

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 6, 2008

(approved as written 2-13-08)

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, Interim Superintendent
Mr. Steve Martin, Business Administrator
Mrs. Michele E. Flynn, Secretary

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

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

Mrs. Couture made a motion to go into non-public session at 6:16 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. (b) The hiring of any person as a public employee. (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. Jewett seconded. The motion carried by roll call vote: Mr. Miller, yes; Mrs. Couture, yes; Mrs. Beauregard, yes; Mr. Boehm, yes; Mrs. Jewett, yes.

2) Return to Public Session

Mrs. Jewett made a motion to return to public session at 6:34 p.m. Mrs. Couture seconded. The motion carried by roll call vote: Mr. Miller, yes; Mrs. Couture, yes; Mrs. Beauregard, yes; Mr. Boehm, yes; Mrs. Jewett, yes.

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

Mr. Miller called the meeting to order at 6:42 p.m. Due to technical difficulties the meeting is not broadcasted live or able to be recorded.

4) Review & Revision of Agenda

Revisions to the agenda included: a change to Item #5, Preparation for Deliberative Session; moving Non-Public session to Item #3.

5) Preparation for Deliberative Session

>>John Regan, Moderator

Mr. Regan was unable to attend the meeting.

Mr. Martin distributed his budget presentation for Deliberative Session on February 9, 2008. He also distributed a new draft presentation for Article 1, the proposed new elementary school.

Dr. Cutler informed the Board that a resident committee [for the proposed new school] member brought up an inquiry about the District's plans if a major system failed at GMS. Dr. Cutler responded that in a case where a school was not able to open for catastrophic or emergency reasons, there would be double sessions at schools. She added that if the proposed new school article fails, she would like to have a plan in place in such as case.

Dr. Cutler distributed copies of the handouts for voting day, which included the proposed new school fact sheet and a draft copy of the 2008 ballot.

Board members discussed the presentation of the warrant articles and budget. It was decided that Mr. Miller would speak to the articles and Mr. Martin would speak to the budget.

Board members discussed pictorially recording the problems at GMS and displaying the pictures at Deliberative Session prior to its start.

6) School Board Members' Comments

>>NHSBA Delegates Assembly Update – Cindy Couture

Mrs. Couture shared information from a workshop at the NHSBA Delegates Assembly with the Board regarding the NH Retirement System potential mandate litigation. She learned from the workshop that if this potential unfunded mandate that could total \$128 million moves forward it could cost towns a lot of money and affirmed that we should not ignore it. Mrs. Couture also shared information from a workshop that focused on what is wrong with NCLB and why it needs to be fixed. There could be potential changes depending on the presidential election. She added that it was a good overview of what is going on at the federal level.

Dr. Cutler informed the Board of an event regarding the NH Retirement System that includes a free dinner with registration. She noted that it would be prudent to have several points of view on the subject and to learn what obligations the retiree faces if the potential mandate moves forward.

Mrs. Couture reported on the Delegates Assembly noting that 54 boards were present. Delegates reviewed the accumulated year-end fund balance and decided to use those funds as follows: provide \$20,000 annually to offer enhanced programs and services to NHSBA members, provide long-term security for the organization (such as a rainy day fund), plan for an 8-10 year timeframe of their location, maximize returns, and maintain appropriate asset allocation. An executive report outlines everything that has happened over the year.

Mrs. Couture noted the services that are offered by the NHSBA to member school boards: legislative advocacy, policy services, labor relations, and legal services. She indicated that the NHSBA is considering a scholarship program this year. She further reported that all the basic articles were approved, resolutions were supported though certain areas were discussed, and the recommended Londonderry resolution was overwhelmingly supported. She concluded stating the Assembly was very productive and interesting.

7) Community Input

There was no community input.

8) New Business

a) NH Youth Risk Behavior Survey (*Board Homework for February 20 Meeting*)

Dr. Cutler indicated that the NH Youth Risk Behavior Surveys were included in Board members' packets for their review. A discussion will be scheduled for the February 20 Board meeting. She informed the Board that schools in New Hampshire compile a composite of data for the whole state and then districts get an individual report. Mr. Manseau will discuss the survey with the Board on February 20. Dr. Cutler explained that this report is a 'state of the union' about students' feelings on risky issues. Many issues are included in this report.

b) District Calendar 2008-2009

Dr. Cutler distributed a draft calendar of the 2008-2009 school year to Board members. She reported that schools in Litchfield will open on September 2, 2008 and (if no snow days) the last day of school will be June 17, 2009.

Mrs. Couture made a motion to approve the 2008-2009 school district calendar. Mrs. Jewett seconded. The motion carried 5-0-0.

c) Potential Mandate Litigation

This item was deferred to the February 13 meeting.

d) New School Initiative

Mr. Miller updated the Board on the new school information meetings. He reported that a citizens group was formed and are using the acronym BUILD (Because Ultimately It's for Litchfield's Development). The group is designing a flyer to distribute in town and plan to fundraise after Deliberative Session. Some residents that attended

the meetings offered to host meetings at their homes. Mr. Miller reported that the group has a website and an online calendar. He added that he informed the citizens' group that the School Board will do what they can to support them.

Mrs. Couture indicated that she emailed the head of the Litchfield Basketball Association asking them to encourage their members to attend the information meetings. She suggested planning an information night at LMS in the cafeteria, perhaps March 4th or 6th.

e) Superintendent Search

Mr. Miller announced that Dr. Elaine Cutler is the School District's official Superintendent. Dr. Elaine Cutler has accepted the School Board's offer of hire as Superintendent for the remainder of the 2007-2008 school year and for the 2008-2009 and 2009-2010 school years.

9) Policy Work Session:

1) Policies:

a) Memorandum of Understanding

Dr. Cutler reported that she met with Chief O'Brien, Litchfield Police Department, to develop this document. They worked with samples from legal counsel, as well as memorandums from other districts. The District's legal counsel reviewed the memorandum and Chief O'Brien sent it to the Police Department's prosecutor to review. Dr. Cutler added in reviewing the old Memorandum of Understanding, they found it was not appropriate. This document includes a reporting policy for mandatory offenses and is based on the RSAs.

Mr. Miller queried about the school resource officer. Dr. Cutler indicated that the school resource officer will return at the end of March.

2) Way of Work

Dr. Cutler discussed the way of work of policies for the District. She distributed a list of the policies that required by the minimum standards. These policies are grouped by: approval by the beginning of the next school year; required by school approvals; and researched but incomplete. She reviewed the list of policies that are required to be approved by the beginning of the 2008-2009 school year and recommended that the Board work on these policies to their successful conclusion.

3) Policies: 2nd Reading & Approval

a) Safe School Zone (JICD)

The Board briefly reviewed the policy and felt no revisions were necessary.

Mrs. Couture made a motion to approve the Safe School Zone policy for a 2nd Reading and final approval. Mrs. Jewett seconded. The motion carried 5-0-0.

Dr. Cutler reviewed meeting dates for March. The Board agreed to set their March meeting dates for the 5th, 12th, and 26th. Dr. Cutler suggested that a draft meeting calendar be prepared for the Board to review.

10) Adjourn

Mrs. Beauregard made a motion to adjourn the meeting at 8:57 p.m. Mr. Boehm seconded. The motion carried 5-0-0.

11) Upcoming Meetings - Litchfield School Board: February 13, 20, 2008 – CHS Media Room - 6:30 PM

Respectfully submitted,

Michele E. Flynn
School Board Secretary