

NHSAU 29 School Board Meeting
NEW HAMPSHIRE SCHOOL ADMINISTRATIVE UNIT 29
John W. Day Educational Center
34 West Street
Keene, New Hampshire 03431
PHONE: (603) 357-9002 FAX: (603) 357-9012
WEBSITE: www.sau29.org

COMMITTEE: Annual Meeting of the New Hampshire School Administrative Unit 29

DATE: May 23, 2011

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

CALLED TO ORDER: 7:00 p.m.

TIME ADJOURNED: 9:25 p.m.

BOARD MEMBERS PRESENT:

- | | |
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| <p><u>TOWN:</u></p> <ul style="list-style-type: none">• Chesterfield | <p><u>PRESENT:</u></p> <p>Ege Cordell
Judy Idelkope
Jamie Card</p> |
| <ul style="list-style-type: none">• Harrisville | <p>Pam Thayer
Jack Calhoun</p> |
| <ul style="list-style-type: none">• Keene | <p>Kathy O'Donnell (left 8:00 p.m.)
Neil Donegan (left 8:00 p.m.)
John Stewart
Carl Panza, Vice Chair
Ann Szot
Kristin Blais (arrived 8:15 p.m.)</p> |
| <ul style="list-style-type: none">• Marlborough | <p>Mike Briggs, Chair</p> |
| <ul style="list-style-type: none">• Marlow | <p>Stephanie Tickner (arrived at 7:04 p.m.)</p> |
| <ul style="list-style-type: none">• Nelson | <p>Kelly French
Allison Aldrich</p> |
| <ul style="list-style-type: none">• Westmoreland | <p>Tina Fletcher</p> |

OTHERS PRESENT:

- Wayne E. Woolridge, Co-Superintendent
- William B. Gurney, Co-Superintendent
- Paul R. Cooper, Director of Human Resources
- John Harper, Keene and SAU Business Administrator
- Catherine Woods, Director of Special Education
- Tim Ruehr, Business Administrator-Towns

1. Introductions – Chairman Briggs called the meeting to order at 7:00 p.m. and introductions were made by members of the 7 boards present.

2. Approval of Minutes –

Chairman Briggs asked the board for approval of the minutes of the December 20, 2010 Public Hearing and Meeting.

MOTION: Mr. Jack Calhoun moved to approve, Mr. Neil Donegan seconded. A unanimous voice vote in favor was taken. The minutes of December 20, 2010 were approved as printed and distributed.

3. Reports from Individual Boards -

Chesterfield

- Ad hoc committee formed to address portable classroom units
- Engineering study done relative to enrollment
- Destination Imagination team moved on to competition in Tennessee

Harrisville

- Declining enrollment numbers result in higher cost per pupil
- Taxpayers passed budget
- Anticipating staff negotiations this fall
- Current enrollment – 51, projecting 49 for next year
- Made AYP this year
- Offering choice program for students outside of Harrisville \$4,900/year includes before and after school program
- Before and After school program doing well – students from Harrisville, Nelson, Marlborough and Dublin elementary school attend
- 5k fundraiser on June 19 and July 3 fundraising breakfast for Before and After School program
- End of May, 25th anniversary of NH Dance Institute (NHDI) taking place at Keene State College
- Jack Calhoun’s last SAU meeting – effective June 30 resigning after 12 years on the Harrisville School Board
- Will also need to step down from the NH LGC – important for someone from the SAU to take on this role in determining how health insurance rates are set

Keene

- New KMS opening in fall or late summer, staff excited
- Keene High School discussing block scheduling
- “Pink slipped” two dozen teachers due to uncertainty around state funding, should know more by June 2
- Elementary Ad Hoc Advisory Committee continues to study the configurations of space and enrollment at the Keene elementary schools
- Studying programs for high performing students – looking to enhance programming for students through 8th grade
- KBE named NH School Board of the year, will be presented award at the NH “EDies” (NH Excellence in Education awards) on June 4

Marlborough

- Passed teachers' contract
- Support from local taxpayers
- No changes in staff – able to increase several part-time positions to full-time for next year

Marlow

- Enrollment for next year anticipated to remain same (38)
- 2 new kindergarteners enrolled for fall
- Town of Marlow celebrated 250th anniversary with a student/community art project
- Options Committee has met to come up with ideas for dealing with declining enrollment – decided to stay the course for now
- Eagle Scout working on a project on school grounds this summer to build an outdoor learning pavilion for students

Nelson

- Nominated as one of 3 Blue Ribbon schools in the state – will not be moving on to the national level as the committee selected a Nashua school as they wanted a larger school to represent New Hampshire
- Interviewing for a new special education teacher, all other staff returning next year
- Anticipated enrollment for 2011-2012: 25 -27
- Good public support despite high per pupil costs due to declining enrollment
- Auction was a successful fundraiser to build a greenhouse at the school

