

Concord School Board Meeting
Minutes
December 5, 2011

Members Present: Karl Goulding, Chairman; Kathy Gordon, Sten Lium, Jaye Young, and Karen Call.
Student Representative: (absent)

Administration Present: Patrick Ely and Steve Sanborn.

Others Present: Michael Regan, Charity Austin, Louise Churchill, Harold Lunnie, Robert Paquette, Cynthia Stuart, and David Isles.

Karl called the meeting to order at 6:01 p.m.

Citizens and Staff to be Heard:

Louise Churchill questioned the academic-eligibility-for-athletics policy with regard to progress reports. Karl read the policy from the Athletic Handbook. Mr. Ely responded that there is some confusion in terms of interpretation and he has begun looking at it but wants to involve the Superintendent. He acknowledged that Ms. Churchill may have a valid point. Ms. Churchill asked that it be clarified. Karl said that it is duly noted but should be handled through the correct chain of command. Ms. Churchill asked about the program for parents to view students' grades. Mr. Ely responded that of the program is still not useable, perhaps due to some training needs. Karl asked Mr. Ely to find out how soon before it will be up and running.

Approval of Minutes of 11/22/11:

Karen made a motion to accept the minutes of the 11/22/11 school board meeting, seconded by Sten. The motion carried. Vote 5-0-0.

Student School Board Member Update:

No report was given.

Baseball/Softball Coaches Advertising Follow-up:

Mr. Sanborn stated that the ad had been sent to the newspaper. Karl asked that Mr. Ely update the board on the deadline for applications at the next meeting. The goal is to have coaches apply, interviewed, and fingerprinted with results available before the season begins.

Volunteer Coordinator Position:

Jaye asked about interviews for the position. Mr. Ely has asked the Superintendent's office to assist in the process. The importance of the position being filled at this point was discussed. It was agreed that it would be valuable during basketball season when students are awaiting practices. Mr. Ely will get interviews set up and provide an update for the next meeting.

Principal's Report:

There are two new potential tuition students coming into the high school. Mr. Ely has painting supplies for painting the locker rooms. He provided the board with estimates for tiling the locker rooms. Mr. Ely recommended sending the information back to the facilities committee. Karl asked that a Facilities Committee meeting be set up

to discuss the engineer's report, as well. Mr. Fisher has been working on the elevator and then will work on the locker rooms. The shutters to the gym still need to be closed.

Mr. Ely provided a draft of the *Dean of Students* job description. It was discussed amongst the board members. In response to Karl's question, Mr. Ely stated he felt it was important that the person holding that position have experience in 504 plans and EST process. He would like the school to be more prepared in crisis management. He stated that EST can function without the principal, and that staff would like more training. The EST process needs to be worked on. There are three EST teams. Mr. Ely stated that the guidance counselor is the only 504 person. Robert Paquette pointed out that the *Dean of Students* job description does not include interaction with parents for disciplinary/behavioral problems. Mr. Ely will include that. Mr. Paquette suggested that it be a temporary position for 7-9 months and see if progress is made. Once the process is established and communication developed, perhaps it could become a part-time position.

Jaye made a motion to start advertising for the Dean of Students as a temporary position, to be filled until 6/30/12 and to be reassessed during contract session. Kathy seconded the motion. Sten does not support the position being more than 20 hrs. per week. The motion was modified that the position be no more than 32.5 hours unless approved by the principal. Karen reminded the board that the money had been placed in the budget for the position. The interview committee will consist of Mr. Ely, Board Members Karl and Jaye, Community Members Charity Austin and Harold Lunnie, someone from the ECSU, and someone from the teaching staff. Sten requested a roll-call vote. Karl called for a roll-call vote. The motion carried. Vote 5-0-0. (Aye: Jaye, Karl, Karen, Kathy; Nay: Sten, because it's more than 20 hrs.) Interviews will be scheduled for 3:15 p.m. to accommodate the interview committee members. The deadline on applications will be in two weeks and will be made available for viewing by the interview committee, to be copied and distributed by the Superintendent's office.

Mr. Ely reported that teachers are doing a good job bringing referrals when necessary and discussing with students and parents the bullying issues.

Kathy asked that the Randy Carpenter memorial funds be used towards new uniforms for the varsity girls basketball team. Mr. Sanborn recommended getting estimates for the uniforms.

Karen asked about getting something for the middle-school teams, as they often get overlooked. Mr. Ely will discuss it with the Athletic Director.

David Isles requested a list of courses offered in the high school for last spring and the current semester. Mr. Ely responded that the guidance counselor would have that information.

Concerning the locker room walk-through, Mr. Paquette asked if the head of maintenance has been advised of the necessary work. Karl explained that Mr. Fisher will be handling

it. The threshold to the gym floor was discussed. A gap was created when the heat was turned on. It was suggested that an estimate be obtained for the creation of an expansion joint.

Fiscal Report:

In preparation for another petition to close the high school, Mr. Sanborn was asked to give a model budget with the high school open and one with the high school closed. It was requested that the model include the effect of state per-pupil reimbursement in its numbers. Mr. Sanborn replied the model will cover both expenditures and revenues.

Mr. Sanborn handed the board the first draft of the 2012-2013 budget, which includes all requests by the School Board, the Principal, and the teachers. The first draft shows an increase of \$362,862, which includes tuition for St. J. Academy, special ed., additions of personnel, over 2.5 % high-needs students, in which revenues increase dollar for dollar, increase in oil (unknown for next year), principal's salary 3% increase, and increase of music to 100%. Sten would like copy of the teacher wish lists which were used to create the budget. The board agreed that it is important to show the cost to taxpayers for high-school students who are tuitioned out. It was also suggested that the costs for uniforms seemed high and could possibly be tightened up. Karl stated that it would be good to have two public meetings, the first to receive information and a second meeting after people have had a chance to review the information and are ready to discuss it. Mr. Paquette stated he wants to see actual costs, taking into account rebates (state funding).

Kathy made a motion to go into executive session to discuss personnel and a student issue, seconded by Karen. The motion carried. Vote 5-0-0.

The board moved into executive session at 8:25 p.m.
The board moved out of executive session at 9:58 p.m.

Sten made a motion to authorize and request the Superintendent's office to write a letter to the family in question, notifying them that all members of the school board read the letter they had sent to the board, and the board voted unanimously to deny their second request regarding the child in question. The motion was seconded by Karen and carried. Vote 5-0-0.

Kathy made a motion to adjourn, seconded by Karen. The meeting adjourned at 10:06 p.m.

Date Signed: _____

Karl Goulding, Chairman

M. Jaye Young, Clerk on the Board

Kathy Gordon

Sten Lium

Karen Call

