

*LITCHFIELD SCHOOL DISTRICT*

*Our mission is to provide rigorous and varied educational opportunities that challenge and engage all students to attain their highest level of intellectual, social, physical, and emotional growth. (2007)*

**LITCHFIELD SCHOOL BOARD  
SCHOOL ADMINISTRATIVE UNIT NO. 27**

Litchfield, New Hampshire 03052

**Approved Minutes for April 5, 2017**

**In Attendance:** Brian Bourque, Chair  
Derek Barka, Vice Chair  
Christina Harrison, Board Member  
Paula Izbicki, Board Member  
John York, Board Member  
James L. O'Neill, Superintendent  
Dr. Julie Heon, Director of Curriculum and Instruction  
Scott Thompson, Principal, GMS  
Tom Lecklider, Principal, LMS  
William Lonergan, Principal, CHS  
Michele E. Flynn, Administrative Assistant

*(Agenda items may not be in the order in which they were addressed.)*

**I. PUBLIC SESSION**

**6:00 p.m.**

A. Call to Order

Mr. Bourque called the meeting to order at 6:05 p.m.

B. Pledge of Allegiance

C. Review & Revision of Agenda

Open conversation on Music and French before public input.

D. Summary of Non-Public Actions from March 29, 2017:

*Non-public actions from March 29, 2017 will be revisited by the School Board at this evening's meeting.*

E. Presentations and Recognitions

There were no presentations or recognitions.

F. Correspondence

Mr. Barka reported that correspondence was received from Amy Goldstein regarding support for the Music program at CHS; Betty Vaughn regarding support for the Music program at CHS; Shannon Cutter regarding bus notification relevant to buses running late.

G. Superintendent's Comments

- FY18 Staff

Mr. O'Neill commented that the schools are running well and had a good end of the third quarter. He expressed his appreciation for parents supporting the students and was excited with the community support.

The School Board opened discussion on the changes in staff positions in the FY18 budget.

**French:**

Natalie Hirte, Lund Street, commented that she works for the Franco American Center and works closely with governmental offices. She indicated people do not realize the importance of French globally. She stated: France is our #1 trade partner with Canada at #5. We need to prepare our children to be able to compete in the job market, which is now a global job market. French is the second most spoken language in the world, one of two languages spoken in every continent and taught in schools. The top three languages are English, German and French on the internet and French is trending to surpass German and English over the next decade or two. French puts our children

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above others who know only one language. Mrs. Hirte commented we are doing a disservice to students by cutting French, which is used in business, tourism, government, working, and is the official language of NATO, as well as the Olympic International Committee. She indicated only Spanish is offered at the middle school and suggested that French should be offered as well to bolster the numbers in high school. She noted if we cannot provide an opportunity to students to choose, Spanish should be discontinued at LMS and offer both Spanish and French at CHS.

Robin Corbeil, 4 Nesmith Court, commented this is a small piece of things to come. She indicated we have to get creative with our population. She noted we need to research and make sure we are teaching the classes our children really need. She asked the Board not to rush to a decision, but to take the time to make sure the decisions made are the best choices. She commented if Spanish is taken out of LMS we will have to look at how that is done and the impact to middle school instruction.

Adam Cuvellier, 81 Pinecrest, commented that he attended school in Manchester and took four languages. He indicated that Mandarin is becoming much more common and known. He suggested offering online options for French in middle school and you will see more students take it in high school. He commented that students do not want to take Spanish, but we are forcing it on them.

Mr. York commented we have never pushed Spanish into middle school. He indicated when those decisions were made the French program was already in trouble and the Board at the time made a decision to move foreign language into the middle school to help the high school. He noted that the Board made decision based on what the students chose and wanted and when that occurred it created a slow march for French. Mr. York indicated when Litchfield was faced with the \$2M reduction French was very close to being removed as an option.

Mr. Bourque indicated the Board needs to discuss what direction we take regarding French. He commented that he had a conversation with the Superintendent about French.

