

BROOKLINE SCHOOL BOARD

APRIL 13, 2010

MEETING MINUTES

A regular meeting of the Brookline School Board was held on Tuesday, April 13, 2010 at 6:07 p.m. at the Captain Samuel Douglass Academy.

Chairman Dave Partridge presided:

Members of the Board Present: Beth Lukovits, Vice-Chair
Wanda Meagher
Ernie Pistor, Secretary

Members of the Board Absent: Forrest Milkowski

Also in Attendance: Susan Hodgdon, SAU41 Superintendent
Mark McLaughlin, Business Administrator
Jeanne Saunders, Assistant Director of Special Education
Lidia Desrochers, Principal, Richard Maghakian Memorial School
Lorraine Wenger, Principal, Captain Samuel Douglass Academy
James Doig, Assistant Principal/Special Education Coordinator, RMMS
Kristina Henry, Assistant Principal/Special Education Coordinator, CSDA

AGENDA ADJUSTMENTS

Superintendent Hodgdon reminded the board of the need for a series of non-public discussions.

Ms. Lukovits made mention of the addition of the business report from Café Services.

H/B JR. CAVALIERS FOOTBALL - Use of CSDA Field

Coach Mark Jennings thanked the board, on behalf of the organization, for allowing the team to utilize the field last year. He commented at least half of the team resides in Brookline. Both parents and players would appreciate the opportunity to remain based in Brookline as opposed to Hollis, and have requested the opportunity to utilize the field again this year.

He provided the board with a listing of dates requested. Ms. Lukovits noted the field in question is the soccer field located in the center. Chairman Partridge remarked most of the events, with the exception of Tuesday and Friday night practices, occur prior to the start of the new school year. He questioned whether the use of the field had already been scheduled and was informed it was not.

Chairman Partridge commented, from a field maintenance perspective, nothing detrimental had been seen as a result of last year's use of the field. Mr. Jennings informed the board the team has volunteers who are willing to help out should the field need improvement(s). Chairman Partridge questioned what would be entailed in the jamboree. Mr. Jennings explained the team would like to schedule a pre-season jamboree during August where the team would invite other middle school teams from around southern New Hampshire as an opportunity for those teams to be able to play somebody before the team gets into its league schedule. They would like to use the event as a fundraiser. It would require the setting up of tents and concessions.

Chairman Partridge felt, as a school sport, the event would be a school fundraiser. He questioned whether it would be entirely self-funded and was informed it would be. Mr. Jennings stated normal game days during the season would be played at the high school.

Chairman Partridge commented use of the field during the season would depend on cross scheduling with soccer, however, that was worked out last fall without issue.

1 Ms. Meagher questioned where the portable lighting would be access electricity and was told it would be generator run.
2 Mr. Pistor questioned whether use of the field would raise liability or insurance issues. Ms. Meagher responded the team
3 is required to carry insurance. Mr. Jennings remarked the league does carry insurance. The lights would be removed at
4 the end of each practice.

5
6 Principal Wenger questioned whether the league would provide portable toilets, etc. during the jamboree event, and was
7 told they would. Mr. Jennings informed the board the jamboree event does not yet have a coordinator as the starting
8 point was obtaining a location for the event. He remarked it is likely the event would also require approval from the police
9 department. Chairman Partridge commented the school facility handles issues such as parking very well in that there is
10 parking at the facility. It is likely the event would not require police participation. Ms. Meagher suggested the team run
11 the idea past the police, as it would not hurt to do so.

12
13 **MOTION BY MEMBER LUKOVITS TO APPROVE THE USE OF THE FIELDS FOR THE HOLLIS/BROOKLINE JUNIOR**
14 **CAVALIERS FOOTBALL TEAM FOR THE DATES REQUESTED**

15 **MOTION SECONDED BY MEMBER PISTOR**

16 **MOTION CARRIED**

17 **4/0**

18
19 PRESENTATION BY CAFÉ SERVICES

20
21 Mr. William VanZandt, Vice-President and John Kenyon, District Manager, FreshPicks Café Services were in attendance
22 to speak with the board. Mr. VanZandt provided the board with informational packets. He explained the packet provided
23 a summary of what is occurring regarding enrollment, participation, and where the food service program is at this point.
24 The information was separated by CSDA and RMMS as they are different programs each with their own challenges. Also
25 included in the packet were menus and a survey, which was conducted at both schools in December.

26
27 Ms. Lukovits commented RMMS participation is up from last year. Ms. Meagher remarked the free and reduced lunches
28 are also up, which may be what is causing increased participation. Mr. VanZandt felt those attributed to some of the
29 success, however there were big challenges at RMMS last year, which resulted in changes, and he believes resulted in a
30 good effect. He noted there is one less employee at that location, and it seems to match up better. He commented on
31 the increased efforts in getting information out to the community.

32
33 There are very few participants on the meal assistance programs. The current run rate is about 52-53% participation
34 where the average for this kind of school is 75%-80%. In the programs with the higher participation the meal assistance
35 program participation is also higher and drives the numbers.

36
37 Mr. VanZandt stated they are in the midst of working out the logistics of conducting an additional survey before the start of
38 the next school year. Last year, their first year, was challenging, but participation increased from mid 30s to low 50s in
39 terms of percentage. Café Services has participated in nutrition committees and health fairs.

