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APPROVED
Pelham School Board
Budget Meeting – Public Session
January 16, 2008
Pelham Elementary School

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School Board Members: Bruce Couture, Chairman; Linda Mahoney;
Cindy Kyzer; Eleanor Burton

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Superintendent: Dr. Frank Bass

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Assistant Superintendent: Roxanne Wilson

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Business Administrator: Kathleen Sargent

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Student Representative: Scott Cloutier

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Chairman Couture called the public session to order at 7:10 p.m. All those in attendance stood for the Pledge of Allegiance.

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Approval of Minutes

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Motion to approve the non-public session from November 28, 2007 was made by Cindy Kyzer with a 2nd by Linda Mahoney. Approved 3-0-1 (Bruce Couture abstained)

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Motion to approve as amended the public minutes from November 28, 2007 was made by Linda Mahoney with a 2nd by Cindy Kyer. Approved 3-0-1 (Bruce Couture abstained)

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Motion to approve the non-public minutes from December 12, 2007 was made by Cindy Kyzer with a 2nd by Linda Mahoney. Approved 4-0.

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Motion to approve the public minutes from December 12, 2007 was made by Linda Mahoney with a 2nd by Cindy Kyzer. Approved 4-0.

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Motion to accept the Consent Agenda as written was made by Cindy Kyzer with a 2nd by Eleanor Burton. Approved 4-0.

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Superintendent Remarks

Dr. Bass discussed PSAT and SAT testing scores. He noted he is exploring items with the testing board to get a better handle on strategies and approaches that can impact student's scores.

Dr. Bass noted he is spending time in the buildings with administrators and teachers. He stressed the collaborative effort that is being made between teachers, parents, administrators and students. Communication is moving forward.

1 **High School Brochure**

2
3 Dr. Mohr distributed literature/brochure regarding the potential new Pelham High School
4 to School Board members for their review. She spoke of potential formatting of said
5 brochure before it went into production. It was noted the School Board could use this as
6 a mailer.

7
8 The Board noted that it contained accurate information.

9
10 Eleanor Burton stated it should be mailed out before Deliberative Session.

11
12 Linda Mahoney requested that any changes or amendments come back to the Board for
13 their approval. She also recommended that School Board member contact information be
14 included on the printed material.

15
16 Motion to accept the information packet from Pelham High School Committee as
17 amended to include School Board member contact information was made by Cindy
18 Kyzer with a 2nd by Linda Mahoney. Approved 3-0-1 (Bruce Couture abstained).

19
20 Linda Mahoney wished to state for the record that any citizen or group not associated
21 with the School Board would be self-funded.

22
23 **School Entrance Intercom System**

24
25 Chairman Couture thanked Mr. Tavares for all his effort on behalf of the Pelham School
26 District.

27
28 Linda Mahoney questioned if the project should be placed on a Warrant Article.

29
30 Cindy Kyzer stated she thought the monies should come out of the Safety Fund.

31
32 Linda Mahoney noted she was in favor of security cameras but just wanted it to be done
33 correctly. She noted this would encompass all three schools and not just the high school.

34
35 Dr. Bass noted that if there was an existing account for safety items, that the School
36 Board could decide how it was to be used – noting they have the power to decide as long
37 as they make their intent clear with the Town. Dr. Bass will check with legal counsel.

38
39 Linda Mahoney requested that after checking with legal counsel, that the Superintendent
40 also check with the Budget Committee. She further noted she would like to entertain a
41 couple of bids for the installation of this project.

42
43 Chairman Couture noted he will put this on an agenda.

1 **Student Interrogation, Searches and Arrests Policy**

2
3 Sample policies from the Towns of Windham, Raymond and Salem were presented to the
4 Board for their review.

5
6 Linda Mahoney questioned the necessity of going too far with the search process. She
7 stated she felt it would be more effective if the police performed a walk-thru with a police
8 dog once a month. She felt this would serve as a deterrent.

9
10 Dr. Bass suggested his administration review all policies presented, along with the
11 concerns of Board members and then craft an updated Policy for Pelham.

12
13 Cindy Kyzer noted that the current Policy was very good and that she felt it was the job
14 of the School Board to protect our District.

15
16 Linda Mahoney stated she felt that last spring's search was overkill and that too many
17 towns were involved including the State Police

18
19 Eleanor Burton stated she did not think it would hurt to perform the searches.

20
21 Scott Cloutier gave his recollection of last spring's incident – noting it was a complete
22 interruption of the school day.

23
24 **Budget Discussion**

25
26 Bruce Couture thanked Business Administrator, Kathleen Sargent along with Dr. Bass
27 and the whole School Board for their effort in the budget process.

