MONADNOCK REGIONAL SCHOOL DISTRICT

SCHOOL BOARD MEETINGS 1990 - 1991

DATE	PLACE
APRIL 3, 1990	GILSUM ELEMENTARY SCHOOL
APRIL 17, 1990	RICHMOND VETERANS HALL
MAY 1, 1990	EMERSON SCHOOL, FITZWILLIAM
MAY 15, 1990	MONADNOCK REGIONAL HIGH SCHOOL
JUNE 5, 1990	TROY ELEMENTARY SCHOOL
JUNE 19, 1990	MONADNOCK REGIONAL HIGH SCHOOL
JULY 17, 1990	MONADNOCK REGIONAL HIGH SCHOOL
AUGUST 14, 1990	MONADNOCK REGIONAL HIGH SCHOOL
SEPTEMBER 4, 1990	MONADNOCK REGIONAL HIGH SCHOOL
SEPTEMBER 18, 1990	SURRY ELEMENTARY SCHOOL
OCTOBER 2, 1990	SULLIVAN SCHOOL
OCTOBER 16, 1990	ROXBURY TOWN HALL
NOVEMBER 6, 1990	CUTLER SCHOOL, WEST SWANZEY
NOVEMBER 20, 1990	WYMAN HOUSE, SWANZEY CENTER
DECEMBER 4, 1990	MONADNOCK REGIONAL HIGH SCHOOL
DECEMBER 8, 1990	*BUDGET SESSION, THE WYMAN HOUSE*
DECEMBER 18, 1990	MONADNOCK REGIONAL HIGH SCHOOL
JANUARY 8, 1991	MONADNOCK REGIONAL HIGH SCHOOL
JANUARY 15, 1991	MONADNOCK REGIONAL HIGH SCHOOL
FEBRUARY 5, 1991	MT. CAESAR SCHOOL, SWANZEY CENTER
FEBRUARY 19, 1991	MONADNOCK REGIONAL HIGH SCHOOL
MARCH 2, 1991	*ANNUAL MEETING -- MRHS*
MARCH 5, 1991	MONADNOCK REGIONAL HIGH SCHOOL
MARCH 19, 1991	MONADNOCK REGIONAL HIGH SCHOOL

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, March 6, 1990, M.R.H.S.Library

PRESENT: T. Britton, J. Fallon, W. Wright, J. Carnie, J. Young, B. Ballou, B. Hamill, G. White, L. Barrett, D. Keating. Also present: Dr. Wheeler, K. Hewitt, J. Menton L. DeCoste, D. Mousette, N. Evans, D. Bell, D. Stockwell, A. Putz.

Acting chairman Dr. Wheeler opened the meeting at 7:30 p.m. He administered the oath of office to newly elected members, T. Britton, B. Ballou and G. White.

School Board Organization
J. Carnie MOVED: that T. Britton be elected chairman; second by B. Ballou. VOTED: 10-0-0-0. J. Carnie MOVED: that W. Wright be elected vice-chairman; second by D. Keating. VOTED: 10-0-0-0. W. Wright nominated Elizabeth Massin for school district clerk. The consensus vote was unanimous. W. Wright nominated Arlene Perry as school district treasurer. The consensus vote was unanimous.

J. Carnie recommended that Board members submit their choices of committee membership to T. Britton prior to the next meeting.

Consent Agenda
G. White MOVED: that the minutes of February 20 be approved as presented; second by J. Fallon. VOTED: 10-0-0-0.

G. White MOVED: course reimbursement for Doug Gagne in the amount of $391.45 and conference reimbursement for Lori Mason for $186.00; second by L. Barrett. VOTED: 10-0-0-0.

Dr. Wheeler distributed a role description for the SAU computer coordinator who will have a contract for 10 months. A brief discussion followed.

Dr. Wheeler distributed the results of a state-wide questionaire regarding stipends for board members and board chairman.

Dr. Wheeler made reference to two articles on local control of public schools, one in the American School Board Journal and one from the N.S.B.A.

There were no committee reports.

Citizen Concerns
None at this time.

Other School Board Business
The 1990-1991 school calendar was discussed. Students who attend CVC will lose five days due to Keene having a different calendar. August 27-30 will be curriculum days, and August 31 will be an in-school workshop. School will begin on September 4 for all students in K-6; on that day, Grade 7 will have an orientation day. All students in Grades 7-12 will begin school on September 5. G. White MOVED: that September 4 be for Grades K-6 and Grade 7 only; school will be in session on 11/9 for Grades 7-12 when elementary schools hold conferences; second by J. Young. Discussion followed. VOTED: 10-0-0-0.

The Board approved its meeting calendar changing one date from 1/1/91 to 1/8/91.

B. Hamill MOVED: that Lunch Program Voucher #5826-5837 dated 3/6/90 for $5521.69, Payroll #17 dated 2/23/90 for $306,269.96 and Payorder Checks #5697-5841 dated 3/5/90 for $92,255.23 be approved; second by G. White. VOTED: 9-0-1-0 with J. Carnie abstaining.

Superintendent's Report

Dr. Wheeler provided an update on payments due for students at Country Acres in Gilsum. DCYS has been asked for payments in a letter from Bill Prigge, and in return they have asked the district to quote the statutes referring to their financial obligation for those students.

Dr. Wheeler presented a written review of the annual meeting and introduced the topic of the Master Plan Committee and future plans. Mike Neylan, Chairman of the Master Plan Committee, feels we should proceed with plans as outlined with the only question being whether we should propose one or two schools next year. No new study is needed. He also feels that the district needs to target local groups like P.T.O.'s to assist in selling the program, and perhaps to enlarge the committee. T. Britton felt people were more responsive at this meeting, and possibly the district should go with Grades 6-8 in Troy and Fitzwilliam and Grades 7-8 in Swanzey. L. Barrett felt we should work up the cost figures for Troy and Fitzwilliam. Discussion followed. The Board decided to discuss the alternatives with the Master Plan Committee on May 2 at the Wyman House at 7 p.m. At the next Board meeting, a few minutes will be put aside to come up with questions regarding the building program. W. Wright complimented Charlie Roosa, his staff and John Barry who did the video, for the physical arrangement of seating at the annual meeting.

J. Menton discussed Tax Law Section 125 which allows people to reduce taxable income with contributions to social security and health/dental programs. All schools have been visited, and the option has been given to all staff members as well as the option to withdraw from the program. The wage and salary package is now complete. B. Ballou asked if additional compensation has been given to cafeteria workers with 7+ years of experience. Dr. Wheeler said the evaluation process will determine rates of pay. B. Ballou will follow up on this at a later date.

K. Hewitt presented applications for home study for Jessica and Jennifer Whitaker from Troy. They will be using the Alpha Omega program. D. Stockwell has discussed the requirements with the parents, and he recommends approval of the program. B. Hamill MOVED: that the home study programs be approved; second by G. White. VOTED: 10-0-0-0.

Dr. Wheeler notified the Board that Debra Hamel will terminate her work with the district on Friday, March 9.

W. Wright MOVED: that jackets be purchased for the girls varsity basketball team who recently became state champions and for the cross country ski team who are champions in their division; second by L. Barrett. VOTED: 10-0-0-0.

B. Hamill MOVED that the Board go into executive session for the purpose of resignations and nominations; second by J. Carnie. The roll call vote was 10-0-0-0.

EXECUTIVE SESSION

Dr. Wheeler nominated Donald Swenson as Food Service Director. His contract will be for 205 days. B. Hamill MOVED: that the nomination be approved; second by B. Ballou. VOTED: 10-0-0-0.

Dr. Wheeler explained the timelines for hiring staff and indicated that all staff will be nominated with three exceptions: two positions will be eliminated, and there will be one retirement. A list of staff members to be nominated will be sent in the next packet.

The Board adjourned at 9:45 p.m.

Respectfully submitted,

Ken Hewitt

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
March 21, 1990

Call to order - 7:30 P.M. - Monadnock Regional High School, Swanzey Center

1. CONSENT AGENDA

   a. Minutes of previous meeting.
   b. Approval of reimbursement requests.
   c. Correspondence/announcements.
   d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

   a. Action on Manifests.

4. SUPERINTENDENT'S REPORT

   a. The Gilsum question of monies withheld from the school district.

5. EXECUTIVE SESSION

   a. Staff resignations.
   b. Staff nominations.
      (Superintendent's certified staff recommendations)
      (Board's evaluation of the superintendent's performance)

6. ADJOURNMENT

NANCY BATT

ADMINISTRATIVE SECRETARY

SAU #38

The reason Mr. Hewitt and I selected you was:

You are very bright and energetic

You wish to assist others to do better

You listen well to others but are firm when you need to be

You have had excellent experiences as an administrative secretary

You wish to improve yourself on the job and by going back to school

You have strong:

Organizational skills

And varied computer skills

Secretarial skills

Personal habits, such as: confidentiality, promptness, appearance, speech pattern, hardworking, intelligent.

Your references concluded that you:

Are loyal to the organization

Have trained others

Have a good business background

Do a "fantastic job"

Are a good presentor of the organization

My only concern, which I expressed in our telephone conversation, is whether or not you are commited to a long term stay with us?

What may we do to help you succeed?

SCHOOL ADMINISTRATIVE UNIT No. 38

RFD 1, BOX 130

Swanzey Center, New Hampshire 03431

Telephone (603) 352-6955

Hinsdale School District - Monadnock Regional School District - Winchester School District

Dr. William V. Wheeler, *Superintendent*
John M. Menton, *Business Manager*
Kenneth G. Hewitt, *Assistant Superintendent*
Richard T. McCarthy, *Assistant Superintendent*
Ken Dassau, *Director of Special Education*

To: Monadnock Regional School Board members
Date: March 14, 1990
Topic: Notes on Board Agenda
From: Dr. Bill Wheeler

You will recognize a paucity of decision items and a bountiful opportunity for discussion on the agenda.

4.a. Mr. Prigge will be present to discuss the options confronting the Board regarding the Gilsum question on withholding monies from the district. Due to the legal nature of the issue you may wish to discuss the practicality of an executive session. The topic is one for public discussion the strategy adopted by the Board may not be something you wish to provide in an open forum.

5.b. A preliminary report concerning certified staff rehiring was provided at the last Board meeting. The Board needs to decide on staff termination or rehiring at this meeting in order to meet New Hampshire law on the subject. Each principal has submitted their recommendations to me and I pass them onto you. The action should be conducted in executive session to protect personnel. As a means of reminder: a recommendation to terminate needs to be acted on by the Board without the privilege of reveiwing the evidence. This is done in the event that the employee requests to proceed with the hearing procedure. You act as a hearing board, with the responsibility of making an unbiased decision. Knowledge of reasons for the termination during the principal/superintendent report is considered as your having a prejudiced opinion. It is one instance where the system really checks your trust and confidence in the adminsitrators. And it is also a procedure that is not very well understood by people outside the Board or administrative role.

5. b. A copy of the superintendent's evaluation form is enclosed for your use. Please do. Mr. Britton will collect your thoughts on the subject, condense them into a single report which will be shared with me at the first meeting in April, if all goes well procedurally.

Material has been enclosed dealing with the "Two Facilities Proposals" outline which I gave you during the last meeting. I am not sure how to summarize the materials other than to proclaim that they reflect some of the key elements of information used by the Master Plan Committee to make recommendations to the Board and public. The meeting to meet with the Master Plan Committee was set for May 2, 1990 at the Wyman House. If you have any questions or concerns regarding any material included or excluded please let me know and I will try to find something that makes more sense.

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, March 21, 1990, M.R.H.S. Library

PRESENT: T. Britton, B. Hamill, L. Barrett, W. Wright, G. White, J. Carnie, J. Young, J. Fallon D. Keating. Absent: B. Ballou. Also present: Dr. Wheeler, K. Hewitt, D. Stockwell, N. Evans, D. Bell, Atty. Bill Prigge.

Chairman Britton opened the meeting at 7:35 p.m.

Consent Agenda
B. Hamill MOVED: that the minutes of March 6 be approved as presented; second by J. Carnie. VOTED: 6-0-0-4. J. Young arrived at this time.

B. Hamill MOVED: that reimbursements of $10.00 each for attendance at a reading workshop be given to Lou Kolarik, Susan Armstrong and Marie Szymcik; second by W. Wright. VOTED: 7-0-0-3.

Dr. Wheeler presented a written request from Nancy Lines for a one-half year sabbatical at full pay. G. White and D. Keating arrived at this time. She was present and responded to questions from the Board. B. Hamill MOVED: that the sabbatical leave request for one-half year at full pay be granted; second by G. White. VOTED: 9-0-0-1.

Doug Smith reported on the winter track program and distributed results of participation. The major cost was transportation to and from Durham, and drivers were difficult to obtain. He indicated that the top winners are being recruited by colleges with scholarship offers.
B. Hamill indicated that he should be commended for his work, and the Board agreed.
D. Stockwell felt that Doug did an excellent job, and the program should be approved for next year.

Dr. Wheeler reminded the Board of the workshop at Keene High School on March 27, beginning at 7:30 for newly-elected board members.

L. Barrett indicated that she had talked to the local representative to the state board who said that local districts can invite the state board to meetings during the day. Dr. Wheeler will write a letter of invitation.

Citizen Concerns
None at this time

Other School Board Business
T. Britton notified the Board that he is putting together a list of Board committees, and any changes should be communicated to him. J. Fallon said he cannot make staff development meetings.

Manifests were signed.

D. Keating inquired about the Boosters Club basketball program for children in Swanzey, and asked if it would be available to children in other towns. D. Bell indicated that Cutler School does have a school team.

Superintendent's Report

Bill Prigge was present to discuss the withholding of funds by Gilsum. J. Young said he understands a letter has been sent to the town from Attorney Falk asking them to pay the money owed the district. If the town pays, no suit against the town is necessary. B. Prigge discussed the Board's position and what they might do. L. Barrett asked that if the tuition money is received, can the students be taken out of Gilsum' s A.D.M. Discussion followed. J. Carnie feels that there are two issues: one is the withholding of funds, and we might have to take them to court; and the second issue is who is responsible, and that has not been clarified. Dr. Wheeler explained the district's position and indicated that he could provide a history of the situation. He felt that a response from Falk to Prigge would determine future action. T. Britton asked B. Prigge to call Falk so a plan of action could be developed at the April 3 meeting. G. White MOVED: that Dr. Wheeler be made an agent of the Board to develop a formula to submit to the Town of Gilsum; second by B. Hamill. VOTED: 9-0-0-1.

Dr. Wheeler distributed a drawing showing the leach field and water run-off at the Gilsum School. A recent rain-storm washed out part of a neighbor's lawn and filled up his dry well. There is a need to divert the water run-off. Action will be decided at the next meeting. B. Prigge suggested the Board put the liability carrier on notice.

Bill Prigge raised the issue of school district moderator. Write-in votes at the district meeting have not resulted in the position being filled at this time. He is reluctant to be both attorney and moderator, but if nobody wants it he will do it. T. Britton indicated that the clerk can appoint an asst. moderator.

K. Hewitt presented a request from Terri Caron to allow her two children to finish the school year in Swanzey. The family has moved to Keene. After discussion, G. White MOVED: that the children be allowed to finish the school year at no cost, that the next school year they would be tuition students if still living in Keene, and that she be responsible for her children's transportation; second by B. Hamill. VOTED: 9-0-0-1.

B. Hamill MOVED: that the Board go into executive session for the purpose of nominations and superintendent's evaluation; second by L. Barrett. VOTED: 9-0-0-1 on a roll call vote.

EXECUTIVE SESSION

After discussion L. Barrett MOVED: that the Board accept the nominations as presented; second by D. Keating. VOTED: 9-0-0-1.

After dismissal of the administration, the Board discussed the superintendent's evaluation.

The Board adjourned at 10 p.m.

Respectfully submitted,

Ken Hewitt

etc exceptional and talented children
Monadnock Regional School District
SAU #38 RFD 1,Box130
Swanzey Center, New Hampshire, 03431
(603) 585-6611

March 1990

TO: Administrators and
School Board
FROM: ETC Program Facilitators
RE: ETC Program Progress

This progress report contains samples of the forms utilized during the 89-90 school year to nominate and identify students for participation in the ETC Program during this period.

Included also are samples of the forms utilized to develop the individual learning experience and the evaluation tool used by students to evaluate their progress.

Finally this report includes a district-wide chart of the numbers of students serviced to date and the kinds of learning experiences provided.

These forms and their functions are:

. Student Referral	Nominations (currently limited to staff)
. Student Matrix	Identification (includes CAT Test scores and nominators' input)
. Permission	Parent/Guardian permission to participate
. Enrichment Plan	Describes the learning plan, accommodations and approvals
. Student Evaluation	A self-evaluation of the learning experience
. Program Outline	District-wide summary

STUDENT REFERRAL

Student Name: _____
Grade: _____
School: _____
Date: _____
Referred By: _____

STUDENT REFERRAL

Student Name: _____
Grade: _____
School: _____
Date: _____
Referred By: _____

STUDENT REFERRAL

Student Name: _____
Grade: _____
School: _____
Date: _____
Referred By: _____

STUDENT REFERRAL

Student Name: _____
Grade: _____
School: _____
Date: _____
Referred By: _____

STUDENT REFERRAL

Student Name: _____
Grade: _____
School: _____
Date: _____
Referred By: _____

ETC STUDENT MATRIX

Last Name _____ First _____ Date of Birth _____

School _____ Grade _____

Date Nominated _____ Person Nominating _____

Teacher _____ Room # _____ Advisor _____

Parents Names _____ Address _____ Phone Home/Business _____

Test Results	97+%	94-96%	91-93%	88-90%	85-87%	-85%
Reading	5	4	3	2	1	0
Language	5	4	3	2	1	0
Math	5	4	3	2	1	0
Supplementary Skills	5	4	3	2	1	0

Subtotal this section ____/20

Characteristics						
Motivation	5	4	3	2	1	0
Learning	5	4	3	2	1	0
Creativity	5	4	3	2	1	0
Social	5	4	3	2	1	0

Subtotal this section ____/20

* Matrix total ____/40

*
For the 1989-1990 school year the total matrix points necessary to qualify for participation in the ETC Program is 28.

ETC PROGRAM PERMISSION FORM

_____
Date

Dear Parent or Legal Guardian:

_____ has met the necessary criteria for participation in the ETC Program. Participation will be for this school year. You are encouraged to ask for a parent conference at any time. Please contact your child's school and ask to speak to the building's ETC Facilitator.

As part of the school's commitment to meet indicidual needs, students will receive, when appropriate, differentiated instruction. Enrichment activities will also be provided at various times throughout the year with an emphasis on higher level thinking skills and excellence.

We look forward to working with you and your child.

Sincerely,

_____
ETC Facilitator

_____
Principal

DETACH AND RETURN

_____has my permission to participate in the ETC Program for the current school year.

_____
Parent Signature

_____
Date

E.T.C. ENRICHMENT PLAN

STUDENT'S NAME	SCHOOL	GRADE	DATE
HOMEROOM TEACHER	MATRIX SCORE	DATE	
PROJECT TITLE	BEGIN DATE	END DATE	

OBJECTIVES	TIME/MONITORING ARRANGEMENTS
	CURRICULAR ADAPTATION PLAN
PARENT OPTIONS	

ENRICHMENT FULFILLMENT COMMENTS

SIGNATURES

STUDENT	CLASSROOM TEACHER
PARENT	FACILITATOR
PHONE	PHONE

PROCEDURE

ACTIVITY	DATE	ACTIVITY	DATE

MIDWAY REPORT

1. Where did you get the idea for this topic?

2 Has your work been done on time? Why or why not?

3. Have you encountered any problems in your learning experience?

4. Are you learning anything new about the topic? Please explain.

   Are you learning anything new about yourself or about others?

   Please explain.

5. Have you put forth your best effort in this learning experience? Why?

_____ _____

DATE STUDENT SIGNATURE

FINAL REPORT

1. How many weeks did this study take? Why?

2. Is there more to learn about this topic?

   Will you return to it?

3. Did you enjoy this learning experience? Explain why.

4. Have you put forth your best effort in this learning experience? Why?

5. Would you recommend this topic to others?

_____ _____

DATE STUDENT SIGNATURE

SAU #38 District Employees

Robert Brennan - Phy. Ed.
Diane Hardy - Music
Katherine Shanks - Chapter I
Lucy Gillis - Art
Beth Tom - speech
Donna Gaylord - Speech
Janet Fuering - Speech
David Mousette - Principal
Norman Evans - Principal
Lilla DeCoste - Principal
David Bell - Principal
Carol Shelly - Special Needs Coordinator

C's of March 9, 1990

TO: DR. WHEELER

SUBJECT: TEACHER NOMINATION

FROM: NORMAN EVANS

Debra Brnger

Anne Killeen

Betty Reid

Bev McCulla

Joanne Crowder

Mary Thompson *

Val Gill

Anita Monether

Kathy Roberts

Theresa Majoy

* Nominated with reservation:
Mary Thompson

As of March 9, 1990

PROJECTIVE STUDENT ENROLLMENT

School Year 1990-91
Student-Teacher/Ratio

GRADE	TEACHER	STUDENTS
Kindergarten A.M.	Mrs. Brnger	20
Kindergarten P.M.	Mrs. Brnger	20
First Grade	Mrs. Reid	29
Second Grade	Mrs. McCulla	18
Second Grade	Mrs. Crowder	18
Third Grade	Mrs. Thompson	16
Third Grade	Mrs. Gill	15
Fourth Grade	Mrs. Monether	18
Fourth Grade	Mrs. Killeen *	17
Fifth Grade	Mrs. Roberts	20
Sixth Grade	Ms. Majoy	26

* This is not a permanent 4th grade teacher

CERTIFIED TEACHERS

TEACHERS	SUBJECT	STUDENTS
Mrs. Tom	Speech Therapist	4
Mrs. Noyes	Physical Education	177
Mrs. Merrifield	Music	177
Mrs. Greene	Art	177
Mrs. Corindia	Counselor	29
Mrs. Kelly	Reading	20

To: Bill Wheeler
From: Lilla DeCoste

Re: Mt. Caesar Staff Recommendations

Sally (Palomba) Fiorillo
Ellie Goodrich
Pam Loney
Susanne Bates
Dave Matteson
Tom fosher
Kim Mitchell
Nancy Frazier
Emily Stone
Jane Johnson
Wendy Chamberlin
Mary Fosher
Helen Mercer
Nancy Gagne
Peggy Evans
Joanne Marchand
Pat Kelley
Sue Ferguson
Diana Elkavitch, Guidance
Marge Shepardson, Reading Improvement
Charlie Powell, Phy. Ed. half time
Judith Jones, Art
Kendra Smith, Music half time

toni Raffelt is presently on leave of absence. I believe she plans to return.

To: Bill Wheeler
From: Lil DeCoste
Re: Mt. Caesar present and projected enrollment
March 13, 1990

1989-90:

2 Tchrs Kindergarten: (In Jan. we also reassigned 1 aide to each classroom.)

	AM	24	23			Total	88
	PM	21	20				
1 Readiness	13						13
6 Grade 1	21	22	21	21	21	22	128
5 Grade 2	24	24	24	23	24		119
5 Grade 3	24	24	22	23	22		115
19 classroom teachers							448*

*Total enrollment has been as low as 448 and as high as 467 this year.

"Best Estimate" for 1990-91:

2 Kindergarten (Registration being held 4/6. Our computer list shows 82 names from Swanzey but this hasn't had a very good track record. We don't keep the census for Roxbury or Richmond.)

5 Grade 1: 105 (21/class)

6 Grade 2: 132 (22/class)

5 Grade 3: 120 (24/class)

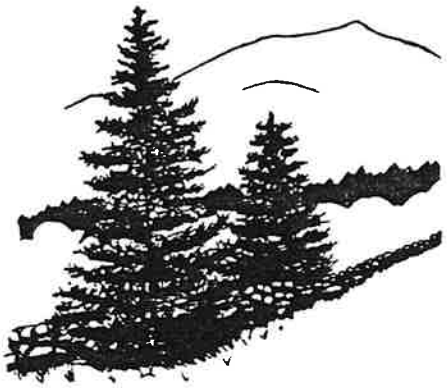
18 classroom teachers

The reduction of one position was made in December to help keep the budget increase to 13%. As stated then, we need to watch enrollment closely. I'd like to see Kindergarten at 18; grades 1 & 2 at 20 and grade 3 at 22 but presntly we have no unassigned rooms. Next year we'll have one room available.

Troy Elementary School
Box 970
School Street
Troy, New Hampshire 03465
Tel. 242-7741

TS

Norman Evans, Principal
Linda Jakubowicz, Secretary



Nomination List of Troy School
File: Troy School
Report: Certified Teachers

Grade	Teacher
5	Arguin, Barbara
1	Boufford, Judith
Guidance Counselor	Corindia, Elizabeth
6	Dahl, David
Art	Greene, Nancy
K	Hazelton, Janice
3	Houpis, Yonnie
Reading Specialist	Kelly, Brenda
2	Mason, Lori
Music	Merrifield, Elaine
5	Moe, Mary
Physical Education	Noyes, Kathy
3	O'Connell, William
1	O'Leary, Elizabeth
2	Schoenfuhs, Susan
4	Swingle, Patricia
Special Education	Torcia, Linda
Kindergarten	Wichland, Kelly
Readiness	Williams, Jean

Grade	Teacher	Enrollment
Kindergarten AM	Kelly Wichland	20
Kindergarten PM	Kelly Wichland	20
Readiness	Jean Williams	16
1	Judy Boufford	20
1	Betsy O'Leary	20
2	Lori Mason	21
2	Peggy Schoenfuhs	22
3	Yonnie Houpis	14
3	Bill O'Connell	14
4	Pat Swingle	23
	Janice Hazelton	23
5	Barbara Arguin	19
5	--------	19
6	David Dahl	16
6	Bonnie Moe	17
Resource Room	Linda Torcia	36
School Counselor	Libby Corindia	60
Art	Nancy Green	284
Music	Elaine Merrifield	284
Physical Education	Kathy Noyes	284
Speech	Beth Tom	9
Reading Specialist	Brenda Kelly	35

office
ROUTE 10
GILSUM, NH 03448
(603) 352-2226

ELEMENTARY SCHOOLS

DAVID MOUSETTE, Principal
CYNDI DEJNAK, Secretary

March 2. 1990

Dr. Wheeler and Mr. Hewitt,

The following names are the Northern Elementary Schools' staff members which I recommend for re-hiring:

SURRY ELEMENTARY

John C. Russell - Gr. 5/6 - 16 students
Patricia Small - Gr. 3/4 - 21 students
Marilyn Jarvis - Gr. 1/2 - 18 students

GILSUM ELEMENTARY

Adrienne Noel - Gr. 1/2 - 22 students
Maurine Henry - Kdgn - 23 students
Carol Simonds - Gr. 3/4 - 18 students
Teresa Starkey - Gr. 5/6 - 23 students

SULLIVAN ELEMENTARY

Lucinda Lowell - Gr. 1/2 - 19 students
Amy King - Gr. 3/4 - 27 students
Margaret Saunders - Gr. 5/6 - 18 students

Cheryl Burrows - Northern Schools' Counselor

Kathleen Woodbury - Northern Schools' Remedial Reading Coordinator

Thank you,

David J. Mousette

2 March 1990

Cutler School

Receommended for Hiring

Anne Anderson	Grade 4
Susan Armstrong	"
Betty Audette	"
Elizabeth Baker	"
Pamela Jackson	"
James Bardis	Grade 5
Susan Bobbin	"
Joan Swett	"
Marie Szymcik	"
Carolyn Brisson	Grade 6
Jacqueline Cleary	"
Marion Eckhard	"
Louis Kolarik	"
Kathleen Cobb	Resoure Room
Rosemary Jablonski	Reading Coordinator
SUE NORTON	ART - HALFTIME

David Bell

MONADNOCK REGIONAL HIGH SCHOOL

Swanzey Center, R.F.D. #1, Keene, New Hampshire 03431 (603) - 352 - 6575

NEA SoC

DANIEL E. STOCKWELL
Principal

G. ALAN PUTZ
Assistant Principal

MARY CALDWELL
Guidance Director

March 6, 1990

To: Monadnock Regional School Board

From: Daniel E. Stockwell, Principal MRHS

Re: Renomination of Staff for 1990-91 School Year

It is recommended that the professional staff members herein be re-elected or not, as listed below, to perform the assignments listed opposite their names for the 1990-91 school year.