Westmoreland

- No longer a school in need of improvement (Special Education - Math)
- Soccer team participating in a tournament in October
- New England Patriots player Matt Light visited the school thanks to a raffle won by a school family
- Two bell choirs are part of the arts program, talent show and spring concerts well attended
- Summer construction to relocate principal and secretary's offices to the special education section (and vice versa) giving school office better security and SPED additional space
- Principal Chris Morris has tendered his resignation effective June 30, 2011, search committee ongoing

Ms. O'Donnell (*Keene*) spoke to acknowledge the years of service to the NHSAU 29 School Board by outgoing Harrisville School Board member, Jack Calhoun. Ms. O'Donnell noted that when she joined the Keene Board, Mr. Calhoun was chair of the NHSAU 29 board during a particularly difficult year for the SAU and noted the professionalism and poise Mr. Calhoun brought to the position.

4. Election of SAU Officers, 2011 - 2012

Mr. Woolridge reminded the board that the chair and vice chair are rotated between Keene and towns. It is the Keene's turn as chair and the town's for vice chair. The current Vice Chair (Mr. Panza, KBE) becomes Chair and the board needs to nominate a town member as Vice Chair.

MOTION: Chair – Ms. Kathy O’Donnell placed Mr. Carl Panza, Keene Board of Education member in nomination as Chair of the NHSAU 29 School Board for 2011- 2012. Mr. Jack Calhoun seconded.

There being no additional nominations by a unanimous voice vote in favor, Mr. Carl Panza was declared elected as chair.

MOTION: Vice Chair – Mr. Jack Calhoun placed in nomination Mr. Earl Horn, Harrisville School Board member, as Vice Chair of the NHSAU 29 School Board for 2011- 2012. Mr. Neil Donegan seconded.

There being no additional nominations by a unanimous voice vote in favor, Mr. Earl Horn was declared elected as Vice Chair.

5. Financial Report – Mr. Harper

Mr. Harper distributed the financial report (Fiscal Year 2010-2011).

Mr. Harper highlighted the following items in review of the financial report:

- The net available balance is \$106,661
- \$8,690 in available revenues
- The majority of the SAU budget is comprised of salaries and benefits
- Health insurance premiums came in lower than what was budgeted
- Technology expenditures also came in lower than anticipated
- Minimal expenditures anticipated for 34 West Street with the sale of the building being imminent
- Mr. Harper anticipates a public announcement regarding the sale of 34 West Street in the next couple of weeks
- Next year’s budget reflects reductions in line items with lower than budgeted expenditures over the previous couple of years (e.g. advertising) due to a change in manner of conducting business from the past
- Any surplus at the end of the year is applied as a credit to reduce member district assessment for 2012

MOTION: There being no questions, Mr. Jack Calhoun moved, Mr. Neil Donegan seconded, that the NHSAU 29 School Board accept the financial report of the SAU, as of May 23, 2011, as presented by the administration. By a unanimous voice vote in favor, the motion carries.

a. Certify Apportionment of Salaries and Benefits for 2011 – 2012 – Mr. Harper

Mr. Harper distributed and reviewed a memo dated 5/23/11 in regard to salary and benefit apportionments for fiscal year 2011-2012. The information provided in the memo represents information apportioned as part of the SAU budget process in November and December 2010.

The information is provided as per R.S.A. 194-C:5 III which states that “ the school board of each school administrative unit shall fix the salaries of all school administrative unit personnel, shall apportion the expense of the salaries and benefits among the several districts, and shall certify the apportionment to their respective treasurers and to the state board of education.”

MOTION: Mr. Carl Panza moved, Mr. Neil Donegan seconded that the NHSAU 29 School Board certify apportionment of salaries and benefits for 2011-2012. There being no discussion, by a unanimous voice vote in favor, motion carries.

6. Report of the Co-Superintendent of Schools – Mr. Wayne Woolridge

Good Evening, I am honored to present the State of the Schools for the 2010-2011 school year. This is an opportunity to summarize accomplishments of the past year as well as to take a moment to outline the challenges ahead. Despite the many challenges that were a result of a poor economy and reductions in state revenue, all seven districts in SAU 29 passed their budgets, contracts and bonds. This was an amazing accomplishment. Certainly many of our neighboring districts are envious of our success. This strong level of community trust stems in large part from your willingness to work hard and for us to collectively communicate successes and plans for continuous school improvement.

We should also celebrate the opening of the new Marlborough School and the successfully renovated Westmoreland School. Thanks to our business department the bond for Westmoreland School was sold at 2% for five years.

The Business Department successfully arranged interim financing for the early stages of the Keene Middle School building project which allowed the District to only budget for a half-payment in 2010-11. The KMS Bond came in at 4.4% well under the 6.5% we projected when the bond passed.