40
41 A copy of the most recent financial statement (February) was provided.

42
43 Ms. Lukovits questioned whether the end result was known. Mr. VanZandt stated the year should end as budgeted.
44 Revenues are down, but have been reacted to in the sense of decreased product purchase, etc. The program is running
45 at about a 35% food cost where the average in K-12 programs is normally between 38%-45%.

46
47 Mr. VanZandt mentioned Café Services is in the middle of writing renewals (financials for next year), and a price increase
48 may need to be considered at for both schools. He informed the board he would prepare two renewals; one flat and one
49 showing the impact of a price increase. The board could then look at both options in making a decision. Increases in
50 costs are anticipated. John Kenyon commented what he hopes to gain from the wellness fair is educating the community
51 to the options available to students.

52
53 Ms. Lukovits, speaking on behalf of the wellness committee, thanked Café Services for their participation in Wellness
54 Week.

55
56 Ms. Pat Lynch questioned the percentage of students at RMMS that choose to partake in a salad, sandwich or parfait
57 instead of hot lunch, and was told there are probably about 30 a day or 25-28%. The average number of lunches sold at

1 RMMS is approximately 10 a day. Mr. Kenyon commented they run traditional food base menu planning, which means
2 there are five components to a school lunch: meat/meat alternate, fruit or vegetable, grains, and milk. They write the
3 menu and then run it through nutrient standard menu planning to receive the nutrient printout. Menus can be adjusted
4 over the week to ensure balanced nutrition. Mr. Kenyon reiterated the need for parents to understand what a meal is
5 comprised of.

6
7 The question arose of whether Café Services has scanning technology that could be used in conjunction with the student
8 ID system is being piloted, and which could increase the efficiency of the lunch line. Mr. VanZandt stated the technology
9 is already available. All that needs to occur is purchasing of scanners.

10
11 When asked if Café Services makes their own pizzas, Mr. Kannan stated they make them with a product out of Portland,
12 ME. It is a fresh dough whole-wheat product made specifically for Café Services.

13
14 PUBLIC INPUT - None

15
16 ADMINISTRATIVE REPORTS

17
18 Superintendent

19
20 Superintendent Hodgdon informed the board she has met with both principals and has a number of alternatives to present
21 to the board for consideration. The alternatives are:

- 22
23 - Take one 1st grade teacher and place that teacher at 2nd grade, which would make grade 1 staffing 4 teachers with 22
24 as an average class size. Grade 2 would have 5 teachers with 20 as the average class size.

25
26 The advantages are that there would be more equitable numbers for grades 1 and 2, and that we would be better able
27 to address a greater number of students in need of support in grade 2.

28
29 Disadvantages are that it would increase the numbers in the 1st grade. There has been no input from the community-
30 at-large. 1st and 2nd grade teachers were the only faculty members asked for input.

- 31
32 - Eliminate foreign language resulting in being able to acquire one (1) more teacher to place at 2nd grade. You would
33 be looking at 5 teachers at both grades, 20 as the average class size at grade 2 and 17.6 at grade 1.

34
35 The advantage is there is no negative impact on the budget.

36 The disadvantage would be the loss of a foreign language program, which would impact 657 students. Brookline
37 students would not have foreign language while Hollis students do. The question was raised of what the impact would
38 be impact when merging at the middle school. There is no evidence of research or data referring to the impacts on
39 students at every age. There was no input from the community-at-large. 1st and 2nd grade teachers were the only
40 faculty members asked for input.

- 41
42 - Eliminate environmental science resulting in being able to acquire one (1) more teacher to place at second grade.
43 Again, there would be 5 teachers at both grades, average class size of 20 at grade 2 and 17.6 at grade 1.

44
45 The advantage is no negative impact on the budget.

46
47 The disadvantage would be the impact on 657 students. There would be the loss of environmental science.
48 Brookline students would not have environmental science while Hollis students do. There is a question about what
49 the impact would be when merging to the middle school. There was no input from the community-at-large, and no
50 input from faculty.

- 51
52 - Eliminate readiness resulting in placing an in-district teacher at 2nd grade. That would mean there would be 5
53 teachers at grade 1. Average class size would be 20.4. At grade 2 there would be 5 teachers with a 20-student
54 average class size.

1 The advantage is no negative impact on the budget. You could examine the extended day kindergarten model, which
2 is now in existence in Hollis with no readiness program at Hollis. No impact on the budget. Intervening at early stage.
3 The Response to Intervention Model is in existence now.
4

5 The disadvantage is an impact of a potential 13 students as opposed to 657 as in other alternatives. There was no
6 input from community-at-large. No input from faculty.

