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APPROVED  
**Pelham School Board**  
**Workshop Meeting – Public Session**  
**August 13, 2008**  
**Pelham Elementary School**

**School Board Members:** Bruce Couture, Chairman; Linda Mahoney;  
Linda Koehler; Eleanor Burton

**Superintendent:** Dr. Frank Bass

**Assistant Superintendent:** Roxanne Wilson

**Business Administrator:** Kathleen Sargent

Chairman Couture called the public session to order at 7:16 p.m. All those in attendance stood for the Pledge of Allegiance.

Chairman Couture opened the public hearing at 7:16 pm for the purpose of accepting donations for the purchase of band equipment.

**Public Forum**

Jennifer Sprague addressed the School Board regarding kindergarten. She stated she would like to see progress made in Pelham with regard to this and would like to offer her help in getting a plan under way.

**Consent Agenda**

Bruce Couture noted the resignations of Kristina Henry; Heather Saffron; Lauren Streiffer and Stephen Durrants.

Motion to accept the resignations as read with regret was made by Eleanor Burton with a 2<sup>nd</sup> by Linda Koehler. Approved 4-0.

Bruce Couture noted the teacher nominations of Christopher Davitt; David Niemaszyk; Laura Pryor; Kelly Labonte; Erin Many and Shawn Corrigan.

Motion to accept the teacher nominations as read was made by Linda Koehler with a 2<sup>nd</sup> by Linda Mahoney. Approved 4-0.

Motion to accept the manifests as read by Chairman Couture was made by Linda Koehler with a 2<sup>nd</sup> by Eleanor Burton. Approved 4-0.

**Approval of Minutes**

Motion to accept the non public minutes as amended of July 16, 2008 was made by Linda Mahoney with a 2<sup>nd</sup> by Linda Koehler. 4-0

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2 Motion to accept the public minutes as amended of July 16, 2008 was made by Eleanor  
3 Burton with a 2<sup>nd</sup> by Linda Mahoney. 4-0.  
4

5 **Summer Projects Update**  
6

7 Director of Maintenance, Alan Miller, addressed the Board regarding his update for  
8 maintenance at all schools.  
9

10 The generator should be started up next Tuesday with most of it set up before school  
11 starts.  
12

13 At PHS - removal of wood paneling from weight room with installation of fire retardant  
14 sheetrock. AD office - removed carpet and paneling and painted both rooms. Serviced all  
15 HAVAC units in the school; finished painting of retaining walls around school; cleared  
16 remaining sand from parking lots; cleared remaining work orders.  
17

18 At PMS – serviced all classroom heater units; finished refinishing hallway doors  
19 (ongoing); re-point concrete were needed around building – started sealing cracks  
20 (ongoing); patched driveway with cold patch as needed (on going); finished outstanding  
21 work orders; cleared remaining sand from parking lot.  
22

23 PES – installed 4 ceiling fans in café’- serviced all classroom heaters and roof top units;  
24 over seeded of Harris field; finished sand removal; over seeded and sand removal  
25 (ongoing). Finished remaining work orders; painted gates for playground (last week of  
26 August).  
27

28 Bruce Couture questioned the concession at PHS – Dr. Bass will update the Board at a  
29 later time. The Board and Administration thanked Mr. Miller for doing a fabulous job for  
30 the District.  
31

32 **Old Equipment**  
33

34 Alan Miller informed the Board about a request from a resident to purchase a piece of  
35 equipment from the School District that is no longer operational.  
36

37 The Board questioned Mr. Miller if he would have a need for this equipment in the future  
38 possibly. He stated he did not.  
39

40 Linda Mahoney noted she thought they had a policy regarding this type of situation and  
41 proper protocol in which the District needs to take. She also stated she felt reluctant in  
42 getting rid of school equipment too quickly.  
43

44 Linda Koehler questioned how much it would cost to replace this piece of equipment  
45 and/or rebuild.  
46

1 Motion to allow Alan Miller to obtain an appraisal of the John Deere 850 tractor by a John  
2 Deere representative was made by Linda Koehler with a 2<sup>nd</sup> by Eleanor Burton. 4-0.

