

Regular Meeting
September 16, 2009
Hollis-Brookline Middle School

Janice Tremblay, Chairperson
Tom Enright
Fred Hubert
James O'Shea, MD
Dan Peterson
Steve Simons
Tom Solon

Susan Hodgdon, Superintendent of Schools
Tim Kelley, Principal, Hollis-Brookline High School
Pat Goyette, Principal, Hollis-Brookline Middle School
Carol Mace, Director of Curriculum
Robert Kelly, Director of Special Education
Jeanne Saunders, Assistant Director of Special Education
Emily Davis, Student Representative
Betsy A. Packard, Recording Secretary

Others present included members of the Public.

Chairperson Janice Tremblay called the meeting to order at 7:10 p.m.

1. AGENDA ADJUSTMENTS

None

2. PUBLIC INPUT

Marie Degulis, Co-President of the PTSA, informed the Board that one goal of the PSTA is to increase communications to their members. Therefore, a PTSA representative will be at the School Board meetings and the Budget Committee meetings, and will report back to their members at their PTSA meetings.

Debbie Pucci stated that she had questions regarding unrated movies/documentaries and the policy. She pointed out that there were no July minutes and the August minutes only had brief comments regarding the policy and the acceptance of the policy. She asked if the Board was aware of the changes in the policy from the June meeting and the August meeting.

Mr. Simons responded that the Board was aware of the changes, as they had copies of the policy. He added that the body of the policy had minor typo changes, and page 11 was modified from the June draft. Dr. O'Shea recalled that the Policy Committee looked at the policy and then brought it before the Board in June. The Board recommended that the Committee re-do the policy. The Committee brought the revised policy before the Board in August and it was accepted with a 5 –1 –1 vote.

Mr. Solon stated that he had submitted some proposals for additional content to the Policy Committee; therefore, the policy may come up for further consideration.

Mr. Peterson stated that the new policy does not address the issue of unrated material.

Chair. Tremblay stated that the policy will be reviewed in the Committee, where suggestions will be taken under advisement.

Mr. Kelley stated that he had talked with Mr. Peterson that week and will bring some things forward later.

Steve Pucci addressed the Board stating that, in regards to what had taken place that day, he felt that there was a need to change the approach of communications between the school and parents. He felt that there was a need for pro-active, rather than re-active approach. Mr. Pucci felt that parents are the last to know about what is taking place, adding that there had been various serious issues over the past couple of years of which he had concerns with the communications to parents. He asked what was the approach that the School Board was taking in communications to parents and being pro-active vs. re-active.

Supt. Hodgdon explained that the timing for that morning's issue was in the interest of cooperating with the Hollis Police Department. She added that they had no choice and could not release information until today.

Mr. Kelley stated that in terms of a timeline, the Hollis Police Department released information at 10:00 a.m. The Nashua Telegraph reported it at 10:30 a.m. Mr. Kelley wrote a letter to parents and released it at 11:00 a.m. He added that he immediately had parents volunteer to teach the class at no pay, and had a number of parents compliment him on how upfront the school is and comment on the school's transparency. Mr. Kelley stated that they are working hard to gain trust that the school values in the community. As soon as they were informed of the problem, the teacher was put on administrative leave. The teacher then resigned two days later.

Supt. Hodgdon added that they had also been working with their legal council.

Mr. Pucci stated that he appreciated the Board's explanation and comments, but asked that they continue to improve.

Iris Realmuto stated that she maintains websites and it had been mentioned that meetings were going to be kept to 3 hours. She questioned if the meetings started at 6:00 p.m. or 7:00 p.m. Chair. Tremblay responded that the 3 hours is for the public portion of the meetings.

A member of the audience stated that he went to the Hollis Historic District meeting that the school submitted plans for a coaches' tower. The request was not approved; therefore, he wondered what would now happen with football, location, etc. He felt that the program will be successful, but he also felt that Love Lane was not big enough to handle the traffic of a successful program. He added that he understood that moving the football field was under consideration. He felt there was a wealth of issues that could be of concern. Chair. Tremblay responded that the answers he was looking for were in Mr. Kelley's report, which she will ask to be read during that portion of the meeting.

3. REPORTS

Buildings and Grounds Supervisor's Report

Covered in Tim Kelley's report.

High School Principal's Report

Mr. Kelley read the following from his written report:

Coaches' Box Update: On September 3rd, Athletic Director Rhon Rupp met with the Hollis Historic District Commission to present the plan for the coaches' box. Many residents also attended and expressed their opposition with the plan. At the meeting, it was suggested that we look into the option of building on the south side of the track where the bleachers are currently located. It was subsequently shown that an easement exists in which no structure may be within 50 ft of the wetlands (or wetland soils). The

next option that is being explored is to convert the side lacrosse field, into a multi-purpose football, lacrosse and soccer field with bleachers and a coaches' box built into the hill. Rohn has had a preliminary discussion with Frank Cadwell, a Hollis selectman who is also on the Historic District Commission and Frank believes that it would be a site that is acceptable as no one would see the field unless they were coming to the school.