7 Chairman Partridge commented on the idea of extended kindergarten, which would have a budgetary impact.

8 Superintendent Hodgdon responded she did not think it would from what she has seen in the examination of that.

9 Currently there are 73 kindergarten students and 16 readiness students. There are 13 new 1st grade students to RMMS.
10

11 Superintendent Hodgdon stated existing staff would be utilized. Ms. Meagher commented 73 students would require four
12 (4) kindergarten classes. Principal Desrochers stated that was the staff that is now addressing early intervention. The
13 same staff would be for a group of children who were down to the lowest realm in terms of assessment concerns of
14 incoming kindergarteners. Extended kindergarten would provide them with additional intervention. Chairman Partridge
15 stated it is targeted towards those that need the extra help. Ms. Lukovits questioned whether RTI kids are identified.
16 Superintendent Hodgdon stated that would depend upon the tier of RTI. Ms. Meager questioned the staff that does that
17 now for kindergarteners. Principal Desrochers stated when the .4 position was re-defined last year (science coordinator),
18 that individual went to kindergarten. When asked if she works with current kindergarteners, Principal Desrochers
19 responded she does work with some.
20

21 Ms. Lukovits remarked if the students are not identified there would be no funding and there is no full-day kindergarten
22 funding in New Hampshire. She did not understand how kids who aren't identified and therefore do not qualify for
23 government assistance could participate without a budgetary impact. Ms. Meagher agreed there would have to be a
24 budgetary impact. Chairman Partridge remarked if this teacher spends .4 of her time with extended kindergarten then she
25 would not be doing the RTI she is currently doing during that time. Either RTI would be lost or another .4 teacher would
26 have to be budgeted for. There would have to be a budgetary impact.
27

28 Ms. Lukovits expressed a concern in that what was requested was an identification of the need. Superintendent
29 Hodgdon commented she didn't present a breakdown chart and she was unsure how detailed she could be in terms of
30 needs. Needs were addressed, and a matrix was created that broke the needs down. Ms. Lukovits questioned if what
31 was being stated was they determined there is a need and then moved on to alternatives. Superintendent Hodgdon
32 stated she had received the information through the Principals and had simply brought it forward to the board.
33

34 Ms. Lukovits remarked when the board discusses 5th grade and the low teacher ratio, Principal Desrochers often says it is
35 the make-up of the class and the needs of the students. She stated that is what the board was looking to determine the
36 make-up of the class and the needs of the students. She had not believed the board would move forward with
37 alternatives until it was determined a need exists.
38

39 Chairman Partridge remarked the alternatives look at 1st grade with the current 5 teachers and a class size of 17-18
40 whereas if it were decided to go to 4 classes the class size would be 22. In the 2nd grade if there were four teachers the
41 class size would be 25 and if there were five teachers class size would be 20. He questioned the make-up of the grades
42 coming up and the needs outside of their number. Principal Wenger responded all of those issues were looked at as well
43 as number of IEPs, etc. That information would have to be discussed in non-public session.
44

45 Chairman Partridge questioned, at a very high level, can it be said if the class size went from 18 to 22 in the 1st grade it
46 would put an undue burden on the system or can the system handle that change. The same question was asked if the 2nd
47 grade were increased to a class size of 25. Ms. Meagher stated you also have to consider the 5th grade and determine
48 whether their needs are higher than the 2nd grade needs. Superintendent Hodgdon stated both Principals would be able
49 to address those questions in a non-public session.
50

51 Ms. Madge Smith commented the 7th grade foreign language teacher had been asked how the kids were coming into the
52 7th grade compared across the schools and what she thought the impact could be of eliminating foreign language.
53 Superintendent Hodgdon stated, although no faculty input was noted, Principal Wenger had researched the question.
54 Principal Wenger informed the board and the public a survey was sent to all foreign language teachers at the middle
55 school and their responses were that no students come in fluent from either school, but they can tell if the students have
56 had exposure to foreign language and are more receptive to moving on with a foreign language.
57

1 Ms. Lukovits remarked she asked the Spanish teacher what the impact of the loss of foreign language would be. The
2 response was it takes until about the end of September for those students to catch up. Superintendent Hodgdon
3 suggested if it were a small number of students coming in without having had exposure it is a different approach the
4 teacher than if it were a large number of students. She stated she would wonder about the philosophy and if they are
5 trying to have the students in sync with one another even though they are in separate districts so that they arrive at that
6 point where they come together at the middle school with similar experiences.

1 Ms. Meagher commented they are not in sync now. Superintendent Hodgdon clarified her question as a philosophical
2 one. Ms. Meagher stated it would be nice to have them in sync, but the two programs are currently very different, i.e., in
3 Hollis they have only Spanish. Superintendent Hodgdon added each time a curriculum change is made you have to look
4 to the philosophy and goal to be accomplished. She added Hollis would likely say they are not where they would like to
5 be. They have added software (Rosetta Stone) to enrich their program. Ms. Meagher stated her belief the way the
6 foreign language program is currently structured there is not nearly as much benefit as budgetary costs. If the intent were
7 to restructure the program, that would be a different discussion.

8
9 Mr. Tad Putney applauded the administration for coming up with the alternatives, and asked what the recommendation of
10 administration was. Principal Wenger stated she would not want anything that would impact the students. She suggested
11 what would cause the least amount of disruption to any programming would be her choice. She stated they currently
12 have classes with 27 students and have made it work.

13
14 Ms. Jenny Dalo suggested if it were necessary to go into non-public session to review the numbers the board should do
15 that. The significant needs of the 1st graders going into 2nd grade need to be looked at. She stated her belief the impact
16 of the early education and early intervention is going to be huge with what happens later. She commented on the need
17 for testing scores to come up.

