

**Pelham School Board Minutes**  
**Wednesday – February 22, 2006**  
**Pelham Elementary**

**Board Members Present:** Mr. Conrad – Chair, Mrs. Kyzer – Vice Chair  
Mrs. Burton, Dr. Tello, Mrs. Mahoney  
**Business Administrator:** Brian Gallagher

**PUBLIC SESSION**

**1. CALL TO ORDER**

Chair Conrad called the Public Session of the Pelham School Board to order at 6:15 p.m. Roll Call Vote: Mrs. Kyzer, aye; Mrs. Burton, aye; Mrs. Mahoney, aye; Dr. Tello, aye; Mr. Conrad, aye. Mr. Conrad returned the board to Public Session at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

The board and those in attendance stood to salute our nation's flag.

**3. MINUTES AMENDED**

Minutes were amended by Mrs. Mahoney. She had statements that she wanted inserted. It was decided that she would write them out, give them to the secretary and the minutes would be voted on at the next meeting.

**4. APPOINTMENT PRESENTATIONS BY THE PUBLIC - KEVIN STEELE**

Mr. Kevin Steele was not in attendance, however, he emailed a letter apologizing for giving incorrect information in their recent flyer. He was also concerned about the 10% override. Gordon Graham's legal opinion was also shared. Mr. Conrad read these materials aloud. No action was taken. Mrs. Mahoney questioned what would happen should the bond pass. Mr. Conrad stated that he thought a special meeting might have to be called.

**5. CURRICULUM PRESENTATION: FOREIGN LANGUAGE DEPARTMENT**

Kate Marcotte and Susan Mead, the Spanish and French teachers discussed the foreign language program at Pelham Memorial School. They both did a very nice job.

**6. SUMMER ENRICHMENT COMPUTER CLASSES**

Mrs. Greenwood shared results of a survey that was sent home to parents, and the board voted (5-0) that they would like to go ahead with the camp. Mr. Conrad discussed having 2-4 scholarships available. It was decided that eligibility for Free and Reduced Lunch would be the criteria for receiving a scholarship. Being that FRL information is confidential, a discussion was had about the best way to implement this idea. A notice could be put on the program advertisements, but not as a check off item. Mrs. Mahoney was concerned about how it would be advertised. Mrs. Burton wanted to make sure it was evaluated. Mrs. Greenwood asked about how the money process would work, and Mr. Gallagher informed her that he would be in touch with her. Details still need to be worked out.

## **7. PILOT SUMMER TUTORIAL PROGRAMS: FEE BASED**

Mrs. Wilson presented four different proposals from the 3 schools. 1) PES summer remedial program for grades 2 and 3, 2) PES summer early literacy intervention program for incoming 1<sup>st</sup> graders, 3) PMS summer remedial program for grades 6-8 and PHS summer school for specific courses. There were questions on how the selection of students would be made, if there would be enough students, whether all the students who were interested would be able to participate, how it would be advertised and the costs. The board approved (5-0).

## **8. INFLUENZA EPIDEMIC/PANDEMIC PREVENTION AND RESPONSE PLAN**

Mrs. Wilson gave credit to the nurses for developing this response plan, which is based on the State's plan. The board approved this item.

## **9. PRESENTATION REGARDING UNIFUND - BRIAN GALLAGHER**

Mr. Gallagher presented information on an upgrade of the Unifund software which is used in the School district's business office for payroll and purchasing. This system will allow us to go to windows based platform and paperless purchasing. Mrs. Mahoney stated that while this software was needed, this item should have been a warrant article for the voters to have a say on since it was a large sum of money, and that she would not be able to support it. Discussion was had about this upgrade and why it was needed. Mr. Gallagher explained that it is an upgrade for business efficiency, better reporting, bulk buying and the current program which is running on DOS is not supported. The board approved this \$64,400 motion (4-1).

## **10. PELHAM SCHOOL CALENDAR 2006-07**

After review of the calendar, Mrs. Mahoney wanted the name of the winter vacation changed. After discussion, it was accepted to change the title of "Winter Vacation" to "Christmas/Holiday Vacation". The board approved this item (4-0-1) with Dr. Tello abstaining.

## **11. CURRICULUM NEWSLETTER WINTER EDITION**

The curriculum newsletter was very well received with many positive remarks. It was agreed that copies should be placed in the Senior Center and Library.

## **12. EDUCATIONAL SPECIFICATIONS**

Education Specifications for Section III were distributed, and it was agreed that it would be on a future agenda

## **13. CURRICULUM PLAN FROM K. STEELE**

This document was distributed and questions were raised about how curriculum planning can be done without further information on the design of the addition and the renovations that would be needed at the High School.

## **14. LETTERS FROM CONSTRUCTION COMPANIES**

These letters were not read aloud. Mr. Conrad stated that they were available for the record and would like them put in the public High School book. Mrs. Mahoney stated that one of these letters should not be included in the packet because the company wanted to remain anonymous. She read the notes that she took of her conversation with the Architect doing the Bedford HS project, Frank Marrenachi (sp?).

## **15. VOTER GUIDE**

Mrs. Kyzer wanted to add “this represents an additional \$40,000” next to the section that talks about the SAU budget increase. Mrs. Wilson informed her that the guides were complete, and it was too late to make changes.

## **16. POLICIES**

Mrs. Wilson completed the first reading for Section B titles with the help of Mr. Conrad. Mrs. Wilson suggested that section LDA be amended to read, “Student teachers will be approved by the Superintendent and/or the Principal...” This section with the amendment will be read at the next meeting. The second reading was completed for Section C, Section H and Section L. The policies were approved by the board (5-0).

## **17. COMMUNITY NIGHT**

There was a disappointing turnout at the High School. Mr. Conrad suggested we look at other configurations and get the community involved in the conversation. Mrs. Wilson suggested bringing it to Tri Council for ideas. Mrs. Burton gave a history of Community Night and wondered whether it has outgrown its purpose. Board members were upset that political campaigning was being done by handing out the flyers at the front door. Mrs. Mahoney stated that it was not campaigning, while Mr. Conrad said that they were given a table, and that is where the flyers should have been distributed, not in several different places, which constituted campaigning. They were soliciting a “yes” vote. Mrs. Wilson suggested having conversation with several groups of people and coming up with a plan for next year. Mrs. Kyzer wants a policy developed that says no political campaigning during Community Night. She also wanted a plan of action to take when the policy is violated.

## **18. BUDGET REPORT**

Mrs. Mahoney questioned the over expenditures in the repair line items at each of the schools and requested an itemized list of what those repairs were and what vendors were being paid to do the work. Mrs. Mahoney polled the other members, and most said they would like to see the list. Mr. Gallagher said he would provide the itemized list of repairs expenditures.

## **19. INFORMATION**

Mrs. Mahoney would like more public participation in the meetings and suggested posting the agendas on the Message Board, as well as the Pelham School Board site. Mr. Conrad said he thought Jim could let us post the current one and replace it each month, so we don't take up space. Mrs. Wilson suggested posting the preliminary agendas since the final agenda usually isn't done until the day of the meeting, and a notice could be put on it that states “preliminary only - subject to change”.

## **20. STATE REPRESENTATIVES**

Mr. Conrad suggested setting up a meeting with the local Representatives to discuss issues important to the board and what is happening in Concord.

Respectfully submitted,

Roxanne Wilson

These minutes are in draft form and have not been submitted for approval