

**Hartland Board Meeting  
Draft Minutes  
October 21, 2019**

**Present:** Colleen Spence, Sarah Stewart Taylor, Nicki Buck, Scott Richardson, Beth Roy, Christine Bourne, Brittany Preston, Angie Ladeau

Meeting called to order at 6:02 PM.

**Changes/Additions:** None

**Minutes:** September 16

Nicki Buck asked for a motion to approve the minutes. Sarah Stewart Taylor moved; seconded by Colleen Spence; motion passed.

**Public Comments:** None

**Discussion Items:**

Budgeting Discussion:

Christine Bourne mentioned Ed Connors will be sending over the wage and benefit sheet to look over and make revisions to each line item. Christine mentioned she asked about the wage differential and Ed Connors thought was about \$68,000 lower. With this new system funds can be encumbered. For tuition students will be sending 27 and graduating 36. We sent Ed Connors a preliminary list as to where kids are going. Ed Connors is working on the SU budget and will get spreadsheets to us. Christine Bourne mentioned she is meeting with Ed Connors and Dave Baker next week. Christine mentioned she asked staff what they might need for next year and requests are coming in. Potential for adding Leader and Me training in next year's budget. Did not budget for busing for algebra or SRO for this year. Big Picture Learning is grant funded. Nicki Buck mentioned Jim Taft estimated \$18,000 to move offices. Nicki Buck would like to put together a building committee because with new cafeteria service and scheduling challenges might like a new gym but maybe look at new cafeteria attached to kitchen. Sarah Stewart Taylor asked if anything new with scheduling problems. Christine Bourne mentioned sometimes gym teachers have to share gym, with set up for lunch and clean up after lunch. Scott Richardson feels would be nice if had tables in a nice cafeteria setting. Sarah Stewart Taylor mentioned the other conflict is basketball and play practice. Nicki Buck mentioned going forward might want to talk about programmatic changes.

Testing Data:

Christine Bourne mentioned brought the data to staff but first presented to the leadership team. The data is overwhelming. We went into Smarter Balance and broke data down. We noticed that did not close the gap in gender, free/reduced, or special education. Suggested that look at current curriculum materials and have interventionists looking at different testing materials

with Angie Ladeau. We are looking at different materials for progress monitoring. Using FIT but not enough staff to work with this. Angie Ladeau mentioned we are looking at real data and how programs meet our needs. The MTSS Leadership Team wanted to give teachers more data. Looking at breakdowns and biggest challenges for kids. For 4th graders it was determined Math concepts and procedures are the most problematic.

For 5th graders is math concepts and procedures and writing for ELA. Should set goals for writing and explanation for math, writing template for answering math questions, and different ways to solve problems.

Grades 6-8 looking at math data and dig more into it with concepts and procedures being the first priority and using exit tickets in math regularly.

Christine Bourne mentioned it is important to look globally at the gaps but look at classroom data to drive instruction. Talking at admin level and thinking of figuring out a model for special education and regular education teachers to do planning together. Sarah Stewart Taylor mentioned it looked like every school in the state has the exact same gaps. Is the state providing resources? Angie Ladeau mentioned the state is developing network improvement communities and is the second year of the instructional coaches network. The state is starting up a new one for upper level administrators in how to use data in a meaningful way. Participating in data/literacy training and try to continue through school year using data to impact student learning. Mostly looking at what data is, how ask questions, and identifying problem with student learning. Sarah Stewart Taylor mentioned data on website looks like some have closed the gap more than others and state should look at those schools giving strategies of what works. Natural to look at changing programs but should be how instruct these learners and important to have program over a period of time. Criteria is looking K-12 and help teachers design instruction. A person from Track My Progress (TMP) is coming to talk with interventionists on Friday about improvements and where going. Hard to dig into TMP data as is not diagnostic and does not pinpoint skills students are lacking. There is a data team that meets before administrative team on Thursday.

Negotiations: Scott Richardson

Scott Richardson mentioned have had one meeting and team is myself, Dave Baker, Bill Yates, and Sean Whalen. Right now are looking at goals. Hoping to meet with teachers in early November to talk about going forward and setting dates. We have heard school insurance rates going up significantly and how impacts budget next year is still in play. The commission in negotiations with employer/employee and hope to arrive at and provide statewide benefit to all districts and arrive at a balance between employee/employer share. Parties at statewide level hoping to come to an agreement. Salary grid and wage increases built into grid and happen structurally year after year.

## Principal's Report:

Highlights: integrated team and helping with advisory program, moving to more integrated based model. First activity was jobs of the future with Beth White. This gets staff thinking about what doing in education now. Came back last week and doing radio bits imagining state gave us permission to build own school and what want it to look like and will record next month.