18
19 Ms. Smith remarked when the need for readiness came up the discussion on full-day kindergarten immediately came
20 about. She commented elimination of readiness would solve the problem for next year, but does not necessarily have to
21 be eliminated every year.

22
23 Ms. Lukovits stated she did not believe 13 to be a low number. Chairman Partridge questioned the projected number and
24 was told it was 13. He stated the only year (in recent times) in which there was no readiness was when the number was
25 3. Thirteen is a full class.

26
27 Ms. Lynch questioned the number of students going into each grade. Principal Desrochers stated project numbers for
28 grades 1 and 2 are: 87 for 1st grade and 99 for 2nd grade.

29
30 Mr. Jim Kelley stated his pleasure with the discussion and the questions raised, but felt, at a high level, if all of the
31 information was not available, right now what is being looked at is if a 1st grade teacher were moved to 2nd grade there
32 would be a class size of 20 in 2nd grade and 22 in 1st grade. He felt that would be more equitable than having class sizes
33 of 25 and 18. Chairman Partridge commented there are considerations such as whether or not impact of programs is
34 worth it in that case and the make-up of the classrooms. It may turn out that class sizes of 18 and 25 is better than 20
35 and 22 if the class that has the 18 has students with more needs.

36
37 The decision that had to be made was if the board were looking at eliminating a program it would affect renewing teacher
38 contracts. Chairman Partridge commented contracts have to be completed by the end of the month, and notification
39 would need to be provided. He stated the decision around swapping around readiness, 1st and 2nd grade teachers did not
40 have to be made immediately, however, if eliminating a program were to be considered, that decision would have to be
41 made during the meeting. Ms. Lukovits questioned the decision deadline for swapping staff, as she believed it to be at the
42 end of the month, which would not provide much time.

43
44 Chairman Partridge stated there is a contract as far as providing an assignment, but that could potentially be negotiated.
45 In other words, a teacher could be informed he/she would either teach readiness or 1st grade, etc. The deadline date is
46 April 30th. Ms. Lukovits suggested eliminating environmental education would not constitute the desired reduction of
47 funds as the teacher is contracted. Hiring a teacher would be at a cost of \$70,000 and environmental education is in the
48 range of \$40,000. Both Chairman Partridge and Ms. Lukovits remarked they would not support that option.

49
50 Superintendent Hodgdon stated her belief it would benefit the board to go into a non-public session to provide full
51 information.

52
53 Ms. Smith remarked the change in the health insurance was discussed at the last meeting. Mr. McLaughlin responded
54 the discussion was on the rate of insurance being changed from the anticipated 17.6% to the actual 10.9% increase. Ms.
55 Smith suggested that decrease was close to the cost of a teacher. She questioned whether those funds could be utilized
56 to eliminate the need to consider the proposed changes. Ms. Lukovits suggested another option should be to locate
57 funding from another area within the budget. Ms. Smith stated at last year's town district meeting a list of items that would

1 have been reduced was provided and she believed they included aids. She questioned if there were options that were on
2 the table last year that are not being considered this year. Ms. Lukovits responded 1 full-time computer aid position (1/2
3 at each school) was eliminated. The other half position was utilized in different areas.

4
5 **MOTION BY MEMBER MEAGHER THAT THE BOARD GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3**
6 **II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE**
7 **REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF**

8
9 **MOTION SECONDED BY MEMBER LUKOVITS**

10
11 *A Viva Voce Roll Call was conducted, which resulted as follows:*

12
13 Yea: Dave Partridge, Beth Lukovits, Wanda Meagher, Ernie Pistor

14 4

15 Nay:

0

16 **MOTION CARRIED**

17
18 *The Board went into non-public session at 7:05 p.m.*

19
20 *The Board came out of non-public session at 7:54 p.m.*

21
22 **MOTION BY MEMBER LUKOVITS THAT THE BOARD, BY ROLL CALL, SEAL THE MINUTES OF THE NON-PUBLIC**
23 **SESSION UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE**
24 **CONFIDENTIALITY WOULD NO LONGER BE SERVED**

25
26 **MOTION SECONDED BY MEMBER MEAGHER**

27
28 *A Viva Voce Roll Call was taken, which resulted as follows:*

29
30 Yea: Dave Partridge, Beth Lukovits, Wanda Meagher, Ernie Pistor

31 4

32 Nay:

0

33 **MOTION CARRIED**

34
35 RIF Policy – GDQA

36 ▪ *Given its Second Reading:*

37
38 Ms. Meagher had believed the board had discussed adding wording to the policy similar to the professional staff contract
39 regarding what would best meet the needs of the school. In the professional staff contract, seniority is the last priority
40 considered (if everything else is equal). When asked, Superintendent Hodgdon explained the contract was discussed and
41 the language presented was agreed to in negotiations, however, only the board can set policy.

42
43 When asked if she agreed with the statement, Ms. Amy Fesseden stated she was not aware of policies and procedures,
44 but during negotiations, they were promised there would be a RIF policy put in the School Board Policies & Procedures
45 Manual. The wording was discussed and agreed upon.

