

KEENE BOARD OF EDUCATION
Meeting Minutes

DATE: December 8, 2009

LOCATION: Keene High School Large Group Instruction Area, 43 Arch Street, Keene, NH

CALLED TO ORDER: 6:30 p.m.

TIME ADJOURNED: 8:50 p.m.

BOARD MEMBERS PRESENT:

- Ms. Kathleen O'Donnell, Chair
- Mrs. Carol Brown
- Mrs. Kristin Blais
- Mr. Carter Chamberlin
- Mr. Chris Coates, arrived @ 6:44 p.m.
- Mr. Neil Donegan
- Mr. Carl Panza
- Mr. Donald Parker
- Mrs. Amy Speas

ADMINISTRATORS PRESENT:

- Mr. Tom Remillard
- Mr. Wayne Woolridge, Co-Superintendent of Schools
- Mr. John Harper, Business Administrator
- Ms. Catherine Reeves, Director of Special Education
- Mr. Paul Cooper, Director of Human Resources

OTHERS PRESENT:

- Mrs. Dru Fox, Stenographer
- Ms. Sarah Palermo, Keene Sentinel Reporter
- Mrs. Chris Weeks, Public Information Coordinator
- Members of Public (11 including reps)

Ms. Kathleen O'Donnell called the meeting to order at 6:30 P.M.

Public Hearing
Acceptance of "Acceptable Use Policy"

Mr. Wayne Woolridge introduced the Acceptable Use Policy and explained the necessity for a public hearing. Mr. Chris Carreira presented the three acceptable use policies and provided rationale behind the need for three; elementary schools, middle school and high school and career center. He provided additional information on the district's very sophisticated filtering system and recommended further work to include cyber bullying.

1. Public Input

Mr. William Harris, Benjamin Franklin School Principal and representative of the elementary school principals read a statement urging the board to take no action on the proposed policy IIB – Class size.

Ms. Maureen Meyer, POB 348, Stoddard, NH, co-president of the KEA, read a statement on proposed class size guidelines and then spoke in depth about the proposed 2010-2011 calendar. Ms. Meyer brought up conflicting dates with the Cheshire Career Center and other sending school calendars and its affect on the program. She spoke against taking any action on the calendar and urged the board to send it back to the committee for further review.

Mr. Tom Fowler, 3 Worcester Street, spoke against the proposed calendar and explained that Cheshire Career Center students from sending towns would lose 23 days of instruction. He brought up state competency issues and urged the board not to exclude these students and to delay their vote.

Ms. Beth Zinn, 242 Church Street spoke against taking action on policy IBB–Class Size and asked the board to take more time to review this policy.

Ms. Jane Graves, 4 Kings Lane spoke against approving the 2010-2011 March calendar.

Mr. Jim Logan, 19 Evergreen Avenue spoke against the March calendar and asked for the vote be to be delayed. He explained that the towns are on board, but they need time to work things out and said as part of our regional agreement we should discuss the calendar with them.

Ms. Jennifer Antosiewicz, 24 Forestview Road spoke against the March calendar.

Ms. Nancy Eddy, 110 Farr Road, West Chesterfield, representing the middle school team and the teachers union at Chesterfield School, spoke against adopting the March 2010-2011 calendar and gave health and holiday reasons for her recommendation.

Ms. Madeline Ullrich, 21 Capon Road, and Westmoreland School Board Member, spoke against the March calendar and some of her reasons were, dismal weather, aligning vacation with other family and creating a longer gap in the summer.

2. Consent Agenda

a. Agenda Item #3, Approval of Minutes: Regular Meeting, November 10, 2009

b. Items Recommended by Committee Chairs

1. Approve the fee waiver request from Monadnock Developmental Services for Camp Journey – *Building Facilities*

2. Approve the December 1, 2009 Financial Report - *Finance*

Mr. Neil Donegan made a motion to approve the items listed on the Consent Agenda. Mrs. Carol Brown seconded. Vote taken, motion unanimously passed.

