

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

February 4, 2009

(approved as written 2-11-09)

Present:

Mr. Dennis Miller, Chair
Mrs. Cindy Couture, Vice Chair
Mr. Ralph Boehm, Board Member
Mrs. Pat Jewett, Board Member
Mrs. Dot Beauregard, Board Member
Dr. Elaine Cutler, Superintendent
Mr. Steve Martin, Business Administrator
Mrs. Michele E. Flynn, Secretary

1) Public Session – Call to Order -Pledge of Allegiance

Mr. Miller called the meeting to order at 6:31 p.m.

2) Review and Revision of Agenda

Revisions to the agenda included the addition of Review of Deliberative Minutes under Deliberative Session Review; and the addition of Volunteer Involvement under Policy Work Session.

3) Community Input

There was no community input.

4) School Board Comments

Mr. Miller thanked the community members that attended Deliberative for their involvement.

5) Building Committee Report

Mike Boschi and John York were present as representatives of the Committee. Mrs. Couture reported that the Committee met on January 26. The focus of the meeting was on the School Board's response to the Building Committee's recommendation. Building Committee members received direction from the Board to define the second half of their recommendation called The Plan. Several of the steps of The Plan were addressed by the Board. The Board directed the Building Committee to define the third step of The Plan that centered on community awareness.

Mrs. Couture reported that the Building Committee members are asking that the Board agree to change the focus of the Committee to raising community awareness. Committee members agreed to a 90 day commitment to remain on the Committee with the Board's agreement of support through next year. Members of the Committee feel the plan that was presented to the Board is solid. They indicated that any new options for the plan should be presented to the Committee and that the Board and Building Committee should be committed to working together.

Pending the Board's agreement, Committee members requested a joint meeting of the Board and Building Committee to consider candidates for a spokesperson for the community awareness information plan. Committee members would like to compile a book of facts to disseminate in 90 days as Phase I of the plan, as well as establish a website dedicated to community awareness. At the end of this phase, the Committee will evaluate their position.

Mr. York mentioned that in December Mr. Miller emailed the Committee Chair indicating that the School Board had accepted the first part of the Committee's recommendation and inquired if the present Committee members were willing to move forward with the plan. At that point, only two members were ready to give their commitment to move forward, as the other four members were unsure of their position. He reported that the Committee met on

January 26 and discussed the Board's response to the Committee's recommended plan. The consensus of the Committee was a 90 day commitment to compile a book of facts to enable a spokesman to use to address issues the community may raise.

Mr. York indicated that Committee members felt that a spokesperson is needed to speak to the community and disseminate the facts in order for the community to come to their own decision when a school is put on the ballot. He added that the information derived from the voter survey will serve as a launching point for the community awareness information plan.

Mr. Boschi commented that the purpose is not so much to sell whether a new school is necessary or unnecessary. The purpose is to get factual information into the community. He indicated that the Committee has been faced with extreme views from the community and through much discussion arrived at the conclusion that their goal is to disseminate factual information. A spokesperson would help to quell the tide of extreme information in the community. He felt that people should read the factual information and make their own decision. Mr. Boschi noted that the Committee felt strongly that, with the Board's support, a person the community trusts could be found to state these facts and serve as the 'point person' for the plan after Phase I is completed.

Board members discussed the Committee's position with Mr. York and Mr. Boschi, indicating that the community awareness information plan was the right idea at this time considering the state of the economy. Mrs. Beauregard commented that although the idea to have a central spokesperson is a good one, it may help to have groups to pass along the information. Mr. Boschi indicated that the Committee discussed and agreed to having a central spokesperson with groups to disseminate the information.

Mr. Miller recapped the discussion, concluding that the Building Committee will use the initial 90 days to assemble a fact book inclusive of the four steps of the plan and move forward. Mr. York clarified that the consensus of the Committee was to have Board and SAU support.

Dr. Cutler commented that the Committee should move forward with assembling a book of facts, so that all current information could be presented in logical, easy-to-use format.