46
47 Ms. Meagher questioned how long the policy would stay in effect. Chairman Partridge stated the policy itself could be
48 changed at any time. It is not tied to the contract. The contract references the policy, as it currently exists. Under that
49 scenario, it has the duration of two years. Superintendent Hodgdon added it could be re-opened at any time if you return
50 to the Association with the desire to re-open that portion of the contract.

51
52 Chairman Partridge felt the proper thing to do was to put it in place as it was agreed upon between the negotiators and
53 the support staff, and then consider changes. If amendments cannot be made within the next two years, when the next
54 contract comes up the board can change the policy and negotiations can take place. He remarked he was uncomfortable
55 with the idea of changing it, at this time, as it would not be what the staff voted on and what the negotiator worked with.

56

1 Mr. Pistor asked if it was not already in the contract if staff voted on it. Superintendent Hodgdon stated there are only 2
2 school board representatives on the negotiation team. Chairman Partridge added the wording was discussed and
3 agreement was reached. Mr. Pistor commented on the one hand the policy in front of the board was agreed upon in
4 negotiations, however, as stated by the Chair, it is the school board that sets policy.

5
6 Ms. Meagher questioned why the change discussed at the last meeting was not incorporated into the policy. Chairman
7 Partridge remarked, after the last meeting, the recommended change should have been brought to the support staff to
8 gain their opinion. That did not occur. Superintendent Hodgdon remarked her notes from the last meeting include
9 changes for the instructional staff not for the support staff. Ms. Meagher stated no specific changes were made regarding
10 wording, however, the seniority issue was discussed and it was agreed that should be changed. Superintendent Hodgdon
11 remarked the language in the instructional staff GCPA is, #3 under procedures, "within these classifications, probationary
12 teachers as defined by RSA: 189.... Shall be laid off first." The board agreed probationary teachers are first to be laid off,
13 but after that the seniority kicks in with all other things being equal, which is the wording the board would like to see
14 across the board.

15 Superintendent Hodgdon stated there are differences in the support staff contract in that there are different categories,
16 i.e., category 5 para-educator has a BA in education, category 4 para-educator has a BA in any field, and category 3 is a
17 para-educator either certified or with an Associates Degree in education or highly qualified. Ms. Meagher remarked that
18 would speak to the more qualified people being retained first. Chairman Partridge stated the contract has not been signed
19 as this policy was not in place and is referenced in the contract. He suggested the policy be put in place, and that it be
20 made clear to support staff the board wishes to make changes.

21
22 **MOTION BY MEMBER LUKOVITS TO ADOPT THE REDUCTION IN SUPPORT STAFF WORKFORCE POLICY,**
23 **CDQA, AS WRITTEN**
24 **MOTION SECONDED BY MEMBER MEAGHER**
25 **MOTION CARRIED**
26 **3/1**

27
28 *Chairman Partridge stepped down and Vice-Chairman Lukovits presided;*

29
30 ADMINISTRATIVE REPORTS (Continued)

31
32 Principals

33
34 Principal Desrochers reiterated the calendar of events highlighted in her report, and provided the following updated
35 enrollment figures for the 2009/2010 school year:

36	Pre-K - 17	3 - 88
37	K - 73	4 - 75
38	R - 16	5 - 106
39	1 - 101	6 - 97
40	2 - 86	

41
42 Totals: RMMS 381, CSDA 278 (combined total of 659)

43
44 With regard to buildings and grounds, Principal Wenger informed the board a roofing company has come in and has
45 worked on repairs of the sections of the roof that were leaking. Unfortunately additional damage was suffered on Friday
46 when a problem occurred with the tarp and water penetrated the repair work. It has since been repaired. She
47 commented on the yeoman's work done by Kristina Henry in addressing the problem.

48
49 *Vice-Chairman Lukovits stepped down and Chairman Partridge presided;*

50
51 Work continues on replacing damaged sheetrock and some insulation issues. Ms. Meagher questioned the amount the
52 contractor would be responsible for. Mr. McLaughlin stated he would be discussing the contract tomorrow, however, he
53 needs to determine if any other damages occurred. It is his belief the contractor should have insurance coverage in place
54 to address any damage.

55
56 Ms. Meagher questioned whether leak(s) were found. Principal Desrochers responded several leaks were discovered.
57 Chairman Partridge questioned whether they were a result of poor construction practices. Mr. McLaughlin stated one

1 would have to view the photos to make that determination. When asked for his opinion, he stated it does not appear the
2 ice and water barrier shield was installed properly. The flashing likely only went up about 2" and in about 1". There were
3 led plates going over the top of it, but that was not enough.
4 Chairman Partridge questioned where the issue stood in terms of statute of limitations. Mr. McLaughlin stated the 7-year
5 limit has passed on that work. At present, there is an IKO individual coming out to look at the shingles, provide an
6 estimate of damages, and identify condition of current shingles. At present, there remains interior work to be done. The
7 next step would be to get the exterior of the building assessed.
8

9 Ms. Meagher questioned the status of repairs being done at RMMS. Principal Desrochers stated the floor (where tile has
10 ripped up) would be done during April vacation. Everything else has been done. Chairman Partridge questioned the work
11 on the drains located in the back of the school, and was told a quote has not been received.
12