***Mr. Bourque made a motion to continue French at CHS for one year to allow current students the opportunity to move up a level and take the course for one more year, with the understanding that if the enrollment are low the following year French courses will not be run. Mr. Barka seconded.***

Mrs. Izbicki asked what the Board will consider to reduce in place of French.

Mr. O'Neill commented that money remaining in the general fund can be used to spend ahead on items in the FY18 budget so that we can transfer funds in FY18 into salaries. He noted we are not rushing to make a decision as the enrollment in French has been very low for some years. He indicated these are difficult decisions and we have to offer courses that students need. Mr. O'Neill commented that there are 27-28 students enrolled in Algebra courses at CHS and relief is needed somewhere. He indicated that VLACS is a potential solution for French I and II and is recognized in the state. He noted that we have to look at how we maintain this divergence for our students at the same time with a declining enrollment. Mr. O'Neill indicated that adding more people is not an option as the budget is close to 80% salaries and benefits, and if we continue down this path we will not be able to sustain the programs.

Mr. Barka suggested offering all the French courses for one year with the motion.

Mrs. Izbicki commented that if we keep the course(s) for another year and not run it for the following year we are in the same position. She indicated we need to think outside the box now. She noted that the Board needs to start actively making decisions now. Mrs. Izbicki commented we will be making the same decision every year.

Mr. York commented at this time we are making a decision for 15 students and "pushing the rock down the road". He indicated the Board will be listening to parents the following year if French is not run.

Mr. Bourque commented we are giving them another year. Mr. York commented that the Superintendent and the CHS Principal came to the Board and stated this is a tough decision. This program has been on life support for six years. You can push it to next year's Board, but it will still be on life support and there will be just as many reasons

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to keep the program. Mr. York indicated it will not get any easier. He noted the conversation was the same in the past when Spanish was implemented at LMS. He commented this conversation occurred every year with budgets and the reason for every year was to help the students in the higher grades complete the requirement for college.

Mr. Bourque asked if the Board ever publicly stated they would not offer French. He commented that we are allowing the students to have one more year and let them know French will not be offered the following year.

Mrs. Izbicki asked what other options were considered as children can get access to more things now.

Robin Corbeil, 4 Nesmith Court, commented you cannot have a half time teacher with 10 students when you have a half time math teacher with 28 students. She suggested creating a stipend position for VLACS French. She asked if the district can look into supporting the students that want to explore these options. She indicated if you move the students from Spanish to French there are still too many teachers. She suggested establishing a committee to address these issues as we will see this in all different areas.

Mr. O'Neill commented that he has been an administrator in a high school with 2,500 students and in one with 480 students. He indicated his children would go to a smaller high school (which he prefers), but there is not the same diversity in smaller schools as there is in larger schools.

Natalie Hirte, Lund Street, commented that her son takes VLACS French and agrees that having a support system with that program is a good idea. She indicated the school needs to support whatever electronic option is offered.

Maurissa Fluet, resident, agreed with Mr. York's comments. She indicated she is looking at this from an AP class perspective. She wanted to know if there is an option of having a full time Spanish teacher working at both schools so that the district can find a full time teacher who can teach all AP Science courses.

Mr. O'Neill commented that he agrees with the idea, in theory; however, it would be difficult, if not rare, to find a teacher certified to teach all the sciences.

Mrs. Corbeil commented we have to get involved as parents and think of creative ways for our children to get the same options as those in larger schools.

***Vote on the motion: the motion failed 2-3-0.***

***Mr. York made a motion to reduce the CHS French teacher position from the FY18 budget. Mrs. Harrison seconded.***

Mrs. Harrison asked if the motion is to eliminate the French position and the courses. Mr. York indicated that the motion is not to eliminate classes, which will still be listed in the program of studies.

Mr. Lonergan indicated the classes will not be listed in the program of studies if we are not running them. He noted that French I and II will be offered through VLACS.

Mrs. Harrison commented that the enrollment is the way it is because of the way programs are set up in the schools. She indicated that we do need to think outside the box, but is afraid that is not happening.