Thanks to our Boards and our HR Department, with help from our business department we were able to successfully negotiate and pass four contracts this past year; Keene Education Association, Marlborough Education Association, Keene Paraprofessionals, and the Chesterfield Support Staff. Each of these contracts added two new medical benefit plans and significantly reduced the individual boards’ contributions to the medical plans over the life of the contracts. Each contract was acceptable to the voters on the first vote.

Of particular note in the Keene Education Association contract is the creation of a competency based salary schedule that will go into effect during the final year of this contract. This schedule accomplishes several things; it creates a salary ladder that incents staff towards National Teacher Certification and increased responsibility, it provides teachers a career path, and it eliminates the jump step.

Wonderful things have happened in all of our schools this past year.

CHESTERFIELD

- IMPLEMENTED A MENTOR PROGRAM FOR K-3 STUDENTS IDENTIFIED BY TEACHERS AS NEEDING EXTRA SUPPORT AND ATTENTION. THE PROGRAM IS GRANT FUNDED BY THE CHESTERFIELD PUBLIC SCHOOL FOUNDATION AND IS FULLY STAFFED BY COMMUNITY MEMBERS.

- THE CHESTERFIELD DESTINATION IMAGINATION TEAM MOVED ON TO THE GLOBAL COMPETITION IN KNOXVILLE, TN
- ON THE ANNUAL STATE ASSESSMENTS CHESTERFIELD HAD THE FOURTH HIGHEST MATH SCORE AMONG THE 14 SCHOOL DISTRICTS IN THE REGION, CHESTERFIELD STUDENTS ALSO ACHIEVED THE FIFTH HIGHEST SCORE IN READING AND THE SECOND HIGHEST SCORE IN WRITING.

HARRISVILLE

- HAS CONTINUED TO MAKE ADEQUATE YEARLY PROGRESS....ONE OF TWO SAU 29 SCHOOLS TO MAKE IT EVERY YEAR.
- HARRISVILLE TEACHERS DESIGNED AND IMPLEMENTED A SERVICE LEARNING PROJECT CONNECTING LEARNING STANDARDS TO COMMUNITY NEEDS.
- OF THE 14 AREA SCHOOL DISTRICTS HARRISVILLE STUDENTS SCORED FIRST IN MATH AND FOURTH IN READING ON THE NECAP.

MARLBOROUGH

- STAFF CONTINUE TO MAKE GREAT STRIDES IN DEVELOPING RESPONSE TO INTERVENTION STRATEGIES.
- DEVELOPED A 3-YEAR TEACHER RESIDENCY PROGRAM WITH KEENE STATE TO BEGIN IN THE FALL.
- ON THE ANNUAL STATE ASSESSMENTS MARLBOROUGH HAD THE FOURTH HIGHEST MATH SCORE (TIED WITH CHESTERFIELD) AMONG THE 14 AREA SCHOOLS. MARLBOROUGH ACHIEVED THE THIRD HIGHEST SCORE IN READING.
- MARLBOROUGH STUDENTS AND STAFF CONTINUE TO SUCCESSFULLY SETTLE INTO THE NEW SCHOOL BUILDING CELEBRATING THE OPENING OF THE SCHOOL WITH THE COMMUNITY.

MARLOW

- MADE AYP IN LANGUAGE ARTS AND MATH.
- LAST YEAR THE MARLOW STUDENTS LED THE STATE WITH A 31% GROWTH IN READING AND A 42% GROWTH IN MATH ON THE NECAP.

NELSON

- WAS IDENTIFIED BY THE NEW HAMPSHIRE DEPARTMENT OF EDUCATION AS ONE OF THREE OF BLUE RIBBON SCHOOLS. SELECTION TO THE BLUE RIBBON SCHOOLS PROGRAM HONORS PUBLIC AND PRIVATE SCHOOLS BASED ON SCHOOLS WHO'S STUDENTS, REGARDLESS OF BACKGROUNDS, ARE HIGH PERFORMING.

- NELSON HAS ALWAYS MADE ADEQUATE YEARLY PROGRESS.

WESTMORELAND

- PASSED A BOND FOR A CONSTRUCTION PROJECT SCHEDULED FOR THIS SUMMER.
- ON THE ANNUAL STATE ASSESSMENTS WESTMORELAND HAD THE SECOND HIGHEST SCORE IN MATH AND IN READING AMONG THE 14 SCHOOL DISTRICTS IN THE REGION. IN ADDITION TO THE GREAT SCORES IN READING AND MATH WESTMORELAND STUDENTS SCORED FIRST IN WRITING.

JONATHAN DANIELS SCHOOL

- MADE ADEQUATE YEARLY PROGRESS IN ALL SUBGROUPS.
- ALL JD SCIENCE FAIR WINNERS PLACED IN THE CITY COMPETITION.
- INSTITUTED A SUCCESSFUL RESPONSE TO INTERVENTION MODEL IN MATH.