13 Ms. Jenny Dalo questioned whether the bell system could be looked at. Principal Desrochers responded a quote was
14 recently received. Chairman Partridge remarked he had been unaware of an issue with the bell system. Principal
15 Desrochers informed the board it broke and was unable to be repaired as the original structure it is attached to (old
16 intercom system) is not functional. A new system will have to be put in place to work with the bell system. Ms. Meagher
17 questioned what maintenance work would and would not be covered by current maintenance budgets. Mr. McLaughlin
18 was unable to provide that information at the time. He stated the intent was for funds to be taken out of the current year's
19 budget. He stated the balance remaining in general maintenance accounts to be \$4,500 and \$6,800. He commented, if
20 necessary, funds could be encumbered.
21

22 Ms. Lynch remarked, at one point, painting the RMMS building was discussed. Ms. Meagher remarked that was going to
23 be done with existing personnel, which has not occurred. Chairman Partridge suggested that is something that should be
24 addressed. Principal Desrochers remarked that was on her list last year and this year for obtaining a quote. When asked,
25 she stated, off the top of her head, she believed the quote to be about \$1,700. Ms. Meagher questioned whether it was
26 placed in the budget and was told it was not as it had been believed staff would do the work.
27

28 Ms. Lukovits commented on the problem that occurred in this school year because of the institution of one-way busing,
29 which created additional riders than were anticipated. In the past, the kindergarten has been top loaded in the morning
30 and not in the afternoon. She questioned whether consideration could be given to averaging out the class sizes, which
31 would eliminate some of the morning bus riders. Principal Desrochers remarked that sounds like a good way to be able to
32 average out the class size, but there always seem to be hardships created because of work or getting a child home, etc.,
33 which is what usually drives the decision between a.m. and p.m. kindergarten.
34

35 Principal Wenger questioned whether board members received Director Mace's report on AYP and was told they had.
36 She stated CSDA did not make AYP in reading, but did make AYP in math under safe harbor. Overall, as a school, they
37 did tremendously well. The state target for reading was an index score of 91 in reading and 88 in math. CSDA had
38 around 95 as a school in reading and about 91 or 92 in math. Ms. Meagher commented the report indicated, although
39 CSDA made AYP in math, they would continue to be a school in need of improvement for one more year. Principal
40 Wenger explained there are two separate and individual designations. AYP has to be made for two consecutive years in
41 order to lose the designation.
42

43 Ms. Meagher commented the reports did not break down the numbers by grade level. Superintendent Hodgdon stated a
44 full discussion would take place in May. Specific questions should be directed to Director Mace.
45

46 When asked, Principal Desrochers stated RMMS did not make AYP in a sub-group of special education for reading or
47 math.
48

49 Business Administrator

50
51 Mr. McLaughlin remarked he had e-mailed the board a financial report on April 5th. His goal is to get those reports out for
52 all districts by the 5th working day of the following month. As we approach the end of the year he will meet with each of
53 the principals to go over line items to ensure a more accurate report as we move forward into June.
54

55 Special Education

56

1 Assistant Director Saunders informed the board of a new pre-school student who will require a one-to-one para-educator.
2 The position has been posted and interviews scheduled to take place on the 27th. At present, there is a substitute
3 providing that coverage.
4

5 Ms. Meagher questioned whether there is a way to include in the budget a substitute para-educator line item so the
6 expense can easily be identified as special education. Mr. McLaughlin agreed to look into that to see what can be done.
7 It is dependent upon how it is reported. Chairman Partridge stated the information could be provided in report form. Ms.
8 Lukovits agreed that would provide the requested information.
9

10 Ms. Lukovits questioned what the .4 position was based upon. Assistant Director Saunders replied it breaks down to 2.5
11 hours 4 days a week (10 hours a week). Chairman Partridge commented 10 hours a week should be identified as .25.
12

13 With regard to Preschool enrollment for the 2010/2011 school year Assistant Director Saunders informed the board all
14 students would be in-district. All out-of-district students have transferred either into our program or into kindergarten.
15

16 The projected numbers are:

- 17
- 18 ▪ 3 year olds:
19 5 typical peers are enrolled
20 0 identified students (3 are in the process of evaluations)
 - 21 ▪ 4 year olds:
22 8 typical peers are enrolled
23 3 identified students
24

25 During budget preparation, recommendations were made for a .8 para-educator position, a .5 certified occupational
26 therapy assistant (COTA) position, and a .5 nurse position to fulfill the needs of the preschool population. After further
27 review and given the tremendous amount of speech needs at RMMS, it is believed a .5 speech specialist would meet the
28 needs of the pre-kindergarten population in lieu of the .5 nurse position. She stated she has not had the opportunity to
29 discuss this with Denise Curtis. She has discussed the issue with Christine Shaw and received her support of the
30 proposal. It was stated the work the nurse does with the students is really related to toileting.
31