MONADNOCK REGIONAL HIGH SCHOOL STAFF

Staff Member	Position	Recommendation
Allen, Richard	Teacher	Re-elect
Appell, Gerald A.	Teacher	Re-elect
Austin, G. Russell	Teacher-Math Chairperson	Re-elect
Barnard, Janet	Teacher	Re-elect
Baldwin, Paula J.	Teacher	Re-elect
Barry III, John L.	Teacher	Re-elect
Bartels, Wayne D.	Teacher	Re-elect
Bedard, Marion J.	Teacher	Re-elect
Bell, Marlene	Teacher	Re-elect
Breckell, Judy	Teacher	Re-elect
Breckell, Paul	Teacher-Athletic Director	Re-elect
Caldwell, Mary	Guidance Director & Special Ed Chairperson	Re-elect
Crotto, Phillip R.	Teacher	Re-elect
Crowder, Debbra A.	Teacher	Re-elect
Dunn, Raymond E.	Teacher	Re-elect
Ebbighausen, Jerome	Teacher-Fine Arts Chairperson	Re-elect
Fay, Mary E.	Teacher	Re-elect
Fleming, Robert	Teacher	Re-elect
Flint, Brenda D.	Teacher-Home Economics Chairperson	Re-elect
Gagne, Douglas R.	Teacher	Re-elect
Galloway, L. Robert	Teacher	Re-elect
Gillis, Lucy	Teacher	Re-elect
Goodrich, John A.	Teacher	Re-elect
Gray, Stephen A.	Teacher	Re-elect
Greiner, Walter K.	Teacher	Re-elect
Harris, James E.	Teacher	Re-elect
Harrison, Andrew S.	Teacher	Re-elect
Heaney, Kevin W.	Teacher	Re-elect
Houle, Steven F.	Teacher-Industrial Arts Chairperson	Re-elect
Jacobs, Nancy L.	Teacher	Re-elect

Jernberg, Joyce C.	Teacher-Science Chairperson	*	Do Not Re-elect
Kornfield, Gary W.	Teacher		Re-elect
Kuhn Jr., Gerald J.	Teacher		Re-elect
Kuhn, Bernadette M.	Teacher		Re-elect
LaClair, Melvin L.	Teacher		Re-elect
Lapointe, Cynthia A.	Teacher		Re-elect
LeCour, Tonya A.	Teacher		Re-elect
Leinster, Patricia	Teacher		Re-elect
Lines, Nancy J.	Teacher		Re-elect
Main, Edward J.	Guidance		Re-elect
Morris, Stephen R.	Teacher		Re-elect
Munroe, Carl H.	Teacher		Re-elect
Nichols, Anne L.	Teacher		Re-elect
Nichols, Diane C.	Teacher		Re-elect
O'Brien, Cathy A.	Teacher-Foreign Language Chairperson		Re-elect
Olney, Carolyn M.	Teacher-Title I		Re-elect
Phelan, Kathleen M.	Teacher		Re-elect
Putz, G. Alan	Assistant Principal		Re-elect
Robbins, Chana K.	Teacher		Re-elect
Roosa, Caroline J.	Teacher		Re-elect
Rust, Raelene E.	Teacher		Re-elect
Scuito, Susan	Teacher		Re-elect
Sintros, Thomas M.	Teacher		Re-elect
Skadeland, Norma M.	Teacher-Science Chairperson		Re-elect
Smith, Douglas A.	Teacher		Re-elect
Smith, Joseph E.	Guidance		Re-elect
Smith, Warren V.	Teacher		Re-elect
Snyder, Deborah J.	Teacher		Re-elect
Soucy, Joan B.	Teacher-English Chairperson		Re-elect
Soucy, Robert J.	Teacher-Social Studies Chairperson		Re-elect
Stavseth, Deborah A.	Librarian - Media		Re-elect
Stewart, Thomas J.	Teacher-Business Ed. Chairperson		Re-elect
Stockwell, Daniel E.	Principal		Re-elect
Streeter, Steven T.	Teacher		Re-elect
Stroshine, Joanne C.	Teacher		Re-elect
Sturke, Beverly	Teacher		Re-elect
Teitelman, Paul	Teacher		Re-elect
Upham, Dayle A.	Teacher		Re-elect
Waldron, Barbara J.	Teacher		Re-elect
Watkins, Lorna L.	Guidance		Re-elect
Westervelt, Julia M.	Special Ed Coordinator	**	Do Not Re-elect

* Retiring
** Position has been eliminated

STAFF DEVELOPMENT REQUIREMENTS

March 20, 1990

Monadnock Regional School District:

James G. Bardis - Cutler Elementary School
expires 1990
Needs to complete: 3 Hours - Area A

Joan C. Swett - Cutler Elementary School
expires 1990
Needs to complete: 12 Hours - Area B-E

Marie D. Szymcik - Cutler Elementary School
expires 1990
Needs to complete: 2 Hours - Area A

Richard L. Allen - Monadnock Regional High School
expires 1990
Needs to complete: 5 Hours - Area A

Chana K. Robbins - Monadnock Regional High School
expires 1990
Needs to complete: 20 Hours - Area A
2 Hours - Area B-E

Raelene Rust - Monadnock Regional High School
expires 1990
Needs to complete: 9.5 Hours - Area A
15.5 Hours - Area B-E

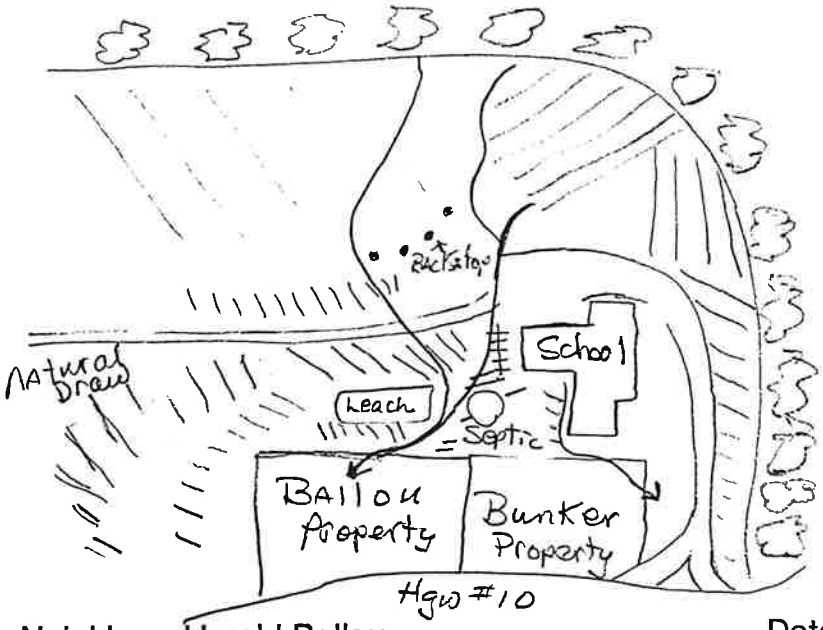
Deborah Stavseth - Monadnock Regional High School
expires 1990
Needs to complete: 2 Hours - Area A-E

Kathleen S. Noyes - Monandock Regional School District
expires 1990
Needs to complete: 8 Hours - Area A
18 Hours - Area B-E

Wendy A. Chamberlain - Mount Caesar Elementary School
expires 1990
Needs to complete: 21 Hours - Area A

Helen Mercer - Mount Caesar Elementary School
expires 1990
Needs to complete: 16 Hours - Area A
5 Hours - Area B-E

Marilyn M. Jarvis - Surry Elementary School
expires 1990
Needs to complete: 18 Hours - Area A



Drawing School + Town Property

Neighbor: Harold Ballou

Date: March 19, 1990

Issue #1: Town and School property runoff water flows through neighbor's yard.

Issue #2: Recent rainfall and snow melt has washed part of the neighbor's yard and filled a drywell with silt.

Resolution to Issue #2: Neighbor has a company on-site repairing damage. He will pay the bill of repair and then submit the bill to the District for payment.

Statement on Issue #1: The engineering or contractor diverted runoff water from a flow which was through a natural draw on North side of the neighbor's yard. This phenomena apparently occured when the District constructed a leach field on Town property North of the neighbor's yard.

Resolution to Issue #1: Work with the Town Selectmen and site engineer, who designed the leach field, to determine the proper solution to the problem. Review all documents pertaining to the relationship of the District with the Town on the use of property, especially as those documents pertain to care and maintenance of the property. Mr. Ballou would agreeto either diverting the runoff to its natural flow or to construct a storm drainage on the East side of his property. Perhaps there are other solutions to the problem.

DEAR SCHOOL BOARD AND DR. WHEELER,

ENCLOSED IS A COPY OF A LETTER TO MR. EVANS WHICH SIMPLY STATES OUR CONCERNS AS THIRD GRADE PARENTS ABOUT NEXT YEAR. WE READ THINGS IN THE PAPER, AND HEAR THINGS AROUND TOWN BUT HAVE WRITTEN AS A GROUP TO DIRECTLY ADDRESS THE PROPER AUTHORITIES ABOUT OUR CONCERNS SO WE WILL GET A DIRECT REPLY.

THIRD GRADE PARENTS

March 19, 1990

Mr. Norman Evans
Fitzwilliam-Troy Schools
Troy, New Hampshire

Dear Mr. Evans:

We are concerned about next years fourth grade at Emerson School. The school budget does not include a second teacher for fourth grade at Emerson. At present count there are 36 Fitzwilliam third graders.

As parents of these children we are concerned. For three years size has warranted a second teacher for our children. Why not next year? A single large class is unacceptable to us. We point out that the number is over the guidelines from the State.

We would like you to address this problem to the School Board and Dr. Wheeler and ask for an additional teacher for the fourth grade next year.

We would appreciate you communicating with us about this decision that affects our children.

Gail Hagstrom
Bonnie Jones
Maureen Burns
Andrea Killory
Daniel Killory
Carl Hagstrom
Carolyn Edwards
Nancy E. Williams
Shirley Cumbram
Kathleen Whitham
Walden Whitham
Laurie Greene
Gerald Greene
Mary Woods
Robert W. Brown
Brenda Fournier
Carey A. Blum
Darcy Blum
Catherine Collins

APR 04 1990

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
April 3, 1990

Call to order - 7:30 P.M. - Gilsum Elementary School, Gilsum

The Board will meet at 7:15 PM with Gilsum Selectmen and Harold Ballou regarding the water drainage from the Town and district property.

Educational program will be a report on the Gifted/Talented program

1. CONSENT AGENDA

    a. Minutes of previous meeting.
    b. Approval of reimbursement requests.
    c. Correspondence/announcements.
    d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

    a. Request a change of meeting date with the Master Plan Committee from May 2.
    b. Action on Manifests.

4. SUPERINTENDENT'S REPORT

    a. The Gilsum question of monies withheld from the school district.

5. EXECUTIVE SESSION

    a. Staff resignations.
    b. Staff nominations.
        (report from the superintendent on recommended salaries for Principals and directors for 1990-1991)

6. ADJOURNMENT

SCHOOL ADMINISTRATIVE UNIT No. 38

RFD 1, BOX 130

Swanzey Center, New Hampshire 03431

Telephone (603) 352-6955

Hinsdale School District - Monadnock Regional School District - Winchester School District

Dr. William V. Wheeler, *Superintendent*
John M. Menton, *Business Manager*
Kenneth G. Hewitt, *Assistant Superintendent*
Richard T. McCarthy, *Assistant Superintendent*
Ken Dassau, *Director of Special Education*

To: Monadnock Regional School District Board Members
Date: March 29, 1990
Topic: Notes on April 3, 1990 Agenda
From: Dr. Bill Wheeler

We will meet with Gilsum Selectmen, they have been invited, and Mr. Ballou concerning the water drainage problem which was discussed and beautifully diagrammed at the last board meeting.

3a. May 2 is the regularly scheduled SAU Board meeting; therefore, it would seem necessary to change the meeting date with the Master Plan Committee. I had sent a collection of materials concerning the two facility projects attempted and other material related to options studied by the Master Plan Committee. If you have need for clarification or you would like other materials please let me know.

4a. Mr. Prigge has received a letter from Mr. Falk concerning the withheld monies from Gilsum. The Selectmen are still refusing to pay their bill. I will be visiting with Mr. Prigge this evening, Thursday concerning a method of relieving Gilsum of incurred expenses due to the students residing at Country Acres Home. Not much progress has been made concerning the collection of monies. Mr. Menton and I will have a verbal report on the matter.

5b. Mr. Hewitt and I are in the process of visiting with principals concerning their annual evaluations and at that time we are discussing salaries for 1990-1991. I will have a recommendation prepared for you. Hopefully, I can explain the reasons for my recommendation. Mr. Menton and I will have a recommendation prepared for the Buildings and Maintenance Director and Food Services Program Director.

Nancy Batt has been selected as administrative secretary at the SAU office. With her permission, I have enclosed a summary of why Mr. Hewitt and I selected her from 39 candidates for the position.

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, April 3, 1990, Gilsum Elementary School

PRESENT: W. Wright, J. Young, L. Barrett, B. Hamill, D. Keating, J. Carnie. Absent: B. Ballou J. Fallon, G. White, T. Britton. Also present: Dr. Wheeler, K. Hewitt, J. Menton, L. DeCoste, D. Bell, C. Roosa.

Vice-chairman W. Wright opened the meeting at 7:40 p.m. J. Carnie arrived at this time.

Members of the ETC Committee, Rick Allen, Marge Shepardson, Kathy Woodbury, and Theresa Majoy were present. T. Majoy described the work of the ETC committee. A written report was given to the Board. Nineteen children are currently involved. R. Allen described what was happening at the high school. M. Shepardson explained the program at Mt. Caesar, and K. Woodbury described the program in the northern towns. Discussion followed.
Dr. Wheeler discussed the funding of the program and complimented the committee on its work.
W. Wright thanked the committee for its report.

Consent Agenda
J. Young MOVED: that the minutes of March 21 be approved as presented; second by B. Hamill. VOTED: 6-0-0-4.
L. Barrett MOVED: that course reimbursement of $438.30 for Janet Barnard be approved; second by J. Young. VOTED: 6-0-0-4.
Dr. Wheeler mentioned the Waterville Valley Conference this spring on technology, and commented on the publication dealing with local control and educational reform.

Citizen Concerns
Bill Hasbrouk, selectman from Gilsum, asked about the deficit appropriation and whether it could be avoided in the future. If the district has a surplus, can it be applied to the deficit? W. Wright explained. Discussion followed. It was decided to place this item on the agenda of the next meeting when more information would be available.

Other School Board Business
Dr. Wheeler suggested that the Master Plan Committee meet May 9 since May 2 is in conflict with the SAU meeting. This will be discussed with the committee.

B. Hamill MOVED: that Lunch Program Voucher dated April 3, 1990, for $6785.78, Payroll #5950-5969 dated March 23, 1990, for $264,655.92, and Payorder Checks #5977-6048 dated April 3, 1990, for $139,666.80 be approved; second by L. Barrett. VOTED: 5-0-1-4 with J. Carnie abstaining.

B. Hamill asked how we can bill the towns for the deficit this year and not in 1990-1991?
J. Menton read the warrant article which stated 1989-1990 and explained the process to be followed. Dr. Wheeler explained that the deficit was projected for this school year.

The drainage problem was discussed. C. Roosa will write up a plan to solve the problem.

Superintendent's Report

Dr. Wheeler updated the Board on the withholding of monies by the Town of Gilsum. The question is whether the students at Country Acres are residents of Gilsum or where they lived prior to being court-placed, and this issue has not been resolved. It does impact on Gilsum's A.D.M. or on tuition. Tuition statements have been sent to the previous district residence for coded students. For other students, the question is whether tuition payments can be received. The DCYS claims no financial responsibility. Country Acres has no record of past town residences, only the county residence. L. Barrett asked if we received student records. Dr. Wheeler said yes, but the status of the child could have changed. The court should designate the sending district. B. Hasbrouk said that laws of confidentiality are another problem. Dr. Wheeler passed out a paper describing the financial relief for Gilsum and formulas to be used. Discussion followed. Gilsum will not pay the bill until the issue is clarified. W. Wright felt that Dr. Wheeler has done more than enough to resolve the situation. J. Young indicated that the selectmen have gone back on their word to release the money. He doesn't want to get involved in a lawsuit. J. Carnie said we shouldn't pay the superintendent to do this type of thing, and the Board will have to make a decision. The item will be kept on the agenda.

J. Carnie raised the question of the number of Grade 1 students at Mt. Caesar. It is possible that two additional teachers will be needed, one at Mt. Caesar and one at Emerson. L. DeCoste indicated that it is difficult to predict figures at this time. Registration will be held April 6, but she does not predict a large jump in enrollment. Most kindergarten students are now at Mt. Caesar. Several private kindergartens have closed. The decrease in readiness students will also have an impact. She predicts 105 1st graders at this time which will require five teachers.

L. Barrett MOVED: that the Board go into executive session for the purpose of nominations, resignations and salary recommendations; second by J. Young. the roll call vote was 6-0-0-4.

EXECUTIVE SESSION

Dr. Wheeler presented salary recommendations for principals and directors. Discussion followed. B. Hamill MOVED: that the recommendations be accepted as presented; second by D. Keating. J. Carnie MOVED: that the motion be tabled until the next meeting. The motion died for lack of a second. The roll call vote was 4-1-1-4 with J. Carnie dissenting and J. Young abstaining.

The Board adjourned at 10:15 p.m.

Respectfully submitted,

Ken Hewitt

SCHOOL ADMINISTRATIVE UNIT No. 38

RFD 1, BOX 130

Swanzey Center, New Hampshire 03431

Telephone (603) 352-6955

Hinsdale School District - Monadnock Regional School District - Winchester School District

Dr. William V. Wheeler, *Superintendent*
John M. Menton, *Business Manager*
Kenneth G. Hewitt, *Assistant Superintendent*
Richard T. McCarthy, *Assistant Superintendent*
Ken Dassau, *Director of Special Education*

To: Monadnock Regional School District Board Members
Date: April 12, 1990
Topic: Notes on agenda items for the next meeting
From: Dr. Bill Wheeler

3a. I received a telephone call from Debbie Moynihan requesting to meet with the Board for your consideration of allowing her daughter, Meline, to enter Kindergarten next year. The family lives in West Swanzey and the child would attend Mt. Caesar. The mother has visited with Mrs. DeCoste. The child has been tested and it is my understanding that the mother has the results of the test and will share them with you during the meeting. Mrs. DeCoste will have her recommendation prepared and stated at the meeting.

4a. The State Department of Education's opinion is very clear: the district cannot legally expect anyone else to pay tuition for the attendance of regular education students placed at Country Acres Home and that the youngsters are legal residents of Gilsum. This statement along with the declaration from DCYS seems to be contradictory in parts, such as the payment for regular education students. DCYS believes that the "sending district" is responsible for the tuition payment for all court placed students. As you know two lawyers working on the issue are unable to clearly state legislative or court law explaining a resolution.

The State Department of Education's position on Gilsum's Selectmen withholding monies from the District is that the action is illegal. Their advice was that we inform Gilsum's Selectmen that we are going to take the matter to court and that if we win they would be required to pay monies being withheld, interest on monies being withheld, and all of the District's legal fees incurred in the matter.

The person referencing the issue from the State Department of Education is Paul Kilmeister.

In the meantime statements have been sent, once more, to all "sending districts" for tuition payments of special education and regular education students attending Monadnock Regional School District from Gilsum's Country Acres Home.

4b. Mr. Menton has attached information concerning the deficit appropriation. We realize that a deficit appropriation is not a common occurance for us and, therefore, is not a common occurance for Selectmen. I am not sure how we could have anticipated the reaction that the appropriation was not for this year. The Article on the Warrant seemed very clear to me. That was that it was a deficit appropriation for the 1989-1990 budget. An article is authorization to raise monies. It did not enter my mind that it would be interpreted as collecting revenue during the 1990-1991 fiscal year for expenditures incurred during the 1989-1990 fiscal year.

5a. At this time I have two staff resignations needing your action.

School and Charter Bus Service

CHESHIRE TRANSPORTATION COMPANY, INC.

Lower Main St.
Box 425
Keene, N.H. 03431

Tel. (603) 352-2321

April 12, 1990

TO: Dr. William Wheeler
Monadnock School Board Members

FROM: John O. Loeb

RE: Scope of Work Done by Cheshire Transportation

What follows is a "thumb nail" overview which gives some interesting information regarding the scope of the work done by us for the Monadnock Regional School District. I believe it is useful because it does give you some sense of how large the job is that we perform for the district. At the school board meeting on Tuesday, 4/17/90, we will review this information and answer questions on it, as well as presenting information on student and driver training, tracking of SPED students on a daily basis, and answer any other questions the board may have.

STUDENT COUNTS

	A.M.	P.M.	TOTAL
MRHS	624	530	1154
Mt. Ceasar	310	331	641
Cutler	236	217	453
Emerson	156	131	287
Troy	187	200	387
Surry	40	39	79
Gilsum	16	32	48
Sullivan	71	71	142
Midday Kg			134
TOTAL	1640	1551	3325

Special Needs Students Transported = 47

NUNBER OF TRIPS PER DAY

Regular Routes	88
Feeder Routes	10
Kindergarten	11
Late Buses	5(Four days per week)
CVC	2
SPED	29
TOTAL	145

MILES TRAVELED

Regular Routes	1,676/Day
Feeder Routes	323/Day
Kindergarten	312/Day
Late Buses	151/Day(Four days per week)
CVC	57/Day
SPED	837/Day
TOTAL	3,356/Day

Total Miles Per Year = 598,644

1989 FIELD & SPORTS TRIPS

	# of Trips	# of Miles
Field Trips	72	3,505
Sports Trips	182	16,848
TOTAL	254	20,353

To provide the above services, Cheshire Transportation Co., Inc. utilizes the following types and number of vehicles:

Large School Buses	22
Vans/Van Coversions	12
Wheelchair Vehicles	3
Four Wheel Drive Vehicles	2
TOTAL	39

To: Monadnock School Board

From: SAU #38 Business Office

Subject: Distribution of 89 - 90 Deficit Appropriation

Date: April 12, 1990

The distribution of the deficit appropriation approved at the March 3rd annual meeting is as follows:

The amount of the appropriation - $291,145.00

TOWN	ADM %	AMOUNT
Fitzwilliam	14.48	$ 42,157.80
Gilsum	5.45	15,867.40
Richmond	6.78	19,739.63
Roxbury	1.69	4,920.35
Sullivan	5.84	17,002.87
Surry	4.00	11,645.80
Swanzey	45.43	132,267.17
Troy	16.33	47,543.98
TOTAL----------		$291,145.00

The average daily membership (ADM) is based on 1987-88 ADM.

SAMPLE

TO: Selectmen, Town of Roxbury

FROM: John M. Menton, Business Manager

SUBJECT: Invoice - Deficit Appropriation

DATE: March 19, 1990

INVOICE

On March 3, 1990, voters at the Annual School District Meeting approved a deficit appropriation of $291,145.00 in Special Education accounts for the 1989 - 1990 school year. The Town of Roxbury's assessment for the deficit appropriation is $4,920.35. The assessment is based on the Town of Roxbury's 1987-88 ADM (Average Daily Membership) of 1.69 percent.

This deficit appropriation is due to be paid to the School District before June 30, 1990. Based on the three remaining months in the District's fiscal year, The Town of Roxbury's monthly payments will increase by $1,640.11.

As a result of the deficit appropriation being approved at the Annual Meeting, Roxbury's net assessment for the 1989 - 1990 school year is $148,758.35.

If you have any questions, please feel free to call me at 352-6955 or write to the above address.

Thank you for your cooperation.

Sincerely,

John M. Menton

DEFICIT APPROPRIATIONS - EXPLANATION John M. Menton, Bus. Mgr.

Recently, I called the Department of Revenue Administration to ask for the RSA that requires a town to pay to a school district its share of a deficit appropriation before the close of the school district's fiscal year. A Mr. Ed Grainville told me it was a regulation, not a RSA: he's my authority.

In brief, a school district deficit appropriation is treated as follows:

1. A deficit appropriation is to raise and appropriate funds for a school district's current fiscal year.

2. It is the action of the voters that authorizes the school board to raise and appropriate the deficit appropriation for a current fiscal year.

3. By regulation, each town is required to pay to the school district its share of the deficit appropriation before the close of the school district's fiscal year, June 30th.

4. While towns are required to make payments as described in item #3, the assessment for each town has yet to be raised by taxes. Thus the town's payment to the district generally comes from surplus funds or from borrowing.

5. Taxes will not be raised to fund the deficit appropriation until a new tax rate is set for the town's ensuing fiscal year. The new tax rate is determined generally before Nov. 1st of each year.

6. Before a new tax rate is set, the DRA informs each town of the district's assessment for the ensuing school year and its share of that assessment. The school district's assessment will also include the town's share of the deficit appropriation so the new tax rate will cause to raise the necessary funds to offset the monies the town had "borrowed" earlier.

7. Since the school district assessment includes the deficit appropriation and since each town paid its share prior to the time of setting a new tax rate, each town will then receive from the district a credit for its share of the deficit appropriation in the school year following the approval of the deficit appropriation.

[Please note, the explanation is being provided as a point of reference and it may be of value to those who are new to office. If you have any questions call me at 325-6955, or call Ed Grainville at 271-3397.]

MONADNOCK REGIONAL SCHOOL DISTRICT

DEFICIT APPROPRIATION - SPECIAL EDUCATION
CONTRACTED SERVICES

ACCT# & TITLE	1989-90 APPROPRIATED	1989-90 ANTICIP. EXP.	1989-90 VARIANCE
01-1200-300-9 PURCHASED SER. (Room & Board)	$ 76.081.	$ 175,310.	$ - 99,229.
01-1200-305-9 RELATED SER. (OT, PT, SPEC. COORD.)	74,137.	130,527.	- 56,390.
01-1200-306-9 EVALUATIONS	6,000.	3,400.	2,600.
01-1200-310-9 TUTORS	1,500.	7,500.	- 6,000.
01-1200-561-9 TUITION PUB. SCH.	294,251.	315,595.	- 21,344.
01-1200-569-9 TUITION PRIVATE SCH.	177,523.	262,965.	- 85,442.
01-2550-519-9 TRANSPORTATION	131,345.	156,685.	- 25,340.
TOTAL	$ 760,837.	$ 1,051,982.	$ -291,145.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
April 17, 1990

Call to order - 7:30 P.M. - Richmond Veterans Hall

The program will be presented by John Loeb, Cheshire Transportation

1. CONSENT AGENDA

    a. Minutes of previous meeting.
    b. Approval of reimbursement requests.
    c. Correspondence/announcements.
    d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

    a. Request for early entry to Kindergarten by Debbie Moynihan for her daughter, Meline.
    c. Appointment of members to Board Committees.
    b. Action on Manifests.

4. SUPERINTENDENT'S REPORT

    a. The Gilsum question of monies withheld from the school district.
    b. Report on the deficit appropriation, action taken at the March Annual Meeting.

5. EXECUTIVE SESSION

    a. Staff resignations.
    b. Staff nominations.
    c. Superintendent's evaluation by the Board members

6. ADJOURNMENT

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, April 17, 1990, Richmond Veterans Hall

PRESENT: T. Britton, L. Barrett, J. Carnie, J. Fallon, B. Hamill, G. White, B. Ballou, D. Keating, W. Wright; absent: J. Young. Also present: Dr. Wheeler, K. Hewitt, J. Menton, D. Bell, L. DeCoste, N. Evans, D. Stockwell.

Chairman Britton opened the meeting at 7:30 p.m.

John Loeb from Cheshire Transportation Co. described the services given to the district by his company and explained the information sheets distributed to the Board. W. Wright asked if money could be saved with special education students. J. Loeb explained the process that occurs and how they try to combine routes with other districts. W. Wright complimented the company on having the best safety record in the state. Terry Palmer discussed driver training and the transportation of special needs students. Susan LaPolice talked about the disciplinary procedures used on the buses and the process they go through. At the end of the presentation J. Loeb discussed the changes in the transportation industry and the organization of Cheshire Transportation Company. L. Barrett arrived at this time.

Consent Agenda
W. Wright MOVED: that the minutes of April 3 be accepted as presented; second by J. Carnie. VOTED: 8-0-0-2.

J. Carnie MOVED: that tuition pre-payments for a whole language course be given to Jean Williams, Pat Swingle, Jan Hazelton and Betsy O'Leary; second by G. White. VOTED: 8-0-0-2.

There were no correspondence, announcements or committee reports. D. Keating arrived at this time.

Citizen Concerns
None at this time.

Other School Board Business
Debbie Moynihan presented a request for early entrance to kindergarten for her daughter, Meline, who will be five November 5. She indicated her daughter is ready academically and socially. Lil DeCoste said that it is not worth the risk to start a child early and recommended that the request be denied. W. Wright MOVED: that the requst be approved, and that monthly reports be completed on the child's progress; second by J. Fallon. L. Barrett said that it is to the child's advantage to remain at home as long as possible. Concern was expressed about the effect on the child in later grades. VOTED: 5-4-0-1 with D. Keating, L. Barrett, J. Carnie and B. Ballou dissenting.

T. Britton discussed the changes on school board committees. After a brief discussion, he suggested that two budget meetings might be conducted on the S.A.U. budget.

B. Hamill MOVED: that Lunch Program Voucher 6141-6147 dated 4/17/90 for $15,838.16, Payroll #20 dated 4/4/90 for $295,389.36 and Payorder Checks #6081-6140 dated 4/16/90 for $130,077.53 be approved; second by G. White. VOTED: 7-0-2-1 with J. Carnie and D. Keating abstaining.

L. Barrett said that the policy committee had met. She passed out information on extra curricular activities which included new positions and salary recommendations. This item will be on the agenda at the next meeting. Discussion followed. B Hamill indicated that the salary recommendations seem fairly competitive to other districts our size. L. Barrett also indicated she would like to revamp the policy manual and perhaps purchase the master policy book from the N.H.S.B.A. Models could be used to index and format all policies. The cost would be $400.00. Dr. Goodman has offered to meet with the committee.

D. Keating asked if the seventh grade orientation will be held next year. The answer is yes.

Superintendent's Report

Dr. Wheeler has been in touch with the state department, and they indicated that no tuition payments can be obtained from sending school districts for regular ed. students. Selectmen do not have the option of withholding monies once the budget has been approved at the school district meeting. It is recommended that the town be sued for the money withheld, the interest and the cost of legal fees. B. Ballou MOVED: that the Board do what the state department recommended; second by J. Carnie. Dr. Wheeler also said that the Gilsum selectmen have been advised of this. It was recommended that the school attorney notify the Town of Gilsum of this intent. L. Barrett said there is a limit as to what the district can do. The roll call vote was 9-0-0-1.

J. Menton explained the deficit appropriation and the materials sent to the Board and selectmen. Special education is constantly changing, and it is difficult to project the costs. Meetings have been set with the selectmen in Swanzey and Fitzwilliam. Discussion followed. J. Carnie said we may have a deficit in special education next year. T. Britton indicated we have no control over that situation.

The meeting with the master plan committee has been set for May 9 at 7 p.m.

J. Carnie MOVED: that the Board go into executive session for the purpose of nominations, resignations and superintendent evaluation; second by D. Keating. The roll call vote was unanimous.

EXECUTIVE SESSION

Dr. Wheeler announced the resignations of Stephanie L'heureux-Information Coordinator, after the June Highlights, and Julie Westervelt-Special Needs Coordinator at the high school, as of April 27 . L. Barrett MOVED: to accept the resignations; second by D. Keating. VOTED: 9-0-0-1.

The Board discussed the superintendent's evaluation.

The Board adjourned at 10:45 p.m.

Respectfully submitted,

Ken Hewitt

SCHOOL ADMINISTRATIVE UNIT No. 38

RFD 1, BOX 130

Swanzey Center, New Hampshire 03431

Telephone (603) 352-6955

Hinsdale School District - Monadnock Regional School District - Winchester School District

Dr. William V. Wheeler, *Superintendent*
John M. Menton, *Business Manager*
Kenneth G. Hewitt, *Assistant Superintendent*
Richard T. McCarthy, *Assistant Superintendent*
Ken Dassau, *Director of Special Education*

To: Monadnock Regional School District Board Members
Date: April 26, 1990
Topic: Agenda for May 1, 1990 meeting
From: Dr. Bill Wheeler

3a. The policy committee presented several documents related to payment schedules for extra-curricular activities for the 1990-1991 school year. We have placed an additional $15,000 in the 1990-1991 budget in anticipation of change. Until such time as all positions are established we cannot accurately compute the increase in expenditures for the proposed schedule, it appears as though the $15,000 will be sufficient to cover the costs. Enclosed you may review a comparison to several area schools, the proposed 1990-1991, 1991-1992 schedules, the present Coaching Salaries and Advisory Salaries

3c. I visited with Mr. Prigge following your last meeting. He is preparing the way for entering into a lawsuit concerning the issue(s) pertaining to Gilsum's withholding of monies from the District, tuition payments from "Sending District's" for the attendance of Country Acres Home residents attending Monadnock Regional School District, and DCYS's role or any other State Agencies role in this case. He needs to approach the Board to provide you with alternatives, advise you, and receive direction from you. He advises, and I concur, that the discussion should be held in executive session due the nature of the potential lawsuit.

3d. It seems the Board needs to set a time to review present goals and revise or set new goals for the 1990-1991 school year.

4a. Recently I visited with Ellen Ann Robinson, State Representative, concerning the law regarding DCYS's obligation for financing the educational expenses of the youngsters who are court placed at Country Acres Home. Her unwavering opinion was that legislation passed in 1987 directs DCYS to pay the bill. She asked that I send various forms of communication between this office and DCYS, as well as, communication with and between other parties involved in this issue. I suspect if we had a little sex involved in this issue it could develop into a successful "Soap Opera". Not that I am suggesting anything, of course.