3. Approval of Minutes

a. Regular Meeting, November 10, 2009

4. Report of Student Representatives

None

5. Report of Board Chair – Ms. O’Donnell

Tutor plan – Ms. Cathy Reeves reports no change in the number of tutors. 133.

Differentiated Learning – Mr. Wayne Woolridge reports no update at this time and that this is now part of the budget process. Ms. Speas asked about National Junior

Honor Society and Mr. Woolridge said he would ask Mrs. Frazier to contact Board members.

Administrative Task Force – Mr. Woolridge reports there will be a lengthy presentation to the Board at a special meeting next Tuesday, December 15, 2009 at 6:30 p.m.

Marketing Committee – Mr. Neil Donegan announced HG Johnson Real Estate is handling the sale of the old middle school building and that they have shown the property once. He reports things are progressing with the sale and that two historical issues have surfaced. Mr. Donegan explained that the issue was triggered due to the wetland application for the new site and the archeological find at the new site. He said it will cost \$10,000 for the study of the Washington Street property and that Monadnock Archeology has completed Phase 1 and is beginning Phase 2 to determine whether there is any other archeological significance on the site. He described the traces that were found and stated if more are found then further steps will be determined at that time. Mr. Donegan continued by talking about general contractors at the new site, looking at a series of subcontractors, drawings will be complete by January 12th and bids going out by February 2nd.

34 West Street – Mr. John Harper reports a plot plan to be presented at the December 21st SAU meeting.

Royal Avenue – nothing to report.

Negotiations – Mr. Neil Donegan reported the KAPS meetings are going very well and he is confident to have an agreement shortly and that this has been a great group to work with.

Tutor – Mrs. Carol Brown reported for Mr. Chris Coates that a series of meetings have been held and things are moving forward.

Ms. Kathleen O'Donnell announced that a retreat has not yet been scheduled due to conflicting schedules and that it will be scheduled early next year.

6. Report of Co-Superintendents

Mr. Wayne Woolridge offered congratulations to the numerous scholar athletes and listed the top spot in each sport individually. He reported an award dinner at Olive Garden going to the girl's varsity cross country team, second place going to girl's varsity soccer, all state chorus and band, the KHS HAT club, KMS Red Ribbon Week, winners of the VFW Essay Contest, December 18th health clinic at KMS, Wheelock School's Dawn Symonds and Kristy Symonds white board presentation, Mr. Woolridge's BLOG, December 21st SAU meeting and agenda items, and provided a legislative update which included a temporary suspension of building aid for new projects, the task force being charged with developing a performance-based accountability system, and the 2010 NHSBA Delegation Assembly resolutions. Mr. Woolridge spoke briefly about the procedure to determine school closings.

7. Report of Secretary

None.

8. Report of Standing Committees

a. Buildings, Facilities and Ancillary Services

Mr. Chris Coates reports nothing further to add because the motions were already covered in the consent agenda items.

b. Education Committee

Mrs. Carol Brown announced no report other than the calendar issue and she expressed her surprise at the late input from staff and administration at this point. She spoke to the issue of the towns not being solicited. Mr. Neil Donegan spoke against approving the 2010-2011 March calendar and expressed his disappointment in the process. Mr. Donegan apologized for the inadequate research and the neglect of obtaining input from the sending towns. Ms. Kathleen O'Donnell shared his frustration and concern. Mrs. Amy Speas spoke to the delay with administration coming forward; the basis for the proposed calendar, the survey that was conducted, and the research completed and again, reiterated her surprise with the career center report. She requested further input directly from teachers.

Mr. Carl Panza questioned the results of the survey being the basis for the change in the calendar and discussion ensued on parent, teacher and committee participation and membership.

Mr. Woolridge provided a review of the whole process beginning back in May when the education committee took up the issue and ending with the committee's findings and recommendation. Mr. Woolridge suggested deferring any action from the board given the issues being brought up this evening.