Mr. Kelley stated that they were looking into costs. He added that he understood Love Lane's residents' concerns. They would still plant trees, but it takes 20 year for trees to fill in. Mr. Kelley stated that Mr. Simons and Mr. Enright have been looking at the site.

Mr. Enright asked what the status of the coaches' box was. Mr. Kelley responded that the Board voted to allow them to go forward with permits and permissions. They did not get them, so they are not going forward with the coaches' box. Mr. Enright asked that with the Hollis Historic Commission not giving permission to build, if they were dropping the project. Mr. Kelley responded that they were looking into other options.

Student Representative's Report

Chair. Tremblay welcomed Emily Davis and thanked her for submitting a written report.

Dr. O'Shea asked if Ms. Davis would feel comfortable telling the Board how the staff handled the morning's situation from the student's perspective. Ms. Davis felt that the staff had dealt with the situation well. She added that she feels comfortable in the school.

Middle School Principal's Report

Ms. Goyette reported that she had two recommendations:

- The first recommendation needed to be discussed in non-public.
- The second recommendation was for a Special Education secretary.

Ms. Goyette explained that last **June** they had talked about sharing a Special Education secretary with the High School. However, the High School needs a full-time secretary. Ms. Goyette felt that a part-time position of 6.25 hours/week would fulfill her needs. She requested that the position be posted immediately.

Ms. Goyette stated that she had a para in the school that if she worked the 6.25 hours/week, she would still be part-time, but the added hours would kick in retirement. She stated the cost would be approximately \$8,000.

James O'Shea moved that the Board authorize the posting of a Special Education secretary and hire immediately. Tom Solon seconded.

Mr. Simons asked if Supt. Hodgdon approved of the request. Supt. Hodgdon responded that she did.

Motion carried unanimously. 7 – 0 – 0.

Mr. Solon stated that he had attended a well-presented parents night on Monday night. He questioned the comment a parent brought forth about additional students in Algebra. Ms. Goyette responded that in the past they had used Orleans Hannah as a diagnostic for placing students into Algebra. In the past, 1-4 students, possibly 8, qualified. Over the years the number of students qualifying has increased to about 20. Students have learned enough in the current math program to pass the Orleans Hannah. Ms. Goyette explained that they have developed their own test, with the help of the High School. They schedule two Algebra classes. Teachers do testing again in the fall, then students splinter off. Ms. Goyette stated that she felt good about the process.

Network Administrator's Report

Chair. Tremblay stated that Rich Raymond was not present that night and that any questions could be emailed to her, and cc Mr. Raymond.

Director of Curriculum's Report

Ms. Mace reported that she had no action items, and that her written report was information only. She offered to take comments/questions.

Mr. Peterson questioned about distribution of reports prior to meetings. Chair. Tremblay stated that the goal is to post agendas and information reports on the website prior to the meeting. Members can then come to the meeting with questions and concerns regarding the reports. The hope is to have this in place for the next meeting.

Director of Special Education's Report

Mr. Peterson stated that there had been a change regarding out-of-district students. He questioned if there was an economic impact. Mr. Kelly stated that he would update the Board at the next meeting. He explained the followings;

- 1 student placed had no budget impact
- 1 student came back, has a small budget decrease
- 1 student placed has a higher budget increase

Thus, the net will be higher.

Mr. Kelly introduced Jeanne Saunders, the new Special Education Administrator.

Superintendent's Report

No questions.

4. STAFFING

Supt. Hodgdon stated that she had the following staffing requests:

- Letter of Resignation from Chris Cieto, dated September 11, 2009

Supt. Hodgdon read the letter, which stated that "it was with great regret that he tendered his resignation, effective immediately."

Steve Simons moved that the Board accept Chris Cieto's letter of resignation, effective immediately. Fred Hubert seconded. Motion carried. 6 – 0 – 1 (O'Shea abstained)

- Letter requesting an extension of post partum leave from Lena Pepper, dated September 4, 2009

Supt. Hodgdon explained that Ms. Pepper's return date had been October 8, 2009. Ms. Pepper is requesting an extension of her leave for the entire first semester. The leave would be unpaid, and the employee would pay any benefits. Supt. Hodgdon added that the current substitute is willing to stay for the extension.

Mr. Solon asked if there would be any impact to the budget for the substitute. Supt. Hodgdon stated that she did not know what it would be.

Approved: October 21, 2009

Tom Enright moved that the Board accept Lena Pepper’s request for an extension to her maternity leave, with a return date being the start of the second semester. Steve Simons seconded. Motion carried. 6 – 0 – 1. (Solon abstained.)

