

**AUBURN SCHOOL BOARD MEETING
FEBRUARY 14, 2017 AT 6:00 P.M.
AUBURN VILLAGE MEDIA CENTER**

These minutes have been approved.

Alan Villeneuve, Chair, called the meeting to order at 6:00 p.m. Those in attendance were Board members, Keith Leclair, Maureen Murgo, Mark Comeau, and Samantha Belcourt; Principal, Lori Collins; Assistant Principal, Michel O'Rourke; Director of Student Services, Anne McSweeney, and Instructional Coach, Cheryl Lynch, Superintendent Dr. Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak, and Business Administrator, Karen Lessard.

PLEDGE OF ALLEGIANCE

Kindness Matters participant, Hailey Percil led the attendees in the Pledge of Allegiance.

PROOF OF POSTING

Dr. Littlefield provided proof of posting.

APPROVAL OF MINUTES

Motion by Mark Comeau, seconded by Samantha Belcourt, to accept the minutes of the Auburn School Board Meeting on January 10, 2017, with the following amendment, and the motion carried unanimously. Under NHSBA the first sentence should read: **'Mark Comeau stated that the Delegate Assembly will be on January 21.'**

Motion by Mark Comeau, seconded by Keith Leclair, to approve the non-public, sealed minutes on January 10, 2017, and the motion carried unanimously.

Motion by Mark Comeau, seconded by Keith Leclair, to approve the Bond Hearing minutes on January 17, 2017, and the motion carried unanimously.

Motion by Mark Comeau, seconded by Keith Leclair, to approve the Bond Hearing minutes on January 19, 2017, and the motion carried unanimously.

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

Tom Gonyea asked that the Deliberative Session #1 booklet be mailed to each town resident. Karen Lessard told Mr. Gonyea that books were available at the school, town hall, online and at the Deliberative Session. She said they are not generally mailed, nor are they in other communities. The Board will discuss the possibility of a mailing next year.

REPORTS

Reports of Administrators

Reports of the Administrators were reviewed.

Dr. Littlefield explained the publicity surrounded the Governor's mandate regarding full-time kindergarten students. Dr. Littlefield stated that kindergartners are currently considered ½ FTE, and under the proposed mandate, they would be considered 1 FTE. This would benefit only economically challenged communities that have full-time kindergarten. Referring to the partnership with SNHU, Maureen Murgo asked Marge Polak if there were any reduced costs for SAU#15 educators, to which Marge said they are in discussions about it. Samantha Belcourt asked how health curriculum is incorporated into the curriculum. Marge stated it is currently a combination of classroom teachers, Science, and Guidance. Sam Belcourt asked if Guidance will be involved more in the future. Cheryl Lynch stated that they will be. She also stated that the 8 standards were updated in 2007 and curriculum covers just about every standard. A presentation will be made at the May meeting for the Board to understand the health curriculum better. Mark Comeau noted that Spanish is going well and asked how results compare to other sending schools. Lori stated she did not have that data, but that Senora Pope gives the Pinkerton mid-term exam. Samantha Belcourt reviewed Anne McSweeney's report and asked for clarification of the student numbers. Anne said it was projections. Maureen Murgo noted that the ratio for students with IEP's is high, but also noted that the ratio of case managers to students is low. Maureen stated that it is imperative for Special Educators attend meeting's involving their students when referring to a sentence in Anne's report saying they 'attend when possible'. Anne stated that they are continually working on scheduling with Lori Collins. There will be a Co-teaching presentation by Anne McSweeney and Lori Collins at the April meeting. Sam Belcourt asked why transportation is over budget, to which Anne stated it was a move-in who is attending a Charter School. Referring to the amount of days Blizzard Bags have

already been used this year, Alan Villeneuve asked how payments to Auburn paraprofessionals who work at Pinkerton are made. Anne McSweeney stated payments are made quarterly by the Auburn School District to Pinkerton Academy. Dr. Littlefield said this will be discussed at the next quarterly meeting. Samantha Belcourt asked Cheryl Lynch if Guidance visits each class, to which Cheryl stated that they do. Sam asked if anyone from the Special Ed team is on the Homework Committee, Cheryl stated that Amanda was at a meeting. Maureen Murgo asked how homework could be streamlined for special ed. students. Anne McSweeney said they try to connect what's happening in the classroom, but that special ed. students in pull-out get different homework when it's appropriate to do so. Maureen Murgo asked Cheryl Lunch if there are actionable items for K-3 in reading this year versus next year, to which Cheryl stated that small reading groups and at-risk students get extra even if it is short practice. They are working on fluency and decoding. Alan Villeneuve stated that the Board wants to see how differentiation of reading instruction for the older students is being accomplished by teachers. Keith Leclair would like to see a presentation on how concrete differentiation is being provided into the classroom daily. Mark Comeau asked how many classes don't have a dedicated W. A. P., to which Lori Collins said 5 or 6 did not. Discussion ensued relative to Comcast Business and fiber. Discussion ensued relative to ChromeBook inventories and tagging of equipment. Mark Comeau asked if there was a way to negotiate a lower insurance rate for a longer-term contract. He said he's concerned with damage and failures. Alan Villeneuve stated that the damages of the upperclassmen's equipment may be in line with their hours of use. Lori Collins said they will be going with Lenovo's in the future as they seem to be more durable. There are discussions ongoing about having parents purchase insurance, but this will be brought before the Board in a formal presentation in the future.