Mrs. Kristin Blais wondered if some of the data was lost in translation. Mrs. Carol Brown suggested the committee's work failed and further discussion took place pertaining to the untimely issues being raised, the ability for input all throughout the process, the fact that the towns usually wait until Keene's calendar is set before creating their calendars and last year's calendar.

Consensus from the board is to table the issue until administration has had an opportunity to speak with the sending towns, SAU #38 and SAU #60 and a solution has been addressed. Mr. Parker expressed frustration after having attended every committee meeting pertaining to the calendar and asked for a clear and precise recommendation for the next meeting.

c. Finance Committee

Mr. Neil Donegan made a motion that the Keene School Board of Education direct the administration to include in the proposed 2010 annual meeting warrant, an expendable trust fund for the purposes of school building repair and maintenance, with the trust fund to be funded by unencumbered expenditure surplus dollars from the Fiscal Year 2009-2010, if any, up to an amount of \$100,000. Mrs. Carol Brown seconded. Vote taken, motion unanimously passes.

Mr. Neil Donegan made a motion that the Keene Board of Education authorizes the 34 West Street sale process, as outlined in the memo to the Finance Committee 12/1/09, and approve expenditure not to exceed \$1,800.00 to update the original appraisal of the property in the spring. Mrs. Carol Brown seconded.

Mr. Neil Donegan spoke about the intent to market this property and sell is as soon as it is appropriate and that this beings the process to do so.

Vote taken, motion unanimously passes.

Mr. Neil Donegan made a motion that the Keene School Board of Education direct the administration to continue discussion with the City of Keene to effectuate transfer of the Carpenter Street property to the City with the restriction that the property be kept as a playground and to report to the Finance Committee as soon as possible regarding those discussions.

Ms. Kathleen O'Donnell spoke about the covenant with the City and that the district can never sell the property.

Vote taken, motion unanimously passes.

Mr. Neil Donegan made a motion that the Keene School Board of Education direct the administration and construction support staff to address with the City of Keene its recommendations for road and highway improvements made necessary by the new Middle School, and to commence negotiations regarding the source of payment of any costs, and to report to the Finance Committee as soon as possible regarding the recommendations and costs.

Mr. Neil Donegan introduced and read aloud the following:

UNION SCHOOL DISTRICT OF KEENE, NEW HAMPSHIRE
Resolutions of School Board Authorizing Issuance of Bond Anticipation Notes
December 8, 2009

WHEREAS, the Union School District of Keene (the "District") has approved the issuance of bonds (the "Bonds") for the construction of a new school and related improvements (the "Project"); and

WHEREAS, the District is planning to issue the Bonds to finance the Project during the middle part of 2010; and

WHEREAS, the District requires certain for the construction and development of the Project prior to the time that the Bonds are planned to be issued and, in this regard, desires to authorize the District to enter into certain interim financing arrangement, as more specifically described below:

NOW, THEREFORE, in consideration of the foregoing, it is hereby:

RESOLVED: that the District is hereby authorized to borrow up to EIGHT MILLION DOLLARS (\$8,000,000) to provide interim financing for the Project through the issuance of Bond Anticipation Notes (the "Notes") to be sold to People's United Bank dba Ocean Bank (the "Bank"), which Notes (i) shall bear interest at an annual rate of not more than 2.26%; (ii) shall mature on or about July 30, 2010; (iii) shall provide that the proceeds thereof shall be made available to the District by the Bank on a line of credit basis; (iv) shall be subject to prepayment without penalty or premium; and (v) shall include such other terms and conditions as are deemed to be in the best interests of the District by its Business Administrator; and

RESOLVED: that all actions heretofore taken by the District consistent with the foregoing are hereby ratified and confirmed.

Mr. John Harper explained that this is necessary to begin the second phase of funding for the new middle school, which will bring us to next July and into the early stages of construction.

Mrs. Carol Brown seconded. Vote taken, motion unanimously passes.

