MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board
Cutler School, West Swanzey Center
April 2, 1997

CALL TO ORDER:
The meeting was called to order at 7:04 PM by J. Carnie, Chairman.

PRESENT:
Nancy Callender, Jim Carnie, Charles Nolan, Richard Thackston, Larry Sicotte, John Tommila, Glenn White, and Dr. Wm Wheeler, Superintendent of Schools. Also present John Menton, David Bell, Lil DeCoste, Dan Stockwell, Betty Tatro, Joanne Marchand and Diana Elkavitch.

CONSENT AGENDA:
G. White MOVED: That the Board approve the minutes of March 18, 1997; SECONDED by B. Hamill. VOTED: 7-0-0-3.

B. Hamill MOVED: That the Board approve the minutes of the non public Student Disciplinary Hearing of March 18, 1997; SECONDED: by L. Sicotte. VOTED: 7-0-0-3.

G. White MOVED: That the Board approve the minutes of the Annual Meeting of March 15, 1997; SECONDED: by J. Tommila. VOTED: 7-0-0-3.

C. Nolan MOVED: That the Board approve the Student Disciplinary Hearing of February 25, 1997; SECONDED: by J. Tommila. DISCUSSION: C. Nolan requested that the minutes reflect the parent's comment, "That the gun closet had been left unlocked". VOTED: 6-0-1-3.

R. Thackston was not present to vote on motions to approve the minutes.

CITIZENS CONCERNS:
D. Stockwell advised the Board that a group of students interested in competitive ice skating would be competing as representatives of the Monadnock High under the auspices of the American Figure Skating Association. He explained that their participation in this activity will be at no cost to the District. No action was requested of the Board.

STUDENT COUNCIL CONCERNS: None

OTHER SCHOOL BOARD BUSINESS:
A. Board Committee Reports;
C. Nolan, Facilities Committee Chairman, reported that a meeting was held on Tuesday, February 28th to review the insurance claim payment regarding the damage to the Cutler School boiler and the scope of the project. The Committee met with C. Roosa, A. Corindia and D. Bell and determined that

Monadnock Regional School District

DISTRICT GOALS
1996-1997

GOAL 1:

Support school excellence programs in each of the schools by continually examining the outcome based education program which is designed to meet each student's education needs.

GOAL 2:

Continue support of efforts to improve facilities through the completion of the "Five Year Facilities Plan" approved by the voters at the March, 1994 District meeting, through building maintenance and custodial care program to upgrade the appearance and longevity of the district facilities.

GOAL 3:

Encourage staff to serve as life-long learner models to community, parents, and students.

GOAL 4:

Continue to upgrade the media/information system.

GOAL 5:

Continual improvement of communication and interaction with the communities.

GOAL 6:

Develop a District database of historical information which will provide a basis for making decisions.

GOAL 7:

Obtain money for schools and programs from non-district funds.

the replacement boiler was entirely new. J. Menton will be contacting the insurance company to request a review of the claim payment. The Committee also approved by a vote of 3 to 0 a Change Order Policy to be submitted to the Policy Committee for adoption. The Committee will be meeting on Thursday, April 10, 1997, following the District vote on April 8th, to consider the outcome of the vote on the Cutler project and to review the District's Five Year Construction Plan.

B. New Business Items;
J. Carnie presented a request of Corrine Hayes that her son be permitted to attend the Emerson School for the remainder of the school year and possibly the next school year. She recently became a resident of Troy.
J. Tommila MOVED: That the Board approve the request for the remainder of the school year; SECONDED: by R. Thackston. VOTED: 8-0-0-2.

J. Menton distributed a financial report disclosing year-end projections for expenditures and revenues. The report disclosed an over expenditure in Special Education by an estimated $292,000 being offset by an under expenditure in regular instruction by an estimated $245,000. Expenditures showed a net deficit of $5,580; revenues a surplus of $90,000.

C. Up-dating MRSD Policy Manual; No report.

D. Report on Town Hearings;
Dr. Wheeler discussed with the Board a report on the attendance and concerns expressed by those attending the town hearings following the First Session of the Annual Meeting. A total of eighty-five people attended the eight hearings; twenty-one in each town of Fitzwilliam and Swanzey; ten in each town of Richmond and Surry, with the remaining towns having less than nine in attendance. Concerns and confusion were expressed with regard to the first three articles on warrant and the Budget Committee's cuts. Special concerns touched upon teacher/board negotiations, the Default Budget, conduct of the First Session and the value of the Budget Committee. Dr. Wheeler was critical of the amount of administrative time and energies that have been consumed by the demands required to implement SB-2 and the confusion caused by the contradictions within the law. J. Carnie also expressed concern for the disproportionate amount of time required of SB-2. J. Menton commended town officials, especially the Checklist Supervisors and the Town Clerks for their exceptional assistance and cooperation planning and scheduling the voting in each of their towns.

E. Action on Manifest;
N. Callender MOVED: That the Board approve the manifest dated April 1, 1997 for $743,301.09 (Payroll Warrant #267, dated 3/26/97, $347,067.37; Payroll Warrant #268, dated 3/26/97, $133,248.89; Payroll Warrant #270, dated 3/28/97, $1,826.99; and Warrant #32, dated 4/11/97, $281,157.84) SECONDED: by L. Sicotte. VOTED: 8-0-0-2.

H. Correspondence/announcements;
Dr. Wheeler distributed information regarding Staff Development payment requests, the April 14th NHSBA Leadership Conference and the NHSBA Law Conference. The progress on the search for an assistant superintendent will

be reported at the first Board meeting in May.

SUPERINTENDENT'S REPORT:
Dr. Wheeler expanded on a written report addressing the funding of Foundation Aid, Catastrophic Aid and Building Aid. Using Fy'97 Catastrophic Aid as an example to illustrate the tendencies of State Funding, the District would receive $272,010 if fully funded. Only $213,912 was estimated by the District for budgetary purposes and the District eventually received $208,319. Foundation Aid and Building Aid were compared in a similar manner. Dr. Wheeler further explained that the State's liability for Catastrophic Aid is 80% of costs that exceed 3 1/2 times the State average per pupil cost. The State will also assume 100% of the costs that exceed 10 times the average per pupil cost.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the April 16th agenda are:

1. School Board Meetings Calendar,
2. Budget Preparation Calendar,
3. Board Organization for 97-98,
4. Committee Structures, 97-98.

NON PUBLIC SESSION:
At 8:05 PM, L. Sicotte MOVED: That the Board enter into non public session to discuss personnel, negotiations and legal issues; SECONDED: by C. Nolan. VOTED: 8-0-0-2 by a roll call vote.

Dr. Wheeler nominated all staff members as listed. B. Hamill MOVED: That the Board approve all nominations as proposed by the Superintendent; SECONDED: G. White. VOTED: 8-0-0-2.

Dr. Wheeler informed the Board of the status of the ligation with respect to the Town of Troy, Fitzwilliam and the State Board of Education.

N. Callender MOVED: That the sealed minutes of March 18, 1997 be approved; SECONDED: by L. Sicotte. VOTED: 8-0-0-2.

C. Nolan informed the Board that the Board's Negotiation Committee and the Teacher's Negotiation Committee will meet on Friday, April 11th to begin the mediation process.

At 8:38 PM, G. White MOVED: That the Board return to public session; SECONDED: by B. Hamill. VOTED: 8-0-0-2.

ADJOURNMENT:
At 8:40 PM, J. Tommila MOVED: That the Board adjourn; SECONDED: by L. Sicotte. VOTED:8-0-0-2.

Respectfully submitted,

John M. Menton

John M. Menton

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 9
EAST SWANZEY, N.H. 03446-0009
TOWN HALL 603-352-7411 FAX 603-352-6250

April 2, 1997

Dr. William Wheeler, Superintendent
Monadnock Regional School District
600 Old Homestead Highway
Swanzey, NH 03446

Re: Cutler School/Brown Field Land Exchange

Dear Dr. Wheeler:

This letter is to formally advise the District and its School Facilities Committee that Swanzey voters authorized Selectmen to exchange a portion of the Brown Field property for a portion of the District's property to accommodate siting of a multi-purpose room for the Cutler School.

As discussed with Mr. Tommila and Mr. White last June, approval from DRED and the federal government will also be required because the Brown Field property was developed with grant funds. A plan will need to be prepared by the District which outlines the land to be converted and identifies replacement outdoor recreation land. Once completed, it should be forwarded to our office so we may forward it to DRED. Town Planning Board approval will also be required for any boundary line adjustment between the Town and School.

Provided district voters also approve the land exchange, it would be prudent to present the proposed conversion and land exchange to DRED as soon as possible so that the district can proceed with the Cutler project. If we can be of further our

Sincerely,

Charles R. Beauregard, Jr.

Bernard J. Lambert

Robert A. Beauregard
Selectmen of Swanzey

enc

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 9
EAST SWANZEY, N.H. 03446-0009
TOWN HALL 603-352-7411 FAX 603-352-6250

SELECTMEN'S MEETING - JUNE 12, 1996

Present were Selectmen Kenneth P. Colby, Jr., Charles R. Beauregard, Jr. and Bernard J. Lambert. Also present was Administrative Assistant Elizabeth Fox.

The meeting was called to order by Chairman Colby at 6:30 p.m.

1. **Financial Matters.** Selectmen reviewed and approved payroll and accounts payable manifests.

2. **Fire Department.** Selectmen met with Fire Chief Lee Dunham who requested Selectmen develop a policy regarding use of town equipment and volunteers for the filling of private homeowner's swimming pools. Selectmen discussed with Lee the training and experience benefits of the activity as well as the risks associated with it. Selectmen decided that the experience gained was worth the associated risks. Selectmen set a policy allowing companies to fill private homeowner's swimming pools if they wish to do so provided property owners signed a liability release prior to the activity. Selectmen also advised that they did not object if property owners receiving the service volunteered donations to the fire companies.

3. **Carlton Road.** A resident of the west end of Carlton Road met with Selectmen requesting the barricade blocking the road be moved closer to the intersection so reduce the number of people turning around in his driveway and his neighbors when the discovered the bridge was closed. Selectmen advised that they would discuss the matter with DPW Director Elton Blood and inquire about improved signage regarding the bridge closure.

4. **Event Permit Fees.** Selectmen discussed the event permit fees for the Slate Covered Bridge Fundraising Committee Event and the Village Church event approving the permits and voting to waive the fee for those organizations. Selectman Beauregard abstained from discussions and voting regarding the Slate Covered Bridge Fundraising Committee event as he is an organization member.

5. **Cutler School/Brown Field.** Selectmen met with John Tommila and Glenn White of the School District's Facility's Committee discussing the potential use of a portion of the Brown Field property for construction of a multi-purpose room for primarily for the district available to the Town and Town residents after school hours. Selectmen advised them of the state/federal approvals required to convert a third acre of the land out of

outdoor recreation use. A plan will need to be prepared by the district and submitted to the state/federal government which outlines the land to be used and identifies replacement outdoor recreation land. A copy of the federal regulations which would need to be met were provided to the district.

6. **Public Hearing - Proposed Amendments to Swanzey's Building and other related permit Fees.** Chairman Colby called the public hearing to order at 7:30 p.m. reviewing the notice and postings - Attachment #1. Code Enforcement Officer Jim Sager reviewed the proposed fee increases. Members of the public present - Mr. Primrose, Mr. Lane and Mr. DeJong expressed concerns regarding the size of the propose increases. Mr. Primrose advised he would not object to the increases if the town were to increase inspection and follow up on permits. Mr. Primrose express concern about modular and manufactured housing plumbing connection practices in town which he felt did not meet BOCA code. Mr. Lane reviewed fees in other communities for a home like his advising that Swanzey's fees under the proposed system would be significantly higher than neighboring towns.

Chairman Colby closed the hearing at 7:55 p.m.

Selectman Beauregard made a motion to defer action on the proposed fee schedule requesting modifications be drafted for the board consideration at a future date. Voted 3-0-0-0.

7. **Public Hearing - Traffic Regulations.** Chairman Colby called to order a public hearing at 8:00 p.m. to accept testimony regarding the establishment of speed limits for several area roads review the public notice provided and its postings - Attachment #2.

a. **Matthews Road.** Selectmen discussed the establishment of a 30 mile per hour speed limit for the newly reclaimed Matthews Road. Excessive speed problems on this heavily traveled residential road which serves traffic commuting between Swanzey and Keene were discussed. No public testimony was received.

b. **East Shore Road and West Shore Road.** Selectmen discussed the establishment of a 25 mile per hour speed limit for these roads. Bob DeJong, representing Pilgrim Pines Conference Center, advised members that his organization's primary concern was the section of the road which passed through the Conference Center and Camp Squanto but the rest of the road due to its narrow width and curves was not suitable for speeds in excess of 25 miles per hour. DPW Director Elton Blood spoke of the advantages a lower speed limit of 25 miles per hour would have for road maintenance. Selectman Lambert expressed concern about the large number of pedestrians which use the roads needing to recognize that the roads primary purpose was to carry vehicular traffic. Mr. DeJong, representing the Swanzey Lake Association as well, advised that the Association supported the lower speed limits. It was noted for the record that no written testimony about the proposed traffic regulation had been received.

small children which may be playing in his yard. Selectmen expressed concern about setting of precedent by participating in a project on private property. Mr. Bell advised that he had consulted with counsel and did not feel he had a legal responsibility to put a fence on the property owner's land. He advised he would be talking with the property owner to see if something could be worked out even though he did not feel he was legally responsible. Selectmen voted not to participate in placement of a fence on the Pepin Property.

6. **Department of Resources and Economic Development - Division of Parks and Recreation.** Selectmen met with Allison McLean - Director of Recreation Services - discussing the requirements the Town would need to meet to receive permission to convert a portion of the Brown Field property allowing it to be used by the school as a site for the multi-purpose room. Ms. McLean advised that because the Brown Field property had been developed with federal dollars it would require approval from the National Park Service to convert a portion of it allowing it to be used for the multi-purpose room site. The National Park Service's objective was to ensure that there was no loss of land available for outdoor recreation. If a third acre of the Brown Field property was proposed for conversion, a substitute third acre would have to be identified as replacement land. To initiate a conversion application, the sponsor would need to draft a plan outlining and identifying the land proposed for conversion and its intended use. The plan would need to describe what would be accomplished by the conversion. A similar plan for the replacement property would also have to be prepared. Once a plan was drafted, it is then submitted to DRED for review and modification before going to the National Park Service. The time frame for approval by the Federal Government of a conversion can be from a month to six or seven.

7. **Citizen's Advisory Task Force - Rt. 9, 10, 12, 101.** Myron Steere met with Selectmen suggesting they sponsor a meeting of the CATF members from Swanzey prior to DOT's June 5th meeting of the full committee. Selectmen agreed to schedule a meeting for May 29th.

8. **Cresson Bridge.** Selectmen were advised of a request received from Laidlaw to allow five ton buses to cross the Cresson Bridge. Selectmen discussed the bridge's posting of three tons and the number of trips a day which would probably be involved deciding they could not grant an exception to the posting for the buses.

9. **Appointment of an ex-officio representative to the Planning Board for the Selectmen.** Selectmen discussed the need to appoint an individual with a member suggesting Jonathan Wentworth, former ZBA members, as a potential candidate. It was requested that Mr. Wentworth be contacted to determine if he was interested.

recommendations to the Selectmen of roads which required paving.

7. **Brown Field/Cutler School Multi-purpose Room.** Selectmen met discussing a proposal to site the multi-purpose room proposed for the school property on the tennis courts at Brown Field. Present, in addition to Selectmen, were School Board Members Larry Sicotte, Jerry Carnie and Chuck Nolan, Cutler Principal David Bell, Planning Board Chair Scott Self and Representative Myron Steere. A plan showing the proposed location was reviewed - See Attachment #2. If placed on that location, versus the location currently proposed which is in front of the school along South Winchester Street, the addition would encompass approximately 1/3 an acre of Brown Field. If the district was to site the multi-purpose room on the Brown Field property, it would available to the town's residents and groups for use. Maintenance of the ROW off of West Street to the school and Brown Field property as well as installation of a fire hydrant was discussed. The feasibility of a long term lease of the property by the school was also discussed briefly. It was decided to schedule a meeting with a representative of DRED to discuss issues concerning conversion of the Brown Field property which had been developed in the 1970's with federal dollars.

8. **Marnell Property - Base Hill Road.** Health Officer Robert DeRocher met with the Selectmen reporting on his inspection of the Marnell Property and his recommendation that the property be condemned as it had no well or septic and was currently vacant. Selectmen concurred with Mr. DeRocher's recommendation signing the order.

9. **Video Editing Room.** Selectmen reviewed correspondence from Paul Pietz of the Video Editing Room requesting permission to use Town Hall for the filming a segment in a public service announcement. Selectmen approved of the use which was scheduled for a Saturday or Sunday within the next few weeks.

10. **Camp Holiday.** Selectmen discussed a request received from the Camp to use the beach at Richardson Park on Monday and Friday afternoons over the summer for approximately 40 children. Selectmen decided that permission could not be granted expressing concern about potential congestion at the beach which currently houses the town's day camp program with 80 to 90 children.

11. **Slate Covered Bridge Fundraising Committee - Proposed Bike-a-thon, October 6, 1996.** Selectmen were advised of an event being planned by the Town's Committee to conduct a bike-a-thon with routes including both town and regional covered bridges. Selectmen approved Town sponsorship of the event planned to raise funds for the re-building of the Slate Covered Bridge.

12. **May Calendar.** Copies of the May meeting and event calendar

4/2/97

Dear Monadnock School Board Members,

With profound gratitude, once again, I thank you for your consideration and compassion in allowing my daughter, Sarah Fiorillo, to attend Mt. Caesar School this past year, as a kindergarten student.

Unfortunately, the years passage of time did not allow me the opportunity needed to complete the sale of my house, and to purchase a home in Swanzey. Dealings with Probate Court regarding my late husband's estate, appear to be coming to a close. Emotinally, I'm feeling more capable of completing the transition to Swanzey. Although, some days I feel that it's one step forward and two steps backwards, the support of others and time, do have their way of healing and strengthening.

Sarah is thrilled to be a student at Mt. Caesar School, and wishes with all her heart to continue being one. The ease and convenience this service provides me with, are too numerous to list. I have to do what's best for Sarah as well, and as an eighteen year veteran to our school system, I feel that being a 1st Grade student at Mt. Caesar School for the 1997-98 school year, would be the best placement socially, emotionally, and educationally for her.

As before, tuitioning Sarah would present a financial burden, of which I could not afford, so again,

your compassion is implored.

I apologize Gentlemen, for any inconvenience this request may cause you, but I do appreciate any consideration you might have in this matter. I hopefully await your Reply.

With sincere thanks,
Sally S. Fiorillo
3rd Grade Teacher
Mt. Caesar School

Lane & Robin Noyes
229 West Hill Road
Troy, NH 03465

March 21, 1997

Jim Carnie
SAU 38 Office
600 Old Homestead Hwy
E. Swanzey, NH 03446

Dear Mr. Carnie:

My son Ian will be eligible for kindergarten beginning this September 1997. His birthday is November 19, 1991. I am asking that he be permitted to attend kindergarten in Swanzey at Mount Caesar school. The reason for this is the location of my baby-sitter, my Aunt, Rita Lane, who resides in West Swanzey. She has cared for Ian since he was 7 weeks old. Both my husband Lane and I are employed full time. Why this is so important for us to maintain her as his baby-sitter, is that I have Cystic Fibrosis. As time goes on, my disease progresses and I need to seek medical attention more frequently. We need a baby-sitter who can be very flexible with the hours that Ian is in their care and one that understands the situation. There are times when Ian has had to stay with her longer than normal due to my need to be hospitalized at Darthmouth in Lebanon. Also there is a need for him to have strong family support during this time when I am hospitalized and as my condition becomes worse.

Thank you for your time and consideration.

Sincerely,

Robin M. Noyes

Robin M. Noyes

phone: home (603) 242-3803 work (603) 242-6833 - Robin

674 West Street
Keene, NH 03431

March 12, 1997

Mr. Daniel Stockwell
Monadnock Regional High School
580 Old Homestead Highway
E. Swanzey, NH 03446

Dear Dan,

As we discussed before February vacation, I am pregnant and my due date is July 12, 1997. I am submitting to you in writing a request for maternity leave for the school year of 1997-1998, and the first semester of the 1998-1999 school year (as indicated in maternity leave provision in the master contract). Should I be able to return for the beginning of the 1998-99 school year, I will notify you in the Spring of 1998 to inquire about whether or not the position is vacant. Thank you for your support.

Sincerely,

Mary Louise Baybutt

Mary Louise Baybutt
Jr. High Special Education Teacher

GOODNOW, ARWE, AYER, PRIGGE & HOPPOCK
PROFESSIONAL CORPORATION
ATTORNEYS AT LAW
45 ROXBURY STREET
P. O. BOX 505
KEENE, NEW HAMPSHIRE 03431-0505

TELEPHONE (603) 352-0222
FAX (603) 352-5571

JOHN S. GOODNOW
WILLIAM N. PRIGGE
JOSEPH S. HOPPOCK

LARRY S. KANE

JOHN R. GOODNOW
(1931-1972)

KENNETH J. ARWE
(1943-1987)

FRANCIS H. AYER
(1948-1993)

April 2, 1997

William V. Wheeler, Ed.D.
Superintendent of Schools
SAU #38
600 Old Homestead Highway
East Swanzey, N.H. 03446

Dear Bill:

This follows our recent correspondence and telephone conversations concerning the issues surrounding the Randy Conboy case as it pertains to his admission to Keene and as it pertains to the determination of a "qualified" student under the Region 13 agreement.

As we discussed, I did receive a response to my inquiry to John Wrigley as counsel for the Keene School District. Although I might have to yield to John as the writer concerning the meaning of some of his comments, I will offer my interpretation.

I inquired of John whether it was his opinion to the Keene School Board that notwithstanding the IEP team determination ("manifestation hearing"), the Board could still exclude the student under the Gun Free School Act or whether the Keene School Board has a "veto power" over the definition of qualified students under the Vocation Education Region 13 Agreement. His answer was "both".

It is John's understanding that the Gun Free School Act requires expulsion even if the behavior is a manifestation of the student's disability. As we discussed, there may be a certain amount of practical logic to this, however, it does not appear to be consistent with the interpretation of those who work in this area of the law.

If I understand John correctly, he does not believe that the Keene School District has a direct veto power over the findings of an IEP team. However, he did indicate that even if his opinion was not correct with regard to the interaction of the Gun Free School Act and the Education of the Handicapped Act, he does believe that Keene would have a

veto power over the placement of the child if an IEP team makes a finding inconsistent with what the receiving district accepts under the Vocational Education Agreement.

In reviewing the available state law concerning vocational education and agreements between sending and receiving districts, and reviewing the Region 13 agreement itself, I don't find anything explicit that either defines qualified students or gives a receiving district authority to accept or reject. So far as I know the only definition of sorts talks about enrolled students.

As we have discussed, the issue of whether to pursue the placement issue and the difference of interpretation between the priority of the Gun Free School Act and the Education of the Handicapped Act may be in the province of the parents, on behalf of the student. However, the clarification of the issue of who is a qualified student would be something that the parties to the Region 13 agreement would discuss. It could be that this issue might not arise again soon, and the only reason it was latched onto was the nature of the conduct of the student in this case. However, if there is a chance that the issue might surface again over this type of case or any matter pertaining to a student attending the Cheshire Center, the sending districts ought to be fully advised that the ultimate decision of whether a student is or is not qualified to attend the Center is apparently currently determined solely by the receiving district.

Very truly yours,

Bill

William N. Prigge

WNP/psb

OFFICIAL TABULATION SHEETS

CANDIDATES
OF THE
MONADNOCK REGIONAL SCHOOL DISTRICT

MODERATOR

Vote for one / one year term

MYRON S. STEERE ☐ 113
Write In

BUDGET COMMITTEE

FITZWILLIAM: (three year term)
Vote for one person

Jane Roberts ☐ 679

☐
Write In

RICHMOND: (three year term)
Vote for one person

JOYCE MEHAFFEY ☐ 105
Write In

SWANZEY: (three year term)
Vote for one person

John Arnone ☐ 465

Barbara Sherman Glidden ☐ 395

☐
Write In

TROY: (two year term)
Vote for one person

Normand Dion ☐ 638

☐
Write In

SCHOOL BOARD

FITZWILLIAM: (three year term)
Vote for one person

Chrysten Starrett ☐ 503

John W. Tommila ☐ 483

☐
Write In

RICHMOND: (three year term)
Vote for one person

James I. Carnie ☐ 283

Dixie Gurian ☐ 523

David Kochman ☐ 207

☐
Write In

SWANZEY: (three year term)
Vote for one person

Terry Clark ☐ 447

William A. Hamill ☐ 497

☐
Write In

TROY: (two year term)
Vote for one person

GARY BEDNARSKI ☐ 138
Write In

ARTICLE SEVEN: Shall the Monadnock Regional School District vote to raise and appropriate the sum of Eighty-two Thousand Dollars ($82,000.00) to purchase computers, software and related hardware for District-wide use? This proposal being the third ye[illegible] a three year plan. This appropriation is not included in Article Nine.

☒ YES 807 ☐ NO 394

ARTICLE EIGHT: Shall the Monadnock Regional School District vote to raise and appropriate the sum of One Hundred Seventy-nine Thousand Dollars ($179,000.00) to be transferred to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District? This appropriation is not included in Article Nine.

☒ YES 656 ☐ NO 521

ARTICLE NINE: Shall the Monadnock Regional School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant, for the purposes set forth therein, totaling $16,561,405.00? Should this article be defeated, the operating budget shall be $16,384,846.00, which is the same as last year, with certain adjustments required by previous action of the Monadnock Regional School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of the revised budget only.

☒ YES 636 ☐ NO 561

ARTICLE TEN: Shall the Monadnock Regional School District authorize the School Board of the Monadnock Regional School D[illegible]ct to transfer any of its unencumbered surplus funds not to exceed One Hundred Ninety Thousand Dollars ($190,000.00), if any, remaining on hand at the end of the fiscal year June 30, 1997, to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District and the Capital Reserve Fund created under Article 6 of the 1995 Annual Meeting.

☒ YES 871 ☐ NO 314

ARTICLE ELEVEN: Shall the Monadnock Regional School District authorize the Monadnock School Board to convey to the Town of Swanzey a small parcel of land comprised of 11,989 square feet situated at the west end of the present Cutler School tract in West Swanzey, as shown in Tax Map 72, Lot 75, to be added to the so-called Brown Field property in exchange for the conveyance by the Town of Swanzey to the Monadnock Regional School District of a tract of land comprised of 11,989 square feet situated on the south side of the Cutler School property westerly of land now or formerly of David and Marcia Demers; as shown in Tax Map 72, Lot 84, and to authorize the chairman of the School Board to act on the District and execute a deed and any other documentation necessary to complete the mutual transfers between the District and the Town of Swanzey?

☒ YES 989 ☐ NO 194

ARTICLE ONE: Shall the Monadnock Regional School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the Budget Committee's recommended budget posted with the warrant, for the purposes set forth therein, totaling $0.00?

☐ YES 254 ☒ NO 845

ARTICLE TWO: To see if the Monadnock Regional School District will vote to approve the cost included in the collective bargaining agreement for the 1997-1998 school year reached between the Monadnock School Board and the Monadnock District Education Association which calls for increases in salaries and benefits in the 1997-1998 school year, and further to raise and appropriate XXXXX Dollars ($XXX) for that purpose.

☐ YES 220 ☒ NO 899

ARTICLE THREE: To see if the Monadnock Regional School District will vote to approve the cost item which calls for increases in wages and benefits for all Monadnock School District Staff, except staff members covered by the collective bargaining agreement between the Monadnock School Board and the Monadnock District Education Association which calls for increases in salaries and benefits in the 1997-1998 school year and further to raise and appropriate XXXXX Dollars ($XXX) for that purpose.

☐ YES 231 ☒ NO 886

ARTICLE FOUR: Shall the Monadnock Regional School District raise and appropriate the sum of Six Hundred Fifty Thousand Dollars ($650,000.00) to be used for the construction of an addition and original equipping of a multipurpose room and art room at the Cutler Elementary School, including building improvements and any other items incidental and necessary for such construction, and to authorize the withdrawal of Two Hundred Thirty-five Thousand Dollars ($235,000.00) from the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District to cover a portion of the cost of this project, with the balance of said appropriation to be raised by general taxation? This is the second year of a two year project. This appropriation is not included in Article Nine.

☒ YES 726 ☐ NO 464

ARTICLE FIVE: Shall the Monadnock Regional School District raise and appropriate the sum of One Hundred Eighty-five Thousand Dollars ($185,000.00) to be used for completing the renovations in the Cutler School's original structure for the proposed library area, lavatories, the installation of classroom heating unit ventilators, and any other items incidental and necessary for such renovations? This appropriation is not included in Article Nine.

☒ YES 678 ☐ NO 521

ARTICLE SIX: Shall the Monadnock Regional School District raise and appropriate the sum of One Hundred Seventy Thousand Dollars ($170,000.00) to fund all cost items relating to step increases for the 1996 - 1997 school year attributable to the collective bargaining agreement entered into by the Monadnock Regional School Board and the Monadnock District Education Association, said sum representing additional costs over present budgeted amounts? This appropriation is not included in Article Nine.

☐ YES 608 ☐ NO 582

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
April 15, 1997

MEETING AT
Emerson Elementary School, Fitzwilliam

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** SCHOOL BOARD ORGANIZATION (Action Required)
   Swearing in of recently elected members
   Selection of officers for the 1997-1998 Governance Year

   Chairman _____

   Vice-Chairman _____

   School District Clerk _____

   School District Treasurer _____

2. 7:10 P CONSENT AGENDA
   a. Minutes of previous meeting
   b. Old Business

3. **7:20P** CITIZEN CONCERNS:

4. **7:30P** STUDENT COUNCIL CONCERNS:

5. **7:40P** OTHER SCHOOL BOARD BUSINESS
   a. Board committee reports:
   b. New business items
   c. Up-dating MRSD Policy Manual
   d. Action on School Board 1997-1998 meeting calendar. (see attachment)
   e. Discussion of 1998-1999 budget preparation calendar. (see attachment)
   f. Working with Swanzey Selectmen on transfer of Cutler School property for the Brown Field property. (see attachment)
   g. Parent's request for child to attend Mt. Caesar Elementary School. (see attachment)
   h. Parent's request for child to attend Mt. Caesar Elementary School. (see attachment)
   i. Teacher request for Maternity Leave. (see attachment)
   j. Action on the Manifest.
   k. Correspondence/announcement.

6. **9:00P** SUPERINTENDENT'S REPORT
   a. School to Career initiative

7. **9:15P** Setting the next meeting's agenda

8. **9:20P** NON PUBLIC SESSION
   a. Personnel Contract
   b. Negotiations
   c. Legal Issues

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

9. 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

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

To: MRSD Board Members
Date: April 9, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

There is so much good in the worst of us,
And so much bad in the best of us,
That it hardly becomes any of us
To talk about the rest of us.
Edward Wallis Hoch

Is there a day which goes by when we could not talk about the rest of us? Let us be about the business of speaking of the good accomplished and beware of the sundry side. I firmly believe that good people do prevail.

1. It is the meeting for Board organization. I have my moment once a year. This is it. Long speeches will be held to a minimum.

5.d. This is the second reading of this calendar. It will require action to become the schedule.

5.e. This does not require action. You may wish to hold on it until you have had an opportunity to fully digest the procedures and processes which led to the April 8, 1997 School District vote.

5.f. The letter and attachment describes the issue very well. It seems like you may wish to have the facilities committee put this issue to rest with the Swanzey Selectmen.

5.g&h. The letters explain the reasons for the request.

5.i. This requests falls within the process as described by the negotiated agreement.

6. A report will be presented which will discuss progress on this district initiative and how it is being coordinated with curriculum offerings.

8. Non-public session

Legal issue (attachment for Board members only)

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board
Emerson School, Fitzwilliam
April 15, 1997

PRESENT:
Gary Bednarski, Nancy Callender, Dixie Gurian, Jim Fallon, Bill Hamill, Charles Johnson, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, and Dr. Wm Wheeler, Superintendent of Schools. Also present John Menton, David Bell, Karen Craig, Lil DeCoste, Dave Mousette, Dan Stockwell, Charlie Roosa, Joanne Marchand and Diana Elkavitch.

CALL TO ORDER:
The meeting was called to order at 7:00 PM by Dr. Wheeler to begin the process for the election of school board officers and to administer the oath of office to new school board members.

Gary Bednarski, Troy representative, Bill Hamill, Swanzey representative and Chrysten Starrett, Fitzwilliam representative were administered their oath of office by Dr. Wheeler.

G. Bednarski's term of office is for two years, filling the vacancy created by the resignation of Patricia Bonneville.

Dr. Wheeler requested nominations for the position of school board chairman. J. Fallon PLACED IN NOMINATION: Nancy Callender; SECONDED:by C. Johnson. B. Hamill PLACED IN NOMINATION: Glenn White: SECONDED: by L. Sicotte. N. Callender VOTED: 5-3-1-1.

C. Johnson PLACED IN NOMINATION: Jim Fallon for the position of vice chairman; SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

CONSENT AGENDA:
G. White MOVED: That the Board approve the minutes of April 1, 1997; SECONDED by D. Gurian. DISCUSSION: C. Nolan requested that the minutes report that "Mrs. Conboy stated that it was the first time that the gun closet had been left unlocked", and that the meeting of the Facilities Committee was held on March 25th and not February 25th as recorded. VOTED: 6-1-2-1 as corrected.

CITIZENS CONCERNS:
Mr. and Mrs. Steve Morrill requested a non public session to discuss an issue regarding their son. At 7:07 PM, C. Johnson MOVED: That the Board enter into non public session to discuss a student issue; SECONDED: by G. White. VOTED: 9-0-0-1 by a roll call vote. Dr. Wheeler requested that D. Bell and J. Marchand be present. The Board heard testimony from the parents and the staff present regarding the placement of the student. The parents and the staff were advised that the student's placement was not a Board decision, but the decision of the IEP Team. No action was taken by

the Board.

At 7:37 PM, G. White MOVED: That the Board return to public session; SECONDED: by C. Johnson.

N. Callender, who had not been in attendance, assumed the role of Board Chairman.

STUDENT COUNCIL CONCERNS: None

OTHER SCHOOL BOARD BUSINESS:

A. Board Committee Reports;

C. Nolan, Facilities Committee Chairman, reported that a meeting was held on Thursday, April 10th at the Wyman House to review the Cutler project. The Committee agreed to recommend to the Board that C. Roosa and A. Corindia be appointed Co-Clerk-of-the-Works for the Cutler project and be paid stipend of $1500 each, C. Roosa for construction and A. Corindia for mechanicals.

C. Nolan MOVED: the Committee's recommendation; SECONDED: by G. White. DISCUSSION: The question was raised of paying a stipend for employees who are already paid for full time. C. Nolan noted that the job requirements for a clerk-of-the-works is not part of their current job description and time will be required beyond their normal work day. He further stated that the cost will result in savings to the District. VOTED: 8-1-1-0.

N. Callender addressed the Board regarding the Board's Committees and assignments, and asked that members let her know of their interests. She indicated that she would make assignments at the next meeting of the Board. The Chair for each committee and Board delegates described the responsibilities and the frequency of meetings.

B. New Business Items;

C. Johnson explained that a Buick automobile had been given to the District with the condition that it not be driven or registered and only be used for instructional purposes. Over time the car has been cared for by C. Roosa and held in possession so as to avoid any vandalism. C. Johnson MOVED: That the automobile be awarded to C. Roosa for his years of service to the District; SECONDED: by G. White. VOTED: 9-0-1-0.

C. Up-dating MRSD Policy Manual; No report. N. Callender addressed the need for Board Members to include any new or revised policies in their policy manuals and to discard the old policies.

D. Action on School Board 1997-98 meeting calendar;

The calendar was included with the Board's agenda for a second reading and for Board action. C. Nolan suggested that the date for the Board's first budget session be moved back two weeks from December 2nd to November 18th. Dr. Wheeler asked that he be given some time to first discuss the request with the administration regarding their concerns. The item will be on the agenda for the next meeting of the Board.

E. Discussion of 1998-99 budget preparation calendar;
The budget preparation calendar was included as part of the School Board's meeting calendar. B. Hamill MOVED: That the Board accept the recommended Budget Preparation Calendar; SECONDED: by L. Sicotte. VOTED: 10-0-0-0.

F. Working with Swanzey Selectmen on Transfer of Cutler School property for the Brown Field property;
Dr. Wheeler included correspondence with the Board's agenda from the Town of Swanzey Selectmen describing a plan to be prepared by the District outlining the conditions by which the land is being exchanged. Dr. Wheeler explained that he brought this matter to the Board's attention for whatever action it may wish to take. J. Menton explained that he has discussed this matter with the C. Nolan and the Selectmen's Office and will proceed with preparing the necessary documents.

G. Parents request for child to attend Mt. Caesar Elementary School;
Sally Fiorillo, a Mt. Caesar teacher, in a letter to the Board requested that her daughter be permitted to attend the Mt. Caesar School for the 1997-98 school year. S. Fiorillo is a resident of Brattleboro, Vermont. C. Nolan MOVED: That the Board approve the request with the stipulation that tuition be paid; SECONDED: by L. Sicotte. DISCUSSION: It was explained that this request was approved for the current year at no cost. It was also explained that there is no policy making an exception for the children of staff residing out of the District to attend schools in the District. VOTED: 4-5-1-0.

G. White MOVED: That the Board approve the request tuition free; SECONDED: by B. Hamill. VOTED: 5-4-1-0.

H. Parents request for child to attend Mt. Caesar Elementary School;
Mrs. Robin Noyes, in a letter to the Board, requested that her son be permitted early entrance to Kindergarten for this September. He will be of age on November 19th. C. Johnson MOVED: That the request be approved; SECONDED: by J. Fallon. VOTED: 10-0-0-0.

I. Teacher request for Maternity Leave;
G. White MOVED: That Mary Louise Baybutt's request for maternity leave be approved as written; SECONDED: by C. Nolan. VOTED: 10-0-0-0.

J. Action on Manifest;
C. Johnson MOVED: That the Board approve the manifest dated April 15, 1997 for $636,109.15 (Payroll Warrant #272, dated 4/9/97, $115,542.24; Payroll Warrant #269, dated 4/8/97, $347,086.03; and Warrant #34, dated 4/15/97, $173,480.88) SECONDED: by G. White. VOTED: 9-0-1-0.

H. Correspondence/announcements;
J. Fallon MOVED: That Bill Parkman's request for military leave from April 28th to May 2nd be approved; SECONDED: by B. Hamill. VOTED: 10-0-0-0.

Dr. Wheeler distributed the results by town from the vote on April 8th. At this time, board members, administrators and teachers in attendance introduced themselves and offered a brief personal statement.

SUPERINTENDENT'S REPORT:
Dr. Wheeler presented an overview of the collaborative efforts of the Region 13 School Districts are making in promoting School To Career programs. One such effort was described by Kathy Holt of a full day workshop recently held in the Monadnock School District with staff from the Region's schools in attendance. K. Holt introduced Jim Fay, an Antioch College graduate intern, who was responsible for organizing the workshop. J. Fay presented a historical perspective of School To Career Education from the teaching of Citizenship in the "Thirties" to increasing the school year to 180 days in the "Forties"; from the increased interests in college and community college education in the "Fifties" and "Sixties" to the transition from classical education to "hands on education". Describing the methods used to teach scientific and mathematical formulas, he compared the differences between classical and applied teaching methodology.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the May 7th agenda are:
1. School Board Meetings Calendar,
2. Committee Appointments.

NON PUBLIC SESSION:
At 9:05 PM, C. Johnson MOVED: That the Board enter into non public session to discuss personnel, negotiations and legal issues; SECONDED: by D. Gurian VOTED: 10-0-0-0 by a roll call vote.

The Board discussed the conditions by which a District employee could hold public office in the District. Dr. Wheeler was directed to seek legal counsel.

C. Johnson reported on the collective bargaining agreement reached by means of mediation with the Monadnock Teachers Association for the 1997-98 school year and asked that the Board ratify the agreement. B. Hamill MOVED: That Board table any action until the next meeting of the Board; SECONDED: by G. White. VOTED: 10-0-0-0.

The Board discussed the need for an assistant school district treasurer.

At 9:42 PM, G. White MOVED: That the Board return to public session; SECONDED: by B. Hamill. VOTED: 10-0-0-0.

ADJOURNMENT:
At 9:45 PM, C. Johnson MOVED: That the Board adjourn; SECONDED: by G. White. VOTED: 10-0-0-0.

Respectfully submitted,

John M. Menton

John M. Menton

MONADNOCK REGIONAL SCHOOL DISTRICT
1998-1999 MRSD Budget Preparation Schedule

1)	Administration team initial budget development meeting	Aug. 20, 1997
2)	Distribution of budget request forms to administrators/directors	Sept. 3, 1997
3)	Principals/directors present their budget to SAU Office	Oct. 8, 1997
4)	Mr. Menton presents 1998-1999 MRSD	Oct. 23, 1997
5)	Dr. Wheeler presents 1998-99 MRSD Budget to the school board	Nov. 4, 1997
6)	School Board approves calendar for budget procedure	Nov. 4, 1997
7)	School Board workshop on 1998-99 MRSD Budget	Nov. 15, 1997
8)	School Board reviews the 1998-99 MRSD Budget	Dec. 2, 1997
9)	School Board approves 1998-99 MRSD Budget	Dec. 16, 1997
10)	School Board submits budget to budget committee	Dec. 19, 1997
11)	Post for budget committee meetings	Jan. 5, 1998
12)	Initial budget committee meeting	Jan. 12, 1998
13)	Budget committee meeting with district administrators	Jan. 19, 1998
14)	Budget committee meeting	Jan. 26, 1998
15)	Budget committee meeting (7:00 PM, Wyman House)	Feb. 2, 1998
16)	Notice of Budget Committee Hearing printed in the newspaper (seven clear days prior to Hearing)	Feb. 4, 1998
17)	Budget Committee Hearing and prepare MS-27 (25 clear days - first session)	Mar 2, 1998
18)	Budget committee submits budget to zBoard (20 clear days - first session)	Feb 17, 1998
19)	Post Warrant and MS-27 (14 clear days - first session)	Feb 23, 1998
20)	Notice of First Session printed in newspaper (seven clear days - first session)	Mar 2, 1998
21)	**First Session (Held at MRHS) 10:00 AM**	**Mar**

144/30/97,1998

22)	Post for the hearings in the eight Towns (seven clear days - hearings)	Mar 9, 1998
23)	Hearings will be held in each of the Towns **(7:00 PM)**	
	Town	
	Fitzwilliam ----------	Wed Mar 18
	Gilsum ----------	Thurs Mar 19
	Richmond ----------	Tues Mar 24
	Roxbury ----------	Wed Mar 18
	Sullivan ----------	Thurs Mar 19
	Surry ----------	Tues Mar 24
	Swanzey ----------	Mon Mar 23
	Troy ----------	Mon Mar 23
24)	Post warrant for ballot vote (14 clear days - second session)	Mar 23, 1998
25)	Notice of Second Session printed in newspaper (7 clear days - second session)	Mar 29, 1998
26)	**Second Session 12:00 noon - 8:00 PM**	**April14,1998**

4/30/97

Bruce and Kelly Wichland
HCR 33 Box 445
Route 9
East Sullivan, NH 03445

April 17, 1997

Dear Judy Stettler, Dr. Wheeler and School Board Members,

We request permission to send our son, Cameron, to Troy School. He will be eligible for kindergarten in the Fall of 1997.

I, Kelly Wichland, am a teacher at Troy School. Our childcare has always been in Troy and our son is currently attending preschool in town. We have also arranged for childcare to be in Troy next year.

We request your approval to enroll our son in Troy School and we fully except responsibility of transportation.

Thank you for your consideration.

Sincerely,

Kelly Wichland
Bruce Wichland

April 7, 1997

Dr. William Wheeler
Superintendent of Schools
S.A.U. #38
600 Old Homestead Hwy.
East Swanzey, N.H. 03446

Dear Dr. Wheeler;

We are writing to ask the Monadnock Regional Board of Education to consider our request for our son to attend kindergarten at Mt. Caesar School for the 1997-98 school year.

Both my wife and I are teachers. I am Fine Arts Department Chairman at Monadnock Regional H.S. and my wife teaches 3rd grade in Rindge. Our jobs require significant time beyond that of the school day and in my case several evenings a week. Because of the distance to travel for my wife, her work day and travel time is also extended.

For the past 5 years, our son, Sam, has been cared for by one person, who resides in Swanzey Center. This has allowed us to spend the time necessary to do our jobs well and still be close enough for one of us to respond to his needs in an emergency. Because of the proximity to my work, I am able to drop him off on my way to school and pick him up without having to shorten my work day. Our sitter is sensitive to our sometimes erratic schedules and has been very flexible. We would like this arrangement to continue.

We have been unsuccessful in arranging for adequate and appropriate care for him in our home town of Sullivan. We will also have a newborn who will be cared for by our present daycare provider. It is possible that if Sam was to attend kindergarten in Gilsum that we would then be in a position to have two separate caregivers.

We would, therefore, like to request your approval for Samuel Crotto to attend kindergarten at the Mt. Caesar School for the ensuing school year. Thank you for your consideration.

Sincerely,

Philip + Susan Crotto

Philip and Susan Crotto
HCR 33, Box 109
Sullivan Centre Rd.
Sullivan, N.H. 03445

Charles R. Johnson
329 Route 10
Keene, NH 03431
352-3508

April 18, 1997
329 Route 10
Gilsum, NH

Monadnock Regional School Board
% Monadnock Regional High School
600 Old Homestead Highway
East Swanzey , NH 03446
Nancy Callender, Chairperson

RE: RESIGNATION

Dear Nancy and Board members,

This letter is to inform you that that effective immediately I must resign my position as representative from Gilsum on the Monadnock Regional School Board due to personal reasons.

I have enjoyed working with you these past 2 years and truly regret having to make this decision .

Please except my apology for such short notice and thank you all for letting me serve with you.

Sincerely ,

Charles R. Johnson
Gilsum Representative

cc: Gilsum Selectman

Theresa Majoy
49 Morgan Rd.
Richmond, NH 03470

Karen Craig
Principal, Emerson School
Fitzwilliam, NH 03447

Dear Karen,

This school year I've been on an eighty percent contract which has allowed me to attend the North East College of Healing Arts and Science. To continue my course of study, I am requesting your support in adapting my schedule to a sixty percent work week.

Applications of my course work have enriched the health and science curricula outcomes at my present teaching level and will continue to be directly correlated to these. These topics are mandated by the Instuctional Units in the District's Health Curriculum Guides for grades 5 and 6 and include: anatomy and physiology, personal health, nutrition, prevention of illness and community and consumer issues. My course work also correlates to the science outcomes which include: structure and function of animal and plant cells; structure and function of bodily systems; cell reproduction and physical and chemical changes in matter.

This course work enables me to enrich the quality of my teaching, maintain the goal of life-long learning and to serve as a role model for students.

The effects of my schedule this year were minimized by the presence of a certified instructional assistant, and by the scheduling of specialist's instructional times into the period of my absence. Every effort to maintain this will be undertaken.

In closing I'd like to explain that the college is offering classes during day time periods only and, on only Tuesday and Wednesday of each week.

Respectfully yours,

Theresa

Theresa Majoy

cc: Dr. Wheeler
Board of Education

BOARD OPERATIONAL GOALS

The Monadnock Regional School Board is responsible to the people, all of the people, for whose benefit the school district has been established. Further, the Board's current decisions will influence the course of education in the district's schools for years to come. By virtue of this responsibility, the Board and each of its members must look to the future and to the needs of all people more than the average citizen finds necessary. This requires a comprehensive perspective and long-range planning in addition to attention to immediate problems.