5. POLICIES

Mr. Simons explained that policies KI – Visitors to School, and EI – Risk Management, both approved on May 21, 2008, were inadvertently deleted at the last month’s meeting. Therefore, they needed approval.

Steve Simons moved that the Board reapprove policies *KI – Visitors to School*, and *EI – Risk Management*, both approved on May 21, 2008. Tom Enright seconded. Motion carried. 6 – 0 – 1 (O’Shea out of the room.)

6. REPORT FROM BUDGET COMMITTEE

Mr. Peterson reported that the Budget Committee would be meeting on Monday at 6:00 p.m. at the Middle School.

7. APPROVAL OF MINUTES – AUGUST 19, 2009

The following corrections were made to the minutes of August 19, 2009:

- Page 3, under Websites/Contract Management Systems, “Extron” should be “Ektron”
- Page 4, bottom half of page, three references to “ITC” should be “ICT”
- Page 5, first line, should read “long-term substitute *caller*”
- Page 7, in the motion, “IDF” should be “IKF”
- Page 8, last paragraph not bolded, “JSA” should be “RSA”
- Page 9, Item #7 Miscellaneous – Tom “Flygare” should be Tom “Closson”

Steve Simons moved that the Board approve the minutes of August 19, 2009 as amended. Tom Enright seconded. Motion carried unanimously. 7 – 0 – 0.

Supt. Hodgdon informed the Board that she had the completed MS25 and MS24 forms ready for signatures.

8. TRANSPORTATION

Supt. Hodgdon stated that Al Orde and Nancy Orde of Orde Transportation were present that night. She reported that she had met with Nancy Orde regarding the rerouting of buses. Supt. Hodgdon then gave the following ridership information:

Brookline – 8 Routes/Buses

AM	Bus 7	26 students
	Bus 4	64 students
PM	Bus 7	27 students
	Bus 4	64 students

Hollis – 12 Routes/Buses

AM	Bus 5	27 students
	Bus 1	73 students
PM	Bus 5	35 students
	Bus 1	79 students

Mr. Orde stated that the count was actually 8.5 for Brookline and 11.5 for Hollis as one bus picks up students from both towns. He explained that the maximum number of riders per bus is 71, but added that that was giving 13" of seat room per student. He invited Board members to ride on the bus to see what it is like.

Supt. Hodgdon stated that the following items were under consideration:

1. Rearrange Bus 7 in Brookline
2. Rearrange Bus 5 (possibly eliminate it) in Hollis

Supt. Hodgdon explained that that was how it looked on paper; however, the following issues must be taken into consideration:

1. Total number of eligible and ineligible drivers at the High School
2. Athletic gear students carry with them, especially in the morning
3. Large backpacks
4. Band instruments
5. Middle School project work, as well as students riding different buses to go work on projects at another student's house
6. Some students outside at different residences
7. Different lengths of routes (policy states no longer than 45 minute ride)
8. ??
9. Pick up times and drop off times

They could remove the buses with smaller ridership and redistribute students to other buses; however, the above issues must be taken into consideration.

Mr. Enright stated that 71 students per bus was mentioned, but with the size of the student and the stuff they have to carry, that number seemed unrealistic. Ms. Orde stated that for adults, the ridership is 47, two per seat, and one seat in the back. Mr. Orde felt that 55 was a reasonable number.

Mr. Enright asked if the District was still running a late bus for Brookline. Ms. Orde responded that they had stopped that two years ago.

Dr. O'Shea asked if there had been any complaints from students and/or parents regarding crowding. Ms. Orde stated that she had gotten a few complaints, mostly from Brookline, as their buses have larger numbers.

Mr. Enright asked how the bus drivers come up with their numbers. Ms. Orde responded that the drivers have a list of every student on each bus. Drivers were given the list of stops with the students' names at each stop. Drivers crossed out the names of students that did not ride and added names of student who did ride, but were not on the list.

Mr. Simons pointed out that some students do not necessarily ride the bus every day.

Mr. Solon felt that from what had been reported, they could not achieve less buses without overcrowding. Supt. Hodgdon stated that they could do some rearranging, but it would mean that Brookline students would be riding the bus longer than policy permits. Mr. Solon questioned if they could successfully reduce the number of buses. Supt. Hodgdon felt that they could in Hollis and that it would be more complex in Brookline, and it may require changing the policy so that students are riding the bus longer than 45 minutes.

Dr. O'Shea questioned the possibility of students middle school and high school age having longer distances to the bus stop, and thus consolidating some stops. Mr. Enright liked the idea and felt the Board should look at the next steps. Supt. Hodgdon stated that they have had parents express concern regarding students getting to bus stops, especially in the winter with snow banks, and no sidewalks. They felt it was unsafe. Mr. Hubert felt that needed to be considered.