Mrs. Izbicki commented we do not need to offer the courses only through VLACS because we have many capable educators here and in the communities around us. She suggested a stipend position for Google Classroom where the student can Skype with the teacher. She indicated there may need to be some negotiations with the teachers' union to have stipend positions support the courses the students want. She noted we will be creating independent learning that will help students in college. She commented we have the opportunity with the knowledge we have and she knows what that looks like from a teacher's perspective.

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Mr. Lonergan commented that one challenge has been overlooked: part-time teachers. He indicated the most challenging aspect is that part-time teachers are not here 40% of the time so students are not being helped. Nate Cooper, CHS teacher, commented that he understands the need for creativity. Referring to the idea for VLACS coordinators and stipend position, he indicated that pedagogy is very important to what we are doing. He noted the vast majority of the teacher evaluation documents we worked on is about pedagogy and how you teach. Mr. Cooper commented pedagogy is imperative on the impact of student learning. He indicated knowledge is key, but we look at what do we want students to know and what do we want them to be able to do.

Mr. Barka commented there is a full time curriculum director in the budget next year and asked if that is one position we would look at.

Mr. O'Neill commented that we would expect that review to occur. He indicated we will look at a variety of ways to put forward other courses as well. He noted it seems we are trying to give a skillset and the real challenge is learning to learn and solve problems. Mr. O'Neill indicated French and Spanish are vehicles used in teaching our children how to learn and solve problems. He commented it is not so much the breadth of courses offered, but the depth of knowledge given to the children to help them down the road.

***Vote: the motion carried 3-2-0.***

**Music:**

Carolyn Spalding, 1 Season Way, commented she is a senior at CHS and made the following statements. She transferred here in grade 8 from a school that did not offer music classes. She got involved in music in her junior year of high school and the time spent in it created a positive impact. It is a great way to spend time and provides an outlet for stress. Making the position part time does not give students enough options or time to learn an instrument. People who want to take these classes should be able to take them. It is important to have classes where students can explore music. Advanced classes are important for those who want to go into music in college. The music department is a community and much work goes into it.

Mr. Bourque clarified the courses that not be offered are: Advanced Studies in Music (1 student); Music Exploration (5 students); Guitar Ensemble (2 students); Advanced Guitar (3 students).

Mr. O'Neill commented of the 209 elected courses, we are filling 198 of them. He indicated 95% of the music courses students want to take they will be able to take. He noted this affects a very small number of students.

Mark Tedonia, 29 Marc Lane, commented that he is the Band Director at Windham High School. He asked Board members to think about who the half time teacher may be. He was concerned the quality of the music program will decrease and that the district may find themselves hiring someone every two years, or perhaps may have to make that position full time the following year. He indicated we are talking about the legacy of the music program. He acknowledged that classes may have low enrollment, but believes the position should remain full time.

Abby Sigman, 33 Mayflower Drive, commented she has been in the chorus since middle school. She indicated in the drumming class, she is the only one who understands music. She believes it is an important part of people's lives. She commented getting rid of half the department will make it go downhill. She indicated she is taking Advanced Music Theory which helped her understand music so much better. She was very upset at the proposed reduction in the music department.

Dawn Sullivan, 95 Brent Street, commented the question Amy Goldstein asked online was if we make this position part time and these teachers go far beyond every day, will that new person go far beyond for our students.

Robin Corbeil, 4 Nesmith Court, indicated she was a part time teacher and gave 100%. She commented it is not that you cannot find a part time teacher. She cautioned we need to get it right. She noted we have to take into consideration what the children want and be open to the idea of opening the courses up again if there is interest the following year.

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Mr. Bourque commented that was discussed last year and it will be listed in the course offerings.

Mrs. Corbeil commented it is not about what percentage you are as a teacher, but what you are as a teacher. She indicated that we have a phenomenal part time art teacher. She asked the Board to consider the numbers when making decisions and to poll the students in grade 7 next year regarding what they want in grade 8. She asked for a recap of what occurred at the last School Board meeting.

Mr. Bourque commented that the Board looked at the music department courses and there are four courses with less than six students. The Board decided to reduce that position at CHS to two part time positions: one at CHS and one at LMS. He indicated the Board felt that the part time position for LMS would help to start promoting the course. Mr. Bourque commented the courses taught now at CHS do not warrant a full time position. He noted that we do bring part time positions back to full time (i.e. curriculum director position, elementary assistant principal position).