4b. Selectmen from Fitzwilliam are questioning the legal procedure and qualification for handling the District's Deficit Appropriation. I have written to Barbara Reed for confirmation and clarification of the regulation. If I have a response by our meeting I will share it at that time, if not I will share it with you when I recieve it. The letter will also be shared with the eight Towns' Selectmen. Mr. Menton visited with Swanzey and Sullivan Selectmen while I visited with Fitzwilliam Selectmen. It was a most interesting interchange on the form and function of public education. The Fitzwilliam Selectmen had written a letter to Mr. Menton and requested that I respond to them in writing, so I have done so.

PROPOSED REVISION
EXTRA-CURRICULAR ACTIVITIES

The compensation for extra-curricular activities will be based on categories established by experience and a percent of the teacher salary as determined by the current year's teacher contract. The attached schedule shall apply. Additions to and omissions from the schedule of compensated extra-curricular activities shall be presented for school board review prior to November 1.

current

1986 to present

COACHING SALARIES

	0-3	3-6	6+
Varsity Basketball (B) Varsity Basketball (G) Varsity Football	1800	1980	2160
Varsity Baseball Varsity Softball Varsity Track (B) Varsity Track (G) Varsity Soccer Varsity Tennis (B) Varsity Tennis (G) Varsity Field Hockey Varsity Cross Country Cheerleading	1300	1430	1560
Assn't Varsity Football J.V. Football Freshman Football Assn't Freshman Football J.V. Basketball (G) J.V. Basketball (B)	1200	1320	1440
J.V. Baseball J.V.Field Hockey J.V. Soccer J.V. Softball J.V. Track (G) J.V. Track (B) Freshman Basketball Cross Country Skiing	1050	1155	1260
Jr. High Basketball (B) Jr. High Basketball (G) Jr. High Baseball Jr. High Soccer Jr. High Track (Coed) Jr. High Cross Country (Coed) Trainer Jr. High Softball	750	825	900

current

ADVISOR SALARIES

	0-3	3-6	6+
Dramatics Yearbook	1000	1100	1200
Audio Visual Printing Student Congress	600	660	720
Band	450	495	540
Scenery Concert	350	385	420
Literary Magazine	250	275	300
National Honor Society Hunter Safety	200	220	240

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
May 1, 1990

Call to order - 7:30 P.M. - Emerson School, Fitzwilliam

Finance Committee meeting at 7:00 PM

1. CONSENT AGENDA

   a. Minutes of previous meeting.
   b. Approval of reimbursement requests.
   c. Correspondence/announcements.
   d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

   a. Action on Extra-curricular Activities payment schedule (see enclosure)
   b. SAU agenda for May 2, 1990 meeting (see enclosure)
   c. Discussion of potential lawsuit against Town of Gilsum Selectmen (Mr. Prigge will be present - we advise this item to be discussed in executive session)
   d. Discussion of a goal setting session for the 1990-1991 school year
   e. Action on Manifests.

4. SUPERINTENDENT'S REPORT

   a. The Gilsum question of monies withheld from the school district.
   b. Report on the deficit appropriation, action taken at the March Annual Meeting. Update on visits with selectmen from Fitzwilliam, Sullivan, and Swanzey.

5. EXECUTIVE SESSION

   a. Staff resignations.
   b. Staff nominations.

6. ADJOURNMENT

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, May 1, 1990, Emerson School

PRESENT: T. Britton, B. Ballou, L. Barrett, W. Wright, J. Young, J. Fallon, J. Carnie. Absent: D. Keating, G. White, B. Hamill. Also present: Dr. Wheeler, K. Hewitt, J. Menton, D. Bell, D. Mousette, N. Evans, Atty. Bill Prigge.

Chairman Britton opened the meeting at 7:35 p.m.

Consent Agenda
B. Ballou MOVED: that the minutes of April 17 be approved as presented; second by L. Barrett. VOTED: 7-0-0-3.

L. Barrett MOVED: course reimbursement for Paul Breckell for $400.00; second by J. Young. VOTED: 7-0-0-3.

Dr. Wheeler distributed to Board members a curriculum development outline.

The Master Plan Committee meeting will be held May 9 at 7 p.m.

Dr. Wheeler noted the retirement of Joyce Jernberg this year.

Invitations to the senior prom were distributed to Board members.

Donald Swenson, the new food service director, was introduced to the Board. It was noted that a new computer program will be in place by October beginning with M.R.H.S. and Mt. Caesar and later expanding to all schools. Lunch tickets will be eliminated by the program. The program is funded by the food service department and a matching grant from the state.

Citizen Concerns
Betsy O'Leary discussed a concern about the first grade enrollment if it exceeds 25 and inquired about the Board's policy. K. Hewitt indicated the state policy is optimum of 20 and maximum of 25. T. Britton indicated that the Board acts upon a recommendation from the administration. Dr. Wheeler said that enrollments do change and possibly staff members may have to be reassigned. He suggested that the Board review all enrollments the last meeting in June. Brian Gill reinforced the expressed concern. He also raised a question of students going to study hall at the high school when a teacher is absent. Dr. Wheeler indicated that to his knowledge no classes have been sent to study hall this year. The procedure has changed, and teachers are scheduled into the classroom. Brief discussion followed.

Other School Board Business
L. Barrett discussed the extra-curricular schedule that has a minimum cost of $59,620. for '90-'91 and a maximum cost of $88,590., but she felt that the range would be between $59,000. and $79,000. This was brought to the policy committee by B. Hamill. J. Fallon indicated that he does not recommend a change from the present schedule, and that we have to hold the line and allocate the money in the budget to other items. L. Barrett does not want it tied to the teacher's contract since the Board needs control over these items. T. Britton felt the proposal should have been presented to the administration. L. Barrett felt that we should look at the schedule with a committee and set up criteria. J. Carnie said that little consideration was given to elementary and non-sport activities at the last review. W. Wright suggested sending it back to committee. Disucssion followed. T. Britton felt that the administration has been given the direction needed to deal with the issue.

Dr. Wheeler indicated that salaries for the S.A.U. will be set tomorrow night. J. Carnie asked if the money for the computer program can be revised. Dr. Wheeler said that we do not have to spend the full amount.

Dr. Wheeler suggested that the Board and the administration have a joint session to establish common goals. A session will be held on Saturday, June 2, from 9 a.m. to 2 p.m.

W. Wright MOVED: that Lunch Program Voucher #6276-6284 dated 5/2/90 for $9,682.95, Payroll #21 dated 4/20/90 for $314,755.41 and Payorder Checks #6170-#6274 dated 5/1/90 for $146,750.59 be approved; second by J. Young. VOTED: 6-0-1-3 with J. Carnie abstaining.

Superintendent's Report

Dr. Wheeler has talked with a legislator who is on the appropriations committee, and she has indicated that DCYS should pay for regular education students.

Dr. Wheeler indicated that he met with the Fitzwilliam selectmen regarding the deficit appropriation, and that they would like the regulations that explain the procedure. J. Menton met with the Swanzey selectmen and thought that it went very well. Brief discussion followed. Tom Parker, Fitzwilliam selectman, indicated that the superintendent has given them the best information they have ever received. He expressed the concerns of the selectmen and the legality of paying by June 30. T. Britton felt we have to do a better job of informing the selectmen during budget preparation. J. Carnie explained the special education budget. Dr. Wheeler discussed ways to contain costs in special education.

L. Barrett MOVED: that the Board go into executive session for the purpose of nominations, resignations and pending litigation. The ROLL CALL vote was 7-0-0-0.

Executive Session

Discussion was held with Attorney Prigge regarding a suit on debt against the Town of Gilsum for withholding funds from the school district.

B.Ballou MOVED: that a resignation from Linda Torcia, resource room teacher, be accepted; second by L. Barrett. VOTED: 7-0-0-3..

The Board adjourned at 9:45 p.m.

Respectfully submitted,

Ken Heuritt

SCHOOL ADMINISTRATIVE UNIT No. 38

RFD 1, BOX 130

Swanzey Center, New Hampshire 03431

Telephone (603) 352-6955

Hinsdale School District - Monadnock Regional School District - Winchester School District

Dr. William V. Wheeler, *Superintendent*
John M. Menton, *Business Manager*
Kenneth G. Hewitt, *Assistant Superintendent*
Richard T. McCarthy, *Assistant Superintendent*
Ken Dassau, *Director of Special Education*

To: Monadnock Regional School District Board Members
Date: May 10, 1990
Topic: Notes on agenda items for next meeting
From: Dr. Bill Wheeler

The finance committee will meet at 7:00 PM. reference John's notes attached

Not much on the agenda for this meeting. Should be a short meeting time wize. Hold the applause! I know that after several meetings which we held this year that a balance with a short agenda is appropriate. Now if we just can avoid a discussion on State tax reform it will be just fine. All I have is a the written report on Town tax history to give you for your reference. I had given you a report on the district in the past and now have rearranged the data by Town.

1c1). Jim and the Troy staff have held an introductory meeting to the School Improvement Program. He wishes to report to the board what transpired or they have hopes for within the structure of the program.

3b. Placing pre-school handicapped children in the Wilcox School violates several rules and regulations concerning educating the handicapped. They are not with regular education children, they do not have a person trained in CPR on site, they do not have a nurse on site or readily available, and they do not have an assigned Principal. Mt. Caesar is a logical site for relocating this program in order to bring it into compliance with the rules and regulations. The obvious question is why is the program suddenly out-of-compliance? A State review of programs identified this problem to us. If we had left regular education students in the building it may have averted such an evaluation. My belief is that we did the right thing for regular education students and we were still in violation of at least two of the above mentioned rules and regulations.

A meeting was held recently with Mrs. DeCoste, Mr. Roosa, Mr. Stockwell, Mr. Dassau, Mr. Hewitt and myself concerning this problem. If we moved the pre-school program to Mt. Caesar it would fill the one room which we have because of the temporary reduction in teacher numbers for next year. It was our hope that we could remove the library from the lunch room for next year. Such a move would benefit the lunch program, physical education and music programs which use the lunch room for instruction. An option is to place another modular on the site this summer. It was our plan to include another modular on site for the 1991-1992 school year. It was not budgeted for this year.

Another question is what would we do with the room at Wilcox if the pre-schoolers left? Two options were discussed at our meeting. One of the options is to move the maintenance/custodian storerooms from the high school to Wilcox, freeing the area near the cafeteria for instruction room or to place several adolescent

"look-alike" special education students in the Wilcox school while mainstreaming them to Monadnock Regional High School. Properly programmed this option may meet rules and regulations. If we were able to establish a program for several presently out-of-district placed students a fiancial savings may be realized.

Action will need to be taken on these issues during one of the next two Board meetings.

4a. At this time I have a "no-change" status report on Gilsum.

I'm not sure why this meeting is so short of agenda items, you know the Celtics are not playing ball anymore, as matter of fact, they didn't for the last three games of the playoffs.

EDWARD F. OSGOOD, JR., C.I.C.
Regional Marketing Manager

10 New England Exec. Park
Burlington, Massachusetts 01803
Telephone 617-272-6410
FAX 617-272-2969

March 12, 1990

TO: NEW HAMPSHIRE CUSTOMERS

SUBJECT: NEW HAMPSHIRE SCHOOL AND COLLEGE SAFETY GROUPS

We're extremely pleased to announce that once again, the participants of the New Hampshire School and College Safety Groups have earned the following dividends for the year ending July 1, 1989.

Property/Casualty	Workers' Compensation
25%	13.8%

Every year, since its inception, this group has returned handsome dividends. This dividend history, along with our expertise and familiarity with institutional risks, should provide you with exceptional sales tools to both solicit and retain school risks.

Both these groups have common expiration dates of July 1, so risks may be written throughout the year to coincide with the expiration date. Small colleges and private schools are eligible, as well as public schools.

Bill Donovan, your marketing representative, will be distributing the dividend checks in the immediate future. In the meantime, if you have any questions, please contact either your commercial lines underwriter or me.

Yours truly,

Edward F. Osgood, Jr. CIC
Regional Marketing Mgr.

EFO/mdw

REC'D MAR 12 1990

Risk Management Corporation

SCHOOL UPDATE

A quarterly newsletter for members of Utica National's School Safety Groups

1990, Number 1

Watch For It!

In response to the changing needs of schools, the Utica National Insurance Group is offering two additional services to its Graphic Arts School Group members in 1990.

UST BULLETINS. Leaking Underground Storage Tanks (UST) are a threat to the environment and human safety. Concern over the leaks caused by the tanks and their piping has resulted in the United States Environmental Protection Agency establishing regulations on how to deal with the UST exposure.

To assist in adhering to these regulations, you will receive a series of special bulletins on dealing with the UST exposure. The first of these bulletins provides an overview of the exposure. It includes a chart outlining requirements and deadlines for dealing with the detection and prevention of leaks, financial responsibility requirements, a list of addresses and phone numbers for the UST program offices, and a glossary of common UST related terms.

As you read this, the first bulletin may already have crossed your desk. If not, **watch for it!**

IDA SOFTWARE. Risk managers and school administrators are both interested in reducing the cost of their risk. This can be done by reducing frequency and severity of losses and by reducing insurance premiums. Most schools' insurance policies are experience rated, that is, losses of the previous three years are used to determine the next year's premium. Therefore, decreasing the frequency or severity of losses should result in lower future premiums.

Incident Data Analysis (IDA) could help your school control future losses. Past school group seminars and Update Newsletters have addressed the IDA concept, so it should not be new to you. However, we have taken the concept one step further and developed an easy-to-use software package. This package allows for the collection and analysis of incident and loss data, and makes the identification of future losses much easier by allowing schools to study prior loss trends more effectively.

The IDA software package will be made available to Graphic Arts School Group members for a nominal fee of $30. Non-School Group members will be able to purchase the IDA software at its regular price of $450.

An IDA software announcement and order form will be crossing your desk soon. **Watch for it!**

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Published by Risk Management Corporation/P.O. Box 530/Utica, New York 13503/Phone 315-735-3321

USRM 59 Ed. 1-88

Education and Litigation

"A fear of legal action has led many educators to modify or curtail the extracurricular activities the schools offer." This conclusion was reached based on results of a 1989 survey conducted by the National Association of Secondary Principals, the National School Boards Association and the American Tort Reform Association.

Some of the highlights of the survey include:

- One third of 290 school board attorneys said they saw a change in the kinds of school-related programs offered by schools they represented because of liability concerns and costs.
- Only 50 of these 290 lawyers had been involved in a school-related lawsuit or settlement during the last two years.
- 58% of 190 secondary school principals had noticed that the types of school-related activities offered had changed because of liability concerns.
- Only 19 of these same secondary school principals were involved in a school-related lawsuit or settlement during the past two years.
- According to school principals, a number of in-school programs have been terminated or modified in some way. Specifically mentioned were vocational "shop" classes, field trips, and recess activities.
- Principals reported that extracurricular activities had been curtailed or changed. The activities affected included gymnastics, fund-raising events, and diving or scuba programs.

Short of eliminating all school activities involving risk, proper risk management will assist the school risk manager in effectively controlling school risk. The risk management process includes the following steps:

- Identification of risk.
- Development of alternative methods to handle the risks identified.
- Selection of the best alternatives.
- Implementation of the best alternatives.
- Monitor the program and take appropriate corrective action.

Utilize your School Safety Committee to review your current programs and activities to determine which ones to continue, curtail, or modify. Using the risk management process in this way will help reduce the chance of litigation.

Beware of Folding Tables

The U.S. Consumer Product Safety Commission has issued a warning that folding tables commonly found in cafeterias and meeting rooms cannot be safely moved by children. Why? Because in the open position, the tables are unstable and have the potential to tip over.

Since 1980, incidents in which the tables did tip over have caused four deaths and 14 serious injuries. The majority of the incidents occurred during non-school hours at functions which were non-school sponsored.

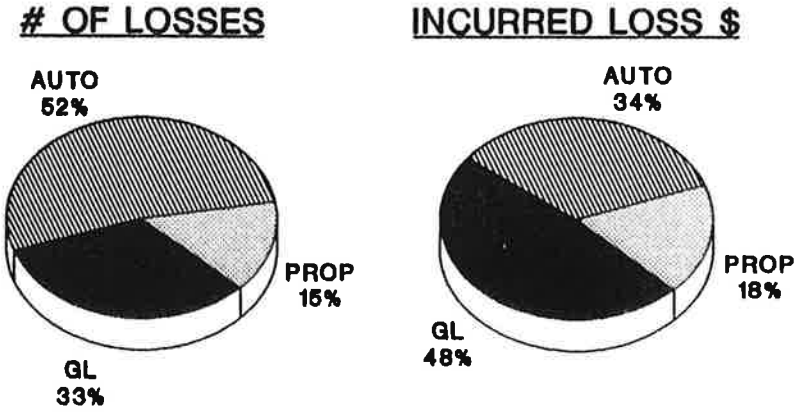
To prevent injuries and deaths associated with the use of folding tables, follow these safety rules.

- Do **not** allow children to move folded tables.
- Do **not** allow children to play on or around folded tables.
- Do **not** allow children to be near folded tables while they are being moved.

Also, each folding table should prominently display a label with the above safety rules.

Risk Management Monitor

Loss data for the combined Utica National non-workers' compensation school safety groups has been analyzed for the July 1, 1986 through June 30, 1989 policy years. The following brief analysis for this three-year period utilizes two basic methods to categorize and review these claims: frequency and severity. These terms refer to the number of times a certain type of loss has occurred (frequency) and the amount of loss dollars for that type of loss (severity).



The above charts reveal that automobile losses account for more than half of the total number of all losses yet they represent only one third of all loss dollars. General liability losses present the opposite picture - 33% of the total number of losses responsible for almost half of all loss dollars. Consult your School Risk Management Manual for practical recommendations on ways to reduce your exposure to General Liability losses.

Employee Benefits Program

Regardless of what you might think, problems can and do arise from the administration of employee benefits programs. Benefit options should be fully explained to make sure the new employee understands all options.

Using a structured procedure to discuss available benefits with employees or other concerned parties help to assure that the necessary information was given and understood. Program administration should be particularly aware of the following four areas:

. . . Newly Hired Employees - A newly hired employee may not be enrolled in some part of the benefits program. This is a common mistake.

Another problem arises when a new employee does not fully understand the benefits options.

. . . Benefits to be Received - When eligible to receive benefits, an employee may be given information which results in an incorrect interpretation of the program. This could occur from either a misstatement of the type of benefit or the amount of the benefit.

. . . Retirement or Withdrawal from the Program - When an employee leaves the plan, their conversion privileges may not be fully understood. This may be especially true if an employee leaves the school under less than favorable circumstances.

. . . Advice to Heirs - The family of a deceased employee may have rights under a benefits program. Improper advice regarding their rights and options could cause a problem for the school.

A critical part in the administration of your school's benefits program is documentation. Documentation should be maintained which verifies that all benefits programs and related options have been discussed. It is also advisable to have records signed by each employee regarding any benefit option they may select or choose not to secure.

An additional safeguard is to secure insurance coverage to protect against claims that may occur in your benefits program operation. This coverage is called Employee Benefits Liability Insurance. You can obtain more information on this coverage by contacting your insurance agent.

DISCLAIMER: This newsletter is for informational purposes and does not necessarily provide an exhaustive treatment of the subject matter. Consult your insurance agent or attorney for additional information or for professional opinions regarding specific applications.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
May 15, 1990

Call to order - 7:30 P.M. - Monadnock Regional High School Library

Finance Committee meeting at 7:00 PM

1. CONSENT AGENDA

    a. Minutes of previous meeting.
    b. Approval of reimbursement requests.
    c. Correspondence/announcements.
        1) Report on SIP in Troy - Jim Fallon
    d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

    a. Action on Manifests.
    b. Introduction of plan to move Collaborative Program from Wilcox School to Mt. Caesar.

4. SUPERINTENDENT'S REPORT

    a. The Gilsum question of monies withheld from the school district.

5. EXECUTIVE SESSION

    a. Staff resignations.
    b. Staff nominations.

6. ADJOURNMENT

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, May 15, 1990, M.R.H.S. Library

PRESENT: D. Keating, L. Barrett, B. Ballou, B. Hamill, G. White, J. Carnie, J. Fallon, W. Wright. Absent: T. Britton, J. Young. Also present: Dr. Wheeler, K. Hewitt, J. Menton, D. Mousette, D. Stockwell, N. Evans, D. Bell, L. DeCoste.

Vice-Chairman W. Wright opened the meeting at 7:40 p.m.

Consent Agenda
J. Carnie MOVED: that the minutes of May 1 be approved as presented; second by J. Fallon. VOTED: 5-0-1-4 with D. Keating abstaining.

B. Hamill MOVED: that course reimbursements be approved for Yonnie Houpis-$280.00, Sue Ferguson-$280.00 Debbie Stavseth-$35.00, Jane Johnson-$280.00, Joan Soucy-$193.25, Joanne Marchand-$280.00, Nancy Frazier-$280.00; second by G. White. VOTED: 6-0-0-4.

Dr. Wheeler distributed invitations to the elementary concert.

A chart showing Monadnock's tax history by towns was distributed. L. Barrett arrived at this time.

Dr. Wheeler indicated that the Master Plan Committee met May 9. A brief discussion of selection of town representatives was held.

Dr. Wheeler mentioned that he received a response concerning the deficit appropriation from the Department of Revenue Administration and sent it to town selectmen. He indicated that the selectmen from Sullivan were not pleased with the D.R.A. response.

J. Fallon indicated that the S.I.P. committee had a pre-team meeting in Troy, and that T. Britton was willing to represent the Board. J. Fallon MOVED: that T. Britton be the Board's representative; second by B. Hamill. VOTED: 7-0-0-3.

J. Fallon mentioned that the Troy playground will be built this weekend.

B. Hamill distributed a fact sheet on extra-curricular salaries. W. Wright suggested that it be placed on the June 5 agenda.

Citizen Concerns
None at this time.

Other School Board Business
B. Hamill MOVED: that Lunch Program Coucher #6371-6376 dated May 15, 1990 for $8,405.37, Payroll #22 dated May 4, 1990 for $259,247.37, and Payorder checks #6315-6369 dated May 14, 1990 for $96,344.44 be approved; second by G. White. VOTED 6-0-1-3 with J. Carnie abstaining.

Dr. Wheeler discussed reasons for moving the Wilcox collaborative to Mt. Caesar citing no social interaction, lack of role models, no staff trained in CPR, no nurse or principal. One possibility is another portable at Caesar. The future of Wilcox may be for storage or for a look-alike program for high school students. A decision will be made at the June meeting.

B. Hamill MOVED: to place on the agenda an item to pay K. Hewitt for keeping Board minutes; second by B. Ballou. VOTED: 8-0-0-2. B. Hamill MOVED: that K. Hewitt be paid $1200.00 for keeping Board minutes; second by B. Ballou. VOTED: 8-0-0-2.

L. Barrett MOVED: that Beverly Sturke be granted unpaid leave for May 25-26; second by B. Hamill. VOTED: 8-0-0-2.

B. Hamill MOVED: that the Board go into executive session for the purpose of resignations; second by L. Barrett. The roll call vote was unanimous.

Executive Session

B. Hamill MOVED: that the Board accept the resignation of Dayle Upham as of June 30, 1990; second by L. Barrett. VOTED: 8-0-0-2. L. Barrett MOVED: that the Board accept the resignation of Kendra Smith; second by B. Ballou. VOTED: 8-0-0-2.

The Board adjourned at 8:35 p.m.

Respectfully submitted,

Ken Hewitt

Appendix D

CLASSROOM OBSERVATION WORKSHEET

Teacher_____ Time Observation Began _____
School _____ Time Observation Ended _____
Date ___/___/___ Total Time Observed _____

# of Students Absent _____ # of Students Present ____

Instructions: Record the total amount of time (i.e. 1 minute, 20 seconds or 1:20) spent in each type of non-instructional activity in the box across from the activity. You will move from column to column if the activity is repeated. Total each activity across the row to get the total time, then add the total time column to get the total Non-instructional Activity time used.

(Columns for Recording Periods of Non-Academic Activity)

Types of Non-Instructional Activities: Total Time

--Beginning managerial class activities. _____: _____
(taking role, etc.)

--Transition time. (students getting out _____: _____
books, passing out assignments)

--Teacher giving the assignment. _____: _____

--Teacher disciplining as student or the _____: _____
whole class disrupts.

--Teacher working with 1-2 students _____: _____
while others wait.

--Ending managerial class activities. _____: _____
(students passing books, etc.)

--Social Activities. _____: _____

--Interruptions. (announcements, _____: _____
person enters room, etc.)

TOTAL TIME USED: _____

TOTAL TIME OBSERVED less TOTAL TIME USED equals ON TASK TIME: _____

CRITERIA FOR EVALUATION FORM

if the item is NA leave it blank

The teacher is: unsatisfactory 1 2 3 satisfactory 4 5 6 outstanding 7 8 9

A. Able to plan for instruction. _____

B. Able to implement the lesson plan. _____

C. Able to provide a motivational climate for students. _____

D. Able to communicate effectively with with students. _____

E. Able to diagnose the learning styles of students and to respond to those styles. _____

F. Able to utilize appropriate evaluation activities. _____

G. Able to teach to higher level thinking and problem solving skills. _____

H. Able to display a thorough knowledge curriculum and subject matter. _____

I. Able to make efficient use of instructional time. _____

J. Able to teach in a manner that aids in the student's retention of learning. _____

K. Able to demonstrate evidence of personal organizaion. _____

L. Able to manage student behavior effectively. _____

M. Able to establish a healthy classroom climate. _____

N. Able to communicate and establish effective interpersonal relationships with students, colleagues and parents. _____

O. Able to demonstrate sensitivity in relating to students. _____

P. Able to demonstrate a willingness to keep curriculum and instructional practices current. _____

Q. Able to support school regulations and policies. _____

Date__/__/__ Teacher's signature_____ Principal's signature _____

My signature indicates that I have read this document, I may disagree with the contents.

Comments: _____

_____

_____

_____

_____

Appendix B

STUDENT OBSERVATION SUMMARY

Staff Member_____ Room____ Date ___/___/___
Supervisor _____ Time __:__ Period _____

INTERACTIVE ON TASK:

-Time Period
-Instruction: ind/sml gp/lg
-Discussion
-Drill & Practices
-Praise-Support
-Corrective Feedback
-Reading Aloud

NON-INTERACTIVE ON TASK:

-Instruction
-Written Assignments
-Reading Silently

OFF TASK:

-Social Interaction
-Behavior Management
-Students Uninvolved (lag)
-Classroom Management
(role, paper distribution)
-Number of Students

Observed use of Bloom's Taxonomy
A=Knowledge; B=Comprehension; C=Application; D=Analysis; E=Synthesis; F=Evaluation

Teacher Responses A_____ B_____ C_____ D_____ E_____ F_____

Teacher Questions A_____ B_____ C_____ D_____ E_____ F_____

Comments:_____
_____
_____
_____
_____
_____

TEACHER OBSERVATION NARRATIVE

Name of Teacher_____ Date ___/___/___
Class Assignment _____
_____

Visit Number: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19
Data:

Supervisor's signature _____ Date ___/___/___

DATA COLLECTION METHODS

TYPE	METHOD	PURPOSE
Anecdotal Records	written notes	Focus on broad flow of events in the classroom-teacher behaviors, student behaviors, lesson flow, content, methodology, noise, organization/sequence, content/environment.
Script-Taping	verbatim recording of interaction of the teacher and the learner(s).	To identify specific teacher and learner(s) behavior.
Timeline	script-taping time recording	Same as script-taping with time allocated for all components.
Interaction Analysis	record at task, verbal flow and movement patterns	Examine teacher and student behavior and interactions during the lessons.
Audio Tape	tape recorder	Examine teacher/ student verbal behavior.
Video Tape	video recorder and camera	Allow teacher to see themselves as others see them.
Checklists	checklist form	Examine teacher's performance based on a pre-determined list of behaviors.

CLASSROOM OBSERVATION OF
Madeline Hunter's Model for Effective Lesson Design

Name of Teacher_____ Assignment_____
Date___/___/___ Supervisor _____

Teacher Behavior	Obs:	Not Obs:	Comments:
1. ANTICIPATORY SET			
a. Focuses attention of students	____	____	
b. Provides practice.	____	____	
c. Develops readiness.	____	____	
d. Sets stage for learning.	____	____	
e. Raises level of concern.	____	____	
2. OBJECTIVES			
a. Communicates the "what" and "why"	____	____	
3. INPUT			
a. Provides that which is necessary to learn, (i.e. books, films, diagrams)	____	____	
4. MODELING			
a. Presents example(s) of the process.	____	____	
5. CHECK FOR UNDERSTANDING			
a. Verifies acquisition of essential information.	____	____	
6. GUIDED PRACTICE			
a. Allows learner to practice task under supervision.	____	____	
7. INDEPENDENT PRACTICE			
a. Provides opportunity for application & practice.	____	____	
8. CLOSURE			
a. Pre- and Post-data collection.	____	____	

3. Participates in the development and review of school policies and regualtions.
4. Strives to stay informed regarding policies and regulations applicable to his/her position.
5. Maintains student records and cumulative folders in accordance with current policies.

INTENSIVE ASSISTANCE

Intensive assistance may be implemented at any time, with any staff member, when deemed necessary by the administration. It specifically involves teachers working below district standards to the point that improvement is necessary or a contract may not be offered the following year. In this plan of evaluation, evaluator confirms with the Director of Personnel, a helping routine to increase teacher effectiveness.

The specific ten elements included in this process are:

1. Establish and clarify areas of concern.
2. Establish and clarify criteria and timeline for improvement.
3. Evaluate frequently and formally.
4. Confer regularly with teacher and keep records.
5. Form intensive assistance team and helping resource people.
6. Confer with Director of Instruction concerning future action.
7. If a recommendation for termination is necessary, confer with legal counsel.
8. Confirm action with other supervisors.
9. Give repeated reports of progress (if any) and/or inadequate performance as stated in need to improve directives.
10. Conference with teacher and supervisor.

PLAN OF ASSISTANCE

A staff member should be put on a Plan of Assistance when the supervisor feels enough attempts have been made to motivate the staff member towards improvement. A guideline to follow is: when the supervisor feels they care more about the staff member's improvement than does the staff member.

I. Background Information
(Name)_____
(Date)_____
(Position)_____
(School Building)_____

II. Statement of Deficiency
1. (Name)_____does.....
a. List the times the staff member does not perform satisfactorily.

III. General Statement for Plan of Assistance
The purpose of this plan is to outline a program of assistance and coordinate all available resources to assist the staff member in correcting the above stated deficiencies. Failure or unwillingness to improve and correct the previously stated deficiences will result in a termination recommendation.
1. To correct the deficiencies and the tasks that must be done to correct them. Number this section identically with Section II.

IV. Assistance to be Offered

1. List the people who will be available to help the teacher, when asked, to overcome the deficiencies listed in Section III.
2. Each time help is requested it should be provided, within limits and followed by a memo concerning the request and the assistance given.