Supt. Hodgdon thanked Mr. and Ms. Orde for the data collected and for coming to the meeting. Supt. Hodgdon and the Ordes will continue to work together.

9. GRANT COMMISSIONS AND TECHNOLOGY COMMITTEE

Grant Commissions

Mr. Solon addressed the Board pointing out that with increasing costs combined with flat or decreasing budgets, it has limited the ability to improve the educational opportunities for the students. He suggested that one method to help defray costs is the securement of education grants from both public and private sources. Mr. Solon stated that the draft document he was presenting was a first pass to see if there is any interest. He added that if there was support for this activity, he would entertain turning the draft document into a formal proposal.

Supt. Hodgdon felt the idea was good, but had the following concerns:

1. Questioned the amount of time supporting this initiative would take away from the time needed to put into the 5-year plan.
2. The time teachers would consume engaging in grant work. Preference is for teachers to spend the time teaching.
3. Most grants require that programs be in place and then the grant adds to it.
4. Questioned the ability of the Business Office to handle the added work.

Mr. Solon stated that he did not intend that there be Administrative involvement.

Supt. Hodgdon stated that the Commissioner was looking into a program called "Race to the Top," which is grant money. She added that she would rather participate in that.

Mr. Hubert stated that he like Mr. Solon's ideas, but Supt. Hodgdon's concerns resonated with him. He questioned the use of volunteers, or a paid grant writer on commission.

Mr. Peterson pointed out that every position has to be in the budget. They might be able to offset the cost with grant money. Mr. Solon stated that you cannot have a grant pay for a grant writer.

Dr. O'Shea asked the Administrators what their colleagues at other schools do. Ms. Goyette pointed out the following concerns:

1. The amount of time it would involve teachers.
2. Grants do not support current budget. They are for enhancement.
3. They are continually looking for grants.

Mr. Solon felt the discussion had been good.

Technology Committee

Mr. Solon stated that he had expressed to the Board his concerns regarding the role technology should play in the delivery of the curriculum in the school district, and which technologies should be taught. He added that he was proposing a committee to research the current tools and practices. The committee would report back to the school board. He stated that there were specific questions in the proposal for the committee to address.

Dr. O'Shea stated that he liked Mr. Solon's ideas, but felt that they should think about this SAU-wide, and wondered if it could be brought forth at the 5-year goal meeting. Supt. Hodgdon stated she thought of the 5-year technology plan that needs to be filed to get federal funding. She felt they should reconvene the committee to look at these proposals. The Technology Committee could look at this and work with the Leadership Team. She felt it would also fit in with "Race to the Top." Supt. Hodgdon felt that this proposal could be embedded in current committees.

Mr. Solon questioned how they could involve community members. Supt. Hodgdon felt the Tech Plan could perhaps involve community members. Mr. Solon asked if this could be done in a 12-month time frame. He felt they were looking at significant investments, therefore, he would rather have a 12-month time frame than a 5-year time frame. Supt. Hodgdon stated that she would like to incorporate the proposal into the 5-year plan. Mr. Solon had concerns that everything becomes an action item for the Superintendent, therefore he would like to find a way to get this done without adding a burden to Supt. Hodgdon. He added that there were community members available that have researched this type of information. He had concerns that the proposal would get lost if embedded into existing committees.

Ms. Mace stated that she is looking at a plan regarding compelling issues that need attention paid to; however, she agreed that the proposal should be embedded in the 5-year plan. She added that they will be developing activities, strategies, and timelines, and will be reporting out. Mr. Solon asked if the public would be involved in the strategies. Ms. Mace stated that currently, it is just the Leadership Team. Dr. O'Shea suggested that they invite community members to be quasi-members of the Administration Team. Supt. Hodgdon stated that she was uncomfortable in allowing non-employees on the Leadership Team.

Supt. Hodgdon stated that if the Board was committed on having a stand-alone committee, then it could be meshed with the strategic plan, where they always involve community members.

Tom Solon moved that the Board appoint a Technology Committee as proposed, and changing the membership by striking School Administrators and SAU Administrators. James O'Shea seconded.

Dr. O'Shea stated that he will vote against the motion because he would like to give Supt. Hodgdon more time.

Mr. Peterson appreciated Mr. Solon's work, but felt it needed to fit within the structure and strategy of what they are trying to accomplish in the District and SAU. Mr. Enright agreed with Mr. Peterson and stated that he would not vote for a committee that omits the SAU and School Administrators.

Motion was defeated. 2 – 5 – 0. (Peterson, Enright, Simons, Tremblay and O'Shea against.)

Steve Simons moved that the Board enter non-public session under the provisions of RSA 91-A:3 II (c) reputation. James O'Shea seconded. A roll call vote was taken with all members present voting in the affirmative. 7 - 0 - 0.

The Board entered non-public at 9:05 p.m.