

**FREMONT SCHOOL DISTRICT  
School Board Meeting  
February 10, 2009  
6:30 P.M.**

**School Administrative Unit #83  
Blackrocks Village  
5 Hall Road, Unit 1  
Fremont, NH 03044**

**I. CALL TO ORDER**

Chairman Jeff Rowell called the February 10, 2009 meeting of the Fremont School Board to order at 6:35 pm at the School Administrative Unit #83, Blackrocks Village, 5 Hall Road, Unit 1, Fremont, NH 03044.

**II. ROLL CALL**

Present were Chairman Jeff Rowell, Vice Chairwoman Peg Pinkham, Deb Genthner, Marian Guidoboni, Christine Kenneway, Superintendent Normand Tanguay, Financial Administrator Bonnie Sandstrom and Elementary School Principal Dawn Lewis.

Members of the public included Linda Johnson, Cathy Toomey and Mary Hale.

**III. AGENDA REVISIONS**

**IV. APPROVAL OF MINUTES: JANUARY 27, 2009 – TABLED**

Mr. Tanguay said a draft could be posted.

**V. BOARD, SUPERINTENDENT COMMUNICATIONS**

Mr. Tanguay said that he attended the Annual Forum of State Policy and Legislative Issues in Concord on Monday. The forum addressed that NH was looking at a \$5 million shortfall for next year. He said that there was a shortfall of \$8 million this year and that there was a rainy day fund to cover that but the State does not want to tap into that. Mr. Tanguay also learned that it was uncertain if the Federal Aid for projects (building/adequacy financial aid) could be fully funded. He also said that there was talk about reducing the truancy law from 20 1/2 to 10 1/2 days.

There was mention of having the high school economics class to include financial literacy and having a tightening up of home education.

Regarding the Federal Incentive money, there was no decision on how much Districts would receive at this time. DOE Representative Ed Myrtle (sp?) sent out an email listing websites that specify amounts of stimulus renovation money to be used in individual School Districts, cautioning not to plan on those amounts. The Senate and House versions differed: The House version stated that \$14 billion would be available; The Senate version said that \$16 billion would

be available, half of which would go to the 100 largest School Districts and also to poor Districts. State bailout money was taken out of incentive money and therefore was no longer available.

There was a large increase in Title 1 and IDEA. Mr. Tanguay said that there was pending legislation to provide a Warrant Article for School Districts who needed to access this money whereby just a District Meeting would be necessary (no need for a special meeting.)

Mr. Tanguay said the I4C reports (on attendance) were sent to the State on Friday and that AYP results would be coming out soon. NHPR has an online Website where the District can put in budgets and Warrant Articles.

Mr. Rowell reviewed some email correspondence in following with Right to Know. He said the recommendation was to make a general reference to email and that email would not need to be attached to minutes. Ms. Kenneway said that it would depend on the kind of email and if there was discussion, etc, or unless something was confidential. In that case, Mr. Rowell said he would cite that.

Recent email correspondence to/from the School Board included:

- January 28: Mr. Tanguay emailed NHSB information about a Scholarship Program for School Board members and Mr. Rowell forwarded that out to School Board members
- Mr. Rowell had forwarded a draft of the agenda
- January 30: email re. Board meeting schedule
- January 30: email between Ms. Pinkham and School Board re. Scheduling a meeting with the Budget Committee; corrections to Rockingham News article
- Change in Mr. Rowell's home email address
- A parent emailed a question about coordinating the Spaghetti Supper with the District Meeting
- February 4 and 7: email about Budget Committee cuts
- February 7: email from Ms. Kenneway to the Board with attachment from a citizen (re. petition) and a copy of RSAs as follow up
- Inquiry from Ms. Kenneway about Cathy Peale doing write-ups for the newsletter and that it was not reflected in minutes
- February 10: inquiry about the Principal Search; forwarded to the Board; discussion about email protocol

Ms. Pinkham asked if there was an electronic folder of email to/from the School Board. Ms. Sandstrom said that she could create one if she were included in the "loop" of email. Ms. Pinkham suggested saving email with the date first for ease of reference.