28
29 Chairman Couture gave the final figure for the operating budget for 2008-2009, being
30 \$24,165,115.14

31
32 Motion to accept the final figure for the operating budget for 2008-2009 at
33 \$24,165,115.14 was made by Cindy Kyzer with a 2nd by Linda Mahoney. Approved 4-0.

34
35 **Audit Report**

36
37 Kathleen Sargent presented the Audit Report for the Board's review.

38
39 **Monthly Reports**

40
41 Kathleen Sargent presented the Monthly Budget Report and Enrollment Report noting
42 both was good overall.

43
44 Bruce Couture requested receiving in the future why and where the changes/drop of
45 student lies.

1 **Assistant Superintendent Report**

2
3 Roxanne Wilson discussed NECAP results that would be released on 1/29/08. She noted
4 that demographic data was being reviewed. She further stated that she will be heading up
5 a Kindergarten Committee in order to set a plan in place for when it comes on board. She
6 requested that there be a variety of people represented on the Committee. She requested
7 interested people to contact her at the SAU. She stressed that it is the direction from the
8 Department of Education that a plan be established for the implementation of
9 Kindergarten.

10
11 Dr. Bass noted that the Commissioner has recognized the concerns from various Towns –
12 noting that the implementation was proceeding too fast.

13
14 Mrs. Wilson noted a reading coach would be hired with extra Title 2 money (one year
15 grant) to work with grades 6 & 7 teachers to improve literacy and reading
16 comprehension.

17
18 Mrs. Wilson also noted a recent workshop day at Pelham Elementary School was very
19 productive.

20
21 Cindy Kyzer questioned if all teachers are using the NEWEA results. Mrs. Wilson
22 responded that some teachers have embraced it and others are still not as comfortable
23 with it – noting more time needs to be given to those teachers.

24
25 **Information and Correspondence**

26
27 Linda Mahoney questioned why all three schools needed to be closed for Election Day.
28 Roxanne Wilson noted there was not enough time to change the calendar for this year.

29
30 Revised School Calendar was distributed for the Board’s review. Bruce Couture
31 questioned when the decision making body would meet to set the following year’s school
32 calendar. Roxanne Wilson noted that Pelham would have to remain consistent with the
33 Salem School District.

34
35 Gove Environmental Services report was distributed for the Board’s review. It was noted
36 that this was a condensed report – noting the land for the new high school site was very
37 good for building upon.

38
39 **Board Member Reports**

40
41 Eleanor Burton – Budget meetings have ended; professional development meeting would
42 be on Tuesday; Pelham Memorial School Council would be setting a plan in place to
43 forward to the State regarding AYP; Variety Show would be held on January 31, 2008 at
44 Pelham High School.

1 Cindy Kyzer – Suggested forming a Committee made up of School Board members and
2 members of the community with regard to the high school project. She requested this
3 item be placed on the next School Board agenda for further discussion.

4
5 Eleanor Burton – requested having a place on the Agenda for “unfinished business” – she
6 referred to handbook review.

7
8 Dr. Bass noted the School Board has the ability to review and question all policies with
9 regard to the handbook and to give direction to the SAU office.

10
11 It was noted the High School Handbook should be available by February.

12
13 Roxanne Wilson asked for clarification from Cindy Kyzer with regard to request to form
14 a high school committee. It was noted it would be about marketing the high school
15 project. It was also noted that there would not be much time to form said committee
16 before voting day.

17
18 Linda Mahoney – discussed reviewing the current handbook now and highlighting each
19 members concerns; it was noted the filing period of School Board members would be
20 January 23, 2008 – February 1, 2008 with the Town Clerk at Town Hall; discussion will
21 be held at the next meeting with regard to which Board member will be discussing which
22 Article at Deliberative Session. Mrs. Mahoney questioned the preparation of a voter’s
23 guide. Kathleen Sargent responded by stating that it was being worked on.

24
25 Mrs. Mahoney questioned the new bus scheduling at the elementary school. It was noted
26 that it was working out fine. She then noted that an author will be coming to Pelham
27 Elementary School and presenting to every grade – noting this was completely funded by
28 the Box Tops for Education Program.

29
30 Bruce Couture – urged the voters to keep in mind the filing deadlines.

31
32 Dr. Bass and Roxanne Wilson noted that they recently were judges at the state geography
33 contest for Pelham Elementary School. He noted Pelham did very well and that a pizza
34 party would be given in their honor.

35
36 **Future Meeting Dates**

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38 January 30, 2008 Business/Workshop Meeting 6:45 p.m. PES

39 February 6, 2008 Deliberative Session 7:00 p.m. PES

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41
42 Motion to adjourn under RSA 91-A: 3II at 8:40 p.m. was made by Linda Mahoney with a
43 2nd by Cindy Kyzer.

44
45 Respectfully submitted – Diane Figaro