The Board's primary responsibility is to establish those purposes, programs, and procedures which will best produce the educational achievement needed by district students. It is charged with accomplishing this while also being responsible for wise management of resources available to the district. The Board must fulfill these responsibilities by functioning primarily as a legislative body to formulate and adopt policy, and by evaluating the results.

In accordance with these principles, the Board through its mode of operating, shall seek to achieve the following goals:

1. To concentrate the Board's collective effort on its policy making and planning responsibilities.

2. To formulate Board policies which best serve the educational interests of each student.

3. To provide the Superintendent with sufficient and adequate guidelines for implementing Board policies.

4. To maintain effective communication with the public the Board serves and with staff and students in order to maintain awareness of attitudes, opinions, desires, and ideas.

5. To conduct Board business openly.

SCHOOL BOARD LEGAL STATUS

State law provides that public schools will be operated and maintained by local School Boards. As agents of the state government, School Boards are required to carry out state laws pertaining to public education, and to carry out the policies and regulations of the State Board of Education. See RSA 186:5.

The Monadnock Regional School Board is an instrument of the New Hampshire legislature and derives its authority from the New Hampshire Constitution, New Hampshire Statutes, and regulations of the State Board of Education

(See also RSA Ch. 197:1. 671:4, and "Powers and Duties of School Boards" as established by the State Board of Education, policy file BBA-R.)

May 4, 1993

DUTIES OF BOARD MEMBERS

The duties and obligations of an individual Board member may be enumerated but not limited to the following:

1. To become familiar with the State school laws; regulations of the State Department and Board of Education; and Monadnock Regional School District policies, rules, and regulations.

2. To have a general knowledge of educational aims and objectives of the district.

3. To work harmoniously with other Board members without trying either to dominate the Board or neglect his share of the work.

4. To vote and act in the Board meetings impartially for the good of the school district.

5. To accept the will of the majority vote in all cases and to give support to the resulting policy.

6. To represent the Board and the Monadnock Regional School District to the public in such a way as to promote both interest and support.

7. To refer complaints to the proper school authorities and to abstain from individual counsel and action.

SCHOOL BOARD POWERS AND DUTIES
Ed 303

School Boards enjoy all the powers and duties prescribed to them by state statutes and by the policies, rules and regulations of the State Board of Education.

The following are current regulations of the State Board of Education:

a. The School Boards shall adopt such policies as are necessary and desirable to control and effectuate the recruitment, employment, evaluation, and dismissal of teachers and other employees and may delegate authority to the Superintendent of Schools to carry out the provisions of such policies excepting that no teacher shall be employed who has not been nominated by the Superintendent of Schools and elected by the School Board.

b. The School Board shall adopt such policies as are necessary and desirable to control and effectuate the purchase of equipment, supplies, or services and may delegate to the Superintendent of Schools the authority to make commitments in accordance with such policy.

c. The School Board shall, through appropriate planning and required action, make suitable provision for the physical accommodation of all students in approved schoolhouses or other suitable facilities; shall provide required transportation of students; and shall provide that all school buildings and other learning environments be maintained in a manner consistent with acceptable standards of health and safety.

d. The School Boards shall seasonably prepare a budget of school expenditures and make suitable and timely assignment of the school money to the various needs of the schools. In state-aided districts, accounts shall be kept as the State Board shall require and shall be open at all times to the inspection of the Superintendent, and any other officer of the State Board and to the public in accordance with the Laws of the State of New Hampshire.

e. They shall hold meetings for the transaction of business at least once in two months and shall require the attendance of the Superintendent or his designee. The Board shall cause a written record to be kept of each meeting.

f. School Boards shall, in consultation with the Superintendent and in accordance with statutes and regulations of the State Board of Education, determine the educational goals of the district, develop long-range plans and identify measurable and attainable short-term objectives. The School Board shall require the implementation of educational programs designed to reflect the goals and objectives and further, the School Board shall require the appropriate review of such programs and make public the results of such investigation.

g. The School Board shall exercise all powers and perform all duties vested in and imposed upon the School Board by law or regulations of the State Board which are not committed to the Superintendent or by them expressly delegated to him.

Statutory Authority: RSA 186:8

May 4, 1993

BOARD MEMBER AUTHORITY

A member is elected to a Board. A Board has power only when in session at a legally called meeting.

Thus, when a Board is not in session, an individual member has no particular authority.

In other instances, an individual board member, including the chairman, has power when the Board, by vote, has delegated specific authority to him or her.

May 4, 1993

CODE OF ETHICS

The Monadnock School District Board support the NHSBA and NASB Code of Ethics for board members.

May 4, 1993

SCHOOL BOARD MEMBER ETHICS

AS A MEMBER OF MY LOCAL BOARD OF EDUCATION, I WILL STRIVE TO IMPROVE PUBLIC EDUCATION, AND TO THAT END I WILL STRIVE TO:

Attend all regular scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;

Recognize that I should endeavor to make policy decisions only after full discussion at publicly held Board meetings;

Render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups;

Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, staff, and all elements of the community;

Work with other Board members to establish effective Board policies and to delegate authority for the administration of the schools to the Superintendent of Schools.

Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs;

Inform myself about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by my state and national school boards associations;

Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;

Avoid being placed in a position of conflict of interest, and refrain from using my Board position for personal or partisan gain;

Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law or is received in confidence or executive session;

Remember always that my first and greatest concern must be the educational welfare of the students attending the public schools.

A CODE OF CONDUCT FOR BOARD MEMBERS

1. I will not be coerced into decisions by pressure groups. Rather, I will listen to all points of view and try to make decisions based on all available data.

2. I will strive to identify my own personal biases and prejudices and to keep them from influencing my decisions.

3. In the consideration of financial matters, such as budget approval, school construction, salaries, and purchases, I will attempt to maintain a balance between fiscal responsibility and a commitment to quality education.

4. I will attempt to differentiate between decisions that should rightfully be made by the administrators and those that should be made by the school board, keeping in mind that the school board's functions are legislative and evaluative, that is, to make policies and monitor their implementation.

5. I will remember that a school board functions only as a total board in a legal meeting. I will not attempt to exercise authority as an individual and will not make unauthorized commitments on behalf of the board.

6. If I should be a member of the minority on any vote, I will abide by the majority opinion. I will not speak outside of board meetings against any majority decision which was reached in good faith.

7. If contacted by a parent or other citizen about a school problem, I will point out how important it is to follow a proper "chain of command" and that, if avenues of appeal have been exhausted, the complainant should seek recognition on a board meeting agenda.

8. I will respect the confidentiality of information disclosed in executive sessions of the board.

9. I will vigorously support school board policies which recognize the rights and dignity of all people, including students and employees, and which foster sound management practices.

10. Even though I may have been elected by my friends and neighbors, I will view myself as a representative of the entire school district and will not be influenced by partisanship. I will consistently support what is best for the total school district.

****

Adapted from Illinois Association of School Boards' NEWS BULLETIN.

National Education Policy Network

Updating School Board Policies

A component of the National Education Policy Network of the National School Boards Association provided to NSBA National Affiliates and NEPN subscribers

Volume 28/Number 2 April 1997

Ethical Schools Administration

As new Maple Valley board member Bill is watching his son play in an organized baseball game, one of Bill's friends, Charlie, asks Bill for a personal favor. He would like his daughter to be placed in an advanced placement class and he feels that if Bill would exert some pressure on the teachers that his daughter could be in her proper class. What should Bill do?

The scene described here may not appear to present a profound ethical dilemma. This situation, and thousands like it, occur on a daily basis. How school board members react to these situations can make all the difference in how properly, or not, they perform their jobs.

The brief story about Bill is an example of how a board member can become involved in practicing favoritism. Occasionally positions of power and influence — like school board service — present opportunities for inappropriate gain. In recent years, the politicization of curriculum has made it much more difficult for board members to remain objective and diplomatic in determining what curricula will be most beneficial for the district's students. These kinds of practices, if handled without care and good judgement, often result in undermining board efforts to improve the school system. Essentially, ethical problems can arise wherever the possibility exists for inappropriate uses of power or when the goals of the school district are replaced by personal agendas. The trick is to recognize the situations that can place one's ethical behavior in jeopardy so temptations to misuse power and the public trust can be avoided. Unfortunately the signs are not always that easily identified and reminders are needed from which the board member can turn for guidance.

Anytime the possibility for inappropriate uses of power exist ethical problems can and do arise. Individuals charged with engendering the public trust must know how to recognize these situations if they are to maintain that trust.

What are Ethics?

Webster's Third New International Dictionary defines *ethics* as the discipline dealing with what is good and bad or right and wrong or with moral duty and obligation; a group of moral principles or a set of values; the principles of conduct governing an individual or a profession; standards of behavior; character or the ideals of character. But does this definition remain constant over time? The ancient Greeks believed virtue and moral excellence were synonymous and that ordinary citizens and political leaders could and should exhibit the same kind of behaviors. Although arguments could be made to refute their claim, for obvious reasons we probably hope that this ideal is or can be true. So, is the answer to the first question, true? How about answering it with a resounding, maybe. Although what is considered virtuous and moral has probably changed little since the Greeks attributed meaning to ethical behavior, the culture of different societies in both place and time certainly have an effect on the accepted meaning of ethical behavior. In spite of numerous ethical discourses and essays over the millennia, universal education and the basis for it, for example, was hardly considered practical by large numbers of persons until the nineteenth century. Having introduced elements of Greek idealism into this article, however, begs me to ask my original question in another way:

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Are professional ethics fundamentally the same as personal ethics or are they unique? Most persons would agree that the key elements of an ethical life to which we all aspire include compassion, fairness, integrity, and moral courage. And, these elements also are believed to be key in a professional life. After all, lawyers, doctors and, yes, school executives who do not exhibit these traits are regarded as poor professionals and even incomplete persons. However, professional life does bring with it ethical concerns that do not present themselves in private life. Assuming responsibilities that will have far-reaching, long-term effects on a large number of "other" people can be a daunting task. Because they make decisions every day that will determine what students learn, how well they are prepared for careers or life in general, school boards must pay particularly careful attention to the kinds of decisions they make. Behaving differently could, and at times has, cheated students and the community at-large of the expectations for a school system that would serve their needs.

Ethics in Education

Over the last twenty odd years we have experienced a series of scandals involving professional and personal misbehavior involving national and world leaders. Charges of misconduct, untruthfulness, deception and questionable ethical standards seem to appear with frightening frequency. It is both the numbers and the persons involved that has captured our attention. When persons generally regarded as trustworthy — religious leaders, political leaders, jurists, educators — are shown to be untrustworthy and/or unprincipled, public concern develops about the reliability of all leaders in the society. Local figures are not immune from this suspicious view of leaders and school officials, unfortunately, fall into this category.

Key elements of an ethical life include compassion, fairness, integrity, and moral courage. Can these qualities exist for us personally but take on different meaning in our professional lives?

Probably because the education of the next generation is such a noble, if not always revered, undertaking, we want to believe that everyone in education is ethical. But that isn't always true. To understand this we only have to consider the politically minded board member who's self-promotion ignores everything else; the school administrator who sees nothing wrong in borrowing from the schools' petty cash fund until the next pay day; the board member who urges colleagues to conduct school business with a text book manufacturer who regularly treats her to personal gifts, dinners and nights out on the town. Sometimes unethical behavior goes beyond simple breaches of conduct and school officials break the law. Fortunately, this serious ethical misbehavior isn't the norm but the breaking of more common, yet subtle, ethical questions can develop into more serious transgressions. For this reason, the board member needs to be aware of any possibility of behaving unethically so as not to betray the public's trust and confidence in his or her abilities to represent its best interests.

Problems exist that effect making that one "right" ethical choice a simple black or white decision. In education there exist competing standards of goodness. There isn't just one good way. For example, good educational practice is to do what is good for the student, what is in their best interest, but consideration of community members and administrators sometimes forces board members to juggle what's right for the kids. What's practical for the administrators, and what's going to make parents and other members of the community happy doesn't always allow school boards to make decisions that are slanted heavily in favor of the students. Likewise, superintendents must consider staff concerns and board expectations when deciding what also is best for students. Board member Bill, for instance, may wish to help his friend Charlie as both a friend and a constituent in his school district. However, the rules and regulations that constrain the actions of the administrators and teachers involved in making determinations about advanced classes eligibility and placement must also be considered when Bill decides how he'll respond to Charlie's request.

A second problem revolves around today's decline in accepting personal moral responsibility. *If it's legal, it's ethical* is an attitude that seemingly pervades every area of our society. Examples of this casual sloughing-off of

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personal responsibility appears daily on the evening news. As members of society, we seem to have abandoned our responsibility to make moral judgements, more often deferring to legal mechanisms for answers.

Perhaps a solution to these problems is to establish a clearer sense of what is right or wrong through education. Although it can be argued that no single definitive answer exists to ethics problems, this strategy may work. Teaching ethics in the university as a core course across all disciplines may be one solution. Specifically requiring everyone that works in the field of education — teachers, administrators, school board members — to take coursework in ethics before assuming their positions is another. Arguments have been made stating that ethics programs should begin at the elementary school level most commonly taking the form of character education. Whatever method is selected to better inform and equip society for ethical behavior, school boards should proactively pursue ethical behavior by including ongoing discussions of ethics as part of their personal and professional development activities. Periodically stating what is right and wrong during executive sessions or board retreats, for example, can keep boards focused on ethical practices in their decision making and will assist them in discovering ethical ways of working toward solutions to issues.

The Ethical and Effective Board Member

Ethics and effectiveness. These are two different things, but they go hand-in-hand. Personal ethics form the basis for a code of behavior by which persons conduct themselves. If personal actions are guided by a sound code of ethics, chances are good that the individual will be an effective board member, capable of producing useful results. To this end, a code of ethics for school board members should be established by every school board. And it must begin with a genuine commitment to strive for high quality public education that supports the full development of all children. The code involves an understanding of the strengths of both the nation and the community served by the school district including its freedoms, its racial, ethnic, and religious diversity, and its commitment to education excellence and equity for all children. Board members must be committed to working effectively with others to do this. Saying they're committed, however, is not enough. Board member's actions must speak loudly in support of their commitment. They have got to do things that reveal their commitment: doing their homework before board meetings; keeping abreast of current educational issues; learning how to get and present facts; devoting sufficient time, thought and study to issues and proposals; considering alternatives; encouraging ideas and opinions from students, staff, and citizens in the community; working with the rest of the board to establish effective board policy; establishing fair and equitable terms and conditions of employment and employee evaluation; selecting sound instructional strategies and materials; setting high expectations for board work; and, advocating for children and focusing on the best interests of children.

School boards need to develop their own code of ethics, not only to reduce the risk of unethical behavior, but to reinforce the bonds of professional cooperation needed in any organization.

The Code of Ethics

Most school districts have adopted codes of conduct that are merely lists of things board members and superintendents should not do. Ethical standards need to be more than a description of potential conflicts of interest and use of influence, however. Board members need to develop codes of ethics that recognize the need to teach, learn and conduct their lives in ways they want their children to follow. A set of ethical standards for a school district should, above all, reflect the educational welfare of students as its greatest concern, and might include an oath of office for school board members that clearly states the board member is not obligated to any special interest.

School boards need to develop their own code of ethics, not only to reduce the risk of unethical conduct, but to reinforce the bonds of professional cooperation so sorely needed in any organization. From the beginning, the board needs to recognize that the process can be rewarding but it is often difficult. This happens because people resent the implication that they need to be instructed in what's right and wrong. It also happens because ethical issues, by their nature, can be and frequently are controversial. However, attempts to reach consensus on basic professional responsibilities has a way of reinforcing, in general, commitment to ethical conduct. And the increased awareness it brings to the group will help lessen the chance of stumbling into unethical behaviors.

Once the school board decides to go forward with a code, it should form a Code of Ethics Task Force that includes the superintendent and deputy superintendent, the school attorney, principals, board members and representatives of the teachers' union to begin working on this important and necessary project. It is important to assemble a task force with such broad membership so it may benefit from as varied an experience pool as possible. It also is important to do this in order to get all of the groups affected by the Code to more willingly embrace the final product.

School employees should be interviewed to assess core values and areas of potential ethical risks. As the initiative progresses, the Task Force and the school board might find it helpful to include the views of additional staff members, parents, students and even members of the business community who regularly provide services to

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chools. Including these persons in the rocess can provide a series of reality checks on the Code development initiative and foster a sense of ownership of the Code of Ethics beyond the ranks of school officials. School executives need to have the ability to bring their ethical concerns to the discussions and also should be included in the process.

Putting all of this together may not be an easy task but once completed the board will have a document it and all those persons involved with the schools will be able to look to for direction.

The following Code of Ethics was developed by the National School Boards Association (NSBA). It is a good example of what a Code of Ethics should include and features realistic ideals of ethical behavior for school board members without forgetting that the interests of the children always comes first: [Note: School board members would be asked to sign the district's Code of Ethics thereby confirming their commitment to its standards.]

* * * * *

Code of Ethics
For School Board Members

As a member of my local school board of education I will strive to improve public education, and to that end I will:

- Attend all regularly scheduled board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;
- Recognize that I should endeavor to make policy decisions only after full discussion at publicly held board meetings;
- Render all decisions based on the available facts and my independent judgement, and refuse to surrender that judgement to individuals or special interest groups;
- Encourage the free expression of opinion by all board members, and seek systematic communications between the board and students, staff, and all elements of the community;
- Work with other board members to establish effective board policies and to delegate authority for the administration of the schools to the superintendent;
- Communicate to other board members and the superintendent expressions of public reaction to board policies and school programs;
- Inform myself about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by my state and national school boards association;
- Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;
- Avoid being placed in a position of conflict of interest, and refrain from using my board position for personal or partisan gain;
- Take no private action that will compromise the board or administration, and respect the confidentiality of information that is privileged under applicable law; AND
- Remember always that my first and greatest concern must be the educational welfare of the students attending the public schools.

* * * * *

The development and practical application of ethical standards are both challenging and continually changing. Regularly visiting the boards code of conduct, making revisions where needed and re-establishing commitment to the standards that apply across time is especially important in making certain that ethical standards are followed and the responsibilities of the school board are fulfilled.

Some Easy Rules to Remember

In order to test whether or not board members are in compliance with the Code of Ethics the board and others have developed they'll need to ask themselves some questions. No matter what others they pose, however, the following three questions, or ones like them, should be asked each time they find themselves caught in an ethical dilemma:

1. *Is the action I am considering legal?* If the action the board member is about to take is against school district policy or the law, do not proceed. Illegal activity places the board member in an insupportable position and usually results in causing others to unfairly share blame. This should always be a relatively simple choice.
2. *Will my action provide balance and fairness?* Make certain that decisions made as a board member are fair to all parties concerned both short-term and long-term. A win-win situation results in everyone benefitting from balanced decisions.
3. *How will my decision affect how I feel about myself?* If the board member is not proud of what s/he has done, and would not wish to have others know all of the details behind the decision, then it probably isn't a good decision. This is where personal ethics and professional ethics come together strengthening the commitment to adhere to standards.

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Other precautions apply. With the exception of business related to personnel, litigation or contract negotiations the work of the board and board members is, by law, open to public scrutiny. Trying to hide conflict may only lead to more trouble. Board members should strive to be open and honest in their professional transactions. Reliance on collaborative efforts with colleagues in arriving at mutually agreed to decisions presents a board committed to

Board members should be open and honest in their professional transactions.

continuity through a united front. Boards should follow their own board policies and bylaws carefully. These policies have been developed for a reason and circumventing diminishes their importance. Disregarding policies also weakens the overall effectiveness of the board and, by association, individual board members. Here are some reminders school board members should find useful:

- Board members must remember that board policies can never contradict the law or be less than the law but they can, and often are more stringent than the law.
- Board members need to be better informed to insure that ethical decisions are made. Establishing broad-based decision making skills and developing an appreciation for research to help the collective board do a better and more effective job is essential.
- Through affiliations with groups that contribute to the schools instructional program and mission school boards and school board members avoid groups that are politically driven and which aren't particularly concerned with ethical decision making. This is always a good idea.
- Be visible and accountable because the more you interact with staff and community members, the more aware you will be of their perceptions concerning proper conduct.
- Finally, treat fellow board members, staff, and community members equally, respecting their opinions and views. Try to include, not exclude, them in ethical discussions, to widen your knowledge of ethical behavior.

Testing Your Ethical Acumen: How About Bill?

Using the information presented here, let's step back to the scene presented at the beginning of this article to see how Maple Valley's new board member, Bill, might decide how to handle the request of his friend, Charlie. The following are four possible choices Bill could make. Which choice do you believe is best?

A. Call the board chairman to find out about board policy and personal favors before acting or promising anything. Tell your friend you'll get back to him with a decision.

B. Refer your friend to the normal administrative chain of command. Describe the procedures that he can follow to help him press his case.

C. Let your friend use your name with his daughter's teacher because you know that this student should be in advanced placement classes. After all, you are on the board to help serve your constituency.

D. Tell your friend that as an individual board member you are unable to do anything to influence teachers. Your job is to create policy, not to become involved in day-to-day individual situations.

If Bill is uncertain about what action is best in this situation, it would be wise for him to be prudent. Answer A provides him with the kind of cautionary approach he might find useful. Bill will learn from his board chairman that it is unethical for board members to use their position for advancing their friend's causes.

Letting Bill's friend use his name for personal influence should be avoided. Board members should not intrude in daily administrative decision making. As a result, choice C would be highly inappropriate.

Choice D can be a correct one, as far as it goes. However, Bill may want to assist his friend by informing him of the means for assisting his daughter himself, while emphasizing that it would be inappropriate to use Bill's name with teachers and administrators.

The best answer is B. This behavior assists Bill's friend Charlie without compromising his position as a board member. It enables him to be of assistance and reinforces the administrative procedures developed for handling student placement. He must be careful, however, not to intrude any further in this matter.

Conclusion

Thinking ethically is not easy. If it was Diogenes wouldn't have needed to look so long for his "honest man", George Washington wouldn't be revered for telling the truth and board service that pleased everyone, at all times, would be a snap. We know this isn't the case. Concentrating on what is right and what is wrong takes discipline and an awareness of one's environment. Colleagues, students, constituents, and others in the community must be considered in every decision making the job all the more difficult. Self-reflection, patience, and commitment will go a long way toward providing the answers every board member searches for when striving to be both ethical and effective. Most board members will be confronted with situations like the one the fictitious Bill experienced in this article. How they respond will make the difference. ■

Board Member Code of Ethics

Preamble and Purpose

WHEREAS, The welfare of the community, state and nation is directly affected by the quality of public education focused to the greatest possible degree on individual abilities and potentialities; and

WHEREAS, The ideas, attitudes and motives of school Board members substantially influence their decisions concerning the quality of education in the schools; therefore be it

RESOLVED, In order to encourage all Boards of Education in Ohio to act in accordance with high professional and moral standards, the Ohio School Boards Association has established a code of basic principles and ethical standards for school Board members acting individually and collectively as Boards of Education in the management of the public schools in Ohio. The Dublin Board of Education shall adhere to these principles and standards.

Basic Principles and Procedures

Boards of Education in Ohio accept the obligation to operate the public schools in accordance with the fundamental principles and standards of school management, which principles include but are not limited to the following:

1. Boards of Education formulate written policy for the administration of schools, to be reviewed regularly and revised as necessary.

2. Boards of Education exercise legislative, policy making, planning, and appraising functions and delegate administrative functions in the operation of schools.

3. Boards of Education recognize their especially critical responsibility for selecting the superintendent. The Board will define the superintendent's responsibilities, help to formulate his goals, and evaluate his performance regularly, without directly engaging in administrative processes.

4. Boards of Education accept and encourage a variety of opinions from and communication with all parts of the community.

Continued...

f. Delegate authority for the administration of the schools to the superintendent and staff.

g. Encourage ongoing communications among board members, the board, students, staff, and the community.

h. Make every effort to attend all Board meetings as well as becoming informed concerning the issues to be considered at each meeting.

i. Render all decisions based on the available facts and independent judgment rather than succumbing to the influence of individuals or special interest groups.

j. Improve boardsmanship by studying educational issues and by participating in in-service programs.

k. Support the employment of staff members based on qualifications and not as a result of influence.

l. Cooperate with other board members and administrators to establish a system of regular and impartial evaluations of staff.

m. Avoid conflicts of interest or the appearance thereof.

n. Refrain from using the board position for benefit of myself, family members, or business associates.

o. Express personal opinions but, once the board has acted, accept the will of the majority.

2. Group Ethics for Board of Education and Other Organizations:

a. Seek assurances of the availability of administrative and teaching personnel prior to offering them contracts.

b. Initiate inquiries for prospective, specific certified and non-certified employees through channels that are available to everyone qualified.

c. Evaluate personnel objectively for own purposes and for other school district, when requested.

April 11, 1997 Teachers negotiation

The teachers proposed a 2 year contract with a 4.5% increase the 1st year or $254,814.00 new money also increasing the longevity pool from $61,000.00 to $71,000.00 included in the $254,814.00. The 2nd year to be a 3.99% increase or $244,777 new money including increasing longevity from $71,000.00 to $76,000.00

The negotiation committee countered with a 2.5% cost of living ,or $187,000.00 new money, to be applied to salaries at step 10+ The offer was for multi year contracts with the cost of living for that year being applied to those at step 10+ No increase to the longevity pool of money. We felt that this addressed the needs of the teachers and kept the cost of hiring new staff lower, a benefit to the district.

The teachers countered with a 2 year contract with a change in steps 10 and 10+ amounting to a $187,791.00 new money and no change in longevity the 1st l year. Being a 3.2% increase. The 2nd year would be 3.7% increase in whole schedule or, $233,695.00 new money and increasing longevity from $61,000.00 to $70,000.00.

The negotiation committee agreed to the 1st year only and that is what we have brought to the aboard.

MDEA Proposal April 11, 1997

The Association proposes the following two-year agreement with the attached salary schedules. Items in ***bold italics*** indicate changes to language. The item (TA) indicates a tentative agreement exists between the MDEA and Board negotiating teams.

ARTICLE VI TEACHER EMPLOYMENT

6.1 - 6.8 Unchanged,

6.9 (A) Unchanged

(B) The Board will provide for reimbursement of College Credit Tuition Costs and Books for college courses which are previously approved by the Superintendent and are requirements for advanced degree ***or post-Master's certificate programs***. Reimbursement will apply only if not covered under Staff Development. To be approved the degree ***or post-Master's certificate*** program must be in the field of education (SUBJECT MATTER, GUIDANCE, EDUCATION, ADMINISTRATION). The teacher must have received a grade of B or better to be eligible for course reimbursement. (TA)

Reimbursement shall be 100% of cost up to $500 per teacher per year. (remove ***in school year 1994-1995***). (TA)

A teacher may secure payment in advance if they sign an agreement to repay the money through payroll deduction if their grade is below B.

6.10 - 6.11 Unchanged

6.12 Preparation

(A) The District shall provide one preparation period per day to secondary school teachers.

(B) The District shall provide preparation time to elementary school teachers when specialists (art, music, physical education, library, guidance) are teaching classes; except for purposes of carryover lessons. **Preparation time is intended for general classroom planning, however, both parties, acting in a professional manner, recognize that occasional exceptions may occur.** (TA)

(C) The District will provide one (1) hour of preparation time per week to specialists.

ARTICLE XV RETIREMENT

15.1 After 20 or more years of service in the District retirees shall receive ~~$100~~ $50.00 for each year of service. Teachers who are planning on retirement must notify the Board of such 18 months before they plan to retire. NO

15.2 After 20 or more years of service in the district retirees shall be paid for all accumulated leave days at the ***rate of $50 per day***. Teachers who are planning on retiring must notify the Board of such 18 months before they day they plan to retire. (TA)

15.3 Unchanged

15.4 Early Retirement NO

(A) Any full time member of the Monadnock District Education Association Bargaining Unit who is at least fifty-five (55) years of age and has had at least twenty (20) years of full time service (a 20 year average of 80% time or greater) in the Monadnock Regional School District may apply for early retirement under this plan as of July first in the calendar year in which said member reaches age fifty-five (55) or as of the first of July in any year thereafter. Said application to retire early shall be made no later than December first prior to the intended July first retirement date on a form approved by the Board. The application will be approved by the board on or before its February meeting. The determination of the Board of approval or disapproval shall be final.

(B) Bargaining unit members who qualify for total disability under the benefits program for the Association are ineligible for the early retirement plan.

(C) Said early retirement participants shall receive from said date until the normal retirement are of sixty-five (65) or for a period of seven (7) years whichever comes first an annual stipend <u>of 25% of the employee's last year's salary</u>. One half (1/2) years (at least 80 days) shall be included in the computation. At the request of the early retiree, the equivalent 7 year pay out, can be prorated for up to 10 years.

(D) Any employee who participates in this early retirement plan shall not be entitled to any other benefits of the bargaining unit other than this stipend and the other retirement benefits mentioned herein (Article XV). The computation of the stipend shall not include the value of these other benefits provided of the bargaining unit.

(E) No amendment or termination of early retirement shall affect any participant then governed by its terms.

(F) Stipends provided to employees under this plan shall automatically terminate upon the occurrence of any of the following:

1. Sixty-fifth (65) birthday of an employee or the completion of seven (7) years of the stipend
2. Death of the employee; in such an event the benefits of this plan shall not vest in the employee's estate.

(G) The limit on the number eligible for early retirement in any single year will be four (4). In the event that more than four (4) apply, the plan shall be limited to the four (4) applicants who receive the highest salaries. The Board may, at its sole discretion, approve additional applications for the plan.

(H) The Board or its designee shall keep cumulative statistics of the cost of people on early retirement and the cost of the same number of people hired. Example - if 3 people elect early retirement one year and 7 people are hired (due to other kinds of departure) statistics will be kept for the 3 people lowest on the salary schedule.

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
May 6, 1997

MEETING AT
Troy Elementary School, Troy

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business
     - 1) Assistant Treasurer report - John Menton
     - 2) Question of School Board Member/salaried employee conflict
     - 3) Committee Assignments

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Up-dating MRSD Policy Manual
   - d. Discussion of 1998-1999 budget preparation calendar. (see attachment)
   - e. Parent request to enroll child at Troy Elementary for the 1997-98 school year (see attachment) and Parent request to enroll child at Mt. Caesar Elementary for the 1997-1998 school year (see attachment)
   - f. Resignation of Board member (see attachment)
   - g. Information on teacher assignment change (see attachment)
   - h. New England Education Association of Schools and Colleges
   - i. Roles and responsibility of School Board and members (see attachment)
   - j. Superintendent search procedure
   - k. Set "New Board Member" workshop.
   - l. Action on the Manifest.
   - m. Correspondence/announcement.
     - 1) SAU #38 Board Meeting
     - 2) Cheshire Center's Advisory Committee Meeting

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Correlate of Effective School -- OPPORTUNITY TO LEARN AND TIME ON LEARNING

6. 9:15P Setting the next meeting's agenda

7. 9:20P NON PUBLIC SESSION
   a. Personnel Contract
   b. Negotiations
   c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

SCHOOL ADMINISTRATIVE UNIT NO. 38

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

Dr. William V. Wheeler - Superintendent

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

To: MRSD Board Members
Date: April 30, 1997
Topic: Notes on May 6, 1997 Board Meeting's Agenda Topics
From: Bill Wheeler

New opinions are always suspected, and usually opposed, without any other reason but because they are not already common.

-- John Locke, "Essay Concerning Human Understanding"

With this statement I welcome the new Board members, the "old" as well, in the discussion about this business called, EDUCATION. Sometimes it may appear that I am not listening well enough to new ideas. I really do try but, as John states above, they are just not common. Old dogs can learn new tricks it is just more frightening. So as you explore this realm with us please feel free to speak your mind and be prepared for the consequences. Some are very, very good and some may leave you wanting relief.

1.b.1) John has researched this issue and it is more complicated than we first thought it to be. Therefore, he will bring you up to date on the effort to add an assistant treasurer's position.

1.b.2) This issue has been resolved as you directed me to do at the last meeting. I called Mr. Prigge to apprise him of the situation, visited with Ms. Starrett with the concerns of conflict of interest in being a MRSD board member and a salaried employee of the District at the same time. This was done on the morning after your last meeting, April 16, 1997. Ms. Starrett's last day as a salaried employee was April 15, 1996. She submitted a letter of resignation to Karen Craig, Emerson Elementary School Principal, declaring that decision.

4.d. A corresponding date 1997-1998 Budget Preparation Calendar is proposed for your action.

4.e. Is self explanatory.

4.f. The board is required to act on school board member resignations. In the past you have advertised, within the Town affected, for nominees to fulfill the remainder of the term or until the next general election.

4.g. The teacher is on a partial contract at this time. This letter is provided for your information on a change request.

4.h. Monadnock Regional High School was evaluated by the New England Association of Schools and Colleges last Fall. They have presented us with a written report of their findings and discoveries of that visit. You received this copy several meetings ago. Dan will be present to respond to any questions or concerns you may have regarding the report and to spell out the procedure which will be used to address the recommendations made in the report.

4.i. Nancy and I visited on this topic. It seems a good time to discuss the roles and responsibilities of the Board and the members of the Board. Some of the discussion may need to be in Non-public Session. You will need to decide on that issue at the meeting. Overall, the Board has legal responsibilities and ethical responsibilities. It is always advisable to review those from time to time. In general the board has the responsibility for making policy and evaluating how policies are being implemented. A superintendent's

responsibility is to implement policy and administer the District in the absence of policy. It is not always easy to separate the two as neatly as that. I believe we work best when we work as a team. Communications, setting expectations, and evaluating results, in formal and informal ways, are critical necessities to working as a team. It seems appropriate that you review the attached materials, determine how you feel about the declarations presented in them, and be prepared to respond, as well as, when appropriate, to react to those declarations. Not all of the Governance material is presented in this attachment. You may wish to review other parts of the MRSD Policy Manual prior to the meeting.

4.j. This was a topic requested by the Board at the last meeting.

4.k. With the number of new or recently seated Board members, as well as, the "old" members it is important to hold an orientation meeting. The meeting needs to be set for the convenience of the members. So, bring a calendar and select a date. You need to think of those items, articles, information bits, and protocols which should be included on the agenda for the meeting.

4.m.1) Information and agendas have been sent to all board members. The SAU #38 Monadnock Regional School District representatives will be determined at the meeting. If you have any questions or concerns about the agenda of SAU #38 business please ask or discuss them at this time.

4.m.2) You received a copy of a letter sent to Thomas J. Moses, Cheshire Center Advisory Council Chairman, expressing my concerns about two issues. All Region #13 (Fall Mountain Regional, Hinsdale, Keene, Monadnock Regional, and Winchester School District Board members are invited to attend this meeting.

5.a. For the new members, part of the Administrators effort this past school year has been to explain how the District's schools employ the seven Correlates of Effective Schools. We have discussed the overall picture and five of the correlates to date. This correlate, OPPORTUNITY TO LEARN AND TIME ON LEARNING, will be discussed. The last correlate will be discussed at the second May meeting. The first meeting June will be a wrap-up of the topic. At that time you will have an opportunity to observe and participate in a recap of the "Whole Picture".

I will present an overview of the correlate as it pertains to the use of time in our schools. It will not be a discussion which declares specifics about how much time is used for each subject. I believe it is important for the governance group to understand the impact which teachers and administrators have witnessed as society has expected more from schools. An example, societies, long before the discovery of America, struggled with the problem of alcohol use and abuse. American schools have been asked to address this social problem. It has been added to the curriculum of every elementary school and to some areas of every high school. When statistics indicate that usage increases for a cohort, such as is presently the case, teachers and administrators feel the pressure to "perform better".

Non-public Session (For Board Members Only)

A copy of the material presented to this office by the Negotiations Committee is presented for your review. Mr. Johnson expressed this information verbally to you at the last meeting. You requested to have it presented in writing. Unfortunately, Mr. Johnson has need to resign from the Board. Any questions you have will be addressed at this meeting by other members of the committee. The dollar value with index was not attached to the report from the committee; therefore, I have requested this document from John Menton. It is attached for your review.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board
Troy Elementary School, Troy
May 7, 1997

PRESENT:
Gary Bednarski, Nancy Callender, Dixie Gurian, Jim Fallon, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Becky Smith and Mandy Tetreault, Student Representatives, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present John Menton, David Bell, Karen Craig, Dan Stockwell, Joanne Marchand and Diana Elkavitch.

CALL TO ORDER:
The meeting was called to order at 7:00 PM by N. Callender, Chairperson.

CONSENT AGENDA:
G. White MOVED: That the Board approve the minutes of April 15, 1997; SECONDED by C. Nolan. DISCUSSION: J. Menton noted that D. Gurian's name had been omitted on the list of new board members sworn into office. J. Menton apologized for the oversight. N. Callender noted that the minutes did not reflect the Board's action of appointing Sharon Turner, School District Clerk, Arlene Perry, School District Treasurer and the vote of the Board to appoint an assistant treasurer. VOTED: 9-0-0-1 as corrected.

Under Old Business, J. Menton reported that the RSA's require the position of assistant treasurer be approved by a vote of the District, but questioned if that law applies also to appointed treasurers. He will be seeking a legal opinion.

Dr. Wheeler reported that the issue regarding a potential board member/employee conflict has been resolved.

N. Callender confirmed the following Committee assignments:

Budget Committee: J. Fallon, and B. Hamill alternate
Policy Committee: G. Bednarski. C. Starrett and J. Fallon
Finance Committee: N. Callender and B. Hamill
Transportation Committee: G. White and L. Sicotte
Negotiations Committee: J. Fallon, C. Nolan and D. Gurian
Facilities Committee: C. Nolan, C. Starrett and G. White
Cheshire Center: G. White, G. Bednarski and C. Starrett
Sick Leave Committee: B. Hamill and N. Callender
Communications: D. Gurian
Staff Development: B. Hamill, D. Gurian and G. Bednarski
Legislative: B. Hamill and D. Gurian, alternate
SAU Board: N. Callender, B. Hamill and G. White
NHSBA Delegate: L. Sicotte

TEMPORARY COMMITTEES
Block Scheduling: L. Sicotte and Student Representatives John Dick and Brian Russell
Compensation Committee: J. Fallon and D. Gurian

L. Sicotte inquired as to the plans for making up the Cutler school days lost to the breakdown of the heating facility. Dr. Wheeler reported that the Commissioner waived four of the five days; one day to be a make up day.

CITIZENS CONCERNS: None.

STUDENT COUNCIL CONCERNS:
Mandy reported that a benefit dance was sponsored by the Student Council and described as a community effort to help defray the medical expenses of Kristen Davis. The Student Council elections will be held on May 19th. Becky reported that the sixth grade orientation took place on May 2nd; the Senior Prom will be held on the 17th of May and the performance of "One Flew Over The Cuckoos's Nest" will be presented in the High School Auditorium on May 7, 8 and 9.

OTHER SCHOOL BOARD BUSINESS:
A. Board Committee Reports;
C. Nolan, Facilities Committee Chairman, reported that the Committee met three times since the April 15th Board meeting. On April 16th the Committee discussed the roles of the co-clerk of the works, Charlie Roosa and Alan Corindia. The Committee continued to work toward finalizing the Cutler project, including an option of locating a teachers' lavatory in the vicinity of the school's office, and discussed the possibility of a delay with the start of construction due to finalizing the exchange of property. J. Menton informed the Committee of a telephone system being donated to the school. C. Nolan reported that he asked that the proposal be put on hold until the Board could act on the matter. The Committee met on April 22nd and was presented an update on the land exchange and the federal requirements and the Troy School chair lift project. The proposed art room was discussed and the Committee agreed on a 1200 sqft facility. C. Nolan reported that he had polled the Board so that the architect could proceed with preparing the working drawings. It was also discussed that a meeting would be scheduled with the Town of Swanzey Selectman and Planing Board to discuss the Cutler project. On April 30th the Committee met with C. Starrett, a new committee member, in attendance. The plans for the proposed kitchen facility were discussed and reconsideration was given to making the teachers' lavatory as part of the new multi-purpose room facility. C. Nolan noted that the Committee voted not to reconsider the administration's request. The Swanzey Selectmen were present to discuss the land exchange and agreed to reclaiming all, or part of, the tennis court and basketball area. C. Nolan reported that a meeting was scheduled for May 1st in Concord in an attempt to expedite the application for approving the exchange of property. C. Nolan noted that a meeting will be held on May 13th at the Cutler School with DRED officials for a site review. He also noted that Jeff Ingram presented a draft of "A Letter of Intent" for the Board so that he could proceed with getting commitments from sub contractors.

C. Nolan MOVED: That the Board authorize the architect to proceed with developing drawings for a 1200 sqft art room; SECONDED: by G. White. DISCUSSION: L. Sicotte asked about additional architect's fees. J. Menton explained that the original fees were based on a project cost of $990,000 and additional costs will be approximately $21,000 to complete the project. VOTED: 8-1-0-1.

G. White MOVED: That the Board consider a staff lavatory for the Multi-purpose Room at a cost of $1,216; SECONDED: by D. Gurian. DISCUSSION: The advantages and disadvantages of the proposed locations were discussed. D. Bell expressed his appreciation for the work of the Committee and asked that the lavatory be restored to the area of the multi-purpose room. Cutler teachers that were present spoke in support of a private facility for teachers and support for the multi-purpose room location. Teachers were questioned by board members as to their preference. VOTED: 4-2-3-1

N. Callendar, speaking on behalf of the Policy Committee, reminded the Board that there is a policy pending regarding sports eligibility and participation. She also commented on the need to resolve the discrepancies between Board policies and handbook policies.

B. New Business Items;
K. Holt presented an overview of the District's Consolidated Application Grant, including the goals and objectives, and the proposed budget. G. White MOVED: That the Board allow the Administration to apply for the grant; SECONDED: by J. Fallon. VOTED: 7-0-1-2.

C. Up-dating MRSD Policy Manual; No report.

D. Discussion of 1998-99 budget preparation calendar;
The calendar proposal dated 4/30/97 was discussed. C. Nolan asked that consideration be given to adding November 18th to the budget review schedule. C. Nolan MOVED: That November 18th be included in the budget review schedule; SECONDED: by J. Fallon. VOTED: 9-0-0-1.

E. Parent request to enroll child in Troy Elementary for the 1997-98 school year and parent request to enroll child at Mt. Caesar School for the 1997-98 school year;
Dr. Wheeler presented the request of Bruce and Kelly Wichland to enroll their son in the Troy Kindergarten for the 1997-98 school year. Kelly is a teacher at the Troy School. J. Fallon MOVED: That the Board approve the request; SECONDED: by G. White. VOTED: 9-0-0-1.

Dr. Wheeler presented the request of Philip and Susan Crotto for their son to attend Kindergarten at the Mt. Caesar School for the 1997-98 school year. Philip is a teacher and chairman of the High School Fine Arts Department. J. Fallon MOVED: That the request be approved; SECONDED: by C. Nolan. DISCUSSION: L. DeCoste, Mt. Caesar principal, confirmed that the request does not appear to be problematic. VOTED: 9-0-0-1.

D. Stockwell described the request of an 11th grade high school student who is now a resident of Keene and wants to complete this year at Monadnock and to return for the next school year, tuition free. G. White MOVED: That the request be approved; SECONDED: by B. Hamill. DISCUSSION: Conditions were discussed as to the student living on his own and not with his parents. VOTED: 9-0-0-1.

Dr. Wheeler presented the request of Helen Mercer for her son to attend the Mt. Caesar School for the 1997-98 school year. H. Mercer is a teacher at the Mt. Caesar School. G. White MOVED: That the request be approved; SECONDED: by D. Gurian. DISCUSSION: Issues of enrollments and class size were discussed. VOTED: 9-0-0-1.

F. Resignation of Board Member;
The process of filling the Gilsum vacancy on the Board as a result of the resignation of Charles Johnson was discussed. N. Callender will contact the Gilsum Selectmen for recommendations. B. Hamill MOVED: That the Board accept Charles Johnson's resignation with regret and that a letter be sent on behalf of the Board; SECONDED by D. Gurian. VOTED: 9-0-0-1.

G. Information on Teacher Assignment Change;
Dr. Wheeler informed the Board with regard to the request of Theresa Majoy to modify her teaching contract to a sixty percent work week so to avoid any conflicts with her graduate studies. Questions were raised as to there being any negative effects on students having to adjust to different teachers. Dr. Wheeler explained that this practice has been in place for the current year and it does not appear to present any difficulties. The percentage apportionment of benefits was also explained.

H. New England Association of Schools and Colleges;
D. Stockwell reported to the Board that the Junior-Senior High School was awarded continued accreditation by the New England Association of Schools and Colleges. In a letter shared with the Board the Association listed twenty-seven commendations. On October 1, 1998, the High School is required to submit a Two Year Progress Report indicating the status of each recommendation listed in the Association's report. D. Stockwell responded to questions or comments by board members.

I. Roles and Responsibility of School Board and Members;
The Board members were provided with their agenda a number of School Board policies pertaining to the responsibilities of the Board and the duties of school board members. Included was a Code of Conduct for Board Members adopted by the NHSBA and an article addressing ethical standards for school administrators and school boards. N. Callender addressed the issue of the Board being a policy maker and director of policies and described the difficulty of crossing over from a director to influencing the day to day activities of the school district. She explained that differences of opinions are expected and debate can be healthy, but once the Board has voted on an issue, the outcome should be supported by all members. She further emphasized that board members have no school board authority when the Board is not in session, unless a member or a committee has been authorized to act on behalf of the Board. N. Callender encouraged members

to direct issues that are brought to them by citizens and parents though the proper channels. Her closing comments addressed the board members' responsibility to respect the confidentially of the Board's non public sessions. Dr. Wheeler spoke reinforcing many of the same points, particularly the role of the Board as an evaluator of performance, and the violation of confidentiality of non public sessions.

J. Superintendent Search Procedure;
To be placed on the next Board agenda.

K. Set "New Board Member" workshop;
The workshop for new board members was scheduled for Thursday, May 15th, 7:00 PM, at the Wyman House. The workshop is open to all board members.

L. Action on Manifest;
J. Fallon MOVED: That the Board approve the manifest dated May 5, 1997 for $1,117,070.73 (Payroll Warrant #271, dated 4/22/97, $346,572.49; Payroll Warrant #273, dated 5/6/97, $346,995.42; Payroll Warrant #274, dated 4/23/97, $117,239.11; Payroll Warrant #276, dated 4/29/97, $356.40; Warrant #35, dated 5/6/97, $29,471.47 and Warrant #36, dated 5/6/97, $276,435.84); SECONDED: by C. Nolan. VOTED: 8-0-1-1. Dr. Wheeler explained that the District should expect to receive the Governors kindergarten revenues before the close of the school year.

H. Correspondence/announcements;
K. Holt reported to the Board of a report that will presented to the SAU #38 Board for approval regarding new requirements for Staff Development Plans. K. Holt described the changes.

J. Menton reported that the District received five bids for the replacement of fuel tanks at the Gilsum and Surry schools. M.B. Maintenance of New Boston, NH was awarded the contract for the low bid of $24,620. The highest bid was $42,014.35.

Dr. Wheeler announced that the Cheshire Center Advisory Council will be meeting on May 19th, 7:00 PM, at the Center to hear the concerns of the sending districts. Dr. Wheeler expressed concern regarding action of the Keene School Board to restrict the attendance of a Monadnock student, and to determine the responsibility for the operation of Region 13, "School To Work Program".

Dr. Wheeler informed the Board that the District received a donation of physical education.

The Board recognized the announcement that it was National Teacher Appreciation Week.