Mr. Lonergan commented we had a teacher that was teaching part time and because of interest he jumped up a level this year.

Mrs. Corbeil commented that there needs to be some discussion on how to add the position to the middle school and get people involved.

Mrs. Izbicki indicated the discussion on vision for next year starts in October, which is when decisions are made. She commented we are being reactive to the budget we were given. She noted that budget meetings, budget hearings, and deliberative session are where you can make a difference. She indicated that we should start right in next year thinking about the following year. Mrs. Izbicki commented that is where we need you.

Carolyn Leite, LMS music teacher, commented she is hearing that you are looking to take the position out of the high school and put in middle school. She indicated that she told the Board she never wanted that at the expense of her colleagues. She asked the Board to keep two full time positions at high school. She commented you need to look at how you schedule because we are hearing students say, "I wish I could take that class, but it doesn't fit in my schedule".

Mrs. Corbeil agreed with Mrs. Leite. She commented students want a lot of classes and have to make choices.

Mr. Bourque indicated that Jodi Callinan, Director of High School Guidance, reviewed the electives and courses last week. He commented that she does a great job making sure the students get the courses they want.

Mr. Lonergan commented scheduling varies by department and it is not an easy task. He indicated 90% of courses have been chosen and scheduled. He noted we are moving teachers around to optimize as many students as we can to those classes.

Mr. O'Neill commented there are many singleton courses in a small school. He indicated if a student wants to take one course, s/he may not be able to take the other and that student must make a decision. He noted that Mr. Lonergan and Mrs. Callinan do a good job.

Mrs. Corbeil commented that if parents have concerns regarding courses, they can hold the Board accountable by showing up in the fall during the budget sessions.

Mr. Bourque responded to Mrs. Leite's comments. He clarified that reducing the CHS music teacher position to part time was not at the expense of a colleague as that colleague is retiring. He indicated we researched the numbers to make the decision.

Community Member, 22 Wren Street, thanked the Board for the discussion. She commented people do need to attend Deliberative Session. She commented working in Londonderry she is aware that voters support education all the time, but in Litchfield voters do not. She is concerned that if the position is reduced to part time, it will not be increased back to full time if needed.

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Mr. Bourque commented that voters need to support the budget, not the position.

Mr. O'Neill explained that the Board recommended a budget to the Budget Committee that was \$440,000 higher than presented to the voters. He noted the increase in items beyond our control was almost \$283,000. He indicated the Board advocated very hard for the budget they presented, but it did not make it through the Budget Committee.

Dawn Sullivan, resident, commented Mr. Martin does not teach full time, but holds a full time position. She indicated part of his duties includes Freshman Seminar, taking care of the auditorium, and being an advisor. She asked who will fulfill these duties?

Mr. Bourque commented that he is sure someone will take care of those duties and that Mr. Martin can train someone to attend to the auditorium.

Amy Goldstein, 1 Spicebush Circle, was concerned about what would happen if enrollment in those courses increase. She was concerned about adding a part time teacher to LMS for chorus. She commented that band is not going to get any smaller. Mr. Lonergan indicated that it will be challenging.

Phil Martin, CHS music teacher, commented that he respects the course enrollment numbers. He indicated there are 17 Honors or AP courses and 42 students took exams last year. He pointed out that Music Exploration was accidentally omitted from the program of studies one year. Mr. Martin explained that in music, students are recommended into courses. He commented that he was a regular five period teacher, a department coordinator, was asked to take on Freshman Seminar, team teach the school store and asked to oversee the auditorium. He suggested to review all the course enrollments and figure out a plan.

Mr. O'Neill commented will be offering CHS offers AP Calculus with 9 students, AP Biology with 8 students, AP Environmental Science with 11 students and any other AP course that has 12 or more students enrolled. He noted that they looked at all the courses with low enrollment and there are many that will not be offered next year, such as Drafting, Journalism, Child Development 2, The Constitution, Wood and Construction Tech, and more. He indicated the students that did choose those courses had to be placed into other electives. Mr. O'Neill commented that the same courses will be offered the following year and if the enrollment is higher the courses will run. He pointed out that AP courses are well supported across the community.

