

## BOARD MEETING MINUTES

PRESENT: Board Chair Kim Shillieto; Board Members Lynn Terres, Christine Ash, Michael Culver ,Alice Rocke; Superintendent Pierre Couture; Business Manager Tina Peabody; Principal Ben Jellison' Assistant Principal Kyle Jacobs.

The meeting was called to order at 5:30PM by Board Chair Kim Shillieto.

PUBLIC INPUT - None

MOTION BY CHRISTINE ASH, SECONDED BY LYNN TERRES TO APPROVE THE MINUTES OF THE SEPTEMBER 15, 2016 MEETING AS WRITTEN. ALL IN FAVOR, MOTION CARRIED.

Alice Rocke requested clarification of an item in the prior month's minutes which indicated that Principal Jellison was going to contact Fire Chief Jack Anderson regarding the high school students' route to safety in an emergency drill. Principal Jellison advised that this has been done.

### SUPERINTENDENT'S REPORT

Superintendent Couture advised the Board that the SAU Budget Hearing will be held on Monday, November 7, 2016 at 5:30 PM in the AHEAD Conference Room. The Full Board December meeting will be held on Wednesday, December 7, 2016 at 6:00 PM at the same location.

Superintendent Couture distributed copies of the October 1, 2016 enrollment conducted on October 3<sup>rd</sup> as the 1<sup>st</sup> was a Saturday. The overall decrease in student population SAU wide is 24. A brief discussion ensued.

Superintendent Couture advised the Board that the Administrative Team continues to focus on PACE (Performance Assessment of Competency Education). SAU 35 is the newest member of their co-hort team. The NH DOE PACE Team came to Profile School on October 7<sup>th</sup> to work with all of our teachers to address the continued progress of this initiative. This was well received by all Districts and provided valuable knowledge and experiences for all. Principal Shelli Roberts of the Bethlehem Elementary School is functioning as our Team Leader in this process for the first half of the year. Superintendent Couture will assume this role for the second half. A brief discussion ensued.

Superintendent Couture advised the Board that the annual Superintendent's Evaluation has been sent to all Board members, administrators, and the SAU staff. The requested submission date is October 28<sup>th</sup>. Once again, Linda Gaitskill, former Lafayette Board member, has offered to tally the results for presentation at the Full Board meeting in December. Superintendent Couture urged Board members to participate.

Superintendent Couture presented the following Job Descriptions for second reading and approval:

Special Education Coordinator/Teacher  
Special Education Teacher

Following a brief discussion, MOTION BY LYNN TERRES, SECONDED BY ALICE ROCKE TO ACCEPT THE AFOREMENTIONED JOB DESCRIPTIONS FOR SECOND READING AND APPROVAL AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

Superintendent Couture advised the board that we are awaiting the GMR's (Gross Maximum Rates) from Health Trust. We have been advised that the increase will be between 13% and 24%. Superintendent Couture did some estimating of the cost increase to the district for a 20% increase in health rates which would be approximately \$125,000.00. Superintendent Couture will be suggesting to the NEA Uniserv Director, Michelle McCord, that we offer a purely voluntary plan to our teachers at a lesser rate with a higher deductible. He will also be looking into the development of buy out plans for those who do not take the insurance. A brief

discussion ensued. Superintendent Couture and Human Resource Representative Gabrielle Granger-Clark are working to set up an information session the week of October 31<sup>st</sup> with both Health Trust and Signa (School Care).

Superintendent Couture advised the Board that the Support Staff (one secretary, paraprofessionals, library aide and custodians) are in the process of forming a union under the guidance of the PERLB (Public Employees Labor Relations Board). The elections to determine if there will be a union will be held at Profile on November 15<sup>th</sup> from 2:30 to 3:30 PM. A brief discussion ensued.

## OLD BUSINESS

Principal Jellison advised the Board that he has sought and received an additional bid for the installation of an emergency walkway for students to utilize during any emergency drills and/or actual events. This will assist them in reaching the parking lot in a quicker, more organized manner. The bid from Josselyn Sports Turf is \$2,400.00 which is \$800.00 less than the bid from Presby. Following a brief discussion, MOTION BY MICHAEL CULVER, SECONDED BY ALICE ROCKE TO APPROVE THE AWARDING OF THE BID FOR THE EMERGENCY WALKWAY TO JOSSELYN SPORTS TURF IN THE AMOUNT OF \$2,400.00. ALL IN FAVOR, MOTION CARRIED.

## PRINCIPAL'S REPORT

Principal Jellison called the Board's attention to his written report forwarded to them in their agenda packets briefing the Board on the contents and fielding questions as necessary.