SUPERINTENDENT'S REPORT:
Dr. Wheeler presented an overview of the District's seventh correlate "Opportunity to Learn and Time on Learning". He outlined the OBE Performance Based Learning Model used in the District and described the three cognitive goals and two effective goals which the District adopted

eight years ago. Further more Dr. Wheeler compared "Traditional Education" to "performance Based Learning". To illustrate the expectations during teacher/student time together, Dr. Wheeler presented a typical week's schedule of a one grade classroom and of a multi-grade classroom. For further comparison, he described a report of how fifth grade mathematics study time contrasts to a fifth grade student in Taiwan and Japan.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the May 20th agenda are:

1. School Board Meetings Calendar,
2. Superintendent Search Procedure.

NON PUBLIC SESSION: None.

ADJOURNMENT:
At 9:35 PM, G. White MOVED: That the Board adjourn; SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

Respectfully submitted,

John M. Menton

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
May 20, 1997

MEETING AT
Monadnock Regional High School, Swanzey Center

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business
     - 1) One board member questioning the actions of another. (see attachment)

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
     - 1) Cheshire Center's Advisory Committee Meeting report
   - b. New business items
   - c. Up-dating MRSD Policy Manual
   - d. Discussion of 1998-1999 budget preparation calendar (see attachment)
   - e. Two separate parent requests to enroll their child(ren) at Emerson Elementary for the 1997-98 school year (see attachments)
   - f. Report on Gilsum Board member replacement
   - g. Superintendent search procedure
   - h. Set "New Board Member" workshop.
   - i. Action on the Manifest.
   - j. Correspondence/announcement.
     - 1) SAU #38 Board Meeting report

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Brainstorm areas of interest which Board members wish to have more addressed.

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: May 14, 1997
Topic: Notes on Agenda Items
From: Bill Wheeler

Our privileges can be no greater than our obligations. The protection of our rights can endure no longer than the performance of our responsibilities.

--John F. Kennedy, speech, May 18,1963

The essence of what Chair Nancy spoke of at the last meeting is succinctly presented by one of my favorite Americans. The other day I was reading a book written in 1836, it had a great statement which clearly pertains to the subject. It was, "If you continue to plant weeds, don't expect to harvest corn." Negative statements and negative acts very seldom accomplish anything even for those who foster such behavior. Trust is a very fragile characteristic of relationships. It requires a great deal of care. Platitudes are fun to discuss but actions tell the story. You have the opportunity of clearly speaking for students' educational welfare while balancing that welfare with the ability of the community to financially and spiritually support it. Think about holding a board workshop on the topic addressed by Nancy where we might bring in consultants from either or both the NHSBA and the NHSAA.

1. b.1) Mr. Fallon wishes to share what he believes to be the source of contention raised at the last meeting. He shares the document which was presented on election day to potential voters.

4.a.1) The meeting will have been held on Monday night. The report will be an unprepared collaborative effort of those who attend the meeting.

4.d. This is a copy of the budget preparation calendar with the changes you desired. Please review it and put the pertinent dates in your filing folder. Think about budget items for which you wish to have a greater level of knowledge. The Superintendent's Report item.

4.f. I thought Jim Young would enjoy doing this again. Missed. He respectfully declined. So we will continue to talk to people in the Town in an attempt to find a replacement for Mr. Johnson.

4.g. This item has been on the agenda for some time. For your information, my status has not changed. I will help you with this project in any way you deem appropriate.

4.h. I had to call Chair Nancy to tell her, with considerable embarrassment, that I had a conflict on May 15th. Of all things, I had scheduled two days of vacation for the 15th and 16th. What is it about the short term and long term memory. I used to remember Miller's work on the topic. Oh well! It will come to me just give me a minute. We will reschedule this meeting, hopefully, before the new members are capable of delivering the workshop. What do you think of 7:00 PM, Wednesday, May 28th?

4.j.1) The SAU Board met on May 7th. Bill, Glenn, and Nancy will give you a rundown on the happenings.

5.a. Please think of areas of concern, areas which you wish to have a greater level of knowledge, local, Statewide, or National issues, what impacts educational decisions, etc. We, administrators and/or board members, will build the agendas based on this input.

7. Non-public session. Negotiations committee report.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Monadnock Regional High School, Swanzey Center
May 20, 1997

CALL TO ORDER:
The meeting was called to order at 7:00 PM by J. Fallon, Vice Chairman.

PRESENT:
Gary Bednarski, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Becky Smith and Mandy Tetreault, Student Representatives, Dr. William Wheeler, Superintendent of Schools, and Kathy Holt, Assistant Superintendent. Also present John Menton, Lil DeCoste, Judy Stettler, Dan Stockwell, Betty Tatro, Joanne Marchand and Diana Elkavitch.

Dr. Wheeler introduced Jan Fiderio of Gilsum as a candidate to fill the Gilsum vacancy on the Board caused by the resignation of Charles Johnson. Jan described herself as a long-time resident of Gilsum and has a daughter who will enter Kindergarten in September. D. Gurian MOVED: That the Board approve Jan Fiderio as the Gilsum representative to the School Board; SECONDED: by G. White. DISCUSSION: Dr. Wheeler explained that the term of office is until the April election. VOTED: 8-0-0-2.

CONSENT AGENDA:
G. White MOVED: That the Board approve the minutes of May 6, 1997; SECONDED by C. Nolan. DISCUSSION: L. Sicotte asked that his vote on the request of a Keene resident (page 4, 2nd paragraph) be corrected to a "No" vote. Committee assignments (page 2) add G. Bednarski and C. Nolan to the Compensation Committee. VOTED: 8-0-1-1.

J. Fallon advised the Board that the subject of one board member questioning the actions of another will be addressed in non public session.

CITIZENS CONCERNS:
A hearing requested by Mrs. Grover for her son was set for Wednesday, May 28, 1997, 6:00 PM, at the Wyman House.

STUDENT COUNCIL CONCERNS:
Becky Smith and Mandy Tetreault informed the Board that this was their last meeting as student representatives to the Board, and that Brian Russell and John Dick will be the Student Council's new representatives to the Board. Becky thanked the Board for the opportunity to serve, and being able in the future to draw from the experience. Dr. Wheeler thanked them for their participation, commitment to serve, and for being a credit to the Board.

OTHER SCHOOL BOARD BUSINESS:

A. Board Committee Reports;

C. Nolan, Facilities Committee Chairman, reported that a meeting was held on Thursday, May 8th and brought closure to the Cutler School project. The Committee agreed to accept a project cost of $965,000 with a contingency of $20,000. and that the business for the project be coordinated by J. Menton. C. Nolan reported that on May 13th, he and the administration met with representatives of DRED to review the proposed exchange of property with the Town of Swanzey. He explained that the District should be receiving approval within forty-five days, and that the requirement for an appraisal of the properties was waived. The Committee also met on Tuesday, May 13th to begin the initial planning for the Emerson School project and to approve a time line for meeting critical events. At the meeting, J. Menton reported on the status of the Troy chairlift, and C. Roosa reported on the progress of replacing the oil tanks in Surry and Gilsum and gave a status report regarding the high school parking lot. K. Craig suggested that the Committee consider a bond issue for financing the Emerson project so that the entire project can be completed in one phase. C. Nolan informed the Board that the Committee will be meeting on May 27th to meet with the administration, staff and the chairman of the Fitzwilliam Planning Board. There are also plans to meet with Fitzwilliam's Historical Committee on June 2nd.

C. Nolan MOVED: That the Board approve $965,000 with a contingency of $20,000 for the completion of the Cutler project; SECONDED: by G. White. VOTED:8-0-1-1.

Referring to a Letter of Intent between the District and Ingram Construction, Inc., C. Nolan MOVED: That the Board approve the document and authorize the Superintendent to sign the agreement on behalf of the Board; SECONDED: by G. White. VOTED: 8-0-1-1.

G. White reported on the recent meeting of the C.V.C. Advisory Committee that was held on May 19th at the C.V.C. Center. The Committee heard a report from Valerie Vincent-Horton on the efforts of Region #13 "School To Work" program and the participation by local businesses. He described the program as having great potential. Dr. Wheeler commented on a proposed program, "Connections, Chances and Choices" that is being planned for freshman. He further commented that his concern regarding the function and activity of the Operations Committee have been satisfactorily addressed. The issue regarding the eligibility of students to attend the C.V.C. is being addressed by the Keene School Board.

J. Fallon expressed the need for the Policy Committee to schedule a meeting to review student policies.

B. New Business Items; None.

C. Up-dating MRSD Policy Manual; No report.

D. Discussion of 1998-99 Budget Preparation Calendar;
Dr. Wheeler submitted the calendar with the changes recommended at the previous meeting of the Board.

E. Request to Enroll Children at the Emerson School for the 1997-98 School Year;
Dr. Wheeler presented the request of Joanne and Thomas Walsh for their two sons to attend the Emerson School for the 1997-98 school year. In a letter to the Board, it was explained that Mrs. Walsh works at the Emerson School and their kindergarten son's day care is in Fitzwilliam. G. White MOVED: That the Board approve the request of Joanne and Thomas Walsh; SECONDED:by B. Hamill. VOTED: 7-0-2-1.

Dr. Wheeler presented the request of Cheryl Sullivan for her daughter to attend the Emerson School for the 1997-98 school year. Mrs. Sullivan explained in a letter to the Board that she has had to move to Troy, and that she works at the Emerson school. G. White MOVED: That the Board approve Mrs. Sullivan's request; SECONDED: by C. Starrett. VOTED: 9-0-0-1.

F. Report on Gilsum Board Member Replacement; None

G. Superintendent Research Procedure;
After a brief discussion, J. Fallon requested that the topic be placed on the next Board agenda when the Board has a full report on SAU.

H. Set "New Board Member" Workshop;
The "New Board Member" workshop was rescheduled for Monday, June 9th, 6:00 PM, at the Wyman House.

I. Action on the Manifest;
B. Hamill MOVED: That the Board approve the manifest dated May 20, 1997 for $428,629.97 (Payroll Warrant #278, dated 5/07/97, $88,191.75; Payroll Warrant #282, dated 5/09/97, $108.46; Warrant #39, dated 5/20/97, $318,955.01 and Warrant #40, dated 5/20/97, $21,374.75); SECONDED: by C. Nolan. VOTED: 9-0-0-1.

H. Correspondence/announcements;
B. Hamill informed the Board that he will present a SAU #38 Board report at the next meeting of the Board.

Dr. Wheeler distributed a summary of a report he presented to the Board on May 6th. Dr. Wheeler also informed the Board of legislation requiring school districts to be responsible for national criminal history checks on all new employees. Dr. Wheeler informed the Board of a SB-2 survey conducted by the State Legislative Committee on Municipal and County Government who wish to meet with the Board to share the results of the survey.

SUPERINTENDENT'S REPORT:
Dr. Wheeler invited topics from Board Members that would be of interest for future meetings. Suggestions included a review of the requirements and the process for delivering special education services; the opportunity to meet

with staff and department heads so to be better informed about course offerings, K-12; State and Federal education requirements, legislation and funding; and programs for the gifted. Dr. Wheeler advised that he will continue to provide information regarding the "School To Work" program, assessment activities and curriculum structuring.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the June 3, agenda are:

1. Bonding and alternative funding,
2. SAU #38 Report,
3. Administrative Salaries
4. Superintendent Search Process,
5. SB-2 Survey, and
6. Policies re: student conduct.

Prior to the Board going into non public session, the Keene Sentinel reporter questioned the Chair as to the disagreement between board members as being an appropriate topic under the State's "Public Right To Know Laws". She referenced that part of the law that states that personal issues of board members are not privileged to non public session. J. Fallon did not object to presenting the issue in public session. At a previous Board meeting, L. Sicotte took exception to the appointment of J. Fallon to the Negotiations Committee and described his activities on election day of distributing information supporting non incumbent candidates as a conflict of interest. J. Fallon, referring to specific New Hampshire law, defended his activities as not in conflict with being a member of the board or with his appointment to the negotiations committee. L. Sicotte did not contest J. Fallon's remarks, but explained that someone had asked him to bring the issue before the Board. Prompted by Board members comments, L. Sicotte withdrew his protest and apologized to J. Fallon.

NON PUBLIC SESSION:
At 8:22 p.m., C. Starrett MOVED: That the Board enter into non public session to discuss personnel and negotiation issues; SECONDED: by G. White. VOTED: 9-0-0-1 by a roll call vote.

Dr. Wheeler announced that Judy Stettler, Troy School Principal, has submitted her resignation effective June 30, 1997. He further praised J. Stettler for her three years of service as the first full-time principal for the Troy Elementary School. B. Hamill MOVED: That the Board authorize the Superintendent to begin a search for the replacement of Judy Stettler; SECONDED: by C. Nolan. VOTED: 9-0-0-1.

Dr. Wheeler recommended to the Board principals' salaries for the 1997-98 school year. Item is to be placed on the next Board agenda.

J. Fallon presented to the Board for ratification an agreement reached through mediation between the Board's Negotiations Committee and the Monadnock Education Association for the 1997-98 school year. Details of the agreement were discussed. G. White MOVED: That the contract for the 1997-98 school year be approved; SECONDED: by B. Hamill. VOTED: 3-4-2-1.

At 9:22 PM, B. Hamill MOVED: That the Board return to public session; SECONDED: by G. White. VOTED: 9-0-0-1.

ADJOURNMENT:
At 9:23 PM, L. Sicotte MOVED: To adjourn; SECONDED: by G. Bednarski. VOTED: 9-0-0-1.

Respectfully submitted,

John M. Menton

MONADNOCK REGIONAL SCHOOL DISTRICT
School Board Areas of Interest

1997-1998 School Year Report Topics

Teacher respect in the classroom -
- Are the teachers properly respected by the students and parents?
- Does the treatment of teachers reflect that level of respect?

Review the Special Education Process -
- What is offered?
- What is the philosophical base of the program?
- Where are we going with the program?

Discipline/department reports K-12 -
- Fine Arts
- Extra-curricular offerings
  - Athletics
  - Academics
  - Associated activities (those which students may participate but the school does not sponsor)
- Academics
  - Language Arts
  - Science
  - Math
  - Social Studies
  - Business Ed
  - Home Ec
  - Physical Education
  - Voc/Tech Education

State and Federal requirements -
- How do we keep up on it?
- What is the funding process and procedure?
- How do we act(manage) on the funds?

Gifted Education -
- What are we doing?

These topics were selected by board members at the May 20, 1997 meeting. They will be addressed during meetings held during the 1997-1998 school year. If you have others please present them at any time.

TO: School Board

FROM: Richard and Suzanne Simpson

293 South St.
Troy, NH 03465

DATE: May 12, 1997

RE: Ashley Simpson (dob 12-26-88)
Kyle Simpson (dob 2-21-92)

We reside in the town of Troy. Our daughter, Ashley, has been going to Emerson Elementary School in Fitzwilliam since September 1994.

We would like permission for Ashley to continue her elementary school education at the Emerson School. We would also like for our son, Kyle, to begin his elementary school education at the Emerson School.

Both of us work outside of the home. Richard is a mason foreman for Hutter Construction. Suzanne is a laboratory assistant for the Lahey Hitchcock Clinic. Both of these jobs have continuously changing hours on a weekly or even daily basis. During the time that we spend working, our children stay with their grandmother, Elaine Whipple, who resides at Howeville Tpk. in Fitzwilliam.

It is very difficult in our world today to find a trustworthy person to care for our children while the parents work outside of the home. That is why we feel grateful that the children's grandmother, Elaine, is able to look after them while we work.

Due to health problems Elaine is not allowed to drive on a regular basis. The occasional sick child, that she may need to go to the school and pick up is not a problem. But to drive the kids back and forth on a regular basis would be impossible.

Please, allow our children to go to the Emerson Elementary School. Ashley is already established there, and Kyle would enjoy starting school more knowing that his sister is just down the hallway.

May 13, 1997

To the Monadnock Regional School District School Board:

I am writing to request that my daughter, Shara Becotte, be allowed to attend Emerson School for the 1997-1998 school year. Last spring we had to move to the Troy/Fitzwilliam line because the only available NH Housing is located there. NH Housing wouldn't subsidize the housing where we had been living in Fitzwilliam, and this is the only reason we had to move. I wanted to try to find a place in Fitzwilliam, but couldn't. I will transport Shara daily. I work in Fitzwilliam, and transportation will not be a problem.

Emerson School is the only school Shara has attended. She has adjusted well to Emerson School, is making steady progress, and I believe it will be in her best interest to remain there. Shara has special needs, and the Emerson staff and faculty knows Shara well and understands her needs. Emerson is providing a program which meets them. I am worried about Shara changing schools, and I don't think it is good for Shara to change schools if it is possible for her to remain at Emerson. I am a single mother, and Shara has had too much change in her life already. If her schooling can remain stable, I think it will be best for her.

I would appreciate it very much if you could allow Shara to remain at Emerson School. I think it is best for her educationally, as well as for her social well being.

Thank you very much for your consideration of my request.

Sincerely,

Cheryl Sullivan

Cheryl Sullivan

Mailing Address:
PO Box 291
Fitzwilliam, NH 03447

Residence:
15 Fitzwilliam Road
Troy, NH 03465

May 5, 1997

Monadnock School Board,

We would like to request permission for our sons Brenton, grade four, and Garrett, kindergarten, to attend school at Emerson next year.

Our request is mainly due to two reasons. Garrett needs day care for part of the day and our provider is in Fitzwilliam. Also, my duties as an aide at Emerson School sometimes ask that I be there before my scheduled time or remain later than usual. Having both my sons with me would allow me to give 110% as I would not have to be continually arranging day care to meet the unexpected needs which often arise.

Thank you for considering our request.

Joanne and Thomas Walsh

Thomas Walsh

Joanne Walsh

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
June 3, 1997

MEETING AT
Richmond Veteran's Hall, Richmond

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Up-dating MRSD Policy Manual
   - d. Emerson Facility Project - Alternative Funding Options
   - e. Parent request to enroll their children at Emerson Elementary for the 1997-98 school year (see attachments)
   - f. Superintendent search procedure
   - h. Action on the Manifest.
   - j. Correspondence/announcement.

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Correlate "Home-School Relations", seventh and final correlate for Effective Schools.

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: May 28, 1996
Topic: Discussion of Agenda Items
From: Bill Wheeler

Some people's idea of [free speech] is that they are free to say what they like, but if anyone says anything back, that is an outrage.
-- Winston Churchill, speech, Oct. 13, 1943

How did Winston know about American extremists back in his day?

4d. The Cutler Project has demonstrated the difficulty in correlating the efforts from one year to the next on similar items. There is no way of knowing the additional cost to perform in such a fashion. However, it seems that we should stop for a moment and discuss the possibility of dealing with the problems in a different manner. Emerson's project appears to fit very closely with that of Cutler's. The major difference is the changes needed within the present structure. Financing seems to be the problem. The Board wishes to "Pay as you go." Keeping with that wish is there a different method of accomplishing both building in a "one-time" schedule and "pay as you go"? It seems like a good question to me. Two thoughts come to mind: 1) Propose the project with a dollar amount (assume one-half of the total) in 1997-1998 and the remainder in the following year 1998-1999 and build the additions in 1999; 2) propose the project in 1997-1998 with a dollar amount (assume one-half of the total) and build the additions in 1998 and lease the building and pay the last half of the cost in 1998-1999 (similar to ABC purchase/lease plan). Either way the Building Aid would be delayed one year for one-half of the cost. Option 1) incurs an inflation rate on materials and labor. Option 2) incurs an interest payment on one-half of the total leased. Either option should be less costly than building the additions in two phases. You may have other options which could be explored.

4.e. This is self-explanatory.

4.f. What can I do to help you with this topic?

5.a. This is the seventh correlate to be discussed with the Board. "Home-School Relations" is a very critical correlate because of the difficulty parents have with time commitments to attend conferences, school activities, or provide input on their child's educational program and the overall education provided within the school. Yet, we know the importance of opening schools for parents to participate. Our efforts have seemingly paid off with many of the parents. We will attempt to discuss how and why this is done and with what outcome.

Monadnock Regional School District

Monadnock Regional School Board Meeting
Veteran's Hall, Richmond
June 3, 1997

CALL TO ORDER:
The meeting was called to order at 7:15 PM by N. Callender, Chairman.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools, and Kathy Holt, Assistant Superintendent. Also present John Menton, David Bell, Karen Craig, Lil DeCoste, David Mousette, Joanne Marchand, Diana Elkavitch and Laureen Lafond, Emerson School PTO President.

CONSENT AGENDA:
N. Callender asked for comments or corrections to the Minutes of May 20, 1997. C. Nolan asked that the Facilities Committee report (See page 2, para. 1) indicate that the $20,000 contingency is inclusive of the approved $965,000. J. Menton remarked that the motion did not express that intent. N. Callender advised C. Nolan to address the issue under old business. Hearing no other comments, N. Callender accepted the minutes on behalf of the Board.

G. White MOVED: That the Board approve the minutes of May 28, 1997 hearing; SECONDED by G. Bednarski. DISCUSSION: VOTED: 10-0-0-0.

C. Nolan explained to the Board that the $20,000 contingency is inclusive of the $965,000 approved by the Board on May 20, 1997 as part of the Facilities Committee report..

CITIZENS CONCERNS: None.

STUDENT COUNCIL CONCERNS: None.

OTHER SCHOOL BOARD BUSINESS:
A. Board Committee Reports;
C. Nolan reported that the Facilities Committee met on May 27th to hear reports from administrators and to hear from members of the community. The Committee reviewed the educational specifications and program needs at the Emerson School. They will be presented to the School Board for approval. Issues discussed with Town officials included the land lease agreement with the Town of Fitzwilliam, the preservation of outdoor space for recreational purposes, and the funding of the project. C. Nolan informed the Board that there is a possibility that Federal Funds award to the Town were used for upgrading the playing fields. Committee members met with the Fitzwilliam's Historical Committee to discuss building requirements. The Historical Committee did not object to a brick or masonry

finish, but requested that the exterior finish of classrooms be in keeping with the rest of the building and that an effort be made to hide the size of the multi purpose room. The Committee will meet again on June 5th.

B. Hamill reported on the events of the SAU #38 Board Meeting held on May 7, 1997. He gave a brief overview of the meeting citing J. Menton's financial report, the Board approval of the Staff Development Master Plan, a report on health insurance costs, and K. Dassau's report on the status of Special Education. He reported that Diana Dillon, Hinsdale School Board Member, was elected Chairman of the SAU Board, and that Margaret Sullivan, Stevens High School Principal, was appointed to replace Richard McCarthy, Assistant Superintendent of Schools, effective August 1, 1997.

B. New Business Items; None.
J. Fallon reported that the major issues addressed at the NHSBA Spring Law Conference, which he attended, were Special Education and proposed Federal Laws. He suggested that their interpretation and compatibility with New Hampshire laws will continue to be discussed. Changes and recommendations regarding SB-2 will be addressed in the Fall. N. Callender offered a set of materials obtained at the conference for board members to read and examine.
C. Up-dating MRSD Policy Manual; No report.

D. Emerson Facility Project - Alternative Funding;
Dr. Wheeler proposed that the Board consider funding two phases of the Emerson project, pointing out the waste of time and the additional start-up cost to begin each construction phase. He also commented on the additional time for staff going before the public on two occasions and the disruption to the school, staff and students. Dr. Wheeler offered three proposals for alternative funding. The Pope Facility and the ABC units serves as an example of providing for new construction by means of a lease purchase. A second proposal was to consider completing the project in one phase, but funding the cost over two years. And the third proposal was to go to the voters with a two to three year bond issue. Mixed opinions were expressed suggesting either to "stay the course" - pay as you go, or to explore other options available to the Board. It was the feeling that the matter should be referred to the Finance Committee. C. Nolan's motion for the Finance Committee to use the Cutler Project as model for a $1.4 million dollar cost was withdrawn. It was requested that the issue be on the next agenda for further discussion.

E. Parent Request to Enroll Children at the Emerson School for the 1997-98 School Year;
Dr. Wheeler presented the request of Richard and Suzanne Simpson to enroll their children at the Emerson School for the next school year. The family resides in Troy and both parents are working. Their child care provider resides in Fitzwilliam. G. White MOVED: That the request be approved; SECONDED: by B. Hamill. DISCUSSION: Parents are to provide transportation at no cost to the District. A question was raised regarding a similar request that was denied. K. Craig explained that in the other instance the family recently moved to Troy and the Simpson child had been attending Emerson. VOTED: 9-0-1-0.

G. Bednarski asked if parents throughout the District knew of the option of sending their children to a school of their choice. He also raised the question of how many requests come from District employees.

F. Superintendent Research Procedure;
Dr. Wheeler described the procedure that was followed by the Hinsdale and Winchester School Board to select a replacement for Richard McCarthy Assistant Superintendent of Schools, who is retiring at the end of July. He told of the pre selection process performed by TRACE, a consultant firm that conducted a search and screening process for identifying potential candidates, a process that takes two to four months. Dr. Wheeler recommended that the Board establish a committee of nine to eleven members consisting of at least two board members, one administrator with the remaining members represented by students, teachers and other members of the staff. L. Sicotte suggested that the Board consider some form of consolidation with the area districts before the search is undertaken. N. Callender explained that this matter was recently discussed by the SAU #38 Board and it was determined there was no need for a change. Dr. Wheeler was asked to prepare an outline of the procedure followed for employing K. Holt.

G. Action on the Manifest:
B. Hamill MOVED: That the Board approve the manifest dated June 3, 1997 for $819,729.89 (Payroll Warrant #275, dated 5/21/97, $346,473.68; Payroll Warrant #277, dated 5/23/97, $42,238.15; Payroll Warrant #280, dated 5/17/97, $200.60 Payroll Warrant #284, dated 5/21/97, $125,002.11 and Warrant #41, dated 6/03/97, $305,815.33); SECONDED: by C. Nolan. VOTED: 9-0-0-1. D. Gurian was not present to vote.

H. Correspondence/announcements;
N. Callender announced the resignation of J. Fallon as a member of the Negotiation Committee.

N. Callender read a letter L. Sicotte sent to Commissioner Elizabeth Twomey criticizing the Board for accepting out-of-district students on a non tuition basis and for other decisions that were not in the best interest of taxpayers. Upon questioning, L. Sicotte indicated, according to the Commissioner's response, that the Monadnock Board had done nothing illegal. N. Callender advised L. Sicotte that in the future it would be best to bring his concerns before the Board. B. Hamill advised that L. Sicotte also talk to the administration.

Board members received invitations to attend the 1997 Recognition Ceremony for Eighth Grade Students on June 19, 1997.

Dr. Wheeler distributed a revised Annual School District Meeting Schedule, dated May 6, 1997, and a list of teachers receiving reimbursement for approved Staff Development courses.

D. Mousette explained to the Board changes in teaching and administrative assignments in the Northern Schools to strengthen the staff and to improve the educational program at each of the schools. Rob Edson will move from

Grade 3/4 in Surry to Grade 3/4 in Sullivan and assume the responsibilities of Head Teacher. J.C. Russell will move from Grade 5/6 in Surry to Grade 5/6 and Head Teacher at Gilsum. P. Small, Grade 5/6 at the Gilsum School, will return to a similar position at the Surry School. Ms. J. Leclerc will be reassigned from Grade 1/2 at Gilsum to a similar position at the Surry School. B. O'Connell will be transferred from the Troy School to Surry School, Grade 3/4, and assume the position of Head Teacher.

K. Holt described an opportunity for the district to apply for a Pre Engineering Program Grant, privately funded by Project Lead the Way located in the State of New York. It is a $100,000 grant for the State and of which two schools will be granted awards. The cost to the District would be to grant a half year sabbatical to a qualified teacher. B. Hamill MOVED: To authorize the administration to file a letter of intent for the Pre Engineering Grant; SECONDED: by G. White. DISCUSSION: C. Nolan advised that the Board should have more information about the grant before being asked to approve. C. Nolan MOVED: To table the motion; SECONDED: by L. Sicotte. VOTED: 2-8-0-0. C. Starrett MOVED: That information regarding the grant be made available to board members; SECONDED: by C. Nolan. VOTED: 10-0-0-0. VOTED: on the original motion as amended; 8-1-1-0.

SUPERINTENDENT'S REPORT:
Dr. Wheeler, addressing the last of the Seven Correlates for Effective Schools, "Home School Relations", summarized his remarks by offering that "When the home and schools work together; things go better". Principals described the kinds of events that occur in their schools to bring the home and community together. D. Bell suggested that as doctors made house calls, school principals and staff should consider doing the same. L. DeCoste explained that despite the criticism of Special Education, the process is a natural for the school to work with parents. K. Craig distributed various printed materials to illustrate the efforts to communicate with parents. D. Mousette described various pupil/parent centered activities that are held on an annual basis. In closing Dr. Wheeler emphasized that a distinct feature of public education is the specific design for the governing body (elected school board members) to come from the home. Comments were made as to wanting to know more about school/parents/community relations, and what appears to be a disproportionate amount of child abuse and neglect.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the June 17, agenda are:

1. Alternative funding,
2. Superintendent Search Committee,

Other items to be consider for future agenda were length of school day bussing, Bob Brennan and Life Long Fitness, policy regarding student fighting, and respect for students.

NON PUBLIC SESSION:
At 9:32 p.m., L. Sicotte MOVED: That the Board enter into non public session to discuss personnel and negotiations; SECONDED: by D. Gurian. VOTED: 10-0-0-0 by a roll call vote. In attendance were Dr. Wheeler, K. Holt and J. Menton.

Dr. Wheeler submitted Judy Stettler's formal resignation for Board action. G. White MOVED: That the Board accept Judy Stettler's resignation; SECONDED: by C. Nolan. VOTED: 10-0-0-0.

Dr. Wheeler nominated Joy Burke for an English High School position, BA, Step 1, at a salary of $24,573. J. Fiderio MOVED: To approve the nomination of Joy Burke as presented; SECONDED: by D. Gurian. VOTED: 10-0-0-0.

Dr. Wheeler nominated Laurel Perron for a half-time Reading Recovery Teacher at the Mt. Caesar School, BA, Step 0, at a salary of $11,750. G. White MOVED: To approve the nomination of Laurel Perron as presented; SECONDED: by B. Hamill. VOTED: 10-0-0-0.

Dr. Wheeler asked that the Board approve the principals' salaries as presented at the May 20th board meeting. G. White MOVED: That the principals' salaries be approved as recommended; SECONDED: by B. Hamill. VOTED: 9-1-0-0.

J. Fallon informed the Board that the Negotiation Committee had met with the Education Association to begin discussions for the 1998-99 school year agreement.

J. Fallon shared with the Board its options for reaching an agreement for the 1997-98 contract year. The Board discussed factors that contributed to the Board's non ratification of an agreement reached through mediation. Fact Finding was discussed as a means to achieve resolution.

L. Sicotte MOVED: That the School Board hire a professional negotiator to work for the Board with negotiations; SECONDED: by C. Nolan. VOTED: 6-4-0-0.

The Board continued to discuss the means of reaching a 1997-98 agreement that would be ratified by the Board. Stepping down as the Chairman, N. Callender MOVED: That the Board ratify the contract with the condition that Step 9 to 10 will be consistent with the prior step increases of 4.6%; SECONDED: by C. Nolan. VOTED: 6-2-2-0.

At 10:20 PM, L. Sicotte MOVED: That the Board return to public session; SECONDED: by C. Nolan. VOTED: 10-0-0-0.

ADJOURNMENT:
At 10:21 PM. G. White MOVED: To adjourn; SECONDED: by G. Bednarski. VOTED 10-0-0-0.

Respectfully submitted,

John M. Menton

John M. Menton

Monadnock Regional School District

Monadnock Regional School Board Meeting
Veteran's Hall, Richmond
June 3, 1997

CALL TO ORDER:
The meeting was called to order at 7:15 PM by N. Callender, Chairman.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools, and Kathy Holt, Assistant Superintendent. Also present John Menton, David Bell, Karen Craig, Lil DeCoste, David Mousette, Joanne Marchand, Diana Elkavitch and Laureen Lafond, PTO President.

CONSENT AGENDA:
N. Callender asked for comments or corrections to the Minutes of May 20, 1997. C. Nolan asked that the Facilities Committee report (See page 2, para. 1) indicate that the $20,000 contingency is inclusive of the approved $965,000. J. Menton remarked that the motion did not express that intent. N. Callender advised C. Nolan to address the issue under old business. Hearing no other comments, N. Callender accepted the minutes on behalf of the Board.

G. White MOVED: That the Board approve the minutes of May 28, 1997 hearing; SECONDED by G. Bednarski. DISCUSSION: VOTED: 10-0-0-0.

C. Nolan explained to the Board that the $20,000 contingency is inclusive of the $965,000 approved by the Board on May 20, 1997 as part of the Facilities Committee report..

CITIZENS CONCERNS: None.

STUDENT COUNCIL CONCERNS: None.

OTHER SCHOOL BOARD BUSINESS:
A. Board Committee Reports;
C. Nolan reported that the Facilities Committee met on May 27th to hear reports from administrators and to hear from members of the community. The Committee reviewed the educational specifications and program needs at the Emerson. They will be presented to the School Board for approval. Issues discussed with Town officials included the land lease agreement with the Town of Fitzwilliam, the preservation of outdoor space for recreational purposes, and the funding of the project. C. Nolan informed the Board that there is a possibility that Federal Funds award to the Town were used for upgrading the playing fields. Committee members met with the Fitzwilliam's Historical Committee to discuss building requirements. The Historical

The parent was of the opinion that suspension is more than enough punishment for the violation and that a one year suspension is not going to help the son at all. The student admitted that he "really messed up" and deserves whatever the Board decides. He further expressed disappointment of having to remain in the same grade after being expelled. The student answered "no" to the question of being a "coded student". He further indicated that he learned his lesson and would not repeat the offense. The parent explained that the boy was disciplined at home by taking away his privileges and giving him chores to perform. Further questions were asked of the student regarding school attendance and grades. In response to questions, the student denied that he was addicted to use of drugs. The length of the expulsion was also discussed.

The Superintendent recommended that the student be expelled from school until the beginning of the second school semester in January of 1998. D. Stockwell was of the opinion that the student could not successfully complete the year's program of required studies within the second half of the school year. He further describe the difficulties of creating a program of studies for the second half of the school year for the student.

At 6:37 PM, N. Callender dismissed the administration, the student and parent. During deliberations, the Board discussed the difference between suspension and expulsion, and many questions were raised with regard to a one year expulsion or a half year expulsion. N. Callender conferred with the administration to obtain clarification. She explained that expulsion can be employed only by the Board and for a fixed period of time. The student is denied any access to the school and staff. The student is entitled to the use of books and materials, but without school assistance. The administration suspends, but is limited by State law. Bednarski MOVED: To follow the Superintendent's recommendation to expel the student until the beginning of the second semester; SECONDED: by G. White. DISCUSSION: The advantages and disadvantages between the full year expulsion and the half year expulsion, and half year courses versus full year courses continued to be discussed.

At 6:52 PM, the Administration was asked to return to clarify the Board's questions regarding earned credits for a half year of studies, and the student's grade placement upon returning to school in May of 1998. At this time the student and parent had retired from the hearing.

At 7:02 PM, the Administration was once again excused and G. Bednarski withdrew his motion. G. White who seconded the motion agreed to the withdrawal. L. Sicotte MOVED: That he Board expel the student for 365 days starting from the day of the violation; SECONDED: by B. Hamill. DISCUSSION: It was discussed that during a period of expulsion the student does have access to books and materials, but that teachers are not required to prepare assignments. Arguments were presented for a half year suspension. VOTED: 6-3-1-0.

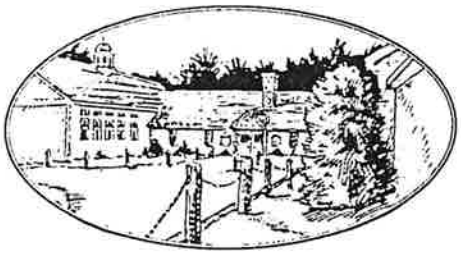
At 7:09 PM, the Board returned to public session with only the administration present. N. Callender announced the decision of the Board to expel for 365 days.

At 7:10 PM, B. Hamill MOVED: To declare the hearing closed; SECONDED: by L. Sicotte. VOTED: 10-0-0-0.

Respectfully submitted,

John M. Menton

EMERSON ELEMENTARY SCHOOL
Box 549
Rhododendron Road
Fitzwilliam, New Hampshire 03447
603-585-6611



Karen Craig, *Principal*

Sheila Lawrence, *Secretary*

May 27, 1997

To: MRSD School Board Facilities Committee
Interested Parties

From: Karen Craig, Principal
Emerson Faculty and Staff
Interested Fitzwilliam Community Members

RE: Program and Facility Needs for Emerson School, Educational Specifications

Introduction

Emerson Elementary School is a K-6 school which provides education for the children of Fitzwilliam.

Enrollment and staff services:

- Current enrollment is 240 students
- Certified classroom teachers: 11
- Full time principal
- Full time guidance counselor (beginning Fall, 1997)
- Full time certified special education teacher (beginning Fall, 1997)
- Half time nurse
- Half time reading teacher
- Half time speech and language pathologist
- Half time music teacher
- Half time art teacher
- Physical Education is offered every Friday
- Support staff including instructional assistants, school secretary, and full-time library aide.
- Psychological Services
- Occupational Therapist Services
- Physical Therapist Services
- Title I services
- Full time custodial services
- Food services staff (Breakfast and Lunch programs are available)

Emerson School Mission Statement

Dr. George S. Emerson Elementary School is committed to the skills and attitudes essential for academic excellence and life-long learning.

Class Groupings:

Emerson School offers both traditional straight grade class configurations and multi-age classroom options. Emerson has one classroom in each of the following: K, 1, 2, 3, 4, 5, 6, and multi-age combination classrooms in each of the following: 1/2, 2/3, 3/4, 5/6, for a total number of eleven classrooms. It is strongly felt that children and staff have different needs and strengths and learning/teaching styles, and it is our goal to continue to offer both traditional and multi-age classrooms.

Facility:

- Our building is a beautiful white clapboard school house located in Fitzwilliam's Historic District on Rhododendron Road. The property includes a nature trail, and a great sports field and recreational area which are also used by the town. As is common across the district, space issues are a big concern at Emerson. We have grown 91% in the past ten years! We have been creative with our use of space, but we have outgrown our space. There is no space in our building to meet as an entire school. We have no space for specialists or special education testers. Much of the instruction is hands-on, based on a model for experiential learning that is experienced in a collaborative learning community. Classroom size needs support this instructional model.
- Facility additions and renovations are needed to meet the students' instructional needs and as well as to support instructional needs.

Program and Facility Needs for Emerson School
Educational Specifications

This is an outline of the attached details of projected building needs for Emerson School that is meant to reflect what the school should have in order to meet the needs of its students, curriculum, and Minimum Standards developed by the NH State Board and Department of Education, July 1993.

For Instruction

- A Multi-Purpose Room
- Replace portable classrooms
- Additional Classrooms
- A Fine Arts Classroom
- Renovation of existing cafeteria to increase Library Space, space for small group instruction

For Support of Instruction

- Bathrooms
- Parking
- Cafeteria and Kitchen
- Storage
- Administrative (Guidance, Special Services, Principal)

Community Connections:

- Use of facility

Emerson School Mission Statement

Dr. George S. Emerson Elementary School is committed to the skills and attitudes essential for academic excellence and life-long learning.

Program and Facility Needs for Emerson School
Educational Specifications

FOR INSTRUCTION

The Minimum Standards for Public School Approval developed by the NH State Board and Department of Education, effective July 1993, call for properly-designed specialized spaces for teaching of art, music, and physical education among other subjects. *Ed 303.06 (a) p.3*

A Multi-Purpose Room:

- A multi-purpose room of approximately 5,000 sq. ft. is the school's greatest priority. It would provide space for a better physical education program, an adequate cafeteria and kitchen, and an assembly space for the school programs and presentations. Emerson School does not meet Minimum Standards in the area of "properly designed specialized spaces" for the teaching of physical education, library, art, or music. The need for appropriate space is apparent to any viewer.
- The outdoors serves physical education classes very well in the good weather of early fall and late spring. For most of the school year two classes at a time squeeze into the cafeteria where low ceiling prevents any activities like basketball or volleyball. During lunch time, some physical education classes need to take place in classrooms and hallways. Common sense indicates a need for a change. In addition, the school cannot gather for assemblies, plays, or any programs that bring students or parents together. The opportunity for the school to develop as a community together is diminished. The building of a multi-purpose room would allow, during non-school hours, for activities and meetings of community interest.

Additional Classrooms and Replacement of the Portable Classrooms:

The current portable classrooms are not connected to the main facility. The classrooms are very noisy, they use expensive electric heat, and the children need to go outside the enter the main building for any purpose other than time in their own classrooms (specials such as library and physical education, lunch, bathrooms usage, etc). Due to this increase in enrollment and projected increases, two additional 900 square foot classrooms beyond the replacements of the two portable units are requested.

A "Fine Arts" Room:

- Music classes take place in the cafeteria and in regular classrooms. In the case of regular classrooms, this means the music teacher brings all materials to the classroom. The school has a band that rehearses in the cafeteria. The use impacts negatively on instructional practices in the building by taking up space and/or interfering noise-wise.

- Art classes currently take place in regular classrooms which are not designed for art instruction. Both the art class and the regular class suffer by this arrangement. At present, all supplies have to be carted around from room to room, taking away instructional time. There is no storage place for art material, and no display area for exhibition purposes, either. Some materials are lost in transit, and many projects can't be taught because there is no water available in many classrooms. Clean up is a problem because of this, also.
- A properly designed "Fine Arts" room of 1200 square feet which would be located adjacent to the Multi-Purpose room (for transport/accessibility of musical equipment for performances) is requested in order to address the music and art instructional needs.

Increased Library Space/Renovations:

- The current cafeteria and kitchen could be renovated to space for a library as well as small group instructional space and space for other needs (e.g. small group instructional space, meeting room/conference room, psychological services, occupational therapy space, remedial reading instructional space, Speech and Language space, and Title I space). The library will be used to house books, reference materials, periodicals as well as serve as a media center for students and teachers. Community members would be welcome to use the library as well.

FOR SUPPORT OF INSTRUCTION

Cafeteria and Kitchen:

The multi-purpose room should include cafeteria and kitchen/food storage facilities. Because the existing cafeteria is so small, it means there are three different times for lunch; therefore, adults are on duty in the cafeteria instead of supporting instruction in the classrooms (not the best use of instructional assistants). With a larger cafeteria space,there would only need to be two lunch periods instead of three. Presently, the low ceilings trap the noise, thus creating an uncomfortably noisy lunchroom atmosphere. Using the multi-purpose room as a cafeteria would improve these conditions. Since school-community cooperation is encouraged, it is anticipated that community members might at times utilize the kitchen during non-school hours.

Bathrooms:

- One girls' room (3 stalls) and one boys' room (2 stalls and 3 urinals) serve over 240 students. The situation causes crowding, delays, and behavioral problems. Common sense indicates a need for expanded facilities. A good solution would be construction of expanded facilities near the new multi-purpose room, in the area where the additional classrooms would be located, and/or in the renovations of existing cafeteria.
- Community use of the school is encouraged and use of the facility in non-school hours is anticipated; therefore, there is need for additional bathroom space and water coolers which will be located near the multi-purpose room.
- Including a shower in each of the bathrooms located near the multi-purpose room would be of great benefit as there are times students need access to a shower for hygiene purposes.

Storage Space:

More storage space is needed for general scholar supplies, custodial supplies and custodial equipment, physical education supplies, art supplies, and music supplies. At present, the space is extremely inadequate.

Physical Education Office:

A small physical education office area located adjacent to the multi-purpose room would provide a space for instructors to plan/work/keep records, etc.

Parking:

At present there are not nearly enough spaces for employees, let alone volunteers, community members, visitor and parents. Blacktop is needed in much of the existing lot as well as any new lot which may be created.

Renovations:

- The Principal's office should be enlarged so there is adequate space to work and meet with parents and community members. Present space totals about 144 square feet; the Principal's office space could be enlarged by renovating/utilizing the current guidance office/Principal office area. Existing library space could be renovated to house Guidance services as well as needed reading instructional space.
- With increased use of technology, the electrical circuitry needs to be updated in older parts of building.
- With increase building use, septic, electrical and heating systems need to be considered and updated as necessary in order to support increase facility size/use.

Emerson School Construction Project
Summer of 1998

Planning Guidelines:

Target Dates	Action
6/17/97	Developing Program Requirements (Educational Specs.) approx. two weeks suggested as time needed **To be approved by the School Board**
7/15/97	Selection of Architect and Contractor /Contractor with Design Engineer or in-house architect approx. two weeks suggested as time needed **To be approved by the School Board**
8/1/97	Plans and Schematic Drawings by the Architect/Contractor with Design Engineer or in-house architect approx. two weeks suggested as time needed **To be approved by the Facilities Committee**
9/16/97	Working Drawings by the Architect/Design Engineer - approx. two/three weeks suggested as time needed **To be approved by the Facilities Committee**
10/1/97	Costing of Project by Construction Management approx. two/three weeks suggested as time needed
OCTOBER 23. 1997	Mr. Menton presents 1998 -1999 MRSD Budget
NOVEMBER 4, 1997	Dr. Wheeler presents 1998-1999 MRSD Budget to the School Board
NOVEMBER 18, 1997	School Board Workshop on 1998 - 1999 MRSD Budget
DECEMBER 2, 1997	School Board Approval of Project Cost
FEBRUARY 2, 1998	Budget Committee Meeting
MARCH 14, 1998	FIRST SESSION
APRIL 14, 1998	SECOND SESSION
_____	Emerson School Construction Begins

Final Plans will need to be ongoing throughout.

B

Pre-Engineering Program

Information Packet

For more information Contact:
Jerry Kuhn, MRHS
or
Kathy Holt, SAU # 38

BACKGROUND

The key to continued national prosperity is directly linked to the development of an effective, high quality, technology-literate work force. America's need for skilled technology people is growing. At the same time, two and four year colleges are experiencing a decline in applicants to engineering/engineering technology programs. Further, college attrition rates in these programs are 50%. The critical need is to implement a high quality, pre-engineering program that enables high school students to explore the engineering/engineering technology career cluster as a part of a comprehensive high school college preparatory program. The intent is to increase the quality and number of high school students pursuing two and four year technology degree programs which in turn will address a strategic need of national proportions.

GOALS

- To expand the general high school college preparatory curricula to include a comprehensive technology preparation program.
- To provide upgrade training for high school teachers in the new technologies.
- To involve higher education and industry as advisors, supporters, and mentors in the school program.
- To apply the highest level of technology in the application of math and science.
- To allow students to explore careers within the broad career cluster of engineering and engineering technology.
- To help students prepare for the rigors of college-level engineering and engineering technology programs.
- To increase the numbers of young people pursuing technology careers.
- To reduce the future attrition rate within college engineering and engineering technology programs.
- To develop opportunities and linkages enabling a seamless link between high school and college.