Mr. Miller indicated that the GMS repairs and upgrades required for school approval would need to be updated. Mr. Boschi observed that those facts should be included in the book. A maintenance plan with costs over the next few years would need to be included as well.

Board Consensus: The Board agrees to go forward with the Building Committee's plan as presented.

Mr. York asked Mrs. Couture about information on the stimulus plan from Washington D.C. Mrs. Couture indicated that the information revealed that there were many definitions of shovel-ready projects, but also heard there may be more added to the stimulus plan. Mr. Martin indicated that Ed Murdough, NH DOE, made it clear that the stimulus will not be used for new construction, but will be used for energy efficiency and building repairs.

Mrs. Couture pointed out that when referring to the stimulus with regard to education, higher education is a factor as well.

6) NHSBA Delegates Assembly Report

Mrs. Couture reported on the NHSBA Delegates Assembly she attended on January 17, 2009. 98% of the school districts in the state belong to NH School Boards Association. Once a year, a representative from each district votes on resolutions that are brought forward at this assembly. Mrs. Couture reported that she made a statement on Litchfield's behalf to the Athletic Resolution, indicating that the issue should be under local control. There were a variety of positions responding to the NHIAA resolution. Other resolutions addressed were opposition to the Evergreen Clause and opposition to mandated teacher salary schedules. She also reported that a new president was elected this year and he shared goals that for the development of regional meetings and would like to make districts aware of what is happening at the federal level. Mrs. Couture was elected as the second Vice President and will have a role on a more national level. Mrs. Couture indicated that committees are being considered for regional

needs and issues. The member services committee is evaluating what the NHSBA offers and its value to district members.

Mrs. Couture reported that her first official business was to travel to Washington D.C. with the executive committee where they met representatives and senators and gleaned information on the stimulus plan.

Mr. Boehm commented on the number of delegates that attended the assembly and indicated that more district representatives need to participate. Mrs. Couture suggested that regional committees would provide needed assistance. Mr. Miller announced that Mr. Boehm would normally attend the assembly, but had prior commitments that day.

7) **Deliberative Session Review**

a) Review of Deliberative Session

Mrs. Jewett indicated that 70 people attended Deliberative Session on Saturday, January 31, 2009.

b) Draft Minutes of Deliberative Session, January 31, 2009

Board members reviewed the minutes and suggested revisions.

8) **Policy Work Session**

SECTION A: FOUNDATIONS & BASIC COMMITMENT

a) Accountability (AE) (Old Policy: Commitment to Accomplishment –AF)

Dr. Cutler indicated that this policy is recommended and the old policy needs to be revised and updated. Board members discussed accountability and suggested revisions. The policy will go to a 1st Reading.

b) Volunteer Involvement

Dr. Cutler indicated this is a new policy. The District does not currently have this policy.

Board members suggested adding a reference to the School, Home, Community, and Media Relations policy. Board members also briefly discussed the procedure for performing background checks and fingerprinting of volunteers. This policy will go to a 1st Reading.

SECTION B: BOARD GOVERNANCE & OPERATIONS

a) Liaison with School Boards Association (BKA) (Old Policy BJA)

Dr. Cutler indicated that this policy is recommended and the old policy needs to be revised and updated. Board members suggested revisions to the policy. This policy will go to a 1st Reading.

SECTION C: GENERAL SCHOOL ADMINISTRATION

a) School Building Administration (CF)

Dr. Cutler indicated that the old policy needs to be revised and updated. Board members suggested revisions to the policy. This policy will go to a 1st Reading.

SECTION E: SUPPORT SERVICES

a) Accident Reports (EBBB)

Dr. Cutler indicated that this policy is required and the old policy needs to be revised and updated. Board members discussed the procedures of reporting accidents that occur on school grounds after school hours with no administrators on site. The policy was tabled for more research and review.

b) Emergency Closings (EBCD)

Dr. Cutler indicated that this policy is recommended and the old policy needs to be revised and updated. Board members suggested revisions to the policy. This policy will go to a 1st reading.

c) School Closings (EBCE – new policy)

Dr. Cutler indicated this is a new policy. The District does not currently have this policy. Board members suggested revisions to the policy and discussed school closing situations. The policy will go to a 1st Reading.