## **VI. INFORMATION ITEMS:**

### **A. PRINCIPALS REPORTS**

Ms. Lewis reviewed the Principals' reports included with the agenda, noting the following:

- Review nights for Standards Based Reporting: February 18<sup>th</sup> (middle school) and 19<sup>th</sup> (elementary), 2009
- Kate Segal will be in charge of the Ellis Middle School Eagle League starting February 9, 2009
- NED show (yoyo demonstration) was last week
- Project WET (science-based learning) provides consulting during staff development time. One person from each grade on the team has many curriculum materials to use (magnets, magnifying devices, etc.) This is coordinated by Carol Foley and grant-paid.
- Wellness Fair: February 7, 2009: was well attended. Ms. Kenneway said that it was well advertised.
- Families First: February 10 and 17, 2009
- Kindergarten registration and screening
- NAEP National Assessment of Educational Progress) Testing, grades 4 and 8: this is a Federal test given randomly to schools. Mr. Rowell asked if it was standard-based. Ms. Lewis said that it was connected to a Federal standard. Ellis has agreed to take this a few times over the past several years.
- Junk to Funk show: February 9, 2009
- White Tailed Deer Project (led by Carol Foley)

Looking at the NECAP test results, Mr. Rowell said that math looked good but that it seemed that writing could be improved. Ms. Lewis said that it needed to be aligned. She mentioned that AYP results were not out yet and that each year the bar is set higher so that it is more difficult to meet AYP each year. Ms. Lewis clarified for Ms. Guidoboni that the testing done by fourth graders in the Fall was reflective of the three prior years of schooling they had.

A copy of Mr. Brown's report was included with the agenda.

B. FINANCIAL REPORT, AUDIT REPORT, MS-27 (inserts)

Ms. Sandstrom said that she was projecting that the District would break even or possibly have a deficit. A partial freeze was put on repairs and maintenance and a total freeze was put on furniture, equipment and software purchases. Mr. Tanguay said any deficit would be due to Special Needs costs and a balance could be brought forward to the next year.

Ms. Pinkham asked where the deficit was in Salaries (\$72,154.) Ms. Sandstrom would find that out. Ms. Sandstrom said that more things were encumbered for estimates now.

Mr. Rowell asked about professional vs. contracted services. Ms. Sandstrom said that professional services included the attorney and auditors.

Mr. Tanguay said that the audited general fund balance was \$47,051. He said that a letter and balance sheet was sent to the Town for the report. Ms. Kenneway asked if the Budget Committee got copies as well. Mr. Tanguay said that the Committee had not asked for that but that information could be sent to them.

Ms. Sandstrom said that MS-27 was posted today and it was sent to the DRA. It included recommendations from the Budget Committee and the School Committee and it listed Warrant Articles.

Ms. Sandstrom mentioned the OBM forms for grants that had to be signed by the Superintendent or Business Administrator if the Superintendent was not available. She said her name needed to be put on the form stating that she was the Financial Administrator and that the Board had to approve of her signing if Mr. Tanguay was not present.

*Peg Pinkham made a motion to approve of Financial Administrator Bonnie Sandstrom signing the quarterly reports/grants if the Superintendent Normand Tanguay was not available at the time. Christine Kenneway seconded the motion. Motion passed 5-0.*

## C. SUB-COMMITTEE REPORTS

### 1. BUDGET COMMITTEE

Ms. Pinkham said that copies of the budget report written by Budget Committee Co-Chair Andy Koelhoefer (sp?) could be provided. The report gives explanation to the Committee's rationale behind recommended budget cuts. She said that the Budget Committee took time to go through the budget line by line. She said some of the cuts were difficult to make. She said that the School Board should also clarify well what positions should be retained, etc. in presenting the School District budget and explaining the Board's rationale behind its own budget. Ms. Pinkham said that everything the School Board needed to address was in the Budget Committee's presentation last night.

Mr. Rowell said that the School District would have a chance to define its rationale behind the proposed budget before March 14.

Mr. Tanguay said that he, the Principals and Ms. Sandstrom would review the information from the Budget Committee and prepare a presentation for March 4, speaking to the recommendations individually. He said there would be a PowerPoint presentation and that this year's budget would be compared with last year's budget.

Ms. Guidoboni asked about how information about the meetings (dates, etc.) as well as the District Meeting date could be put on the ticker on the public access channel. Mr. Tanguay said the SAU could look into that.

Ms. Lewis asked whether or not the Alert Now system could be used to inform people about the District Meeting. Ms. Sandstrom and the Board conferred that it was ok to do that as long as there was no mention for people to vote one way or the other. Ms. Lewis also

suggested putting the date on the sign in front of the School (School District presentation March 4.)

Mr. Rowell asked if the Board wanted to review the Warrant Articles during the March 4 meeting. Ms. Pinkham suggested highlighting the budgetary differences with and without the Warrant Articles. Ms. Genthner suggested at the March 4 meeting to run through how the District Meeting would go as a dry run for clarity and efficiency.

Ms. Kenneway asked how long a DVD could be made to run on television after taping. Ms. Perry explained that a DVD needed to be made at her home and takes as long as the meeting lasted but that she could get a DVD to the SAU the next day. The SAU will find out how quickly the meeting could play on television.

Mr. Tanguay said the SAU would find out if Lori Holmes would be willing to act as clerk in the interim. Ms. Sandstrom left a voice mail during the School Board session using a telephone number provided by Ms. Pinkham.