BACKGROUND

- Continued national prosperity is directly related to a high quality technology competent work force

- Fewer young people are pursuing Engineering/Engineering Technology Programs

- The College attrition rate in Engineering/Engineering Technology programs is over 50%

- The Engineering/Engineering Technology work force is aging

- The U.S. currently has over 750,000 engineering jobs currently unfilled

- The problem is of national proportions threatening the continued National prosperity

PRE-ENGINEERING EDUCATION
- PROGRAM -

- A five course technology career cluster designed to help students explore engineering/engineering technology careers

- Each course is taught in a modern technology laboratory setting with an emphasis on hands-on experiences

- Instruction is generally one-third theory and two-thirds application

- The curriculum focuses on problem solving, requiring students to work in teams to generate solutions to real problems

- Communication skills are integrated throughout the program

- Students have the option to earn college credit through articulation agreements

The five courses are:

Design and Drawing for Production
Digital Electronics
Principles of Engineering
Computer Assisted Design
Automation and Robotics

Optional: C+

PARTNERSHIP ROLES

COLLEGES & UNIVERSITIES:

- Provide strategic regional leadership
- Involve industry
- Mentor and train high school teachers
- Assist school districts establish advisory councils
- Leverage Foundation funds to acquire additional resources

SCHOOL DISTRICTS:

- Commit to implementing a pre-engineering program
- Develop an operational plan in partnership with college and industry
- Identify and release teachers for a one semester training leave
- Leverage Foundation funds to acquire additional resources
- Operate an advisory council of supporters and mentors from higher education and industry
- Be a model for other schools

INDUSTRY:

- Provide advisors, supporters, and mentors
- Assist the colleges and school districts achieve the mission

ROJECT LEAD THE WAY:

- Provide the organization for leadership and support
- Provide a model curriculum
- Provide financial support
- Provide a computer to each teacher in training
- Provide consultant services

For more information, please contact:

Richard R. Blais, Director
Project Lead The Way SM
17 Gloucester Court
Clifton Park, NY 12065
518-371-7528

PARTNERSHIP ROLES
- SCHOOL DISTRICT -

- Commit to providing the complete 5 course Pre-engineering Education Program
- Be a Model School
- Identify and release a teacher for a one semester of training
- Commit the superintendent to participation on the Regional Leadership Team
- Operate an advisory council of supporters and mentors from higher education and industry
- Develop an operational plan with assistance as needed.
- Participate in Articulation agreements
- Maintain quality standards and practices established cooperatively by all Project Lead The Way schools
- Participate in reasonable coordinated assessment of Project Lead The Way results through maintenance of course enrollment and attrition records and graduate follow-up study data

PARTNERSHIP ROLES

- Project Lead The Way
and the
Charitable Venture Foundation -

- Provide leadership and support
- Provide a model curriculum
- Provide consultant and technical support services
- Provide financial support for equipment and software
- Provide financial support for replacement teacher cost
- Provide a laptop computer to each teacher in training
- Provide on-going training and support of curriculum development and implementation
- Provide cost savings through negotiated vendor agreements or cooperative bidding practices
- Enhance and expand the level and scope of support through other more significant foundation alliances

CONTRACTUAL AGREEMENT
DRAFT

Agreement by and between the _____ Central School District ("School District"), located in _____, (State) and the Charitable Venture Foundation ("Foundation"), located in Troy, NY.

WHEREAS, the Foundation has established and is supporting a working relationship between schools districts, college and universities, and industry to provide innovative technology education programs, and

WHEREAS, the Foundation is conducting its work through an arrangement called PROJECT LEAD THE WAY, and

WHEREAS, the School District desires to be a PROJECT LEAD THE WAY school, and

WHEREAS, the School District desires to upgrade and maintain an innovative technology education curriculum program ("Program") at its school, and

WHEREAS, the parties desire to provide the joint resources necessary to upgrade and maintain the Program, and

WHEREAS, the parties desire to work jointly and with others through PROJECT LEAD THE WAY to maximize the benefit of the Program to students,

NOW, THEREFORE, the parties agree as follows:

1. Model Program:

As a PROJECT LEAD THE WAY school, the School District's Program will serve as one Program model for other schools. In conjunction with this objective, the School District will make its Program available for observation and inspection by other schools and will exchange information concerning the program with other schools, particularly PROJECT LEAD THE WAY schools. Any curriculum

that is designed by PROJECT LEAD THE WAY may be re-formatted by the School District into the School District's own format. Any re-formatted PROJECT LEAD THE WAY curriculum will include a consistency in learning outcomes between both curriculum documents.

2. Special Training Leave:

The School District will permit a teacher from the School to take a special training leave of absence. The purpose of the special training leave will be to learn the advanced technology skills needed to teach the Program. The foundation reserves the right to approve all leaves funded by the Foundation. The Foundation will provide funds for approved leaves in the amount not to exceed $20,000.00 to cover the reasonable costs associated with the leave of absence. The itemized cost for the replacement teacher will be furnished to the Foundation in advance of the special training leave of absence. The School District agrees to release the teacher from all assignments and duties in order to devote all of the training leave time to learning the new technologies.

3. Laptop Computer:

The Foundation will purchase a laptop computer for the teacher in the training leave. The teacher will use the computer during the special training leave of absence and as a teaching tool for instruction when the teacher returns. The computer will be the property of the Foundation and will remain with the teacher as long as he/she teaches the Program curriculum and as long as the School District maintains the Program.

4. Regional Leadership Team:

The School District agrees to participate on the Regional Leadership Team. The Regional Leadership Team is comprised of the Superintendents from all Project Lead The Way school district in the region and selected representatives from college/university and industry. Another School District administrator may substitute for the Superintendent by mutual agreement with the Regional Coordinator. The purpose of the Regional Leadership Team is to provide strategic leadership and support to Project Lead The Way schools in the region.

5. Partnership Team:

The School District will establish and operate a partnership team consisting of technology community advisors and school personnel involved in the Program. Community advisors will be selected by the District with the assistance of the Regional Leadership Team. The objective of the Partnership Team is to maximize the operation of the Program.

6. Equipment and Software:

The School District will purchase equipment and software for the Program. The Foundation will pay the School District 50 % of the cost of the equipment and software excluding text books up to $ 100,000. The Autodesk site licenses annual fee will be divided equally by the School District and the Foundation in the first year and thereafter will be the responsibility of the School District to fund. The School District agrees to purchase equipment and software from a list prepared to support the PLTW curriculum. Equipment and software not on the PLTW list may be purchase by mutual agreement between the School District and the Foundation. The School District and the Foundation must agree on equipment and software specifications prior to purchasing. Payment by the Foundation will be made no later than (30) days after the equipment and software have been ordered by the School District. The School District agrees that the use of the equipment and software by students in the Program will take precedence over all other use.

WE'LL USE CADKEY

7. Protection of Intellectual Property:

Project Lead The Way has arranged special purchase and lease agreements with some of the leading technology software producers. To acquire these arrangements PLTW has assured technology software producers that School Districts will take proactive measures to protect intellectual property. The School District agrees to take appropriate measures in this regard in return for maintain the School District's standing as a Project Lead The Way school.

8. Assessment of Results:

The School District agrees to take reasonable measures to follow the progress of its students through the Program and to also conduct annual graduate follow-up surveys as organized through the PLTW Regional Coordinators. The School District also agrees to permit sharing the results of this work with other schools in a manner consistent with proper professional practices agreed to by all PLTW schools.

9. Project Lead The Way Standards, Practices and Benefits:

As a PROJECT LEAD THE WAY school, the School District will have access to all special purchase/lease arrangements for hardware and software, college credit agreements, recognition of excellence for students, faculty, and school as well as other benefits in return for maintenance of quality standards and practices established cooperatively by all PLTW schools.

_____ Central School District

By: _____

_____, President
Board of Education

By: _____
(Name)
Superintendent of Schools

5/19/97

Charitable Venture Foundation

By: _____
Deborah E. Byers

June 3, 1997

Dear Dr. Wheeler and Monadnock Regional School Board,

The purpose of this letter is to request that our daughter, Kayla, be allowed to continue her enrollment in Troy School for the 1997-1998 school year. She has completed a successful year in Kindergarten and we would like to see her go on to first grade at the same school. We are Sullivan residents. Barbara teaches at Troy School and will be able to provide transportation.

Thank you for your cooperation and we look forward to your response.

Sincerely,

Barbara Arguin

Donald Arguin

Barbara and Donald Arguin

cc: Judy Stettler

Bruce and Kelly Wichland
HCR 33 Box 445
Route 9
East Sullivan, NH 03445

May 27, 1997

Dear Judy Stettler, Dr. Wheeler and School Board Members,

We request permission for our son, Bruce Wichland, to continue his schooling at Troy School. He has attended Troy School since kindergarten and is currently in second grade.

We have been very pleased with his school experience and look forward to Bruce continuing his education at Troy.

Thank you for your consideration.

Sincerely,

Kelly Wichland

SCHOOL ADMINISTRATIVE UNIT #38

Procedure for hiring an assistant superintendent.

1. Gain approval for the job description from the SAU #38 Board.
2. Advertise the position in January, 1993.
3. Close applications on April 1, 1993.
4. Select candidates for interview by April 9, 1993.
5. Interview candidates during the week of April 19-23, 1993.
6. Select a candidate by April 30, 1993.
7. Submit the candidate's contract to the SAU Board on May 5, 1993.
8. The assistant superintendent begins work on July 1, 1993.

Conditions of contract:

Three year contract modeled on current superintendents' contracts used in the SAU.

Inclusive dates July 1, 1993 - June 30, 1996.

Set salary range of $55,000 to $60,000 annually.

TRACE Educational Services

Assistant Superintendent Searches

TRACE Educational Services prides itself on working closely with the school community to develop a profile of the desired assistant superintendent. TRACE will subsequently guide the school community through a process which will result in the hiring of an individual whose qualifications are consistent with that profile.

In a rigorous process, TRACE will

- develop and frame the qualifications and specifications for the position with the appropriate personnel
- make suggestions regarding the formation of a search committee and work with this group to help members understand their role and process within a selected time frame
- conduct school visits and interviews with school personnel and facilitate community forums to elicit information concerning the characteristics of leadership most desired for the position sought and provide the resulting information to the search committee
- utilizing information from the superintendent and school board, undertake the design and distribution of advertising materials associated with the assistant superintendent search, and utilize a number of networks to announce the vacancy
- facilitate the collection of all application materials, and screen all applications against the identified qualifications, desired leadership attributes and necessary eligibility for certification
- check references and conduct interviews where feasible
- recommend a specified number of semi-final candidates with an appraisal of their qualifications

The cost for these primary services is $2,500, exclusive of advertising and search related expenses.

As an extended feature, TRACE is able to assist the school community with these additional services:

- meet with a search committee to plan the structure of the interview to be held with each of the semi-finalists
- schedule the interviews with the semi-finalists and provide each candidate with information and materials concerning the school, community and area
- attend interviews, search committee deliberations and facilitate the process of selecting a specified number of finalists for consideration
- notify all candidates of their status in the search process

The cost for these extended services is $1,000, exclusive of search related expenses.

PLEASE POST

ADVERTISEMENT

SCHOOL ADMINISTRATION UNIT #38

ASSISTANT SUPERINTENDENT OF SCHOOLS
for
HINSDALE SCHOOL DISTRICT AND WINCHESTER SCHOOL DISTRICT

QUALIFICATIONS:
SUCCESSFUL TEACHING EXPERIENCE
SUCCESSFUL SCHOOL ADMINISTRATIVE EXPERIENCE
NEW HAMPSHIRE SUPERINTENDENT'S CERTIFICATION

CONTRACT TO BEGIN ON AUGUST 1, 1997
Compensation
Salary: Based on experience $55,000 -$70,000
Administrator Benefits offered as those to other SAU Administators

Applications (letter & resume) submitted by 4:00 PM, January 6, 1997
to: Dr. William V. Wheeler
600 Old Homestead Highway
East Swanzey, New Hampshire 03446

SCHOOL ADMINISTRATIVE UNIT #38

Title: Assistant Superintendent, Director of Instruction

Qualifications:

1. Master's degree
2. Three years' successful teaching experience
3. Three years' successful administrative experience
4. Such other qualifications as the Board shall find appropriate and acceptable

Reports to: Superintendent

Supervises: *Monadnock Regional School District*
Curriculum and instructional programs, Federal programs (except Special Education and Chapter 1), personnel, and staff development.

Job Goal: To provide leadership in the development of curriculum and instruction programs within the district which causes each of the schools to become an "Effective School", manage the Federal Programs so they better serve the needs of the students, provide leadership in development of the personnel program and lead the staff development program.

Performance Responsibilities:

1. Provides staff leadership in accomplishing educational goals/ objectives of schools within the district.

2. Coordinates school staffs' efforts with curriculum development.

3. Works with principals and school committees in organizing and coordinating grade level, department level, and school level curriculum meetings to affect horizontal and vertical articulation.

4. Proposes and plans meetings which present educational programs to the Board, parent groups, and other interested parties in the district.

5. Coordinates communications involving curriculum guides for use by the staffs.

6. Establishes and maintains a library of curriculum guides and aids for the staffs' use.

7. Coordinates the selection of instructional materials with school committees.

8. Establishes, monitors, and reports on the achievements of students in relation to the educational program expectations.

9. Assists and advises in budget development as pertains to curriculum and instruction, personnel, Federal Programs, and staff development.

10. Coordinates and interprets teacher supervision programs.

11. Coordinates and supervises in-service programs related to the instructional program.

12. Leads, coordinates, and directs all Federally funded programs, except special education and Chapter 1.

13. Acts as the SAU representative to the SAU #38 Staff Development Committee.

14. Responsible for the establishment of a personnel department for SAU #38, directs and monitors the departments activities.

Terms of Employment: Twelve month year. Salary and work year to be established by the SAU #38 Board.

Approved by: _____ Date __/__/__

Reviewed and agreed to by _____ Date __/__/__
(Incumbent)

CONTRACT FOR SUPERINTENDENT OF SCHOOLS
S.A.U. #38

1. PREAMBLE. This Agreement is entered into this first day of July, 1994; between the school board of School Administrative Unit No. 38, Swanzey Center, New Hampshire, hereinafter "SAU", and **Richard McCarthy**, hereinafter called "Assistant Superintendent", abbreviated to Asst. Supt.

2. EMPLOYMENT AND TERM. The SAU agrees to employ the Asst. Supt. and the Asst. Supt. agrees to accept employment in the position of Asst. Supt. for a three year term commencing the first day of July, 1994, and extending through the thirtieth day of June, 1997.

3. SALARY. The Asst. Supt. shall receive a salary during the first year of this Agreement of_____per annum, payable in twenty-six equal installments and subject to such deductions as may be authorized or as may be required by law. The SAU hereby retains the right to adjust the annual salary of the Asst. Supt. for the second and third years of the Agreement, and any extensions thereof. When an adjustment is made in salary, it shall be upon vote of the Board of the SAU at a duly constituted meeting, and the minutes recording that vote shall be attached to this Agreement and become a part of this Agreement.

4. AUTHORITY AND RESPONSIBILITY. The Asst. Supt. agrees to administer and supervise the schools of School Administrative Unit #38 in accordance with the rules and regulations of the State Board of Education, of the School Administrative Unit #38, and the Hinsdale, Winchester and Monadnock Regional School District Boards. As stipulated in Section 302.01 of the New Hampshire Code of Administrative Rules, the Asst. Supt. shall be responsible for the nomination, placement and transfer of personnel.

5. CERTIFICATION. The Asst. Supt. shall be required to hold for the life of this Agreement a valid certificate for Superintendent of Schools, properly registered and issued by the State of New Hampshire.

6. RENEWAL OF CONTRACT. This contract shall be automatically renewed for a period of one year on the same terms and conditions of the last year of this contract unless the SAU, at least one year before the end of the original three-year term of this contract, gives written notice of non-renewal to the Asst. Supt. or offers him a new contract on terms no less favorable than the last year of this contract. After the last year, the contract will continue to be automatically renewed for an additional year, on an annual basis, in accordance with this paragraph.

   During any period by which this contract is automatically extended pursuant to this paragraph, the Asst. Supt. is entitled to written notice of non-renewal at least twelve (12)

months (no later than June 30) prior to the end of such term or this contract will automatically be renewed for another one-year term. In the event of non-renewal, the Asst. Supt. is entitled to make a formal presentation to the SAU Board.

7. TERMINATION FOR CAUSE. This Agreement may be terminated by the SAU at any time for immorality, incompetence, insubordination, or failure on the part of the Asst. Supt. to conform to the laws of the State of New Hampshire, the rules and regulations of the State Board of Education, of School Administrative Unit #38 and of Hinsdale, Winchester and Monadnock Regional School Boards. If a conflict arises, the rules and regulations established by the SAU Board will prevail.

   Termination of the Agreement for one or more of these reasons shall take place only following written notification with reason specified. Unless the Asst. Supt. submits to the SAU, within twenty (20) days of receipt of such notification, a written request for a hearing before the Board of the SAU, the Agreement is considered terminated as of the date which falls thirty (30) days after the Asst. Supt's. receipt of notification. If the SAU's decision remains in favor of termination, the Asst. Supt. may, within ten (10) days of receipt of notification, submit a written request for a hearing before the Commissioner of Education. Unless the Asst. Supt. requests this hearing, the Agreement is considered terminated as of the date which falls thirty (30) days beyond the Asst. Supt's. receipt of the SAU's reaffirmation of its decision to terminate the Agreement. If the Asst. Supt. within a ten (10) day period does request a hearing, the Commissioner shall conduct such hearing within twenty (20) days beyond receipt of the Asst. Supt's request.

   The Commissioner shall render a decision within ten (10) days following the hearing, and that decision shall be binding upon both the School Administrative Unit and the Asst. Supt. If that decision supports the School Administrative Unit, the Agreement is considered terminated thirty (30) days after the date of the Commissioner's decision. Hearings held pursuant to Sections 6 and 7 herein must adhere to the procedures described in New Hampshire's Administrative procedure Act, RSA 541-A:16-20.

8. TERMINATION WITH PAYMENT. If the decision rendered by the Commissioner (Paragraph 7) supports the Asst. Supt., or if at any time the SAU in its discretion shall so determine, the SAU may relieve the Asst. Supt. of his duties under the Agreement, provided that the SAU continues to pay for the duration of the Agreement, or any extension thereof, full salary and economic benefits accorded the Asst. Supt. under the provisions of the Agreement reduced by any compensation or benefits earned by the Asst. Supt. following termination which he was earning prior to termination.

9. TERMINATION BY MUTUAL CONSENT. This Agreement may be terminated at any time by mutual consent of the SAU and the Asst. Supt.

10. VACATION LEAVE. During the first year of this Agreement, the Asst. Supt. is entitled to 20 days of vacation. In each subsequent year, the Asst. Supt. is entitled to 20 days of vacation.

11. SICK LEAVE. Sick leave with full pay shall be granted for the extent of the contract. In the case of absence for sickness or injury beyond five working days, the SAU may at its discretion and its cost, require the Asst. Supt. to submit medical evidence substantiating the need for the extended absence.

12. DISABILITY. Based on policy in force.

13. PHYSICAL EXAMINATION. The SAU may require the Asst. Supt. to have a physical examination by a physician selected by mutual agreement once each year with the cost provided by the Asst. Supt's. medical insurance policy as provided by the SAU.

    Any report of the medical examination shall be given directly and exclusively by the examining physician to the Asst. Supt. The SAU Board shall be advised in writing by the physician if the Asst. Supt. has a physical or mental impairment which would substantially interfere with his ability to perform the required duties. Such report shall be confidential.

14. ECONOMIC BENEFITS. As locally determined, the SAU will provide to the Asst. Supt. the benefits of medical insurance, dental insurance, life insurance, disability insurance, and payment annuities.

15. TRAVEL AND EXPENSE REIMBURSEMENTS. The Asst. Supt. shall be reimbursed for travel and other expenses for the business of the SAU inside or outside of the geographic boundaries of the School Administrative Unit. The Asst. Supt. shall also be reimbursed for other expenses incurred in professional development activities and attendance at national, regional, or state professional conferences, seminars, workshops, or committee meetings provided all such expenses are within the SAU approved budget.

16. PROFESSIONAL ASSOCIATION. The SAU shall pay the Asst. Supt's. fees and dues to the American Association of School Administrators, the New Hampshire School Administrators Association, the Regional New Hampshire School Administrators Association, and such other professional associations as may be mutually determined by the Board and the Superintendent.

17. TRANSMITTAL OF AGREEMENT TO SAU. By October 30, of each year the Superintendent shall transmit a copy of this Agreement to each member of the SAU Board.

18. PERFORMANCE EVALUATION. Shall be performed by the Superintendent prior to April 15 of each year of the contract.

19. PROFESSIONAL ACTIVITIES. Upon written approval by the Superintendent, The Asst. Supt. may engage in activities such as teaching, lecturing, or consulting, in addition to employment with the SAU, provided that, in the opinion of the Superintendent, these activities do not interfere with the Asst. Supt's. performance of responsibilities under this Agreement.

20. SAVINGS CLAUSE. This Agreement is subject to all applicable laws, rules, and regulations of the State of New Hampshire. Invalidity of any portion of this Agreement under the Laws of the State of New Hampshire or of the United States shall not affect the validity of the remainder of the Agreement.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT THIS DAY OF _____, 19____.

SCHOOL ADMINISTRATIVE UNIT #38

BY_____ _____

Chairman, SAU #38 *Assistant Superintendent*

STATE BOARD OF EDUCATION AUTHORIZATION

THE STATE BOARD OF EDUCATION HEREBY AUTHORIZES THE EMPLOYMENT OF THE ABOVE SUPERINTENDENT THIS _____ DAY OF _____, 19____.

_____

Commissioner of Education for
The State Board of Education

Ed 506.01 Superintendent of Schools.

(a) Entry level requirements. To be certified as superintendent of schools the individual shall:

(1) Have completed a state board of education approved educational administration collegiate program at the certificate of advanced graduate study (CAGS) or doctorate level; or

(2) Have acquired the competencies, skills, and knowledge (itemized below) through experience in comparable leadership positions in education or other professions. (See alternative 3: demonstrated competencies and equivalent experiences.)

(b) Application procedures for certification:

(1) The candidate may obtain the necessary forms and information from the office of teacher education and professional standards; and

(2) The candidate shall file the following materials and documents with the office of teacher education and professional standards:

a. Completed application forms;

b. Evidence of good physical health;

c. Evidence of sound personal qualifications (character references; evidence that candidate has personality traits suitable for the role);

d. Previous work record (evidence of good relations with colleagues; demonstration of qualities of productivity, creativity; adaptability);

e. Education record (evidence of intellectual ability; educational preparation, professional and nonprofessional);

f. Reciprocal considerations (similar types of educational work experience in other states);

g. A minimum of 3 to 5 confidential references from persons who can attest to the candidate's proficiencies in the required leadership area; and

h. Other documentation which may describe skill developments and proficiencies in the required leadership areas (optional).

(3) Upon receipt and review of the above materials attesting to the candidate's successful completion of the requirements for certification, the candidate shall receive

initial certification as superintendent of schools from the office of teacher education and professional standards. This certification enables the holder to apply for employment as a New Hampshire superintendent of schools;

(4) Applications by candidates for certification as superintendent of schools on the basis of alternative 3: demonstrated competencies and equivalent experiences should include the materials itemized above.

a. In addition, the candidate shall be reviewed by a board of examiners comprised of 3 persons appointed by the office of teacher education and professional standards. This board shall make its recommendation(s) based upon some of the following: preliminary materials submitted, results of written examinations; on-site observations; personal interviews, by the office of teacher education and professional standards.

b. Upon the recommendation of the board of examiners and the review of leadership skills and competencies as demonstrated through application materials, references and interviews, the candidate shall receive initial certification as superintendent of schools, which enables the holder to apply for employment as a New Hampshire superintendent of schools.

(c) Qualifications for superintendent of schools shall include the following skills, competencies, and knowledge:

(1) Supervision and evaluation of program and staff effectiveness;

(2) Staff development;

(3) Planning for individual needs, goal setting, decision making;

(4) The change process;

(5) Organizational management, including such techniques as staffing, program and personnel evaluation, office procedures and recordkeeping, decision-making and negotiations;

(6) Total budget process and cost analysis relative to program effectiveness;

(7) Communications and human relations;

(8) Community and school partnership development, including continuing education;

(9) The law and education;

(10) Curriculum theory and development;

(11) School facility design and utilization; and

(12) Reporting procedures and practices.

(d) In-service program for beginning (first year) superintendents of schools. All beginning superintendents of schools are required to complete a 25-hour (or 3 full days) in-service program directed by the office of the commissioner of education. This program will focus on topics particularly applicable to the role of the beginning superintendent of schools.

Ed 506.02 Assistant Superintendent and Teacher Consultant.

(a) Entry level requirements:

(1) To be certified as an assistant superintendent and teacher consultant the individual shall:

a. Have completed a state board of education approved educational program at the masters degree level; or

b. Have acquired the competencies, skills and knowledge as identified by the school administration unit board and superintendent of schools through experience in comparable management positions in education or other professions. (See alternative 3: demonstrated competencies and equivalent experiences.)

(2) The teacher consultant or assistant superintendent who has the responsibility for working directly with the learning process, must hold or be eligible for certification as a teacher.

(b) Qualifications for assistant superintendent and teacher consultants shall include the skills, competencies, and knowledge as identified in the role description prepared by the school administrative unit board which defines the duties and responsibilities of the supporting administrative role(s).

(c) All beginning assistant superintendents and teacher consultants are required to complete a 25-hour (or 3 full days) in-service program directed by the office of the commissioner of education. This program shall focus on topics particularly applicable to the role of the beginning assistant superintendent and teacher consultant.

Ed 506.03 Business Administrator.

Candidate's name _____

ASSISTANT SUPERINTENDENT INTERVIEW QUESTIONS

1. What do you see as the biggest challenges, in the next few years, to the two districts and how would you face them?

2. How do you see the superintendent's role in relationship to the school principals and community?

3. What has been your experience in preparing budgets?

4. What are your strong points which will assist the district in staff negotiations?

5. What attributes do you have that will aid you in this position?

6. Why have you applied for this position?

7. Give us an example of a successful experience which you have had in community communications?

8. Wht are your thoughts on the establishment of Charter Schools in New Hampshire?

9. Describe a model you would develop to tie K-12 curriculum within the districts?

10. What is your vision for the districts five years from now?

11. What questions do you have for us?

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

To: Members Interviewing Assistant Superintendent CandidatesApril 20, 1993
Date: April 20, 1993
Topic: Materials for your review pertaining to the candidates and schedules
From: Dr. Bill Wheeler

Thank you for agreeing to work with SAU #38 and Monadnock Regional School District to review and interview the final four candidates for an assistant superintendent's position. It is my hope that the schedules and candidates' resume with a statement made to a question asked during the application process is of help to you. It is assumed that not everyone can attend each of the sessions scheduled for your group. As you witness the candidates schedule is very tight and we will try very hard to maintain the schedule. Your interview of the candidates will take place in the Wyman House (white farm house which is the SAU #38 Office Building) on Highway #32 by MRHS and Mt. Caesar Elementary School. At the conclusion of each group's interview either Mr. McCarthy or I will conduct a briefing with your group. We will be asking for your impressions, findings, and feelings about the candidate. At the conclusion of the candidate interviews we will compile the information gathered meet with a candidate selection committee, which has directed the process to this point, and be prepared to make a recommendation to the SAU #38 Board on May 5, 1993.

I would encourage you to have a couple of questions prepared which you ask each candidate, take notes of comments made by the candidate during the interview and from the candidate papers received.

If I can be of any assistance to you please don't hesitate to call on me.

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Dr. William V. Wheeler - Superintendent
Richard T. McCarthy, *Assistant Superintendent* John M. Menton, *Business Manager*
Kenneth R. Dassau, *Director of Special Services*

April 20, 1993

Kathleen Holt
RR 1, Box 26
Wentworth Road
Walpole, New Hampshire 03608

Dear Ms. Holt:

Thank you for agreeing to return for an extensive interview with us. You were very impressive in the preliminary interview and by the material which you had submitted as a candidate for the position of assistant superintendent. Four candidates have agree to return. The interviews are scheduled to conclude on Friday, April 30, 1993. Therefore, it will be Monday, May 3, 1993 before a final decision is made, offered and agreed to by one candidate. I will make a recommendation for hiring to the SAU #38 Board on May 5, 1993.

You may wish to know more about the SAU and Monadnock Regional School District before your return. Attached you will find:

1. "Road Map For Reform," which was adopted by the administrative staff to assist in describing our roles and responsibilities. The list of responsibilities was selected from a New Hampshire SAU Study completed in 1987. The document will be revised following July 1, 1993 with the help of the assistant superintendent.
2. "MRSD School House" is a conceptual statement about the business of schooling in the MRSD. It is my attempt to capture the important parts of the district in one picture. As you well know, work is ongoing for most of the parts of the picture.
3. "Correlates of an Effective School" have been adopted and applied by each building level administrator. My evaluation of their performance is essentially based on the schools performance and progress in meeting each of the correlates.
4. "Curriculum Design" is used to explain relationship of responsibilities in constructing and making decisions about curriculum in the district. I have attempted to provide you with an example of the 10% district description and the 20% school description by adding the writing "Sequence of Objectives Checklist", which is in portfolio form for each student, and a school level "Mt. Caesar Elementary School, Grade 2" model for implementing the district objectives.
5. An interview schedule is attached to permit you to better prepare for the day.

I am excited about visiting with you again. If I can be of help to you please let me know.

You have all visited with Terry, administrative secretary, if any schedule changes are required please let her know as quickly as possible. She will then notify all others as to the change.

Sincerely yours:

Bill Wheeler. Ed. D.

Monadnock Regional School District
Assistant Superintendent Applicant's Questions/comments

Name _____ Date __/__/__

What is the most important responsibility of a central office administrator?

Describe yourself as a leader.

What do you expect from central office administrators with whom you work?

Comments:

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NEW RELEASE

Kathy Holt - SAU #38 Assistant Superintendent

June 23, 1993 From: Bill Wheeler

School Administrative Unit #38 has hired Kathleen Holt to the position of Assistant Superintendent. She had served as Director of Curriculum and Instruction for the Fall Mountain School District. She will replace Kenneth G. Hewitt who recently retired from SAU #38.

Ms. Holt was selected from a field of forty-two applicants. Four applicants were selected to be interviewed by groups of MRSD students, parents, administrators, teachers, and school board members. Each group had an opportunity to ask questions, listen to responses and then provide feedback to the superintendent. Kathleen was seen to have good leadership skills based on extensive education and experience at all levels of public education.

Primarily Ms. Holt will be responsible for working with the Monadnock Regional School District staff. In Fall Mountain School District her responsibilities included: coordinating K-12 curriculum, supervision of staff, planning inservice days, working with grants, coordinating of district assessment program and managing home schooling programs. In MRSD she will work with curriculum development, instructional improvement, Federal programs, and personnel.

MOUNT CAESAR SCHOOL COUNSELING PROGRAM 1996-1997

Submitted to:

Lilla DeCoste Principal, Mt. Caesar School
Elizabeth Tatro Assistant Principal, Mt. Caesar School
Dr. William Wheeler Superintendent, Monadnock School District
Kathleen Holt Assistant Superintendent, Monadnock School District

Copies to:

E.Corindia School Counselor, Troy and Emerson Schools
C.Edson School Counselor, Northerns Schools
M.Pride School Counselor, Cutler School
M.Caldwell School Counselor, Monadnock Regional High School

D.S.Elkavitch
June 1997

MOUNT CAESAR SCHOOL COUNSELING PROGRAM 1996-1997

During the 1996-1997 school year Mt. Caesar maintained a student population of approximately 470 in Preschool through Grade 3, with over 60 staff members. We began this year with 429 students in grades K-3 and ended with a total of 444 in this group. Counseling services were actually available to a total of about 470 students in grades K-3 during the 1996-1997 school year. These figures reflect a somewhat smaller (7%) population than last year and the year before (4%). The school population continues to grow during the school year however; a 3.5% increase both last year and this year. Percentages in this report are based on this, higher, number of students to whom services were available during this school year.

Elementary school counseling, in the Monadnock District, is designed to help students overcome the problems that impede, and to develop the skills that enhance, their growth as successful learners and responsible individuals. These programs may vary from school to school within the district. The counseling program, at Mt. Caesar, works to accomplish this by providing direct and support services to the three groups which make up the school community; students, parents, and staff. Additionally, the program acts as a bridge to other support services within and outside the school district. Mt. Caesar counseling program activities are divided into three essential service areas; counseling (individual, group, parent/staff), consultation (situational, informational, instructional), and appraisal (testing, observation, interviewing, reviewing records).

Overall, the 1996-1997 school year saw a continuation (from 1995-1996) in the way in which counseling time was allocated. Individual counseling affected a larger percentage of the total students than last year (6% as opposed to 4%) and continued to be concentrated on a small group of students; 2% of the student population received 57% of the time allotted (12-15 30-minute sessions a week) to individual counseling. The use of consultation services (by students, staff, and parents) continued to be high in 1996-1997; with staff consultation increasing and student consultation decreasing. Group counseling also stayed at a high number despite a decrease in the number of groups offered (from 12 to 11): the availability of a separate meeting area allowed this program to continue. There were opportunities for non-referring students to "visit" the counseling office (about the same percentage as last year) and whole classroom guidance instruction continued to be handled primarily by classroom teachers. Turnover continued to be a factor, with about 31 students leaving during the year and about 45 entering. Eight students "looped" (in and out) through Mt. Caesar during this past year and 12 students, who had left prior to this year, returned part-way through this year.

Individual and group counseling continued to be common counseling services at Mt. Caesar. In individual counseling sessions of 25-30 minutes students have the opportunity to establish relationships, build self-esteem, gain insight, and work on goals. A variety of approaches (role play, play therapy, art therapy, therapeutic stories, interviewing, bibliotherapy, etc.) are used to establish the relationship and work on issues. During 1996-1997 29 students were seen in multi-week counseling programs. This involved 2% of Gr. K, 6% of Gr.1, 7% of Gr.2 , and 9% in Gr.3. The average number of visits in Gr.K was 18, Gr.1 was 8, 12 visits in Gr.2, and 12 visits in Gr.3. These numbers represent a return to higher numbers of students (as opposed to the 21 students receiving individual counseling in 95-96) with the average number of sessions staying about the same. The issues brought to individual counseling continued to be multi-dimensional and intense. As in past years, a small number of

students used the bulk of the individual counseling time. Nine students (1 in Gr.K, 1 in Gr.1. 3 in Gr.2, 3 in Gr.3) had 20 or more sessions during the year. Many of the students who attend individual counseling (especially the younger students) do show an increased ability and willingness to use the counseling as a way to problem solve. While the problems that children bring to counseling are quite varied I found that, this year, the most common were related to loss (death and divorce) and handling anger.

Group counseling allows 7-10 students to come together for 5-7 40-minute sessions and explore an issue simultaneously, learning from each other in the process. At. Mt. Caesar small groups have served an instructional function as well. The continued availability, this year, of a meeting area meant that counseling groups could continue to accommodate these larger numbers and grade levels. The total number of students served increased slightly from 76 Gr. 2-3 students (20% of Gr.2 and 39% of Gr.3) in 1995-1996 to 78 students (31% of Gr.2 and 36% of Gr.3) in 1996-1997. Students attended 11 groups on grief, divorce, and social skills.

Parent and staff counseling continued to be a small portion of the program and usually involved acting as a referral agent to appropriate outside resources. The need to have a safe place to share feelings and to get feedback continues to be as necessary for adults as it is for children. Any adult-oriented counseling helps these adults to make better choices, thus benefiting the children who interact with those adults.

A large portion of the Mt. Caesar community continued to be reached through consultation services. These services included assisting parents in creating environments supportive of growth and development, helping staff develop insight into student needs and appropriate strategies, instructing students in guidance related topics, offering assistance to students in problem solving, and collaborating with other schools and community professionals to enhance student development.

In situational consultation a particular problem and possible solutions are explored. This service was used extensively by school staff, especially regarding academic and behavioral concerns. During the 1996-1997 school year I participated in Child Concern Team meetings on 129 students, with an average of two meetings per student. Approximately 27% of the students (the same as last year) received assistance through the CCT. The percentages of students brought to the CCT generally increases as the students get older and academic/behavioral issues become more problematic. During 1996-1997, however, Gr.2 utilized this support the most, with 38% of Gr.2 students being brought to this group (as compared to 19% of Gr.3). This continued the trend of last year, when this same group (as Gr.1 students) also had the highest percentage. Last year's kindergarten continued its upward trend, with 33% of them (as this year's Gr.1 students) being brought to the CCT. This year's kindergarten continued to also move to greater numbers with 17% (as opposed to 13% last year) being put on the CCT agenda. My involvement with CCT's, this year, also included helping to keep track of testing progress..

Additionally, the staff again sought counseling consultation outside of the CCT, for about 27% of the students, showing an increase from 20% in 1995-1996 (and 14% in 94-95);increasing the use of this counseling service to the highest in 5 years. This consultation appeared greatest with Gr.2 students, with 44% of these students being brought to my attention by school staff. This unusually high number, coupled with the number (39%) of the same student group that were brought to my attention in 95-96 and percentage brought to the CCT, may indicate that this group of students requires somewhat more attention than previous groups. As the concerns for grades K and 1 also appear to be increasing the importance of early intervention strategies becomes paramount.

Parents also continued to rely on counselor availability. There were over 110 (similar to last year) formal (telephone or personal conference) counseling consultations in 1996-1997, with the biggest increase in Gr.2. Issues included parenting, death, divorce, anger, school anxiety, and health issues. Parents continued to borrow print materials (located on a bookshelf outside the counseling office) and video parenting materials. One goal is to continue to update this library so that parents have access to a variety of resources.

Students, likewise, used this service, most often via a self-referral. These students often did not require the intensity of a multi-week individual counseling program or the support of a group program; although, at times, one of these did result from a consultation. The number of students who accessed this option decreased this year, especially at Gr. 3. It may be that these students are using the skills gained during previous consultations or they be accessing other available resources, such as the assistant principal or classroom meetings when they are done. Overall 16% (compared with 21% in 1995-1996) of the total attending during this year asked for, and received, assistance (2% of Gr.K, 13% of Gr.1, 24% of Gr.2, 21% of Gr.3) for an average of 1-2 sessions. In a small number of instances (2%) consultation with outside counselors or agencies was required.

Informational consultation also involved all three groups in the school community. Parent information (on psychological resources, parenting, etc.) was shared via both personal and print contact. Parenting sheets were regularly available outside the counseling office, as were notifications of up-coming parenting events. Counseling materials were always available for sharing with staff for their personal or professional use. As with previous years the orientation of Mt. Caesar students to the counseling program and the transition of Mt. Caesar third graders to Cutler School were part of this service. There were several meetings to plan for Gr 3 students moving on to Cutler, as well as joint meetings with Cutler staff to discuss student needs. All Mt. Caesar students received a print package explaining the counseling program during an introductory class at the beginning of this year. Additionally, students were able to sign up to visit the counseling office at recess or lunch when time was available. This opportunity, while less available than in previous years due to other responsibilities, increased awareness of and comfort level with the counseling program as well as allowing for some informal work on social skills. In 1996-1997 approximately 6% of Gr.K, 51% of Gr.1, 63% of Gr.2, and 58% of Gr.3 were able to come at recess or lunch. The overall figure (44%) is similar to last year's figure of 46%, with a decrease at Gr.3 and increases at Gr.K and 2. Recess periods were sometimes used, this year for social skills training with first grade students and for a first grader who had earned time for good behavior.

The amount of time spent on classroom guidance instruction reflects both school-wide needs and teacher requests. Individual and group counseling, along with maintaining consultation time, continued to limit whole class instruction. A variety of instructional materials related to social curriculum and other guidance issues are available upon teacher request. If teachers choose to limit their use of other counseling options (such as individual counseling) it may be possible to free up time to do more classroom instruction. I did conduct weekly classes (on social curriculum topics) in one first grade classroom for about 1/3 of the school year. I also attended morning meetings in classrooms throughout the year.

Additional consultation-related activities during 1996-1997 involved meetings and workshops. Peer supervision (with Elizabeth Corindia, Counselor at Troy and Emerson Schools) offered opportunities for professional growth by evaluating program components and sharing ideas and materials. Clinical supervision, with Dr. Cleary Donovan at University Associates, offered opportunities for case supervision and the sharing of both clinical and general information. I also completed, this year, a two-year program leading to certification in

testing. The S.A.I.F. (Specialist in the Assessment of Intellectual Functioning) program was taught through Rivier College in Nashua and involved evening classes and ongoing participation in educational evaluations. As part of this program I also met with Bernard Crowley (Monadnock District School Psychologist) who was supervising my internship in this program. Workshops attended included ones on the effects of trauma and managing difficult behavior. Staff meetings, placement meetings and budget preparation also fit into this consultation role.

The appraisal aspect involved gathering information via testing, interviewing, etc.. While testing has not been a large part of Mt. Caesar's counseling program it has, in the past, been a component of the Early Prevention of School Failure Program in Gr.K. This program is now primarily handled through the Title One program. My training for the S.A.I.F. certification has resulted in a greater involvement in individual educational evaluations. This year I worked with 14 students (3% of the school population); 2 from Gr.K, 5 from Gr.1, 4 from Gr.2, and 3 from Gr.3. Additionally, I was involved in helping students with adaptations during the Gr.3 state-wide testing in May. Observation of students was done both formally and informally throughout the school day. During 1996-1997 I also did 15 observations to accompany SPED referrals. Following up on parent or teacher referrals generally involved a screening assessment interview. The involved about 5% of the students in 1996-1997, a figure that has stayed constant. The last component of appraisal involved reviewing student records. This was routinely done for all new students and often for students referred to the CCT.

In addition to looking at just this past year it is also possible to look at how counseling services have affected students over their tenure at Mt. Caesar. When studying this year's Grade Three students over time it can be seen that 86% (slightly less than last year's 92%) accessed counseling services during their time here; 82% came to the office for recess or lunch, 41% attended group counseling, 44% received consultation services, 15% received individual counseling services, and 35% had been brought up to a CCT meeting. It is also possible to look at time spent at Mt. Caesar and consider how this may have affected use of counseling services; 74% of this year's Gr 3 students entered Mt. Caesar in kindergarten (92% received direct services (office visits, consultations, counseling, interviews, observations, testing) during at least one year and 74% of these students accessed counseling office services in more than one year), 12% entered in Gr 1 (71% had services for at least one year while 38% of these relied on counseling options for more than one year), 8% entered in Gr 2 (78% relied on services for at least one year,56% used services for both years), and 6% entered in Gr 3 (86% used counselor programs). In addition to the 117 students who were part of the third grade during this year an additional 25 students were part of this group at some point as it progressed from Gr.K to Gr.3. Of this group over 50% utilized counseling services during their time at Mt. Caesar. This type of data is useful in helping to maintain a balance between the pressing needs of a small number of students and the more general needs of the larger school population. Availability of counseling services for all Mt. Caesar students (and for the adults who are part of their lives) is a major goal of the program.

It is also possible to compare this year's third grade class, over the four years at Mt. Caesar, with upcoming classes. Such data may indicate both changes in how time is allocated and areas of need, allowing for predictions of how to allocate time in future years. This year's class, for example, required relative modest teacher (11% in Gr.1, 18% in Gr.2, 29% in Gr.3) and CCT (25% in Gr.1, 20% in Gr.2, 19% in Gr.3) consultations while at Mt. Caesar. Next year's third grade class comes accompanied by far greater teacher (9% in Gr.K, 29% in Gr.1, 44% in Gr.2) and CCT (13% in Gr.K, 45% in Gr.1, 38% in Gr.2) consultations. These consultation percentages frequently rise as students get older and faculty become more aware of student needs. If this trend holds I might anticipate a greater impact on my time for consultation services next year than I experienced with this year's third grade class.

While it's difficult to make predictions I would expect both similarities and changes in 1997-1998. Individual counseling, especially when used early, will continue to play a significant role, especially for those who lack other resources. By working with students at an early age I hope that we can make an impact more quickly and reduce the need for more extensive interventions later. The move of the school, towards implementing a social curriculum has, I believe, reduced the need for students to turn to one individual for assistance when social problems develop. This classroom problem-solving, combined with the availability of Betty Tatro as Assistant Principal, has helped to reduce the student consultation percentages and freed up time for other activities.

Assuming that there is a meeting area I would like to again offer group counseling to both Grade 2 and Grade 3 students. The groups on loss issues and divorce work well in this small group format, and the social skills group provides instruction for those students who may miss the larger classroom social skills curriculum. Classroom instruction will continue to be available upon teacher request. As time passes teachers may choose to have available time spent on classroom instruction (on areas such as social skills, for example) rather than on individual counseling for their students. This would create a shift in how counselor time is allocated. I have found in the past, however, that despite the trade-off the decision has generally been to keep slots available for individual counseling.

I also expect to continue to be involved in individual assessment, especially as I now have certification in this area and we find ways to use the information to plan academic programs. As the parenting library continues to increase (and people become increasingly aware of availability) I expect this to become even more important in parent consultation. These materials are also increasingly in use by parents of younger children, such as Preschool and Grade K. As with individual counseling, this intervention at an earlier point may reduce problems later on. I do not, however, anticipate that the severity of issues brought to counseling will diminish in the near future. The larger societal issues of divorce and remarriage, multiple jobs, lack of parenting skills, domestic violence, child sexual abuse, chemical dependency, economic and job stress, frequent relocations and dislocations, health issues, and the entry into school of children affected by parental drug use during pregnancy appear to be long term; and the need for early interventions to combat their effects equally so.

Submitted by:

Diana Stanton Elkavitch

Diana Stanton Elkavitch
School Counselor
Mt. Caesar School
June 1997

BOARD ORIENTATION

June 9, 1997

Chrysten Starrett, Nancy Callender, Gary Bednarski, Jan Fiderio, Dixie Gurian, Bill Wheeler, Kathy Holt.

- Every decision made by the Board is recorded in the minutes. There is often time pressure - so will make decisions based upon information available at the time. Nancy encouraged people to be good listeners to avoid repetition of points.
- Staff Chart of SAU.
- Map of the 8 towns of the MRSD.
- "Road Map for Reform" from School Administration in 1991.
- List of the decisions that Board members make and upon what information/basis do they make the decision. Refer to parent or community member to classroom teacher, principal, etc. if it is a local school issue. If it is a District issue, refer to Bill or to Nancy.
- Be sure concerns that do come in get a response from either Bill or Nancy.
- Agenda for Board Meetings - Times are listed to help reduce lengthy meetings. Citizens Concerns do potentially set Board up for making a decision without adequate knowledge and information.
- Reasons to go into Non-Public Session; Parents generally determine whether their student will be discussed in Non-0Public or Public.

Public discussion of what occurs in Non-Public session is limited to what is written in the minutes. Media will try to get information early! Minutes are available after 72 hours, but remain "unapproved" minutes until the Board votes on them at the next meeting. Discussion should <u>not</u> include any reasons which led to the decisions unless:

a. it is in the motion and minutes

b. Roll call Vote - only way to have individual votes recorded. Once the Board votes, the majority is the decision of the Board. The only time a Board member is a member of the Board is when the Board is in "session." Public session votes can be discussed by Board members, but the vote of each member is not recorded.

Reconsideration can be brought up only by a member who voted in the majority! This Board bases this on trust.

Sealing the minutes will hold the records either for a specific time or eternity.

Roll Call Vote can be called either before initial vote or after vote has been announced. Can seal the minutes any time prior to leaving non-public session.

- School Board Member "Effective Member" listing. What to do and what not to do. Ohio School Board Association is very active. Check it out on the Internet. Who does a Board Member represent? Delegate or Trustee. Listen to public, weigh all issues and make decision in the best interest of all parties.

MRSD spends 85% of State average on schooling, yet taxes at 120% of state average.

Available Resources: Just Ask!
NH School Law Annotated (RSAs)
NH School Administrative Rules
NH Minimum Standards
Policy Manual

Manifest - List of all of the checks the District has issued for spending and is available prior to Board Meetings for review.

Nancy asked members to let Nancy know if there are ways to improve.

Committees: Fairly critical work of the Board. SAU is trying to keep minutes of Committee meetings on file so be sure minutes are kept and sent to SAU c/o Bill.

Negotiations - may go into "Non-Public" meeting. Rules of general Non-public sessions apply.

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 9
EAST SWANZEY, N.H. 03446-0009
TOWN HALL 603-352-7411 FAX 603-352-6250

June 11, 1997

Monadnock Regional School Board
600 Old Homestead Highway
Swanzey, NH 03446

Re: School District Policy regarding Out of District Students
Correspondence of May 19, 1997 from Lawrence T. Sicotte

Dear School Board Members:

This letter is in follow up to our Board's discussions concerning correspondence which we received from School Board member Lawrence Sicotte regarding decisions by the School Board concerning tuition payments by out of district students.