Jill Pennington, CHS Performing Arts teacher, clarified that the department is not known as Music, but Performing Arts. She commented we are overlooking the fact this is both a set of classes and courses, but also an activity. She noted co-curricular activities are attached, such as trips, productions, and honor ensembles. She indicated if there is concern about the numbers, then look at the overall student load. She commented that band has over 60 students enrolled, which means the average is right in keeping with all the other teachers in the school. Mrs. Pennington indicated the Performing Arts department is different than other departments and every performing arts department she has been in has had a cult of personality. She commented that the advisory program was set up to be a four year program and if the full time teacher is reduced to part time it makes a difference. She noted all the co-curricular activities that go with the department will be eliminated with a part time teacher. Mrs. Pennington believes that the result could obliterate a successful program that turns out amazingly successful people. She indicated our concert numbers will stop because the students will not know who is going to be at the front of the room. She commented that we should invest in a long-term, successful program.

Mr. Bourque thanked everyone for their comments. He indicated to the Board that Mrs. Callinan provided a report that reflects splitting the full time music teacher between LMS and CHS.

Mr. York suggested that since Mrs. Callinan is not at the meeting the Board should assess their position.

Mr. Barka commented this position is different than the French position as the total enrollment in music is not decreasing. He indicated declining enrollment will not affect CHS for four years. He does not believe that Mr. Martin's course load is light.

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Mrs. Izbicki commented she is really struggling with this decision. She was concerned where the Board will find that money if the position is not reduced.

Mr. O'Neill commented that when we came here tonight, one of the challenges was anticipation that the French position would not be reduced, and we had to find \$30,000 somewhere in the budget. He noted we expected to spend ahead for FY18 so that we could keep the French position. He explained that the analysis we did will yield enough to fund one full time position in music. Mr. O'Neill indicated the issue is going to be that no matter what you do, there will be courses with low enrollment and in approximately eight years we will have an enrollment of 350 at the high school. He believes you will see declining enrollment in 3-4 years and will have to address these same issues.

Mr. Bourque commented if we maintain the full time teacher at CHS, we will not offer the courses with lower enrollment.

Mr. York asked how many courses are full year courses. Mr. Lonergan commented some of the courses only run one semester (i.e. Intro to Guitar, Intro to World Drumming).

Mr. O'Neill commented we are not running courses with 11 students, but will run course with 3 students. He indicated that is not fair to the middle school as we investigated the opportunity to offer four courses at CHS and two hours to work with the students at LMS. He was concerned about talking to a teacher whose courses are not running with 6 students, but still run courses with less enrollment.

Mr. Lonergan commented that Mrs. Callinan proposed the high school program would run from 10:49 am to 2:23 pm and the middle school program would run from 7:40 am to 10:40 am.

Mr. Bourque asked for a motion to reduce the CHS music position.

***Mrs. Harrison made a motion to reduce the CHS music position to 50%. There was no second. The motion failed for lack of a second.***

Mr. Bourque indicated the position will remain full time, but what is done with the position is the Board's decision.

Mr. Bourque thanked the community members for coming out and providing comments.

Mr. York commented that so much of what the music department does is seen in all activities. He believes it is not any different than a math or science teacher. He indicated perhaps we see it more with our children at home.

Mrs. Harrison was concerned that this issue will arise again. She indicated that a plan needs to be in place for addressing declining enrollment.

Mr. Bourque commented that it has still not been determined if we have a budget and until that budget is approved, we cannot make that decision.

Mrs. Izbicki commented we are still traveling down the road of increasing staff. She indicated that we need to be transparent and know where the money is coming from. She noted there is going to be impact on some group.

Mr. Bourque indicated that spending ahead for FY18 can be explored.

Mr. Barka commented that we are not making poor decision. He indicated that our numbers are right, but we are underfunding education.