Ms. Kenneway said that the Town was good about mentioning in the Annual Report who ran, how many years, etc. and she said the School District used to do that in previous years but not now.

## 2. LONG RANGE FACILITIES PLANNING COMMITTEE

Ms. Pinkham said that the Committee was still waiting to see the report from Kevin Herrmann.

Ms. Kenneway said that someone asked her where meetings such as for the Long Range Facilities Planning Committee were posted. Ms. Kenneway said they were posted on the Website but she noted that the actual date was not online, just the time of 6:30 PM. She said they also post at Ellis and at the SAU.

Mr. Rowell noted the efficiency of Trumba notifications via email. Ms. Kenneway said if someone did not mind giving their email address, it was a good way to get information but she mentioned that the Right to Know law stated that (meetings) had to be posted in two places such as the Community Website and at the SAU. Ms. Pinkham said that the Long Range Facilities Planning Committee Secretary would need to communicate information about meeting dates to Annmarie Wright in order to get posted on the Website.

## D. NEWSLETTER/PUBLIC RELATIONS

Ms. Genthner said that the next newsletter would be dedicated to information about the District Meeting. It should go to the printer on February 25, 2009 and be mailed by February 27th. Contracts information would be included as well as the bus and the budget. She felt that just the money aspect/tax impact regarding the Warrant Articles could be included in the newsletter. Ms. Guidoboni was concerned with making the newsletter too long (with too much information) because people might not read it all.

Ms. Guidoboni asked if a notice would be sent to citizens announcing the date of the District Meeting. Ms. Genthner said that this would be the third newsletter posting the March 14<sup>th</sup> date and it should include the March 4<sup>th</sup> date as well. Ms. Genthner said that the newsletter could be available at the March 4 and 14 meetings as informational handouts. Referring to minutes of the January 27 School Board meeting, Ms. Genthner said that if information on report cards were to go into the Town Newsletter, it would need to be provided to the Town in a few days before the deadline. Mr. Rowell did not recall that discussion and said it would not need to be put in the Town Newsletter. Ms. Lewis said that the Administration would cover report cards at the informational meeting coming up.

Ms. Kenneway suggested that the School Newsletter's non-date related content on kids' articles and what goes on in classrooms could be consolidated into highlights of Ellis School Newsletter every few months to inform community members about goings-on at Ellis.

Ms. Genthner mentioned to Ms. Sandstrom that she would need the funds available for the newsletter in the next manifest. Mr. Rowell asked if the newsletter was cut in the budget and Ms. Genthner said that it was. Ms. Pinkham said that the Budget Committee looked at past spending history and there was reason for a deduction. Ms. Guidoboni said that the newsletter was one of the District's ways of increasing communication.

#### E. PRINCIPALS' INTERVIEW COMMITTEE

Mr. Tanguay said that the screenings with Gary Baker would be on March 16. Interviews would be conducted on March 23 (flexible). Two committees would be established (a "technical" one for staff and one for community members.) Answering Mr. Rowell, Mr. Tanguay said that these opportunities would be posted by tomorrow.

Mr. Rowell said that someone asked him what a humanistic model in leadership was and he said it's a collaborative effort to hear from all "stakeholders".

Mr. Tanguay said the committees will interview separately and each will come up with finalists.

The Board discussed the availability of March 23 and other dates to conduct interviews (@ 45 minutes per interviewee.) The Board decided on having the technical committee meet on March 26 at 5:30 and conducting interviews on Thursday, April 2, 2009 at Ellis at 5:30 PM.

Ms. Guidoboni and Ms. Kenneway expressed interest in being on the community committee but neither wanted to tie up any position if others wanted to be involved.

Ms. Kenneway noted the importance of letting the community members know up front that the candidate's résumés would have been reviewed already (some eliminated) so they would know that it wouldn't be the first time the résumés would have been looked at.

Ms. Pinkham said that information could be given at the March 14 meeting about the March 26 meeting to generate interest.

Ms. Kenneway said that she might not be able to attend the March 4 meeting because her husband would have had surgery two days prior and that it would depend on how he was doing.

