

APPROVED

**PELHAM SCHOOL BOARD  
PUBLIC SESSION  
PELHAM ELEMENTARY SCHOOL  
November 12, 2008**

**School Board Members:** Bruce Couture, Linda Mahoney, Linda Koehler, Eleanor Burton  
**Superintendent:** Dr. Frank Bass  
**Assistant Superintendent:** Roxanne Wilson  
**Business Administrator:** Kathleen Sargent

Bruce Couture called the Public Session of the Pelham School Board to order at 7:03 p.m.

**Pledge of Allegiance**

**Public Forum**

No public comment.

**Consent Agenda**

Motion to approve the Public Session minutes of October 22<sup>nd</sup> after discussed changes was made by Linda Koehler. Seconded by Eleanor Burton. Motion Passed 4-0.

Motion to approve the Public Session minutes of October 29<sup>th</sup> after discussed changes was made by Linda Koehler. Seconded by Linda Mahoney. Motion Passed 4-0.

Motion to approve the Non-Public Session of September 24<sup>th</sup> as written was made by Linda Koehler. Seconded by Linda Mahoney. Motion Passed 4.0.

**Manifests**

Motion to approve the Pelham School District Voucher Number 1029 in the amount of \$167,197.63 was made by Eleanor Burton. Seconded by Linda Koehler. Motion Passed 4-0.

**Chief Roark**

Chief Roark presented a proposal to change the current flashing light traffic signs at Sawmill Road and Willow Street to a more modern sign, which will flash the driver's speed as they pass and flash "slow down" if they are speeding. The cost for refurbishing the current signs is \$4,100.00. The cost for the more modern signs is approximately \$11,000.00. Chief Roark proposed to cover the difference to put the new signs in place if the school district would put up the first \$4,100.00

Bruce Couture questioned the effectiveness of these new signs, to which Chief Roark advised that they are very effective.

Frank Bass asked about the signs being able to show traffic patterns. Chief Roark advised that the signs would be able to give them information on the heaviest traffic times as well as the time of day that most people were speeding. He also noted that the new signs are run by GPS (global positioning system) that would never require anyone to attend to an actual box to adjust the clock for daylight savings time or school schedules.

Chief Roark advised that if the school district was willing to put up the first \$4,100.00, he would supplement the rest of the money to cover the cost of the two new signs and get the permission of the Board of Selectmen.

Linda Koehler asked whether or not the new signs were solar, and Chief Roark advised her that they were wired for 110 and are more reliable than solar. Linda Koehler also asked whether there were any of these signs around locally, however, Chief Roark was unaware of any closer than Meredith, New Hampshire.

Bruce Couture asked whether these old signs were being looked at more than they should be. Chief Roark advised that they bothered the crossing guards because the mechanical clocks within them were over 25 years old and the reliability is just not there.

Eleanor Burton inquired whether permission from the Department of Transportation was necessary. Chief Roark advised her that the location of the signs is a town road and that the Board of Selectmen would make the decision.

Bruce Couture advised Chief Roark that this item would be put on the agenda very soon.

### **Superintendent's Remarks**

The Superintendent noted that he had the chance to visit Pelham Memorial School this morning and visited three classrooms. The teachers went out of their way to meet the needs of the children, and there was active engagement in each class. It was great stuff to see.

### **Kindergarten Presentation**

Bruce Couture thanked the members of the committee for their hard work and let them know that he really enjoyed their report.

Roxanne Wilson reviewed the highlights of the report and noted that the preliminary report would have to go to the Department of Education by December 1<sup>st</sup>.

Roxanne Wilson also noted that the projection on enrollment is approximately 200 students for the next four years and will ask the Department of Education to reimburse the school district for non-consumables items for the 200 students. Roxanne advised the school board of the following recommendations of the committee:

- 16 students in five classrooms with two half-day sessions;
- That the Board consider adding a permanent modular onto PES;
- That an assistant principal or administrative assistant be hired;
- That a half day program of 2 ½ hours in the AM and PM be put into place; and
- That there be no outdoor recess time included in the 2 1/2 hours.

Roxanne informed the Board that the curriculum is still being written.

Alicia LaFrance has developed a schedule with some of her staff to make sure that the kindergarten teachers have the same planning and lunch times as stipulated in the Master Contract.

Roxanne stated that there are two schedules on the table in regards to start and end times. The first is the same start and end time as what is currently in place, and the second is a start time of 8:30 AM and an end time of 2:30. A process needs to be put into place to decide which kids will attend in the AM and which will attend in the PM. Also a traffic pattern will need to be given to the state to show Kindergarten pick-ups and drop-offs. This plan will be influenced on where the portable is placed. Roxanne advised that when that placement is finalized, we will have a more final plan on traffic patterns. Parking will also need to be added or the road will need to be elongated or widened for parent pick-up/drop-offs, so costs could include road construction.