32 Assistant Director Saunders remarked speech and language services are IEP ordered services, which the district is
33 legally mandated and bound by. She is concerned with being without the staff to provide those services. Ms. Lukovits
34 agreed and commented, in the past, when the need for speech assistance has been made known it has been provided.
35 She noted the school is also required to provide a nurse. She was concerned with losing one position to gain the other.
36 She remarked she did not understand the position being listed as a .5 speech specialist and that the remainder of the
37 individual's time would be spent as an additional aid for the classroom. If not in the special education speech classroom,
38 the individual should be in the speech room providing instruction for the general population and not providing aid services.
39

40 Ms. Lukovits stated a nursing position would fall under professional staff. Assistant Director Saunders replied a speech
41 specialist is also a professional staff member. Ms. Lukovits suggested if the need is for speech then the hire should be for
42 the speech department rather than restricted to the preschool. Ms. Meagher added the half-time nurse was not
43 designated to preschool, but was part of the preschool budget because of the additional need of the population.
44

45 Assistant Director Saunders suggested an additional adult in the classroom would allow para-educators and classroom
46 teachers to assist in toileting. Chairman Partridge stated you couldn't count on a speech specialist being in the classroom
47 as the needs may require they be in their speech office with the student. Principal Desrochers added, in sharing services
48 to avoid additional spending while getting the program up and running, the existing personnel were taxed. Assistant
49 Director Saunders stated she would like to move forward with the .5 certified occupational therapy assistant position as
50 well for RMMS.
51

52 She requested the pre-school program be open throughout the month of July; Monday through Thursday 8:00 a.m. to
53 10:00 a.m. In that time period, the students with disabilities would be provided with their extended school year
54 programming. They would also like to open the program up to typical peers to participate at a cost of \$210, which would
55 match the tuition rate in Hollis.
56

1 Depending on enrollment, they would have a para-educator that is assigned to preschool work during the summer. If she
2 worked throughout the month of July it would be at a cost of \$520. Ms. Lukovits questioned the additional professional
3 staff needed. The response was salary would be considered as part of the extended school year (budgeted under special
4 education for RMMS). Chairman Partridge suggested it is unknown whether typical peers would wish to participate and
5 there may be concerns among some of the identified students that they want to be with typical peers. He questioned if
6 this is set up and the typical peers don't come forward, where does that leave the program? Assistant Director Saunders
7 replied Christine Shaw has developed a parental survey, but was instructed to wait for board discussion to take place.
8

9 Ms. Lukovits stated her concern with costs. Assistant Director Saunders stated the budget line for extended school year
10 includes the salary for Ms. Shaw, the special education teachers at RMMS, etc. At a fee of \$210 a month, if only 1 typical
11 peer participated then consideration would be given to perhaps not hiring the para-educator for the summer period. Ms.
12 Lukovits stated her desire to have a better understanding of whether the program can be self-supporting. Assistant
13 Director Saunders stated they are just now collecting all of the extended school year decisions, are looking at grouping
14 the students, but have never before had preschool extended school year (students have gone out-of-district during the
15 summer).
16

17 Chairman Partridge questioned the cost of the identified students chosen for this program. He commented if the students
18 are identified, these are services we have to provide one way or another. He questioned what the comparative cost would
19 be. The response was if going to an out-of-district, the monthly tuition and the cost of transportation would be \$3,000/per
20 student. There are students in those programs now that are transitioning into the four-year-old program. The typical peer
21 component is another part of the program that would be similar to out-of-district programs. Ms. Meagher questioned what
22 would happen if typical peers not currently registered for next year participate and the room is not available for them. It
23 was felt they would likely not participate in the summer if they were not enrolled for the fall.
24

25 Ms. Lukovits expressed a concern with utilizing so much of the extended school year (ESY) budget. The response was
26 the salary for Christine Shaw to be there four days a week from 8:00–10:00 a.m., is already coming out of that budget.
27 Ms. Lukovits questioned why she would be there for two hours a day if not a requirement. The response was that there
28 are students in the program that are here for the extended school year. The question to the board was whether or not to
29 offer the program to typical peers.
30

31 Chairman Partridge stated his opinion they should move forward with the survey.
32

33 Superintendent

34

35 Superintendent Hodgdon informed the board the leadership team has worked on the calendar for the next school year. It
36 will be presented April 21st at the meeting of the SAU Board. The proposal includes the traditional winter vacation time
37 slot (week after the week utilized by Massachusetts). The proposed vacation week, February 28th through March 4th,
38 does, however, impact the scheduling of March District meetings, but it does recognize and respect this winter vacation
39 time as the timeslot families have traditionally counted on and also aligns with calendars in Milford and Nashua, which is
40 important as there are high school students who go to those districts.
41

42 The search panel for the Associate Superintendent has met, reviewed applications, set key criteria for the position, and
43 selected candidates for the first round of interviews, which will be held April 19th. Two finalists will emerge for the next
44 stage of the process, which includes visits to their current districts and having them visit in SAU 41. The panel will then
45 provide recommendations to the SAU Board. It is anticipated the Associate Superintendent will go before the SAU Board
46 in early May for approval with a proposed start date of July 1st.
47

48 The Strategic Planning Committee is continuing its input gathering via public forums and surveys. The forums were held
49 April 1st and 8th. The turnout was light, but the combination of the surveys as well as the planned school visits to districts
50 engaging in best practices will provide the steering committee with a broader picture of 21st century schooling and best
51 practices. There have been presentations to organizations and school staff all in preparation for a roundtable discussion
52 for last week's Leadership Team meeting. The next step for the Steering Committee is to look at putting all of the data
53 together and having it analyzed either by a strategic group or a representative group from the community. They are in the
54 planning stages of that.
55

56 During the last week of March, members of the SAU 41 Leadership Team met in three Learning Teams to present and
57 receive feedback on their goals. The Learning Teams are an ongoing feature of the new administrator evaluation model.