V. Monitoring System

1. Alterations to this plan may be made contingent upon additional information or lack of need to continue any given requirements. Any additions or deletions will be made in writing.
2. Three meetings will be scheduled periodically before February 1, of this year for the purpose of reviewing the degree to which deficiences have been corrected as stated in this plan of assistance. It is hoped that the deficiences have been corrected and that they will no longer exist. Minutes will be kept of each meeting.

VI. Final Evaluation

A final evaluation to state satisfactory or unsatisfactory performance on the previously stated deficiencies will be made on or befor February 1. At that time, a recommendation will be made based on your achievement and the formal evaluation program for the school district.

VII. Signatures

All parties involved, staff member, supervisor and any other person listed under assistance to be offered, should sign and date the document.

SCOPE OF STAFF DEVELOPMENT and IN-SERVICE PROGRAM ACTIVITIES

Professional Growth
-credits
-inservice
-readings
-conferences
-workshops
-professional organizations

Self-Appraisal
-goal setting
-checklist
-personality inventory

Teacher Decisions
- content
- learner behavior
- teacher behavior

Motivation
-raising the level of concern
-feeling tone
-interest
-success
-knowledge of results
-reward

Reinforcement Theory
-positive
-extinction
-negative
-schedule of reinforcement

EFFECTIVE INSTRUCTION

Child Development Theory
-Maslow
-Bloom
-Piaget
-Adler

Lesson Design
-anticipatory set
-objective/purpose
-input
-modeling
-checking for understanding
-guided practice
-independent practice
-closure

4. Utilizes tests which reflect instructional objectives.
5. Checks for understanding at appropriate times while presenting a lesson.
6. Interprets student achievement, test scores and communicates achievement test results to parents.
7. Keeps up to date records of student progress and outcome.
8. Is able to communicate the diagnosis of student needs to the students.

G. Able to teach to higher level thinking and problem-solving skills.
1. Is able to state and define the levels of Bloom's Taxonomy.
2. Formulates questions that are appropriate for each level of the taxonomy.
3. Asks questions in a manner that causes students to respond at the higher levels of thinking.
4. Analyzes student work and determines the level of thinking demonstrated by the student.
5. Plans activities that can be completed at several levels of Bloom's Taxonomy.

H. Able to display a thorough knowledge of curriculum and subject matter.
1. Teaches accurate and up-to-date information.
2. Designates the purpose of the topic or activity.
3. Provides for transfers of learning.
4. Relates specific topics or activities to content area.
5. Provides enrichment activities and information.
6. Re-teaches content or skills with a variety of methods.
7. Presents subject matter which is appropriate for students' abilities and interests.
8. Uses school and community resources to gain knowledge and understanding of students.

I. Able to make efficient use of instructional time.
1. Begins class when the period or the lesson is to begin.
2. Differentiates between instructional time and time used for classroom management.
3. Effectively utilizes first and last ten minutes of class.
4. Organizes the classroom in a manner that minimizes transitional time between classes.
5. Uses the full period in a productive manner.
6. Minimizes off-task behavior.

J. Able to teach in a manner that aids in the student's retention of learning.
1. Sets high expectations for student achievement.
2. Relates new material to previous learning and future expectations.
3. Relates new material to area of student interest.
4. Uses mass practice when appropriate.
5. Uses distributive practice when appropriate.
6. Expects all students to participate in class activities and complete assigned work.
7. provides opportunities for students to apply new learning.
8. Assigns homework which is appropriate to the age level and the success level of students.
9. Plans field trips consistent with district curriculum goals.
10. Positively reinforces productive academic behavior and appropriate social behaviors.
11. Promotes an intrinsic desire to learn.

K. Able to demonstrate evidence of personal organization.
1. Maintains classroom organizaiton for efficient distribution of learning materials.
2. Shows evidence of adequate lesson preparation.
3. Makes materials readily available to students.
4. Follows logical scope and sequence in preparing lessons.

L. Able to manage student behavior effectively.
1. Manages time, materials and student behavior.
2. Establishes and clearly communicates parameters for student classroom behavior.
3. Causes students ot be on a learner task.
4. Has few distractions/distruptions due to inappropriate student behavior.
5. Promotes student self-discipline.
6. Is fair, firm and consistent in handling student problems.
7. Promotes parental involvement in planning and problem solving.
8. Maintains disciplinary records.
9. Students understand the consequences of unacceptable behavior.
10. Promotes positive relations with students.

M. Able to establish a healthy classroom climate, one that is supportive and stimulating and one that enhances the self-concept of the student.
1. Promotes a positive feeling tone.
2. Arranges for a motivating classroom environment.
3. Provides activity-oriented learning experiences.
4. Provides opportunities for each student to be successful.
5. Dignifies student errors, when possible and appropriate.
6. Gives students feedback and positive reinforcement.

N. Able to communicate and establish effective interpersonal relationships with students, colleagues and parents.
1. Makes use of support services as needed.
2. Shares ideas, materials and methods with other teachers.
3. Informs adminsitrators and/or appropriate personnel of school-related matters.
4. Enhances community involvement with the school.
5. Cooperates with parents in the best interests of the student.
6. Has positive relationships with students individually and in groups.
7. Enhances a positive atmosphere among fellow district emloyees.
8. Is able to remain objective when in a problem-solving situation.
9. Maintains confidentiality, when appropriate.

O Able to demonstrate sensitivity in relating to students.
1. Is readily available to all students.
2. Acknowledges the rights of others to hold differeing views or values.
3. Gives constructive criticism privately and appropriate public praise.
4. Makes an effort to know each student as an individual.
5. Is a willing listener.
6. Demonstrates empathy.
7. Is aware of special health needs of students.
8. Shows an awareness of special needs and displays an ability to deal with exceptional students.

P. Able to demonstrate a willingness to keep curriculum and instructional practices current.
1. Volunteers to serve on district and school curriculum committees.
2. Adapts new teaching practices as they are validated by research.
3. Keeps up-to-date on curriculum trends in his/her field.
4. Attends district-sponsored and building level sponsored workshops, when appropriate.

Q Able to support school regulations and policies.
1. Adheres to authorized policies.
2. Selects appropriate channels for resolving concerns/problems.

INTENSIVE ASSISTANCE - A program of assistance for a staff member which may be implemented by the supervisor. It involves teachers who are working below district standards to such a degree that improvement is necessary in order to avoid termination proceedings on contract
TEACHER PERFORMANCE EVALUATIONS (T.P.E.) - Standard procedures outlined for the purpose of evaluating the teacher's performance, including such steps as preconference, observation and postconference.
It is the intent of this district to view formal evaluations as positive steps toward:

1. Improvement of instruction.
2. Enhancement of implementation of programs of curriculum.
3. Measurement of professional growth and development of personnel.
4. Measurement of the level of performance of individuals.

CYCLE OF TEACHER OBSERVATION AND EVALUATION

First Year to the District Teachers- should have their first observation no later than the first three weeks of school. A minimum of three formal evaluations by the principal/surpervisor shall be made. The first formal evaluation will be accomplished by the last school day in October. A copy of the first written evaluation will be submitted to the Superintendent no later than the second Tuesday in November. The second written evaluation will be accomplished prior to the end of the first semester with a written copy submitted to the Superintendent no later than the second Tuesday in February. The third written evaluation will be accomplished by the first school day in May, with a copy submitted to the Superintendent by the second Tuesday in May.

Other Initial Contract Teachers - shall have a minimum of two formal evaluations by the principal. The evaluations should be accomplished by the first friday in November and the first friday in March.

Continuing Contract Teachers - shall have a minimum of one formal evaluation per year. The formal evaluation shall be accomplished by the first friday in March and a copy of the evaluation shall be submitted to the Director of Personnel no later than March 31.

Teachers will be provided an opportunity to review all written evaluation reports pertaining to them and comment on the evaluation. Teachers will be asked to sign the evaluation report only to confirm the fact that they have had an opportunity to review the report.

Evaluation of teachers will be made by principals/supervisors.

Differentiated Supervision - Allan Glatthorn's model of teacher/administrator choice of the kind of supervision which will occur is to be used. A brief description follows:

A. **Clinical supervision** is an intensive process designed to improve instruction by conferring with a teacher on lesson planning, observing the lesson, analyzing the observational data, and giving the teacher feedback about the observation.
B. **Cooperative Professional Development** is a collegial process in which a small group of teachers aagree to work together for their own professional growth.
C. **Self-directed Development** enables the individual teacher to work independently on professional growth concerns.
D. **Administrative Monitoring**, as the term implies, is a process by which an administrator monitors the work of the staff, making brief and unannounced visits simply to ensure that the staff are carrying out assignments and responsibilities in a professional manner.

CRITERIA FOR EFFECTIVE TEACHING

The teacher is:

A. Able to plan for instruction.
1. Can state a clear, student-centered objective.
2. Can task analyze the objective.
3. Selects appropriate content.
4. Uses a variety of teaching methods.
5. Utilizes both formative and summative evaluation procedures with students.
6. Includes relevant student activities for lesson.
7. Writes lesson plans that communicate effectively to substitute teacher.
8. Considers behavior of the learner and behavior of the teacher.

B. Able to implement the lesson plan.
1. Sets the stage for student learning by providing an anticipatory set.
2. States instructional objectives.
3. Provides input related to the objective.
4. Models activities congruent with topic being taught.
5. Checks for student understanding of the skill or concept to be taught.
6. Provides guided practice activities.
7. Provides appropriate independent practice activities.
8. Utilizes lesson summary and closure techniques.

C. Able to provide a motivational climate for students.
1. Is able to increase or decrease the student's level of concern.
2. Creates a positive feeling tone.
3. Determines and teaches to the areas of interest of students.
4. Meets the success level of individual students.
5. Provides knowledge of results and feedback to students in a timely manner.
6. Gives praise, rewards and recognition to students in an appropriate manner.
7. Has students on task a large percentage of time.

D. Able to communicate effectively with students.
1. Organizes and presents information/content so that it is easily comprehended.
2. Speaks clearly.
3. Uses a variety of verbal and non-verbal techniques.
4. Models the information/process or gives examples.
5. Praises, clarifies or affirms, dignifies and responds to student questions before proceeding.
6. Uses visuals, models and chalkboard appropriately.
7. Utilizes good probing and questioning techniques.

E. Able to diagnose the learning styles of students and to respond to those learning styles.
1. Generate activities which respond to the left and right brain learners.
2. Individualizes instruction based upon student needs.
3. Uses a variety of teaching approaches.

F. Able to utilize appropriate evaluation activities.
1. Makes methods of evaluation clear and purposeful.
2. Uses pre and post tests.
3. Monitors student progress through the use of formative and summative evaluation techniques.

EFFECTIVE SCHOOL BELIEFS

1. PEOPLE WANT TO SUCCEED
2. SCHOOLS ARE FOR TEACHING AND LEARNING.
3. ALL STUDENTS CAN LEARN.
4. TEACHERS CAUSE LEARNING.
5. CHANGE IS A PROCESS.
6. SUCCESS IS JUDGED ON THE BASIS OF OUTCOMES.

THE CYCLE OF SUCCESS

wwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwww

INCREASED LEARNER ACHIEVEMENT

(leads to)

ENHANCED SELF-CONCEPT

(which leads to)

INCREASED ACHIEVEMENT IN ALL ENDEAVORS

(leads to)

INCREASED DESIRE TO TRY

(which leads to)

SUCCESS

wwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwwww

TEACHERS LIKE TO WORK IN EFFECTIVE SCHOOLS!

1. Increased student achievement causes satisfaction on the part of the teachers who cause the increase.

2. Effective schools emphasize teaching and learning as their most important activities.

3. Effective schools emphasize strong discipline.

4. Effective schools are warm and friendly.

5. Effective schools are businesslike.

6. Effective schools emphasize the importance of class time and do not interrupt it.

7. Effective schools emphasize that all are responsible for student achievement, not just the teacher.

DEFINITION OF TERMS

ALTERNATIVE EVALUATIONS - An evaluation that varies from the normal district process, the form and process of which are determined mutually by the teacher and supervisor. Any alternative evaluation should focus on teacher growth as it relates to the district philosophy.
CLINICAL SUPERVISION - An intensive process designed to improve instruction by conferring with the teacher on lesson planning, observation of the lesson, analyzing the observational data and giving the teacher feedback about the observation. The primary goal is to help the teacher grow professionally.
EVALUATIVE CRITERIA - The behaviors and outcomes expected of teachers in performance of their duties in the classroom. They are the standards by which all teachers are supervised and evaluated.
EVALUATION - Is a systematic assessment of teacher performance.
FORMAL OBSERVATION - An observation of a teacher during instructional time which is followed by a conference between the teacher and the supervisor. A minimum of one formal observation shall be included for a formal evaluation. Formal classroom observations may or may not be announced in advance by the supervisor.
FORMAL EVALUATION - Is the systematic assessment of teacher performance that is preceded by a formal observation. A formal evaluation must include a conference between supervisor and teacher and a written statement regarding the evaluation.
INFORMAL OBSERVATION - Brief classroom visits done by a supervisor in order to keep informed about the teaching and learning on a day-to-day basis. It is an unstructured observation of the classroom in order for the supervisor to form impressions of the teacher's work, with minimal recording of the observation being done. The observations are done randomly and unsystematically.

INTRODUCTION

Supervision is the catalyst for professional growth which exists between observer and teacher. Broadly speaking, it encompasses all of the functions and problems that are associated with the upgrading of performance. The essence of this model is that people grow best when their strengths are identified and communicated in clear and concise bits of information.

The literature on effective teaching has expanded greatly in the past several years. This model reflects the elements of that research which seems best to fit the situation in our district. Our students deserve the very best instruction with the most current opinions of the experts meshed with our own professional opinion on what will work best. Our efforts are driven towards that focus.

Community and governmental demands for visible education results, effectiveness and efficiency have resulted in a growing number of legislative mandates designed to make the educational system more accountable to the public. The public wants evidence that teachers are effective in their jobs or that efforts are being made to either improve their performance or remove them.

No one would question the importance of good teaching to the provision of good education, a good appraisal of teacher performance is also important. Our supervision process is essentially a comparison of desired outcomes with actual outcomes. Supervision is perceived as having positive results such as the improvement of instruction and the identification and encouragement of effective teachers.

Although it may seem to some school administrators or school boards that the legal parameters of teacher supervision are too constricting, in fact there exists no real conflict between effective supervision practices and due process rights of teachers. Due process considerations are consistent with the goal of supervision to improve instruction. Due process speaks to fairness. Properly adopted and implemented, the process, as outlined in this document, will improve the quality of instruction.

In teacher supervision, fairness implies that: 1) the teacher knows what standards of performance are expected and what criteria and procedures will be used in evaluation; 2) evaluations take place within reasonable time frames; 4) the reasons for an employment decision or notice that remediation is needed is of such clarity as to provide the teacher direction for correction; 5) a reasonable time is given to carry out prescribed improvement; and 6) the evaluation is of a form and nature to provide substantial evidence for employment decisions. If these elements of fairness are incorporated into a school district's supervision policy, employment decisions will be more defensible. Also, individual and school improvement in the quality of instruction will be facilitated.

We are either green and growing, or ripe and rotten! We plan to put alot of fertilizer to this project.

SUPERVISION MODEL

PHILOSOPHY

The supervision program is based on the premise that evaluation of instruction is essential for the professional growth of the teacher. The supervisor will identify, analyze and inform the teacher of the results in a meaningful way. Teacher supervision is a critical function of the school administrator. We believe that learners benefit from teachers who are effective in the classroom. Effectiveness improves when thoughts, practices and information are shared.

MISSION

Our district will develop a model of teacher supervision for the purpose of improving instructional delivery to the student. Each student has a right to the best education we can provide. It will be the responsibility of each of us to contribute to the well being of the future of the nation and the world by educating our youth to the best of our ability. Our best is reached through being good students ourselves.

VISION

In the course of events, within our school district, our young people shall have opportunities for exploring, assessing and growing in a meaningful manner. We will accomplish this by developing a plan for the implementation of a supervision program to improve each teacher and administrator. The program will provide for communication between colleagues about the methods and techniques of instruction which research states to be the best for the learner. We will become more efficient in our utilization of materials, facilities and time for the purpose of improving the choices and chances of all students to succeed in life. The program will center on a caring, sharing approach to each person's growth through her/his strengths as a teacher or administrator. We will accomplish this within the next three years.

GOALS

1. To improve opportunities, for the learner, in our district by providing professional growth opportunities for the certified staff.
2. To develop a model of instructional supervision which is based on effective teaching practices as supported by research in the field.
3. To develop a model of instructional supervision which is based on a caring, sharing relationship between the supervisor and the teacher.
4. To establish a procedure for implementation of the model for the district.
5. To describe a method of monitoring and evaluating the effect of the model on the impact of student achievement by methods other than the use of standardized test scores.

OBJECTIVES

We Shall:

1. Develop a working model for supervision of instruction based on the best principles of assessing effective teaching.
2. Submit the model for the consideration of the teachers.
3. Inservice supervisors on the use of the model.
4. Inservice teachers on the use of the model.
5. Develop a monitoring and evaluation tool to determine the model's success in practice.
6. Report findings from the data and information gathered after two years of use in the district.
7. We will be explicit and public on what are teaching competencies; design programs to train competent teachers and construct instruments to measure the teacher's competencies.

PROPOSED

TEACHER SUPERVISION MODEL

MONADNOCK REGIONAL SCHOOL DISTRICT

SCHOOL ADMINISTRATIVE UNIT #38

DR. BILL WHEELER, superintendent

OUTLINE OF STUDY

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MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
June 5, 1990

Call to order - 7:30 P.M. - Troy Elementary School

Finance Committee meeting at 7:00 PM

1. CONSENT AGENDA

    a. Minutes of previous meeting.
    b. Approval of reimbursement requests.
    c. Correspondence/announcements.
    d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

    a. Discussion on MRHS AT-RISK Handbook - Dan Stockwell & Mary Caldwell
    b. Special Leave request from MRHS teacher, Dayle Upham.
    c. The MRHS Boys Track Team won STATE!
    d. Action requested on revisions to MRHS Student-Parent Handbook Dan Stockwell (copy enclosed)
    e. Action on Manifests.

4. SUPERINTENDENT'S REPORT

    a. The Gilsum question of monies withheld from the school district.
    b. Report on the Proposed Teacher Supervision model. (Copy enclosed)

5. EXECUTIVE SESSION

    a. Staff resignations.
    b. Staff nominations.

6. ADJOURNMENT

SCHOOL ADMINISTRATIVE UNIT No. 38

RFD 1, BOX 130

Swanzey Center, New Hampshire 03431

Telephone (603) 352-6955

Hinsdale School District - Monadnock Regional School District - Winchester School District

Dr. William V. Wheeler, *Superintendent*
John M. Menton, *Business Manager*
Kenneth G. Hewitt, *Assistant Superintendent*
Richard T. McCarthy, *Assistant Superintendent*
Ken Dassau, *Director of Special Education*

To: Monadnock Regional School District Board Members
Date: May 31, 1990
Topic: Notes on Board Agenda Items
From: Dr. Bill Wheeler

Finance Committee meeting to be held at 7:00 PM

Items included in number 3 pertain to MRHS business. Mr. Stockwell will be discussing most of the material with you at the meeting.

3b. Dayle Upham has a family matter which requires her attention. She has asked for special leave on the days of May 22 and June 7, 1990. She has petitioned the Board under 10:14 of the current Negotiations Agreement. It is obvious that she has been attending to the family business on May 22. I received this request on May 21, 1990.

4b. More than a year ago I introduced a teacher supervision model to the principals of Monadnock, Winchester, and Hinsdale Schools. We scheduled three days last summer and five days during the fall to discuss, debate, and decide on the character of the model. Following modification of the model it was presented to each of the school staffs by the principals. The MDEA has had an opportunity to review the model. The administrators of Monadnock have met twice with representatives of MDEA. Thirty hours of in-service work with Lead Teachers from each of the District's schools has been scheduled to instruct, obtain feedback, modify, and adapt the model to the district's needs. At the present time I have completed in assisting the lead teachers through 6 hours of in-service work on the model. Another six hours will be completed on June 15, 1990. The remainder of the 18 hours will be completed next fall.

I submit this copy for your review and input. The final copy will be submitted to you early in the fall.

Part of the Effective Schools Model is to make our expectations for teachers clear. This model describes the "Criteria for Effective Teaching" very well. The purpose of the workshops are to clarify what criteria we are going to value in creating a "Staff Development" program; to provide practicing teacher supervisors (department heads) with in-service work on observations, data collection, data analysis, and conferencing skills; and other lead teachers with expertise in the supervision model.

All teachers will be familiarized with the model in the fall by large group presentations, school level presentations, small group presentations, and one to one supervision.

MONADNOCK REGIONAL SCHOOL BOARD

MINUTES: Monadnock Regional School Board, June 5, 1990, Troy Elementary School

PRESENT: B. Ballou, J. Carnie, T. Britton, W. Wright, L. Barrett, J. Fallon, G. White, B. Hamill, J. Young. **Absent:** D. Keating. **Also present:** Dr. Wheeler, K. Hewitt, J. Menton, D. Bell, L. DeCoste, N. Evans, D. Mousette, D. Stockwell.

Chairman Britton opened the meeting at 7:45 p.m.

N. Evans displayed pictures of the new playground structure. Steve and Debbie Sawyer and the P.T.O. were applauded for their work on the playground.

Consent Agenda
L. Barrett MOVED: that the minutes of May 15 be approved as presented; second by G. White. VOTED: 9-0-0-1.

J. Young MOVED: that reimbursement requests be approved for Betsy O'Leary-$160.00, Marge Shepardson-$65.00, Lucinda Lowell-$65.00, Margaret Saunders-$65.00, Polly King-$65.00, Judy Boufford-$160.00, Tonya LeCour-$381.50; second by B. Ballou. VOTED: 9-0-0-1.

Dr. Wheeler announced the NSBA meeting in Boston.

A letter from the Troy Playground Committee complimenting David Dahl for all the work he did on the new playground was distributed to Board members. B. Ballou MOVED: that the Board thank David for his work; second by J. Young. VOTED: 9-0-0-1.

A letter was distributed complimenting Cutler School for its participation in the SIP Program.

Dr. Wheeler indicated that he received a letter from the Swanzey selectmen regarding the deficit appropriation. He will meet with them Wednesday night to explain the situation and their legal obligation to pay the amount owed the district.

T. Britton indicated that a resolution was passed by the N.H. Senate to accentuate American History, especially the Declaration of Independence and the national and state constitutions.

T. Britton mentioned the minutes of Cheshire Voc. Ctr., and that Monadnock is unable to attend due to a conflict with Board meetings. An attempt will be made to resolve this, and it will be an agenda item at a future meeting.

Dr. Wheeler indicated that in a conversation with Judith Fillion from the state department, she indicated that the state board always meets in Concord.

He passed out material on the evaluation of support staff and explained the process used.

Citizen Concerns
Betsy O'Leary from Fitzwilliam indicated that the state standard for enrollment in Grade 1 is 25, but that 28 are anticipated next year, and what is the Board going to do about it. T. Britton said that will be an agenda item for June 19. Enrollment projections will be presented at that time. J. Carnie felt that notices should be sent home to parents at Fitzwilliam and Mt. Caesar appraising them of the enrollment situation; second by W. Wright. J. Young MOVED: that the motion be amended to include all schools; second by B. Ballou. VOTED: 4-3-1-2 with W. Wright, T. Britton and L. Barrett dissenting and J. Carnie abstaining.

The original motion was VOTED: 3-6-0-1 with B. Hamill, T. Britton, L. Barrett, J. Young, J. Fallon and W. Wright dissenting. J. Young mentioned that the Sentinel should be notified of the meeting.

Other School Board Business

D. Stockwell presented the At-Risk Handbook recently developed at the high school and explained what is done at the school to help students. He thanked Lorna Watkins who chaired the committee. J. Young felt the school was off to a good start. L. Barrett felt that a K-12 approach should be emphasized for these students. T. Britton indicated that such materials should be given to the town libraries. Dr. Wheeler suggested that the Board endorse or revise the handbook as a policy. T. Britton said that the Board should review the material for two weeks. W. Wright expressed a concern of it being too much of a burden on the guidance department. Discussion followed. L. Barrett MOVED: that the Board accept the handbook as a manual of current practices with possible modifications in the future; second by G. White. VOTED: 8-1-0-1 with J. Carnie dissenting. K. Hewitt indicated that practices are in place at the elementary level but have not been presented in written form. T. Britton felt the problem has to be solved so we know what is happening. He advocated a K-12 program. L. DeCoste indicated that you won't see the results for several years.

A request from Dale Upham to use May 22 and June 7 for family business was presented. Dr. Wheeler felt the request should be accepted. G. White MOVED: that the request be accepted; second by W. Wright. VOTED: 9-0-0-1.

D. Stockwell asked the Board to purchase jackets for the track team who recently became state champions. Doug Smith briefly reviewed the team's accomplishments. J. Young MOVED: that the district purchase jackets for the team; second by G. White. VOTED: 9-0-0-1.

D. Stockwell presented the student handbook with proposed changes. Discussion followed. Questions were raised regarding study hall, standards, and appeals procedures on attendance. B. Hamill MOVED: that the Board accept the changes as presented; second by B. Ballou. J. Carnie indicated that he will vote against it because the objectives are vague and are not measurable, the standards are lower, and it is more permissive. J. Young agreed that some policies are more permissive. VOTED: 8-1-0-1 with J. Carnie dissenting.

B. Hamill MOVED: that Lunch Program Voucher 6465-6467 dated June 5, 1990, for $12,767.85, Payroll #23 dated May 18, 1990, for $298,299.12, Payroll #24 dated June 1, 1990, for $300,494.12 and Payorder Checks #6421-6463 dated June 4, 1990, for $96,748.28 be approved; second by B. Ballou. VOTED: 8-0-1-1 with J. Carnie abstaining.

G. White briefly discussed using the corner lot near Cutler School for a bus turn-around.

Dr. Wheeler reviewed Saturday's meeting on goal setting and distributed new goals. T. Britton also commented on the goals and changes made at that time. W. Wright MOVED: that the goals for 1990-1991 be adopted as presented; second by J. Fallon. VOTED: 9-0-0-1.

L. Barrett reported on the conference on Technology in Education that was sponsored by the N.H.S.B.A. She felt the conference was very exciting and reviewed with the Board programs being done with video discs. She described a new science program and one in poetry and reviewed the goals for technology in schools.

Superintendent's Report

Dr. Wheeler reviewed a letter received from Attorney Prigge who has met with Attorney Falk who represents the Town of Gilsum. Discussion followed, and consensus was that the district should continue to pursue Gilsum in paying their bill.

Dr. Wheeler passed out the supervision document and explained the in-service work being done with the lead teachers. He indicated that what was most important is that the model says exactly what is expected of teachers based on the latest research. He explained that Glatthorn's book on Differentiated Supervision gives the staff an opportunity to look at the options. J. Carnie felt that the program was extremely well done and complimented Dr. Wheeler on it.

K. Hewitt asked the Board to consider a guidance proposal which included not hiring two aides and using the money to hire a part-time guidance counselor. More guidance services are needed at the Mt. Caesar and Cutler Schools. State standards and enrollments were reviewed. Dr. Wheeler felt the services offered in other district schools should not be altered. W. Wright asked the administration to provide the Board with a detailed written request. This item will be on the agenda at the next meeting.

J. Carnie MOVED: that the Board go into executive session for the purpose of nominations and resignations. The roll call vote was unanimous.

Executive Session

A request for a one year's leave of absence will be clarified and acted upon at the next Board meeting.

Paula Baldwin has requested a transfer from the English Dept. to the Grade 7-8 Resource Room.

Linda Wydo was nominated to replace Paula Baldwin.

Liisa Peterson was nominated to replace Joyce Jernberg.

William Parkman was nominated to fill the fifth grade position at the Troy Elementary School.

Rita Blackadar was nominated to fill the resource room postion at the Troy Elementary School.

Audrey Carparelli was nominated to fill the resource room position at the Cutler School.

Donna Nallett was nominated as part-time associate school psychologist at M.R.H.S.

W. Wright MOVED: that the above nominations be approved; second by B. Ballou. VOTED: 9-0-0-1.

The Board adjourned at 10:35 p.m.

Respectfully submitted,

Ken Hewitt

GUIDANCE PROPOSAL

The current state standard for elementary guidance is one counselor for every 500 children. At the present time, one counselor serves Surry, Gilsum and Sullivan whose enrollment is approximately 215 students, one counselor for Troy and Fitzwilliam with an enrollment of approximately 475 students, and one counselor for Mt. Caesar and Cutler with an enrollment of approximately 760 students. To solve the problem at Mt. Caesar and Cutler, the principals-David and David, have established priorities and are willing to eliminate two current positions to provide the funds for a part-time counselor who will work three days a week. One of the positions to be eliminated is an instructional assistant at the Surry Elementary School; the other position is an instructional assistant in the resource room at Cutler School. The money saved would total $14,512.80 which would allow the district to employ a counselor with one or two years experience.

PROJECTED ENROLLMENT K-6 90/91

SCHOOL	K	1	2	3	4	5	6	TOTAL
MT. CAESAR	87	108	126	119				440
CUTLER					116	113	86	315
SURRY		6	13	10	12	7	12	60
GILSUM	30	15	6	10	8	8	15	92
SULLIVAN		12	7	14	14	11	8	66
FITZWILLIAM	26	28	32	32	35	20	26	199
TROY	28	51	40	29	46	38	32	264
								0
TOTAL 6/90	171	220	224	214	231	197	179	1436

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
June 19, 1990

Call to order - 7:30 P.M. - MRHS Library

1. CONSENT AGENDA

   a. Minutes of previous meeting.
   b. Approval of reimbursement requests.
   c. Correspondence/announcements.
   d. Board committee reports.
      Master Plan Committee meeting, June 28, 7:00 PM, Wyman House

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

   a. Elementary Guidance Position proposal. (see attachment)
   b. Student enrollment report by Mr. Hewitt with recommendation for staff placement. (see attachment)
   c. Recommendation on Collaborative at Wilcox.
   d. Report on and approval of Activity Staff and Salary proposal. (see attachment)
   e. Question of the necessity of meeting in July.
   f. Action on Manifests.

4. SUPERINTENDENT'S REPORT

   a. The Gilsum question of monies withheld from the school district.
   b. Report on the school year by the administrators.

5. EXECUTIVE SESSION

   a. Staff resignations.
   b. Staff nominations.

6. ADJOURNMENT

SCHOOL ADMINISTRATIVE UNIT No. 38

RFD 1, BOX 130

Swanzey Center, New Hampshire 03431

Telephone (603) 352-6955

Hinsdale School District - Monadnock Regional School District - Winchester School District

Dr. William V. Wheeler, *Superintendent*
John M. Menton, *Business Manager*
Kenneth G. Hewitt, *Assistant Superintendent*
Richard T. McCarthy, *Assistant Superintendent*
Ken Dassau, *Director of Special Education*

To: Monadnock Regional School Board Members
Date: June 13, 1990
Topic: Notes on Agenda Items
From: Dr. Bill Wheeler

3a. The guidance proposal is attached. Mr. Hewitt and the elementary principals have met on this issue on several occasions. It seems as though the resolution to the problem of having the Mt. Caesar and Cutler Counselor with a large student assignment has been addressed. The question as to the value of counseling help and instructional assistance is typical of decisions which we all make. In this instance the administrators and staff feel that the counselor is of greater value to the system than are the instructional assistants positions.