SECTION I: INSTRUCTION

a) Instructional Needs of Students with Different Talents (IFA – new policy)

Dr. Cutler indicated this is a new policy and is required. Board members suggested revisions to the policy and discussed the language of the policy. The policy will go to a 1st Reading.

SECTION J: STUDENTS

a) Student Insurance Program (JLA), (Old Policy JHA)

Dr. Cutler indicated that this policy is recommended and the old policy needs to be revised and updated. Board members suggested revisions to the policy and the addition of a reference to the Athletic Handbook. This policy will go to a 1st reading.

b) HIV Policy & Procedures (JLCCA/R), (Old Policy JHCE)

Dr. Cutler indicated that this policy is in need of revision. The policy was reviewed by the school nurses and the District's attorney. The attorney suggested a revised policy for the Board to adopt. Dr. Cutler also mentioned that Mrs. Mahoney reviewed the Bloodborne Pathogens procedures. She made revisions that would make the procedures compliant with the District Safety Manual. Board members suggested the addition of a reference to the District Safety Manual be included. This policy will go to a 1st reading.

POLICIES TO BE RESCINDED

- 1) Organization (8120)
- 2) Relations with Health Department (KNAF)
- 3) Relations with Welfare Department (KNAG)
- 4) Relations with Fire Department (KNAK)
- 5) Relations with Planning Authorities (KNAN)
- 6) Relations with State Government Authorities (KNC)

Dr. Cutler explained that these policies are obsolete and are no longer necessary. A vote of the Board is required to rescind them from current policy.

Mrs. Couture made a motion to rescind the following policies: Organization (8120), Relations with Health Department (KNAF), Relations with Welfare Department (KNAG), Relations with Fire Department (KNAK), Relations with Planning Authorities (KNAN), and Relations with State Government Authorities (KNC). Mr. Boehm seconded. The motion carried 5-0-0.

9) **Committee Reports**

a) Selectmen

Mrs. Jewett reported Town Deliberative Session is Saturday, February 7 at 2:00 p.m. in the CHS auditorium. Selectmen are hoping for a large turnout in attendance. She also reported that there are two candidates running for the vacant Selectmen position.

b) Legislative

Mr. Boehm reported that the House committee met and discussed the bill relative to using median family income in the education aid formula. The committee agreed it was not an appropriate number. The bill will be retained to be studied pending input from the NH DOE and the NH DRA. He also reported that the Winnecunet High School submitted a presentation for HB154 relative to Truancy with a 26 step plan prior to declaring a student truant. The Truancy bill was amended in relation to special education. Mr. Boehm mentioned that a bill was sponsored to change the aid relative to free/reduced lunch percentages. The disparity aid is based on the level of the percentage of students who receive free/reduced lunch. Mr. Boehm reported that the House voted on some bills and the first one to pass was HB74 relative to student representation on school boards, which was sponsored by Mr. Boehm.

10) **Community Input**

There was no community input.

11) **Non-Public Session: RSA 91-A:3II (a-c)**

There was no non-public session.

Date: February 4, 2009
Campbell High School

Litchfield Board of Education
Public Session - 6:30 p.m.
Followed by Non-Public Session

12) **Adjourn**

Mrs. Couture made a motion to adjourn at 9:16 p.m. Mrs. Jewett seconded. The motion carried 5-0-0.

14) **Upcoming Meetings**

>Litchfield School Board: February 11, 18, 2009 - CHS Media Room – 6:30 PM
>Town Voting Day, March 10, 2009 – CHS Auditorium - 7:00 AM – 7:00 PM

Respectfully submitted,

Michele E. Flynn
School Board Secretary