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Mr. York commented there is no policy that states courses with less than X enrollment will not run. He indicated that we do not do schedules until after the elections, which is part of the problem. He suggested there should be a policy on course enrollment and have something in place for future Boards to make decisions.

Mr. O'Neill commented there is a class size policy, but does not agree with a policy for course enrollment and scheduling.

Mr. Bourque commented the need for the support is not after something is done, it is before. He indicated the Budget Committee said to eliminate French.

Mr. Barka commented the Board was caught off guard and will be better prepared in the future.

Mr. O'Neill commented it is easy to prepare an argument up to grade 8, but more difficult with high school because there are less students that apply for some courses. He indicated every administrator would like to offer every course, but sometimes tough decisions have to be made.

H. Community Forum

Natalie Hirte, 14 Lund Street, commented prior to the March vote, she noticed a language cart that was budgeted. She asked if it is still in the budget.

Mr. O'Neill indicated that item was for the cost per Chromebook, which was reduced, but is still in the budget.

Mrs. Hirte asked for the purpose of the language lab.

Dr. Heon explained rather than a traditional language lab, many places have opted for a mobile unit, which is a program connected to a vendor that allows students to speak and hear. She indicated it is hard for the teacher to spend much time on that aspect and do the reading and writing. She noted this type of software allows students to practice at home and in small groups.

Mrs. Hirte commented that she is someone who knows what she is talking about. She indicated she works with many French teachers and has spoken to them regarding language labs, and they ask why we are wasting money on this. Mrs. Hirte pointed out there are free apps where teachers can log in and see what students are doing. She commented reducing staff and spending money on an antiquated tool makes no fiscal sense.

Mr. Bourque indicated that the budget process is the public's opportunity to address those things.

Mrs. Hirte commented the Board is able to move money around for certain things. Mr. Bourque commented they will look at it.

Maurissa Fluét, 15 Windsor Drive, DI Coordinator, commented that two DI teams made it to the finals this year. She indicated that she is here to ask the Board for financial assistance to allow them to travel to Tennessee. She noted last year the Board provided the team with \$3,750.

Mr. Bourque indicated the Board will address it on April 19.

Mrs. Fluét mentioned that Destination Imagination in Litchfield caught the attention of the rest of the state and was interviewed for the HLN on Monday.

Mr. O'Neill congratulated the DI teams and all the community members that made it possible.

Robin Corbeil, 4 Nesmith Court, made the following statements: middle school is an opportunity for students to try everything. She has been there for 13 years and it took many years to ensure through scheduling that every student would experience everything. Band is the only Unified Art that parents get to choose and they choose it for three years (45 minutes/day for 3 years). Chorus was part of the daily schedule. If choral is available in grade 6 and



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parents choose chorus and band, students will not be in technology. Scheduling is an issue in high school and students have to make choices based on the college to which they want to be accepted. That is not the case at the middle school. Mrs. Corbeil commented as the Board decides on this position and it is brought down to the middle school, what is the driver – to implement music for grades 6-8 or to assist other teachers.

Mr. Bourque indicated it is for both reasons.

Mrs. Corbeil commented any course introduced beyond grade 6 will impact the student who chooses chorus and will not have the opportunity to have that other Unified Art course. She indicated we only have so many minutes in the day that have to go to core academics. She noted we have to get this right.

Nate Cooper, CHS teacher, thanked the Board and Superintendent for hearing public testimony. He indicated Board members take it seriously and go through it with a lot of care and it is not an easy decision.

Mr. O'Neill spoke to the comment regarding not having a budget yet. He reported there was a 10-10 tie at the House of Representatives yesterday regarding the votes for the elections that were postponed. He indicated each town is on its own now. He commented people need to follow what is going on at the State House regarding funding for education as there are a number of bills that could have a significant impact on education. He is asking the public to be politically aware of what is transpiring.

**I. School Board Comments**

There were no Board comments.

**II. CONSENT AGENDA**

**A. Public Minutes:**

- March 29, 2017 Public Hearing

*Mr. Barka made a motion to approve the public hearing minutes of March 29, 2017. Mr. Bourque seconded. The motion carried 5-0-0.*

- March 29, 2017

The draft minutes for March 29, 2017 will be postponed until the April 19 School Board meeting.

