Notes:
10.	Manifests
	RE: Manifests – None to approve  Action:  Moved by: Seconded by:  □ Tabled □ APPROVED □ Amended & Approved □ Defeated □ None or Other, as noted.  RECORDED VOTE: YES NO ABSTENTIONS ABSENT EXCUSED  Minority Votes/Notes:

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11.	Announcements				
a.	Congratulations to Earl Mills, inducted into the NHIAA.				
b.	Several food drives are ongoing in our schools to support our con	nmunity.			
c.	Bristol Elementary Honor Roll; Principal, Mollay Jallah pushed to engage students to be successful.				
d.	Special Education Training for twelve (12) Para educators given by Anne Holton.				
e.	Teachers at the High School, Mara Capsalis, Lori Devost and David Harlow presented at a national				
	conference in Boston. Superintendent Buckley congratulated them on their efforts.				
f.	Newfound Memorial Middle School Math Team finished in First Place.				
g.	Destination Imagination (DI) teams excel here in NASD.				
h	Great support given to our Veterans recognized at several Vetera	ins Day assem	iblies.		
12.	Date of Next School Board Meetings	T			
	Regularly Scheduled:	Dec. 9. 2013			
			Meeting Dec. 9, 2013		
	Planning & Dialogue: Topic: TBD	TBD			
13.	Concluding Business for the Posted Meeting Time		Time: 8:23 PM		
13.	RE: Motion to Adjourn -or-		TITILE. 0.23 FIVI		
	Recess (for a specified period of time) until the following date & time:				
	Thecess (for a specifica period of time) with the following	date & time.			
	Action:				
	Moved by: Ruby Hill Seconded by: Paul Rheinhardt				
	☐ Tabled ☑ APPROVED ☐ Amended & Approved ☐ Defeated ☐ None or Other, as noted.				
	RECORDED VOTE: 7 YES 0 NO 0 ABSTENTIONS 0 ABSENT 0 EXCUSED				
Template Used:	\SAU2012\Proposed agenda\ Proposed Agenda Template v19				
School Board	Vincent Paul Migliore – Chair, Bridgewater; Don Franklin, Hebron; Jeff Levesque, Groton; Lloyd Belbin, Bristol; Paul				
Members Present:	Rheinhardt, New Hampton, Ruby Hill – Vice Chair, Danbury; Sue Cheney, Alexa	naria;			
Staff Present:	Stacy Buckley, Superintendent; Michael Limanni, Business Administrator; Anne Holton, Student Services Administrator;				
	Fred Robinson, Media; Leah McDevitt, Clerk; Miriam Freeman, Teacher Liaison: Keegan Tracy, Student Council				
	Representative, Paul Hoiriis, NHRS Assistant Principal; Dana Andrews, BHVS Prin				
	Chase, NMMS Teacher; Lynn Goodnough, BES Teacher; Coleen Symonds, BES Te Principal; Bonnie Beadle, NMMS Teacher; Elizabeth Vogler, NMMS Teacher; Kim	•	•		
	NMMS Staff; Amy Fairbank, NMMS Staff;	,,	,		
Public Present:	Tom Caldwell, Bristol; Sherry Nelson, Groton; Becca Boudreau, Bristol; Bill Cote, Braley II, Alexandria; Paul Manganiello, Bristol; Garlyn Manganiello, Bristol; Ken				
	Alexandria; Autumn Braley, Alexandria; John Jenness, New Hampton; Terrance				
	Bridgewater; Kathleen R. Bird, Bridgewater; Julaine Geldermann, Bristol; Michel				

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