We recognize decisions concerning district policy are to be made by the District but wish to urge the board to be sensitive regarding additional burden being placed on district taxpayers when considering these matters. We are also concerned about whether these students are included in A.D.M. which is used to calculate each town's share of the district's operating budget. Please advise us how out of district students impact A.D.M.

If you wish to meet and discuss this matter further please feel free to contact our office.

Sincerely,

Charles R. Beauregard, Jr.

Bernard J. Lambert

Robert A. Beauregard
Selectmen of Swanzey

cc: Larry Sicotte

TDD ACCESS: RELAY NH 1-800-735-2964

OREST AVE. — BOX 593
W. SWANZEY, N.H. 03469

INGRAM
Construction Corporation

TELEPHONE: 603 357 0759
FAX: 603 357 9426

August 25, 1997

Nancy Callender - Board Chairman
Monadnock Regional School Board
SAU #38
600 Old Homestead Highway
East Swanzey, N.H. 03446

Dear Ms. Callender:

An article regarding the Emerson School project in the Wednesday, August 20, 1997 edition of the Keene Sentinel contains a quote from facilities committee chairman Charles Nolan of Sullivan that is false.

"MacMillin's fees and those of other companies who submitted bids were the same across the board" Nolan said. "Their fees were no more expensive than any other."

Our firm was one of those interviewed for this work.

We did not quote fees for the Emerson School project. We provided answers to questions put forth by John Menton in an invitation letter dated June 12, 1997 and responded to questions as outlined in the interview agenda provided us at the time of our interview (a copy of both attached). There are general questions regarding types of fees and how they are determined, however, when our firm was responding it was unclear as to whether a design/build or construction management contract would be used. Fees for each would be significantly different.

If fees were one of the main determining criteria for selecting a contractor as this statement suggests, we at least were not extended the opportunity to compete on par.

Very truly yours,

Jeffrey D. Ingram
President

JDI:dls

cc: Dr. William V. Wheeler - Supt.
Attorney William Prigge

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

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

June 12, 1997

Dear :

Thank you for taking the time to express your feelings about a newspaper article concerning the Monadnock Regional School District. The Board did accept two students, one an elementary student and the other a high school student, to the district, free of tuition. The reasons for each exception is unique and the board members deliberate on those reasons before taking a vote. They are the only two students so entered for the 1997-1998 school year. Each of the preceding years we have accepted one or more students under certain conditions to the district tuition free. Each of the students so entered for the 1997-1998 school year had exceptional reasons for their requests.

You were concerned that the elementary student was accepted because the mother worked in the District. This was not the reason but it was the circumstance which caused the exception. In other words if she did not work in the district there would be no reason for the exception. The high school student is living on his own and it is his last year of high school. I choose not to go into great detail on the reasons for these exceptions due to respect for the students' privacy.

You were concerned, as was Mr. Sicotte, that this would cost the district more money. The paper quoted me as saying something about bringing these students to the district would not cost more money. In fact next year's budget is set. That was done by the vote in April. It doesn't mean that the budget is inflated. Our major expenses are established for next year. They are staff salaries and benefits, material/supplies, facility additions and renovations, maintenance, and transportation. One or two students will not adversely affect those costs. In fact our student population grew by four percent from the time the 1996-1997 budget was set to the opening of school in the Fall. The greatest adverse affect on existing budgets is incoming special education students with multiple handicaps.

You are concerned that past practice is used as reason to make these sorts of decisions. You stated that, "Because its not new, does it make it right"? In order to understand the statement you need to hear the question. Mr. Sicotte's assertion, as expressed by the newspaper reporter, was that last year's board did not do this sort of thing. Actually the same two students were admitted tuition free by last year's board. That was the reference, it was not an attempt to justify the decision. The Board always hears the reasons for the request, weighs those reasons, and then makes the decision based on the reasons presented. In this statement I in no way am attempting to pretend that I know why each member votes as they do.

You mention that we need to change the "the way things are done in this district". I'm curious as to what you thing should be changed and for what reason. You seem to imply that we presently are not concerned with the district taxpayers and how the money is spent. I would be interested in any specifics you have that would help us do that job better.

How do you know you are speaking for many of the district taxpayers on this issue? I'm always curious how those opinions are formulated. For instance, I talk to many people on many issues concerning the district and I very seldom speak on their behalf or believe that I have a consensus on how others would feel about the issue

based on opinions of those to whom I have spoken. When the Board members do vote on issues they vote as representatives of all the people in the District.

It is clearly unreasonable to expect the average person will attend board meetings. That is why your letter is so important. You have read one reporters opinion of the incident based on the response of one board member. Although, I believe The Keene Sentinel does a good job of covering the events of the school they by no means cover all of the events of importance to the community at large and they do not always accurately reflect the essence of the issue. I hope this letter has reduced your wonderment and being baffled by the board's decision. However, there is always the problem that what I have addressed has not satisfied you. If this is so, please give me another try.

Sincerely yours:

Bill Wheeler

cc: Nancy Callender, MRSD Board Chair
MRSD Board Members

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

June 12, 1997

Jeffrey Ingram, President
Ingram Construction Corp.
2 Forest Avenue, P.O. Box 593
West Swanzey, NH 03469

Dear Jeff:

The Monadnock Regional School District's Facility Committee is extending invitations to preferred building contractors of which one will be selected to become associated with the planning and construction of a mutlti-purpose room addition to the George Emerson Elementary School in Fitzwilliam, New Hampshire. Interviews have been tentatively scheduled for the week of July 7th, anticipating that the School Board will endorse the Committee's recommendation no later than July 15th. If you are interested in accepting this invitation, please reply in writing no later than June 24, 1997. Any questions or comments should be directed to this office at 352-6955.

Those who accept the invitation should be prepared to meet with the Facility Committee, administrators, and community representatives to review and discuss their credentials. The Committee is particularly interested in pursuing design/build services. Therefore you should be prepared to address the following:

1. What are the advantages/disadvantages of design/build services compared to construction management services and general contracting?

2. What specialist does your firm employ to support the building program?
   a. Architectural firm
   b. Engineering firm
   c. Sub-contractors.

3. How are the firm's fees and construction costs determined?
   a. Provide a sample of a contract.

4. What municipal or school projects has your firm completed within the last five years?
   a. Location and cost of project
   b. Identify at least three references

Please note that if your firm employs an architect or is affiliated exclusively with an architectual firm, it is the Committee's preference that such a person be in attendence with your firm's represenetative.

For your information, the Emerson School building program is in the fifth year of the District's Five Year Plan to upgrade all of its facilities where needed. In addition to the multi-purpose room, the administration is requesting four additional classrooms. Depending upon funding, this project is likely to be done in two phases with the multi-purpose room to go before the voters for approval in March of 1998; construction to begin the following June. The second phase would be scheduled for June of 1999. Those who may wish to visit the school can call Karen Craig, Principal, 585-6611, to make arrangements.

Thank you for your consideration.

Sincerely,

John M. Menton

John M. Menton
Business Manager

Terry: Please make a note that this is from Nancy C. & she wishes to discuss it Tuesday.

MEMO

DATE: Thursday, June 12, 1997
TO: MRSD School Board Members
FROM: Terry
RE: Letter from Municipal Association

Nancy Callender asked me to send you this letter from the NH Municipal Association as she would like to discuss its contents at the next School Board meeting on June 17, 1997.

New Hampshire Municipal Association
Electric Utility Aggregation Project

P.O. Box 617, Concord, New Hampshire, 03302-0617
tel (603) 22407447 / fax (603) 226-2322 / e-mail nhma@nhmunicipal.org

Dear School Official:

As you know, New Hampshire is breaking new ground in the area of deregulation of its electric utility industry to allow end users to shop for their power virtually anywhere in North America. While some users in other states have been allowed to buy power on the open market, New Hampshire will be the first to give that ability to all power customers. Assuming the current legal action filed by Northeast Utilities/PSNH doesn't unduly delay deregulation, the plan adopted by the Public Utilities Commission calls for a January 1, 1998 beginning date. An open power market gives us some exciting opportunities:

1. Lower power costs for our government units, thus lowering property taxpayer burdens. This may take on even greater significance given the legal and legislative battles that cities and towns have lost regarding their ability to tax utility property and the costs of future Board of Land & Tax Appeals and court challenges that may come along as a result. Power aggregation could be an effective way to help offset these lost property tax revenues for all local governments. Down the road, aggregation of telephone and natural gas demand may provide even more savings.

2. Lower power costs for homeowners and businesses. New Hampshire has some of the highest electric rates in the Nation. This not only is a burden on the homeowner but also a significant factor in economic development and job creation/expansion.

3. The opportunity to seek out not only the least expensive power supply that can be found but also the most reliable and even the most "environmentally-friendly" sources.

4. The opportunity to control our own utility future, if you will, through an entity that is owned, governed and operated by local officials.

5. The opportunity to maximize the advantages of the tax-exempt and non-profit status of NHMA and New Hampshire local governments (cities, towns, schools, counties and village districts) to keep costs in control and pass on the savings to members and their citizens.

I am enclosing a 2-page explanation of our aggregation proposal and an Electric Aggregation Resolution which needs to be considered by your School Board in the near future. Passage of this resolution does not legally bind your school district, but it gives us a clear indication of the initial level of interest in joining the NHMA power pool. Please take action on this before the end of June so we can proceed with our detailed survey of interested units, begin to structure our Advisory Board and focus our next step. We will keep you informed as we progress.

Sincerely,

John B. Andrews

John B. Andrews
Executive Director

enc (2)

AGGREGATION OF ELECTRICITY DEMAND

BACKGROUND

New Hampshire is about to embark on a new venture through the deregulation of electric service. It has already conducted a pilot program to "dry run" how deregulation might work and what level of savings might occur. NHMA, through the financial support of many members, was an Intervenor in the landmark PUC case that sets the stage for final deregulation. At the moment, no one is exactly sure when that will occur because Public Service of New Hampshire has filed a Federal suit to hold up the process and many issues, including how much utilities can recover for so-called Stranded Costs, are part of that suit.

The cities of Manchester and Nashua are continuing to represent municipal concerns in that suit and are soliciting financial participation from other cities and large towns to pursue and fund that effort. **However, that is a different effort than NHMA's plan to AGGREGATE ELECTRICITY DEMAND of public entities in New Hampshire for the purpose of extracting the lowest possible per unit price from the electricity generation marketplace once deregulation rules are finalized.**

CHEAP POWER vs. EXPENSIVE POWER.....WHO GETS WHAT?

Power is being generated around the country (and in Canada) at a wide range of costs-there's really **CHEAP POWER**...and there's really **EXPENSIVE POWER**. And, all that power will continue to be produced even after deregulation. The issue, according to NHMA's consultants is: **Who is going to get to buy the CHEAP POWER?** Well, the obvious answer is that the **CHEAP POWER** will go to the buyers with the biggest demand, the biggest market, if you will. That may leave only **EXPENSIVE POWER** to the small buyers...those who aren't aggregating their demand with others to command attention, consideration and price in the competitive marketplace.

HOW DOES POWER GET TO CUSTOMERS UNDER DEREGULATION?

The actual process is called "**retail wheeling**" which is just a fancy term for moving power around the country and to the end-user. A big user or aggregator like NHMA gets bids from dozens of generators for power to meet the demand of its members. The contracts are let even if the winning bidder is in, say, Oregon. The power produced in Oregon is fed into the nationwide Transmission Grid and "sent" to New Hampshire. In New Hampshire it is distributed by existing Distribution Systems to the end users. Computers keep track of how much electricity is sent where and to whom and a bill is prepared.

The REAL SAVINGS comes in the cost of power that is generated. Everyone who "handles" the power on its way to the end-user is paid for the actual work they do: Transmission...Distribution to end-users...Maintenance of the system/repairs... Aggregation administration...etc. **Savings of around 20% are expected.**

WHY SHOULD NHMA BE AN AGGREGATOR FOR PUBLIC ENTITIES?

NHMA has, as full voting members, 233 of the 234 cities and towns in New Hampshire. In addition, it has over 100 Service Members who participate in its Health Trust and its Property-Liability Trust. These are governmental entities such as school districts, counties, village districts, regional planning commissions, etc. The total electric demand for these units just for government services is over 700,000,000. KwH. Even at half that level, an NHMA pool would be the largest New Hampshire customer in the deregulated marketplace and, therefore, able to command the lowest prices from generators. A 20% savings would save these entities over $25,000,000.

(over)

NHMA has a long track record of successful pooling to save members money beginning with the pooled workers' and unemployment compensation program now called Compensation Funds of New Hampshire. CFNH has paid out nearly $100,000,000. in dividends since NHMA created it in 1979. In 1984, NHMA created and still operates a Health Trust that pools employee benefits for over 60,000. employees and dependents in over 335 cities, towns, school districts, counties and other entities. The Health Trust's 1996 gross revenue was $106,100,000. In 1986, NHMA created and still operates a Property-Liability risk management pool that manages the exposures and claims defense of 230 public entities. FY 97 gross revenues of this pool are $8,500,000. and it has paid back $7,000,000. in dividends to members in four years.

NHMA's income is tax exempt under Sec.115 of the Internal Revenue Code, the same section under which the income of all other governmental entities is held to be exempt from taxation. This means that a significant cost factor is eliminated from the pricing of power to members of NHMA's aggregated power pool. Since State law provides that the aggregation of the power needs is a governmental function, city and town members of the NHMA pool can, in turn, aggregate the demand of their private businesses and citizens into the Statewide NHMA pool. This could multiply to aggregated demand...and the savings...ten-fold.

NHMA has relationships with the leading electric utility consultants and counsel in the State of New Hampshire and expects to bring their expertise to bear on the creation and operation of its pool.

NHMA has the experience and expertise to manage an electric utility aggregation pool of this size and to select and manage the necessary consultants, legal advisors and technical employees to make it work. **Most important, however, aggregating through NHMA insures that control of policies, practices, personnel, procedures and costs will remain precisely where it should remain...in the hands of locally elected and appointed officials who will govern the pool.**

WHAT HAS TO BE DONE NEXT?

1. Local Governing Bodies (Boards of Aldermen/Selectmen; School Boards; Village District Commissioners; County Commissioners) need to pass an **ELECTRIC AGGREGATION RESOLUTION (enclosed)** as an expression of intent to save taxpayer money by participating in the New Hampshire Municipal Aggregation Plan. This resolution doesn't legally bind the entity to participate in the NHMA Plan, but it gives us a more serious and solid indication of probable participation with which to open discussions with the marketplace.

2. Once we have your EAR on the issue, we'll consolidate data on electric demand, circulate actual legal participation documents along with an explanation of how the NHMA Plan will work (Advisory Board representation, billing, etc.) and ask for your final **AGGREGATION RECORD of COMMITMENT (ARC).** At this point we may ask for a deposit to defray continuing costs of legal, consulting and organizational expenses. This will be credited toward each entities' first actual electric bill under deregulation.

ELECTRIC AGGREGATION RESOLUTION

WHEREAS, the _____,
a political subdivision of the State of New Hampshire, is desirous of purchasing electricity for its public service needs and, possibly, to meet the demands of citizens and businesses in its jurisdiction at the lowest possible cost; and,

WHEREAS, the electric industry in New Hampshire will be deregulated in the near future, permitting competitive bidding for electric power among a number of competing generators in North America and the aggregation of electric demand by political subdivisions; and,

WHEREAS, the New Hampshire Municipal Association has a long track record of pooling to save money for its members while retaining control of policy and administrative functions by local officials and containing costs through its tax-exempt status; and,

WHEREAS, the New Hampshire Municipal Association is creating an electric aggregation pool for New Hampshire cities, towns, school districts, counties and village districts;

NOW THEREFORE, BE IT RESOLVED:

The_____
presently desires to be a participant in the the New Hampshire Municipal Aggregation Plan (hereinafter known as the NHMA Plan) and resolves to cooperate fully in the provision of electricity demand and cost data, exchange of information relative to aggregation and meetings which may be called by the NHMA Plan.

Date of Passage_____

_____
A True Copy, Attest

NOTICE - NOTICE - NOTICE

The Board Chairman is requesting that the Board meet in non public session at 6:00 PM on Tuesday, June 17th, prior to the regular board meeting, to take up the issues of negotiations and to meet with a professional negotiator.

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
June 17, 1997

MEETING AT
Monadnock Regional High School, Swanzey Center

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

5:30 **Policies Committee Meeting**
6:00 **Board meeting with prospective Negotiator**

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Up-dating MRSD Policy Manual
   - d. Emerson Educational Programs (see attachment A)
   - e, Parent Survey of student transportation at MRHS
   - f. Media report on fights at MRHS - Policy & Procedure
   - g. Pre-Engineering Program: Information Packet (see attachment B)
   - h. Parents requests to have children attend Troy Elementary (see attachment C)
   - i. Superintendent search procedure and process (see attachment D)
   - j. Action on the Manifest.
   - k. Correspondence/announcement.
     1) Mt Caesar School Counseling Program 1996-1997 (see attachment E)
     2) Board Orientation notes (see attachment F)

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Review of "Correlates of Effective Schools" Administrative Team Reports

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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
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: June 11,1996
Topic: Discussion of the Board's Agenda items
From: Bill Wheeler

WE LOOK FORWARD TO A WORLD FOUNDED UPON FOUR ESSENTIAL FREEDOMS [FREEDOM OF SPEECH, FREEDOM OF WORSHIP, FREEDOM FROM WANT, FREEDOM FROM FEAR].

-- Franklin Delano Roosevelt

Woodrow Wilson set the standard for the World community based on American beliefs about freedom. The communities of the world still look to us for leadership. Our students look for us to set examples which proclaim these freedoms. Safety in the schools should be founded on the basic principals. It seems some would restrict one or all of these freedoms for dominance and control. Students will emulate adult behavior. Franklin D. Roosevelt spoke these words on Jan. 6, 1941. To whom do you think he spoke?

4.d. Karen Craig and the Emerson staff and community present this educational program for your consideration. The material expresses an educational basis for an addition to the present school facility.

4.e. This is a topic which was broached at the last board meeting. I'm not sure how you wish to address the issue. It seems that you would first want to describe the problem, phrase the questions which address the problem, describe a procedure to solicit responses and record the responses, determine what power you have to change the status quo (as described), and implement a change process.

4.f. As you have been reading in The Keene Sentinel, several student fights have gained media attention. We will try to explain the incidents reported, as well as, the overall feeling about student violent behavior in the school. I don't mean for this to be a "I told you so", but it will seem that way anyway. As you continue to place more and more students in the restricted spaces provided at MRHS more and more student disruption will occur. No matter what we do from a management point, human behavior will dictate results. Negative reinforcement and punishment are ineffective techniques against human needs for space. Psychology tells us of this threat. We have experienced this threat. The question is what do we wish to do about it?

4.g. This is the program which Kathy Holt described at the last Board meeting.

4.h. This is self-explanatory.

4.i. The material which was discussed at the last meeting is attached for your review. The process could remain the same in your search for a superintendent. The procedure may or may not include Hinsdale and Winchester. You certainly seem to have the approval from the SAU #38 Board to proceed as you wish. Personally, I question the wisdom of excluding them from this procedure.

4.k.1) Diana Elkavitch has submitted a report on her activities during the past school year. Other elementary counselors submit similar reports. I thought you would be interested in reviewing the report.

4.k.2) New board members met with Nancy, Kathy Holt, and me. These are the notes from that meeting as submitted by Kathy. This is for your information.

5.a. The administrative team has presented several reports on the correlates at your meetings during the school year. We will attempt to review the purpose of using the "Correlates of Effective Schools". As you reflect on the presentations please ask questions or provide comments on your perceptions about this management tool or how it is employed.

Date: June 17, 1997

Memo to: MRSB members

From: Dixie Gurian

Re: Chronological listing of teacher negotiation's committee's activities for 1997-98 contract

Nancy has asked me to review the various minutes and notes from the negotiations committee and present them at this evening's meeting. I consider this following document a 1st draft and welcome your comments and adjustments; when I note that no information is available, it does not mean there is none. It means that I don't have any info; perhaps you do and will help me fill in the blanks if there are any.

My goal is to compile a complete and accurate listing of events. Anything you can do to help will be appreciated!

9/9/96 Board negotiating team (Hamill, Johnson & Nolan) met to formulate negotiation goals:
Complete process by Nov 30 for Board presentation at Dec 3 meeting.
Multi year contract with funding for step increases and longevity only.
For a future proposal consider replacing longevity with a COL adjustment.

10/28/96 Met with MDEA to establish ground rules and meeting schedule.
At this meeting Board committee(BNC) made its initial proposal: "three year contract with full funding of step raises and full funding of longevity for those eligible."
MDEA response: "not adverse to multi-year contract. Decide on current agreement(96-97) apart from new agreement. Board proposal does not address majority of MDEA members and is rejected. A counter will be presented on Nov 14".

11/14/96 MDEA counter proposal: "MDEA agrees with full funding of longevity and proposes a two year contract with salary increases of 7% the first year and 5% the second year. Language changes to 6.9B, 6.12B, 15.1 and 15.2. Propose new 15.4 Early Retirement @1 1/2% stipend per year of service(note: no basis for stipend was included) with the usual restrictions".
BNC response: "Agree to concept of long term contract but would prefer three years to protect teachers under the new Official Ballot requirements. BNC counter proposes funding of step raises and longevity for three years. Longevity pool will be increased to accomodate new membership of the pool. Longevity monies will be increased to reflect increases in the CPI index.. BNC requests changes in the proposal. BNC rejects change in 6.12B. BNC reserves 15.1/15.2 for further consideration. BNC defers response pending further study and requests MDEA provide further economic justification. BNC requests model salary schedules illustrating proposed two year agreement".

12/5/96 MDEA proposal: "presented two year salary schedule calling for 6.83% increase first year (97-98) and 5% second year (98-99). MDEA agrees to BNC changes in 6.9B. Waiting response to 6.12B, 15.1, 15.2 and 15.4. 15.4 changed to 30% stipend based on salary of the last year of employment. ER schedule presented".

BNC response: " 15.4 Early Retirement requires further study by MDEA. 15.1 and 15.2 reserve agreement until future meetings. BNC proposes $120,000 total new money for 97-98 and $130,000 total new money for 98-99. Monies include step raises".

MDEA response: "rescinded two year proposal and presented a one year schedule with a 4.83% salary increase including step raises and equal longevity money". Requested list of seven most recent new teacher hires.

12/11/96 BNC counter proposal: "Presented list of most recent hires. Change in proposed language for 6.12B. 15.1 stays at $50. 15.2-$50 replaces "prevailing rate". 15.4 need more time to study. Counter to one year contract proposal BNC stays with earlier proposal of $120,000 new money for 97-98 and $130,000 new money for 98-99. BNC encourages MDEA to rethink a multi-year contract".

MDEA response: "declared we are at impasse and headed for mediation".

NEGOT MONEY SUMMARY

Sequential Order		BNC=Board Negotiating Committee
BNC #1	$85554 Year 1	Steps Only
	$85285 Year 2	"
	$85000 Year 3	"
MDEA #1	$410426 Year 1	
	$313682 Year 2	
BNC #2	$85554 Year 1	
	$85285 Year 2	
	$85000 Year 3	
	Increase in longevity amount to cover new people	
	CPI adjustment of longevity amount	
MDEA #2	$400189 Year 1	
	$312401 Year 2	
BNC #3	$120000 Year 1	
	$130000 year 2	
MDEA #3	$283065 Year 1	
BNC #4	$120000 Year 1	
	$130000 Year 2	
	Freeze other money issues at current contract levels	
MDEA #4	Impasse	

12/29/96	Mary Gaul (MDEA) to Public Employee Labor Relations Board (PELRB): Mediation request form with 6 issues noted.
1/8/97	Bill Hamill (BNC) fax to Joanne Marchand (MDEA): Advised that a list of mediator's names was being sent to him from PELRB.
1/9/97	Joanne Marchand & Diana Elkvitch (MDEA) letter to Bill Hamill (BNC) responding to his 1/8/97 fax: Asked that the negotiation process be completed by 2/11/97 in order to get on the warrant.
1/17/97	Mary Gaul to Parker Denaco (PELRB) to request appointment of a mediator.
1/20/97	Bill Hamill (??) Negotiations update to MRSB ??: Could only get input on 2 people on the mediator list. Green light: Mr. Litton. Red light: Mr. McCausland. Bill submitted 3 names, Litton, Leary & LaPointe to Joanne Marchand on 1/16/97. She said Union wouldn't go for them as they knew nothing about them. She suggested McCausland. Bill said totally unacceptable. Joanne indicated they (MDEA) would contact PELRP and have them appoint a mediator.
1/22/97	Parker Denaco (PELRB) to Bruce Fraser: re: Fraser's appointment as mediator.
1/23/97	Bill Hamill (BNC) to PELRB: request for mediation. Seven issues noted.
February	No record of meetings, calls, letters or faxes.
March	Ditto
4/11/97	See attached pages Presented at board meeting on 4/15/97 & tabled til next meeting.
5/14/97	BNC (J. Fallon, C. Nolan, D. Gurian) meets to discuss negotiated agreement between BNC & MDEA.
5/20/97	MRSB votes not to ratify the agreement.
????	Jim Fallon notifies MDEA about board action.

April 11, 1997 Teachers negotiation

The teachers proposed a 2 year contract with a 4.5% increase the 1st year or $254,814.00 new money also increasing the longevity pool from $61,000.00 to $71,000.00 included in the $254,814.00. The 2nd year to be a 3.99% increase or $244,777 new money including increasing longevity from $71,000.00 to $76,000.00

The negotiation committee countered with a 2.5% cost of living .or $187,000.00 new money, to be applied to salaries at step 10+ The offer was for multi year contracts with the cost of living for that year being applied to those at step 10+ No increase to the longevity pool of money. We felt that this addressed the needs of the teachers and kept the cost of hiring new staff lower, a benefit to the district.

The teachers countered with a 2 year contract with a change in steps 10 and 10+ amounting to a $187,791.00 new money and no change in longevity the 1st l year. Being a 3.2% increase. The 2nd year would be 3.7% increase in whole schedule or, $233,695.00 new money and increasing longevity from $61,000.00 to $70,000.00.

The negotiation committee agreed to the 1st year only and that is what we have brought to the aboard.

MDEA Proposal April 11, 1997

The Association proposes the following two-year agreement with the attached salary schedules. Items in ***bold italics*** indicate changes to language. The item (TA) indicates a tentative agreement exists between the MDEA and Board negotiating teams.

ARTICLE VI TEACHER EMPLOYMENT

6.1 - 6.8 Unchanged,

6.9 (A) Unchanged

(B) The Board will provide for reimbursement of College Credit Tuition Costs and Books for college courses which are previously approved by the Superintendent and are requirements for advanced degree ***or post-Master's certificate programs***. Reimbursement will apply only if not covered under Staff Development. To be approved the degree ***or post-Master's certificate*** program must be in the field of education (SUBJECT MATTER, GUIDANCE, EDUCATION, ADMINISTRATION). The teacher must have received a grade of B or better to be eligible for course reimbursement. (TA)

Reimbursement shall be 100% of cost up to $500 per teacher per year. (remove ***in school year 1994-1995***). (TA)

A teacher may secure payment in advance if they sign an agreement to repay the money through payroll deduction if their grade is below B.

6.10 - 6.11 Unchanged

6.12 Preparation

(A) The District shall provide one preparation period per day to secondary school teachers.

(B) The District shall provide preparation time to elementary school teachers when specialists (art, music, physical education, library, guidance) are teaching classes; except for purposes of carryover lessons. **Preparation time is intended for general classroom planning, however, both parties, acting in a professional manner, recognize that occasional exceptions may occur.** (TA)

(C) The District will provide one (1) hour of preparation time per week to specialists.

ARTICLE XV RETIREMENT

15.1 After 20 or more years of service in the District retirees shall receive ~~$100~~ $50 for each year of service. Teachers who are planning on retirement must notify the Board of such 18 months before they plan to retire.

15.2 After 20 or more years of service in the district retirees shall be paid for all accumulated leave days at the *rate of $50 per day*. Teachers who are planning on retiring must notify the Board of such 18 months before they day they plan to retire. (TA)

15.3 Unchanged

15.4 Early Retirement NO

(A) Any full time member of the Monadnock District Education Association Bargaining Unit who is at least fifty-five (55) years of age and has had at least twenty (20) years of full time service (a 20 year average of 80% time or greater) in the Monadnock Regional School District may apply for early retirement under this plan as of July first in the calendar year in which said member reaches age fifty-five (55) or as of the first of July in any year thereafter. Said application to retire early shall be made no later than December first prior to the intended July first retirement date on a form approved by the Board. The application will be approved by the board on or before its February meeting. The determination of the Board of approval or disapproval shall be final.

(B) Bargaining unit members who qualify for total disability under the benefits program for the Association are ineligible for the early retirement plan.

(C) Said early retirement participants shall receive from said date until the normal retirement are of sixty-five (65) or for a period of seven (7) years whichever comes first an annual stipend of 25% of the employee's last year's salary. One half (1/2) years (at least 80 days) shall be included in the computation. At the request of the early retiree, the equivalent 7 year pay out, can be prorated for up to 10 years.

(D) Any employee who participates in this early retirement plan shall not be entitled to any other benefits of the bargaining unit other than this stipend and the other retirement benefits mentioned herein (Article XV). The computation of the stipend shall not include the value of these other benefits provided of the bargaining unit.

(E) No amendment or termination of early retirement shall affect any participant then governed by its terms.

(F) Stipends provided to employees under this plan shall automatically terminate upon the occurrence of any of the following:

1. Sixty-fifth (65) birthday of an employee or the completion of seven (7) years of the stipend
2. Death of the employee; in such an event the benefits of this plan shall not vest in the employee's estate.

(G) The limit on the number eligible for early retirement in any single year will be four (4). In the event that more than four (4) apply, the plan shall be limited to the four (4) applicants who receive the highest salaries. The Board may, at its sole discretion, approve additional applications for the plan.

(H) The Board or its designee shall keep cumulative statistics of the cost of people on early retirement and the cost of the same number of people hired. Example - if 3 people elect early retirement one year and 7 people are hired (due to other kinds of departure) statistics will be kept for the 3 people lowest on the salary schedule.

Teachers neg.

1. *ranking in state is 33 out of 162 schools.*
2. *ranking in area is above average.*
3. *movement laterally by staff over step 10*
   - *40% bach.*
   - *15% bach. +18*
   - *26% mast.*
   - *8% mast. + 15*
   - *10% mast + 30*
4. Step 10+ base to remain the same on schedule and be adjusted each year to the cost of living index for that year.

EXAMPLE:

Teacher 1-	at step 10+			$ 38,397
	year 2	col 2.5%	$ 960.	39.357
	year 3	3%	1152.	40.509
	year 4	2%	768.	41.277
	year 5	3.5%	1344.	42.621

Teacher 2-	at step 8			$ 33,585
	step 9			35,118
	step 10			36,721
	step 10+			38,397
	year 2	col 3.5%	$ 13.44	39,741

Percentage increase to be base on past Three year average of State of NH Teachers Raises

Steps 1 thru 10- 83,882

11 10+ - 103,131

187 013

MONADNOCK REGIONAL SCHOOL DISTRICT

SALARY SCHEDULE

1997-98

Date: 29-Apr-97

BASE SALARY: $23,500

LEVEL	B	B+18	MA	MA+15	MA+30
0	$23,500	24,416	25,369	26,358	27,386
1	24,573	25,531	26,527	27,561	28,636
2	25,694	26,696	27,738	28,819	29,943
3	26,867	27,915	29,004	30,135	31,310
4	28,093	29,189	30,327	31,510	32,739
5	29,376	30,521	31,712	32,949	34,234
6	30,717	31,915	33,159	34,452	35,796
7	32,119	33,371	34,673	36,025	37,430
8	33,585	34,895	36,255	37,669	39,138
9	35,118	36,487	37,910	39,389	40,925
10	36,721	38,153	39,641	41,187	42,793
10@	39,357	40,891	42,486	44,143	45,865

APPENDIX B

MONADNOCK REGIONAL SCHOOL DISTRICT

STEP COSTS

1997-98

Date: 29-Apr-97

BACHELOR'S LEVEL

STEP	1996-97 SALARY	1997-98 SALARY	STEP INCREASE $	STEP INCREASE %	TOTAL INCREASE
0	$23,500	$23,500	-	-	-
1	24,573	$24,573	1,073	4.6	$7,511
2	25,694	$25,694	1,121	4.6	$6,166
3	26,867	$26,867	1,173	4.6	$2,346
4	28,093	$28,093	1,226	4.6	$1,226
5	29,376	$29,376	1,283	4.6	$3,336
6	30,717	$30,717	1,341	4.6	$5,364
7	32,119	$32,119	1,402	4.6	$5,608
8	33,585	$33,585	1,466	4.6	$5,864
9	35,118	$35,118	1,533	4.6	$6,132
10	36,721	$36,721	1,603	4.6	$8,015
10@	38,397	$39,357	950	2.5	$38,000
		BACHELOR'S LEVEL		TOTAL	$89,567

MONADNOCK REGIONAL SCHOOL DISTRICT

STEP COSTS

1997-98

Date: 29-Apr-97

BACHELOR'S + 18 HRS. LEVEL

STEP	1996-97 SALARY	1997-98 SALARY	STEP INCREASE $	STEP INCREASE %	TOTAL INCREASE
0	24,416	24,416	-	-	
1	25,531	25,531	$1,115	4.6	$0
2	26,696	26,696	$1,165	4.6	$0
3	27,915	27,915	$1,219	4.6	$0
4	29,189	29,189	$1,274	4.6	$0
5	30,521	30,521	$1,332	4.6	$0
6	31,915	31,915	$1,394	4.6	$0
7	33,371	33,371	$1,456	4.6	$0
8	34,895	34,895	$1,524	4.6	$0
9	36,487	36,487	$1,592	4.6	$1,592
10	38,153	38,153	$1,666	4.6	$4,998
10@	39,894	40,891	$997	2.6	$15,753
BACHELOR'S + 18 HRS. LEVEL TOTAL					$22,343

MONADNOCK REGIONAL SCHOOL DISTRICT

STEP COSTS

1997-98

Date: 29-Apr-97

MASTER'S LEVEL

STEP	1996-97 SALARY	1997-98 SALARY	STEP INCREASE $	STEP INCREASE %	TOTAL INCREASE
0	25,369	25,369	-	-	
1	26,527	26,527	$1,158	4.6	$2,316
2	27,738	27,738	$1,211	4.6	$0
3	29,004	29,004	$1,266	4.6	$1,266
4	30,327	30,327	$1,323	4.6	$0
5	31,712	31,712	$1,385	4.6	$2,770
6	33,159	33,159	$1,447	4.6	$2,894
7	34,673	34,673	$1,514	4.6	$0
8	36,255	36,255	$1,582	4.6	$0
9	37,910	37,910	$1,655	4.6	$4,965
10	39,641	39,641	$1,731	4.6	$519
10@	41,450	42,486	$1,036	2.6	$26,936
MASTER'S LEVEL				TOTAL	$41,666

MONADNOCK REGIONAL SCHOOL DISTRICT

STEP COSTS

1997-98

Date: 29-Apr-97

MASTER'S + 15 HRS. LEVEL

STEP	1996-97 SALARY	1997-98 SALARY	STEP INCREASE $	STEP INCREASE %	TOTAL INCREASE
0	26,358	26,358	-		
1	27,561	27,561	$1,203	4.6	$0
2	28,819	28,819	$1,258	4.6	$1,258
3	30,135	30,135	$1,316	4.6	$0
4	31,510	31,510	$1,375	4.6	$0
5	32,949	32,949	$1,439	4.6	$0
6	34,452	34,452	$1,503	4.6	$0
7	36,025	36,025	$1,573	4.6	$0
8	37,669	37,669	$1,644	4.6	$1,644
9	39,389	39,389	$1,720	4.6	$0
10	41,187	41,187	$1,798	4.6	$1,798
10@	43,067	44,143	$1,076	2.6	$0
	MASTER'S + 15 HRS. LEVEL		TOTAL		$4,700

MONADNOCK REGIONAL SCHOOL DISTRICT

STEP COSTS

1997-98

Date: 29-Apr-97

MASTER'S + 30 HRS. LEVEL

STEP	1996-97 SALARY	1997-98 SALARY	STEP INCREASE $	%	TOTAL INCREASE
0	27,386	27,386	-		
1	28,636	28,636	$1,250	4.6	$1,250
2	29,943	29,943	$1,307	4.6	$0
3	31,310	31,310	$1,367	4.6	$0
4	32,739	32,739	$1,429	4.6	$0
5	34,234	34,234	$1,495	4.6	$2,990
6	35,796	35,796	$1,562	4.6	$0
7	37,430	37,430	$1,634	4.6	$1,307
8	39,138	39,138	$1,708	4.6	$0
9	40,925	40,925	$1,787	4.6	$0
10	42,793	42,793	$1,868	4.6	$747
10@	44,746	45,865	$1,119	2.6	$11,190
	MASTER'S + 30 HRS. LEVEL			TOTAL	$17,484
				TOTAL	$175,761
	Salary Adj Step 10 to 10@				$12,030
					$187,791

MRSD	schedule	'97-98	(proposed)			
step 0.0456	steps 1-9	0.05498	step 10	0.0619	step @10	
track 0.039						
STEPS	BACHELOR	BA+18	MASTERS	MA+15	MA+30	
0	23500	24416	25369	26358	27386	
1	24573	25531	26527	27561	28636	
2	25694	26696	27738	28819	29943	
3	26867	27915	29004	30135	31310	
4	28093	29189	30327	31510	32739	
5	29376	30521	31712	32949	34234	
6	30717	31915	33159	34452	35796	
7	32119	33371	34673	36025	37430	
8	33585	34895	36255	37669	39138	
9	35118	36487	37910	39389	40925	
10	37050	38494	39995	41555	43175	
@10	39345	40872	42460	44127	45847	

MRSD	schedule	'96-97				
step 0.0456		track 0.039				
STEPS	BACHELOR	BA+18	MASTERS	MA+15	MA+30	
0	23500	24416	25369	26358	27386	
1	24573	25531	26527	27561	28636	
2	25694	26696	27738	28819	29943	
3	26867	27915	29004	30135	31310	
4	28093	29189	30327	31510	32739	
5	29376	30521	31712	32949	34234	
6	30717	31915	33159	34452	35796	
7	32119	33371	34673	36025	37430	
8	33585	34895	36255	37669	39138	
9	35118	36487	37910	39389	40925	
10	36721	38153	39641	41187	42793	
@10	38397	39894	41450	43067	44746	

				Schedule	97-98 steps only							
	STEP INDEX	0.045645		LAST YEAR $	$5,863,226.00							
	TRACK INDEX	0.039		BASE	23500							
STEPS	BACHELOR	BACHELOR +18	MASTERS	MASTERS +15	MASTERS +30	STEPS	BACHELOR	BACHELOR +18	MASTERS	MASTERS +15	MASTERS +30	
0	100.00%	103.90%	107.95%	112.16%	116.54%	0	$23,500	$24,416	$25,369	$26,358	$27,386	
1	104.56%	108.64%	112.88%	117.28%	121.86%	1	$24,573	$25,531	$26,527	$27,561	$28,636	
2	109.34%	113.60%	118.03%	122.64%	127.42%	2	$25,694	$26,696	$27,738	$28,819	$29,943	
3	114.33%	118.79%	123.42%	128.23%	133.23%	3	$26,867	$27,915	$29,004	$30,135	$31,310	
4	119.55%	124.21%	129.05%	134.09%	139.32%	4	$28,093	$29,189	$30,327	$31,510	$32,739	
5	125.00%	129.88%	134.94%	140.21%	145.67%	5	$29,376	$30,521	$31,712	$32,949	$34,234	
6	130.71%	135.81%	141.10%	146.61%	152.32%	6	$30,717	$31,915	$33,159	$34,452	$35,796	
7	136.68%	142.01%	147.54%	153.30%	159.28%	7	$32,119	$33,371	$34,673	$36,025	$37,430	
8	142.91%	148.49%	154.28%	160.30%	166.55%	8	$33,585	$34,895	$36,255	$37,669	$39,138	
9	149.44%	155.27%	161.32%	167.61%	174.15%	9	$35,118	$36,487	$37,910	$39,389	$40,925	
10						10	5.5% $37,050	1932 $38,494	2007 $39,995	2085 $41,955	2166 $43,175	
10+						10+	6.2% $39,345	2295 $40,872	2378 $42,460	2465 $44,110	2155 $45,823	
											5%	
	NO. PEOPLE		NO. PEOPLE		NO. PEOPLE		NO. PEOPLE		NO. PEOPLE			
STEPS	BACHELOR	COST	BACHELOR +18	COST	MASTERS	COST	MASTERS +15	COST	MASTERS +30	COST		
0	0	$0	0	$0	0	$0	0	$0	0	$0		
1	7	$172,009	0	$0	2	$53,053	0	$0	1	$28,636		
2	5.5	$141,319	0	$0	0	$0	1	$28,819	0	$0		
3	2	$53,734	0	$0	1	$29,004	0	$0	0	$0		
4	1	$28,093	0	$0	0	$0	0	$0	0	$0		
5	2.6	$76,377	0	$0	2	$63,424	0	$0	2	$68,467		
6	4	$122,866	0	$0	2	$66,318	0	$0	0	$0		
7	4	$128,475	0	$0	0	$0	0	$0	0.8	$29,944		
8	4	$134,339	0	$0	0	$0	1	$37,669	0	$0		
9	4	$140,471	1	$36,487	3	$113,731	0	$0	0	$0		
10	5	$185,250	3	$115,482	0.3	$11,998	1	$41,955	0.4	$17,270		
@10	40	$1,573,800	15.8	$645,778	26	$1,103,960	7.8	$344,058	10	$458,230	TOTALS	
TOTALS	79.1		19.8		36.3		10.8		14.2		160.2	
		$2,756,733		$797,747		$1,441,488		$452,502		$602,547	$6,051,017	
		INCREASE	LONGEVITY *	~~PREVIOUS~~	$61,000	$10,000		TOTAL	TEACHERS	160.2		
								TOTAL	MONEY	$6,051,017		
		INCREASE	SALARY			$190,000		INCREASE		$187,791		
		* COMPUTE	AFTER	RETIREMENTS				AVERAGE		$37,772		
					total	$200,000					3.20%	

5.5% Error in math
2250
2648
6.13%

Janice Nichols
Marie Szymaik
June Douga — MEDIATION 2 YR 1
Diane Hunter, Mary Brunette, 4/11/97

James Fallon 4/11/97
4/11/97
4/11/97

To: Monadnock Regional School Board

From: Jim Fallon

Subject: A Comparison of Factors of the Proposed 1997-98 Contract to the Current Year Contract

Date: May 15, 1997

For the last board meeting everyone received a packet of negotiation materials highlighting the outcome of an agreement reached with the Teachers Association through mediation for the 1997-98 school year. The chart below provides a comparison of major factors to the current year contract. Salary schedules for the two years are attached for you to compare.

You should find in the packet a description of any language changes in the proposed contract.

FACTORS	1997 - 1998	1997 - 1998	Variance	% Change
Total Teachers	155.5	160.2	4.7	3.0%
Total Money	$5,832,973	$6,051,017	$218,044	3.7%
New Money	$169,994	$187,791	$17,797	10.5%
% of New Money	2.9%	3.1%	0.2%	6.5%
Average Salary	$37,511	$37,771	$260	0.7%
Longevity	$61,000	$61,000	$0	0.0%

5/29/97 Negotiations Committee meeting:
Jim expressed majority of board's concern that the raise at the top 2 steps was too high. Worried about the future impact at the ``@ 10'' step.
Mary Gaul presented 2 options:

Path A: Move to fact finding & at the same time, begin working on the next year's contract.

Path B: Ask the board if it would reconsider the vote on the original plan.

BNC decided to present both options to the board at the 6/3/97 meeting.

6/3/97 Board does not reconsider the 5/20/97 vote.
Asks if the MDEA would consider a Plan C in which the step increases from step 9 to step 10 stayed the same, as did the step increase from 10 to @10; however, the 2.1% (?) increase be dropped.
Jim Fallon to contact MDEA with new proposal.

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

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

June 20, 1997

Selectmens' Office: Fitzwilliam, Gilsum, Richmond, Roxbury, Sullivan, Surry, Swanzey, and Troy

Dear Selectmen:

The Swanzey Selectmen want to know about Mr. Sicotte's, MRSD Board Member from Swanzey, comment on how he disagreed with the School Board's decision to admit certain out-of-district students for tuition free enrollment. This is my response.

A patron had asked a similar question following the news article. My letter is attached. I have attempted to remove any patron identification from the letter. I trust it clarifies, without violating students' confidentiality nor the responsibility I and others have in upholding the restrictions of non-public board meetings, the issue for you.

The Board considers, primarily, two issues when they are approached by parents/guardians to enroll out-of-district tuition free; 1) educational circumstances and 2) financial ability. In all approved cases the students exhibited a high risk factor if they were to move schools and the parents/guardians were unable to pay the tuition. Of these items the educational need is the factor on whether the student will be allowed to enroll in one of the District's schools.

The out-of-district ADM is computed the same as the students from Country Acres Home. Whatever percent the Town's ADM counts toward the total is their percent of the whole. Local tax assessments are established by the appropriated budget approved at the second District meeting vote. The property tax is assessed after other revenues sources are computed against the appropriated budget. Thus, the addition of these students alters none of the taxes assessed to the Towns.

If you have further questions please let me or a board member know.

Sincerely yours:

Bill Wheeler

Bill Wheeler

SCHOOL FACILITIES GEORGE EMERSON SCHOOL 7/89

LOCATION:

RHODODENDRON RD.
P.O. BOX 549
FITZWILLIAM,N.H. 03447

AREA DESCRIBED:

20.5 ACRES

THE SCHOOL SITE IS VERY LEVEL LAND WHICH DOES DECLINE FROM A HIGH POINT EAST TO A LOWER LEVEL WEST. ON THE NORTH, EAST AND WEST SIDE THERE IS AMPLE SPACE SURROUNDING THE SCHOOL. THE SOUTH SIDE CONTAINS A NARROW STRIP OF LAND ACCOMMODATING A DRIVEWAY. DIRECTLY WEST OF THE PERIMETER ADJACENT TO THE SCHOOL IS A LARGE WOODEN AREA WHICH CONTINUES AROUND TO THE NORTHERN SIDE OF THE BUILDING. PART OF THE WEST END IS PRESENTLY BEING CONVERTED INTO A VERY LARGE BASEBALL FIELD BY THE TOWN OF FITZWILLIAM ON LEASED SCHOOL LAND. THE DOUBLE PORTABLE CLASSROOM SETS ON LAND ONCE USED AS A PLAY AREA. ONCE THE NEW BASEBALL FIELD CAN BE USED THERE WILL BE SUFFICIENT PLAY AREAS. THE PRESENT SITE IS AWAY FROM BUSY TRAFFIC AND POPULATED AREAS. THE LARGE WOODEN AREAS CONSISTS OF VERY ROCKY TERRAIN AND UNEVEN LAND.

SQUARE FOOTAGE OF BUILDING:

13,504 PLUS TWO PORTABLE CLASSROOMS OF 2976

AGE OF BUILDING:

ORIGINAL BUILDING WAS BUILT IN 1925. ADDITION WAS ADDED IN 1950 CONSISTING OF CLASSROOMS. IN 1988 ADDTIONAL WORK EXPANDED THE NUMBER OF CLASSROOMS AND ADDED OTHER SMALL SPACES.