**III. REPORTS**

**A. Principal's Reports:**

- GMS

Mr. Thompson provided his March report to the Board. He reported:

- 45 Enrolled in K; 52 Enrolled in Grade 1
- Elementary DI team going to national meet in May
- Maurissa Fluett nominated for the Hudson VFW Loyalty Award
- Appreciation to Melina Prevel Turmel for successful Read Across America week
- Serious-minded approach to SBAC by students
- Christina Harrison to head up New Frontiers program with 100 students
- Successful Math and Reading Carnival held
- Great East Festival adjudicators are LMS and CHS teachers this year
- Third quarter ends April 7
- PLTW teachers received feedback from teachers at meeting.

Mr. Thompson commented that he met with Speech, OT, PT, Math/Reading Tutors, Enrichment Teachers and Special Education Teachers to talk about schedules. He indicated these staff members stated the first time in the day when all the students are in the classroom together is 2:30 pm because students are pulled out at various times during the day. Mr. Thompson met with Andrea Stern to discuss using the schedule module in Infinite Campus, but after much discussion it was determined it is not the correct tool. He indicated while researching, it was discovered that Class Creator allows input of much information about student services. Mr. Thompson sent parents a reminder that any placement information they get be sent to GMS by April 21.

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- LMS

Mr. Lecklider provided his March report to the Board. He reported:

- The PTO has been very supportive
- Dave Walsh, PTO President, was nominated for the Hudson VFW Loyalty Award
- The District Arts and Music Festival was very successful
- Grade 7/8 band went to the All State and scored Distinguished at the Large Group Festival
- LMS jazz band participated in the Litchfield Jazz Concert at CHS
- The Krispy Kreme fundraiser was successful
- Washington DC trip upcoming with plans going smoothly
- Student Council recently donated \$200 to Loaner's Closet charity
- Lockdown drill was successful
- Sports began last week
- Congratulations to the DI teams who competed in the regional finals
- LMS continues to build capacity on Twitter
- SBAC tests began this week
- Professional Development day is April 12 (Google Classroom).

Mr. Lecklider commented that teachers participated in an activity today in the staff meeting with good ideas for RTI.

Mr. Bourque asked for Mr. Lecklider's thoughts on Twitter and the use of Twitter. Mr. Lecklider commented that announcements and events can be updated easily and information can be posted to Twitter quickly. He feels that it is building slow momentum, but that it has been successful.

Mr. Bourque asked about feedback from the public regarding Twitter. Mr. Lecklider hears positive feedback and noted that followers are growing.

- CHS

Mr. Lonergan provided his March report to the Board. He reported:

- Four students attended the NH Youth and Government conference at the State House and 3 were elected to leadership positions
- Senior Dylan Coates won a gold medal in the NH Skills USA state competition
- Dennis Perreault was selected as the NH Council for the Social Studies Teacher of the Year
- Andrea Ange was awarded the Golden Bell Award
- The Wrestling team's coaches award was named in Steve Callinan's honor
- James Woods, custodian, recognized for his hard work
- NH Music Educators Association sponsored the District Band and Chorus concerts
- Sean Conley, long time sub in Math, created a revised time card in Excel providing consistency and accuracy for substitutes
- Mike Perez heading a team to begin planning the varied needs of the 1:1 implementation with the Class of 2021
- 10 students took the Armed Services Vocational Aptitude Battery
- 108 students took the SAT today
- Bill Hicks and Jeff Parsons trained student mentors
- Mark Lawrence is the official photographer for the yearbook
- May 23 is Senior Academic Awards night.

- Athletic Job Descriptions:

- JV Boys Lacrosse Coach
- JV Girls Lacrosse Coach

Jarod Mills, CHS Athletic Director, provided draft job summaries for two JV Lacrosse coaches that were proposed by the Lacrosse group. He indicated the sport is growing and there is a need to increase the coaching presence.

The Board made some minor revisions.