FRANKLIN

- MADE SIGNIFICANT PROGRESS ON THEIR SCHOOL IMPROVEMENT PLAN.
- A FRANKLIN STUDENT PLACED FIRST AT THE STATE SCIENCE FAIR.

FULLER

- CELEBRATED ITS 75TH BIRTHDAY!
- MADE AYP IN MATH IN ALL SUBGROUPS.

SYMONDS

- IS NO LONGER A SCHOOL IN NEED OF IMPROVEMENT...SYMONDS MADE AYP FOR TWO CONSECUTIVE YEARS IN ALL SUBGROUPS.
- INSTITUTED A 'RESPONSE TO INTERVENTION' MODEL THROUGHOUT THE SCHOOL

WHEELLOCK

- MADE AYP IN READING.
- WHEELLOCK STUDENTS FOLDED PAPER CRANES FOR JAPAN INITIATING A \$200,000 DONATION FROM THE BEZOS FAMILY FOUNDATION.

KMS

- STUDENTS FROM KEENE AND THE THREE SAU TOWNS THAT SEND STUDENTS TO KEENE MIDDLE SCHOOL ARE GETTING CLOSE TO MOVING INTO A WONDERFUL NEW SCHOOL.

THERE HAVE BEEN SEVERAL CHALLENGES ALONG THE WAY BUT THE END RESULT INCLUDES:

A BOND THAT IS GRANDFATHERED UNDER THE STATE BUILDING AID PROGRAM, A MAGNIFICENT LOCATION, A HIGH LEVEL OF NATURAL LIGHT, AN ENERGY EFFICIENT HEATING SYSTEM, INTERACTIVE SMART BOARDS IN EACH CLASSROOM, APPROXIMATELY 20 CUBIC FEET OF FRESH AIR FOR

EACH STUDENT EACH MINUTE WHICH ACCORDING TO RESEARCH LEADS TO IMPROVED STUDENT LEARNING AND REDUCES ABSENCES DUE TO ILLNESS, GOOD ACOUSTICS WHICH ARE FUNDAMENTAL TO CONSISTENTLY HIGH ACADEMIC PERFORMANCE – ESPECIALLY IMPORTANT WHEN DEALING WITH STUDENTS WITH ATTENTION ISSUES, THIS SITE IS LESS PRONE TO OUTSIDE NOISE THAN THE CURRENT KEENE MIDDLE SCHOOL AND AS A RESULT SHOULD CONTRIBUTE TO IMPROVED ACADEMIC PERFORMANCE.

- THIS YEAR STUDENTS AT KEENE MIDDLE SCHOOL PLACED 1ST IN THE REGIONAL MATHCOUNTS COMPETITION.
- SEVERAL STUDENTS HAD PERFECT SCORES IN THE NATIONAL WORDMASTERS COMPETITION.
- TWO STUDENTS WERE FINALISTS IN THE NH MIDDLE SCHOOL ASSOCIATION’S WRITING CONTEST.

KHS

- FOUR YEARS AGO THE CUMULATIVE DROP-OUT RATE FOR KHS WAS 15.8% AND THE YEARLY DROP-OUT RATE 4.2%. THIS YEAR THE CUMULATIVE DROP-OUT RATE IS 5.4% AND THE YEARLY IS RATE IS 1.38%
- SEVEN JUNIOR STUDENTS WERE NAMED AS NATIONAL MERIT SCHOLAR SEMI-FINALISTS THIS MONTH.
- KHS HAS TWO NATIONAL MERITS SCHOLARS THIS YEAR, THEY ARE TWO OF 8,000 STUDENTS NAMED THIS YEAR AS NATIONAL MERIT SCHOLARS.
- KHS RAN AN INTENSIVE ANTI-BULLYING CAMPAIGN WHEREAS EACH STUDENT READ “NINETEEN MINUTES”.
- GUEST SPEAKERS WERE BROUGHT IN WHICH INCLUDED: DR. MALCOM SMITH (AUTHORED THE NH ANTI-BULLYING LAW), DR. JUSTIN PATCHIN (“BULLYING CZAR” FOR THE OBAMA ADMINISTRATION), AND JOHN HALLIGAN (CONNECTICUT FATHER WHOSE SON COMMITTED SUICIDE AFTER BEING BULLIED AT SCHOOL).

One final celebration – Congratulations to the Keene Board for having been named “New Hampshire School Board of the Year.”

Our work this past year has centered around the following strategic SAU goals:

- To Increase Student Learning,
- To Improve Efficiencies
- To be Effective Student Advocates

One of the initiatives in place and continuing to take shape related to our first goal of increasing student learning across SAU 29 is that of Professional Learning Communities or PLCs. Leadership has been shown by the SAU 29 Professional Development Committee which has made PLCs one of two multi-year goals. I believe the use of a professional learning communities approach coupled with an individual student growth model is the best, least expensive, and most professionally rewarding way for SAU 29 schools to ensure continuous improvement.