TYPE OF STRUCTURE:

WOODEN STRUCTURE WITH VINYL SIDING

TYPE OF HEAT:

HOT WATER

CONDITIONS OF THE PROPERTY:

THE BUILDING IS IN GOOD SHAPE. WINDOWS IN PARTS OF THE OLD BUILDING NEED TO BE REPLACED EVEN THO' THE LAST FEW YEARS NEW STORM WINDOWS WERE ADDED TO THEM. THE BOILER SYSTEM IS VERY NEW AND EFFICIENT...PUT IN DURING THE 1988 ADDITION. ALSO, WINDOWS WITH A HIGH INSULATING VALUE HAVE BEEN PUT IN TO THE 1954 ADDITION CLASSROOMS. CEILINGS HAVE BEEN LOWER THROUGHOUT THE SCHOOL. THE BIG DRAWBACK WITH THE PRESENT BUILDING IS LACK OF A LARGE ACTIVITY ROOM. PRESENTLY, THE CAFETERIA HOLDS FORTH AS THAT ROOM.

THE GROUNDS ARE IN GOOD SHAPE ESPECIALLY SINCE THE 1988 ADDITION. HOWEVER, A LARGE PART OF THE DRIVEWAY IS IN DESPERATE NEED OF REPAIR AS IS THE PAVED PLAY AREA ON THE

WEST SIDE OF THE SCHOOL.LANDSCAPING ALSO NEEDS TO BE DONE ON THE WEST SIDE OF THE SCHOOL ADJACENT TO THE BUILDING.

IN ORDER TO MAINTAIN THE GROUNDS (THE GRASSY AREAS) I WOULD RECOMMEND FENCING OFF THOSE AREAS.

NUMBER OF CLASSROOMS: 9 PLUS 2 PORTABLE CLASSROOMS

NUMBER OF EMPLOYEES: 16 FULL-TIME; 8 SHARED

NUMBER OF STUDENTS: 200 AS OF JULY,1989

CAPACITY: 300 USING STATE MINIMUM STANDARDS FOR PRESENT CLASSROOM ORGANIZATION

ACTUAL: 205 STUDENTS USING THE PRESENT CLASSROOM ORGANIZATION. 15 STUDENTS IN K-2, 20 STUDENTS IN 3, 25 STUDENTS 4-6

Norma Fraus

9-27-89

MONADNOCK REGIONAL SCHOOL DISTRICT

Minutes: Monadnock Regional School Board, M.R.H.S. Library, June 16, 1987
Present: W. Wright, K. Allen, B. Ballou, J. Carnie, M. Ballou, L. Barrett, M. Pride, T. Britton, B. Hamill; also, R. Sundstrom, K. Hewitt, D. Furlong, A. Putz, D. Mousette, D. Bell.

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

Consent agenda

M. Ballou MOVED: that the minutes of June 2 be approved as presented; second by M. Pride. VOTED: 7-0-1-2 with J. Carnie abstaining. Manifests were signed. M. Ballou MOVED: that course reimbursement for Bev McCulla be approved. Second by B. Ballou. VOTED: 8-0-0-2. W. Wright read a letter commending Coaches Brennan and Smith and other employees for the way the Hanover Invitational Track Meet was handled. He suggested a letter be sent to each individual from the Board. An invitation to attend the promotion exercises in Troy on June 23 was read. Beth Knight thanked the Board for acknowledging her 25 years of service to the district. The town of Fitzwilliam is celebrating its 225th anniversary, and a verbal request from a citizen was given to W. Wright asking if there were students interested in building a float for a parade on August 8. All expenses would be paid.

Citizen Concerns

None at this time.

Unfinished Business

Sue Bemis outlined her request to expand the area for the ball field in order to receive a federal grant. She indicated that a person representing the Board should meet with the selectmen and draw up an agreement. B. Hamill arrived at this time. B. Ballou MOVED: that the Board's attorney meet with the selectmen to draw up an agreement, and that the chairman of the Board be authorized to sign it; second by K. Allen. VOTED: 8-0-1-1 with M. Ballou abstaining. It was suggested that a letter be sent to the selectmen and the Board's attorney indicating that the vote was taken.

R. Sundstrom passed out material regarding school planning.

B. Hamill indicated that the construction process is on schedule.

Gideon Nadeau from Troy expressed a concern over a letter he received from N. Evans regarding the maintenance of the Troy gym. His group had approval to use the gym through the end of July, and now they are being asked to end the program on July 4. M. Pride said that he didn't feel the letter was meant to be critical.

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board
Mt. Caesar School-February 3, 1987
Present: W. Wright, J. Carnie, B. Ballou, M. Ballou, L. Barrett, G. White, K. Allen, M. Pride, B. Hamill. Also: R. Sundstrom, K. Hewitt, D. Furlong, A. Putz, N. Evans, D. Mousette, D. Bell. Absent: B. Harling

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

CONSENT AGENDA
G. White MOVED, second by K. Allen, that the consent agenda be approved. It consisted of the minutes of January 20, signing of manifests, course reimbursement for Robert Galloway, and a letter to Jerry Ebbighausen stating that the high school chorus has been accepted for a performance at Walt Disney World. The Board congratulated Mr. Ebbighausen and his chorus. M. Pride arrived at this time. VOTED: 8-0-0-2.

CITIZEN CONCERNS
None at this time.

UNFINISHED BUSINESS
Scott Clark appeal K. Allen indicated that she had done some research and had a letter from Sonya Peck from the Substance Abuse Center. Both she and S. Peck feel that Scott should be allowed to return to school. Scott has had a traumatic upbringing and needs guidance at this time. D. Furlong said that some semester courses have been scheduled for Scott so that he may receive credit. He also has two credits from continuing education. Furlong also said that Scott should sign an academic contract. Discussion continued.
J. Carnie MOVED that a motion made by B. Ballou at the 1/20th meeting that was tabled now be in order. Second by G. White. VOTED: 8-0-0-2.
VOTE on original motion to allow Scott Clark to return to school. 8-0-0-2.

Fitzwilliam Recreation Committee Request
K. Hewitt reported on a meeting with Tom Parker, Jack Penny, Sue Bemis, Bill Prigge and Mark Pride. The town is seeking a federal grant to construct a ball field on land owned by the district. The land has to be contiguous to the land they are already using, access to a public road is necessary, and the district has to dedicate the land in perpetuity for outdoor recreation. The location will not interfere with the present building, with the anticipated construction or with the septic system. Hewitt said that if the land had to be reclaimed, permission could be granted if an area of equal value is substituted. Such an area could even be in another part of town. No cost would be incurred by the district. Sue Bemis, chairperson of the committee, was present to answer questions. An article by petition has been submitted for inclusion in the warrant.

MONADNOCK REGIONAL SCHOOL DISTRICT

MINUTES: Monadnock Regional School Board, Sullivan Elementary School October 6, 1987.

PRESENT: L. Barrett, J. Carnie, B. Ballou, B. Hamill, M. Ballou, G. White, W. Wright, T. Britton, K. Allen, M. Pride. Also: R. Sundstrom, K. Hewitt, N. Evans, L. DeCoste, D. Mousette, D. Bell, D. Furlong, A. Putz

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

Consent Agenda

K. Allen asked that "of" be changed to "for" before ". . .twenty-five years of service. . . " in the minutes of September 15 under consent agenda. Manifests were signed. Course reimbursements and staff development costs for Anne Nichols, Joanne Stroshine and Jane Johnson were approved. An invitation from the N.H. Insurance Trust to review their programs on October 15 was read. B. Hamill MOVED; second by J. Carnie that the consent agenda be approved as presented. VOTED: 8-0-0-2.

Citizen Concerns

Jim Blackstock from Gilsum inquired about the parking problem at the high school for students; he noted that about 50 spaces have been eliminated. A. Putz said that due to the construction 80 spaces are available. He went on to describe the problems that have occurred in the past. M. Pride and B. Ballou arrived at this time. A. Putz presented an estimate from Whitcomb Construction Corp to expand the parking lot at a cost of $20,624.38.B.Ballou noted that the parking lot is not lined and would like a cost figureto paint lines. K. Allen noted problems with children darting between buses. A. Putz indicated that he is there every morning and denies that that is happening at this time. Students are issued permits to park their cars. If a student parks without a permit, he/she will be suspended. Some students have parked their cars at the town hall, and complaints have been made to the school because of this. Jim Blackstock noted that other students are also riding in cars, and this decreases the need for additional bus service. Discussion followed. M. Pride suggested that the area be lined, that students be allowed to park on the grass and that the Board ask the public at the annual meeting to take money out of the capital reserve fund to increase the size of the parking lot. G. White MOVED: that the district buy the paint and line the area. There was no second to the motion. T. Britton MOVED: that the district buy the paint, and that students line the parking lot under supervision. Second by M. Ballou. VOTED: 8-2-0-0 with B. Hamill and B. Ballou dissenting.

UNFINISHED BUSINESS

R. Sundstrom indicated that of the students at the Country Acres Group Home, four students are coded. One is a resident of the district, and the other three will pay tuition. Tuition is generally paid on a quarterly basis. He explained that any child residing in the district may attend local schools. J. Carnie would like each member of the Board to receive a copy of the state's policy relative to district liability for foster children and handicapped children.

School Bus Policy

W. Wright noted that students from the southern towns are not allowed to ride the buses into Keene while students from the northern towns are allowed to since the buses go through Keene. It was suggested that the policy be changed, and that individual students be allowed to go to the administration with requests. B. Ballou MOVED: that the policy be continued as it is now stated; second by M. Ballou. Discussion followed. VOTED: 3-5-2-0 with M. Ballou and M. Pride abstaining and W. Wright, K. Allen, T. Britton, J. Carnie and G. White dissenting. J. Carnie said that the same policy should be in effect for all the towns in the district. M. Pride suggested that the Board look into controls regarding riding the buses. W. Wright indicated that the negative vote does not change the policy. R. Sundstrom suggested that the Board not change the policy tonight since more information is needed. G. White MOVED: that the Board continue the policy as it is, and that they investigate transportation into Keene that would be paid for by parents and students; second by M. Ballou. B. Ballou suggested that the motion also include looking into the legal aspects of transporting children in this manner. G. White agreed to this. VOTED: 8-2-0-0 with J. Carnie and T. Britton dissenting.

Reports

a. Policies

L. Barrett said that a letter will be sent to all coaches and advisors asking for their recommendations relative to policies for extra-curricular activities. The revised policy indicates that experience at a specific level, such as freshmen football, and at a comparable school be counted.

b. Septic.

G. White noted that the CIFCO bid exceeded the $70,000.00 voted at the annual meeting. He has talked to contractors and suggests that it be put out to bid to rebuild the distribution boxes and level the pipes. J. Carnie suggested that the committee meet with CIFCO and determine what has to be done and make plans to do it. There was general consensus to follow this plan.

c. Facilities

B. Hamill noted that roof trusses are in, and that progress is going

according to schedule at this time.

d. Goals
J. Carnie stated that the Board needs a philosophy for determining when and where schools and additions should be built. There was general agreement to this notion. L. Barrett MOVED: that the goals developed by the Board be adopted and that plans be made for implementing them; second by B. Hamill. VOTED: 10-0-0-0.

e. Enrollment
K. Hewitt presented the enrollment figures as of October 1. He also presented, as requested, the enrollment breakdown of Swanzey, Richmond and Roxbury. The Board requested a breakdown by towns for Grades 7-12.

f. Expenditure
R. Sundstrom briefly discussed the auditor's report and noted that the final report will be available soon.

Other School Board Business
D. Furlong noted that this is homecoming week at the high school and invited the Board to the Fall Spaghetti Supper Friday night.

W. Wright noted that the district received $905,688.00 in Foundation Aid which is an increase over last year.

B. Ballou stated that he cannot attend the N.H. School Board Association meeting on October 15 in Concord. L. Barrett and W. Wright plan to attend.

The agreement between the town of Fitzwilliam and the Board regarding the playground has been written.

K. Hewitt recommended that the Board make an exception to their policy requiring a school employee to be present when an outside group is renting the building. The exception would apply to the Troy Recreation Committee and their roller-skating program. They would provide the supervision and the maintenance. He noted that they have done this very conscientiously in the past. By making an exception, the town would have an additional $2400.00 to be used for youth programs. B. Ballou noted that he was pleased that the town and district had such a good working relationship and MOVED: that the recommendation be accepted; second by M. Pride. VOTED: 10-0-0-0.

The Board adjourned at 10:10 p.m.

Respectfully submitted,
Ken Hewitt

Board members June 9, 1997
This just arrived. I thought because of its length you would appreciate reading it before the meeting. Bill

Dear Dr. Wheeler,

I am writing to request a variance so that my daughter, Michelle Broderick, may continue to attend Monadnock Regional High School next year as a Junior. She is just completing her junior year at the school.

My daughter and I moved to East Swanzey last August from Keene. She was understandably apprehensive about attending a new school.

A few days before school, we met with Mr. Baldwin. Sensing her anxiety, he immediately made both Michelle and I comfortable with his kind and gentle manner. She and I spent time together with him. He asked her if she had any special interests. She wasn't quite sure. He and Michelle spent some time alone discussing different courses with her. When I came back to talk with them, he said he thought that the Horticulture class at Keene

High School might be a course she'd enjoy. Shelly is very creative with her hands. He felt that she would very much enjoy the course. She would also be able to maintain her relationships with her friends in Keene. We also picked her required courses. Mr. Baldwin was very sensitive to her needs. We did discuss her previous school experience in Keene. From fifth grade on, she had school difficulties. She did receive Title I reading help in the fourth and fifth grades. Her guidance counselor at Symonds was warm and supportive.

I had always felt that she had some learning difficulties. She had multiple ear infections from age 6 months to 1 year. She was absent to have tubes placed, when at age 1, they stopped. She was slow to talk, but nevertheless bright. She was a shy and retiring child until her junior high days.

Junior high became more difficult. As the work got harder,

she fell way behind. After her usual seventh grade tests, I met with the school psychologist to request testing for learning problems. The WISC test had Shelly at the upper level of low average. I told her to please test her. Shelly was becoming more discouraged by the day. She came home crying many a night. I couldn't believe that the school would not test her. I certainly did not want her to be learning disabled, however we needed to know what the specific difficulties were so that she could get some help. She wanted to do well, but just couldn't. Needless to say, her self esteem plummeted. She hated school, but continued to go.

She began to see Dr. Marty Strauss, a psychologist at University Associates in Psychology. She was unhappy and distressed. She became more anxious as time went on. Shelly was also close to the realization that her Dad was not going to be present to her. That was devastating

Her father and I divorced when Shelly was three. She has little memory of him. She and Marty worked on learning ways to cope with his continued absence and interest toward her. She became very overweight and was often the subject of cruel name calling. At one point, she even contemplated suicide. It was horrible. We continued to see Marty for a long time. Gradually, she did feel better, but school was still a frustrating and discouraging experience.

By the time she was finished eighth grade, we both were relieved. We were looking forward to a new school and possibly a more positive learning experience.

Her freshman year was spent in Level 3 classes. Her English class was so disruptive and obnoxious that Mr. Perry let her go across the hall to Ms St. Gelais resource room to finish her work. She was a godsend. Ms St. Gelais room was a haven. She also tried very hard to help her with her school work.

Finally had Shelly tested with Dr Strauss. The cost was $1200.00. I had requested her to be tested again in her sophomore year. Once again the team met and denied my request. She continued to do poorly.

The test results show that although not learning disabled, she had some definite problems with organizational skills.

I hired a tutor from Landmark College at $40.00 an hour to help pinpoint her problems. She was helpful to her, but I could not afford to continue the tutoring. Kathy was very helpful to Shelly. She was able to give her some helpful hints on how to study. I had hired also a math tutor who again was very helpful to her.

I've also tried to be supportive I have taken an active role to advocate for Shelly, but to no avail when she was in Keene.

Shelly was a good math student. She had enjoyed Mrs. Greenwald in pre-algebra in eighth grade. Her freshman math teacher was unable to control his class. It was very disruptive and he was not willing to help her after class. She did finish out the year with him, once again discouraged. Her sophomore year was pretty much a carbon copy of previous years.

After the 3rd quarter of his sophomore year, I finally met with the principal, Mr. Larsen. We met with Shelly's guidance counselor and school psychologist, Mrs. Bunce. Mr. Larsen greeted me with this statement. "We here at Keene High do a poor job of educating the middle of the road student." I was floored. My daughter had struggled through out her school life. I was disappointed and upset to hear this. The meeting focused on the fact that the system had failed her miserably. He did explain that her teachers would be hand picked over the summer to try to ensure that the upcoming

year would be a better one. We hoped for the best.

After meeting with Mr Baldwin we were very encouraged. He told her "I know you can be successful at Monadnock." We were so happy. She has made new friends. Her teachers have been wonderful to her. For the first time in her life, she looks forward to going to school. The kids in school have been kind and accepting of the good person that Shelly is.

Unfortunately, as a result of domestic violence, we were forced to leave our home in East Swanzey. It was a very traumatic experience for both of us. I was unable to find a suitable and affordable place to live in the Monadnock Regional district. I am not able to afford the tuition at Monadnock. Please consider my request. Thank you for letting me share our experiences with you.

I look forward to hearing

from you.
Please feel free to notify me
by either mail or phone.
My address is:
28 Dover St. Apt 1
Keene, N.H. 03431
You may reach me either at home
or work. My home phone is: 358-6495
at work is: 355-3921.
Once again, thank you.
Sincerely,
Carol E. Bordeur

Monadnock Regional School District

Monadnock Regional School Board Meeting
Monadnock Regional High School, Swanzey Center
Tuesday, June 17, 1997

CALL TO ORDER:
The meeting was called to order at 6:00 PM by N. Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools and John Menton. Also present was Harry Gale of Gale Associates, a firm that assists school boards during collective bargaining proceedings.

NON PUBLIC SESSION:
The Chair requested that the Board meet at 6:00 PM in a non public session for the purpose of discussing negotiations.

At 6:02 PM, D. Gurian MOVED: That the Board enter into non public session to discuss negotiations; SECONDED: by C. Starrett. VOTED: 9-0-0-1 by a roll call vote. J. Fiderio was not present until shortly after the vote.

At 7:03 PM, G. White MOVED: That the minutes be sealed until the completion of negotiations; SECONDED: by C. Starrett. VOTED: 9-0-1-0.

At 7:05 PM, G. White MOVED: That the Board return to public session; SECONDED by J. Fallon. VOTED: 10-0-0-0.

PRESENT:
Following the non public session, Kathy Holt, Assistant Superintendent, Dan Stockwell, Ellen Cronin, Doug Gagne, Betty Tatro, Charles Roosa, Joanne Marchand and Diana Elkavitch were also present.

CONSENT AGENDA:
G. White MOVED; That the June 3rd minutes of the Student Disciplinary Hearing be approved; SECONDED; by D. Gurian. There being no request to correct the minutes, the Chair accepted the minutes on behalf of the Board.

There being no request to correct the minutes of June 3, 1997, the Chair accepted the minutes on behalf of the Board.

N. Callender announced that members of the Negotiating Committee are C. Nolan, D, Gurian, G. Bednarski and G. White.

CITIZENS CONCERNS:
Katie Metzler, Fitzwilliam's Legislative Representative and Betsy Patten, Vice-Chair of the Municipal And County Government Committee, appeared before the Board to discuss the results of a fifteen SB-2 towns, ballot law

survey. The results of the survey seemed to indicate that voters knew what they were voting on; they favored the privacy of the voting booth; and it was time saving. SB-2 changes that have been approved by the Legislature were discussed, included the elimination of the public hearings following the Deliberative Session and the School District's ballot vote to be held in conjunction with the Town vote on the second Tuesday in March. The Legislative Committee will be working during the summer on better defining the "default budget".

Dr. Wheeler introduced Mrs Broder who asked to appear before the Board in a non public session to discuss her daughters attendance at the MRHS. At 8:07 PM. B. Hamill MOVED: That the Board enter into non public session to discuss a parent/student personal issue; SECONDED: by D. Gurian. DISCUSSION: D. Stockwell requested that the high school administration be permitted to attend. VOTED: 9-1-0-0 by roll call vote. All others in public session attendance were excused.

Mrs. Broder, who recently became a Keene resident, explained to the Board the importance of her daughter being able to continue her education at the MRHS. Her daughter will be a 12th grade student in September. Mrs Broder asked that the cost for tuition be waived. The high school administration supported the request. J. Fallon MOVED: That the Board approve the request without tuition and that the parents be responsible for transportation; SECONDED: by B. Hamill. DISCUSSION: Another possible residence in the District for the daughter was suggested. VOTED: 7-3-0-0.

G. Bednarski questioned the practice of the Board voting in non public session with the parent present. He noted that at the recent student disciplinary hearing the administration and the parents were not present when the Board voted. N. Callender explained that the hearings provide for the Board to meet with counsel in private. G. Bednarski asked that consideration be given to having a consistent practice.

At 8:14 PM B. Hamill MOVED: That the Board return to public session; SECONDED: by J. Fallon. VOTED: 10-0-0-0.

D. Stockwell introduced Carolyn Olney, High School Title I teacher, who appeared before the Board to request funds for support of the Title I Summer Study Skills Program and a proposed After School Study Skill Program, a new program to begin in September. She explained that sufficient funds were not available through the Title I Grant to support either program. A maximum of $7,550 was being requested for the Summer Program, and $7,590 for the After School Study Program. Details of the request were submitted to the Board in writing. The question was raised with respect to the practice of paying a teacher for helping students after school. C. Olney explained that the program requirements exceed the regular school day. D. Stockwell asked that the Board consider the requests at the next meeting of the Board.

STUDENT COUNCIL CONCERNS: None.

OTHER SCHOOL BOARD BUSINESS:

A. Board Committee Reports;

C. Nolan distributed the June 5th minutes of the Facilities Committee meeting. He explained that as an outcome of that meeting Karen Craig will be presenting a report on the Educational Requirements for the Emerson Project. The Committee will meet on June 25th at the Emerson School to plan for scheduling interviews with architects and contractors.

J. Fallon reported that the Policy Committee met prior to the Board meeting and recommended that the policy, Supervision of Construction (FEG), be accepted for its first reading as revised. He explained that the recommendation of the Facilities Committee provides only minor changes to that portion of the policy that addresses the issue of "change orders" (change orders will be recommended by the clerk of the works to the superintendent for approval). J. Fallon asked that the revised policy be approved for its first reading with the second reading scheduled for July. C. Nolan MOVED: That the Board accept the policy for a first reading as presented; SECONDED: by G. Bednarski. VOTED: 9-0-1-0.

N. Callender reminded board members that committee meetings need to be posted. (Sharon Turner should be contacted to post committee meetings.)

B. New Business Items;

Dr. Wheeler requested that the Board consider making application for Goals 2000 funds. Favorable comments were made to consider the request. G. White MOVED: That the Board allow the Administration to apply for Goals 2000 funding; SECONDED: by D. Gurian. DISCUSSION: Concern was expressed for having an advisory committee acting directly with the administration and bypassing the Board. K. Holt explained that Educational Improvement Plan would be incomplete without having an advisory group that represent various funded projects. The Goals 2000 Funds would be planning money to be used for coordinating various projects. Board members concurred that the public has expressed an interest in applying for Goals 2000 funds. VOTED: 8-2-0-0.

Dr. Wheeler notified the Board that he is holding on filling the Troy language arts position due to a decrease in enrollments. He explained that he met with the Troy teachers to explain the reasons for his decision. The Troy School has forty fewer students compared to three years ago.

N. Callender introduced a resolution proposed by the New Hampshire Municipal Association to coordinate the purchase of electrical power as a cooperative. It was explained that the Board was not committing any funds or long term commitment by supporting the resolution. J. Fallon MOVED: The passage of the resolution as presented; SECONDED: by G. White. DISCUSSION: It was suggested that the Board might be better off by "going it alone". VOTED: 9-0-1-0. Dr. Wheeler informed the board that a presentation on restructuring electric rates will be held at the Keene Country Club on June 19th, 7:30 AM.

N.Callender requested that any changes in the Student Handbook be presented to the Policy Committee before it is printed.

C. Up-dating MRSD Policy Manual; No report.

D. Emerson Educational Programs;
The Board had been provided in advance of the meeting a report prepared by Karen Craig, Principal of the Emerson School, Program and Facility Needs for the Emerson School, Educational Specifications, that was approved by the Facilities Committee. Three major components of the report were addressed by K. Craig, Enrollments and Staffing, Class and Grade Level Groupings and the current facility. Furthermore, she outlined the facility needs for instruction and support services, and reported an increase from 207 to 240 student over the past three years. Board members questioned whether it was an appropriate time to endorse the report, lacking any cost factors. Administrators explained the importance of the Board endorsing the educational proposal. It was further explained that the Emerson School staff, interested citizens and the Facility Committee participated in drafting the report. C. Starrett MOVED: The School Board support the Program and Facility Needs for the Emerson School as presented; SECONDED: by C. Nolan. VOTED: 8-0-2-0.

E. Parent Survey of Student Transportation;
Questions were asked as to the need to conduct a student transportation survey. L. Sicotte identified issues having to do with traffic flow at the high school, the length of time students have to ride the bus, and the early AM start time for buses. G. Bednarski MOVED: That the Administration conduct a survey; SECONDED: by L. Sicotte. VOTED: 2-7-1-0.

F. Media reports on fights at MRHS - Policy & Procedures;
This agenda item will be addressed at the next regular meeting of the Board.

G. Pre-Engineering Program Information Packet;
K. Holt confirmed that information was provided the Board as requested.

H. Parent Request to Have Children Attend Troy Elementary;
Dr. Wheeler presented the request of Barbara Arguin, a resident of Sullivan, that her daughter Kaylar be allowed attend 1st grade at the Troy School for the 1997-98 school year. B. Arguin teaches at the Troy School. C. Nolan MOVED: That the request be approved; SECONDED: by C. Starrett. VOTED: 10-0-0-0.

Dr. Wheeler presented the request of Kelly Wichland, a resident of Sullivan, that her son Bruce be allowed attend the Troy School for the 1997-98 school year. K. Wichland teaches at the Troy School. C. Nolan MOVED: That the request be approved; SECONDED: by C. Starrett. VOTED: 9-0-1-0.

Dr. Wheeler presented the request of Helen Mercer, a resident of Gilsum, that her daughter Nora Mercer be allowed to complete her 5th and 6th grade years at the Cutler school. H. Mercer teachers at the Mt. Caesar School. J. Fallon MOVED: That the request be approved for the 1997 - 98 school year; SECONDED: by D. Gurian. VOTED: 9-0-1-0.

Dr. Wheeler presented the request of Melissa Thurber, a resident of Troy, that her son Jason Blood be allowed to continue to attend Mt. Caesar School for the 1997-98 school year. Jason's baby sitter lives in Swanzey. B. Hamill MOVED: That the request be approved; SECONDED: by J. Fallon. VOTED: 10-0-0-0.

I. Superintendent Search Procedure and Process;
This agenda item will be addressed at the next regular meeting of the Board. The Board was provided information regarding the procedure for hiring an assistant superintendent.

J. Action on the Manifest:
J. Fallon MOVED: That the Board approve the manifest dated June 17, 1997 for $1,416,919.96 (Payroll Warrant #279, dated 6/03/97, $346,741.42; Payroll Warrant #286, dated 6/04/97, $118,934.79; Payroll Warrant #288, dated 6/05/97, $487.49; Payroll Warrant #281, dated 6/11/97, $332,302.75; Warrant #42, dated 6/17/97, $342,026.24 and Warrant #43, dated 6/17/97, $25,982.07); SECONDED: by G. White. VOTED: 10-0-0-0.

K. Correspondence/announcements;
N. Callender thanked those board members who attended the high school graduation.

Dr. Wheeler directed the Board's attention to the Mt. Caesar School Counseling Program 1996-97 Report.

SUPERINTENDENT'S REPORT:
Dr. Wheeler's review of "Correlates of Effective Schools" was postponed until the July meeting of the Board.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the July 15, agenda are:

1. Media reports on student conduct,
2. Superintendent Search Committee,
3. Special sick leave compensation,
4. Consideration for the Title I Summer Program.

NON PUBLIC SESSION:
At 9:40 PM, G. White MOVED: That the Board enter into non public session to discuss personnel and negotiations; SECONDED: by J. Fallon. VOTED: 10-0-0-0 by a roll call vote. In attendance were Dr. Wheeler, K. Holt, J. Menton, D. Stockwell and Ileana Howley de Munne.

Ileana Howley de Munne appeared before the Board to request Special Leave due to continuing personal illness. The Board discussed the merits of the request. G. White MOVED: That the Board allow her the days she was absent; SECONDED by J. Fallon. DISCUSSION: Dr. Wheeler advised the Board that the days of absence that exceeded her expired allotted sick days should be approved by the Board. VOTED: 9-0-1-0. The issue regarding compensation for those days will be addressed at the next meeting of the Board.

Dr. Wheeler nominated Jeannine Leclerc for the 1st and 2nd Grade position at the Surry School, BA, Step 0, at a salary of $23,500. G. White MOVED: TO approve the nomination as presented; SECONDED: by C. Starrett. VOTED: 10-0-0-0.

Dr. Wheeler nominated Lynn Speckman for the 4th Grade position at the Cutler School, BA, Step 1, at a salary of $24,573. G. White MOVED: TO approve the nomination as presented; SECONDED: by D. Gurian. VOTED: 10-0-0-0.

Dr Wheeler nominated Michele Antosiewicz for the half-time 5th Grade position at the Troy School, BA, Step 0, at a salary of $11,750; SECONDED: by D. Gurian. VOTED: 10-0-0-0.

D. Gurian distributed an account of negotiation's progress to-date. A letter from the Education Association and tentative meeting dates were discussed. The Board will meet on Tuesday, June 24th, at the Wyman House to further discuss negotiations.

At 10:15 PM, the Chair dismissed the administration to discuss personnel matters.

At 10:40 PM, G. White MOVED: That the Board return to public session; SECONDED: by C. Nolan. VOTED: 10-0-0-0.

ADJOURNMENT:
At 10:41 PM. G. White MOVED: To adjourn; SECONDED: by G. Bednarski. VOTED 10-0-0-0.

Respectfully submitted,

John M. Menton

CORRELATES OF AN EFFECTIVE SCHOOL

1. **CLEAR SCHOOL MISSION:**
THE SCHOOL DEVELOPS A CLEARLY ARTICULATED MISSION THROUGH WHICH THE STAFF SHARES AN UNDERSTANDING OF AND COMMITMENT TO INSTRUCTIONAL GOALS, PRIORITIES, ASSESSMENT PROCEDURES, AND ACCOUNTABILITY.

2. **SAFE AND ORDERLY ENVIRONMENT:**
THERE IS AN ORDERLY PURPOSEFUL ATMOSPHERE WHICH IS FREE FROM THE THREAT OF PHYSICAL HARM. HOWEVER, THE ATMOSPHERE IS NOT OPPRESSIVE AND IS CONDUCIVE TO TEACHING AND LEARNING. IT EVOLVES FROM A COMMONLY AGREED UPON SHOOL PURPOSE AND IS CHARACTERIZED AS POSITIVE AND BUSINESS-LIKE.

3. **PRINCIPAL IS THE INSTRUCTIONAL LEADER:**
THE PRINCIPAL ACTS AS THE INSTRUCTIONAL LEADER WHO EFFECTIVELY COMMUNICATES THE MISSION OF THE SCHOOL TO PARENTS, STAFF, AND STUDENTS AND WHO UNDERSTANDS AND GIVES DIRECTIONS, EMPHASIS, AND SUPPORT TO THE SCHOOL'S INSTRUCTIONAL PROGRAM.

4. **OPPORTUNITY TO LEARN AND TIME ON LEARNING:**
TEACHERS ALLOCATE A SIGNIFICANT AMOUNT OF CLASSROOM TIME TO INSTRUCTION IN BASIC SKILLS. FOR A HIGH PERCENTAGE OF THAT ALLOCATED TIME, STUDENTS ARE ENGAGED IN PLANNED LEARNING ACTIVITIES AT THE APPROPRIATE LEVEL OF DIFFICULTY AND ARE EXPERIENCING SUCCESS. ALL STAFF MEMBERS UNDERSTAND THEIR ROLE IN FACILITATING THE DELIVERY OF A HIGH QUALITY EDUCATIONAL PROGRAM FOR ALL STUDENTS.

5. **HIGH EXPECTATIONS FOR SUCCESS:**
THE SCHOOL DISPLAYS A CLIMATE OF HIGH EXPECTATIONS IN WHICH THE STAFF BELIEVES AND DEMONSTRATES THAT STUDENTS CAN ATTAIN MASTERY OF BASIC SKILLS AND THAT STAFF MEMBERS HAVE THE CAPABILITY TO HELP STUDENTS ACHIEVE SUCH MASTERY.

6. **FREQUENT MONITORING OF STUDENT PROGRESS:**
INFORMATION ON STUDENT ACADEMIC PROGRESS IS OBTAINED FREQUENTLY AND FEEDBACK IS PROVIDED TO THE TEACHER AND STUDENTS REGULARLY. MULTIPLE ASSESSMENT METHODS SUCH AS TEACHER MADE TESTS, SAMPLES OF STUDENT WORK, MASTERY SKILLS CHECKLISTS, CRITERION-REFERENCED TESTS, AND NORM-REFERENCED TESTS ARE USED. THE RESULTS ARE USED TO IMPROVE INDIVIDUAL STUDENT'S PERFORMANCE, TO IMPROVE THE INSTRUCTIONAL PROGRAM AND FACILITATE CURRICULUM IMPROVEMENT.

7. **HOME-SCHOOL RELATIONS:**
PARENTS UNDERSTAND AND SUPPORT THE BASIC MISSION OF THE SCHOOL AND ARE MADE TO FEEL THAT THEY HAVE AN IMPORTANT ROLE IN ACHIEVING THIS MISSION.

CORRELATES OF AN EFFECTIVE SCHOOL

Presented to the MRSD School Board
May 4, 1993
By: Dr. Bill Wheeler, Supt.

1. CLEAR SCHOOL MISSION:
   Each school has a mission statement which is posted, presented in handbooks, and in sent materials.

2. SAFE AND ORDERLY ENVIRONMENT:
   District level Safety Council
   School level Safety Councils
   Maintenance schedule and use of requested repairs on forms
   Bus safety issue handled through Cheshire Transportation
   Monitoring of discipline referrals
   Monitoring of student violence and accidents resulting in injury

3. PRINCIPAL IS THE INSTRUCTIONAL LEADER:
   Adapted a "Teacher Supervision Model"
   Created team approach to problem solving
   Works with structuring Independent Educational Plans for coded students
   Assists staff with professional development structured on district and school goals as well as individual teacher goals for improvement
   Attends Administrative Team meetings with emphasis on instructional improvement
   Superintendent's evaluation of principals' performance is based on Correlates of Effective Schools.
   Budget controlled at the school level for school level programs
   MRHS: each department has developed a plan to affect Correlates of an Effective School

4. OPPORTUNITY TO LEARN AND TIME ON LEARNING:
   K-12 district level curriculum development
   Shift from strong emphasis on workbook instructional technique to more eclectic approach
   Some developmental work being completed in schools
   Early Prevention of School Failure used in all Kindergarten programs
   Established three cognitive goals and two affective goals for curriculum development
   Creation of a Curriculum Coordinating Team
   Grade level meetings at building level
   Student transition from one building to another teacher team meetings
   Workshops with emphasis on Critical Skills, Whole Language, assertive discipline

5. HIGH EXPECTATIONS FOR SUCCESS:
   District level philosophy statement
   Each student can succeed at the prescribed curriculum
   Teachers cause student learning
   Adoption of the "Essential Elements of Effective Instruction"
   Bus/Ed group work on national goals #3 & #5
   K-12 curriculum report

6. FREQUENT MONITORING OF STUDENT PROGRESS:
   Teacher generated tests
   Teacher observation of student performance
   Recording of teacher/grade level grade distribution
   Writing portfolio
   Attendance, drop-out, at-risk, retention

7. HOME-SCHOOL RELATIONS:
   Handbooks
   PTO/A meetings
   Newsletters
   Conferences
   Surveys
   Committee work
   Town Meetings
   Teacher notes home
   Parents notes and visits to the school/classroom

Employee ID: 00010029 A. Ileana Howley de Munne'

*** Emergency day ***
09/24/96 Tuesday

*** Emergency half day ***
02/04/97 Tuesday 02/07/97 Friday 03/28/97 Friday

*** Personal day ***
10/23/96 Wednesday

*** Sick day ***
08/23/96 Friday 09/06/96 Friday 10/08/96 Tuesday 11/01/96 Friday
12/19/96 Thursday 12/20/96 Friday 01/02/97 Thursday 01/03/97 Friday
01/06/97 Monday 01/07/97 Tuesday

Attendance

Catagory	Monday	Tuesday	Wednesday	Thursday	Friday	
Emergency	.0000	1.5000	.0000	.0000	1.0000	
Personal	.0000	.0000	1.0000	.0000	.0000	
Sick days	1.0000	2.0000	.0000	2.0000	5.0000	
	1.0000	3.5000	1.0000	2.0000	6.0000	TOTAL

Attendance Catagory	Beginning Balance	Days Added	Days Used	Current Balance
Bereavement	0.000	5.000	.0000	5.0000
Emergency	0.000	3.000	2.5000	.5000
Personal	0.000	1.000	1.0000	.0000
Sick Days	0.000	10.000	10.0000	.0000

NON PAID DAYS
1/8/97, 1/9/97, 1/10/97, 1/21/97 (2/7ths of a day), 4/28, 4/29
4/30/97, 5/1/97, 5/2/97, 5/5/97, 5/12/97 (1/3rd of a day),
5/27/97, 5/30/97.

MONADNOCK REGIONAL SCHOOL DISTRICT BALLOT LAW SURVEY SUMMARY

Administered by the
Municipal and County Government Committee
New Hampshire House of Representatives
April 8, 1997

Swanzey 74 ballots

Question #1 Did you attend the deliberative session? **21 yes**
53 no

Question #2 Did you feel sufficiently informed? **51 yes**
12 no

Comments: A number of these by reading the Sentinel.

Of those answering **YES on #1**
Question #2
yes
no
Comments:

Of those answering **NO on #1**
Question #2
yes
no
blank
Comments:

Question #3 Was there sufficient time to read the warrant articles before casting your ballot? **65 yes**
6 no
Comments:

Question #4 What do you like most about the official ballot process?
Convenient = 19
Increase Voter turnout = 2
Discourage special interest groups
Local = 4
Time Saved = 12
Absentee and invalids can vote
Town info. meeting
No fighting
Nothing = 10
Privacy = 5
Articles in the paper
Convenient for those who work
Time to analyze

Question #5 What do you dislike most about the official ballot process?

No discussion = 8
Small attendance
Hassle re voting in towns
Not enough PR
Uninformed voters = 11
Not democratic
Too much time between meetings
Easy to vote no
Not as entertaining
Whole process
No chance to express myself
Not explained properly
Nothing
Lack of community cohesiveness
Do not like going upstairs to vote
It's not really simpler
Warrants "wording" confusing

MONADNOCK REGIONAL HIGH SCHOOL

580 Old Homestead Highway, East Swanzey, N. H. 03446
Telephone: (603) 352-6575 Fax #: (603) 355-1209

Daniel E. Stockwell
Principal

Ellen M. Cronin
Assistant Principal

Douglas R. Gagne
Assistant Principal

Mary N. Caldwell
Guidance Director

To: Dr. Wheeler
Members of the Monadnock Regional School Board

From: Carolyn Olney

Date: June 19, 1997

RE: Title I After School Study Skills Program Review

The followir on of the Title I After School Study Skills Program that ran f 20, 1997. I hope this helps you, and the board, in the decis he continuation of this program.

This review i involving student success. This is based on report car ve access to until Monday, June 23 at the earliest. I will cc luation as soon as possible and send it to you separately. T

School Board copies

Sincerely,

Carolyn M. Olney

Carolyn Olney
Title I Teacher/Director

Program Development

1. The program was developed by Dan Stockwell, Mary Caldwell, Joe Smith, John Barth, Carolyn Olney, Rick Allen and Doug Gagne. Kathy Shanks was informed of all developments of the program but felt comfortable using me as her representative.

2. Junior high parents were notified of the program through their child's English teacher. English teachers helped us by using the incentive of a "free homework" credit if the notice came back with a parent signature.

3. 74+ parents requested that their child be enrolled in the program. We initiated the program with 40 students that we felt were most in need. This evaluation was based on quarter 2 report card grades. We asked participating parents and students to make a commitment to the program for at least 1 quarter. At the end of quarter 3, we had 11 openings. These openings occurred because of the following:
   - -7 students were sent Lack of Attendance notices
   - -1 student moved from the district
   - -3 parent requests to drop their child from the program because they changed their mind regarding enrollment.

51 of the 74+ students that wanted the program were serviced.

Concerns With This Initial Program

1. Parents considered the mandatory day the only necessary day for their child to attend. Our intention was to have a structured class on the mandatory day and expected to see the student on the 2 optional days for 1 on 1 tutorial.

   SOLUTION: Telephone calls were made to each parent. In the fall of 1997, begin the program with a parent workshop to facilitate communication, parent responsibility and commitment.

2. The mandatory "lesson day" instruction time was scheduled from 3:10-3:50. This was necessary to allow classroom teachers to have time with the students if necessary from 2:30-3:10 and we did not want these study skill students to miss the specific instruction time. The students that came directly to Study Skills and myself were working together from 2:30-3:10 and found it difficult to stop what we were doing and put it aside in order to accommodate the lesson. We both felt the desire to finish the essay, book report or grammar, etc. that we were in the middle of doing together. Another factor was that many students were too tired to handle another structured class this late in the day.

   SOLUTION: Discontinue the lesson part of the class, as inappropriate. In the future make the lesson an individual, independent style with a textbook.

3. Students did not always come prepared with enough short term or long range assignments to use the program wisely.

   SOLUTION: Purchase of a study skills text that students would work on individually when time allowed.

4. Sports and other important after school activities conflicted with the mandatory attendance policy. Students wanted to do both and couldn't.

   SOLUTION: Offer a "walk-in" service to students so they could do both, a tutorial time and sports, etc.

5. In order to insure that this program is successful and not a waste of district money, evaluate the program again at the end of quarter 1 in 1997 to determine continuation. First quarter report card grades for students attending and attendance would be major considerations.

6. We were unsure whether the plan to offer a snack to these students; juice, fruit and a "munchie", would lead to problems.

OUTCOME: This was an important and appropriate thing to do. Students appreciated the snack and handled it well. These students do not usually eat lunch because of their inability to cope with the complicated card procedure, crowded lines and interaction with their peers. Even for the student with a strong self image, the lunch lines are brutal. We were trying to teach students, who had not eaten since breakfast. On top of that we were asking students to extend their day in order to accommodate an 8th period class.

Feeding a body helps the mind to function well.

Positive Aspects Of The Program

1. Parents viewed the program as necessary because of:

    a. The large participating response
    b. Willingness on their part to be responsible and see that their child attended
    c. Conversations with parents who thanked us for doing this because they were not able to help their child at home
    d. They liked the individual personal touch the program offered to their child.

2. Amongst the students, the program was called the "study club" they helped with suggestions and opinions to make it better. Students came to me and expressed the wish that they had hoped they were chosen.

3. Staff viewed the program in a positive way and supported it. They liked the idea that they could still see a child after school and then send the student to Study Skills for additional help. If staff were out or at meetings, they knew their students were still being helped with their content area work. The program provided a positive avenue of communication between teachers, the student and myself.

4. It offered students the opportunity to succeed with an instructor, who could support them outside of the regular classroom. Many young students have a difficult time communicating and adjusting to so many different personalities.

5. It is the feeling of the building staff and administrators that we need to offer "special things" in order for the junior high students to survive in a combined building.

6. This program could be used as an attempt to reduce the retention percentages. A t the end of the year meeting to discuss student failures for the year, the possibility would exist for students to be assigned to the next grade stipulating they agree to remedial help through the Study Skills program. Most of what we do now at the junior high is punitive in nature with no attempt to help students succeed. This idea would also solve a scheduling problem and a discipline problem, of having a student take again the same class with the same teacher because of a failure for the year.

7. Junior high office detention may be served by attending the Study Skills program. This offers students a positive discipline choice and a chance to have help instead of sitting in a detention class.

8. The program would add an important parent responsibility component to our junior high program. Many times over the year, parents call the building staff and state, "My child is failing, what are you doing about this?" We could now respond that we have an after school studies program and encourage parent responsibility for their child's attendance.

9. Building departments view and support the program favorably. The MRSD Food Service and the Special Education Department have helped tremendously in facilitating the students' snacks for us.

Job Description To Validate Salary Request

Taking ideas and suggestions from the committee and designing a functioning program.

Accurate attendance records.

A journal entry for each student each day they attend and a list of what they accomplished.

Notification to the junior high office of students who serve an office detention with us.

One on one tutorial or conducting a structured lesson, lesson planning and or textbook/individual student work contract agreements.

Parent phone calls and mailing of notices, parent workshop or attendance letters.

Maintain a smooth flow of communicating information between teachers, students, parents, guidance and administrators involved in student situations on a daily basis.

Tracking and verifying students who should have been attending, but did not.

Purchasing, serving, returning snacks to the kitchen area.

Commitment to doing this program 3 days a week. This means anything that needs to be done for the "normal teaching day" can only be done after 4:00 p.m.

A number of times during the year, conducting the program by yourself because the other adult has detention duty, had another duty, an I.E.P meeting, or a committee meeting, or is absent from school.

Meetings with guidance to determine student priority or special situations.

Creation and distribution of notices...samples have been included in this report.

Periodic meetings with the committee to share ideas and resolve issues.

Compiling data and evaluating the program.

Writing a project review and initiating changes.

Overall responsibility to the district for anything that involved the project.

This position is similar to a person who teaches during the day,and is also a department head and coaches a sport after school. Each part of that person's job reflects a district salary yet all 3 jobs overlap and are conducted simultaneously. This is the norm within the building rather than the exception. Most teachers also do a sport, class advisor position or run a club.

Budgeting supplies, hiring presenters, purchasing, etc.

Behavior modification and discipline of students.

Ability to team teach with another teacher.

Kathy Shanks and I did our best to hire a person for this position. No one in the building was interested because of the time involved with the program and the burden of responsibility. Even half time people showed no interest. We tried the substitute list, graduate students, aides and ran out of options. If the program was to run, I needed to volunteer to do it. This leads me to believe it would be a difficult position to fill.

Job Description for the Aide

To work one on one with students

Ability to conduct the program session alone if I was called to an emergency task. I still consider it my responsibility to do detention duty, hall duty, I.E.P. meetings, parent conferences, etc.

Being reliable and dependable to insure two staff members are there to meet all student needs.

Ability to discipline constructively and have a positive rapport with students.

Portray an interest in learning and convey the importance of study skills to the students.

Knowledge of study skills techniques and use of methods to convey this information to students.

Good organization skills so that the attendance, snack, journal log and detention list are handled accurately.

Patience and a sense of humor.

Proposal

To have the Monadnock Regional School District Fund
the Summer Study Skills Course.

The program would be available to all incoming 7th graders who may need additional assistance in learning proper study techniques. Two teachers would team teach this class with an aide. The course would be held at Monadnock Regional High School, for three weeks during the summer. There would be a one week session for Gilsum, Sullivan and Surry students. A one week session for Troy and Emerson students and a one week session for Cutler students. We would be able to accommodate an enrollment of thirty plus students each week. Classes would be held in Room 64 of the junior high area, and would run from 8:00 a.m. to 12:00 a.m. The district would provide round trip bus transportation and a midmorning snack. The program would instruct students in the use of textbooks, note taking, reading and memory aids, time management, conflict resolution/communication skills and the importance of a positive attitude.

This year's response to the Title I program has been overwhelming. A classroom text and supplies has been purchased. This program blends itself well with the Orientation Field Day activities.

A program evaluation to track enrolled students and the success of their 7th grade year would be provided.