Principal Jellison advised that Montgomery Chandler has returned from her child rearing leave and is back in the classroom.

Principal Jellison presented a procedure which will be placed in the Parent/Student Handbook relative to the Middle school Promotion and Retention Procedure. This will replace what is currently published in the handbook which dates back to 1984. The Policy (IKE – Promotion and Retention of Students) was approved by the Board on January 26, 2010. A brief discussion ensued.

Principal Jellison advised the Board that Assistant Principal Kyle Jacobs is here this evening to provide an update on discipline. Mr. Jacobs called the Board's attention to the SWIS Report included in their agenda packets which summarizes the discipline referrals for problem behavior from August 29, 2016 to October 11, 2016. Also included is a report for the same time frame last year. The Problem Behavior's listed include Disrespect, Technology Violation, Inappropriate Language, Defiance, Tardy, Disruptions and Other behavior. Mr. Jacobs briefed the Board on the scope of problems as they related to the student body and various grades noting that disruptions, defiance, and disrespect go hand in hand. Mr. Jacobs explained the process for dealing with students and their specific violations and/or behaviors. A brief discussion ensued.

Principal Jellison advised the Board that Profile will be piloting a late bus to Lafayette on a trial basis from late November to Christmas Break at a cost of \$25.00 per day. This will be piggybacked onto the existing Bethlehem late bus. A number of middle school students have expressed interest in utilizing this service. If it proves to be viable it will continue. A brief discussion ensued.

Principal Jellison advised the Board that grades close next Friday. Following the closure of grades, the calculation will be completed for the honor roll. This is one of the programs the student council has requested to be reinstated at Profile. A brief discussion ensued.

The Board requested that the attendance of a student representative at Board meetings to report on the student functions also be revisited. In the past the Board found this very informative. Principal Jellison will work on this with the student council.

## POLICY COMMITTEE

Lynn Terres advised the Board that Policy IKC – Academic Honors, Class Ranking, Valedictorian and Salutatorian was included in their agenda packets for discussion only. She is requesting that Board members review the policy and send any additions and/or corrections directly to her. It was the consensus of the Board

to add verbiage advising that a student needs to be a Profile student for two years in order to qualify as the Valedictorian or Salutatorian.

Policies IKF – High School Graduation was discussed and it was decided that it needed to include data on the Profile Diploma requirements as well as that of the State. This will be brought back for first reading in November.

Policy BDD-R – Board-Superintendent Relations listed for first reading this evening was tabled until the November meeting.

Lynn Terres presented the following policies for first reading:

BDD	Board – Superintendent Relationships
GBEBE	Employment of Relatives or Persons with Romantic Personal Relationships
IKA	Grading System

Following a brief discussion, MOTION BY CHRISTINE ASH, SECONDED BY MIKE CULVER TO APPROVE THE AFOREMENTIONED POLICIES FOR FIRST READING AS PRESENTED. ALL IN FAVOR, MOTION CARRIED.

## FINANCIAL

Manifests were circulated for Board review and approval.

Business Manager Tina Peabody distributed copies of the school lunch report for Board review and information noting that the meal numbers are down a bit from that of last year.

Business Manager Tina Peabody distributed copies of the Expenditure Short Report for Board information and review noting that the current balance is \$591,311.42. A significant amount of this balance is represented by items yet to be encumbered as it is still early in the school year. Ms. Peabody requested that Board members review and contact her directly with any questions.

Business Manager Peabody advised the Board that the contract with Franconia Gas for Propane was renewed for this year at no increase in cost.

Business Manager Peabody advised the Board that the contract with Casella Waste Services for trash and recycle pick-up is being presented for approval for year two of the existing contract. . The costs for weekly pickup vary based on the container size (Size 6-Trash-\$196.15; Size 8-Trash \$243.26; and Size 10-Recycle-\$62.58) and contain a 3% increase as previously agreed to. Following a brief discussion, MOTION BY ALICE ROCKE, SECONDED BY CHRISTINE ASH TO APPROVE THE CONTRACT WITH CASELLA WASTE SERVICES AS PRESENTED AND TO AUTHORIZE BUSINESS MANAGER PEABODY TO SIGN ON BEHALF OF THE BOARD. ALL IN FAVOR, MOTION CARRIED.

## NEW BUSINESS

Alice Rocke asked if a curve is used in the grading process at Profile School. Principal Jellison advised that it is not.

There being no additional business to come before the Board, MOTION BY CHRISTINE ASH, SECONDED BY LYNN TERRES TO ADJOURN AT 6:59 PM. ALL IN FAVOR, MOTION CARRIED.

Respectfully submitted,

Marjorie Brown

Board Clerk