Our biggest initiative has been the articulation of a guaranteed and viable curriculum. A curriculum that is guaranteed and viable is a curriculum that we can promise will be implemented and that instructional time is properly matched with prioritized content.

At the building-level, principals have worked with our Director of Curriculum and Assessment to ensure that our student schedules meet the needs of delivering the guaranteed-and viable curriculum. She has trained principals in a tool to monitor the implementation of curriculum at the building and classroom level.

Last summer, teachers in art, physical education, and health worked hard to update these curricula. Now posted on the Internet and on our SAU 29 website, teachers and the community have access to vertically articulated content.

We are also making great strides in providing tools to partner with parents in their child's education. This year, all SAU 29 students in grades 2-10 were assessed using the NWEA Measure of Academic Progress in the fall and spring in both reading and math. Engaging in these two testing dates allows us to capitalize on important reporting software (Dynamic Reporting Suite) that measures student growth, projects NECAP proficiency, and allows teachers to better use data to inform instruction. Additionally, at the December (parent/teacher) conferences, teachers shared with parents the NWEA generated goal sheet with target scores for this spring's testing.

The MAP (Measure of Academic Progress) assessment coupled with a guaranteed and viable curriculum will enable staff to make diagnostic assessments that will drive instruction.

As you are aware, the national Common Core Standards were finalized and released in June 2010, and adopted by the New Hampshire Board of Education in July. Forty three states have adopted these common grade-level expectations. The Common Core is the precursor to the Nationwide Assessment likely to be implemented by 2014.

It is likely that Congress will complete the revision to NO CHILD LEFT BEHIND this session. President Obama's recommendations are summarized in the document "Blueprint for Reform" which is posted on the top left corner of the SAU 29 web page.

Instead of focusing on schools' ability to achieve adequate yearly progress (as required by NCLB), the blueprint sees preparing college – and career-ready students as the goal, with accountability based on student growth over time. No longer would federal law require only measurement of where students scored in a single year; instead, students would be assessed on both their status and their year-to-year growth.

Last summer open to teachers throughout SAU 29, our Guaranteed and Viable Curriculum Institutes allowed grade-level teams to interact with the new Common Core. These teams took the mandatory math and English language arts curriculum and put it into sequenced units. The standards broaden the responsibility of teaching literacy and numeracy across the curriculum.

All teachers in grades K-8 will have the chance to pilot this curriculum during the 2011-2012 school year and provide input on pacing and teacher resources (such as Everyday Math, Trailblazers, Open Court, etc.).

We have worked hard this year to implement Response to Intervention. We know from spring test scores that not all our students are realizing their academic target growth. Last year 59% of 2nd through 8th grade students across the SAU met their growth goal in reading as determined by NWEA testing and 58% met their growth goal in math. Individual student goals need to be followed for each student. We need to evaluate individual students by analyzing student performance data and we need to use that data to inform instruction. The establishment of professional learning communities is crucial to that outcome. Coupling nicely with PLCs, Response to Intervention is not dependent on a teacher resource, but rather on an established protocol at the school level. Though part of the reauthorization of IDEA, RTI is a regular education initiative that ensures that all teachers intervene when a student does not learn the information the first time.

An audit of Keene Elementary School Special Education reveals the need to have clearly-articulated, accessible regular education curriculum for teachers, administrators, special educators, student support services, and related service providers. Improving coordination between special and regular education curriculum through our new Guaranteed and Viable Curriculum and using RTI will help to address the task of addressing special education issues.

Our second goal is

- To Improve Efficiencies

First we are working with a renewed focus to ensure that across the SAU we have clear and attainable goals so that the staff doesn't have to guess what the strategic priorities are. We are working with all our principals all day on June 27th toward that end. Clear goals should Improve Efficiencies Systematically.

Each of the four contracts passed this past year added provisions that reduced paper work and increased organizational efficiencies. For example the KEA contract clarified prep time adding a provision that will allow teachers to voluntarily work (and be paid) during prep time. This will provide greater flexibility and increased course offerings at a reduced cost.

A significant accomplishment this year was the implementation of AESOP, our automated sub calling system. This system was cost neutral and has a cumulative fill rate of 96%. This system has also allowed principals and central office administrators to create reports and analyze data concerning absences and sub costs.

In the benefits area, we were able to save over \$25,000 when we took our LTD and Life Insurance business out to bid. In addition, we have been consistently generating revenue through our participation in the RDS Medicare Part D subsidy program. As of April first we have received \$105,059. We continue to refine our ESS (employee self serve) portal and will once again be doing the bulk of our benefits open enrollment electronically. As we move into the next year we will be able to do away with pay stubs completely for all KEA and KAPS members and start moving other groups in that direction through negotiations. This will translate into significant cost savings by reducing printing, postage and labor costs.