Budget Considerations

Salaries:	Substitute pay for 2 teachers for 16 days	$1,600.00
	Instructional Assistant $10.00 per hour for 10 days	$ 400.00
Benefits:	Workmen's Comp., FICA, Etc. (Estimated)	$ 600.00
Transportation:		$2,500.00
Food:	Midmorning snack	$ 450.00
Optional Speakers for students/parents		$2,000.00
Estimated Total		**$7,550.00**
Total Without Speakers		**$5,550.00**

The above is to the best of my knowledge.

Sincerely,

Carolyn Olney
Title I
Teacher/Director

Proposal

To have the Monadnock Regional School District fund the
After School Study Skills Program

The program would be available to all 7th, 8th and 9th graders on a "walk-in" basis. It would give students the opportunity to have a homework tutorial and assistance in learning proper study techniques. I would be coordinating this course assisted by Doug Fetchin. The program would run for the 97/98 school year in Room 64 of the high school from 2:30-3:50. It would be in session on the late bus days each week, these being Monday, Tuesday and Thursday.

Title I initiated the program in January of 1997. Students, staff and parents have responded favorably, and hope to see it continue. The program strengthens a smooth transition to the junior high, allows students to bond to an adult other than their classroom teachers and provides the 9th graders an adjustment to high school. After school detention students have been allowed a positive discipline option because they can fulfill their office detention by attending.

A classroom text and study skills educational films have been purchased with Title I funds.

Evaluation of the program's success would be based on a review of the report cards for students who attend. A summary report would be completed by the middle of July 1998.

Budget Considerations

Based on 108 bus days

Salaries: Teacher/Director	$110.00 a week	$3,960.00
Instructional Assistant	$ 10.00 per hour	1,620.00
Benefits: Workmen's Comp. FICA, etc.	Estimated	$1,200.00
Food: After School Snack .50 (cents) per student, per day 15 students per day = $7.50 $7.50 x 108 days =	Estimated	$ 810.00
TOTAL BUDGET REQUEST =		**$7,590.00**

The above is to the best of my knowledge.

Sincerely,

Carolyn Olney

Carolyn Olney
Title I
Teacher/Director

Monadnock Regional High School
After School Reading/Study Skills Lab
Project Title

BUDGET SUMMARY
Approved Project #71408

INSTRUCTIONAL EXPENDITURES	BUDGETED AMOUNT
Salaries: Teacher/Director Instructional Assistant Substitute(s), Clerical	10,850.00
Benefits: Workmen's Comp., Retirement, FICA, Unemployment Compensation	956.59
In-Service Training (Staff & Parent)	5,000.00
Supplies	4,000.00
Books, subscriptions & other instructional material	1,000.00
TOTAL	21,806.59

1/23/97

MONADNOCK REGIONAL HIGH SCHOOL

580 Old Homestead Highway, East Swanzey, N. H. 03446
Telephone: (603) 352-6575 *Fax #: (603) 355-1209*

Daniel E. Stockwell
Principal

Ellen M. Cronin
Assistant Principal

Douglas R. Gagne
Assistant Principal

Mary N. Caldwell
Guidance Director

Student's name_____Assigned to Group A____mandatory Monday class
Assigned to Group B____mandatory Tuesday class
"see number 6 below"

Title I
After School Study Skills Program
Notice To Participating Students and Their Parents

1. This program will **start** on the first Monday of quarter 3, **January 27th**, in Room 64 from 2:30-3:50 p.m. The program is available on bus days, Monday, Tuesday and Thursday.
2. Students are expected to arrive to **all class sessions prepared** with their homework assignment book and what materials they need to complete assigned homework. We strongly suggest also bringing materials to work on for long range assignments such as projects and book reports because once the student is admitted to class, they will **not be released** to the cafeteria until the 3:50 bell.
3. If a student needs to stay after school for a content area teacher, that would take precedence. When the student is done, the classroom teacher will issue them a pass to the study skills program.
4. If a study skills student has an after school office detention, the junior high office has agreed to allow them to serve that detention through participation in the study skills class. **However**, if a student is asked to leave for behavior reasons, the office detention will be reassigned.
5. A nutritious snack will be offered to students each day of the program. We are asking students to extend their educational day and therefore feel "food for thought" would be appropriate.
6. In our attempt to serve as many students as possible, we are slightly revamping the programs structure . **The program will run with two groups of 20 students.**

   Students assigned to Group A will have their mandatory study skills instruction class on Mondays. The optional "drop in" days for them will be on Tuesdays and Thursdays. Optional days give students additional assistance with homework, projects, book reports, etc.

   Students assigned to Group B will have their mandatory study skills instruction class on Tuesdays. The optional "drop in" days for them will be on Mondays and Thursdays. Optional days give students additional assistance with homework, projects, book reports, etc.

7. Attendance will be taken on all three days, the **Monday or Tuesday attendance is critical.** If your child is absent for **3** of the mandatory instructional sessions, you will receive a letter in the mail, informing you. If your child acquires **5** absences from the mandatory instruction session, you will receive a letter notifying your that your child has been dropped from the program. Our belief is that progress is accomplished through commitment.
8. There will be no tolerance of disruptive, discourteous behavior by students enrolled in the program. Staff and students should be allowed to concentrate on positive attitudes, study skills and individualized tutoring. Disruptive students will be dropped from the class.
9. Please review the attached workshops being offered by Title I for parents in the district. We invite you to attend.
10. Hopefully, this covers everything for the moment. As with any new venture, it is difficult to have all the answers at the beginning. We will do our best to iron out the wrinkles as we go. Mrs. Zilske, the Instructional Assistant for the program, and I are looking forward to being part of the new program option for students. Please feel free to contact us when necessary.

Sincerely,

_____

Carolyn Olney
Title I Teacher/Director

TITLE I EXTRA!

Parent WORKSHOPS

Conflict Resolution Skills for Parents

4/15 Cutler 7:00-9:00 PM
Presenter: Pamela Whitney

Learn alternative ways of dealing with conflict at home.

---

7 Kinds of Smart

4/17 Mt. Caesar 7:00-8:30 PM
Presenter: Jeannette Gardner

Discover the ways in which your child shines!

Single Parenting: A Balancing Act

5/13 Cutler 7:00-8:30 PM
Presenter: Patricia Whitelaw

In this one and a half hour workshop, we'll talk about the stresses and the positives of single parenthood. We'll also look at ways single parents handle the many demands that they face every day.

All workshops are **FREE**, *and child care will be provided.*

AFTER SCHOOL STUDY SKILLS PROGRAM
STUDENT LIST

Mandatory Monday Group A

Grade 7

Britton, Ryan
Castor, Jessica
Clark, Mike
Fisk, Kyle
Forbes, Alaina
Jimenez, Rosa
Welch, Alicia

Grade 8

Bedaw, Mike
Braley, Tim
Bush, Aaron
Chong, Carol
Crawford, Raymond
Curtin, Hannah
Gale, Ryan
Jimenez, Frankie
Matson, Josh
Radford, Zack
Russell, Dan
Smith, Kristy
Wood, Duncan

Mandatory Tuesday Group B

Grade 7

Born, Kim
Castor, Morgan
Gallagher, Chris
Hamilton, Alicia
Lucas, Beau
Mann, Chris
Pratt, Jon
Turenne, Danielle
Whitcomb, Miranda

Grade 8

Brobst, Bethany
Ellis, Jillian
Gladding, Colt
Jacobs, John
Miller, Sondra
Morin, Steve
Patch, Craig
Preneveau, Amanda
Wilber, Brandon

Grade 9

Jason, Jessica
Washburn, Sarah

Students on Waiting List

Grade 7

Bleau, Colby
Dean, Julie
Dunn, Sarah
Gunseth, Amanda
Hackett, Valerie
Kennedy, Maura
Major, Esha
Miller, Nicole
Phillips, Dawn
Smith, Jennifer
Spears, Devon
Spencer, Ryan
Stevens, Amy
Sweeney, Rachel
Tucker, Todd
Wheeler, Katie

Grade 8

Bailey, Joe
Breen, John
Bussiere, Mike
Custodio, Marsha
Custodio, Ray
Diotte, Michelle
Dunn, Adam
Galbraith, Rob
Graf, John
Gunseth, Jamie
Hood, Charlie
Huckins, Amanda
Livengood, Neil
Malaguti, Ross
Monteverde, Ryan
Packard, Adrian
Spears, Eugene
Williams, David

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Douglas R. Gagne
Assistant Principal

Mary N. Caldwell
Guidance Director

January 13, 1997

Monadnock Regional High School is pleased to announce that the Title I Program will be initiating an **after school study skills program.** This FREE program will be made available to junior high students who are in need of additional assistance in learning proper study techniques. Mrs. Carolyn Olney and Mrs. Deb Zilske will be coordinating this course as part of the Title I program.

The course is scheduled to meet on Monday, Tuesday and Thursday afternoons from 2:30 until 3:50 in Room 64. Students will be given specific skill building activities during the Monday session each week. The instructional staff will be available the other two days for students to "Drop In" for additional assistance with homework, projects, book reports etc. The **Monday session is mandatory** for all students who enroll in the Study Skills Program.

This is an exciting opportunity for students who need that extra little push! Please sign and return the bottom of this form to indicate if you wish your child to be considered as a candidate for this program. Due to the anticipated response, **we may have to develop a priority list and admit those students whom we feel are most in need of the additional assistance.**

It is imperative that this form be returned to your child's English teacher so that we can develop a list of those students who wish to be considered as candidates for the program.

All forms must be returned to the English Teacher by Thursday, January 16, 1997.

Student Name _____

___ Yes, I wish for my child to be enrolled in the After School Study Skills Program.

___ No, it is not necessary to enroll my child in the after school study skills program.

Parent Signature _____ Date _____

This form must be returned to your child's English Teacher by Thursday, January 16, 1997

TO: Monadnock Regional High School Staff
FROM: Carolyn Olney
RE: For Your Information
DATE: January 21, 1997

Monadnock Regional High School is pleased to announce that the Title I Program will be initiating an **after school study skills program**. This FREE program will be made available to junior high students and residents of Country Acres who are in need of additional assistance in learning proper study techniques. I will be coordinating this course, assisted by Deb Zilske the Title I Instructional Assistant, as part of the Title I program. It will start Monday, January 27, servicing forty students in Room 64 from 2:30-3:50 p.m. The program will be in session Monday, Tuesday and Thursday each week. Detailed information has been sent to all junior high teachers but because of my constant efforts to conserve paper, I deleted it from your memo. If you are interested in specifics please see me or put a note in my box.

Sincerely,

_____

Carolyn Olney

To: Junior High Teachers
FROM: Carolyn Olney
RE: For Your Information
DATE: January 22, 1997

Monandnock Regional High School is pleased to announce that the Title I Program will be initiating an **After School Study Skills Program.** This FREE program will be made available to junior high students and residents of Country Acres who are in need of additional assistance in learning proper study techniques. I will be coordinating this course, assisted by Deb Zilske the Title I Instructional Assistant, as part of the Title I program . It will start Monday January 27, servicing forty of the seventy students who requested it. Please refer to the attached "Notice To Participating Students And Their Parents" sheet for details. **Please take special note of the numbers 3 and 4.**

Thank you.

Carolyn

MONADNOCK REGIONAL HIGH SCHOOL

580 Old Homestead Highway, East Swanzey, N. H. 03446
Telephone: (603) 352-6575 Fax #: (603) 355-1209

Daniel E. Stockwell
Principal

Ellen M. Cronin
Assistant Principal

Douglas R. Gagne
Assistant Principal

Mary N. Caldwell
Guidance Director

Student's Name:_____

Dear Parents,

We have had a large positive response from the public in regards to the after school study skills program. We will initiate the program servicing forty of the seventy requests that we received. At this time, I regret to inform you, your child with be placed on a priority waiting list for the first available opening.

Thank you for considering this a worthwhile junior high program.

Sincerely,

_____

Carolyn Olney
Title I Teacher/Director

TO: Jr. High Teachers
FROM: Carolyn Olney
RE: A wrinkle in the AFTER SCHOOL STUDY SKILLS PROGRAM
DATE: 1/29/97

If you keep a student until 3:50, please let me know somehow. I need to keep an accurate attendance record for the program. Your class detention is a priority...I need to know the student's absence was out of their control.

Many thanks,

Carolyn Olney

MONADNOCK REGIONAL HIGH SCHOOL

580 Old Homestead Highway, East Swanzey, N. H. 03446
Telephone: (603) 352-6575 *Fax #: (603) 355-1209*

Daniel E. Stockwell
Principal

Ellen M. Cronin
Assistant Principal

Douglas R. Gagne
Assistant Principal

Mary N. Caldwell
Guidance Director

_____, 1997

Dear _____,

_____ has been absent from the **after school study skills program** on the indicated days thus far this school year:

_____

_____

Your child has acquired **five absences** from the mandatory Tuesday study skills class.

It is important that you discuss this matter with your child, as I am **discontinuing this program** for your child, as of today's date.

Sincerely,

Carolyn Olney
Title I Teacher/Director

MONADNOCK REGIONAL HIGH SCHOOL

580 Old Homestead Highway, East Swanzey, N. H. 03446
Telephone: (603) 352-6575 Fax #: (603) 355-1209

Daniel E. Stockwell
Principal

Ellen M. Cronin
Assistant Principal

Douglas R. Gagne
Assistant Principal

Mary N. Caldwell
Guidance Director

_____, 1997

Dear _____,

_____ has been absent from the **after school study skills program** on the indicated days thus far this school year:

_____

_____

Your child has acquired **five absences** from the mandatory Monday study skills class.

It is important that you discuss this matter with your child, as I am **discontinuing this program** for your child, as of today's date.

Sincerely,

Carolyn Olney
Title I Teacher/Director

To: Dan Stockwell, Mary Caldwell, Joe Smith, John Barth, Rick Allen, Doug Gagne & Kathy Shanks

From: Carolyn Olney

RE: After school study skills grant

Date: 12/19/96

The following are notes taken at todays meeting with Dan Stockwell, Mary Caldwell, Joe Smith & John Barth today at 9:00 a.m. to develop this program for the junior high.

Title I. : After school Reading & Study Skills Lab.
RM: 64
Time: 2:30-3:50
Starting: Semester 2. January 27

Staffed by: Carolyn Olney
Deb Zilske

In Session: Monday, Tuesday and Thursday "Bus Days"

Next Meeting: January 9th at 9:00 AM, Dan Stockwell's office.

1. Joe Smith and I will be writing a letter to go out to all junior high parents informing them of the program and asking if they want their child to participate. The department that distributes this will " probably be English". English teachers will be asked to collect these letters and give them to guidance so that a priority list can be established. The teacher will be asked to give a homework credit in the rank book to students who return the sheet signed with a response that the parent has received the sheet.

2. Guidance will determine who comes to the program. Priority students will be those who have 1 or more F's on their quarter 2 report card and parent permission to be in the program.

3. Will this be an alternative to an assigned detention? not determined yet.

4. Will there be a consequence for not coming? At this point, it will probably be, **3 no shows** and a letter sent to the parent saying we are dropping your child and will pick up the next on the list.

5. One day a week required and 2 optimal. (?)

6. Behavior problems? We need to see Doug Gagne--he will be gone until after vacation.

7. As junior high teachers start to accept the program, they may send their after school detentions THERE instead of cafeteria until 3:50.

8. Junior high teachers should receive a list of these after school study students so that they are aware that "these particular students" care and are trying.

9. We discussed a form of grade system that could be given to the teachers of these students and make the study skill program part of their class grade. Pretty vague at this point.

10. In the future it might be nice if Title I money was budgeted to send to parents, announcements through the mail. There is no more Junior High News Letter.

11. Also, Joe will see if we can put a short notice in the bottom of quarter 2 report cards for parents to see.

MONADNOCK REGIONAL SCHOOL DISTRICT

TIME TO REVIEW SCHOOL TIME

Summer, 1995

By: Dr. Bill Wheeler

Monadnock Regional School District has structured time as a constant toward student learning. Students attend school for 180 days per year for 5 1/2 hours to 6 hours per day, with some exceptions for summer school and activities. The rule is for all students to learn what they can in the scheduled time. If one student learns a task more quickly than another or conversely, if one student learns a task more slowly than another, both were accorded a similar amount of time. The result is all too painfully obvious, the quicker a student learns what is expected in school the better they do and the more slowly a student learns what is expected in school the worse they do. As time passes, the gap between what the two students' learner achievemens grows larger. In far too many cases the slower student gives up. In far too many cases the quicker student does not do as well as he/she could do if time were not the controlling factor. Consequently, time is the constant and learning is the variable. We need to develop a system which presents learning as the constant and time as the variable.

Experience, research, and common sense tell us that this system or the relationship between time and learning is wrong. The question is how do we make it right? This proposal presents one person's idea on how MRSD could address the issue of correcting the wrong.

Proposal:

A. Convene a meeting of concerned teachers, administrators, staff, students, parents, Board members, and Town representatives to discuss the issues.

B. The purpose of the meeting is to introduce the topic and receive input from the members.

C. Constitute a committee of:
   1) Two students; one ninth and one tenth grader
   2) Two teachers; one elementary and one secondary

3) Two administrators; one elementary and one secondary
4) Two parents; one of an elementary student and one of a secondary student
5) Two school board members
6) Co-Chaired by; Kathy Holt and Bill Wheeler.

D. Charge the committee to review the topic and report to the group mentioned in A. and then to the Board/community prior to the March, 1996 Annual Meeting.

E. The committee has the power to create sub-committees to research, analyze, and present recommendations on any part of the topic so directed.

F. The committee will remain in position until such time as the Board determines the changes proposed have adequately been implemented or the committee reports that the present structure is the best we can hope for and advises no changes.

G. The School Board will make decisions concerning the acceptance, modification, or rejection of recommendations made by this committee. The Board's decision making authority will be extended to the voters on any matters which affect the appropriation of monies to fund such changes.

NEW HAMPSHIRE SCHOOL ADMINISTRATORS ASSOCIATION
TWO HUNDRED DAY CALENDAR PROPOSAL
Outline Form
May 2, 1997
Submitted by: Dr. William V. Wheeler

The keys to the past won't open the doors to our future. In the new economy, jobs and the competitiveness of businesses in New Hampshire are closely tied to technological skills, education, training and state-of-the-art telecommunications -- what we call 'the advanced factors' of competition.
-- BIA of NH, An Agenda For Continued Economic Opportunity in New Hampshire, Executive Summary, p. 1.

I know of no more encouraging fact than the unquestionable ability of man to elevate his life by conscious endeavor.
-- Henry David Thoreau

New Hampshire has presented the State's public schools with academic frameworks: with third, sixth, and tenth grade assessments with published results; with directions for the development of school educational improvement plans; and a challenge to be competitive with other industrial nations on international tests. The one thing missing from this scenario is the where-with-all to succeed. This paper will present an argument and prescribe a partial solution to this dilemma.

The New Hampshire School Administrators Association does consciously endeavor to assist each New Hampshire student to succeed in school and life. We believe it is critical that we use our resources and time wisely. We believe that the two major variables to learning are curriculum and time. We believe that the frameworks and assessments at various grade levels provides the basic structure for the academic curriculum. We believe that we must expand the school calendar by adding twenty (20) days to the present one hundred and eighty (180) days in order to clearly surpass international competition as described in the international tests.

Proposal:

1. Establish a minimum of 200 teacher/student contact days in the annual school district calendar.
2. Construct a statewide calendar which will address this need.
3. Provide an opportunity for teachers, administrators, and preparatory institutions to describe curriculum which would align with the new calendar.
4. Monitor student growth to ascertain success.

Strategies to accomplish proposal:

Present the concept to stakeholders as a research proposal by doing these steps.

Step 1. Select a 200 Day School Calendar steering committee, consisting of representatives from:

a. New Hampshire School Principals Association,

b. New Hampshire School Boards Association,

c. National Education Association - New Hampshire,

d. American Federation of Teachers - New Hampshire,

e. New Hampshire School Administrators Association, and

f. Parent/Teachers Association - New Hampshire.

Step 2. Provide the steering committee with the support necessary to accomplish the purpose of the proposal.

Step 3. Use "Goals 2000" incentive grant monies to fund this study.

Step 4. Design an implementation strategy which would:

a. Provide initial resources to five school districts to pilot a 200 day school calendar for three years to determine the attributes and distractions of such a calendar.

b. Provide incentives for other school districts to employ a 200 day school calendar.

c. After the three years: provide funding for all other school districts to expand to a 200 day school calendar.

Barriers (presumed):

1. The cost of adding 20 days to the school calendar.

2. Creating an efficiency study to view how we are presently using school time for academic instruction.

3. Psychological resistance to change.

4. Present school facilities.

5. Training of a significant mass of teachers and administrators necessary to achieve success.

6. Adequately establishing learner standards which would demonstrate changes in learning.

Conclusion:

Education's stakes are high. Quality of life is in jeopardy. Schooling can not continue under the agrarian school calendar construct. Education must be viewed as life-long and that for the children and youth of New Hampshire the standards of performance must be clearly stated and be of high academic quality. In order to increase each student's opportunity of achieving success at these high standards a greater amount of time must be applied in the schools. Many people will resist this effort for various reasons. We must maintain the virtues of a well educated populace and speak of the dangers of failure if we do not increase the opportunities for quality jobs and the expectation of a quality life for everyone.

To: MRSD Board Members
Date: July 8, 1997
Topic: MRSD 97-98 Budget
From: Bill Wheeler

A letter was sent to the Town Selectmens' Offices on June 19, 1997 which informed them of two revenue changes for 1997-98. Today, I received Foundation Aid Data for 1997-98. The following Table compares the **Foundation Aid** to the **Projected March 97** totals and provides a **Difference** description for the District and each of the Towns.

Town	**Foundation Aid**	**Projected March 97**	**Difference**
Fitzwilliam	$94,651.03	$58,053.44	$36,597.59
Gilsum	$43,608.02	$31,938.82	$11,669.20
Richmond	$77,197.25	$60,615.20	$16,582.05
Roxbury	$17,617.49	$12,868.43	$4,749.06
Sullivan	$119,859.51	$107,249.39	$12,610.12
Surry	$7,042.39	$0.00	$7,042.39
Swanzey	$555,397.63	$435,854.97	$119,542.66
Troy	$582,220.85	$541,984.14	$40,236.71
Monadnock	$1,497,594.17	$1,248,564.39	$249,029.78

Kindergarten Aid of $151,500 will additionally reduce the FY '98 Local Taxes. The two will cause Local Taxes to be reduced by $399,529.78.

In the letter sent to Town Selectmens' Offices on June 19, 1997 and cc'd to you, I erroneously reported that the Catastrophic Aid of $63,690.60 would apply to the 1997-1998 budget. In fact, we have been notified, that it will apply to the 1996-1997 budget. Therefore, it will go to the Capital Reserve accounts.

A copy of this note will be sent to the Town Selectmens' Offices.

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*

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

DATE: July 10, 1997

TO: Monadnock Regional School District School Board Members

FROM: Terry

RE: Up-dating MRSD Policy Manual

These pages were submitted to be included in the School Board Agenda which was sent out yesterday, but they never made in into the packet. Tom Warner was hoping for a first reading on July 15 and a final vote on August 19, 1997

SECTION J: STUDENTS

POLICIES ADDED AFTER JULY 1, 1997

JFCL	Independent Electronic Research
JFCL-R	Student Responsibilities

INDEPENDENT ELECTRONIC RESEARCH

Monadnock Regional School District Computer-Internet Policy

Statement of Policy Intent: July, 1997

Access to electronic information, online and from CD's, is essential in developing sound research skills in the preparation of students for employment and future study. In order to match electronics resources as closely as possible to the approved district curriculum, district personnel will review and evaluate these resources in order to offer "home pages" that comply with Board guidelines governing the selection of educational materials. Students may pursue the electronic research independent of staff supervision only if they have been granted permission from the library staff or supervising teacher.

INDEPENDENT ELECTRONIC RESEARCH

Student Responsibilities:

1.) Students must have this Internet policy agreement signed by themselves and their parent or guardian in order to access the Internet from school.

2.) Internet access will be limited to :

- A) Specific teacher assignments (presented in writing or on file with the library).
- B) Permission from the library staff or supervising teacher . In no case will a student access the Internet in a room without staff supervision.
- C) Students with a valid MRHS Internet Access Card.

3.) When using the Internet, students will

- A) not access sites that show obscene or pornographic images or language. Students will not enter any sites that have a warning of adult material, regardless of the student's age.
- B) not access "chat" rooms.
- C) will abide by the rules of behavior in the student handbook, including the restraint of using obscene, abusive, profane or threatening language.
- D) tudents and their parents will assume the full liability of legal, financial and c criminal consequences of any transactions that a student may attempt on the Internet.

4.) Disciplinary Action: (Note - Any action that is criminal in nature will be reported to local authorities..e.g. threatening a public official, illegal access to servers, illegal business transactions, etc...)

- A) First Offense of any of the above responsibilities will result in disciplinary action at the building level and loss of Internet access for a period of two weeks.
- B) Second Offense will result in parent notification and loss of Internet access for a period of one school year.
- C) Third Offense will result in the permanent loss of Internet privileges and parent notification.

I agree to the above policy and the responsibilities that are required:

_____ (student's signature) _____ (date)

As the parent or legal guardian of the above student, I agree to the responsibilities of the above policy and grant my permission for my son/daughter/trustee to have Internet access with the stated stipulations and responsibilities:

_____ (parent's signature) _____ (date)

SUPERVISION OF CONSTRUCTION
(Clerk of the Works)

The Monadnock Regional School Board will attempt to employ a clerk of the works who shall be directly responsible to the School Board for review of the architect's and contractor's activities in his supervision of building construction. This review shall include adequacy of field inspection of the contractor's operations, administrative activities of the architect relating to construction, and any other matters related to the interest of the school district. The district's representative shall make periodic reports certifying by his personal knowledge that the work of the construction contractor and the architect is being performed in accordance with plans, specifications, and contracts.

Change orders will be recommended by the clerk of the works to the Superintendent... Any change in construction that is unforseen, i.e. found during demoliton or is omitted from specifications or drawings, that will hold up construction in progress for the day found or the following day and does not exceed $5,000.00 [five thousand dollars] may be signed by the superintendent.

All other change orders will go through the building committee for disposition either b y committee or school board.

Each project should have school board approval giving the superintendent or the committee the authority to sign change orders up to $5,000.00 [five thousand dollars].

Upon completion of building construction and after a final inspection of all its aspects by the architect, contractors, and school officials, a recommendation for its acceptance will be made to the board by the architect and the clerk of the works.

SUPERVISION OF CONSTRUCTION
(Clerk of the Works)

The Monadnock Regional School Board will attempt to employ a clerk of the works who shall be directly responsible to the School Board for review of the architect's and contractor's activities in his supervision of building construction. This review shall include adequacy of field inspection of the contractor's operations, administrative activities of the architect relating to construction, and any other matters relating to the interest of the school district. The district's representative shall make periodic reports certifying by his personal knowledge that the work of the construction contractor and the architect is being performed in accordance with plans, specifications, and contracts.

Change orders will be recommended by the clerk of the works to the Superintendent of Schools who will determine whether or not it is a matter for Board consideration. If the Superintendent decides Board consideration is not necessary, then the signature of the Superintendent shall be considered Board action.

Upon completion of building construction and after a final inspection of all its aspects by the architect, contractors, and school officials, a recommendation for its acceptance will be made to the Board by the architect and the clerk of the works.

SMOKING BY STAFF MEMBERS

Smoking in school buildings, school vehicles, and on school grounds is prohibited at all times by all persons. Any person guilty of a violation is subject to a fine of not less than $100 (RSA 236).

Make 'No Smoking' signs for schools with this policy at last

Revised July 15, 1993

SMOKING BY STAFF MEMBERS

Smoking in school buildings and school vehicles is prohibited at all times by all persons. Any person guilty of a violation is subject to a fine of not less than $100 (RSA 236).

May 4, 1993

SCHOOL ATTENDANCE

RSA 193:1 Duty of Parent; Compulsory Attendance by Pupil.

I. A parent of any child at least 6 years of age and under 16 years of age shall cause such child to attend the public school to which the child is assigned in his resident district. Such child shall attend full time when such school is in session unless:

a. The child is attending a public school outside the district to which he is assigned or an approved private school for the same time;

b. The child is receiving home education; or

c. The relevant school district superintendent has excused a child from attendance because the child is physically or mentally unable to attend school, or has been temporarily excused upon the request of his parent for purposes agreed upon by the school authorities and the parent. Such excused absences shall not be permitted if they cause a serious adverse effect upon the student's educational progress. Students excused for such temporary absences may be claimed as full-time pupils for purposes of calculating state aid under RSA 186-C:18 and RSA 198:27-37.

II. A child who reaches his sixth birthday after September 30 shall not be required to attend school under the provisions of this section until the following school year.

RSA 193:3 Change of School or Assignment; Excusing Attendance.

I. Any person having custody of a child may apply to the school board for relief if he thinks the attendance of the child at the school to which such child has been assigned will result in a manifest educational hardship to the child. If the person having custody of the child is aggrieved by the decision of the school board, he may appeal to the state board of education, after investigating the case and giving notice to the school board, may order such child to attend another school in the same district, if such a school is available, or to attend school in another district. In case the child is assigned to attend school in another district, the district in which such child resides shall pay tuition computed as provided in RSA 193:4 to the district in which such child attends. The state board of education may also permit such child to withdraw from school attendance for such time as it may deem necessary or proper or may make such other orders with respect to the attendance of such child at school as in its judgment the circumstances required. Educationally disabled children as defined in RSA 186-C:2 shall be accorded a due process review pursuant to rules adopted under RSA 186-C:16.

The primary responsibility of the school is instruction. In an effort to improve attendance and thereby improve the effectiveness of its instructional program, Monadnock Regional High School under authorization of the School Board has implemented the following standards:

At the regional high school, students may not accumulate more than 12 absences a school year in order to obtain credit for a full year course. Any semester course, which meets 5 days a week, has a maximum of 6 absences before no credit is awarded. For the VEX program, Physical Education, Chorus and Junior High Art and Music, no more than 10% (per cent) absence will be permitted. Students who exceed the limits of the attendance policy will receive no credit in their respective classes.

Student involvement in school-sponsored activities will not be considered as an absence.

This attendance policy will be similarly applied to C.V.C. courses, taken by MRHS students. This attendance policy will be similarly applied to any student with Early Dismissal. Absences for the following reasons will not be counted towards the 12 day limit:

1. Religious holidays
2. Court appearances
3. Death in the family
4. College visitations
5. Illness requiring a doctor's visit
6. Family/Individual Counseling Session

Notes from doctors for appointments or extended illness, for college visitations and for court appearances, must be on letterhead, signed by an appropriate official and must be turned in as soon as possible after the student's return to school. Appropriate notes for absences/tardies should be brought into the Assistant Principal's office.

Other absences may be approved by the Principal at the end of each quarter. All school work should be obtained in advance and made up. Because a parent approved of an absence, however, does not mean that it will always be approved by the school. Students who are absent are not to participate in school activities that day or evening. Exceptions for unusual circumstances must have approval of the School Administration.

SCHOOL ATTENDANCE

RSA 193:1

"Every child between six and sixteen years of age shall attend the public school within the district or a public school outside the district to which he or she is assigned or an approved private school during all the time the public schools are in session, unless he has been excused from attending on the ground that his/her physical or mental condition is such as to prevent his/her attendance or to make it undesirable. Provided that any child more than fourteen years old who has completed the studies prescribed for the elementary schools shall not be required to attend high school, if the school district where he/she resides does not maintain a high school. Provided further, if a child reaches his/her sixth birthday after September thirtieth, he/she will not be required to attend school under the provisions of this act until the following school year." or unless the student is suspended or dismissed.

RSA 193:2

"Every person having the custody of a child shall cause the child to attend such a school ``during all the time the public schools are in session."

The primary responsibility of the school is instruction. In an effort to improve attendance and thereby improve the effectiveness of its instructional program, Monadnock Regional High School under authorization of the School Board has implemented the following standards:

At the regional high school, students may not accumulate more than 20 absences a school year in order to obtain credit for a full year course. Any semester course, which meets 5 days a week, has a maximum of 10 absences before no credit is awarded. For the VEX program, Physical Education, Chorus and Junior High Art and Music, no more than 10% (per cent) absence will be permitted. Students who exceed the limits of the attendance policy will receive no credit in their respective classes.

Student involvement in school-sponsored activities will not be considered as an absence.

Parents will be notified when a high school student has reached 10, 15, and 20 absences, either from a class or for the entire school day, by the Assistant Principal.

This attendance policy will be similarly applied to C.V.C. courses, taken by MRHS students. This attendance policy will be similarly applied to any student with Early Dismissal. Absences for the following reasons will not be counted towards the 20 day limit:

1. Religious holidays
2. Court appearances
3. Death in the family
4. College visitations
5. Illness requiring a doctor's visit
6. Family/Individual Counseling Session

Notes from doctors for appointments or extended illness, for college visitations and for court appearances, must be on letterhead, signed by an appropriate official and must be turned in as soon as possible after the student's return to school. Appropriate notes for absences/tardies should be brought into the Assistant Principal's office.

Other absences may be approved by the Appeal Board at the end of each quarter. All school work should be obtained in advance and made up. Because a parent approved of an absence, however, does not mean that it will always be approved by the school. Students who are absent are not to participate in school activities that day or evening. Exceptions for unusual circumstances must have approval of the School Administration.

STUDENT ABSENCES AND EXCUSES

Regular and punctual patterns of attendance will be required of each student enrolled in the district.

It is recognized that absence from school may be necessary under certain conditions. However, every effort should be made by students, parents, teachers, and administrators to keep absences and tardiness to a minimum.

Student attendance at school is basically the responsibility of the parents and students. In order for the parents to fulfill their responsibility the school must keep them informed of student absences.

An adequate and comprehensive system of attendance records will be maintained for each student. Each teacher is responsible for accurate reporting of daily attendance in his/her classroom. The building principal is responsible for submitting attendance information to the Superintendent's office.

The Board recognizes two kinds of absence: excused absence and truancy.

Excused absence is absence because of illness, absence for participation in school activities, or necessary absence with the approval of parents. Any absence other than excused absence is considered truancy.

A student who skips or leaves a class without permission after reporting to school is truant. Any student who is absent from school without the knowledge and permission of his/her parents or school authorities is truant. Absences, even with the approval of the parents,which are excessive and/or which interfere with the student's educational program will be interpreted as truancy and follow-up legal procedures instituted. See RSA 193:1, 3, 5 and 16.

Absences resulting from school field trips and extra-curricular activities will be exceptions to this rule. Suspensions from school will count toward the fifteen days. Parents wishing to have this policy waived must present their request in writing to the principal no later than five days after the marking period ends. Students being tutored through the school's approved program will not be in violation of this policy if they are absent over the one-third period.

In addition, excessive excused absences from class will be dealt with by individual teachers and may result in the student not receiving credit for the course.

Revised July 15, 1997

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The Board recognizes two kinds of absence: excused absence and truancy.

Excused absence is absence because of illness, absence for participation in school activities, or necessary absence with the approval of parents. Any absence other than excused absence is considered truancy.

A student who skips or leaves a class without permission after reporting to school is truant. Any student who is absent from school without the knowledge and permission of his/her parents or school authorities is truant. Absences, even with the approval of the parents,which are excessive and/or which interfere with the student's educational program will be interpreted as truancy and follow-up legal procedures instituted. See RSA 193:1, 2, 7 and 16.

Absences resulting from school field trips and extra-curricular activities will be exceptions to this rule. Suspensions from school will count toward the fifteen days. Parents wishing to have this policy waived must present their request in writing to the principal no later than five days after the marking period ends. Students being tutored through the school's approved program will not be in violation of this policy if they are absent over the one-third period.

In addition, excessive excused absences from class will be dealt with by individual teachers and may result in the student not receiving credit for the course.

May 4, 1993

Remove from Manual

HIGH SCHOOL STUDENT ATTENDANCE ADMINISTRATIVE PROCEDURES

The following absence communication timetable will be utilized:

TEN ABSENCES

A letter will be mailed to the student's parents and/or legal guardian.

FIFTEEN ABSENCES

A letter will be mailed to the student's parents and/or legal guardian. The letter will include dates of absence. The letter will be followed by verbal communication from the school.

TWENTY ABSENCES

A certified letter, with return receipt requested, will be mailed to the student's parents and/or legal guardian. The letter will include dates of absence and a copy will be sent to the Superintendent of Schools. A conference with the student, parent, and school personnel will be held.

Removed

May 4, 1993

ADMINISTRATIVE REGULATION

ALCOHOL AND DRUG USE

1. No student shall possess or ingest alcohol or a controlled drug nor be under the influence of alcohol or a controlled drug on school property during school hours; or en route to or from school in a school bus, or while participating in an interscholastic event or instructional exercise sponsored by the school or en route to or from such event or instructional exercise sponsored by the school or en route to or from such event or exercise in transportation provided by the school.

   Any student found to have violated this rule fwill be suspended from school for ten (10) days. Any student found to have violated this rule for a second time within one school year shall be reported to the school board with the recommendation that he/she be expelled for up to 12 months.

2. School administrators may administer accepted physical tests to determine whether a student has ingested alcohol or a controlled drug.

3. No student shall sell or give to another student alcohol or a controlled drug on school property during school hours; or en route to or from school in a school bus; or while participating in an interscholastic event or instructional exercise sponsored by the school or en route to or from such event or exercise in transportation provided by the school.

   Any student found to have violated this rule will be suspended from school for ten (10) days. Any student found to have violated this rule for a second time within one school year shall be reported to the school board with the recommendation that he/she be expelled for up to 12 months.

4. Any student found to have violated either of the foregoing rules may be required by the school board to participate in an approved program of education in the abuse of alcohol or drugs prior to his being allowed to resume attendance at school.

5. Each violation of the foregoing rules shall be reported to the local police for appropriate action. Juveniles (persons under 21 years of age) are forbidden by statute to possess or consume alcoholic beverages. Adults (persons of the age of 21 years or more) are forbidden by statute to provide alcoholic beverages to juveniles.

ADMINISTRATIVE REGULATION

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STUDENT DRUG ABUSE

Dangerous and narcotic drugs, which a student has on prescription and carries into school property for ingestion as prescribed by a doctor, will be kept in the nurse's or principal's office.

Taking of illegal drugs, and/or possession of same, in any form, is not permitted at any time. Parents will be called immediately when the student is caught, and the matter will be brought to the attention of the School Board, and other proper authorities.

a. In case a student appears to be under drug influence, the parent will be notified by school authorities to come for the student and remove him/her to his home or to medical facilities.

b. In severe cases, if the parents or school doctor will not come to the school, the principal is authorized to call an ambulance to remove the student to the hospital. Parents will be notified of this action and be responsible for the incurred expenses.

c. Upon reasonable evidence of the illegal possession and/or use of drugs by any student on school district property, the student will be suspended from school for up to 10 days. A conference between the parents, child and principal will be held as soon as possible.

d. Any student found selling, distributing, or giving away illegal drugs will be turned over to police authorities immediately, and suspended from school at once pending School Board action.

e. Any student convicted in court for illegally selling drugs on or off school property will be suspended from school pending School Board action.

Controlled drugs are defined to be those drugs prohibited by New Hampshire State Law as defined in RSA Ch. 318-B.

Revised July 15, 1997

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c. Upon reasonable evidence of the illegal possession and/or use of drugs by any student on school district property, the student will be suspended from school for at least five days. A conference between the parents, child and principal should be held as soon as possible.

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May 4, 1993

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
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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

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

July 15, 1997

June Donegan and Ann Nichols

Ref: Letter dated July 8, 1997 - seventh grade school calendar

This letter is written in response to your concern over the seventh graders spending an extra day in school, specifically, the first day of school for 8-12 grade students. You state that a request, to have the seventh grade students not attend on the first day of school, was denied. I would like to know in what form was that request. As I recall the conversation with Mr. Stockwell, it was an exploratory question about what I thought of the possibility of the seventh graders not attending that day.

I did respond in the negative and still do regarding the argument presented in your letter. What I read is that the seventh graders cannot/are not engaged in a educational program that day because of the class period structure. I would hope that you are more flexible than this implies. The first day for seventh graders is not a full day of attendance, as I have witnessed. I would also hope that "just meeting the State mandated days" is not a prevalent reason for such action. I think of the discussions held on what seventh graders are not doing in a satisfactory manner and wonder why addressing those issues with them during this day would not be beneficial. My concern about what parents or district patrons would say was trivial. Although, I do believe that we express the importance of education to the community. The message given by saying seventh graders don't fit the first day schedule would be received negatively.

If this is a topic you wish to pursue it needs to be addressed at the time the school calendar is being constructed. That time is in January. If you wish to formulate your arguments for such action please write them and present them at that time. I'm sure the Board would be interested in reviewing the issue.

Sincerely yours:

Bill Wheeler

Bill Wheeler

July 8, 1997

Dear Dr. Wheeler:

The policy of having seventh graders start school one day early has proven to be of great benefit to them. Seventh grade teachers agree with Mr. Stockwell's position that this day of transition has a positive effect on the seventh graders. They have our full attention to address their special needs and concerns, and they have the opportunity to familiarize themselves with their schedules and the building without distraction.

The first day of school for students in grades eight through twelve, however, tends to be stressful and confusing for the seventh graders because of the activities needed to orient the upperclassmen. This day (the first of the required 180) begins with an extended first period during which upperclassmen receive schedules and locker assignments and go through the registration process which the seventh graders completed the day before. Mr. Stockwell, Miss Cronin, and Mr. Gagne take time to speak with each class individually about school policies and procedures. These activities cause an interruption in the regular schedule of the seventh graders. None of these activities involve the seventh graders and it is not essential that they be in school. This day tends to become confusing because they feel overwhelmed by the irregular schedule that accompanies organizing approximately 950 other students.

. . Stockwell, Department Chairmen, seventh grade counselor Joe Smith, and seventh grade teachers have discussed this situation and agree that we should continue having the seventh graders come in a day early, have only upperclassmen come in on the first official day of school, and have all students report on the second day. With this schedule seventh graders will still attend the state mandated 180 days of school, seventh grade teachers will not lose a valuable day of preparation, and all teachers will fulfill the contracted agreement to teach 180 days and participate in eight workshop days.

Mr. Stockwell informed us that there is a concern that some parents might misunderstand the motives or logic of this proposal. Perhaps a simple explanation of the benefits to the seventh graders could accompany the publication of the calendar.

Mr. Stockwell informed the faculty that this proposal was denied. We spoke with him about our disappointment and he has no problem with our approaching you to ask if you and Mr. Stockwell would reconsider. We would appreciate a written response. If you have any questions or concerns please call us or schedule an appointment with us: we would be very happy to meet with you. Thank you for your attention to this matter.

Yours truly,

June Donegan

Ann Nichols

Ann Nichols

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
July 15, 1997

MEETING AT
Monadnock Regional High School, Swanzey Center

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business
     1) Summary of "Correlates of Effective Schools" program (see attached)
     2) Teacher request for "Special Leave"(see attached)
     3) Monadnock Regional School District Ballot Law Survey Summary (see attached)
     4) MRHS Title I proposal (see attached)

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Up-dating MRSD Policy Manual
   - d. Action requested on MRSD Educational Improvement Plan (sent under separate cover by Kathy Holt)
   - e. Media report on fights at MRHS - Policy and Procedure, report by Dan Stockwell
   - f. Superintendent search procedure and process (sent in last meeting's package)
   - g. Action on the Manifest.
   - h. Correspondence/announcement.
     1) School Time and calendars, discussion (two articles attached)

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Budget revenues change (see attached)

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

SCHOOL ADMINISTRATIVE UNIT NO. 38

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

Dr. William V. Wheeler - Superintendent

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

To: MRSD Board Members
Date: July 9, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

Justice without force is impotent; force without justice is tyranny.
-- Jean Jacques Rosseau, The Social Contract

One may argue with Jean about whether *Justice* requires force or whether justice is force itself, but one may not argue with the thought of *tyranny*. I often reflect on the Nazi invasion of Norway, their employment of tyranny and the Norwegians reaction. In that case tyranny and suppression went hand in hand. With that action the Nazis created a greater number of enemies who eventually threw the tyrants out. Which was just with the use of force?

1.b.1) During the 1996-97 school year several presentations were made at Board meetings by the administrators describing the "Correlates of Effective Schools". The correlates are one of the pillars of our "School House". We will attempt to review and summarize this effort. The correlates are described in the attachment. I would appreciate any comments or questions you may have on the topic.

1.b.2) The "Attendance History" for the teacher is attached for your review. The teacher missed more than the allotted leave days, presented a petition to activate the "Sick Leave Bank" and was denied. The Board was petitioned to act on a "Special Leave Request" at the last meeting. You asked to review the attendance record before making a decision. This is "Old Business" but should be discussed in Non-public Session.

1.b.3) This is a copy of the report made at the last meeting by the three legislators.

4.d. A District Educational Improvement Plan remains a quandary. Kathy has highlighted the issue very well and is prepared to discuss the merits and role of this plan. Last year, at about this time, the Board voted to reject the plan. We again bring it to your attention due to the significance it has to overall educational improvement efforts within the District.

4.e. Mr. Stockwell will report on the reasons and significance of the media reports, late in the school year, of student fights at MRHS.

4.f. This has been on your agenda for some time. Hopefully, the materials presented will be helpful. I am at your disposal to assist in describing this procedure and process. For the past five administrative searches we have contracted for the services of TRACE, Inc. Several others provide similar services; including, NHSBA and New England School Development Council (NESTLE).

4.h.1) The two articles were written at different times for different purposes. Neither proposal was favorably received. I present them in attempt to frame the discussion about school time: length of school day, and number of teacher-student contact days.

5.a. The revenue dollars for 1997-1998 have changed. That is not new. However, the volume is. It is significant. The data, presented by the Department of Education, which reflects legislative action, substantially alters what the District had proposed for a local tax increase. That was April. This is now. In the past John M. and I have always tried to announce on the conservative side of projected State revenues and we did this year. In the past we have expected local taxes to be lower than we projected, never knowing by how much. This year is different only in the number of dollars.

Monadnock Regional School District

Monadnock School Board Meeting
Monadnock Regional High School, Swanzey Center
July 15, 1997

CALL TO ORDER:
The meeting was called to order at 7:00 PM by J. Fallon, Vice Chairperson.

PRESENT:
Gary Bednarski, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assist. Superintendent. Also present were John Menton, David Bell, Lil DeCoste, Dan Stockwell, Ellen Cronin and Doug Gagne.

CONSENT AGENDA:
G. White MOVED; That the Board minutes of June 17, 1997 be approved as written; SECONDED; by G. Bednarski. VOTED: 9-0-0-1.

Dr. Wheeler, using an overhead projector, presented an overview of the Seven Correlates For An Effective School. With each of the seven correlates, he explained their importance, and gave examples of the kinds of supportive activities and events. He described the correlates as being the pillars of our "School House" emphasizing that each school has a clear and concise Mission Statement that is on display and presented in handbooks. Principals also added to the presentation by commenting on the implications for the various correlates.

Dr. Wheeler advised the Board of the Ballot Law Survey update that was included in the Board packet.

D. Stockwell recommended to the Board not to commit any additional monies to the unfunded Title I projects. Dr. Wheeler requested that the Board grant the administration the opportunity to find additional funds. G. White MOVED: That the Board authorize the Administration to seek additional funds, if available, to support the program; SECONDED: by B. Hamill. DISCUSSION: K. Holt explained the funding process for the "After School Studies Program". VOTED: 9-0-0-1.

C. Nolan requested that the Board acknowledge the retirement of Polly King, teacher at the Sullivan School. Dr. Wheeler will manage the request.

CITIZENS CONCERNS: None.

STUDENT COUNCIL CONCERNS: None.