Ms. Kathleen O'Donnell announced the January 2, 2010 first budget session and talked about the importance of these meetings. She emphasized that the first two Saturday meetings of each year are the most important ones to attend.

d. Personnel Committee

Mr. Carter Chamberlin spoke about the current study of Keene School Board Policy 4119-Reduction In Force and looking at other policies to update and refresh language.

e. Communications Committee

Mr. Donald Parker announced the next meeting would precede the full board meeting on December 15th.

f. Policy Ad Hoc Committee

Mr. Neil Donegan made a motion to approve Keene School Board Policy FEH: Clerk of the Works. Mrs. Carol Brown seconded. Mr. Donegan talked about page 2 and page 3 administrative procedures to accompany the policy, which are depicted in yellow, and stated that although there is more work to do on the procedures, it is appropriate to pass the policy without the procedures.

Vote taken, motion unanimously passes.

Mr. Neil Donegan made a motion to approve Keene School Board Policy IIB: Class Size. Mrs. Carol Brown seconded.

Mr. Donegan spoke in favor of the motion. Discussion ensued around the previous set being only guidelines, the "strive to achieve" language inserted, minimum and maximum numbers, the need to take or not to take action tonight, the committee's work on updating the policy, the lack of attendance at the committee meeting in which it was discussed, state standards and averages and the role this issue will play in the upcoming presentation of the Task Force Study.

Mrs. Carol Brown spoke in favor of passing the policy given the fact that the committee has done its work and there were ample opportunities to bring forward any issues. Ms. O'Donnell echoed that sentiment.

Vote taken, motion passes with a vote of 7-1 with Mrs. Kristin Blais voting no.
The next Policy Ad Hoc Committee meeting will be held December 21st.

9. Reports of Special Committees

a. The next NHSAU School Board meeting to be held December 21st after the Ad Hoc Policy Committee meeting.

b. Cheshire Career Center Advisory

None.

c. NH School Boards Association

Mr. Carl Panza reported on several topics: the calendar, the delegate assembly, an update on the retirement fund issue and the ongoing lawsuit, state funding for building aid, and the competition for the award of available stimulus money. Mr. Woolridge further explained the opportunity and possibility of 8 years of funding. Discussion ensued on the competitive nature of the funding and the creation of a program that will specifically meet the criteria.

Mr. Panza announced there is an update posted every Friday on the website and he then talked about and read aloud all of the new and revised policies coming before the association for review.

d. Liaison Reports

Mrs. Kristin Blais talked about the Fuller School Association meeting; the holiday store, wreath sales and the after school program “Kid Robics”.

Mrs. Amy Speas reported attending Keene High Schools Pack meeting where parents, advisory committee members and principal, Alan Kmiel, meet informally. She commended Mr. Kmiel and Mrs. Farmer for their sports achievement awards.

Mr. Neil Donegan talked about visiting Wheelock School along with Mr. Panza and interviewing with the committee selecting a New Hampshire Elementary School Principal and announced that Mrs. Gwen Mitchell is one of the finalists for the award.

Mr. Donald Parker applauded last Saturday’s craft fair at Jonathan Daniels School.

10. Old Business

None.

11. New Business

The three new acceptable use policies will be discussed at the SAU meeting on December 21st.

Ms. O’Donnell introduced the idea of meeting with city officials as new members join the school board and new people assume city positions for the purpose of fostering and building school and city relationships.

12. Resignations

None.

13. Nominations/Election of Staff

None.

Mr. Neil Donegan made a motion to move the meeting into Non-Public Session according to RSA: 91-A:3. Mrs. Amy Speas seconded. Role call vote taken, Mr. Carl Panza-yes, Mr. Donald Parker-yes, Mrs. Carol Brown-yes, Mr. Neil Donegan-yes, Ms. Kathleen O’Donnell-yes, Mr. Carter Chamberlin-yes, Mrs. Amy Speas-yes and Mrs. Kristin Blais-yes.

Approved by

Keene Board

of Education:

January 12, 2010

Dru Fox

Stenographer

William B. Gurney, Co-Superintendent of Schools

Meeting moved into Non-Public Session by a unanimous role call vote at 8:17 p.m.