Our Director of HR is in the process of forming a committee that will look at the performance evaluation process, and will develop forms that can be used to complete the process. We have several issues that will mandate a very busy summer. First we still have a high degree of uncertainty as to the revenue our individual districts will receive from the state.

This summer in addition to the safety renovation in Westmoreland we also anticipate the completion of the Keene Middle School and the new SAU Building –That will require many components as the projects “wind down”. The construction budget must be finalized, building aid forms completed, move-ins to the new facilities accomplished and sale of the present properties closed. It should be a very busy but satisfying time with results that benefit the community for many years.

SAU 29 is in line to negotiate with nine unions next year – Keene Association of Principals and Administrators, Keene Educational Office Personnel Group, Keene Tutors, Speech/Psychs, Custodians, Harrisville Education Association, Chesterfield Education Association, Westmoreland Teachers Association, and Marlow Education Association. As the negotiations occur in the middle of the budget process period, this large a group will present an extreme challenge.

The third SAU 29 goal is to achieve greater levels of student advocacy. To that end, in December, Central Office administrators met with area Senators and Representatives where we discussed issues important to SAU 29 school districts. Senator Molly Kelly joined in this important discussion and brought insight into the legislative process and to the impact educational funding legislation would have on SAU 29 school districts. The main impetus behind this meeting was to foster the communication channels between school district administration and legislators. Issues like fulfilling the promises related to bond payments were discussed. Our discussion also covered funding sources in terms of adequacy aid (main source of educational aid), catastrophic aid (funding for most severe special education cases), and special education funding.

We anticipate continuing this open dialogue with our legislators in the future, ensuring that our voice is heard in Concord.

In addition to testifying before the state house and senate I also met with Senator Shaheen’s education representative to communicate our concerns related to the authorization of ESEA better known as No Child Left Behind. One of our concerns had to do with New Hampshire not receiving any of the 3.5 billion in Race to the Top funds. SAU 29 students would have benefited from a decision to include New Hampshire in the group for approved funding. Mr. Gurney, Ms Cargill and I also met briefly with U.S. Secretary of Education Arne Duncan on issues related to No Child Left Behind while Secretary Duncan was visiting Keene State College. I spoke to him about our belief that we should move to a student growth model to determine school Adequate Yearly Progress.

We have tried to keep our communities aware of state and federal legislation initiatives that will help solve problems or create problems. We have used Board reports, annual reports, blogs, radio and television to communicate our concerns.

Based on our track record this past year our communities truly support our schools. I believe we must not become complacent – our support will be strong only as long as we do our best to create schools that provide a safe and productive school environment.

I am convinced as long as we continue to put students first, while being fiscally responsible our school communities will continue to support our work.

The Central Office staff, Bill and I thank you for your hard work on behalf of these students.

It continues to be a privilege to serve you.

7. Adoption of the Manual of the Board, 2011-2012

Mr. Woolridge stated that the manual of the board speaks to the bylaws of the organization and that the administration does not recommend any changes at this time. The manual was first established in 1973 and last revised in 1995. The manual continues to meet the needs of the organization.

MOTION: Mr. Jack Calhoun moved, Mr. Neil Donegan seconded, that the NHSAU 29 School Board reaffirm the Manual of the Board for 2011 - 2012. By a unanimous voice vote, the motion carries.

Mr. Panza asked when the last revision took place. Mr. Woolridge stated that within the last couple of years several policies have been updated but there has not been a broader revision since 1995. Mr. Woolridge stated that he and Mr. Panza can talk about moving forward with policy revisions in the near future.

8. New Business

- a. Authorization for Superintendent of Schools/Business Administrator to Sign Any and All Contracts, Grants-in-Aid, etc.

MOTION: Mr. Jack Calhoun moved, Mr. Neil Donegan seconded, that the NHSAU 29 School Board authorize the Business Administrator and the Co-Superintendent of Schools, or their designee, to sign all necessary documents entered into by NHSAU 29 and that this authorization be for the ensuing fiscal year (2011-2012) or until the Board takes other action. By a unanimous voice vote, the motion carries.

- b. Reaffirmation of Existing Policies

MOTION: Mr. Carl Panza moved, Mr. Neil Donegan seconded, that the NHSAU 29 School Board reaffirm its existing policies for the 2011-2012 school year. By a unanimous voice vote, the motion carries.

Ms. Tina Fletcher (*Westmoreland*) noted that it is helpful that school district policies are now posted online.

- c. Appointment of Legal Counsel for SAU 29

Mr. Woolridge nominated Attorney Gordon Graham of Soule, Kidder, Sayward & Loughman, PLLC as legal counsel for SAU 29 for the 2011-2012 school year. Mr. Woolridge further stated that we have nominated the same firm for the past five years and that Attorney Graham has represented the SAU in the past and he and his firm offer a proven record of experience with education law. Soule, Leslie, Kidder, et al is a medium size law firm representing New Hampshire school districts from the Massachusetts border to the Canadian border. The law offices are located in Salem and Wolfeboro, New Hampshire.