Roxanne gave a breakdown of the costs, in that the State would reimburse for non-consumable items and a list was made of consumable items. The cost was estimated to be approximately \$22,000.00 per classroom to start up with non-consumables, and approximately \$3,400.00 for consumables.

Linda Mahoney pointed out that the budget numbers were different than what the Board voted on for supplies and salaries. Roxanne Wilson explained that Special Education is also in the budget, and that speech and language, as well as Special Education aides need to be added into the cost of Kindergarten. She also explained that the nurse position will be put on a separate warrant article and that occupational therapy is part of the Preschool. The custodian position was only recommended for between sessions and is not on a warrant article, so it would need to come off the budget.

Linda Mahoney noted that there was a difference in the number of positions, i.e.: six teachers, five aides versus five IA's and three aides. Roxanne explained that those are Special Education Aides, and these did not get into the budget.

Linda Mahoney questioned the cost of the non-consumables. Kathleen Sargent explained that those will be paid 100% by the State, and that is up to Commissioner Tracy to determine whether they are reasonable. Roxanne Wilson stated that \$20,000.00 per classroom is not out of line.

Linda Mahoney suggested sending this information to Commissioner Tracy ahead of time to determine whether they are reasonable. Roxanne Wilson informed the Board that the information was sent to Ed Murdough, but she had not heard back from him as of yet.

Linda Mahoney was concerned that it would not be up to Ed Murdough to determine the reasonableness. Roxanne Wilson informed the Board that Ed Murdough is acting on behalf of the Commissioner. Frank Bass stated that he feels confident that it will be approved.

Linda Mahoney voiced concern over the gender specificity of the play items being listed. A committee member advised the Board that the toys were not gender specific and that items such as cars, trains, blocks and puzzles were on the list in addition to kitchen toys, dolls and beads. Roxanne Wilson stated that they will keep an eye on that sort of thing.

Linda Mahoney asked who would be making the decision on whether to continue the Readiness class after 2009. Roxanne Wilson informed her that the Board would be making that decision, after an evaluation of the program.

Bruce Couture questioned the breakdown of personnel and whether the speech and language therapist would be coming from Special Education. Roxanne Wilson stated that it would have to because it is not in the budget.

Linda Koehler wanted to know whether the speech and language therapist was a part of the current Preschool budget. Tina McCoy stated that a speech and language therapist would be needed half time, as all kids they service have some type of speech therapy. Linda Koehler questioned why we would be hiring a speech and language therapist if we already have one at the Preschool. Tina McCoy informed her that one full-time position would not be enough to provide services to the entire kindergarten and preschool; one occupational therapist would be enough to provide services for the Preschool and kindergarten, but one speech and language therapist would not be enough.

Linda Koehler inquired as to whether this was already budgeted for in the Special Education budget, and Tina McCoy informed her that it was.

Bruce Couture questioned what the committee proposed to do about the IA's and Sped Aides not having line items. Kathleen Sargent said that there are options available depending upon IEPs and that people could be moved around if necessary. Frank Bass informed the Board that we will find the means to make it happen.

Bruce Couture voiced his concerns over the differences budgeted for consumables and what would be done, should that area fail. Frank Bass stated that there are options before us that would need to be looked at in order to supplement that difference.

Bruce Couture asked whether there would be an increase to the budget, and Frank Bass advised him that the budget is already very lean.

Linda Mahoney asked Tina McCoy to clarify whether Sped aides are one-on-one and if the number was just an estimate. Tina informed her that it was an educated guess based upon trends of the past.

Linda inquired as to whether IA's are different than Sped aides and if there needed to be one in each kindergarten classroom. Tina advised of the importance of having one in each classroom. Roxanne added that it was a specific recommendation due to the age of the children and the pattern of other kindergartens.

Roxanne Wilson informed the Board that kindergarten registrations would happen before March, and that we would have the actual numbers of students at that time.

Linda Mahoney inquired as to how the morning versus afternoon session would be dealt out. Roxanne Wilson informed her that it would be part of the registration process.

Roxanne requested an approval of the draft, so that she could send it in to the Department of Education.

Linda Mahoney noted that a motion was made at the last meeting regarding the portables, and that it was agreed upon that they would house kindergarteners. She requested that that be added into the report as well as that a motion be made.

Bruce Couture stated that good points were made by both Lindas at the last meeting and that putting in modulars would cause no confusion to the voting public if they decided to go with that.