**LITCHFIELD SCHOOL DISTRICT**

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**Mr. Barka made a motion to approve the Junior Varsity Boys Lacrosse Coach job description with revisions. Mr. Bourque seconded. The motion carried 4-0-1, with Mr. Bourque abstaining.**

**Mr. Barka made a motion to approve the Junior Varsity Girls Lacrosse Coach job description with revisions. Mr. Bourque seconded. The motion carried 4-0-1, with Mr. Bourque abstaining.**

Mr. O'Neill noted that the sport is self-funded and is paying a stipend of \$1,000. He noted if Lacrosse is ever included in the budget and the LEA CBA we would have to pay the coaches what is approved in the CBA.

Mr. York believes that the district has to match it now. He commented you do not have to pay it, but the job description should reflect the stipend that is in the CBA for other assistant coaches.

Mr. O'Neill indicated the change would be made.

**B. Curriculum Report**

Dr. Heon provided the March curriculum report to the Board. She reported the district could lose its Title IIA grant, which will be impacted around the federal budget. She indicated these funds are used to supplement the district's professional learning.

Mr. O'Neill provided an observation. He indicated there is a need for strategic discussions that should be occurring at the Board meetings while the principals are present. He suggested focusing on Project Lead the Way in May and the Library Models and how we offer services in June.

Mr. Bourque agreed. He commented that it would be more beneficial to discuss a particular subject that can lead to thoughts and ideas.

Mr. O'Neill suggested starting this year and hosting six strategic sessions during the year. He indicated that a discussion lead the Board to further discussion or creating a committee.

Mr. York suggested announcing the topics on the website. He asked if the Board can be provided the subject matter ahead of time in order to digest it and formulate questions.

**C. Student Representatives Comments**

Ann Paquin expressed appreciation to the Board for allowing the student representatives to witness the essence of democracy each month. She commented it is important to be politically aware. She thanked the Board for their time.

**D. MS-22**

The 2018 MS-22 was presented to the Board for their signatures.

**E. Enrollment Report Mar 2017**

Mr. O'Neill provided the March 2017 enrollment report to the Board.

**F. Committee Reports**

- Joint Loss Management Committee

Mrs. Flynn provided a brief report of the committee meeting to the Board. She reported the JLMC met on March 30 and discussed the annual inspection of buildings and grounds, hazardous materials protocol, incident reports and security and lighting issues.

**IV. NEW BUSINESS**

**A. Job Descriptions:**

- Business Administrator

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- Curriculum Director

Mr. O'Neill presented two revised job descriptions to the Board for review and approval. He indicated the job descriptions contain minor revisions.

*Mr. York made a motion to approve the revised Business Administrator job description. Mrs. Izbicki seconded. The motion carried 5-0-0.*

*Mr. York made a motion to approve the revised Curriculum Director job description. Mrs. Izbicki seconded. The motion carried 5-0-0.*

Mr. O'Neill briefly discussed the committee process for searches.

**V. PUBLIC INPUT**

A. Community Forum

There was no public input.

**VI. NON-PUBLIC SESSION: RSA 91-A:3II (a, c)**

*[Minutes of Non-Public Session are written under separate cover.]*

*Upon a motion by Mr. Barka, the School Board entered into non-public session at 9:30 p.m. under RSA 91-A:3II(a) The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted (c) Matters, which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting. Mrs. Izbicki seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mrs. Harrison, yes; Mr. Barka, yes; Mrs. Izbicki, yes; Mr. York, yes.*

**VII. RETURN TO PUBLIC SESSION**

*Upon a motion by Mr. Bourque, the Board returned to public session at 9:56 p.m. Mrs. Harrison seconded. The motion carried by roll call vote: Mr. Bourque, yes; Mr. Barka, yes; Mrs. Harrison, yes; Mrs. Izbicki, yes; Mr. York, yes.*

**VIII. ADJOURN**

*Mr. York made a motion to adjourn at 9:56 p.m. Mrs. Harrison seconded. The motion carried 5-0-0.*

Respectfully submitted,

Michele E. Flynn  
Administrative Assistant to the School Board