MOTION: Ms. Kelly French moved, Mr. Carl Panza seconded, that the NHS AU 29 School Board appoint Attorney Gordon Graham as legal counsel for the SAU for the 2011-2012 school year. By a unanimous voice vote, the motion carries.

d. Appointment of NHS AU 29 Treasurer

Mr. Woolridge nominated Mr. Daniel Antosiewicz as SAU Treasurer noting that he has been the treasurer for a number of years. Mr. Harper stated that Mr. Antosiewicz is the Keene School District Treasurer and does not receive a stipend to perform duties for the SAU.

MOTION: Mr. Carl Panza moved, Mr. Neil Donegan seconded, that the NHS AU 29 School Board appoint Mr. Daniel Antosiewicz as treasurer for the SAU for the 2011-2012 fiscal year. By a unanimous voice vote, the motion carries.

e. Central Office Administrative and Hourly Ranges 2011-2012

MOTION: Mr. Jack Caloun moved, Mr. Neil Donegan seconded, that the NHS AU 29 School Board accept the Central Office Administrative and Hourly Ranges 2011-2012 as presented. By a unanimous voice vote, the motion carries.

Mr. Woolridge stated that the handout of the salary ranges does not represent individual salaries, rather ranges for each Central Office position. Mr. Cooper stated that the ranges reflect the work of the Compensation Committee as set last year for this budget cycle.

Ms. Judy Idelkope (Chesterfield) noted that the Compensation Committee recommend salary changes for the Senior Accountant and Director of HR positions based on average salaries within the state.

f. Compensation Committee

Chair Briggs opened discussion on the Compensation Committee by speaking to the consideration that the committee becomes a standing committee. He now feels that there is already a process in place via the Advisory Committee for review of Central Office employee compensation and no longer feels it is necessary to form a standing committee. Mr. Briggs does recommend however that the Advisory Committee begin their work earlier in the budget process.

Ms. Idelkope echoed this sentiment stating that when the Compensation Committee comes together in September they have a short time to come up with their recommendations to the Advisory Committee prior to the October meeting. Last fall, the focus of the committee narrowed to reviewing the salaries of only two positions due to time constraints. Ms. Idelkope stated that it is not fair to other Central Office employees that the committee does not have time to review all positions. Ms. Idelkope suggested that the Compensation Committee be formed in the spring to begin planning for the fall budget cycle.

Ms. Fletcher agreed that every fall the committee is established in a rush without ample time for preparation.

Mr. Calhoun suggested an agenda item be placed on each district's April agenda to designate a representative to the Compensation Committee. Then at the May SAU meeting the committee can be formalized and meetings scheduled.

Consensus of the group that it was not necessary to form a standing committee for the Compensation Committee and that preparation should begin in April for the next budget cycle.

g. Local Government Center Renewal

Mr. Harper referred to the memo to the board dated 5/16/11 regarding Local Government Center Renewal. Mr. Harper stated that Town Business Administrator Tim Ruehr served on the board of the LGC for a number of years and is a knowledgeable resource in terms of insurance. The LGC contract is up for renewal. Currently the SAU is with the Local Government Center for health, property, liability and workers' compensation insurance. By purchasing insurance through the LGC, the SAU is part of a shared risk pool among school districts and municipalities.

Mr. Harper and Mr. Ruehr recommend a three-year renewal with LGC beginning July 1, 2011.

MOTION: Mr. John Stewart moved and Ms. Ann Szot seconded, to accept the Local Government Center as presented by the administration, and to resolve that SAU 29 shall participate in the following self-funded, reinsurance pools operated by subsidiaries of Local Government Center, Inc.:

Health Trust, for the provision of health and other benefits as may be selected for its employees.

PLT, for the provision of protection against its property and liability risks.

PLT, d/b/a WCT, for the provision of workers compensation for its employees.

Resolve that the Superintendent is hereby authorized and directed to execute and deliver to the applicable Trusts, on behalf of School Administrative Unit #29, the "Application and Participation Agreement," including any applicable schedules thereto, in substantially the form presented to this meeting, together with any related documentation necessary to effect and complete the Application and Participation for the above-authorized protection and benefits.

Discussion –

Mr. Stewart inquired as to whether or not the SAU is eligible for the \$100 million dollars in taxpayer funds purported to be a "misuse of taxpayer money" by the Local Government Center.

Mr. Jack Calhoun stated that no report of facts has been put forward and that he can assure the board that there is no excess money in the system. Mr. Calhoun is of the belief that the story is merely public relations for the Secretary of State.

Ms. Szot asked if we have compared rates from other companies.