3  
4 **Bus Dismissal Times**

5  
6 Kathleen Sargent noted this issue has been resolved.

7  
8 **Cameras and Radios Security Update**

9  
10 Adam Steel updated the Board regarding camera installation. He noted it has been  
11 installed and tested. He discussed how the system will work and how visitors will be  
12 admitted to each building. He noted the police department would be testing the system  
13 from time to time.

14  
15 Linda Koehler questioned the back door of the high school and it was noted that this door  
16 has to remain unlocked. Mr. Steel stated they anticipate having cameras to monitor that  
17 area in the near future – these will be obtained through a separate portion of the grant.

18  
19 Dr. Bass stated that Chief Rourke has been very instrumental in this project. Mr. Steel  
20 also noted that new two way radios for our schools have been budgeted. He also noted  
21 the fire and police chiefs would work with administration to go through drills with each  
22 school. The SAU office will be notified in advance of such drills.

23  
24 It was also noted that each building is responsible for it's own web page and it was  
25 further noted that Dr. Mohr will be updating her website regarding the new use of  
26 cameras. It was noted that each would have a procedural outline and protocol to follow  
27 regarding camera usage.

28  
29 Dr. Bass commented that at this time Lt. Fisher from the Police Department would be the  
30 school district's point of contact in lieu of having a designated resource officer.

31  
32 Mr. Steel was commended for all the work he has done so far regarding technology for  
33 the District.

34  
35 **Superintendent Remarks**

36  
37 Dr. Bass stressed having greater communication throughout the district and noted his  
38 intention to put into effect a Superintendent's Advisory Committee – one representing the  
39 faculty and one representing leadership team. He also spoke of students who wished to  
40 have more after school programs at their schools. He spoke of looking into a program  
41 call "More than Spanish". The cost of this program would be about \$120.00 paid for by  
42 each individual student if they are interested. He will bring more information regarding  
43 this program back to the Board as he receives it.

44  
45 Dr. Bass spoke of the loss of some enrollment numbers.

1 Kathleen Sargent spoke of locking in a oil price and her hope of obtaining a fixed rate of  
2 about \$3.25/gallon. She noted they had budgeted \$3.75/gallon. She will get back to the  
3 Board on final numbers.

4  
5 **Assistant Superintendent Reports**

6  
7 Roxanne Wilson noted that both Windham and Pelham Administrators attended a recent  
8 conference at Plymouth State – data camp. They were among 5 or 6 other districts in  
9 attendance. Mrs. Wilson noted she is putting together a school profile and will look to  
10 see if there are any gaps in what they are doing. She noted it was very informative.  
11 More will be shared with the Board at a later date.

12  
13 **High School Facilities Study Committee Update**

14  
15 Bruce Couture stated he was very pleased with the quality of people on the committee  
16 and stated their common theme was that they agreed they need a solution. They do not  
17 want to band aid the problem. Mr. Couture felt that each person on the committee came  
18 from different backgrounds and each brings something unique to the committee.

19  
20 Dr. Bass stressed that it is administrative role to give support to the group but at no time  
21 will they create an agenda. Direction will be taken from the Chairman of that committee.

22  
23 Courtney Perry, student representative to the School Board, questioned if there could be  
24 student involvement in the Committee.

25  
26 Eleanor Burton noted there had been in the past.

27  
28 Linda Mahoney stated she felt they need to open this spot to all students and get their  
29 letter of intent. It was noted letters should go to the Superintendent.

30  
31 Motion to add two student non-voting members to the Pelham High School Building  
32 Committee was made by Linda Koehler with a 2<sup>nd</sup> by Eleanor Burton. 4-0.

33  
34 Dr. Bass then spoke of the grading system at PHS. He stated this would be one of his  
35 number one priorities this year.