3b. Elementary enrollment has fluctuated some during the present school year. The year began with an enrollment of 1445 students, hit a high of 1467 in the middle of the school year, and finished with 1436 students. No one knows the numbers of students who will enter and exit during the summer. Numbers alone indicate that additional teaching positions are not needed at this time; however, transfers of staff to different grade levels may be required. In the case of first grade at Fitzwilliam, it is apparent that no one wishes to have a single class of 28 students. Three students will be attending readiness class from Fitzwilliam but they are not included in the 28. The numbers at Mt. Caesar indicate that an addition is not needed at this time.

My recommendation is to multigrade on second and third grade classroom at Fitzwilliam, create a second first grade classroom and transfer a teacher to that room.

Student enrollment numbers change during the summer and it may be necessary to revise this recommendation at the beginning of next year. Hearing and reading of the economic conditions of the region it seems unlikely at this time that enrollment will change greatly during the summer.

3c. As was reported to you during a previous meeting the Wilcox Collaborative was not in compliance on several issues. All issues may be addressed by doing the following: assign the Mt. Caesar Principal to the school, assign the Mt. Caesar nurse to the school, provide opportunities for regular students to attend nursery school at Wilcox, and provide CPR training for Mrs. Crowder. Therefore, it is my recommendation to maintain the pre-school collaborative at Wilcox School.

3d. A position and salary report is included for your review. A policy statement is included on the last page. Dan Stockwell, Paul Breckell, David Bell, Ken Hewitt, and I comprised the review committee. As you read the budgeted amount for 1990-1991 it would be sufficient to pay the contracted position salaries.

3e. Just a question of mine, do you need or want to meet during July?

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, M.R.H.S.Library, June 19, 1990

PRESENT: T. Britton, G. White, L. Barrett, B. Hamill, W. Wright, J. Carnie, J. Fallon, B. Ballou; absent: D. Keating, J. Young. Also present: Dr. Wheeler, K. Hewitt, N. Evans, D. Mousette, L. DeCoste, D. Bell, D. Stockwell

Chairman Britton opened the meeting at 7:40 p.m.

Consent Agenda
G. White MOVED: that the minutes of June 5 be accepted as presented; second by J. Carnie. VOTED: 6-0-0-4.

G. White MOVED: that course reimbursements be approved for Pat Leinster-$50.00, Deborah Stavseth-$25.00, Jim Harris-$90.00, Mary Fosher-$237.00, Anita Monether-$400.00, Tonya LeCour-$40.71, Cindy Grant-$49.00; second by W. Wright. VOTED: 6-0-0-4.

Dr. Wheeler read a letter from Carol Plaisted complimenting Sue Bobbin for providing a positive student teacher experience. The NSBA will be held in Boston July 12-14.

The Master Plan Committee will meet June 28 at the Wyman House.

Citizen Concerns
Sarah Burke of Sullivan asked the Board to admit her son to kindergarten early; his birthday is 10-29. L. Barrett arrived at this time. K. Hewitt mentioned that no testing is done prior to entering kindergarten and felt the school board policy should be adhered to. D. Mousette also felt we should abide by the policy. G. White MOVED: that an exception be made to the policy, and that her son be admitted; second by J. Fallon. VOTED: 4-0-3-3 with J. Carnie, T. Britton and L. Barrett abstaining. J. Carnie asked that the Board look at the policy in the future.

Art and Beth Guion of Fitzwilliam asked that their son be admitted to kindergarten early. His birthday is October 3. G. White MOVED: that an exception be made to Board policy, and that their son be admitted; second by J. Fallon. VOTED: 7-0-0-3.

Other School Board Business
K. Hewitt reviewed the guidance proposal which is to hire a half-time counselor who will work at Cutler School. Other schedules will be changed so that Cutler will receive guidance services four days a week as will the northern schools. B. Ballou arrived at this time. W. Wright MOVED: that the proposal be accepted; second by B. Hamill. VOTED: 7-0-1-2 with B. Ballou abstaining.

K. Hewitt reviewed the projected enrollment figures for 1990-1991. A major concern is the first grade class of 28 in Fitzwilliam. The Board was presented with three options: one was not to make any changes; a second option was to hire another first grade teacher; and the third was to have a combination Grade 3-4 of twenty students and transfer a teacher to the first grade. This would provide two first grade classes of 14 each without hiring an additional teacher. This organization has been successful in the northern towns for years. L. Barrett said that it is time to be creative, and it won't be necessary to cut $30,000.00 if the Board goes with option 3. G. White said he could stand the heat if the choice were unpopular. B. Hamill indicated that he wished his children had had double grades. N. Evans indicated that he was opposed to option 3.

Dr. Wheeler indicated that he had seen it done many times, and if people are willing, it can be done successfully. K. Hewitt said he recommended option 3 not necessarily because of the money, but because it has been successful, and he also would not recommend anything detrimental to the children. Discussion followed. W. Wright MOVED: that an additional first grade teacher be hired; second by B. Ballou. VOTED: 5-3-0-2 with G. White, L. Barrett and B. Hamill dissenting.

Dr. Wheeler recommended that the collaborative remain at the Wilcox School. He feels that the state will agree we are in compliance with its regulations. The Board approved.

Dr. Wheeler explained that the budget will support the salaries for extra-curricular activities. T. Britton predicted a 9-10% increase for 1991-1992. L. Barrett indicated that it is important that this is a separate budget item and not tied to teacher contracts. B. Hamill felt that it is realistic. W. Wright said that figures for 1991-1992 cannot be guaranteed unless the budget passes because it is outside of the contract. The 1991-1992 figures should be eliminated. J. Fallon said we have to find $30,000.00 for the new teacher, and this could save $15,000.00 if not voted. B. Hamill MOVED: that the Board accept the package for 1990-1991 and make this part of the budget process each year; second by B. Ballou. J. Carnie felt it is hard to support a 25% increase to the taxpayers. VOTED: 5-3-0-2 with B. Ballou, J. Carnie and J. Fallon dissenting.

B. Ballou MOVED: that the Board set their next meeting for August 23. If an emergency occurs, the chairman will be contacted; second by L. Barrett. VOTED: 8-0-0-2. Board members will be called prior to the August meeting. B. Hamill MOVED: that the administration be given the authority to fill positions during the summer; second by B. Ballou. VOTED: 8-0-0-2.

B. Hamill MOVED: that Lunch Program Voucher 6499-6504 dated 6/18/90 for $10,757.80, Payroll #25 dated 6/15/90 for $297,834.58, and Payorder Checks #6506-6581 dated 6/19/90 for $135,708.92 be approved; second by L. Barrett. VOTED: 6-0-2-2 with J. Carnie and G. White abstaining.

T. Britton indicated he would like to discuss the C.V.C. at a future meeting. Dr. Wheeler would like to see a change in meeting dates and occasionally have a C.V.C. administrator at a Board meeting. A brief discussion followed.

Dr. Wheeler reported that there has been no change on the Gilsum situation. He also explained the meeting he had with the Swanzey selectmen.

Dr. Wheeler described the four days of curriculum work, the work of the C.C.T. and the Instructional Model for Effective Teaching. Each principal then gave a report on the activities and changes in their schools this past year.

W. Wright recommended that the Mays and others who planned the graduation party be written a letter of commendation. B. Hamill MOVED: that the Mays be presented with jackets; second by G. White. VOTED: 6-0-2-2 with with B. Ballou and J. Carnie abstaining.

G. White MOVED: that the Board go into executive session for the purpose of nominations, resignations and a tuition request; second by B. Ballou. The roll call vote was unanimous.

EXECUTIVE SESSION

Dr. Wheeler and Dan Stockwell presented a report on Corey McIntire, a tuition student. After discussion, B. Ballou MOVED: that the present tuition contract be approved for continuance for one-half year with an additional stipulation; second by L. Barrett. VOTED: 8-0-0-2.

W. Wright MOVED: that Pam Loney be granted maternity leave for the 1990-1991 school year; second by L. Barrett. VOTED: 8-0-0-2.

W. Wright MOVED: that Bernadette Kuhn be granted six weeks maternity leave beginning on approximately December 16, 1990; second by G. White. VOTED: 8-0-0-2.

L. Barrett MOVED: that the resignations of Beverly Sturke and Kathy Noyes be accepted; second by B. Ballou. VOTED: 8-0-0-2.

G. White MOVED: that the following nominations be approved: Jean Minnich-Mt. Caesar, Elizabeth Bland-part-time music teacher, Maureen Osburn-physical education, Mike Connor-assistant principal; second by B. Ballou. VOTED: 8-0-0-2.

B. Ballou MOVED: tha the meeting be adjourned; second by G. White. VOTED: 8-0-0-2.

The meeting adjourned at 10:05 p.m.

Respectfully submitted,

Ken Hewitt

CUTLER SCHOOL

MONADNOCK REGIONAL SCHOOL DISTRICT

P.O. BOX 628
WEST SWANZEY, NH 03469
352-3383

DAVID W. BELL, PRINCIPAL
LOUIS KOLARIK, ASST. PRINCIPAL
ANNE WILLETT, SECRETARY

To: Dr. Bill Wheeler
From: David Bell
Subject: Homestead Woolen Mill Property
Date: 20 July 1990

Today I spoke with Mr. Douglas Brown, owner or president of the Homestead Woolen Mill, which owns the corner piece of property adjacent to the yellow house next to the school about the possibility of using, leasing or buying that land. He said it was not available for long term use by the school because his company wanted to keep it available for possible parking expansion. Mr. Brown said he would check with others to verify his opinion and said he would let us know right away if the land was available. I told him if he or the company ever felt differently about use of that lot to consider letting the school district know first. He assured me that would be the case.

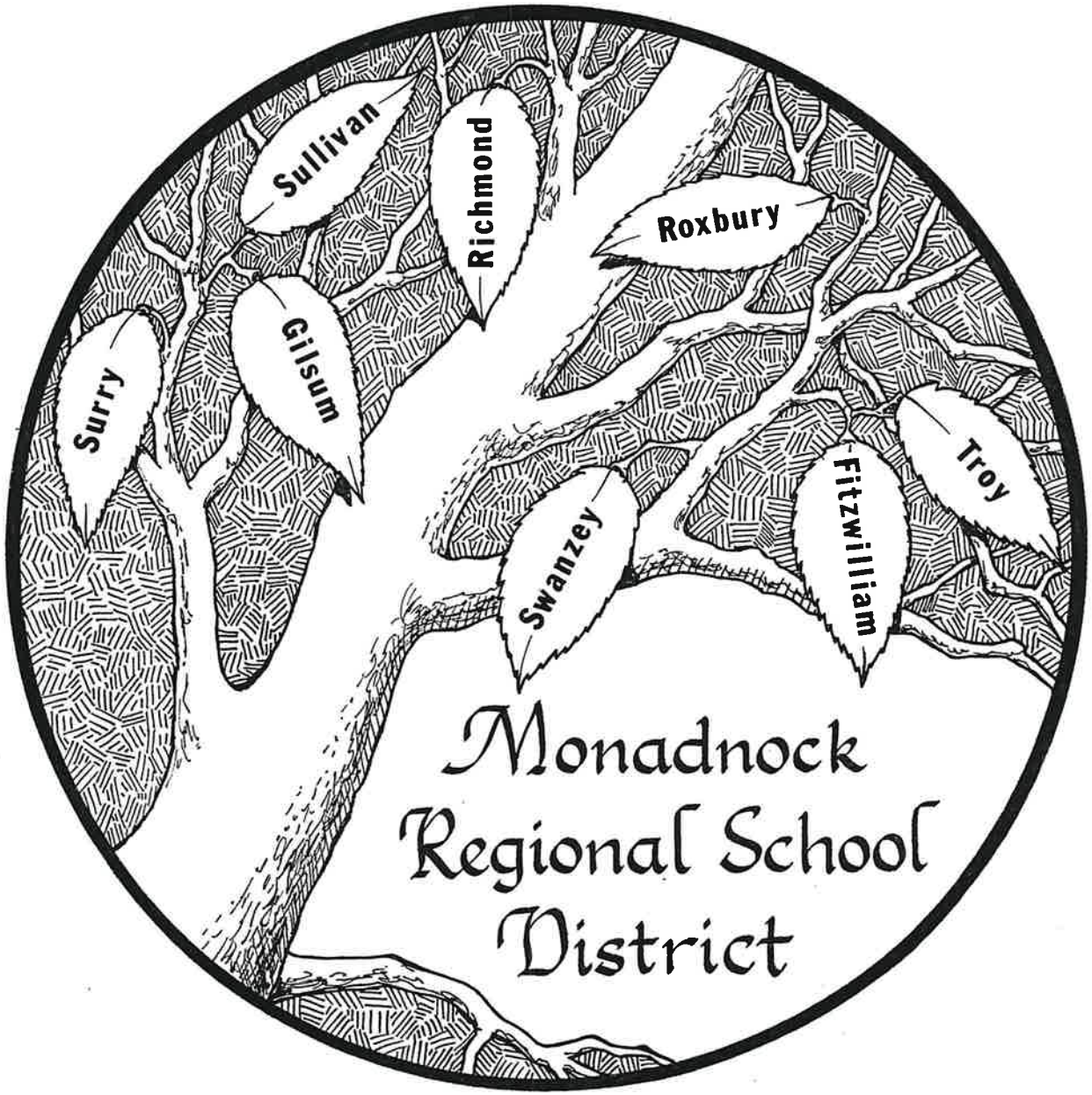
While on the subject, I asked him about use of the parking lot across the street from the school. He said the PTO had contacted him earlier in the year about that and while he was inclined to agree to night parking over there, he was advised that liability considerations would dictate otherwise. During the day, the lot is full of cars now from employees.

So, it seems like we are stymied for now. At least he knows the district is interested. Our conversation was amiable.

Meantime I will proceed with signs and whatever safety measures are possible here regarding bussing and student departure. Parent volunteers may be of some help, or we could try reinstituing a safety patrol.

Sincerely,

David W. Bell


Sullivan
Richmond
Roxbury
Gilsum
Surry
Troy
Fitzwilliam
Swanzey
Monadnock
Regional School
District

PROPOSED POLICY

Tobacco Use

Monadnock Regional School District

The Monadnock Regional School District is dedicated to providing a healthy, comfortable, and productive environment for staff, students, and citizens. The Board believes that education has a central role in establishing patterns of behavior related to good health and shall take measures to help its students and staff members to resist the use of tobacco use. Therefore, the Board proclaims that use of tobacco shall be prohibited in all school district buildings after September 1, 1990. This means for twenty-four hours a day seven days a week from this date forward.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
August 21, 1990

Call to order - 7:30 P.M. - MRHS Library

1. CONSENT AGENDA

   a. Minutes of previous meeting.
   b. Approval of reimbursement requests.
   c. Correspondence/announcements.
   d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

   a. Request for assistance in paying for MRHS band uniforms.
      Lynn Smith wishes to discuss this with you.
   b. Information on Cutler School space concerns. (see attachment)
   c. Home Schooling proposals for your approval.
   d. Adoption of a District logo. Debbie Crowder designed a logo for
      cosideration. (see attachment)
   e. Smoking Policy for school property. (see attachment)
   f. Action on Manifests.

4. SUPERINTENDENT'S REPORT

   a. The Gilsum question of monies withheld from the school district.
   b. Report on the unacceptable floors at Mt. Caesar and MRHS.

5. EXECUTIVE SESSION

   a. Staff resignations.
   b. Staff nominations.

6. ADJOURNMENT

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

East Swanzey, New Hampshire 03446

Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District **Monadnock Regional School District** **Winchester School District**

Dr. William V. Wheeler - ***Superintendent***

Kenneth G. Hewitt, ***Assistant Superintendent***
John M. Menton, ***Business Manager***
Richard T. McCarthy, ***Assistant Superintendent***
Kenneth R. Dassau, ***Director of Special Services***

To: MRSD Board Members
Date: August 8, 1990
Topic: Notes on Agenda Items
From: Dr. Bill Wheeler

3a. A note was received from Lynn Smith requesting an opportunity to meet with you concerning the payment for band uniforms. I am not sure what the request consists of other than that.

3d. It seems to me that people have difficulty recalling the Towns which comprise the Monadnock Regional School District. With that in mind I asked Debbie Crowder for help. She has designed a logo with MRSD as a branch of a learning tree and the Towns as leafs on the branch. The names of the Town are too small when reduced to a size which would be appropriate for letterhead. So we will change that to be correct for the size required. What do you think?

3e. We discussed the need for a no-smoking policy in the district. New Hampshire has passed legislation to mandate that school buildings be tobacco smoke free. Language states, "That smoking be restricted and regulated in enclosed places of public ownership, or public access, and places of employment to protect the health of the people who use them". For certain facilities of public access or workplaces, smoking will be allowed in areas that are "effectively segregated". For "public educational facilities", the prohibition is in total. Penalities incuding "any person who smokes in an enclosed public place where smoking is prohibited shall be guilty of a violation and subject to a fine of not less that $100".

4a. No update on the Gilsum question since my last correspondence. I hope to have currect information at the time of the meeting.

4b. The floors, which have been in question since the completion of the additions to Mt. Caesar and the high school, have not changed in status. I had written a letter to Loney Contruction, Inc. on June 19, 1990 regarding their resolution to the problem. No response was received from the company. I have asked for legal assistance from Mr. Prigge to resolve this issue. He is proceeding on the issue. In the meantime we are preparing the rooms and hallways for student use. The problem is in maintenance and the rapid physical deterioration of a "new" floor.

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, MRHS Library, August 21, 1990

PRESENT: T. Britton, J. Carnie, J. Fallon, L. Barrett, J. Young, G. White, D. Keating, W. Wright, B. Ballou. Absent: B. Hamill. Also present: Dr. Wheeler, K. Hewitt, J. Menton, L. DeCoste, D. Mousette, D. Stockwell, A. Putz, D. Bell, M. Connor

Chairman Britton opened the meeting at 7:40 p.m.

Consent Agenda
B. Ballou MOVED: that the minutes of June 19 be approved as presented; second by G. White. VOTED: 7-0-1-2 with D. Keating abstaining.

G. White MOVED: that reimbursement requests for Doug Gagne-$391.45, Lorna Watkins-$425.00 and Tom Fosher $345.00 be approved; second by L. Barrett. VOTED: 8-0-0-2.

There were no correspondence or announcements.

L. Barrett presented the revised extra-curricular policy statement.

Citizen Concerns
Chris Weaver requested that her daughter who will be five on October 17 be granted an exception to enter kindergarten. L. DeCoste recommended that the request be denied and that Board policy be followed. B. Ballou indicated that if the exception is made, the Board policy should be thrown out. Discussion followed. B. Ballou MOVED: that the request be denied; second by D. Keating. VOTED: 2-5-1-2 with J. Fallon, L. Barrett, T. Britton, G. White and J. Young dissenting and J. Carnie abstaining. G. White MOVED: that the exception be granted; second by J. Young. VOTED: 5-2-1-2 with B. Ballou and D. Keating dissenting, and J. Carnie abstaining. W. Wright arrived at this time. J. Carnie suggested that this be an agenda item at the next meeting.

Other School Board Business
Lynn Smith discussed the need for new band uniforms. A number of events have been scheduled to raise funds, but more money is needed. She requested that the Board make a contribution to the fund, or if they can't, to provide them with a loan so that the uniforms can be paid for when they come in, and the district will be repaid when the money is raised. Delivery is scheduled for September. B. Ballou asked if the district can donate. J. Menton indicated that the district could make a loan, but the administration would have to determine if the money is available.
Dr. Wheeler explained the process for finding the necessary funds. G. White MOVED: that the district provide one-half the funds, and the group raise the other half; second by J. Young.
W. Wright indicated that the funds should come out of the high school budget. Discussion followed. T. Britton said that if the loan is made, it should be repaid. Additional comments were made regarding the district paying for athletics and not for the band even though both groups represent the school. VOTED: 3-6-0-1. L. Barrett MOVED: that the district provide a loan of $3300.00 with the hope that it will be repaid; second by B. Ballou. D. Keating MOVED: that the motion be amended to indicate that the loan will be repaid by June 30, 1991; second by J. Carnie. VOTED: 9-0-0-1. J. Young indicated that more should be done for the band. The original motion was VOTED: 7-0-2-1 with G. White and J. Young abstaining.

A letter was distributed regarding land near Cutler School. D. Bell has talked with the owner of the property who indicated that the land is not available.

K. Hewitt presented the following home schooling requests which are renewals: Sherri Karr-Grade 8, Jeremy Goddard-Grade 9, Timothy Goddard-Grade 8; Mary, Joseph, Heidi, Rebecca, Elias, Ramona and Steven Filipi in Grades 1,3,6,8,8,11 and 12 respectively, Barry Chapman-Grade 1 and Nicole Longever-Grade 7. He recommended acceptance by the Board. G. White MOVED: that the home schooling applications be accepted; second by B. Ballou. VOTED: 9-0-0-1. K. Hewitt presented a new application for Chad Bartlett-Grade 1 and recommended approval. W. Wright MOVED: that the application be accepted; second by L. Barrett. VOTED: 9-0-0-1.

Dr. Wheeler presented a logo for the district which named all of the towns in the district, and indicated that it would be the proper size for a letterhead. Debbie Crowder designed the logo. J. Carnie MOVED: that the logo be adopted; second by G. White. VOTED: 9-0-0-1. It was recommended that recognition be given to Debbie Crowder for her design.

Dr. Wheeler presented a proposed policy which would ban smoking in the schools as of September 1, 1990. A state law would impose the ban as of January 1, 1991. J. Young MOVED: that the proposed policy be accepted; second by J. Carnie. Discussion followed regarding programs already in existence that would assist students in resisting the urge to smoke. J. Carnie moved the question. VOTED: 9-0-0-1.

W. Wright MOVED: that Payorder Checks #6783-#6857 dated July 25, 1990, for $192,202.32, Payorder Checks #6877-#6893 dated July 27, 1990, for $13,119.17, Payroll #26 dated June 29, 1990, for #331,490.03, Payroll #2 dated July 27, 1990, for $67,774.53, Payorder Checks #6608-#6749 dated June 29, 1990, for $393,394.24, Payorder Checks #6742-#6782 dated July 13, 1990, for $73,550.35, Payroll #3 dated August 10, 1990, for $77,483.52, Payorder Checks #6913-#7042 dated August 10, 1990, for $268,931.25, and Payorder Checks #7043-#7159 dated August 21, 1990 for $202,001.71be approved; second by I. Barrett. VOTED: 8-0-1-1 with J. Carnie abstaining.

Superintendent's Report

Dr. Wheeler discussed the $45,333.70 withheld by Gilsum. The district is pursuing the money withheld, interest, court fees and lawyer's fees. He expected a hearing to be held earlier as the district's attorney is working on the case. We should know how soon it will go to court by the next meeting. J. Young said we would find out where the students are from and send bills right away. Discussion followed. L. Barrett asked that Board members know when the hearing will take place.

Dr. Wheeler discussed the unacceptable floors at Mt. Caesar and MRHS. The floors are lifting, and it is unclear as to the cause. The district has been trying to work with Loney Construction to resolve the situation and has now gone to legal counsel as it appears to be a construction-management problem.

L. DeCoste informed the Board of the kindergarten enrollment at Mt. Caesar and explained what would happen if it continued to increase. She will report back to the Board on September 4.

Dan Stockwell introduced Mike Connor, the new assistant principal at the high school.

J. Carnie reintroduced the kindergarten enrollment situation. He felt that the figures are excessive and the situation should be addressed right away as it has been in other schools. Dr. Wheeler said we will have accurate figures on September 4 and a possible nomination. Discussion followed. W. Wright MOVED: that the Board look into kindergarten figures and the rationale for those numbers to determine whether a half-time or full-time teacher is needed, second by J. Carnie. VOTED: 9-0-0-1.

Dr. Wheeler distributed the budget time line up to the district meeting. J. Menton explained the auditor's report and the budget summary for 1989-1990.

J. Menton recommended price increases in the school lunch program. Elementary would increase to $1.00, high school to $1.25 and adults to $1.75. G. White MOVED: that the increases be approved; second by D. Keating. VOTED: 8-0-1-1 with J. Carnie abstaining.

W. Wright indicated that the Swanzey fire chief wishes to tour MRHS with the principal to determine possible hazards. He also indicated that if fire alarms change, the local fire departments should be notified.

D. Keating asked if the Board should begin to look at alternatives if the master plan does not receive approval at the district meeting. It was indicated that the master plan committee will provide the Board with alternatives. A brief discussion followed.

D. Stockwell described the results of the fire in the art room.

W. Wright MOVED: that the Board go into executive session for the purpose of nominations, resignations and personnel; second by D. Keating. The roll call vote was unanimous.

Executive Session

Dr. Wheeler presented the Board with letters of resignation from Tom Sintros and Teresa Starkey. W. Wright MOVED: that the resignations be accepted; second by L. Barrett. VOTED: 9-0-0-1.

Dr. Wheeler presented the following nominations to the Board: Mark Pride- counselor for 3/5 of the time, Lori Martin-Grade 4 in Fitzwilliam, Richard Trottier-Grades 5-6 in Gilsum and Kathleen Nonkin-Grade 2 at Mt. Caesar. G. White MOVED: that the nominations be accepted; second by J. Young. VOTED: 8-0-1-1 with J. Carnie abstaining. A brief discussion followed on the process of making nominations to the Board.

Dr. Wheeler asked that the Food Service Director's salary be set at $27,950.00. W. Wright MOVED: that the recommendation be accepted; second by L. Barrett. VOTED: 9-0-0-1.

The Board adjourned at 10:20 p.m.

Respectfully submitted,

Ken Heuritt

ENTRANCE TO SCHOOL

Effective September 1, 1983, all children who are six years of age by September 30 of any school year shall be admitted to school unless the parents(or guardians) and the school agree mutually on another arrangement. Children who transfer into the school district from a public or private state approved school and are less than six years of age by September 30 shall be admitted to Grade 1 or readiness as determined by the receiving school.

Children who are six years of age by September 30 shall be given an academic readiness test. Children who score at or above the 50th percentile on the academic readiness test shall be admitted to first grade unless the test results indicate that the child's total development should be measured before a final determination is made by the school.

A readiness class is only for students who are at least six years of age, but who are developmentally less than six years and who need an alternative program. The readiness program allows a child to mature in all areas of development. Only when children are ready will they read, write and perform other school tasks successfully.

(Adopted: September 22, 1981)

Effective September 1, 1987, all children who are five years of age by September 30 of any school year shall be admitted to kindergarten unless the parents(or guardians) decide on another arrangement.

SMOKING IN PUBLIC SCHOOLS PROHIBITED

Effective January 1, 1991, smoking in public schools will be prohibited by the passage of Senate Bill 379 (Chapter 236, Acts of 1990). The language is part of a comprehensive new law which intends "that smoking be restricted and regulated in enclosed places of public ownership, of public access, and places of employment to protect the health of the people who use them". For certain facilities of public access or workplaces, smoking will be allowed in areas that are "effectively segregated". For "public education facilities", the prohibition is in total.

A "public education facilities" is defined in the law as any enclosed or portion of such place, which is supported by public funds and which is used for the instruction of students enrolled in grades kindergarten through 12. This definition shall include areas within facilities supportive of instruction and subject to educational administration including, but not limited to, lounge areas, passageways, restrooms, laboratories, study areas, cafeterias, gymnasiums, libraries, maintenance rooms, and storage areas. The prohibition also includes all vehicles owned by the state and its political subdivisions (school districts).

Rulemaking authority is given to the Director of Public Health concerning policy development, posting of "no smoking" signs, training, and enforcement procedures and penalities including "any person who smokes in an enclosed public place where smoking is prohibited shall be guilty of a violation and subject to a fine of not less than $100".

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MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
September 4, 1990

Call to order - 7:30 P.M. - MRHS Library

POLICY COMMITTEE MEETING AT 6:45 PM

1. CONSENT AGENDA

   a. Minutes of previous meeting.
   b. Approval of reimbursement requests.
   c. Correspondence/announcements.
   d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

   a. Review of policy on Kindergarten student entry. (see attachment)
   b. Report on student enrollment figures.
   c. Action on Manifests.

4. SUPERINTENDENT'S REPORT

   a. The Gilsum question of monies withheld from the school district.
   b. Report on the opening of schools.

5. EXECUTIVE SESSION

   a. Staff resignations.
   b. Staff nominations.

6. ADJOURNMENT

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, September 4, 1990, MRHS Library

PRESENT: T. Britton, J. Carnie, J. Young, L. Barrett, J. Fallon, G. White, B. Hamill, B. Ballou, W. Wright, D. Keating. Also present: Dr. Wheeler, K. Hewitt, L. DeCoste, D. Bell, D. Mousette, N. Evans, J. Menton

Chairman Britton opened the meeting at 7:35 p.m.

Consent Agenda
G. White MOVED: that the minutes of August 21 be approved as presented; second by D. Keating. VOTED: 9-0-1-0 with B. Hamill abstaining.

G. White MOVED: that a reimbursement request of $295.00 for Ann Killeen be approved; second by D. Keating. VOTED: 10-0-0-0.

Dr. Wheeler distributed a telephone chain tree to Board members.

L. Barrett indicated that she will attend the law conference on September 26.

Resolutions from the NHSBA were discussed. Copies will be sent to Board members, and this item will appear on the agenda at the next meeting. Copies of state reports, valuations and tax rates will also be distributed. T. Britton indicated that foundation aid has been reduced by approximately $118,000.00. He also indicated that building aid will be $77,000.00.

L. Barrett reported on the work of the policy committee. Dr. Richard Goodman will discuss policy development at the next meeting, and plans will be developed to revise policies after that session. A brief discussion followed.

Citizen Concerns
None at this time.

Other School Board Business
Review of the policy on student entry to kindergarten will be on the next agenda. J. Carnie said that he has no problem with the present policy and would continue with it if the Board agrees. B. Ballou indicated that the policy should be one the administration can live with. B. Hamill said that it is a good policy, and that the Board has the right to make exceptions. G. White said that the September 30 date is too rigid, and that there should be a one week extension if student space is available. B. Hamill felt that the Board should look at the reasons for exceptions not just the philosophy. T. Britton said that the Board currently rubber-stamps all requests, and they need more than just a date. The administration will make a recommendation at the next meeting.

Dr. Wheeler passed out current enrollment figures. B. Ballou MOVED: that a one-half time kindergarten teacher be hired for Mt. Caesar; second by J. Young. VOTED: 10-0-0-0.
D. Stockwell reported that 190 seventh graders attended orientation day, and he expects a total enrollment of 980 tomorrow.

K. Hewitt presented a home schooling request for Martha Haynes and recommended approval. B. Hamill MOVED: that the request be approved; second by W. Wright. VOTED: 9-0-1-0 with J. Carnie abstaining.