**Linda Mahoney moved that the public kindergarten program be housed in modular classrooms equipped with bathrooms paid for 100% by the State for three years at a location to be determined by the School Board. Motion passed 3-1. (Eleanor Burton – No)**

**Linda Mahoney moved that the school district will not provide public transportation for students enrolled in the public kindergarten program for the upcoming school year. Motion passed 4-0. (Eleanor Burton – No)**

Linda Koehler voiced her concerns regarding sending the report in with the estimated cost being different than the budgeted amount. Bruce Couture echoed her concerns. Linda Koehler was also concerned about renovations and asked whether road work should be included in the report. Roxanne Wilson advised that we would ask for reimbursement for the road work as well as networking and wiring to connect the portable with the school. .

Bruce Couture questioned whether the entire cost would be included in the report. Roxanne Wilson informed the Board that the Department of Ed will see the current estimate. Frank Bass advised that the services being provided may not be coming out of the kindergarten budget, but will be provided.

Bruce Couture inquired as to whether the modulars would be similar to the ones at Pelham High School. Frank Bass advised him that, yes, they are standard, six classrooms with bathrooms and that unless the correct ones are purchased, then the state will not reimburse.

Roxanne Wilson thanked the committee for all of their hard work and noted that there would be some fine tuning made to the curriculum.

Bruce Couture thanked the committee.

Roxanne stated that as soon as it was approved by the Board, she would have the report put on the website.

Eleanor Burton commended the members of the committee for all of their hard work and research.

### **NESDEC & NHSBA Enrollments**

Frank Bass noted that the incorrect numbers were on the enrollment forms, and that Roxanne Wilson is in the process of getting the revised version.

Roxanne Wilson noted that the problems only lied on certain tables and that they double counted the first grade because we do not currently have a kindergarten.

Bruce Couture noted that growth has slowed down, and that we won't see growth like we had three years ago.

Linda Mahoney stated that it will need to be decided which one to adopt. Frank Bass advised that it is usually the NHSB. Linda Mahoney noted that it would cost less if only NHSB did the projections. Roxanne Wilson agreed as did Bruce Couture.

A motion was made by Bruce Couture to accept the NHSB projection numbers that we will go by in the next year and to direct the administration to use the NHSB Association for the future. Seconded by Linda Mahoney. Motion Passed 4-0.

### **PHS Foreign Travel Trip**

Dorothy Mohr, Principal of the Pelham High School requested to be on the agenda to discuss the foreign trip to Italy and Greece. Due to the late time line of the trip, funds would be due tomorrow for this trip, so Dr. Mohr requested the Board to approve a trip to Spain for the April Vacation of the 2009-2010 school year at no cost to the Board.

**A motion was made to approve the foreign travel trip to Spain for the Pelham High School during the April vacation of the 2009-2010 school year by Linda Mahoney. Seconded by Linda Koehler. Motion Approved 4-0.**

## **NEAS & C Evaluation Report of Pelham High School**

Dr. Mohr read parts of the report aloud, and discussion ensued regarding the contents of the report. The report cited several commendations but equally pointed out deficiencies in the facilities and resources. The High School has been put on a “warning” status for their accreditation due to the NEASC report.

Frank bass stated that the report highlights what we already know; that there is lot of support and ideas of things that could be done to make it a quality place. He noted that the faculty is devoted, but that the facilities are an issue and suggested that we not blur them. He stated that we recognize these items, and will address them both.

Dr. Mohr stated that they will report back in May to see how it is going, and they will give another time line.

Linda Mahoney wondered how we could rebut two specific findings. She did not think they were correct.

Linda Koehler congratulated Dr. Mohr and her staff for putting us over the top with academics.

**A Motion was made by Bruce Couture to take a five minute recess. Seconded by Linda Mahoney. Motion Passed 4-0.**

## **Budget and Warrant Article Review**

Kathleen Sargent presented the draft warrant articles for review. A review of the 16 warrant articles was done, and suggested changes were made, all of which will be reviewed at the next meeting. One more warrant article was added, which was the non-union salary increases. It was taken out of the budget and added onto the warrant as in past years.

Kathleen Sargent presented the Budget Committee’s budget cuts for review. Each school’s cuts were reviewed, and several items were changed by the Board for reconsideration with the Budget Committee. Kathleen Sargent will send the proposed changes, marked “draft” to the Budget Committee on November 13, 2008.

Kathleen Sargent informed the Board that the PESPA contract (support personnel) needed to be finalized for the Budget Committee by January 3<sup>rd</sup>. She also requested the Board’s approval for having the budget posted by Adam Steel on the website. No one opposed.

Bruce Couture noted that the budget would be scheduled for further fine tuning on the agenda for the next meeting.

## **Board Reports**

Linda Mahoney stated that she would defer for this meeting, and Bruce Couture agreed.

**Adjournment**

**Motion to adjourn the meeting at 10:26 p.m. was made by Bruce Couture. Seconded by Linda Mahoney. 4-0.**

Minutes submitted by,

Jennifer Meskell