- Open house and dinner was a great success. Next dinner is paired with math night on November 25, 5:30-7:00.
- Middle School went to corn maze at Hathaway Farm. This was a community building activity.
- First walk to school was October 1 and goes Wednesday.
- Hosted spelling bee and 11 students participated. Jenni Knight and Eve Anderson were the coaches and offered to do all year.
- Safety Day: Bus evacuation, fire and science, equipment and truck visits.
- Middle School students were treated to a Northern Stage performance on Stories of White River Jct.

Update: Portrait of Graduate: was great and students there. Next meeting is Thursday, October 31, at Weathersfield. Mike, facilitator, is looking for logos, photos, and artifacts that represent each of our communities. Angie Ladeau mentioned that today had a phone conversation and talking about the 4th meeting; keep people involved, draw people to stick with it. Will be meeting with students next Wednesday discussing what they want adults to know about them and way to get people emotionally connected.

- SRO Update: Was here today. Very responsive and stopping by every day. Asked him about statistics on children leaving school grounds and how to get that data. SRO Paul mentioned that last year was called to Windsor a couple times but call parents for high school age. It is hard to get data as logged as agency assist. Scott Richardson asked about SRO training? Christine Bourne mentioned she will check on this. SRO is helping with evacuation drill.
- Lunch Program:
  - Total sales for 2019: \$33,231.25
  - Total sales for 2020 to date: \$38,631.00; difference of \$399.75
  - Non student meals up significantly from 108 to 264
  - Presentation matters.

Scott Richardson asked about revenue side. Christine mention do not have that figure at this time.

- Fundraiser Requests from Drama kids. They want to do another haunted house. Parents and kids want this to come back. Variety Show is another one, tentatively scheduled for November 23 at school. The Board approves both fundraisers.

Scott Richardson asked about lead testing. Christine mentioned water tests are up-to-date.

Radar List:

The board put together a list of things important and wanting to compile into what is important to us. Sarah Taylor asked what is our goal: action items, budget. Nicki Buck mentioned identify items important to the whole group. Colleen Spence put together a table of what important, pare down, and bring concept together.

Special education is highest on everyone's list.

Christine: community engagement, social/emotional needs, investing in the future, kids needs met through instruction and intervention

Beth: special education (budgetary, behavioral), variety of programming (algebra, science)

Sarah: special education/emotional needs of kids (budgetary, test score gap), how to help kids who are really struggling so can learn; creating equity with other high schools in the area and making sure our kids are prepared with a rich experience in science, music/theater, prepared with the basic (write, study, take notes, and access to grade level math).

Nicki: Special education, variety of programming, cafeteria/gym programming (structural), renaming and something keeping track of. One thing that passionate about is ways to engage kids through science, personalized learning plans and can relate to the natural world. Missing science as a tool. No focus on science but on ELA and math. Christine mentioned if not integrating it when do it. Brittany Preston mentioned in younger grades is embedded.

Scott: Community (leaders and engaging more with broader community), building (how works for leaders, students, and community, physical plant and what accomplish)

Brittany: proficiency based grading and understanding by students, parents, staff

Summarization:

Community engagement (in us and engaged in community)

Social/emotional needs of students (tied to special education and behavioral)

Engaging and investing in future (preparing for high school, variety of programs, kids to be leaders of their learning, integrated curriculum)  
Special Education (social/emotional needs)  
Variety of programming (prepared for high school)  
Building (structural)  
Proficiency based education and reporting

**Board's Radar List:**

- Community engagement
- Social/emotional
- Engagement, Preparation, Variety
- Special Education (504, targeted plan, structural deficiencies)
- Physical Plant (security)
- Proficiency Based Education
- Process (stick to role as a board)

Scott Richardson mentioned this is a good transparency of board operations. Sarah Stewart Taylor mentioned making it transparent.

**Agenda:** November 18 (6:15)

- Building Committee
- Karen Woolsey/Katie Ahearn - SPED
- Budgeting Discussion

**Executive Session:**

Nicki Buck asked for a motion to enter executive session for the purpose of Title 1, Section 313. Scott Richardson moved; seconded by Beth Roy; motion passed. Entered into executive session at 8:08 PM.

**Adjournment:**

Nicki Buck asked for a motion to exit executive session and adjourn the meeting. Beth Roy moved; seconded by Colleen Spence; motion passed.

Meeting adjourned at 9:35 PM.

Respectfully submitted,

Diane Tessier, Board Secretary