B. Hamill MOVED: that Payroll #4 dated 8/24/90 for $78,635.83, and Payorder Checks #7180-#7329 dated 9/4/90 for $170,054.05 be approved; second by B. Ballou. VOTED: 9-0-1-0 with J. Carnie abstaining.

Superintendent's Report

T. Britton indicated that the district has been called to court by the Town of Gilsum. The district's attorney has prepared a response and will discuss it at the next meeting.

Dr. Wheeler indicated that it was a smooth opening of school, and that enrollments were close to what were projected. D. Bell also indicated a smooth opening. He also noted that the cost to heat the portables was about the same as Cutler School. D. Stockwell indicated that the 7th grade orientation was very successful, and that the staff was pleased with the addition of the new assistant principal. L. DeCoste said the opening was uneventful, and she was pleased with the library in the hallway and the space in the cafeteria. D. Mousette was pleased with the opening of school and the support from the staff and community. N. Evans was also pleased with the opening of school and in particular the painting that was done in the gym.

J. Menton distributed the MS25(record of accounts) to be signed by the Board.

Dr. Wheeler read a note of thanks from Yonnie Houpis thanking the Board for their gift after 20 years of service to the district.

J. Young MOVED: that the Board go into executive session for the purpose of nominations; second by B. Hamill. The roll call vote was 10-0-0-0.

Executive Session

J. Young MOVED: the nominations of Janet Fidoria, one-half time kindergarten teacher at Mt. Caesar, $11,000.00, and Mike Morrison, science teacher at the high school, $36,980.00; second by G. White. VOTED: 10-0-0-0.

The Board adjourned at 9:05 p.m.

Respectfully submitted,

Ken Heuett

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East Swanzey, New Hampshire 03446

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John M. Menton, ***Business Manager*** Kenneth R. Dassau, ***Director of Special Services***

POLICY COMMITTEE MEETING **9/10/90 4:30 - 6:00 PM**

Present for the meeting: Board members Laura Barrett and Jim Fallon, Superintendent Bill Wheeler, and Richard Goodman, Executive Secretary NHSBA.

Dr. Goodman introduced the services provided by the NHSBA. He stated that key to effective Board operation was "good policies". Policies provide direction and protection for the Board and district.

NHSBA provides a service to all member boards on a cost basis. Policy Manual service includes: 1) a review of the District's Policy Manual for what is included and what is excluded, that should be included; 2) a review of Board Meeting Minutes, in our case this may require the past ten years or since the current Policy Manual adoption in 1981; 3) a review of present school level handbooks; and 4) sample policies for the Board to reveiw for inclusion in the District's Policy Manual.

Dr. Goodman would perform the critical analysis of the manual. The administrative and clerical cost of the four part service described above would cost the district $6000.00. Dr. Goodman estimated that it generally requires about 50 hours of his time to perform this task. Our coding system is different than the NHSBA recommended format: therefore, it may require greater review time. The norm is to review the past three years of Board Minutes. Ten years may well require additional time, also. Any manual so reviewed by NHSBA is electronically presented to the District. Copies of the manual with divider pages with tabs would be provided at an addtional cost of between $75.00 and $100.00 per copy.

Committee discussion topics:

1. The review of the District's manual would place a tremendous time and effort burden on the Board at this time. Therefore, it would be well for the Board to consider the services offered by the NHSBA.

2. The District's Manual should be coded to match the recommended NHSBA code.

3. The Board needs to make a decision as to how they wish to proceed on this topic. It will be discussed at the next Board meeting.

1990-91 PROPOSED NHSBA RESOLUTIONS

CONTINUING RESOLUTIONS

1. NHSBA seeks legislation to lower the 2/3 majority vote needed to pass school construction bond issues. Further, we urge the legislature to increase state building aid to a minimum of 35%, and pay the state share "up front" to reduce the cost of interest payments.
5/14/88; 4/13/89

2. NHSBA supports legislation to amend RSA 198:20-b by removing the requirement that a warrant article must be approved every year at the school district meeting to expend unanticipated revenues. Further, legislation is sought to allow school districts to pass warrant articles establishing trust funds for specific purposes, and allows for annual appropriations and unencumbered balances to be placed into such funds. 5/14/88

3. NHSBA urges the Governor and the legislature to develop state initiatives to address the growing problem of at-risk youth (such problems including drug and alcohol abuse, teenage pregnancy, suicide, AIDS, etc.).
5/14/88

4. NHSBA urges the legislature to reexamine the formula used to establish a community's and school district's share of the Business Profits Tax and to establish a more updated formula.
5/29/84

5. NHSBA urges the legislature to continue to fund the expansion and continued support of vocational education centers and designated subcenters. 5/26/87

6. NHSBA supports legislation that would clarify a community's authority to require developers to pay their share of the cost of capital improvements (including additional school facilities) necessitated by the impact of the development. 4/13/89

7. NHSBA supports efforts by the legislature to study the effectiveness of the foundation aid law. 4/13/89

8. NHSBA urges the legislative committee studying tax policies to focus on the financing of public education. 4/13/89

9. NHSBA urges the legislature to create "drug free zones" around school property.
4/13/89

10. NHSBA urges the State Board of Education to adopt a policy enabling local school boards to establish flexible school schedules, as long as the yearly hours of instruction for students meet state standards. 4/13/89

11. NHSBA urges the legislature to continue to place a high value on local control of public education, and thus to oppose bills aimed at imposing a "cap" on local school district budgets or property tax rates. Further, we urge the legislature to exclude debt service from any locally imposed tax cap. 4/13/89

12. NHSBA supports legislative action to reallocate existing state revenues and/or create additional sources of tax revenue, to relieve the property tax burden and improve the educational system throughout the state. Further, NHSBA supports and encourages litigation through our Courts which challenges the constitutionality and legality of the utilization of property taxes as the primary funding source of education in the State of New Hampshire. 4/13/89

13. NHSBA supports legislation to fund twenty percent (20%) of public education's operational costs annually through the State Foundation Aid Formula and will support progressive legislation to reach this goal. 10/13/89

14. NHSBA supports the observance of Memorial Day on the same date as federally observed and further supports the amending of RSA 288 accordingly. 10/13/89

15. NHSBA supports legislation which will encourage students to remain in school until graduation. 10/13/89

16. NHSBA supports minimum standards for education. Further, NHSBA supports repeal of RSA 194:23-d which requires that only "approved" public schools shall be eligible to receive any form of state financial aid.
10/13/89

NEW RESOLUTIONS

1. NHSBA supports legislation to require all school districts to appropriate money for the support of schools for the ensuing fiscal year by March 25.

2. NHSBA supports legislation to amend the special education laws so that school districts are responsible only for the direct educational costs. Further, NHSBA urges the U.S. Congress to appropriate funds to pay 40% of the costs of educating handicapped children, as required by PL 94-142.

3. In response to the Supreme Court decision on the Sanborn case regarding collective bargaining, NHSBA urges the legislature to define what is meant by "sufficient notice" of the annual costs of a multi-year collective bargaining agreement.

4. NHSBA urges the legislature to authorize recodification of the statutes pertaining to education.

NEW HAMPSHIRE
SCHOOL BOARDS ASSOCIATION

Janis Balke
President

Judie Reever
1st Vice President

Ellen-Ann Robinson
2nd Vice President

Linda Theroux
Past President

DURHAM OFFICE:
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Durham, NH 03824-3595
(603) 862-1384
FAX # (603) 862-1084

Dr. Richard Goodman
Executive Director

CONCORD OFFICE:
14 Fayette St.
Concord, NH 03301
(603) 228-2061/2062
FAX # (603) 228-2351

Legislative Hotline
(5 p.m.-8 a.m.)
1-800-272-0653

Dr. Paul Krohne
Associate Executive Director

Ted Comstock
Director of Labor Relations

Dr. Hugh Watson
Management Consultant

To: School Board Chairmen and Superintendents
in multi-district S.A.U.'s

From: Paul Krohne

Date: September 5, 1990

Re: Proposal to change "weighted vote" formula

House 1135 was introduced in the 1990 legislative session and, after two hearings before the House Education Committee, was voted by the Committee to "Interim Study". Briefly stated, this means that the Committee needed more time to study the bill prior to taking final action. The bill proposes:

> ...to change the "weighted vote" formula so that each school district receives a proportionate number of votes equal to the percentage of the number of pupils residing in each district to the total student population in the S.A.U. Further, the bill states that "weighted votes" shall not be permitted in the appointment or dismissal of, or determination of a salary increase for, a Superintendent (unless a majority of the school districts in the S.A.U. present and voting and representing not less than 2/3 of the total pupils in the S.A.U. have voted to use such weighted votes). Where weighted voting is prohibited, the vote shall be one vote per member of the board.

Although the hearing is designed to accept public testimony on the proposed new language, Sub-committee Chairman Nils H. Larson (R-Bridgewater) has indicated a willingness to accept testimony on any issues, concerns, or proposals related to voting procedures of multi-district S.A.U. Boards.

The hearing is scheduled for Thursday, September 20, 1990, in Room 202, Legislative Office Building, Concord, beginning at 10:00 a.m.

For additional information and/or a copy of the actual proposed legislation, contact the N.H.S.B.A. Concord office.

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To: Monadnock Regional School Board Members
Date: September 12, 1990
Topic: Notes on Board Agenda Items
From: Dr. Bill Wheeler

3a. This is self-explanatory, the priority resolution is to seek fairness in funding public education by greater State participation in the funding.

3b. Do you wish to comment as a Board on this proposal?

3c. Mr. Hewitt and the elementary principals have met and are prepared to share their opinion(s) on the topic of the "Kindergarten Entrance Policy."

4a. I will report on the changes which admnistrators have effected in the budget to balance expenditures for the additional Emerson fourth grade teacher, three/fifths of a Cutler School Counselor, and the one-half time Mt. Caesar Kindergarten Teacher. As you know these positions were not included in the budget approved in March but were necessary to the operation of the District. Obviously there is no "new money" to cover this additional expense. Therefore, the costs need to be balanced by removing an expectation for expenditure from some other item(s).

5c. Mr. Prigge will be present to discuss pending litigation and have suggestions for Board action.

5d. I have one item concerning personnel to discuss with you. Because of its nature I would like not to present it in this note.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
September 18 1990

Call to order - 7:30 P.M. - Surry Elementary School, Surry

POLICY COMMITTEE MEETING AT 7:15 PM

Finance Committee Meeting at 7:00 PM

1. CONSENT AGENDA

    a. Minutes of previous meeting.
    b. Approval of reimbursement requests.
    c. Correspondence/announcements.
    d. Board committee reports.

2. CITIZEN CONCERNS

3. OTHER SCHOOL BOARD BUSINESS

    a. Review of NHSBA Resolutions. (see attachment)
    b. Proposal to change "Weighted Vote" Formula. (see attachment)
    c. Kindergarten entrance policy - discussion by administrators.
    d. Action on Manifests.

4. SUPERINTENDENT'S REPORT

    a. Changes in 1990-91 budget to address staff additions.

5. EXECUTIVE SESSION

    a. Staff resignations.
    b. Staff nominations.
    c. Pending Litigation
    d. Personnel matter

6. ADJOURNMENT

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Topic: Notes on Board Agenda Items
From: Dr. Bill Wheeler

3a. This is self-explanatory, the priority resolution is to seek fairness in funding public education by greater State participation in the funding.

3b. Do you wish to comment as a Board on this proposal?

3c. Mr. Hewitt and the elementary principals have met and are prepared to share their opinion(s) on the topic of the "Kindergarten Entrance Policy."

4a. I will report on the changes which admnistrators have effected in the budget to balance expenditures for the additional Emerson fourth grade teacher, three/fifths of a Cutler School Counselor, and the one-half time Mt. Caesar Kindergarten Teacher. As you know these positions were not included in the budget approved in March but were necessary to the operation of the District. Obviously there is no "new money" to cover this additional expense. Therefore, the costs need to be balanced by removing an expectation for expenditure from some other item(s).

5c. Mr. Prigge will be present to discuss pending litigation and have suggestions for Board action.

5d. I have one item concerning personnel to discuss with you. Because of its nature I would like not to present it in this note.

Monadnock Regional School District School Board

Executive Session Notes
September 18, 1990

Mr. Prigge, School Legal Counselor, and Mr. Hopkic, a legal assistant, presented the petition for an Equity Suit against the District as filed by the Town of Gilsum, the District's answer to that suit and the Counter Claim to be filed in Court against the Town of Gilsum. The suit will include an injunction to have the Town of Gilsum pay to the District their assessment for the past school year as well as the current school year, along with the interest gained from the money and legal fees incurred by the district because of this action. Prior action had been taken by the Board to cause this; therefore, no action was taken at this meeting.

Mr. Prigge updated the Board on the conditions of the unacceptable floors at Mt. Caesar and Monadnock Regional High School.

Marilyn Jarvis submitted a letter requesting a retirement at the end of the first semester, 1992. No action was taken on this request. Action will be taken at a later date.

A discussion was held between Dr. Wheeler and the Board concerning the superintendent's office.

Jim Fallon made a motion to adjourn and a second was received from Jim Young and the meeting adjourned at 10:04 PM

DRUG FREE WORKPLACE POLICY

The District will provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988 and its implementing regulations. The District certifies that it will:

Notify all employees in writing that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the District's workplace and specify the actions that will be taken against employees for violation of such prohibitions.

Establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalty that may be imposed on employees for drug abuse violations occurring in the workplace.

Make it a requirement that each employee whose employment is funded by a federal grant be given a copy of the statement as required.

Notify the employee in the required statement that as a condition of employment under the grant, the employee will abide by the terms of the statement, and will notify the District of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

Notify the federal agency within ten days after receiving notice from and employee or otherwise receiving notice of such conviction.

Take one of the following actions within 30 days of receiving notice with respect to any employee who is so convicted: take appropriate personnel action against such an employee, up to and including termination; or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health law enforcement , or other appropriate agency.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of all the provisions of this policy.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
OCTOBER 2, 1990

SULLIVAN ELEMENTARY SCHOOL, SULLIVAN

CALL TO ORDER 7:30 PM

1. **CONSENT AGENDA**

   a. Minutes of previous meeting
   b. Approval of reimbursement requests
   c. Correspondence/announcements
   d. Board committee reports

2. **CITIZEN CONCERNS**

3. **OTHER SCHOOL BOARD BUSINESS**

   a. Policy update by NHSBA - Policy Committee Report
   b. Policy on Drug-Free Workplace - Hand Out (action requested)
   c. Kindergarten entrance policy - Presentation by K. Hewitt
   d. Action on Manifests.

4. **SUPERINTENDENT'S REPORT**

5. **EXECUTIVE SESSION**

   a. Staff resignations
   b. Staff nominations
   c. Pending Litigation

6. **ADJOURNMENT**

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, September 18, 1990, Surry Elementary School

PRESENT: T. Britton, B. Hamill, L. Barrett, J. Carnie, J. Young, J. Fallon, G. White, W. Wright B. Ballou. Absent: D. Keating. Also present: Dr. Wheeler, K. Hewitt, J. Menton, D. Stockwell, L. DeCoste, A. Putz, D. Mousette, D. Bell.

Chairman Britton opened the meeting at 7:40 p.m.

Consent Agenda
L. Barrett MOVED: that the minutes of September 4 be accepted as presented; second by B. Hamill J. Carnie noted that on the home schooling issue, he did not abstain as indicated. VOTED: 8-0-0-2 as corrected.

B. Hamill MOVED: reimbursement requests for Doug Gagne-$450.00, Kelly Wichland-$55.00, Jean Williams-$55.00, Carol Shelley-$75.00; second by J. Fallon. VOTED: 8-0-0-2.

Dr. Wheeler indicated a letter was received from Cheshire Transportation donating three $100.00 scholarships to Monadnock students. The fall regional meetings of NHSBA were announced as well as workshops listed in the Granite State Bulletin. J. Carnie requested that the workships be held on days more easily accessible to Board members. A letter will be sent to the association regarding this and specifically the JEC Conference. G. White arrived at this time.

L. Barrett indicated that the policy committee met with Dick Goodman. Minutes of that meeting were distributed. This issue will be discussed later.

The finance committee indicated that the high school wants to sell older computer systems in an effort to upgrade the program. A policy will be developed on this issue. J. Menton noted that there has been a reduction in disability premiums. He also commented on the MS25 report.

Citizen Concerns
Mike Neylan discussed a transportation concern in Roxbury. He does not feel that Roxbury is treated fairly. He cited an example of a student being on the bus one hour and twenty minutes to travel 8-10 miles. J. Carnie indicated that the same problem exists in Richmond. Discussion followed. K. Hewitt is looking into the situation.

Other School Board Business
Discussion was held on the NHSBA resolutions. W. Wright MOVED: that the Board not support Resolution #1second by B. Ballou. VOTED: 5-4-0-1. W. Wright MOVED: that the Board not support Resolution #12; second by B. Ballou. VOTED: 3-5-1-1. J. Carnie MOVED: that the Board not support Resolution #14; second by B. Hamill. VOTED: 3-6-0-1. J. Carnie MOVED: that the Board not support Resolution #16; second by W. Wright. VOTED: 3-6-0-1. In regard to the new resolutions, the Board did not support #1. G. White MOVED: that #2 be supported; second by J. Carnie. VOTED: 7-0-1-1. W. Wright MOVED: that the Board support #3; second by J. Carnie. VOTED: 8-0-0-1. G. White MOVED: that #4 be tabled; second by J. Carnie. VOTED:8-0-0-1.

J. Carnie MOVED: that the Board oppose the resolution regarding the change in the use of the weighted vote; second by G. White. J. Carnie does not feel the Board should pass up the opportunity to use such a vote. Discussion followed. VOTED: 9-0-0-1.

K. Hewitt distributed a proposed policy regarding entrance to kindergarten and early admission. The principals and he are recommending the EPSF program for all children whose parents are requesting early admission. L. DeCoste explained the program. B. Hamill said we should look at exceptions made in the past. This item will be on the next agenda.

B. Hamill MOVED: that Lunch Program Voucher #7355-#7362 dated 9/17/90 for $4722.42, Payroll #5 dated 9/7/90 for $437,908.70 and Payorder Checks #7363-#7530 dated 9/18/90 for $280,955.22 be approved; second by L. Barrett. VOTED: 6-0-3-1 with J. Carnie, J. Young and G. White abstaining.

L. Barrett discussed the updating of the policy handbook. The cost would be about $6000.00, and the project would be done by the NHSBA. She feels it would be a good investment since reading of policies, adding missing ones, updating others, checking current law, etc. would be a major job. J. Carnie does not feel a proposal should be made until the policy committee takes a position. A recommendation will be made at the next meeting. A proposed policy on a drug-free workplace will also be on the next agenda.

Superintendent's Report
Dr. Wheeler presented a list of deletions and savings to off-set the cost of new staff members. About $5000.00 still has to be found.

J. Carnie MOVED: that the Board go into executive session for the purpose of a resignation, a personnel matter and pending litigation; second by B. Ballou. The roll call vote was 9-0-0-1.

Ken Hewitt

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, October 2, 1990, Sullivan Elementary School

PRESENT: T. Britton, W. Wright, J. Carnie, L. Barrett, J. Fallon, J. Young, G. White, B. Ballou D. Keating. Absent: B. Hamill. Also present: Dr. Wheeler, K. Hewitt, L. DeCoste, N. Evans, D. Mousette, D. Bell, J. Menton, A. Putz

Chairman Britton opened the meeting at 7:35 p.m.

Consent Agenda
G. White MOVED: that the minutes of September 18 be approved as presented; second by L. Barrett. VOTED: 5-0-1-4 with D. Keating abstaining. W. Wright and J. Carnie arrived at this time.

G. White MOVED: approval of reimbursement requests for: Deborah Snyder-$10.00, Paula Baldwin-$10.00, Judy Boufford-$50.00, Rosemary Jablonski-$50.00 Elizabeth Reid $295.00, Tonya Lacour-$406.75, Lori Evans-$187.00; second by J. Fallon; VOTED: 8-0-0-2.

Dr. Wheeler presented a letter from Dr. Richard Goodman in response to a request to change meeting dates. Dr. Goodman indicated that different dates have been tried but received a poor response. A report was distributed showing benefits received from NHSBA membership. A brochure describing the N.H. College Savings Bond Program was also distributed. A copy is given to all students K-12. Note was made of the N.H. Insurance Trust meeting. Dr. Wheeler read a letter received from Bonnie Moe thanking the Board for their gift to her after 20 years of service. The dates of the J.E.C. Conference were announced.

There were no committee reports at this time.

Citizen Concerns
None at this time.

Other School Board Business
L. Barrett indicated that the policy committee will meet at 7 p.m. before the next Board meeting and will have a report for the Board that evening.

W. Wright MOVED: that the Drug Free Workplace Policy be approved as presented; second by J. Young. VOTED: 8-0-0-2.

K. Hewitt presented the proposed changes in the kindergarten entrance policy. B. Ballou arrived at this time. J. Young MOVED: that the Board accept the proposal as recommended; second by G. White. T. Britton suggested that the following phrase be added to #2 ". . . to be considered for early admittance." J. Carnie questioned having all requests presented in executive session. L. Barrett felt that test results, etc. made it necessary to act upon requests in executive session. After discussion the following phrase was added to #6, ". . . unless requested by the parent to be in open session." VOTED: 9-0-0-1.

D. Keating MOVED: that Lunch Program Voucher #76-46-7654 dated October 2, 1990, for $11,343.58, Payroll #6 date September 21, 1990, for $297,951.66 and Payorder Checks #7560-#7644 dated October 1, 1990, for $185,431.87 be approved; second by I. Barrett. VOTED: 8-0-1-1 with J. Carnie abstaining.

K. Hewitt presented a home schooling request from James and Margaret Parison for their daughter Lydia. The program has been discussed with the parents and approval is recommended. W. Wright MOVED: that the request be approved; second by G. White. VOTED: 9-0-0-1.

Dr. Wheeler indicated that the bus situation in Roxbury should be resolved before the next Board meeting.

Superintendent's Report

Dr. Wheeler presented a report from the DRA on appropriations voted and property taxes to be raised for 1990-1991. The DRA did not approve the $5000.00 to support Claremont in their lawsuit due to not notifying the public prior to the annual meeting. They also disallowed the transfer of $50,000.00 out of the capital reserve fund for the purchase of property since that money can only be used for capital improvements. Discussion followed. If the money is spent, it comes out of the regular budget. W. Wright felt the issue should be clarified. The Board's attorney will check this out. B. Ballou indicated that the Board should look at the article in the 1975 warrant establishing the capital reserve fund.

Dr. Wheeler also distributed a report on foundation aid to district towns. The report showed the amounts received for the past two years and the difference in funding. He has talked with the state department of education about the loss in Sullivan of 33%, Troy of 10.3 % and Swanzey of 5.2%. The primary reason for the losses was due to the increases in equalized evaluation in each of the towns.

L. Barrett and Dr. Wheeler reported on the law conference they attended. The Sanborn case was reviewed, and a separate warrant article is now necessary for a multi-year contract. Special Education issues like compensatory education and when districts fail to identify students with a disability were also reviewed. It was concluded that a statute of limitations is needed. Constitutional amendments were also reviewed, and it was indicated that the state must pay for mandated programs.

J. Carnie requested that in the minutes of September 18, the phrase, " as defined by paragraph C: 11e" be inserted in the motion that the Board go into executive session after the phrase, ". . . and pending legislation."

W. Wright MOVED: theat the Board go into executive session for the purpose of a staff resignation; second by B. Ballou. The roll call vote was 9-0-0-1.

Executive Session

J. Young MOVED: that the Board accept the resignation of Marilyn Jarvis effective at the end of the second semester in January 1992; second by L. Barrett. VOTED: 9-0-0-1.

The Board adjourned at 9:05 p.m.

Respectfully submitted,

Ken Hewitt

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

East Swanzey, New Hampshire 03446

Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District **Monadnock Regional School District** **Winchester School District**

Dr. William V. Wheeler - ***Superintendent***

Kenneth G. Hewitt, ***Assistant Superintendent*** Richard T. McCarthy, ***Assistant Superintendent***

John M. Menton, ***Business Manager*** Kenneth R. Dassau, ***Director of Special Services***

To: Monadnock Regional School District Board Members
Date: October 10, 1990
Topic: Notes on Agenda Items
From: Dr. Bill Wheeler

3a. The only record found in the office concerning the Capital Reserve Bylaws was Article 5 from the March, 1975 Annual Report, which is attached. To date I have not received a response from the Department of Revenue Administration concerning an inquire on the reason for the denial of $50,000 from the Capital Reserve Fund as voted on at the last Annual Meeting.

3b. Mr. Stockwell and I have been involved with school wrestling programs in the past. We support Mr. Connors proposal for initiating the sport at Monadnock Regional High School.

4a. Thirty lead teachers for supervision were selected by the several SAU schools last spring. The teachers participated in reviewing and modifying the Teacher Supervision Program. Seven workshops were conducted to acquaint them with the use of the program in their district and school. As of today, the model which you are reviewing is the model which we will use. The workshops emphasized the "Criteria for Effective Teaching", p. 6. Each school has selected a few of the criteria which they wish to emphasize in staff development this year. As well, the SAU schools' staffs will study several of the criteria presented in three different workshops sponsored by the SAU Staff Develoment Committee. The major emphasis is that the principal is the instructional leader of the school. They need to describe supervision as a method of improving instruction in each and every classroom. The outcome will be an improved opportunity for each student to succeed.

THE STATE OF NEW HAMPSHIRE

MONADNOCK REGIONAL SCHOOL DISTRICT

SCHOOL WARRANT

To the inhabitants of the Cooperative School District in the Towns of Fitzwilliam, Gilsum, Richmond, Roxbury, Sullivan, Surry, Swanzey and Troy qualified to vote in district affairs:

You are hereby notified to meet in the Monadnock Regional High School on the 22nd day of March, 1975, at 12:00 Noon to bring in your votes for the election of the following officials:

(Polls will open at 12:00 Noon on March 22, 1975, and close at 4:00 on March 22, 197!

1. A moderator for the coming year.

   Two auditors

   Three members of the school board, one from Roxbury, one from Swanzey and one from Troy to serve for the ensuing three years.

You are hereby further notified to meet at 1:00 P.M. o'clock in the afternoon on March 22, 1975, at the Monadnock Regional High School to act upon the following subjects:

2. To see if the District will vote to change the formula by which each preexisting district shall pay its share of all capital outlay costs and operational costs so that all capital outlay costs shall be apportioned on the basis of the ratio that the equalized valuation of each preexisting district bears to that of the cooperative district, and so that all operational costs shall be apportioned among said preexisting districts on the basis of the average daily membership for the preceding year, or take any action thereon.

3. To see what sum of money the District will vote to raise and appropriate for the support of schools, for the payment of salaries for school district officials and agents, and for the payment of statutory obligations of the District.

4. To see if the District will vote to authorize the School Board of the Monadnock Regional School District to apply for, to accept, and to expend, on behalf of the District, any or all grants or other funds for educational purposes which may now or hereafter be forthcoming over and above the total school appropriation voted by the District.

5. To see if the District will vote to authorize the School Board of Monadnock Regional School District to establish a capital reserve fund as provided in Chapter 35 of the 1955 New Hampshire Revised Statutes Annotated, and any amendments thereto, said capital reserve fund to be used for the financing of all or part of the cost of (a) the construction, reconstruction or acquisition of a specific capital improvement or the acquisition of a specific item or specific items of equipment, or (b) the construction, reconstruction or acquisition of a type of capital improvement or the acquisition of a type of equipment, or (c) a reappraisal by appraisers of the State Tax Commission or such other appraisers, appraisal firms or corporations approved by the Department of Revenue Administration, of the real estate in the school district for tax assessment purposes, expenditures from said fund shall be made only by a majority vote of the legal voters present and voting at an annual meeting of the District under a proper article in the warrant.

October 16,1990

Dear School Board Members:

I would like the Monadnock School Board to consider the following:

I would like to establish a wrestling club for this current school year with the focus on junior high participation.

Wrestling is one of the oldest sports known to man. Evidence of competition goes back 15,000 to 20,000 years. The sport stresses physical excellence as well as psychological benefits. Young men who stay with the sport show greater flexibility, coordination, body awareness, strength and endurance. They also gain important emotional benefits such as a sense of achievements, added self-confidence, new experiences, new friends and moments in the "spotlight." But even more important, they learn to accept the responsibility for their losses. And in that regard, wrestling helps youngsters develop a level of maturity you won't find in many adults.

Wrestling is a sport that requires a great deal of discipline, conditioning and self-responsibility. All these things are applicable to an athlete's life, not just his wrestling career.

At the interscholastic level, wrestling is a winter sport that gives individuals of all ages, from 88lbs in weight to 270lbs, an opportunity to participate in a one on one sport.

As you can see, the sport has appeal to a larger spectrum of students than most winter sports.

My plan is to hold practices on Monday, Tuesday, and Thursday in the cafeteria. Bob Brennan has already volunteered his time to assist this program with a weight/strength training every Friday. The culmination of the season would be the Junior High Tournament at Plymouth or J.V. at Salem, both of which are in early March.

The academic/social criteria for the wrestling club would be the same as any varsity sport, no exceptions.

I would hope if this venture proves successful, that the sport be considered for varsity status in two or three years.

The cost of the program would be as follows:

1 - 38 x 38 3 piece mat $1,500.00
10- 4 x 84 rolls of mat tape 69.95
(or 10- 3 x 84 rolls @ 59.95)
Transportation to Plymouth of Salem
All other costs would be incured by the student/athlete

The mat is available thru Bishop Guertin High School in Nashua(we would have to pick it up). The mat is 14 years old and has been re-conditioned in the last five years. It has nine 10 foot practice circles on one side and a 28 foot circle in diameter on the game side. The color (gold) and the letters "BG" could be eliminated if we decide to recondition it in the near future. This cost would be approximately $1,000 per side.

I realize that financial times are tough, but I believe the investment in the program would be worth while, considering the variety of young men who would be attracted to this noble and honored sport.

So that you don't feel this is a "fly-by-night" concept, I am including my wrestling credentials.

Respectfully submitted,

Michael M. Connor

Michael M. Connor

WRESTLING BACKGROUND

Pittsfield High School, Pittsfield, MA 1964-67
Emerson College, Boston, MA 1967-71
Two time NEAAU Freestyle Champion

COACHING BACKGROUND

1972-73 Pittsfield High School, Pittsfield, MA
Two state champions, New England runner-up
1973-78 Drury High School, North Adams, MA
Two state champions, New England runner-up
1978 Berkshire Community College, Pittsfield, MA
1972-79 Berkshire Wrestling Club, Pittsfield, MA
Three time NEAAU Freestyle runner-up
Two time NEAAU Greco Roman runner-up
1979-81 Assistant Coach, Clemson University, SC
Team 14th in the country, 190 lb. NCAA champion
1981-85 Head Coach, George Mason University, Fairfax, VA.
7 NCAA qualifiers

OFFICIATING BACKGROUND

1974> High school level. Member of wrestling associations in Massachusetts, South Carolina, Virginia, New Hampshire.
1976> Member of NWOA and NEIWOA
1979> International level. Member of USA Wrestling Officials Assoc. and FILA
International World Cups 1982, 1983, 1984
Pan American Games 1983
World Championship 1988

MISCELLANEOUS

Publication- They Call Them Wrestlers- Leisure Press
Five Instructional Video Cassettes- Dynasort, Inc.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
OCTOBER 16, 1990

MEETING AT

ROXBURY TOWN HALL, ROXBURY

CALL TO ORDER 7:30 PM

Policy Committee Meeting 7:00 PM

1. **CONSENT AGENDA**

   a. Minutes of previous meeting
   b. Approval of reimbursement requests
   c. Correspondence/announcements
   d. Board committee reports

2. **CITIZEN CONCERNS**

3. **OTHER SCHOOL BOARD BUSINESS**

   a. Review Capital Reserve Bylaws - 1975 - Monadnock Regional School District (see attachment)
   b. Proposal for a Wrestling Club for Junior High School students - Mike Connors (see attachment)
   c. Action on Manifests.