36  
37 Linda Mahoney questioned if the data included why PHS's SAT scores were so low. She  
38 noted the high student GPA's and low SAT scores did not coincide. She stated she hoped  
39 this would be investigated further. She also noted at this time that she wanted block  
40 scheduling to be revisited. She stated she felt this did not work well, as student's go too  
41 long between math classes. She felt this may be a reason why SAT scores were low.

42  
43 Roxanne Wilson stated the SAT'S would be part of the data at PHS, looking at why they  
44 are low and how they are connected to their GPA's. She noted the SAT is not designed  
45 to test kids at their high school curriculum but rather it shows if they grasp college  
46 curriculum.

1  
2 It was also noted that block scheduling would need to be researched very carefully before  
3 dismantling it.

4  
5 Linda Mahoney suggested they compare themselves with a school such as  
6 Hollis/Brookline and use their methods as a benchmark.

7  
8 Dr. Bass – an overhaul/review should be taken but their first responsibility is to satisfy  
9 what the State gives us with regard to testing guidelines. He agreed that the SAT's have  
10 diminished in value at colleges.

11  
12 Dr. Bass also noted that negotiations would be coming up and that school will begin on  
13 the 27<sup>th</sup> of August. He also noted for the Board that one of their maintenance workers  
14 was recently injured and is recovering.

15  
16 The Public Hearing Closed at 8:30 p.m.

17  
18 Chairman Couture read aloud the letter of thanks to John and Nancy Mackey.

19  
20 Motion to accept the generous gift to PMS band with gratitude to the donors was made by  
21 Eleanor Burton with a 2<sup>nd</sup> by Linda Mahoney. 4-0.

22  
23 **Budget Overview**

24  
25 Kathleen Sargent stated that the operating budget for the general fund decreased. She  
26 discussed one of the reasons that brought the budget up was the food service program  
27 which was previously under budgeted.

28  
29 Eleanor Burton discussed her concern about being conservative – stating important items  
30 were placed in the operating budget and now it is in default and they had to readjust. Mrs.  
31 Burton stressed that the public needs to know how a default budget really works. She  
32 suggested having a meeting stating what things had to be cut out due to the default budget  
33 – noting this would give the School Board a chance to explain the situation.

34  
35 Kathleen Sargent stated she could get a list of what funds had to be transferred in order to  
36 meet the default budget.

37  
38 Linda Mahoney stated she is impressed with what the Board of Selectman are doing by  
39 stating they understand the difficult financial time most members of the public are going  
40 through. She also requested having a discussion on the athletic budget at an upcoming  
41 meeting.

42  
43 Dr. Bass stated they recognized they are in tough financial times and reminded the Board  
44 that they will vote on each and every item brought forward to them during budget season.

1 **Kindergarten Update**

2  
3 Dr. Bass stressed the deadline of providing the State with a plan from the Pelham School  
4 District regarding kindergarten. The deadline is December of 2008. He strongly  
5 suggested meeting at a workshop to go through everything regarding the issue and to  
6 come up with a plan and to move forward one way or the other.

7  
8 Linda Mahoney stated she would like to have Dr. Bass contact the State and ask what the  
9 consequences would be to Pelham if they did not comply.

10  
11 It was noted the ramifications regarding not complying had not been outlined by the State  
12 as of yet. However, it was noted that the State could force sanctions and withdraw  
13 funding.

14  
15 Mrs. Mahoney noted she would like to have discussions with the remaining towns and  
16 ask them how they feel about the deadlines.

17  
18 Bruce Couture reminded the Board that if they decided to fight this issue, that legal costs  
19 would have to be figured in.

20  
21 Dr. Bass discussed the following as outlined by the State:

- 22 • Opportunity to bring in portables and six teachers and six room configuration for  
23 the short term – paid for in its entirety for three years – including removal of said  
24 portables
- 25 • All costs for implementing the kindergarten program including hard goods and  
26 equipment (which the district will be able to keep)
- 27 • Cost for teachers
- 28 • Noted the State will pay at \$1250 -\$1700 per student – which equates to about  
29 80% of teacher costs being covered. The district would have to pay upfront then  
30 request reimbursement by the State.
- 31 • Noted that if the Board places teachers or addition(s) for kindergarten on a  
32 warrant and it fails, that the Board could get past the no means no law and still  
33 move forward with their plan.