Mark Comeau asked that Joint Maintenance with the Town be added an agenda item be added.

Budget

Nothing to report.

NHSBA

Samantha Belcourt stated that she attended the meeting on January 21 at which the Hooksett School Board made a nice presentation as they were awarded School Board of the Year. Sam said there was a lot of participation at this meeting and that the presentation by Mark Dolan, Strategic Planning Facilitator was very good as well.

SERESC

Mark Comeau reported that SERESC has chosen to close the conference center and have found a catering company on an as-needed basis. He said the core business continues to thrive, but that there is no longer a need for the real estate that is weighing heavily on the finances.

Technology

Samantha Belcourt reported that there will be a meeting on February 23. The committee will do a Board presentation in April. They continue to review the plan.

Master Planning Committee

Keith Leclair asked the Board's opinion as to whether they should have another public input session regarding the addition/renovation project. It was decided they would not.

PTA

Maureen Murgo stated Reflections has wrapped up, the Artist in Residence was successful, and that the Color Run is scheduled for April 9.

Municipal Maintenance

Mark Comeau said that the scope of Joint Facility Maintenance with the town has focused on the Auburn School District Maintenance Director providing services for the school and town. This would include the Town Hall, Highway Garage, Police and both Fire Stations. He would not do the cleaning, but would do minor repairs and coordinate contracted services. The town would reimburse the school district \$17,331 for his services which would be 8 hours a week over his regular 40 hours. Considerable discussion ensued regarding time spent out of the building if there were to be an addition/renovation. Since this wouldn't be in the budget until next year, the Board decided there was no need for the Board to take action at this meeting.

NON-PUBLIC SESSION: RSA 91-A:3 Section II (a-h) if needed

At 7:25 p.m., motion by Mark Comeau, seconded by Keith Leclair, to enter into Non-Public Session RSA 91-A:3 Section II (c). A roll call vote was taken. With all in favor, the motion carried unanimously.

The Board reconvened into a public session at 7:50 p.m.

Motion by Keith Leclair, seconded by Mark Comeau, to accept the proposal for the change in insurance for non-AEA staff as discussed in non-public session, and the motion carried unanimously.

Motion by Keith Leclair seconded by Maureen Murgo, to seal the non-public minutes of February 14, 2017, and the motion carried unanimously.

PERSONNEL

Nothing at this time.

OLD BUSINESS

Goals Status Update

Samantha Belcourt would like to see the goal for Improvements to the School Board Communication with the SAU and Collaboration start to show activity.

NEW BUSINESS

Director of Student Services Search

Dr. Littlefield stated that the process and begun and a timeline is in place. The position was posted today and have already seen activity. A screening committee will be established and will be comprised of 2 School Board members, 3 Teachers, 1 Support Staff member, 3 Parents, Principal Lori Collins, and Assistant Superintendent, Marge Polak. Dr. Littlefield will come before the Board with a candidate at the April meeting.

2017/2018 Calendar Review/Discussion

The Board reviewed the draft calendar for 2017/2018. Dr. Littlefield stated that this calendar mirrors the 2016/2017 calendar. Motion by Keith Leclair, seconded by Mark Comeau to accept the 2017/2018 calendar as presented, and the motion carried unanimously.

Alan Villeneuve stated that because of the high number of cancellation days this year, the negotiating team must meet with the AEA.

Changes to Handbook

Lori Collins explained the proposed changes to the Handbook with regard to National Junior Honor Society. She said the intention is to lower the number of invitees.

Motion by Keith Leclair, seconded by Mark Comeau, to accept the proposed changes to the Handbook as presented, and the motion carried unanimously.

2016/2017 Financial Update

Karen Lessard gave a financial update, asking if the Board wanted her to stop approving purchase order requests. Alan Villeneuve stated that he was not in favor of freezing spending at this time, but for Karen to be 'cautious' of expenses.

Review of Expenditure Manifest and Action Relating Thereto

Motion by Keith Leclair, seconded by Mark Comeau, to move the February 14, 2017 manifest in the amount of \$1,788,489.65, and the motion carried unanimously.

Budget Adjustments

There were no budget adjustments.

Policies-2nd Reading

Policies IHBAA, IHBAA-R, IMDA, JCA, JJJ, KB and KLG were reviewed. No changes were made to these during the 1st Reading.

Motion by Mark Comeau, seconded by Samantha Belcourt to approve the policies as presented, and the motion carried unanimously.

INFORMATIONAL ITEMS AND CORRESPONDENCE

Enrollment Reports

Policy BEDG-R

Approved Pinkerton 17/18 Calendar

ADJOURNMENT

Motion by Mark Comeau, seconded by Maureen Murgo, to adjourn the meeting at 8:32 p.m., and the motion carried unanimously.

The next regularly scheduled Auburn School Board Meeting is Tuesday, March 14, 2017 at 6:00 p.m. at Auburn Village School Media Center.

Respectfully submitted,

Rebecca SJ McCarthy
Recording Secretary