4. **SUPERINTENDENT'S REPORT**

   a. Teacher Supervision Model (see attachment)

5. **EXECUTIVE SESSION**

   a. Staff resignations
   b. Staff nominations
   c. Pending Litigation

6. **ADJOURNMENT**

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, October 16, 1990, Roxbury Town Hall

PRESENT: T. Britton, L. Barrett, J. Carnie, B. Hamill, J. Young, L. Barrett, G. White, B. Ballou. Absent: D. Keating, W. Wright. Also present: Dr. Wheeler, K. Hewitt, J. Menton, D. Stockwell, N. Evans, M. Connors, D. Mousette, D. Bell.

Chairman Britton opened the meeting at 7:40.p.m.

Consent Agenda
G. White MOVED: that the minutes of October 2 be approved as presented; second by L. Barrett. VOTED: 8-0-0-2.

G. White MOVED: that reimbursement requests for Ray Dunn-$310.00 and Nancy Lines-$406.75 be approved as presented. VOTED: 8-0-0-2.

It was announced that Dr. Richard Goodman will be at the November 6 meeting to discuss the updating of the policy manual.

T. Britton mentioned that a commendation letter from Governor Gregg regarding Cutler's participation in the S.I.P. had been received. He commended D. Bell for his efforts.

Dr. Wheeler indicated that there has been no response from the Department of Revenue Administration regarding the acquisition of land with money from the capital reserve fund.

Dr. Wheeler acknowledged that Danny and Kathy Dumaine donated a set of encyclopaedias to the Troy Elementary School. A note of thanks will be sent to the Dumaines.

Dr. Wheeler mentioned the proposed amendment to be voted November 6 regarding monies from the sweepstakes and lotteries to be used exclusively for education.

The Fact Sheet on the district was distributed to the Board. Due to the address change, the Post Office is seeking information regarding the organization of the district to order to permit bulk mailing.

There were no Board reports at this time.

Citizen Concerns
Barbara Neylan asked if the transportation problem in Roxbury had been resolved. Dr. Wheeler explained the alternatives and said all possible solutions had been explored. Mike Neylan described the safety hazard on Rte. 101 and indicated that the present system is dysfunctional. Susan Lapolice and Terry Palmer from Cheshire Transportation explained how the route works and that there are no options with only one vehicle. The afternoon situation has been resolved. Barbara Neylan explained the frustration at not having a solution after the problem was presented five months ago. Mike Neylan said the town would like to see Roxbury treated like the other towns in the district. Discussion continued. T. Britton indicated that a resolution must be found as soon as possible. B. Hamill asked that options that have additional costs be brought to the next meeting.

Other School Board Business
Dr. Wheeler discussed the warrant article regarding the acquisition of land with money from the capital reserve fund. No response has been received from the D.R.A. Discussion followed.

It was decided to use such money as was necessary to pay for engineering fees, and any additional costs would be presented to the Board. Dr. Wheeler will prepare a sample article to be presented at the district meeting. A letter will also be sent to town selectmen explaining the situation.

D. Stockwell introduced the wrestling club proposal for junior high students. Dr. Wheeler has secured funds from local companies for health-fitness programs that will purchase needed equipment. M. Connor described how the program would work. J. Young MOVED: that the money be used to purchase the necessary mat and that the program be started; second by G. White. VOTED: 4-0-4-2 with B. Ballou, T. Britton, J. Carnie and F. Fallon abstaining. The motion did not pass. J. Young said that he was pleased with the work M. Connor is doing as assistant principal.

B. Hamill MOVED: that Lunch Program Voucher 7840-7846 dated October 16, 1990, for $15,884.49, Payroll #7 dated October 5, 1990, for $288,913.81 and Payorder Checks #7675-#7838 dated October 15, 1990, for $244,365.40 be approved; second by L. Barrett. VOTED: 7-0-1-2 with J. Carnie abstaining.

L. Barrett discussed the suit that Claremont has against the state due to inequitable funding to education. She has been asked to be on the steering committee and would like approval of the Board. A brief discussion followed on the purpose of the motion. B. Ballou MOVED: that the Board approve her acceptance on the steering committee; second by B. Hamill. VOTED: 7-1-0-2 with J. Carnie dissenting.

L. Barrett discussed the J.E.C. Convention and the sessions she attended. One was on new resolutions and a joint resolution, all of which passed. Another session was with Dr. William Banack who shared his predictions for education in the 1990's.

T. Britton asked if anyone wanted to reintroduce the motion to establish a wrestling team. It would have to be someone who abstained. B. Hamill indicated that he will make a motion at the meeting on November 6 to recind the motion defeated this evening to establish a wrestling team.

Superintendent's Report
Dr. Wheeler discussed the teacher supervision model and the 30 hours of in-service training that he conducted. He felt that it went well. Teachers were apprehensive at first but now feel comfortable with it. He explained the intensive assistance program.

J. Menton distributed and discussed the auditor's report and financial statements including the Schedule of Federal Financial Assistance. Dr. Wheeler explained the procedural changes and feels we are in good shape. The auditor's recommendations were discussed. J. Menton discussed the increased cost of oil and the effect on maintenance projects. A hold has been put on the addition to the auto shop to take care of the increases. Conservation measures were also discussed.

B. Hamill indicated that the SAU meeting will be on November 7. The Monadnock Board will meet on November 6 and have a chance to review the budget.

A brief discussion was held on reducing mailing costs as introduced by J. Young.

Dr. Wheeler indicated that the DCYS has asked the attorney general if they are liable for the bills for non-coded children at Country Acres. A resolution to that situation is still pending.

The Board adjourned at 10 p.m.

Respectfully submitted,

Ken Hewitt

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

East Swanzey, New Hampshire 03446

Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District **Monadnock Regional School District** **Winchester School District**

Dr. William V. Wheeler - ***Superintendent***

Kenneth G. Hewitt, ***Assistant Superintendent*** Richard T. McCarthy, ***Assistant Superintendent***

John M. Menton, ***Business Manager*** Kenneth R. Dassau, ***Director of Special Services***

To: Monadnock Regional School District Board Members
Date: October 30, 1990
Topic: Notes on Board agenda topics
From: Dr. Bill Wheeler

2a. Mrs. Cleary visited with me concerning Martin Luther King Day and requested to visit with you concerning her feelings about the District's participation.

2b. Cheshire Transportation will have this issue resolved prior to the meeting. In visiting with them the resolution will probably be the addition of a bus.

3a. The item is resubmitted, at Board request, for reconsideration. I can find no Board policy addressing this issue. I find no policy which directs the Board to adopt "Robert's Rules of Order" in the absence of Board policy. However, if you did, "Robert's Rules of Order" suggests a majority vote for either reconsideration or rescinding of action.

3b. Revision and development of a Monadnock Regional School District School Board Policy Manual has been proposed by the Policy Committee. Action is requested at this meeting. Dr. Goodman will be present to explain the service provided by NHSBA. A budget has been presented by Mrs. Barrett, Committee Chairperson.

3c. The action of the District voters to approve the expenditure of $5,000 towards the Claremont Lawsuit was denied by the Department of Revenue Administration. I was asked by Tom Connair, Claremont Board Member, if the Board was going to ask for a budget appropriation to support the lawsuit. Of course, all I can do is bring the issue to you and so I do.

3d. We have received two requests for home schooling. Ken will present them to you during the meeting.

3e. Joseph Smith has requested a leave of absence from his positon as MRHS counselor. He is asking that you agree to hire him back into the district if there is a job opening for which he is certified. He is also asking that we maintain his accumulated benefits and reinstate them upon his return. Mr. Smith has been a valuable employee and we would wish to have him back in the district in 1993 if a suitable opening exists.

4a. The Secretary of Education annually reviews the status of the fifty states and the District of Columbia. The topics center on finance and education. A comparison is made between several factors which affect schooling in the states. I will attempt to condense and highlight those factors which most directly speak of New Hampshire's status on the "Wallchart".

5c. Nothing new with the litigation other than a considerable amount of paper movement. Gilsum's lawyer has requested several items from this office and I have been directed to complete several interrogatories. I have returned the information to Mr. Prigge's office.

October 11, 1990

Dear Dr. Wheeler,

I hope this reminder is not too late to schedule us to give a short presentation to the School Board when they come to Cutler for their November meeting. The "us" will probably be me and several students and we will urge the Board to consider fully celebrating Martin Luther King Day. Thanks for your attention, and please let me know if the presentation won't be possible at that time.

Sincerely,

Jackie Cleary

SCHOOL ADMINISTRATIVE UNIT #6
CLAREMONT • CORNISH • UNITY

KAREN S. ANGELLO, Ph.D.
Superintendent

MARY A. BELL
Assistant Superintendent

ROBERT G. BARON
Director of Business Services

165 Broad Street • Claremont, New Hampshire 03743 • 603-543-0183

To: School Board Chairmen and Superintendents
State of New Hampshire
From: Thomas P. Connair, Claremont Board Member
Karen S. Angello, Superintendent - SAU #6
Date: October 10, 1990
Re: Claremont Lawsuit
PLEASE DISSEMINATE TO BOARD MEMBERS AND OTHER KEY INDIVIDUALS

Claremont School District recognizes the immediacy for pursuing the Court challenge of the constitutionality of New Hampshire's method of funding public education through near total reliance on local property taxes. We need your involvement and would ask for Board members to volunteer to serve on the steering committee and board members, superintendents, other staff and community members to join the legislative and coalition action teams. The responsibilities of these groups are as follows:

STEERING COMMITTEE

1. Coordinate and set up the framework for initiating the lawsuit.
2. Meet with Attorney Arpiar Saunders periodically and monitor all activities related to the lawsuit.
3. Keep school boards informed as well as seek their support.
4. Serve an advisory role to the legal staff during the course of the litigation.
5. Review expenditures for accountability of escrow account and report to boards.
6. Ensure continuity and maintain efforts throughout the course of the lawsuit.
7. Serve as liaisons with the coalition and legislative group.

LEGISLATIVE ACTION TEAM

1. Coordinate with NH School Boards Association to keep people informed of legislative issues related to funding of education.
2. Study impending proposals for legislation.
3. Arrange for consistent communication with key legislators.
4. Arrange legislative process training and lobbying.

COALITION ACTION TEAM

1. Develop an action plan for public relations and public education activities.
2. Initiate fundraising.
3. Identify and work with the community and state-wide groups concerned with funding public education.
4. Educate citizens of New Hampshire on the state tax structure as it relates to public education.

Please respond on the following pages if you are willing to participate on these teams. A follow-up call will be made. Your busy schedule will be considered in scheduling meetings.

SUPPORT OF THE COURT CHALLENGE

For those of you who wish to join this important effort, a non-binding letter of interest is attached to send to Attorney Arpiar Saunders. The warrant article that Claremont used to gain an appropriation of monies is as follows:

(Support of Court Challenge)

To see what sum the District will vote to appropriate to help support with other school districts a court challenge to the constitutionality of New Hampshire's method of funding public education through new total reliance on local property taxes.

Please note we are seeking two items from you.

1. Participation in efforts for addressing state funding in education (Return this form to Dr. Karen S. Angello, Superintendent of SAU #6, 165 Broad Street, Claremont, NH 03743).

2. Support of the Court Challenge. Return this form to Arpiar Saunders (Address on form).

If you have any questions you may call Thomas Connair (543-3185) or Karen Angello (543-0183). Both will be available October 18, 1990 at Manchester Memorial High School (workshop with Dr. Augenblick)

Laura Barrett

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NOTE: There was an error on the previous page sent to Superintendents.

Participation in Action Teams

Steering Committee (Board Members)

Name:	Address	Phone #	Days and Time Available to Meet

Legislative Action Team (Note if Board Members, Superintendent, Other Staff, Community)

Name	Address	Phone #	Days and Time Available to Meet

Coalition Action Team (Note if Board Member, Superintendent, Other Staff, Community)

Name	Address	Phone #	Days and Time Available to Meet

PLEASE RETURN THIS FORM TO KAREN S. ANGELLO, SUPERINTENDENT AT SAU #6 165 BROAD STREET, CLAREMONT, NH 03743 BY OCTOBER 30, 1990.

NON-BINDING LETTER OF INTEREST

We the _____ School Board:

_____ Agree to set aside $_____ (number of students _____) to participate in the lawsuit. We understand that this is a tentative approval only, subject to formal confirmation by the vote at our annual district meeting.

_____ Are unwilling to participate for the following reasons:

_____ _____
Chairman

PLEASE RETURN THIS SIGNED FORM TO ARPIAR G. SAUNDERS, JR., ESQUIRE AT CASTALDO, HANNA, & MALMBERG, 14 SOUTH STREET, P.O. BOX 1477, CONCORD, NEW HAMPSHIRE 03302-1477.

Joseph E. Smith
62 Goodell Avenue
PO Box 138
East Swanzey, NH 03446

October 17, 1990

Mr. Thomas Britton, Chairman
Monadnock Regional School Board
Wyman House
600 Old Homestead Highway
East Swanzey, NH 03446

Mr. Britton,

The purpose of this letter is to request the Monadnock Regional School Board to grant me a leave of absence from my position as a counselor at Monadnock Regional High School. According to my interpretation of the present contract, this request would fall under the category outlined in Section 10:14 (Leave of absence for reasons not specified in contract). I have discussed this matter with Mr. Stockwell, Dr. Wheeler, and Mrs. Caldwell, and I believe that this request is the next step in the process.

In January, my wife will be moving to Mexico to accept a job offer from her employer, MARKEM Corporation. This is a temporary position, expected to remain in effect until the Fall of 1993, when she will return to the parent company in Keene. For the remainder of this school year, my son (a fifth grader at Cutler) and I will remain in Swanzey, and plan to move to Mexico in June. We believe that this plan will cause minimal conflict in Jeff's schooling, and will enable me to fulfill my contractual obligations with the school district.

My request is that I be granted a "modified" leave of absence. I am not expecting the district to hold my present position open for two years. That would be an unreasonable request, and would not be beneficial to the students or the staff in the counseling office. What I would like to request is that I be promised that if a position for which I am certified (Counseling and Social Studies) is available for the academic year beginning in the Fall of 1993, that I be offered that position, and be able to return to the employ of the district with my present seniority standing and accumulated benefits (sick time etc.) remaining in tact. I fully understand that a position may not be available at that time, and again, do not expect the district to guarantee that a position will be waiting for me for two years.

For your information, I will be traveling to Mexico during February and April vacation weeks to seek employment in the education field for the two year period. If I am not able to obtain a reasonable position, I plan to further my education, and will most likely enroll in a doctoral program through an American University.

I am excited at the prospect of living in a foreign country, and learning a different culture and lifestyle, but am also concerned about my employment opportunities when I return to this area. I appreciate the time that this request will consume, and will avail myself to you or the full board for discussion if warranted.

Sincerely,

Joseph E. Smith

cc. Dan Stockwell, Principal
Mary Caldwell, Director of Guidance
Bill Wheeler, Superintendent

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CLAREMONT • CORNISH • UNITY

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MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
NOVEMBER 6, 1990

MEETING AT

CUTLER ELEMENTARY SCHOOL, WEST SWANZEY

CALL TO ORDER 7:30 PM

1. CONSENT AGENDA

   a. Minutes of previous meeting
   b. Approval of reimbursement requests
   c. Correspondence/announcements
      1. New Hampshire School Boards Insurance Trust, Inc. "Annual Report 1989-1990."
      2. National School Boards Association Convention in San Francisco, 1991.
   d. Board committee reports

2. CITIZEN CONCERNS
   a. Cutler teacher, Jackie Cleary, and several students wish to address the Board on the use of Martin Luther King Day. (see attachment)
   b. Roxbury school bus issue.

3. OTHER SCHOOL BOARD BUSINESS

   a. Proposal for a Wrestling Club for Junior High School students - Mike Connors
   b. Policy Manual development by NHSBA - Dick Goodman present. Presentation by Policy Committee.
   c. Financial support of Claremont Lawsuit on equitable funding for education. (see attachment)
   d. Home schooling requests.
   e. Request for a leave of absence from a teaching position by Joseph Smith, MRHS counselor. (see attachment)
   c. Action on Manifests.

4. SUPERINTENDENT'S REPORT

   a. The National Educational "Wallchart", State Department of Education, - a discussion

5. EXECUTIVE SESSION

   a. Staff resignations
   b. Staff nominations
   c. Pending Litigation

6. ADJOURNMENT

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, Cutler School, November 6, 1990

PRESENT: W. Wright, B. Hamill, J. Young, I. Barrett, J. Carnie, J. Fallon, B. Ballou, G. White
Absent: T. Britton, D. Keating. Also present: Dr. Wheeler, K. Hewitt, J. Menton, L. DeCoste, N. Evans, D. Bell, D. Mousette, D. Stockwell, A. Putz, M. Connor

W. Wright opened the meeting at 7:30 p.m.

Consent Agenda
J. Young MOVED: that the minutes of October 16 be accepted with the following corrections as requested by J. Carnie: in regard to the discussion of the proposed wrestling team, replace reintroduce with "reconsider" and who abstained with "who voted on the prevailing side;" second by J. Fallon. VOTED: 8-0-0-2.

B. Ballou MOVED: that reimbursement requests be approved for Diane Nichols-$55.00, Debbie Brnger-$55.00, Cheryl Burrows-$60.00, Maureen Osborn-$50.00, Paul Teitelman -$125.00, Marlene Bell-$15.00 and Jim Harris-$85.00; second by L. Barrett. VOTED: 8-0-0-2/

The annual report of the N.H. Insurance Trust was distributed. Dr. Wheeler distributed information regarding the N.S.B.A. Convention in San Francisco. He also distributed copies of N.H. Laws which require public funding. There were no committee reports.

Citizen Concerns
D. Bell expressed his support for honoring Martin Luther King Day and introduced Jackie Cleary who in turn introduced several students. She read a paper which explained her position for honoring Dr. King. The students recited parts of Dr. King's speech. W. Wright thanked Mrs. Cleary and the students for their presentation.

Dr. Wheeler indicated that the transportation situation in Roxbury has been resolved. An additional bus has been added to the route at a cost of $3000.00.

Other School Board Business
B. Hamill MOVED: to rescind the action taken at the last meeting and reconsider the proposal to establish a wrestling team for the junior high; second by G. White. VOTED: 4-4-0-2 with J. Carnie, W. Wright, B. Ballou and J. Fallon dissenting. J. Young did not feel that turning down the proposal was fair to the students. B. Hamill agreed. W. Wright suggested putting it into next year's budget or look for other ways to fund it. He closed discussion on the subject.

Dr. Wheeler introduced Dr. Richard Goodman from the N.H.S.B.A. who discussed revision of the policy manual. He indicated that the Board has two functions: hire a superintendent and set policy. The revision would cost about $6000.00. He distributed a sheet indicating the services that would be provided. L. Barrett proposed putting the money in the 1991-1992 budget. The project would not begin until after the money was approved at the district meeting. Discussion followed. L. Barrett MOVED: that $6000.00 be put in the new budget for services rendered by the NHSBA; second by G. White. VOTED: 8-0-0-2.

Informational material was distributed regarding the Claremont law-suit. Discussion followed on support of the law-suit, membership on committees and formation of an article for the school warrant. L. Barrett discussed the reason for the action which is to relieve the taxpayer and indicated that the process could take four years.

K. Hewitt presented two home schooling applications and recommended approval for the Filipi family and the Geraghty family, both of whom are reapplying. B. Hamill MOVED: that both applications be approved; second by J. Carnie. VOTED: 8-0-0-2. K. Hewitt also recommended approval for a new applicant, James Wright from Gilsum. The parents have fulfilled all necessary requirements. J. Young MOVED: that the Wright application be approved; second by L. Barrett. VOTED: 8-0-0-2.

Joe Smith asked that his request for a leave of absence be discussed in executive session.

B. Hamill MOVED: approval for Lunch Program Voucher #8009-8018 dated 11/6/90 for $4516.42, Payroll #8 dated 10/19/90 for $361,529.58, Payroll #9 dated 11/2/90 for $316,331.50 and Payorder Checks #7896-#8007 dated 11/5/90 for $90,416.28; second by L. Barrett. VOTED: 7-0-1-2 with J. Carnie abstaining.

Superintendent's Report
Dr. Wheeler discussed the State Education Performance Chart which graphically showed national SAT scores, graduation rates, teacher salaries, costs per pupil, etc. A brief discussion followed.

W. Wright asked that the Martin Luther King holiday be on the next agenda. B. Ballou suggested that a letter be sent to Jackie Cleary thanking her for the presentation and also asked for feed-back from the administration on the proposal.

J. Carnie MOVED: that the Board go into executive session for the purpose of a leave of absence. The roll call vote was unanimous.

Executive Session

A discussion was held on a proposed leave of absence for Joe Smith. J. Young MOVED: that the superintendent, high school principal, association president and applicant develop a written agreement outlining the request which has to be within contractual limits and present it at the next meeting; second by G. White. VOTED:8-0-0-2.

The Board adjourned at 9:25 p.m.

Respectfully submitted,
Ken Hewitt

Joseph E. Smith
62 Goodell Avenue
PO Box 138
East Swanzey, NH 03446

October 17, 1990

Mr. Thomas Britton, Chairman
Monadnock Regional School Board
Wyman House
600 Old Homestead Highway
East Swanzey, NH 03446

Mr. Britton,

The purpose of this letter is to request the Monadnock Regional School Board to grant me a leave of absence from my position as a counselor at Monadnock Regional High School. According to my interpretation of the present contract, this request would fall under the category outlined in Section 10:14 (Leave of absence for reasons not specified in contract). I have discussed this matter with Mr. Stockwell, Dr. Wheeler, and Mrs. Caldwell, and I believe that this request is the next step in the process.

In January, my wife will be moving to Mexico to accept a job offer from her employer, MARKEM Corporation. This is a temporary position, expected to remain in effect until the Fall of 1993, when she will return to the parent company in Keene. For the remainder of this school year, my son (a fifth grader at Cutler) and I will remain in Swanzey, and plan to move to Mexico in June. We believe that this plan will cause minimal conflict in Jeff's schooling, and will enable me to fulfill my contractual obligations with the school district.

My request is that I be granted a "modified" leave of absence. I am not expecting the district to hold my present position open for two years. That would be an unreasonable request, and would not be beneficial to the students or the staff in the counseling office. What I would like to request is that I be promised that if a position for which I am certified (Counseling and Social Studies) is available for the academic year beginning in the Fall of 1993, that I be offered that position, and be able to return to the employ of the district with my present seniority standing and accumulated benefits (sick time etc.) remaining in tact. I fully understand that a position may not be available at that time, and again, do not expect the district to guarantee that a position will be waiting for me for two years.

For your information, I will be traveling to Mexico during February and April vacation weeks to seek employment in the education field for the two year period. If I am not able to obtain a reasonable position, I plan to further my education, and will most likely enroll in a doctoral program through an American University.

I am excited at the prospect of living in a foreign country, and learning a different culture and lifestyle, but am also concerned about my employment opportunities when I return to this area. I appreciate the time that this request will consume, and will avail myself to you or the full board for discussion if warranted.

Sincerely,

Joseph E. Smith

cc. Dan Stockwell, Principal
Mary Caldwell, Director of Guidance
Bill Wheeler, Superintendent

Copy of remarks to the Monadnock Regional School Board by Jackie Cleary
November 6, 1990

These students and I are here this evening to ask you to consider making Martin Luther King Day more than just a curriculum day. We ask that you join with many other school districts in this state and the citizens of forty-eight other states and make it a true day of celebration.

Several years ago, it would not have occurred to me to come here with this request. I'm sorry to say that Martin Luther King and the Civil Rights Movement would have been far removed from my life. Martin Luther King was a black man from down South and the Civil Rights Movement was some appalling pictures on the news.

What changed this for me were students like the ones you see here. When I started teaching them about Martin Luther King and what he did for this country it truly was a profound experience. First, I started to learn what Martin Luther King was really about- why our federal government decided to honor him with a national holiday- and then it was the children who taught me that when goodness responds to goodness an energy is created that can make this world a better place and when this happens it is certainly cause for celebration.

Two years ago, when my daughter was a student at Keene High, the Keene School Board was considering this same issue. I spoke at three of the board meetings and even wrote a letter to the Keene Sentinel in favor of the issue because I felt so strongly.

Since that time, I have felt guilty because the people who made me feel so strongly about Martin Luther King were not students in the Keene system but my own students right here at Cutler School - and I was doing nothing to repay them for what they had taught me.

Dr. King has been the one figure who appeals to the very goodness of these young people. Children are extremely sensitive to issues of fairness. They are unerring in their sense of true right and wrong. When they hear the story of Martin Luther King and his non-violent fight for civil rights, it brings out the very best in their characters. They become angry at injustice. They are gladdened that someone takes a stand. They revere his cause and sense its importance. They respect his bravery and wish that they could be as brave. They celebrate his victory and experience true joy that goodness has won out over the evils of racism and discrimination. And they cry in sadness that this good man dies.

I wish you all could be in a roomful of children who are so intensely perceiving goodness and justice. It makes them better people. They are gentler and kinder to one another. Even the roughest and most agressive are affected.

And so, it is very disheartening to have them find out that our state is now one of only two that do not acknowledge the greatness of this man and his cause. It undermines the sense of wonder and goodness that Dr. King invoked. Why? they ask: Why? They question first the powers that deny Dr. King and then they question themselves and their experience. Maybe he wasn't that important. Maybe what he did for this country isn't as important as they had sensed. The grownups and people in power don't value him, and so their sense of intense goodness and joy fades into feelings of confusion and disillusion.

So we have come to try to recapture the intensity of those feelings for the students who opened themselves heart and soul to Martin Luther King and experienced his goodness and became better themselves.

Martin Luther King showed a whole country that love and goodness and tolerance are so important that they are worth risking your life and even dying for. More than freeing black people from the evils of prejudice and discrimination, he freed the white people of this country from their complacency and acceptance of it. It is surely more shameful to be the oppressor than the oppressed and surely we should celebrate our release from that role.

Our federal government recognized that Martin Luther King was a historical figure of greatness because he, as a private citizen, led us so much closer to what our Declaration of Independence declares- that "all men are created equal".

This is not a political decision, it is an educational decision. It is time for us to set aside a day when we share with our fellow Americans a renewed commitment and recognition of that declaration. It is up to us to help our children understand that justice, love, and tolerance are worth celebrating -particularly in a world, when, as I speak, Muslims and Hindus, Jews and Palestinians, Catholics and Protestants, are killing each other by the hundreds in the name of intolerance. And everywhere that differences exist, people are paying the price of their ignorance. Our country has officially chosen to have no part in that kind of world. And this we should celebrate. We ask that you, as leaders of our community, lead us to a better place, a place that recognizes the injustices of the past, that accepts a share of the guilt for those injustices, and encourages us to celebrate the righting of the wrongs that were done in our name. We ask that you lead us out of our complacency and take a first step in educating our entire community to understand the debt that we owe to Martin Luther King. To understand that, because of Martin Luther King, our country took a giant leap toward fulfilling the national promise that"all men are created equal". And what could be more worthy of celebration than that?

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

East Swanzey, New Hampshire 03446

Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District **Monadnock Regional School District** **Winchester School District**

Dr. William V. Wheeler - ***Superintendent***

Kenneth G. Hewitt, ***Assistant Superintendent***
John M. Menton, ***Business Manager***

Richard T. McCarthy, ***Assistant Superintendent***
Kenneth R. Dassau, ***Director of Special Services***

To: Monadnock Regional School District Board Members

Date: November 14, 1990

Topic: Notes on Agenda Items

From: Dr. Bill Wheeler

3c. The draft budget which was presented to the SAU #38 Board is enclosed for your review.

3d. I will present the administrators' budget to you at the meeting. A full discussion is scheduled for the December 4 Board meeting and a scheduled budget workday has been set for Saturday, December 8, 1990.

4a. Charlie, the principals and I have been involved on our goal to "Establish a Building Maintenance and Custodial Care Program which would upgrade the appearance and longevity of district school buildings." I wish to update the Board on how that is progressing.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
NOVEMBER 20, 1990

MEETING AT

Wyman House, Swanzey Center

CALL TO ORDER 7:30 PM

1. **CONSENT AGENDA**

   a. Minutes of previous meeting
   b. Approval of reimbursement requests
   c. Correspondence/announcements
      1) Approval Designation by New Hampshire Department of Education for Monadnock Regional Junior High School
   d. Board committee reports

2. **CITIZEN CONCERNS**

3. **OTHER SCHOOL BOARD BUSINESS**

   a. Discussion on Martin Luther King Jr. Holiday.
   b. Request for a leave of absence from a teaching position by Joseph Smith, MRHS counselor. (see attachment)
   c. Discussion on SAU #38 budget. (see attachment)
   d. Presentation of draft proposal on the Monadnock Regional School District 1991-92 budget.
   e. Action on Manifests.

4. **SUPERINTENDENT'S REPORT**

   a. Care and maintenance of school facilities report.

5. **EXECUTIVE SESSION**

   a. Staff resignations
   b. Staff nominations
   c. Pending Litigation

6. **ADJOURNMENT**

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, November 20, 1990, Wyman House

PRESENT: T. Britton, J. Young, L. Barrett, W. Wright, G. White, D. Keating, J. Carnie, B. Ballou, B. Hamill. Absent: J. Fallon. Also present: Dr. Wheeler, K. Hewitt, J. Menton, L. DeCoste, D. Mousette, D. Bell, D. Stockwell, A. Putz.

Chairman Britton opened the meeting at 7:30 p.m.

Consent Agenda
G. White MOVED: that the minutes of November 6 be approved as presented; second by J. Carnie. VOTED: 5-0-2-3 with D. Keating and T. Britton abstaining.

J. Young MOVED: course reimbursement requests for Paul Breckell-$375.00, Adrienne Noel-$13.00, Marjorie Shepardson-$123.88 be approved; second by J. Carnie. VOTED: 7-0-0-3. B. Hamill arrived at this time.

Dr. Wheeler distributed the booklet on N.H. School Districts and Municipalities and briefly explained the contents. B. Ballou arrived at this time.

Dr. Wheeler reported that the state has approved the junior high school with restrictions on music and art.

There were no Board committee reports.