34  
35 Roxanne Wilson noted that there is work being done in Windham regarding curriculum  
36 for kindergarten and stated this work could be used as a foundation for Pelham  
37 curriculum. She stated she would like to put together a Committee to look at the  
38 kindergarten program which could be made up of parents, first grade teacher, first grade  
39 administrator, member from local kindergarten program, herself, member of the  
40 preschool and a member of the School Board. She would like to keep the Committee to  
41 about 7-8 people. The Committee would look at program and costs.

42  
43 Linda Mahoney went on record stating she feels it is disturbing what is happening at the  
44 State level – stating this issue has nothing to do with whether kindergarten is beneficial or  
45 not – stating we should protect our constitutional rights and felt this is an unfunded  
46 mandate. She feels if the State wants to mandate kindergarten, then they should pay

1 100% of its costs. She also stated she felt that legislatures should not support this. She  
2 felt if the voter's say no then they as a board should not override it. She feels she has to  
3 protect the voter's constitutional right.

4  
5 Mr. Couture stated he asked the same questions regarding what the consequences would  
6 be if they refused to implement – he was told at this point there are no consequences and  
7 that the issue was skirted around. He also did not agree with going against the no means  
8 no law. He noted he would like to take a workshop meeting to discuss this in depth.

9  
10 Motion to hold a workshop meeting to discuss kindergarten on Wednesday, September 3,  
11 2008 at 7:00 pm at Pelham Elementary School Media Center was made by Linda  
12 Mahoney with a 2<sup>nd</sup> by Linda Koehler 4-0

13  
14 Linda Koehler stated she thought the Board should come up with a plan and then bring it  
15 to the voters and have them decide. She also stated she should not override their decision  
16 but felt they should be presented with all the facts and options as outlined by the State.

### 17 18 **Monthly Reports**

19  
20 Monthly budget report and monthly enrollment report were noted by Kathleen Sargent.  
21 Mrs. Sargent stated they will be very aggressive in encumbering monies.

22  
23 Mrs. Sargent announced the un-audited fund balance as being \$273,202.47 (some of the  
24 monies which made up this rebate were: \$145,000 from the water department and  
25 \$88,000 from catastrophic aide, which cannot be counted on every year).

### 26 27 **Information/Correspondence**

28  
29 Pelham Elementary School assignment books were distributed to board members with  
30 PHS and PMS to follow soon.

31  
32 Letter from Doug Viger, Chairman of Pelham Board of Selectman was noted as being  
33 received by board members.

### 34 35 **Board Member Reports**

36  
37 Eleanor Burton – felt it was important for the public to know how the School District  
38 deals with a default budget. Mrs. Burton also announced that the report from Marinace  
39 Architects regarding the \$350,000 warrant article is located at the public library for  
40 members of the public to view.

41  
42 Linda Mahoney – questioned if freshman orientation had been planned. Courtney Perry  
43 stated it is planned and ready to go. Mrs. Mahoney questioned if Mrs. Sargent was still  
44 helping Windham during their period of transition regarding their new Business  
45 Administrator. Mrs. Sargent stated she did not feel overburdened at this time and was  
46 planning to help with the transitioning process.

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Dr. Bass spoke of having the decision about kindergarten being made prior to discussing the Pelham Preschool Program issues.

Bruce Couture – stated he had spoken with the music teacher, Mr. Chandler, and was happy to see how enthusiastic he was about the upcoming year.

**Future Meetings**

August 27, 2008	Business//Workshop Meeting	7:00 pm PES
September 3, 2008	Workshop Meeting	7:00 pm PES
September 10, 2008	Business Meeting	7:00 pm PES

Motion to adjourn under RSA 91-A: 3II at 9:32 p.m. was made by Linda Mahoney with a 2<sup>nd</sup> by Linda Koehler 4-0

Respectfully Submitted – Diane Figaro