1 Administrators come together in mixed level and mixed job assignment groups in a facilitated session that focuses on
2 learning from one another through discussion and feedback. She serves as the facilitator for each of the three Learning
3 Teams. The feedback on the first sessions was positive and it was decided that a folder of the goals of each administrator
4 would be shared in a folder that all members of the Leadership Team can access.

5
6 Superintendent Hodgdon touched on the school board orientation session. The State School Board encourages even
7 those who have been on school boards might want to do a re-fresher course.

8
9 She informed the board she received a communication from the Brookline Fire Department regarding observations made
10 when they assisted with a lock down and steps that should be taken. She commented what it essentially spoke of was
11 the amount of paper in the hallways, postings across windows, and too much artwork either around doorframes or near
12 enough to a doorframe to jeopardize a means of egress.

13
14 Ms. Betty Chase commented the postings were associated with preparation for the writer's festival. The day after the
15 festival all postings were removed.

16
17 Superintendent Hodgdon remarked professional contracts are being renewed. There is a request for a lane change,
18 which she believes was sent directly to the Board. She has been in contact with the Chair and is prepared to discuss it.
19 The Principals and she met and discussed the staffing issues raised at last month's board meeting.

20
21 She is in the final stages of negotiations with the RMMS Interim Principal, and will bring the board up to date in non-public
22 session.

23
24 APPROVAL OF SCHOOL BOARD MINUTES

25
26 Brookline School Board March 1, 2010

27
28 Brookline School Board – Non-Public March 1, 2010

29
30 Brookline School Board – Annual Meeting March 4, 2010

31
32 Brookline School Board – Organizational Meeting. March 23, 2010

33
34 Brookline School Board – Non-Public March 23, 2010

35
36 NON-PUBLIC SESSION

37
38 **MOTION BY MEMBER LUKOVITS THAT THE BOARD GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3**
39 **II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE**
40 **REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF**
41 **MOTION SECONDED BY MEMBER MEAGHER**

42
43 *A Viva Voce Roll Call was conducted, which resulted as follows:*

44
45 Yea: Dave Partridge, Beth Lukovits, Wanda Meagher, Ernie Pistor

46 4

47 Nay:

48 0

49 **MOTION CARRIED**

50 *The Board went into non-public session at 9:23 p.m.*

51
52 *The Board came out of non-public session at 11:02 p.m.*

53
54 **MOTION BY MEMBER LUKOVITS THAT THE BOARD, BY ROLL CALL, SEAL THE MINUTES OF THE NON-PUBLIC**
55 **SESSION UNTIL SUCH TIME AS THE MAJORITY OF THE BOARD VOTES THAT THE PURPOSE OF THE**
56 **CONFIDENTIALITY WOULD NO LONGER BE SERVED**
57 **MOTION SECONDED BY MEMBER MEAGHER**

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A Viva Voce Roll Call was taken, which resulted as follows:

Yea: Dave Partridge, Beth Lukovits, Wanda Meagher, Ernie Pistor

4

Nay: 0

MOTION CARRIED

MOTION BY MEMBER LUKOVITS TO ACCEPT THE RESIGNATION OF RMMS ASSISTANT PRINCIPAL/ SPECIAL EDUCATION COORDINATOR JAMES DOIG AND TO WISH HIM WELL IN HIS FUTURE ENDEAVORS

MOTION SECONDED BY MEMBER MEAGHER

MOTION CARRIED

4/0

ELECTION OF 2010-2011 PROFESSIONAL STAFF

MOTION BY MEMBER LUKOVITS TO ACCEPT THE RECOMMENDATIONS OF THE PRINCIPAL OF THE RICHARD MAGHAKIAN MEMORIAL SCHOOL FOR CONTINUATION OF CONTRACTS FOR PROFESSIONAL STAFF FOR THE 2010/2011 SCHOOL YEAR

MOTION SECONDED BY MEMBER MEAGHER

MOTION CARRIED

4/0

MOTION BY MEMBER LUKOVITS TO ACCEPT THE RECOMMENDATIONS OF THE PRINCIPAL OF THE CAPTAIN SAMUEL DOUGLASS ACADEMY FOR CONTINUATION OF CONTRACTS FOR PROFESSIONAL STAFF FOR THE 2010/2011 SCHOOL YEAR

MOTION SECONDED BY MEMBER MEAGHER

MOTION CARRIED

4/0

ADJOURNMENT

MOTION BY MEMBER PISTOR TO ADJOURN

MOTION SECONDED BY MEMBER MEAGHER

MOTION CARRIED

4/0

The April 13, 2010 meeting of the Brookline School Board was adjourned at 11:05 p.m.

Date _____ Signed _____