Citizen Concerns
Doug Smith requested approval of the winter track program. W. Wright MOVED: that the program be approved; second by G. White. If the program becomes a varsity sport, the cost would be around $4120.00. W. Wright suggested putting that sum of money in the 1991-1992 budget. Motion VOTED: 9-0-0-1.

Other School Board Business
Discussion centered on recognizing a holiday for Dr. Martin Luther King. Dr. Wheeler presented the background in developing a school calendar. The principals reviewed the activities held in their schools during the last year and viewed them as being positive and worthwhile. G. White MOVED: that the district recognize Martin Luther King Day in 1991-1992 on the same day as has been declared a national holiday; second by J. Carnie. B. Hamill expressed his feelings in opposition to the motion. VOTED: 6-3-0-1 with J. Young, L. Barrett and B. Hamill dissenting.

Dr. Wheeler presented a proposed contract for Joe Smith. The proposal was developed by Smith, the association and the administration. After a brief discussion, J. Young MOVED: that the special leave agreement be approved; second by B. Ballou. VOTED: 9-0-0-1.

W. Wright reported on the presentation made of the SAU budget to the SAU Board. J. Carnie questioned the Deaf Collaborative and whether students could be served within the district. Dr. Wheeler explained how costs are allocated and the funding of the psychologist. J. Carnie asked about administrative salaries. B. Hamill felt that the percentage increase in salaries should be lower. Discussion followed. J. Young recommended a 5% increase at this time; second by B. Ballou. D. Keating asked about the computer coordinator. W. Wright explained what the coordinator was currently doing. The principals commented positively on his performance. Motion VOTED: 8-1-0-1 with T. Britton dissenting. The increase in retirement was discussed. B. Hamill indicated that he had talked with a couple of leaders in the teachers' association, and they indicated they would be willing to meet to discuss reducing salary increases by a couple of percentage points for 1991-1992.

Dr. Wheeler passed out the proposed Monadnock budget. A general discussion will be held at the next meeting for approximately one hour. The Board will meet December 8 to review the budget in detail.

B. Hamill MOVED: approval of Lunch Program Voucher #8123-#8131 dated 11/20/90 for $27,621.03, Payroll #10 dated 11/14/90 for $384,424.50 and Payorder Checks #8048-#8122 dated 11/19/90 for $277,143.61; second by G. White. VOTED: 8-0-1-1 with J. Carnie abstaining.

Superintendent's Report

Dr. Wheeler distributed a care and maintenance of school facilities report and explained the process used which included the director of maintenance and building principals. A copy of each school's report will be sent to each Board member.

J. Young MOVED: that the Board go into executive session for the purpose of a resignation, nomination and pending litagation; second by G. White. The roll call vote was unanimous.

Executive Session

J. Young MOVED: that the resignation of Susan Schoenfuhs be accepted; second by G. White. VOTED: 9-0-0-1.

B. Hamill MOVED: that the nomination of Geraldine Liebert be approved; second by G. White VOTED: 9-0-0-1.

A discussion was held on the pending litigation with the Town of Gilsum.

The Board adjourned at 9:55 p.m.

Respectfully submitted

Ken Hewitt

Executive Session: For Board Members only

You will in all probability have heard about Mr. Connors by the time you read this. I have a resignation from Mr. Connors for your action. Based on this document his contract with the district will terminate on December 4, 1990, if you choose to do so. Mr. Stockwell and I met with Mr. Connors this morning (Tuesday, November 27) on the matter. We will be try to answer any questions or concerns you may have during the meeting.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
DECEMBER 4, 1990

MEETING AT

Monadnock Regional High School, Swanzey Center

CALL TO ORDER 7:30 PM

1. **CONSENT AGENDA**

   a. Minutes of previous meeting
   b. Approval of reimbursement requests
   c. Correspondence/announcements
      Report on the Sullivan Town meeting regarding tax increase
   d. Board committee reports

2. **CITIZEN CONCERNS**

3. **OTHER SCHOOL BOARD BUSINESS**

   a. Report from Master Plan Committee.
   b. Discussion of the SAU #38 Budget.
   c. Discussion of the Monadnock Regional School District Budget.
   d. Action on Manifests.

4. **SUPERINTENDENT'S REPORT**

   a. Holiday Cheer!

5. **EXECUTIVE SESSION**

   a. Staff resignations
   b. Staff nominations
   c. Pending Litigation

6. **ADJOURNMENT**

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

East Swanzey, New Hampshire 03446

Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District **Monadnock Regional School District** **Winchester School District**

Dr. William V. Wheeler - ***Superintendent***

Kenneth G. Hewitt, ***Assistant Superintendent***
John M. Menton, ***Business Manager***

Richard T. McCarthy, ***Assistant Superintendent***
Kenneth R. Dassau, ***Director of Special Services***

To: Monadnock Regional School District Board Members
Date: November 27, 1990
Topic: Agenda Notes
From: Dr. Bill Wheeler

3a. The Master Plan Committee is meeting on Thursday, November 29 to discuss the final preparation for the Board Report. One of the key questions has been whether or not this is the proper year to continue pursuing a vote on a bond to build a junior high school, purchase land for an elementary school site or other issues. It is a topic which some board members have addressed to me. The architect has revised his plans, not greatly, for the junior high school. The architect, site engineer and I have viewed the proposed elementary school sites with thought to placement of facilities. A report will be made to the committee Thursday night. In other words you will be asked to direct the committee toward the March meeting and beyond.

3b and c. We will need to discuss the information presented at the meeting.

4a. Hold the applause! I will probably already have talked enough to fill the season. So unless there is a need for me to do I will forego addressing any topics at this time.

MONADNOCK REGIONAL SCHOOL BOARD

MINUTES: Monadnock Regional School Board, M.R.H.S. Library, December 4, 1990

PRESENT: B. Hamill, G. White, J. Carnie, L. Barrett, J. Young, D. Keating, T. Britton, J. Fallon, W. Wright; absent, B. Ballou. Also present, Dr. Wheeler, K. Hewitt, A. Putz, K. Dassau, N. Evans, D. Bell, D. Mousette, L. DeCoste, D. Stockwell, J. Menton, Bill Prigge.

Chairman Britton opened the meeting at 7:35 p.m.

Consent Agenda
G. White MOVED: that the minutes of November 20 be approved as presented; second by J. Young
L. Barrett asked that the minutes include a statement that a Board member talking to the teachers' association about reducing salary increases did not have the sanction of the Board.
VOTED: 7-0-1-2 with J. Fallon abstaining.

There were no reimbursement requests.

Dr. Wheeler reported on the meeting in Sullivan on tax structure and tax increases. L. Barrett and D. Keating indicated that Dr. Wheeler did an excellent job in explaining those areas.
T. Britton said that the towns will have to go back to the legislature for financial aid.

There were no Board committee reports.

Citizen Concerns
Larry Secord of Swanzey expressed a concern about taxes, homes unable to sell and costs for schools out of control. He felt that the Board never let the public know about kindergarten becoming part of the program. Students should be vouchered out to private kindergartens with no transportation provided. He suggested that all vocational students go to C.V.C. to relieve space at the high school. He felt that busing is out of line; taxi service has to stop to control costs. He asked about the cost of $350,000.00 for the S.A.U. and if it could be less.

Dick Lane of Swanzey expressed a concern that the state is not helping school districts. He questioned the 10% increase in the S.A.U. budget. T. Britton said that the increase is 6% and most of that is in special education. Dick Lane felt that that was acceptable, but the challenge is to bring in a district level budget of last year's total.

Other School Board Business
Mike Neylan, Chairman of the Master Plan Committee, said that the committee has a three part plan. One part is to build a 6.2 million junior high school; a second part would be the acquisition of a site in Richmond with a purchase and sales agreement. The third part would be to build a K-6 elementary school for 3.1 million on the acquired site. The school would house 350 students and have 100 sq. ft. per student. Roy Banfield explained the construction costs which would be $61.00 a square foot in 1991 dollars. Dr. Wheeler explained the enrollment projections and how they were estimated. D. Keating does not feel a major program will pass, and the Board should look at alternatives like a year-round school. G. White agreed. J. Young felt a building proposal would affect budget approval. B. Hamill felt a proposal should be made known to the public every year until approved. M. Neylan thanked the Board for the opportunity to serve on the committee and indicated he would feel better if the proposal were defeated. Katie Whittum would like to see the proposal on the warrant. J. Carnie felt the Board should take a position. This item will be on the December 18 agenda.

T. Britton reviewed the S.A.U. budget. The 6% increase is approximately $55,000.00 which is mostly in special education. Dick Lane asked for a reaction to his question of level funding. T. Britton indicated that several budget sessions will be held and then the Board will know what the implications will be on budget cuts. A brief discussion followed.

B. Hamill MOVED: that Lunch Program Voucher #8210-#8220 dated 12/4/90 for $12423.90 Payroll #11 dated 11/30/90 for $294,983.84 and Payorder Checks #8155-#8209 dated 12/3/90 for $25,332.74 be approved; second by J. Young. VOTED: 7-0-1-2 with J. Carnie abstaining.

Dr. Wheeler discussed the anticipated foundation aid. W. Wright arrived at this time. Discussion was held on the district budget. K. Dassau explained the special education budget and responded to questions. Dr. Wheeler explained how contracted services work. J. Carnie indicated that he would like Cheshire Trans. to present to the Board a cost breakdown for the past several years. This will be on the December 18 agenda. J. Menton discussed the increase in B.C.-B.S. and the dental plan. The Board will have a budget session on Saturday, December 8.

J. Carnie MOVED: that the Board go into executive session for the purpose of nominations, resignations, pending litigation and a deliberative session; second by J. Fallon. The roll call vote was 8-0-0-2.

EXECUTIVE SESSION

G. WHITE MOVED: that the Board accept the letter of resignation from Michael Connor effective December 4; second by J. Carnie. VOTED: 9-0-0-1.

Disucssion was held on pending litigation against the Town of Gilsum. No action was taken.

The Board adjourned at 10:25 p.m.

Respectfully submitted,

Ken Hewitt

NEW HAMPSHIRE RETIREMENT SYSTEM

CHARLES H BALDWIN
Chairman, Board of Trustees
(603) 668-4353
HARRY M. DESCOTEAU
Executive Secretary
MAURICE L. DANEAULT
Assistant Executive Secretary

The Granite State

BOARD OF TRUSTEES:
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A. Roland Roberge

MEMORANDUM

TO: **PARTICIPATING EMPLOYERS**

FROM: **CHARLES H. BALDWIN, CHAIRMAN**
BOARD OF TRUSTEES

DATE: **DECEMBER 5, 1990**

SUBJECT: **EMPLOYER NORMAL CONTRIBUTION RATES**

The purpose of this memo is to provide additional information and clarification regarding the employer normal contribution rates as presented to all employers in the Retirement System memorandum of November 14, 1990. Our purpose is also to make you aware of what steps the Board of Trustees has been taking during the past several months to deal with the contribution rate increase problem.

There are three primary causes for the rate increases: (1) technical aspects of the actuarial valuation process, (2) legislated benefit increases and (3) dramatic and unpredictable changes in the demographics of the participants. We will review each of these in detail in the following paragraphs. Importantly, the investment performance of the System has had no impact whatsoever on the increase in employer contribution rates. Investment results can negatively impact the contribution rates only if the five year moving average rate of return falls below 8%. The five year moving average investment returns have substantially exceeded 8%.

ACTUARIAL FUNDING METHODOLOGY

The actuarial funding methodology used under the present statute, which has been in place since the late 1960's, is the so-called entry age normal with past service liability funding method. This funding methodology has operated since that time with virtually no change. The method was designed initially to fund the System over the full working career of members with any unfunded liability to be paid off over twenty years. This method has now matured, in part because the past service liability has been fully amortized, with the result that the System's funding has been compressed to a period as short as eight to nine years for hazardous duty members and about twelve to thirteen years for other members. Our actuaries have advised that this funding period is much too short both actuarially and financially. This methodology also produces more dramatic fluctuations in contribution rates (both up and down) than are reasonable. Contribution

rate volatility was not as great when the buffer created by the twenty year past service liability funding was available.

LEGISLATED BENEFIT INCREASES

Since the mid 1980's, cost of living increases have been funded by System investment earnings in excess of 8% through the operation of the Special Account. (Prior to the creation of the Special Account, COLA increases were funded on an ad hoc basis by the legislature.) The operation of the Special Account has eliminated the opportunity for employer contribution rates to go down when investment performance exceeds 8%. More recent legislation eliminated the Social Security offset for group one retirees. The impact of this legislation alone caused a 75% increase in the employer normal contribution rates required for group one members.

CHANGES IN THE DEMOGRAPHICS OF SYSTEM MEMBERSHIP

There have been substantial and unpredictable increases in the covered payroll of the members of the System from the period June 30, 1987 to June 30, 1989. Covered payroll has increased by approximately one-third for all groups. The number of teachers and employees, primarily municipal employees, has increased by roughly one-third as well. These increases have substantially increased the future liabilities and, therefore, the funding cost of the System. In addition, the general trends toward longer lifetimes and reduced levels of employee turnover have compounded in the last two or three years to additionally increase the System's liabilities. Under the present actuarial funding method, these increases translate into dramatically higher cost. Furthermore, the entry age normal funding method causes the funding increase to be recognized at an unreasonably fast pace.

BOARD OF TRUSTEE ACTIONS

Preliminary calculations made by the System's actuaries brought these problems to light this past summer. The Board has been working with the actuary to develop solutions to these problems since that time. Specifically, the Board has been reviewing alternative funding methods to achieve several objectives: (1) lower aggregate employer normal contribution rates for the upcoming biennium, (2) relatively level contribution rates for the next twenty years (absent any changes in benefit structure) and, (3) the attainment of a 130% funding ratio for all employee groups at the end of the twenty year period.

This review process has produced an alternative funding report, the results of which have been shared with the leadership of the legislature and the Governor's office. This dialogue has led to a request by the legislative leadership for the preparation of some additional actuarial calculations reflecting possible changes to COLA policy and the operation of the Special Account. The Board will be reviewing the results of these studies at its December and/or January meetings. It is likely that the Trustees will ultimately make a recommendation to the legislature. Because the current statutes now require the use of the entry age normal actuarial funding method, any change in the actuarial funding policy will require legislative action.

For many years, the System has employed a practice of having a forecast actuarial valuation performed in advance of each biennium. The forecast valuation produces contribution rates to be applied to the following biennium. At the end of each biennium, the actual results are compared to the forecast to determine the adequacy of the forecast rates which were, in fact, used as the actual contribution rates for the preceding biennium. The underlying actuarial and demographic assumptions used in a forecast are also compared to the actual results. A review of this assumption forecasting process for the last ten years shows that the forecast assumptions and actual results have been very close. The June 30, 1987 to June 30, 1989 period, however, showed a dramatic variance between the forecast assumptions and the actual results. The changes were simply too dramatic to have been readily predictable.

CONCLUSION

It is likely that the Board will ultimately certify different normal contribution rates to participating employers if there is legislative action taken with regard to the actuarial funding method. We will keep you informed of new developments as they arise.

This is the most complete explanation and update that is possible for us to provide at this time. We respectfully ask that you not contact the Retirement System office for additional information as the time burden on the staff would simply be too great in view of the heavy workload which the staff already faces. It is our hope that this communication will have answered the major questions which you might have. There simply is no other additional information available at this time.

PROPOSAL FOR A SPECIAL COMMITTEE

To Study: YEAR-ROUND SCHOOLS IN MRSD

Committee Structure:

Chairman:(1)	Dr. Bill Wheeler
Board Member:(1)	To be appointed by Board Chairman
Faculty:(4)	Two secondary qne two elementary - to be selected
Community:(4)	One Northern Schools - volunteer One Troy/Fitzwilliam Schools - volunteer One Richmond/Roxbury/Swanzey - volunteer One Monadnock Regional High School - at-large volunteer
Admin Team:(1)	Appointed by Superintendent

Purpose: To review and evaluate a former study completed in the District concerning Year-Round Schools and current literature on the subject as it pertains to Monadnock Regional School District.

Subset:

1. Define the advantages and disadvantages of Year-Round Schools for MRSD

2. Use like data and information concerning the District with that used by the Master Plan Committee regarding student projections and facilities

3. Solicit community input on the topic

4. Prepare a written statement with recommendations for the MRSD School Board by December 1, 1991

Structure:

Meetings will be called by the chairman
Decisions will be rendered by a majority of the members present at the meetings
Sub-committees may be formed to perform certain tasks
The SAU #38 Administrative Secretary will serve as the recorder/ reporter for the committee
Sub-committees will select a recorder/reporter from the membership

PROPOSAL FOR A SPECIAL COMMITTEE

To Study: BUS TRANSPORTATION ISSUES IN MRSD

Committee Structure:

Chairman: (1)	Ken Hewitt
Board Member:(1)	To be appointed by Board Chairman
Faculty:(2)	One Secondary and one elementary - to be selected
Community(4)	One Northern Schools - volunteer One Troy/Fitzwilliam Schools - volunteer One Richmond/Roxbury/Swanzey - volunteer One Monadnock Regional High School - at-large volunteer
Cheshire Trans(1)	Appointed by John Loeb, President
Admin Team(1)	Appointed by Superintendent

Purpose: To analyze and evaluate bus transportation as provided by Cheshire Transportation Company, Inc. to Monadnock Regional School District.

Subset:

1. Review existing policies and procedures

2. Review transportation routes in the district.

   A. Regular bus routes
   B. Special Education routes
   C. Activity bus trips

3. Analyze and evaluate the efficiency of items in #2

4. Analyze and evaluate the costs of items in #2

5. Prepare a written report with recommendations to the MRSD School Board by June 15, 1991

Structure:

Meetings will be called by the chairman
Decisions will be rendered by a majority of the members present at the meetings
A recorder/reporter will be selected from the membership

28 November, 1990
D.A. Smith Sr.

TO: MONADNOCK REGIONAL SCHOOL BOARD
RE: NEW ENGLAND HERITAGE TOUR - Cheshire County YMCA

A PROPOSAL

I am proposing that Monadnock Regional Junior High take part in the Cheshire County YMCA New England Heritage Tour this Fall. It will be open to all seventh (7th) grade students who wish to go and be chaperoned by YMCA employees, school staff, and parents. It will take place on a Saturday and Sunday and not require school time. All chaperones will be volunteer.

PROGRAM:

1. The cost : $125.00 Raised by the students soley.

2. Committment: A six (6) month organizational and training period. Students, group leaders, and often parents take part in once-a-month meetings of approximately 2 hrs. in length to be educated and organized.

3. Money: The students will raise all the money they need through fund raising activities. There is also one fund raiser for the YMCA World Fund program.

4. Trip: We are hoping to take our first trip in November 1991.

The group will spend Saturday at Plimoth Plantation and Sunday in Boston doing the Freedom Trail.

WE ARE HOPING TO MAKE THIS AN ANNUAL TRIP STARTING WITH THIS TRIP FOR 7th GRADERS. IN FUTURE YEARS WE ARE LOOKING TO EXPAND THIS INTO THE 8th GRADE AMERICAN HERITAGE PROGRAM.

Thank You:

D.A. Smith Sr.

MONADNOCK REGIONAL SCHOOL BOARD
SCHOOL BOARD AGENDA
DECEMBER 18, 1990

MEETING AT

Monadnock Regional High School, Swanzey Center

7:00 PM Finance Committee Meeting

CALL TO ORDER 7:30 PM

1. **CONSENT AGENDA**

   a. Minutes of previous meeting
   b. Approval of reimbursement requests
   c. Correspondence/announcements
      1) School Law Journal
      2) Note from Jackie Cleary and Cutler students
      3) "Right to Know - 1990"
      4) Response to questions concerning the retirement fund increase of cost to employer (see attachment)
   d. Board committee reports

2. **CITIZEN CONCERNS**

3. **OTHER SCHOOL BOARD BUSINESS**

   a. Action on Master Plan Committee report.
   b. Proposal for Special Committees.
      1) Bus Transportation Committee (see attachment)
      2) Year-round School Study Committee (see attachment)
   c. New England Heritage Tour for Middle School (see attachment)
   d. Recommendation for Jr. High School Assistant Principal.
   d. Discussion of the Monadnock Regional School District Budget.
   e. Action on Manifests.

4. **SUPERINTENDENT'S REPORT**

   a. Discussion of topics in School Law Journal.

5. **EXECUTIVE SESSION**

   a. Staff resignations
   b. Staff nominations
   c. Pending Litigation

6. **ADJOURNMENT**

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

East Swanzey, New Hampshire 03446

Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District **Monadnock Regional School District** **Winchester School District**

Dr. William V. Wheeler - ***Superintendent***

Kenneth G. Hewitt, ***Assistant Superintendent*** Richard T. McCarthy, ***Assistant Superintendent***

John M. Menton, ***Business Manager*** Kenneth R. Dassau, ***Director of Special Services***

To: Monadnock Regional School District School Board Members
Date: December 12, 1990
Topic: Items on the School Board meeting agenda
From: Dr. Bill Wheeler

1.c.4) Perhaps before Tuesday Night we will have information concerning the Dec. 11, 1990 meeting of the Retirement Fund Board of Trustees. At this time, however, there is no change in the funding structure.

3.a. The Master Plan Committee will be meeting on Thursday Night to finalize the materials which they wish to extol to the voters concerning the three phases of their proposal. The architect will provide preliminary figures on renovating and remodeling the present elementary schools (Phase III). The most critical question in my mind, is how do we tell the voters that we really do have a serious facilities problem at MRHS and Cutler and be sensitive to the economic climate of the District? The impact of a bond debt would be felt in 1992-1993. If the variables employed last year to determine household cost remained the same, a $100,000 equalized valuation of property would cost just less than $40.00, with the operation cost for the additional facility costing an additional $22.00. Last year's proposal was to collect $305,000 to fund the bond debt payment. This year's proposal for facilities is about 90% of last year's proposal. Again, if the variables remain constant, the amount needed the first year to fund the bond debt would be $275,000. I was anticipating about $143,000 additional operation cost for the facility. I would predict that to increase it by 12% or a total of $160,000, a first year cost of the junior high school to be approximately $450,000. Last year I predicted $435,000 for this year. Not much of difference when one thinks of the varialbe involved in both predictions.

3.b.1) The issue of bussing in the District has been hashed and rehashed since I have arrived, I suspect it was going on before I arrived, and needs study. I have visited with John Loeb concerning the issue and he has agreed to appoint someone to represent Cheshire Transportation Company, Inc. on the committee. The rest seems self-explanatory.

3.b.2) A number of times in presenting solutions to the facilities problem which we face a suggestion has been made to develop a strategy for implementing year-round schools and/or split schedules at the Junior/Senior High School. This proposal would address the issue. At this time I have ordered and received a couple of research documents from which the committee may begin.

3.d. In addition to the discussion of items on Saturday is a request by Arlene Perry, District Treasurer, to consider a pay raise. At the present time the position holds an annual salary of $2,000. This request was missed by me during the foregoing presentations.

4.a. The School Law Journal, to be handed out during the meeting, deals with the topics of negotiations and Special Education issues. Two topics which seem appropriate for us at this time. It is good reading. My attempt will be to highlight some of the characteristics of the issues and share in a conversation with you on the topics.

To: Dr. Bill Wheeler
From: David Bell
Subject: Proposed budget reductions for 1991-92
Date: 30 December 1990

In recent meetings, the administrative team agreed on certain reductions in the originally proposed budget. Those cuts and their impact on Cutler School are as follows:

Capping the budget increase at 8% will mean

1)elimination of funding for Field Trips by the district. In the past two years the PTO has managed to pay for these trips. Whether they can in 1991-92 is unknown at this time. Cost is $3,500.

2) $2,500. was budgeted to hire consultant time and expertise as the school leaves the umbrella of the SIP Program. Technical assistance in the way of staff development was the goal as we look more and more at student outcomes.

3) The part time Library aide for $3,500. is a proposed saving along with $3,600 budgeted for Library print and non-print materials. Both of these will be sorely missed in the school. 1992-93 will definitely see a request for materials and a Library Media Generalist. Eventually, a full time aide appears necessary and appropriate.

If the budget is held to a 6% increase, the following areas will be added to those listed above:

1) At a savings of $19,000. Otter Lake Conservation School will be eliminated. This one week residency program for all 6th grade students will not be offered in the spring of 1992. The experience is a hands on approach to environmental sciences and provides the opportunity for 6th graders throughout the district to meet some of their future classmates at Monadnock Regional Junior High School.

2) The Reading Improvement Program would be eliminated at a savings of $39,650. Small group instruction, placement testing, budgeting and other aspects of the job would be picked up by teachers, instructional assistants, and the principal. While losing this position will be felt, the entire school believes that holding onto the additional 6th grade classroom is the highest priority. Having students at the intermediate grade level as opposed to primary students also relieves the pressure of giving up this position.

If I can provide more information to you or the Board, please let me know.

office
ROUTE 10
GILSUM, NH 03448
(603) 352-2226

DAVID MOUSETTE, Principal
CYNDI DEJNAK, Secretary

The Northern Schools are committed to fostering every child's self-esteem, love for life-long learning, and respect for others and their environment.

To: Dr. Wheeler
Mr. Hewitt
From: David J. Mousette
Re: Rationale for personnel cuts
Date: 12/28/90

Dear Dr. Wheeler and Mr. Hewitt,

It is felt that our greatest asset, in the district, having a direct effect on students' achievement, is our human resources. Due to a possible 6% cap on our budget, we have had to cut our Reading Specialist and LIbrary Aide from the Northern Schools' staff. Though these positions are important to the function of the Northern Schools, they have a lower priority than our Instructional Assistants.

We believe the preventative program, whereby students in need of help receive it immediately before failure occurs, is the most effective way to help students build self-esteem and experience success. This occurs through the use of our instructional assistants, within the classroom setting, under the supervision of the teacher.

If it is necessary to cut these two positions, it is important for the board to realize we will be requesting the positions be reinstated in the future.

Sincerely,

David J. Mousette

David J. Mousette

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, M.R.H.S. Library, December 18, 1990

PRESENT: T. Britton, W. Wright, J. Fallon, G. White, J. Carnie, B. Ballou, B. Hamill, L. Barrett, D. Keating. Absent: J. Young. Also present: Dr. Wheeler, K. Hewitt, J. Menton, N. Evans, L. DeCoste, D. Bell, D. Stockwell, A. Putz

Chairman Britton opened the meeting at 7:35 p.m.

Consent Agenda
W. Wright MOVED: that the minutes of December 4 be approved as presented; second by J. Carnie who noted that a deliberative session was not held at that meeting. VOTED: 7-0-0-3.

J. Carnie MOVED: approval of course reimbursement for Caroline Roosa- $227.50, Susan Armstrong-$95.00, Diana Elkavitch-$60.00, Russell Austin-$295.00: second by W. Wright. VOTED: 7-0-0-3.

Dr. Wheeler distributed the School Law Journal. He read a note from Jackie Cleary and her class thanking the Board for recognizing Martin Luther King Day. G. White arrived at this time. The latest right-to-know document was distributed to the Board as well as a pocket folder from the Commissioner of Education showing statistics on N.H. education.

Dr. Wheeler indicated that there is no change in the retirement fund increase so the budget cannot be reduced in that area. He indicated that he did receive a response from the letter he sent to the retirement system. Board members were encouraged to read the Vital Signs in the School Board Journal. Declaration of Candidacy forms were available for Board members whose terms will expire. It was noted that an income tax proposal will be presented to the legislature.

T. Britton indicated that the finance committee received a salary proposal from the principals. Action will be taken at the next meeting.

Citizen Concerns
None at this time.

Other School Board Business
A discussion was held on the Master Plan Committee report and reviewed by Mike Neylan. The plan is to build a junior high school and acquire land for an elementary school. D. Keating said he could vote to place an article in the warrant since the Board was also looking at alternatives. J. Carnie recommended giving priority to the elementary proposal and explained why. B. Hamill would like to see all four phases of the building program on the warrant. After discussion L. Barrett MOVED: that the Board support the elementary proposal as opposed to the junior high; second by J. Carnie. B. Ballou arrived at this time. VOTED: 7-2-0-1 with D. Keating and G. White dissenting. G. White suggested that nothing be placed on the warrant this year. B. Hamill MOVED: that a junior high for 6.2 million be placed on the warrant; second by W. Wright. B. Hamill explained his position. VOTED: 2-5-2-1 with L. Barrett, T. Britton, B. Ballou, J. Fallon and G. White dissenting and J. Carnie and D. Keating abstaining. T. Britton asked that an agenda item on 1/15/91be a discussion with the Master Plan Committee. The Master Plan Committee will meet on 1/10/91

Dr. Wheeler asked that a bus transportation committee be formed to review current bus service and submit a report to the Board in June. B. Ballou MOVED: that a bus transportation committee be formed; second by D. Keating. J. Carnie felt that it was inappropriate at this time, and that the full Board should be involved. VOTED: 7-1-1-1 with J. Carnie dissenting and W. Wright abstaining. G. White volunteered to serve on the committee.

Dr. Wheeler asked that a committee be formed to study alternative scheduling for district schools which would include year-round schools. J. Fallon MOVED: that a committee be formed to study alternative scheduling; second by D. Keating. VOTED: 9-0-0-1. D. Keating volunteered to serve on the committee.

D. Stockwell introduced the N.E.Heritage Tour Program which could be done at no cost to the district. Doug Smith described the program. Discussion followed. G. White MOVED: that permission be granted to initiate the N.E.Heritage Tour Program for junior high students; second by J. Carnie. VOTED: 9-0-0-1.

W. Wright MOVED: that the Board go into executive session for the purpose of discussing the position of assistant principal for the junior high and then return to open session; second by D. Keating. The roll call vote was 9-0-0-1.

EXECUTIVE SESSION

The Board discussed the position of interim assistant principal for the junior high. W. Wright MOVED: that the Board return to open session; second by G. White. VOTED: 9-0-0-1.

Open Session

Dr. Wheeler nominated Douglas Gagne as interim assistant principal of the junior high at a salary of $38,000.00 and a beginning date of January 2, 1991. B. Ballou MOVED: that the nomination be accepted; second by D. Keating. VOTED: 9-0-0-1.

A discussion was held on the district's 1991-1992 budget. J. Carney MOVED: that the percentage increase in the budget be no greater that 8%; second by B. Ballou. Chairman Britton declined to accept the motion. B. Ballou MOVED: that the budget be finalized on 1/8/91; second by L. Barrett. VOTED: 7-1-1-1 with T. Britton dissenting and G. White abstaining. The administration was asked to review the budget, decrease the percentage increase to 8% and 6% and show the effect such decreases would have on educational programs.

W. Wright MOVED: to approve the manifests as presented; second by L. Barrett. VOTED: 9-0-0-1. They include: Lunch Program Voucher #8310-8319 dated 12/18/90 for $21,843.02, Payroll #12 dated 12/14/90 for $441,341.46 and Payorder Checks #8251-8308 dated 12/17/90 for $215,238.59.

Superintendent's Report

Dr. Wheeler commented on articles in the School Law Journal.

There were no nominations, resignations or pending litigation to be acted on at this time.

The Board adjourned at 10:20 p.m.

Respectfully submitted,

Ken Hewitt