## VII. PUBLIC INPUT: N/A

## VIII. ACTION ITEM

### A. MANIFEST #17 and #18

*Deb Genthner made a motion to approve Manifest #17 dated January 27, 2009 (\$38,771.73) and Manifest #18 dated February 10, 2009 (\$165,216.17) for a total of \$203,987.90. Christine Kenneway seconded the motion. Motion passed 5-0.*

Highlights included:

- Café Services
- Conway Office Products
- Contracted services
- PSNH
- Health Trust
- Computer Tech
- FairPoint
- Custodial supplies

### B. WARRANT ARTICLES FY10: ASSIGNMENT OF BOARD MEMBERS

#### 1. Support Staff

Move: C. Kenneway  
Second: M. Guidoboni  
Discussion: C. Kenneway (w/ Kathy Peahl)

#### 2. Special Meeting

Move: M. Guidoboni  
Second: C. Kenneway  
Discussion: M. Guidoboni (w/ Kathy Peahl)

3. Teachers Contract  
 Move: D. Genthner  
 Second: P. Pinkham  
 Discussion: D. Genthner (w/ Kathy Peahl)
  
4. Special Meeting  
 Move: P. Pinkham  
 Second: M. Guidoboni  
 Discussion: P. Pinkham
  
5. \$16,200 to CONTINUE (NOT ADD TO)  
The late bus  
 Move: J. Rowell  
 Second: D. Genthner  
 Discussion: J. Rowell
  
6. Acknowledge Budget Committee's recommended amount of  
\$10,286,597  
 Move: J. Rowell  
 Second: C. Kenneway  
 Discussion: presentation to be determined
  
7. School Board Support and Implement a Traditional Letter Grade  
System  
 Move: J. Rowell  
 Second: M. Guidoboni (invite person who petitioned)  
 Discussion: J. Rowell
  
8. Recorded Votes/Tally of Vote Printed in School District Warrant  
 Move: P. Pinkham  
 Second: J. Rowell  
 Discussion: P. Pinkham (with Cathy Peale)

Mr. Tanguay said that he would clarify the order of business for the District Meeting.

Ms. Pinkham suggested that the Board meet with the Budget Committee Chair and Co-Chair and the Moderator before the District Meeting. The Board agreed and would see if everyone would be available to meet on March 11.

**IX. FUTURE AND FOLLOW UP AGENDA ITEMS**

Board Policies	Ongoing
Fremont Cooperative Planning Committee	Ongoing
Newsletter Content	Ongoing
Adult Education Program	TBD
Policy: Project Management	TBD
Long Range Facilities Planning Committee	TBD

IMPORTANT DATES:

STANDARD BASED REPORTING, PUBLIC MEETINGS: FEB. 18 & 19, 6 PM, ELLIS

BOARD BUDGET PRESENTATION: MARCH 4, 2009, 6 PM, ELLIS

MARCH 11, 2009: 6:30 PM: SCHOOL BOARD MEETING WITH MODERATOR

SCHOOL DISTRICT MEETING: MARCH 11, 2009, 5 PM

**X. NON-PUBLIC SESSION**

*Peg Pinkham made a motion to enter into non-public session at 9:08 PM per RSA 91-A: 3 II (c) and 91-A: 2 I (b). Deb Genthner seconded the motion. Motion passed 5-0.*

**XI. RETURN TO GENERAL SESSION**

*At 10:07 PM, Deb Genthner made a motion to return to general session. Peg Pinkham seconded the motion. Motion passed 5-0.*

*Deb Genthner made a motion to accept as amended and seal for a year the non-public minutes of December 9, 2008 and February 2, 2009 and the minutes of February 10, 2009. Chris Kenneway abstained from voting on the minutes of February 2, 2009 because she was absent then. Peg Pinkham seconded the motion. Motion passed 5-0 for December 9, 2008 and 4-1 for February 2 and 10, 2009.*

**XII. NEXT MEETING: MARCH 4, 2009 at 5:30 PM at ELLIS**

**XIII. NON-PUBLIC SESSION/ADJOURNMENT**

*At 10:11 PM, Deb Genthner made a motion per RSA 91-A: 3 II (c) to adjourn the public meeting, enter into non-public and adjourn immediately thereafter without returning to general session due to time constraints. Peg Pinkham seconded the motion. Motion passed 5-0.*

Respectfully submitted, Susan Perry, School Board Secretary

QUESTIONS: FEB. 10, 2009

1. Ms. Pinkham asked where the deficit was in Salaries (\$72,154.) Ms. Sandstrom would find that out. Ms. Sandstrom said that more things were encumbered for estimates now.
2. Ms. Guidoboni asked about how information about the meetings (dates, etc.) could be put on the ticker on the public access channel. Mr. Tanguay said the SAU could look into that.
3. Ms. Kenneway asked how long a DVD could be made to run on television after taping. Ms. Perry explained that a DVD needed to be made at her home and takes as long as the meeting lasted but that she could get a DVD to the SAU the next day. The SAU will find out how quickly the meeting could play on television.
4. Mr. Tanguay said the SAU would find out if Lori Holmes would be willing to act as clerk in the interim. Ms. Sandstrom left a voice mail during the School Board session using a telephone number provided by Ms. Pinkham.
5. Mr. Tanguay said that he would clarify the order of business for the District Meeting.