Mr. Cooper answered that he has spoken with an insurance broker who looked back at three years of our rates. The broker concluded that it would be in the SAU's best interest to remain in the current situation. As things stand now the rates are competitive and will likely remain so for the next couple of years.

Mr. Cooper also reminded the board that now that all employees are paying a portion of insurance, they have a vested interest in the selected carrier.

Ms. Szot asked if we could sign a one-year contract rather than the proposed three-year contract.

Mr. Cooper stated that realistically the organization will not have the capacity to review alternate insurance providers in the next year or so.

Mr. Ruehr added that the SAU would lose about \$100,000/year in discounts if we do not sign the contract. If we do not intend to make a switch in the next year, it makes more sense to sign the three-year contract. We should take advantage of the discounts that will be available to us by signing the three-year contract.

Mr. Calhoun suggested the board keep in mind that now that employees pay a portion of the insurance benefits, it is important to have language within contracts that permits the SAU to change carriers in the future if so decided.

Ms. Idelkope reminded the board that the contract language speaks to the benefits provided not to the actual carrier. That very few providers offer identical benefits and that often a sticking point with bargaining units is that they want identical not comparable benefits.

By a unanimous voice vote, the motion as presented carries.

h. Municipal Health Insurance Inclusion

Mr. Harper referred to the Municipal Health Insurance Inclusion memo dated 5/17/11 regarding the request from the Westmoreland School Board to permit the Town of Westmoreland to join the SAU 29 Health Insurance Trust Pool. The SAU Board asked the administration to investigate any cost ramifications to member districts if additional towns are added. The analysis was open to all member districts. Chesterfield, Harrisville and Westmoreland opted to be included, though Harrisville was unable to be evaluated as they were unable to provide the necessary information as they are not currently part of the LGC.

The Health Trust concluded that if Chesterfield and Westmoreland joined the pool, there would not be an impact on member district rates, rather the combined savings to taxpayers in these towns would be approximately \$22,000. The towns of Chesterfield and Westmoreland would not be permitted to join until the 2012-2013 fiscal year. Given the SAU rate revisit for the upcoming year resulted in a 1.6% higher rate than our guaranteed maximum rate, we would have been unable to allow any new members to join without losing this pooling advantage resulting in a \$150,000 increase to member districts.

Discussion ensued regarding the advantages of adding additional members to the risk pool.

MOTION: Mr. Carl Panza moved, Ms. Tina Fletcher seconded to allow municipalities to join the SAU 29 health insurance risk pool provided: upon request by the municipality, the corresponding school board should duly vote to allow or not to allow their municipality to join. An up-to-date cost quote should be done at the time the municipality wishes to join. The municipality may join only if that up-to-date analysis proves that the member district will result in cost neutrality or a cost decrease to member districts. If the municipality will increase rates for the insurance pool then the request shall be denied. By a unanimous voice vote in favor, the motion carries.

9. Old Business –

Mr. Woolridge distributed SAU policy #7430: Employee Benefits (Administrative/Managerial and Hourly versions) with language changes that should have been put into the policy last year. The policy has been updated to reflect the change from the Board’s portion of insurance from 88% to 85%, the increase in the opt-out of insurance stipend from \$1,000 to \$2,500 as well as the addition of information regarding flexible spending accounts. (Changes noted in red on policies distributed.)

The changes reflect language previously agreed upon, the policies have now been updated and require approval.

MOTION: Mr. Jack Calhoun moved to accept policy #7430 as amended, Mr. Carl Panza seconded.

Discussion –

Ms. Kelly French (*Nelson*) asked if the changes had already been addressed in the budget.

Mr. Cooper answered yes and that the policies had not yet been updated to reflect the changes made during the budget process.

Ms. Idelkope suggested that the wording in the paragraph regarding payment in lieu of insurance be amended to reference the SAU or any SAU 29 member district as the SAU itself is not a “district”.

By a unanimous voice vote in favor, motion to approved policy #7430 as amended carries.

10. Nominations/Election of Staff –

At 8:42 p.m. Ms. Judy Idelkope moved, Ms. Tina Fletcher seconded, that the NHSAU 29 School Board move into non-public session under R.S.A. 91-A:3 for the purpose of discussing staff personnel. A unanimous roll call vote was taken. Messieurs Cooper, Gurney and Woolridge were invited to be present.

PUBLIC SESSION – Returned at 9:15 p.m.

MOTION: Ms. Szot moved, Ms. Fletcher seconded, that the NHSAU 29 School Board accept the recommendation for nominations of SAU administrative staff (beginning with Meredith Cargill) as presented. By a unanimous voice vote in favor, the motion carries.

Discussion ensued regarding holding an Advisory Committee meeting in August to discuss SAU goals and the appraisal process and to establish a timeline for reorganization committee.

There being no further business to come before the Board, the meeting was adjourned at 9:25 p.m.

*Respectfully submitted,
Cathy Dieter*

APPROVED: 11/21/11