OTHER SCHOOL BOARD BUSINESS:
A. Board Committee Reports;
C. Nolan described the group efforts of the Facilities Committee, administrators, teachers and interested citizens to bring before the Board

the Committee's recommendation to contract an architect and a construction management firm for the additions to the Emerson School. C. Starrett MOVED: That the Board contract Bannister & Greenberg Architects to be the architects, and The MacMillin Company to be the construction management firm for the additions to the Emerson School; SECONDED: by G. White. DISCUSSION: The request to approve the Committee's recommendation caused some confusion as to why the Emerson project was not put out to bid. Members of the Committee explained that the project will not go out to bid until the additions have been designed and approved, and the funding for the project has been approved by the Board. In response to changing the current architects and the contractors, C. Nolan suggested it is "Good Public Interest" to consider the proposals of other firms. VOTED: 6-1-2-1.

C. Nolan MOVED: That the Board authorize the Board Chair and Dr. Wheeler to sign the contract with Ingram Construction for the completion of Phase II of the Cutler Project; SECONDED: by G. White. DISCUSSION: C. Nolan asked for clarification of the Ingram Contract for $952,600, the architects fees and a $20,000. contingency. J. Menton explained that Ingram's contract does not include the architect's fees and that the Board's authority is for the cost of the project not to exceed $965,000. VOTED: 9-0-0-1

D. Gurian, Communication's Committee Chairperson, reported that she had met with Dr. Wheeler to review the past and to plan for the future. The Committee will meet to see what it would like to do.

B. New Business Items; None.

C. Up-dating MRSD Policy Manual;
J. Fallon asked that the Policy Committee meet at the close of the Board meeting. C. Nolan MOVED: That the Board accept the policy Supervision of Construction (FEG) for its SECOND READING as presented; SECONDED: by G. Bednarski. VOTED: 9-0-0-1.

The Board reviewed a policy regarding independent electronic research offered by T. Warner, Technology Coordinator, for the SAU. Opinions were offered that the policy was too simple and the punishment for violating the policy was not severe enough for the first offense. The Chair recommended that the policy be referred to the Policy Committee who will meet with T. Warner.

D. Action Requested on MRSD Educational Improvement Plan;
K. Holt reviewed with the Board the application process for applying for Goals 2000 Funds and the prior approval to make application for such funds. She requested Board approval to make application for funds to support the implementation of the District's strategic plan. G. White MOVED: That the Board authorize the Administration to apply for Goals 2000 funds for implementing the District's strategic plan; SECONDED: by B. Hamill. VOTED: 7-2-0-1.

E. Media Reports on Fights at MRHS - Policy and Procedure;
D. Stockwell responded to a series of questions regarding the high school's policy on fighting, and of the newspaper reports of students fighting on

school property. D. Stockwell described the suspension policy for students charged with fighting. E. Cronin reported that student fights are down by 35% compared to prior years. Questions were raised as to who determines when an injury is a debilitating injury. E. Cronin advised that injured students are referred to the school nurse. No action was recommended or taken by the Board.

F. Superintendent Search Procedure and Process;
The Board continued its discussion from previous meetings regarding the formation of a search committee for the position of superintendent.
L. Sicotte MOVED: That the Board form a committee to begin the search for a superintendent of schools; SECONDED: by C. Nolan. DISCUSSION: It was suggested that the formation of a committee was premature and that such a committee would be formed by the SAU Board. VOTED: 3-5-1-1. G. White requested that the item be on the agenda for the next meeting of the Board.

G. Action on the Manifest:
G. White MOVED: That the Board approve the manifest dated July 15, 1997 for $673,456.34 (Payroll Warrant #290, dated 6/17/97, $123,095.17; Payroll Warrant #292, dated 6/25/97, $30,129.26; Payroll Warrant #293, dated 6/30/97, $127,472.20; Warrant #45, dated 7/09/97, $65,187.86; Warrant #46, dated 7/15/97, $70,619.83; Warrant #47, dated 7/15/97, $244,196.25 and Warrant #48, dated 7/15/97); SECONDED: by D. Gurian. VOTED: 9-0-0-1.

K. Correspondence/announcements;
Dr. Wheeler, responding to G. Bednarski's request for information, commented on his thoughts and the Superintendent Association's goal of a 200 school day year by the year 2000. Dr. Wheeler had included in the Board's packet a document, "Time to Review School Time", written in 1995. G. Bednarski MOVED: That the Board form a committee to study a longer school year; SECONDED: by L. Sicotte. DISCUSSION: Dr. Wheeler will draft a document establishing a committee and its purpose and objectives. VOTED: 9-0-0-1.

Dr. Wheeler presented an update on the survey regarding SB-2 meetings.

Dr. Wheeler presented to the Board a list of students approved for membership in non resident schools. He advised the Board that the list needs to be updated. Copies of the Board policy Admission of Non Resident Students (JECB) were distributed.

Dr. Wheeler distributed copies of the "Monadnock Mutterings", a list of teachers receiving staff development reimbursements and information regarding Lori Evans' presentation at the 5th Annual Conference "Teaching At Its Best" on Multisensory Activities for Phonic and Language Arts. Lori teaches at the Troy School.

K. Holt reported on the plans for a Critical Skills Workshop that will be held this summer at the High School.

SUPERINTENDENT'S REPORT:
Dr. Wheeler presented an update on the State financial aid showing a $151,000 increase in Foundation Aid for the 97-98 school year, and an additional $63,690 for Catastrophic Aid and $86,500 for Kindergarten Aid to be as reported as income for FY '97.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the July 15, agenda are:
1. Superintendent Search Committee,
2. Policy Committee report - T. Warner.

NON PUBLIC SESSION:
At 9:15 PM, L. Sicotte MOVED: That the Board enter into non public session to discuss personnel and negotiations; SECONDED: by C. Starrett. VOTED: 9-0-0-1 by a roll call vote. In attendance were Dr. Wheeler, K. Holt, and J. Menton.

Dr. Wheeler reported on the progress of the search for replacing Judy Stettler, resulting from her resignation as principal of Troy School. Considering that the Board would not be meeting until August 19th and that Dr. Wheeler hoped to have the replacement available by August 1st, he requested a special meeting for July 29th to approve his nomination, or to authorize him to offer a contract for August Board approval. His preference was for the 29th special meeting. B. Hamill MOVED: That Dr. Wheeler be authorized to employ the Troy principal, to be approved by the Board at the August meeting; SECONDED: by G. Bednarski. DISCUSSION: Dr. Wheeler indicated that if the salary requested exceeded the Board's salary cap, a special meeting would be scheduled for July 29th. VOTED: 5-4-0-1.

G. White MOVED: That the Board accept the resignation of Cathy Croteau, high school math teacher, effective immediately; SECONDED: by G. Bednarski. VOTED: 8-0-1-0.

Dr. Wheeler nominated Linda Lamothe for part-time art teacher (30%) at the Surry School, BA, Step 0, at a salary of $7,050. G. White MOVED: TO approve the nomination as presented; SECONDED: by G. Bednarski. VOTED: 9-0-0-1.

Dr. Wheeler nominated Cathy Conkling for the position of Guidance Counselor for the Troy School, MA +15, Step @10, at a salary of $43,067. G. White MOVED: To approve the nomination as presented; SECONDED: by J. Fiderio VOTED: 9-0-0-1.

Dr. Wheeler nominated David Mason for the position of Junior High School Health Teacher, BA, Step 10, at a salary of $36,721.; G. White MOVED : To approve the nomination as presented; SECONDED: by D. Gurian. VOTED: 9-0-0-1.

Dr. Wheeler nominated Sheila Wallent to replace M. Baybutt, High School Special Education teacher for one year, BA +18, Step 0, at a salary of $24,416. G. White MOVED: To approve the nomination as presented; SECONDED: by D. Gurian. VOTED: 9-0-0-1.

Dr. Wheeler nominated Pamela Loney to replace Kathy Shanks as part-time (50%) Title I Director for one year, BA, Step @10, at a salary of $19,199. G. White MOVED: To approve the nomination as presented; SECONDED: by D. Gurian. VOTED: 9-0-0-1.

Dr. Wheeler nominated Sherry Marrotte for the position of part-time (50%) Elementary Media Specialist, BA, Step 0, at a salary of $19,199. G. White MOVED: To approve the nomination as presented; SECONDED: by D. Gurian. VOTED: 9-0-0-1.

The Board discussed the request of Ileana Howley de Munne to be compensated for the special leave days approved by the Board that exceeded her approved sick leave days. C. Nolan MOVED: That the Board take no action; SECONDED: by C. Starrett. VOTED: 2-7-0-1.

C. Starrett MOVED: That the Board deny her request for additional pay for the special leave days approved by the Board; SECONDED: by G. Bednarski. VOTED: 8-1-0-1.

At 9:57 PM, G. White MOVED: That the Board return to public session; SECONDED: by G. Bednarski. VOTED: 9-0-0-1.

C. Nolan discussed with the Board the appearance of a conflict of interest being the chairman of the Facilities Committee, an employee of The MacMillin Company, and the Board awarding the construction of the Emerson School to The MacMillin Company. Comments were made suggesting that he should avoid making recommendations or voting on project issues that may appear to be conflict of interest. He suggested that he would not likely be assigned to work on the Emerson project.

ADJOURNMENT:
At 10:00 PM. G. White MOVED: To adjourn; SECONDED: by G. Bednarski. VOTED 9-0-0-1.

Respectfully submitted,

John M. Menton

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Wyman House, Swanzey Center
July 29, 1997

CALL TO ORDER:
The Special Meeting was called to order at 7:00 PM by N. Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Kathy Holt, Assistant Superintendent and John Menton.

N.Callender explained that the purpose for a Special Meeting was to hear from the administration the nomination for the Troy School principal position.

NON PUBLIC SESSION:
At 7:02 p.m., G. White MOVED: That the Board enter into non public session to discuss personnel issues; SECONDED: by C. Starrett. VOTED: 8-0-0-2 by a roll call vote.

K. Holt described the screening and interview process for selecting three finalists for the position of the Troy School principal. She also explained in detail the procedure for scoring the characteristics and capabilities of each finalist. Curtis Cardine was the choice of the screening committee and the administration. Salary for the position was discussed. C. Nolan MOVED: That the salary for the position be set at $55,000; SECONDED: by L. Sicotte. VOTED: 5-2-1-2.

K. Holt nominated Curtis Cardine for the position of principal for the Troy School at a salary of $55,000, with a starting date of August 8, 1997. G. Bednarski MOVED: That the Board approve the nomination of Curtis Cardine; SECONDED: by J. Fallon. VOTED: 8-0-0-2.

At 7:35 PM, the administration was excused and the Board continued to discuss personnel issues.

At 8:10 PM, G. White MOVED: That the Board return to public session; SECONDED: by L. Sicotte. VOTED: 8-0-0-2.

The meeting was adjourned at 8:11 PM.

Respectfully submitted,

John M. Menton

SCHOOL EMPLOYEE BACKGROUND INVESTIGATION, INCLUDING A CRIMINAL HISTORY RECORDS CHECK

An Act Relative to School Employee Background Investigations (HB 102)

Prepared by: Dr. William V. Wheeler, August 5, 1997

What?

A "Background Investigation" into the past employment and other background of a selected applicant in a SAU, school district, or charter school. The investigation shall determine whether the applicant is qualified for the position and to conduct a criminal check which would make him/her ineligible for employment.

How?

Each such selected applicant shall submit a notarized criminal history records release form, a complete set of fingerprints and appropriate fees to the New Hampshire State Police. Upon completion of these requirements and before the check is reported a selected applicant may be extended a conditional offer of employment. The report results will be submitted to the applicant's prospective employer and the Department of Education. No final offer of employment may be extended to a person who has been convicted of:

a. Murder,
b. Child pornography,
c. Aggravated felonious sexual assault,
d. Felonious sexual assault, or
e. Kidnapping.

Who?

Applicants for employment that have regular contact with pupils: 1) come into contact with pupils on a daily basis for any period of time; 2) meet regularly, once or twice a week, with students, including but not limited to art, music, or physical education teacher, or 3) a substitute teacher. The scope of this law does not extend to school volunteers. However, employees of contractors must meet the scope of law as defined by 1) and 2) above.

Cost?

$34 must accompany the records release and fingerprint forms.
The local cost to fingerprint has not been determined.
The cost to the SAU or school for handling the paperwork has not been determined.
SAUs and districts may choose to pay the fees for the check or they may pass those costs onto the selected applicant.

When?

August 2, 1997.

Leon Watkins
345 Pond Rd.
Surry, N.H. 03431

David Bell
Cutler School
West Swanzey, N.H. 03469

Dear Mr. Bell,

I am writing concerning my daughter, Danessa Page Watkins. I would like to ask for a variance for her to attend Cutler Elementary School as opposed to Surry Elementary School for the 1997-98 school year. She has attended the Swanzey schools since kindergarten and we would like to continue with this placement.

Since the time of my divorce, Danessa has been living with me on Thursday, Friday, Saturday and Sunday. She stays with her mother on Monday, Tuesday and Wednesday. My former wife and I are very good friends and are highly focused on Danessa's sense of security in her family unit as a priority. This is why we asked for her to attend the Swanzey schools as opposed to Surry, because this is a half way point between her home and her mothers. With her in Swanzey, she is able to see her mother everyday after school until I get out of work. Should she attend the Surry school, she would need to go to a babysitter after school and would not be able to see her mother as often. As stated before, it is very important to both her mother and I that we have as much time with our daughter as possible. Especially in our present situation of sharing her time.

Danessa is a good student and is very involved in the school music and sport programs. She has a good circle of friends at Cutler School and we would like to see her maintain these friendships as she heads into the high school. She has also attended the American School of Gymnastics since age two and at the present time is involved in the team that meets twice a week at 3:30pm. Unless she attends Cutler School, we would not be able to get her to these classes because of her mother and my work schedule. She also takes private art lessons with Eve Kenyon in Keene and her mother is able to get her to these classes with her in Swanzey. As you can see, her placement in the Swanzey schools is very important to her extra curricula activity involvement.

We appreciate any consideration that you may give to this request. We feel that her placement in the Swanzey school system is very important to Danessa's sense of security and our maximum involvement with her. Thank you for your time.

Sincerely,

Leon Watkins

MRSD ADMINISTRATIVE TEAM
1997-1998 BUDGET STUDY
By: Bill Wheeler

The MRSD Administrative Team has reviewed the anticipated spending patterns for the 1997-98 school year. The study reveals that if we continue to spend as projected a $232,000 deficit will be realized. It is that figure, $232,000, which we addressed and report on at this time. It will be that figure which we will cause to be affected by adjusting the spending patterns as described below.

Causes for the $232,000:

		(over budgeted amounts)
1.	Health Insurance increases	$80,000
2.	Dental Insurance increases	$20,000
3.	Instructional Assistants increases	$25,000
4.	Administrator Salaries	$22,000
5.	Emerson Architects	$40,000
6.	Gale Associates	$35,000
	Total	$232,000

Anticipated expenditures

		(under budgeted amounts)	*Bud %
1.	New Language Position at Troy Eel.	$35,000	
2.	Reduction of Troy teaching position	$40,000	
3.	Reduction of .2 of a P.E. teacher@Mt. Caesar	$3,500	
4.	Reduction of .2 of a Music teacher@Mt. Caesar	$3,500	
5.	Budgeted for Exiting teachers to new teachers	$37,300	
6.	Operation and Maintenance	$11,500	10%
7.	MRHS	$47,150	41%
8.	Mt. Caesar	$16,100	14%
9.	Cutler	$11,500	10%
10.	Troy	$9,200	8%
11.	Emerson	$10,350	9%
12	Northern Schools	$6,900	6%
	Total	$232,000	

* Is that percentage budgeted for each of the total district budget. Does not equal 100% because of rounding.

Items 6-12 have not been item specific adjusted. The MRSD AD Team members will address those adjustments with their staffs and report back to the AD Team after the start of school.

8/6/97

002/002
KEENE SENTINEL
603 352 0437
07/22/97 16:17

Calls on Infoline for 1996-97
Sponsored be Peerless Insurance/The Netherlands

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
6010 District/Board Mtgs	3	1	1	5	18	7	17	11	1	1
6011 Elem. School Lunch	20	14	10	21	65	30	67	46	36	38
6012 High School Lunch	25	13	8	19	31	19	26	15	14	18
6013 Elem. School Activities	4	1	3	16	29	80	27	10	7	5
6014 High School Activities	—	—	1	29	62	20	153	22	19	11
6773 School closings	12	11	216	1045	1575	1562	1952	389	7	13
TOTAL	64	40	239	1135	1780	1718	2242	493	84	86

MONADNOCK REGIONAL SCHOOL DISTRICT
DEPARTMENT OF BULDINGS & GROUNDS

30 JULY 1997

TO: MONADNOCK REGIONAL SCHOOL BOARD

FROM: CHARLIE ROOSA

RE: MT.CAESAR LAND CLEARING

PRIOR TO THE TORNADO THAT RECENTLY PASSED THROUGH, IT WAS MY INTENSION TO MEET WITH THE BOARD FOR APPROVAL OF ADDITIONAL LAND CLEARING BEHIND MT.CAESAR. DUE TO THE DAMAGE THAT TOOK PLACE, IT APPEARS THAT THE NECESSITY FOR TREE REMOVAL IS IMMENENT.
THE PROCEDURE THAT TOOK PLACE DURING THE FIRST LAND CLEARING INVOLVED THE SERVICES OF A FORESTER, WAYNE YOUNG OF SWANZEY, WHO MADE ARRANGEMENTS FOR ALL OF THE SERVICES THAT WOULD TAKE PLACE, SELECTIVE CUTTING AS REQUIRED, CONTACT WITH LOGGING FIRMS HE CONSIDERED RESPONSIBLE AND ANY ARRANGEMENTS INVOLVING PAYMENT TO THE DISTRICT. ATTACHED IS A COPY WHICH COVERS FEES AND SERVICES.

ALTHOUGH MONIES HAVE NOT BEEN BUDGETED FOR THIS PROJECT, IT APPEARS THAT WITH THE SALE OF THE TIMBER, ETC. THIS WOULD COVER THE COST INCURED BY STUMP REMOVAL AND ROUGH GRADING. ADDITIONAL NEEDS TO MAKE THIS AREA SUITABLE FOR ATHLETIC USE WILL BE BUDGETED.

FOREST MANAGEMENT AGREEMENT

This Agreement entered into this day of May 1997, by and between Monadnock Regional High School, hereinafter called the Seller, and Wayne L. Young, Forest Management, hereinafter called the Forester.

WHEREAS the Seller is the owner of certain Real Estate located in Swanzey, New Hampshire, and whereas the Seller is desirous of selling standing timber, NOW THEREFORE, the parties hereto hereby agree as follows:

1. The Forester will handle the entire logging operation.
2. The Forester will estimate the volume of timber to be harvested from within an area of woodland to be determined by Monadnock Regional High School.
3. The Forester will market the wood by negotiation procedures.
4. The Forester shall administer the Timber Sale Agreement between Seller and Purchaser and collect a performance deposit equal to a minimum of 10% of the estimated gross sawtimber value. The performance deposit will be held by the Forester until all terms of the timber sale agreement are met to the satisfaction of the Forester and Seller.
5. The Forester shall administer the Intent To Cut and Report Of Cut for the Seller in accordance with New Hampshire State Law, RSA 79 "Forest Conservation and Taxation".
6. During the logging operation, the Forester will make periodic visitations to enforce the terms of the Timber Sale Agreement. He will collect all stumpage payments and the corresponding scale slips. All stumpage payments will be made in the name of the Seller and will be forwarded to the Seller within five days of collection.
7. The Forester will be paid a fee of $35.00 per hour for placement of property lines and the estimating of timber, PLUS ten percent (10%) of the gross stumpage payment, due upon the collection and forwarding of each stumpage payment. A corresponding bill will accompany each stumpage payment forwarded to the Seller.
8. Payment to the Forester by the Seller shall be made within fifteen days from the date of billing. An interest charge of 1.5 % shall be added at the end of 15 days. All billings overdue 30 days will incur a monthly charge of 2%, plus a $2.00 service charge.
9. This Agreement shall terminate on September 1, 1997 unless a Timber Sale Agreement administered by the Forester is in force, in which event, the termination date of this Agreement shall be ninety days after the termination date of the Timber Sale Agreement.
10. The Forester may not assign this Agreement in whole or in part without the written consent of the Seller.

Seller

Wayne L. Young

Bill + Kathy
FYI
Judy

May 27, 1997

Mrs. Judy Stettler
Troy School
Troy, NH 03465

Dear Judy

It has been a few days since the sixth grade class returned from Camp Takodah. I was fortunate to have spent two nights and one full day with the group (Theresia spent one full day) and we both want to extend praise and congratulations to the staff members who participated. I'm sure individual students would have a wide range of impressions about the experience, but for the class as a whole I 'm sure it had a positive and profound effect on their lives and self confidence. We have watched many of these kids since they began kindergarten at Troy School, and the Takodah experience is a fitting culmination to their elementary school education.

The problem solving and team building exercises that were facilitated by the YMCA staffers provided a real-life context to the concepts and theories presented in the classroom. For some kids, it was a frustrating and fearful time, but I observed lots of caring and support which allowed nearly everyone to succeed to the best of their abilities.

Please pass along appropriate praise to Mr. Parkman and Mr. Dahl , who put in long days that week, time away from their families and other responsibilities so that they could see this experience through with their students. While other similar programs are more of a "latchkey" arrangement where students are "turned over" to camp staff, the sixth graders of Troy got to see their teachers in unusual and unique situations. This is very valuable!

I'm sad that this activity is not supported by district funding, and I'm worried that subsequent classes may not have the parent and PTO support to raise enough money to make the experience affordable for all.

I also want to congratulate your staff on their great efforts to make Discovery Night a success. My only comment would be to expand the visiting hours so that parents and students can see exhibits in all classrooms before time is up.

I hope that you can make use of the photographs - enclosed are pictures of the Takodah experience.

Best wishes for a summer filled with quality "family" time.

Sincerely
Evan + Theresia
Evan and Theresia John

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
August 19, 1997

MEETING AT
Monadnock Regional High School, Swanzey Center

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Up-dating MRSD Policy Manual
     1) Internet Access Policy JFCL & JFCL-R(second reading)
     2) Smoking by Staff Members GBK
     3) School Attendance JEA
     4) Student Absences and Excuses JED
     5) High School Student Attendance Administrative Procedure JE-R*
     6) Administrative Regulation JFCH-R*
     7) Student Drug Abuse JFCI
   - d. Employee Criminal History Records Check discussion (see attachment)
   - e. Parent request for daughter to attend Cutler Elementary School (see attachment)
   - f. 1996-1997 Oral Budget Report by John Menton
   - g. 1997-1998 Budget Study report by Bill Wheeler (see attachment)
   - h. Infoline Discussion by Kathy Holt (see attachment)
   - i. Mt. Caesar Land Clearing proposal by Charlie Roosa (see attachment)
   - j. Superintendent search procedure and process
   - k. Action on the Manifest.
   - l. Correspondence/announcement.
     1) Parents' letter (see attachment)

5. **9:00P** SUPERINTENDENT'S REPORT
   a. Preparation for the opening of schools

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   a. Personnel Contract
   b. Negotiations
   c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: August 12, 1996
Topic: Discussion of Agenda Items
From: Bill Wheeler

A free press can be either good or bad, but, most certainly without freedom, the press will never be anything but bad.

Albert Camus, Resistance, Rebellion, and Death

4.c. 1) This policy was presented in July and now for a second reading. Upon second reading approval by the Board it will become policy.

2), 3), 4), 5), 6), & 7) are modifications to cause the District Policies to comply with those of MRHS. They are modifications and could be judged as not major enough for two full readings prior to changes.

4.d. This seems to be messy at this time. We will work it out but some potential employees may have to wait upon the procedure before hiring. I hope the attachment tells the story in such a nature as to help you understand the laws conditions.

4.e. Self explanatory.

4.f. The auditors have come, reviewed, and left. They presented John with a verbal report of their findings. He will share the pertinent parts of that report with you. A full written report, from the auditor, will follow.

4.g. Budgets are projections of expenditures and revenues. The expenditures projected in January have changed. The attachment reflects those changes, as we understand them today. In light of the problems associated with this understanding the administrative team has attempted to insure that the budget will not be overspent. The means of controlling that are explained in the lower part of the paper.

4.h. Infoline has been sponsored by Netherlands Insurance. This report presents the call usage of that service by the district's patrons.

4.i. Charlie presents a reason for clearing more of the wooded school land behind Mt. Caesar. It would be a continuation of that land which was cleared two years ago.

4.j. Continued.

Monadnock Regional School District

Monadnock Regional School Board Meeting
Monadnock Regional High School, Swanzey Center
Tuesday, August 19, 1997

CALL TO ORDER:
The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were John Menton, Curt Cardine, Lil DeCoste, Dan Stockwell, Doug Gagne, Betty Tatro, Joanne Marchand, Diane Elkavitch, Alan Corindia and Charles Roosa.

CONSENT AGENDA:
G. White MOVED: That the Board minutes of July 15, 1997 be approved as written; SECONDED: by D. Gurian. DISCUSSION: N. Callender noted that the item Setting the Next Meeting Agenda should be corrected to read ". . . the August 19, agenda . . .". She also questioned the minutes regarding the assignment of the part-time art teacher assigned just to Surry. Dr. Wheeler explained that the person is also assigned to another northern school (Surry and Sullivan). VOTED: 8-0-1-1.

G. White MOVED: That the minutes of July 29, 1997 be approved as written; SECONDED: by G. Bednarski. VOTED: 9-0-0-1.

Dr. Wheeler presented D. Matteson's request for an unpaid leave of absence on August 20th and the 21st. G. White MOVED: That the Board approve the request; SECONDED: by D. Gurian. VOTED: 8-0-1-1.

N. Callender addressed the Board with some concerns that were brought to her attention regarding the selection process and the recommendation of the Facilities Committee to contract with The MacMillin Company for the Emerson construction project. She indicated that questions have been raised regarding C. Nolan, Facilities Chairman, as an employee of The MacMillin Company as a conflict of interest. L. Sicotte expressed concern that the contract did not go out to bid. C. Nolan explained that the construction management process requires competitive bids. In response to L. Sicotte's concerns, Dr. Wheeler advised that the limited experiences of individuals are difficult to compare to the District's numerous and successful experiences. Questions were also asked if MacMillin fees were competitive. C. Nolan indicated that all fees presented during the selection process were in the range of 7 to 8 percent. Dr. Wheeler and J. Menton expressed that the selection and decision making process represented a collective effort free of any suggestions of conflict. Both C. Starrett and G. White, Facility Committee members, supported the procedures followed by C. Nolan and the Committee. N. Callender indicated that if public concerns continue, the matter will continued to be reviewed. G. White MOVED: That if the Board continues to hear concerns with the issue of conflict of interest, a new

committee chairman should be appointed; SECONDED by G. Bednarski. DISCUSSION: G. White suggested C. Starrett for consideration. VOTED: 6-0-3-1.

CITIZENS CONCERNS:
D. Stockwell informed the Board that Ellen Cronin was not in attendance due to the death of her father.

STUDENT COUNCIL CONCERNS: None.

OTHER SCHOOL BOARD BUSINESS:
A. Board Committee Reports;
C. Nolan reported that the Facilities Committee met on July 23rd and will meet with the architect on September 10th at the Emerson School to view and discuss the first preliminary drawings. He informed the Board that the Committee met prior to tonight's meeting to review the MacMillin contract. Neil Ackley, representing MacMillin, discussed the terms of the contract with the Committee. The Committee voted to recommend the contact to the Board. C. Starrett MOVED: That the Board accept the contract between the MacMillin Company and the School Board and to authorize the Board's Chairperson to sign the contract; SECONDED: by D. Gurian. DISCUSSION: C. Nolan explained the differences in the fees paid to the contractor subject to a one year project or completing the project over a two year period. VOTED: 7-1-1-1.

B. New Business Items; None.

C. Up-dating MRSD Policy Manual;
The Policy Committee will be meeting with Tom Warner to review the proposed policy regarding electronic research.

Dr. Wheeler requested Board approval of proposed updated policies. He explained that updated policies do not require a Second Reading. G. Bednarski MOVED: That the Board approve the changes in the policies numbered 2-7 as recommended by Dr. Wheeler and the administration; SECONDED: by D. Gurian. VOTED: 8-0-1-1.

D. Employee Criminal History Records Check Discussion;
Dr. Wheeler discussed with the Board his concerns regarding the legal requirements and the cost for conducting background investigations, including a criminal history records check for all new employees. An information sheet prepared by Dr. Wheeler was included in the Board's packet. He advised that volunteers not be asked for a record check until the administration obtains clearer directions He also explained he has questions regarding contractors who are working for the District.
G. Bednarski MOVED: That the Board accept the cost for background investigations and criminal checks for all potential district employees; SECONDED: by D. Gurian. DISCUSSION: L. Sicotte expressed his disapproval and the issue of "grandfathering" was confirmed with approval. VOTED: 8-1-0-1.

E. Parent request for daughter to attend Cutler Elem Sch;
The Board heard the request of Michelle Boufford to allow her two sons to attend schools in Swanzey. She and her husband presently live in Keene, but plan on moving to Swanzey within the next month. B. Hamill MOVED: That the Board approve the request; SECONDED: by G. White. DISCUSSION: The time frame for moving to Swanzey was questioned and parents will be providing transportation at no cost to the District. VOTED: 8-0-1-1.

The Board discussed the request of Lorna Watkins for a variance for her daughter to attend the Cutler School for personal reasons, as opposed to the Surry School. B. Hamill MOVED: That the request be approved; SECONDED: by G. White. VOTED: 7-1-1-1.

F. 1996-97 Budget Report by John Menton;
J. Menton distributed a preliminary FY '97 Balance Sheet reporting an end-of-year unreserved fund balance of $116,122 that will go back to the towns to reduce taxes. It was explained that the balance is the result of unanticipated revenues received from the State in the form of Catastrophic Aid and Kindergarten Aid. Encumbered funds and the Capital Reserve fund balance were also described. J. Menton expressed concern that the Food Service Program can't continue to operate in a deficit position. He informed the Board that he recommended to Don Swenson that he increase the price for all lunches ten cents, due to the increase in salaries and the cost for health benefits. Dr. Wheeler informed the Board that J. Menton will be exploring in the private sector the availability of contracted food service programs.

G. 1997-98 Budget Study Report by Dr. Wheeler;
Dr. Wheeler discussed with the Board a report prepared by the MRSD Administrative Team that forecasts spending patterns for the 1997-98 school year. The report reveals that a $232,000 spending deficit will be realized by the end of the year, if steps are not taken to offset or adjust current expenditures. Deficits were identified in the areas of health and dental insurance, salaries, construction services and Board services.

H. Infoline discussion by Kathy Holt;
K. Holt reviewed with the Board a report showing the frequency of school activities on the Keene Sentinel's Infoline. Most activity is with regard to school cancellations. She expressed appreciation to Peerless Insurance for sponsoring the District's participation.

I. Mt. Caesar land clearing proposal by Charlie Roosa;
C. Roosa described the work that needs to be done to provide for land clearing behind the Mt. Caesar School and as a result of the storm damage to trees on school property. He explained that the cost of the work would be offset by the sale of the harvested trees. C. Nolan MOVED: That the Board approve C. Roosa's recommendations; SECONDED: by G. White. VOTED: 9-0-0-1.

J. Superintendent Search Procedure and Process;
N. Callender recommended to the Board that a Search Committee be established consisting of administrators, teachers, board members and

private citizens. Dr. Wheeler will assist in the formation of the committee with at least two representative from each population.

K. Action on the Manifest;
L. Sicotte MOVED: That the Board approve the manifest dated August 19,1997 for $759,031.39 (Payroll Warrant #299, dated 7/29/97, $131,811.57; Payroll Warrant #300, dated 7/29/97, $63.94; Payroll Warrant #301, dated 8/11/97, $124,262.06; Payroll Warrant #302, dated 7/30/97, $49,835.51; Payroll Warrant #304, dated 8/13/97, $57,063.04; Payroll Warrant #306, dated 8/14/97, $2,057.00; Payroll Warrant #308, dated 8/15/97, 756.68; Payroll Warrant #310, dated 8/18/97, $170.52; Warrant #2, dated 8/19/97, $319,618.74 and Warrant #3, dated 8/19/97, $73,392.33); SECONDED: by C. Nolan. VOTED: 9-0-0-1.

K. Correspondence/announcements;
Dr. Wheeler distributed copies of the High School Student Handbook and the Elementary School Parents, Guide, a list of teachers receiving staff development reimbursements, and commented on the letter commending William Parkman and David Dahl for their support and participation during the week of Camp Takodah activities. He also spoke favorably of the student assessment activities at Troy and the report mailed to all parents and that the Emerson School is scheduled for a similar activity for the coming school year.

L. Sicotte requested information regarding correspondence between the Swanzey Selectmen and Dr. Wheeler pertaining to the placement of non resident students in the District's schools. Dr. Wheeler indicated he would review the matter.

SUPERINTENDENT'S REPORT:
Dr. Wheeler and the principals reported on plans for the preparation of the opening of schools. D. Bell reported that two classrooms that are a part of the renovation project will not be ready for use until the second week of school. D. Stockwell reported that he expects 1300 students competing for limited space and that a major effort for the year will be to address the recommendations of the accreditation report. Dr. Wheeler praised C. Roosa and his staff and the schools' custodians for the fine appearances of the schools. K. Holt described the activities and workshops planned for teachers prior to the opening of school.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the September 2nd agenda are:
1. Review of the Driver Education curriculum,
2. Internet Access Policy (First Reading)

NON PUBLIC SESSION:
At 9:35 PM, G. Bednarski MOVED: That the Board enter into non public session to discuss personnel, negotiations and legal issues; SECONDED: by G. White.

VOTED: 9-0-0-1 by a roll call vote. In attendance were Dr. Wheeler, K. Holt, and J. Menton.

Monadnock Regional School District

Monadnock Regional School Board Meeting
Wyman House, Swanzey Center
Tuesday, August 26, 1997

CALL TO ORDER:
The meeting was called to order at 6:00 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, John Menton, Business Manager, and Harry Gale, School Board's Negotiator. Also in attendance were June Donegan, Cheryl Kahn, Joanne Marchand, Anne Nichols and Marie Szymcik.

N. Callender advised the Board of the need for a non public session to discuss negotiations.

NON PUBLIC SESSION:
At 6:03 pm, L. Sicotte MOVED: That the Board enter into non public session to discuss negotiations; SECONDED: by G. White. VOTED: 10-0-0-0 by a roll call vote. In attendance were J. Menton and H. Gale.

The Board considered ratification of a proposed agreement reflecting all the agreements negotiated by the Board's Negotiating Committee with the Monadnock District Education Association for the 1996-98 school years.

At 7:26 pm, G. White MOVED: That the Board return to public session; SECONDED: by D. Gurian. VOTED: 10-0-0-0 by a roll call vote.

G. White MOVED: That the Board vote to ratify the contract as presented and to authorize the Chairperson to sign the agreement on behalf of the Board; SECONDED: by D. Gurian. VOTED: 7-3-0-0.

Three copies of the agreement were signed by Nancy Callender, Board Chairperson, and Association members June Donegan, Cheryl Kahn, Joanne Marchand, Anne Nichols and Marie Szymcik.

ADJOURNMENT:
At 7:35, J. Fiderio MOVED: To adjourn the meeting; SECONDED: by J. Fallon. VOTED: 10-0-0-0.

Respectfully submitted,

John M. Menton

John M. Menton

Monadnock Regional School District

Monadnock Regional School Board Meeting
Roxbury Town Hall, Roxbury, NH
September 2, 1997

CALL TO ORDER:
The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were John Menton, David Bell, Curt Cardine, Lil DeCoste, David Mousette, Dan Stockwell, Betty Tatro, Joanne Marchand, and Diane Elkavitch.

CONSENT AGENDA:
G. White MOVED: That the Board minutes of August 19, 1997 be approved as written; SECONDED: by J. Fallon. DISCUSSION: Commenting on the report of the discussion regarding the decision of the Facilities Committee to recommend the MacMillin Company, (See page 1, last item), C. Nolan indicated that the 7 to 8 percent fees were with regard to the architects fees. C. Nolan also noted that it should read Leon Watkins and not Lorna as shown in the minutes (See page 3, second item). VOTED: 10-0-0-0.

Dr. Wheeler reminded the Board that copies of the correspondence with the Swanzey Selectmen were included in the board packets. L. Sicotte requested that a letter regarding a parent and the Selectmen issue also be made available to the Board.

N. Callender referenced the Ingram Construction Co. letter of August 25, 1997 questioning whether they were given the same opportunity offered to other firms to present their fees. C. Nolan indicated that the Ingram Company was offered the same opportunity as the other contractors.
N. Callender informed the Board that if it had no further questions, she would direct the Facilities Committee to respond to the Ingram letter.
J. Fallon recommended to the Board that the proposed Internet Access Policy be adopted by the Board and that a report be submitted to the Board within six months following its adoption. J. Fallon MOVED: That the Internet Access Policy be approved for its First Reading; SECONDED: by G. White. VOTED: 10-0-0-0.

CITIZENS CONCERNS:
The Board heard the request of Mrs. Sandra Edwards that her granddaughter be allowed to attend the Mt. Caesar School. While Mrs. Edwards lives in Marlborough, she cares for granddaughter who lives in West Swanzey.
G. White MOVED: That the request be approved and that her bus stop be established at the corner of Route 12 and Flat Roof Rd.; SECONDED: by J. Fallon. VOTED: 9-0-1-0.

The Board heard the request of Mrs. Doreen Buckley that her daughter be

allowed to attend the Mt. Caesar School. She informed the Board that while she has moved to Winchester her daughter resides with her grandmother in West Swanzey five days of the week. B. Hamill MOVED: That the Board approve the request for one year; SECONDED: by D. Gurian. VOTED: 7-3-0-0.

D. Bell presented the request of Mr. and Mrs. Jeffrey Mattson, who recently moved to Surry from Swanzey, that her daughter Katie be allowed to continue to attend the Cutler School. G. White MOVED: That the Board approve the request; SECONDED: by B. Hamill. VOTED: 10-0-0-0.

STUDENT COUNCIL CONCERNS: None.

OTHER SCHOOL BOARD BUSINESS:

A. Board Committee Reports;

C. Nolan reported that the Facilities Committee will meet on Tuesday, September 9th at the Emerson School to discuss a draft of the architect's report and to plan to meet with the architects to discuss their report.

B. New Business Items;

N. Callender announced that an Open House will be held on September 13th, 1-5 pm in celebration of moving into their new home. All were invited.

C. Student Request to Attend MRHS;

G. White MOVED: That the Board approve the request of Kirsten Drake to attend her senior year at MRHS, tuition free; SECONDED: by D. Gurian. DISCUSSION: D. Stockwell spoke in support of the request noting that similar requests have been approved in the past for those students who were no longer a resident of the District. The Board was advised that transportation would be provided at no expense to the District. VOTED: 10-0-0-0.

L. Sicotte asked the administration if teachers who live outside of the District and whose children are permitted to attend schools in the District are eligible to receive a tax benefit. After some discussion, N. Callender asked the administration to obtain a response to the question.

G. Bednarski asked if there was any further progress regarding the number of out-of-district students attending schools in the MRSD. Dr. Wheeler indicated that he is still working on an update.

D. Driver Education Curriculum and Safety Related Topics;

Dr. Wheeler informed the Board that he met with Gerry Holmes, Driver Education Instructor, to discuss the question of high speed driving instruction on interstate highways as part of the curriculum. Dr. Wheeler displayed copies of textbooks used by G. Holmes and referred to the Board's packet of information regarding the Driver Education Curriculum, and noted that high speed driving is not required. The question for the need for high speed driver instruction being critical was debated. It was argued that most locally reported accidents causing serious injury or fatalities are related to a combination of alcohol and speeding, and occur on town or state roads. It was explained that parents pay two-thirds the cost for Driver Education fees and the District pays the balance.

E. Educational Master Bonus Pool Discussion;
N. Callender opened the discussion of a concept to provide a financial incentive to teachers who obtain an advanced degree in education and are committed to "life-long learning". Dr. Wheeler's notes to the Board presented the possibility of a Board policy to implement the concept as opposed to issue for negotiations. N. Callender described a time frame for the degree to be obtained within five years of being hired. G. White described a lump sum of $5,000 to be awarded upon receiving the degree. While all the principals spoke in support of the proposal, D. Stockwell cautioned against teachers being distracted from supporting school activities and attending to teaching responsibilities because of the additional time required for graduate studies. G. Bednarski expressed concern for the teachers with family responsibilities being unable to complete their studies within five years. Dr. Wheeler explained that other considerations for financial incentives have been put forth through the negotiations process of steps being added to the advanced degree salary schedule. N. Callender, asking for volunteers, recommended that a committee be formed to study the concept and be prepared to report back to the Board. Volunteers included, D. Gurian, B. Hamill, J. Fiderio, G. White, K. Holt and B. Tatro.

F. School Board Recorder Replacement Discussion;
Dr. Wheeler and J. Menton spoke in support of Sharon Turner to replace J. Menton, who is retiring in February, as the recorder of school board minutes. J. Menton noted that S. Turner serves as the School District Clerk and also keeps the minutes for the District's Budget Committee. G. White MOVED: That the Board approve Sharon Turner as the Board's Recorder; SECONDED: by J. Fallon. DISCUSSION: L. Sicotte suggested that the recorder should be a person other than a central office employee. VOTED: 8-2-0-0.

G. Set Board/Administrator District Goal Setting date/time;
D. Gurian MOVED: That the Board meet on Saturday, October 4, 1997, 8:30 am, at the Wyman House to discuss District Goals; SECONDED: by G. White. VOTED: 8-0-2-0.

H. Action on the Manifest;
B. Hamill MOVED: That the Board approve the manifest dated September 2, 1997 for $754,216.59 (Payroll Warrant, dated 7/13/97, $128,817.11; Payroll Warrant #303, dated 8/26/97, $368,673.54; Payroll Warrant #312, dated 8/27/97, $41,751.30; Payroll Warrant #314, dated 8/27/97, $1,692.37; and Warrant #4, dated 9/20/97, $213,282.27); SECONDED: by D. Gurian. VOTED: 9-0-0-1.

I. Correspondence/announcements;
L. Sicotte expressed concern regarding an article in the Keene Sentinel, dated Wednesday, August 27, 1997, entitled N.H. Board of Education wants to repeal ethics code. He expressed particular concern for having the State Board of Education imposing its will on local school districts. He asked that the Board be represented at a hearing on the proposed rule changes scheduled for September 16th at the Department of Education in Concord. A motion by L. Sicotte to send a representative failed to gain a second.

Dr. Wheeler informed the Board that the litigation regarding the Town of Troy and the Town of Fitzwilliam will be heard before the Supreme Court on Tuesday, October 7, 1997, at 1:30 pm, in Concord.

The Board received information regarding opening day attendence, a School Law Leadership Conference, and Staff Developement reimbursements

SUPERINTENDENT'S REPORT:
The Board received a Facilities Report submitted by the District's Administrative Team. Dr. Wheeler addressed the major elements of the report including a composite of the schools square footage, student capacity, and a report on the continuing facility needs for each school. Each school principal participated in the presentation focusing on the building needs for their school in more specific terms. Considerable attention was given to the needs of the Junior and Senior High School. D. Stockwell outlined a range of needs including, a multi purpose room for 7th and 8th grades, additional classrooms, and an enlarged performing arts facility. He described the construction of a middle school as the best solution to meeting the needs of the District and the high school. As an alternative, D. Stockwell proposed a building plan that would provide a separate facility for the junior high school on the existing site.
D. Gurian MOVED: That the Facility Committee look into the feasibility of a middle school; SECONDED: by B. Hamill. DISCUSSION: Opinions were expressed regarding the chances of a middle school being approved by the voters. Thoughts were expressed that an Educational Needs Committee should be formed to study the prospects for a middle school. C. Nolan MOVED TO AMEND: That the entire report be submitted to the Facilities Committee for consideration; SECONDED: by C. Starrett. VOTED: 4-2-4-0. After discussing various thoughts about voting on the original motion, all concerned parties agreed to withdrawing the original motion and the amendment. The Board continued to hear reports on the needs of the elementary schools. C. Nolan MOVED: That the Board refer the Facilities Report to the Facilities Committee to prioritize; SECONDED: by L. Sicotte. DISCUSSION: Reference was made again to the idea of forming an Educational Needs Committe. VOTED: 9-1-0-0. B. Hamill MOVED: That the Finance Committee update the funding of the Middle School Proposal; SECONDED: D. Gurian. VOTED: 6-2-2-0.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the September 16th agenda are:

1. Review of Board Committees assignments,
2. Teacher tax benefits, and
3. Out-of-district students.

NON PUBLIC SESSION:
At 9:30 pm, C. Starrett MOVED: That the Board enter into non public session to discuss personnel; SECONDED: by J. Fiderio. VOTED: 7-2-0-1 by a roll call vote. B. Hamill was not present to vote.

The administration present were excused for the evening.

The Board voted to seal the minutes.

At 10:45 PM, G. Bednarski MOVED: That the Board return to public session; SECONDED: by L. Sicotte. VOTED: 10-0-0-0.

ADJOURNMENT:
L. Sicotte MOVED: to adjourn; SECONDED: by J. Fiderio. VOTED 10-0-0-0.

Respectfully submitted,

John M. Menton

4 Whitcomb Road
East Swanzey, NH 03446
May 30, 1997

Ms. Nancy Callender, Chairperson
Monadnock Regional School Board, SAU 38
Monadnock Regional School District
Swanzey Center, NH 03446

Dear Ms. Callender:

I am writing in regard to the article I read in today's paper titled Monadnock school board member objects to 2 out-of-town students. In reading the article, I became enraged at what I learned and find it necessary to, at the very least, get my message across. I'm sure I speak for many of the district taxpayers when I speak my opinion. I have chosen to write to you and await what I would consider a reasonable explanation to the questions I will put forth in this letter. Depending upon the response I receive I will make the determination as to whether I feel it necessary to send a summary of my opinion to the Sentinel to be included in their letters to the editor page.

In this instance, I agree 100% with Larry Sicotte's opposition to allowing two out-of-town students to attend schools in our district tuition free. If the cost to educate a student in our district is between the figures of $4,700. and $5,200., as indicated in the article, let's use $4,950. as the average for the purposes of this discussion.

The high school junior, currently living in Keene, will cost the district taxpayers $9,900. at most, and possibly somewhat less depending upon whether or not he began the school year in one of the district towns and has since, during his junior year, moved to Keene. I completely understand his desire to want to finish his education in the school he has been attending. I also insist that if he wants to attend, his tuition must be paid. There may be circumstances that the general public is unaware of that compelled the board to allow this child to attend our district tuition-free, and if so, I would be interested to know what reason the board had to make the decision that it did.

I am horrified, however, that the other child that has been given "tuition-exempt" status is young enough that he/she is attending Mount Caesar School, and the article makes note that the child's mother is a teacher at the elementary school. One can't help but wonder if this, in and of itself, is the reason the child was accepted. If the child continues to attend our district schools, potentially it will cost us $64,350. from grades K-12 to educate this one child. This figure obviously doesn't account for inflation over the years and is based solely on the figures given in the paper for the cost of educating a child today.

The most disturbing aspect of this article is that Dr. Wheeler supposedly said that "bringing in two students, or even three or four every year, will not put the district over its budget". What, exactly, does this mean? Obviously, if this doesn't bring us over budget, it is clearly set at least $20,000. too high. If there are excess monies paid by the taxpayers that remain in the budget, I, personally, would not choose to spend that excess money to allow out-of-district students to attend our schools. There are far better ways to spend excess monies for the students residing in our own district. I actually question whether "budget" is even the correct terminology for what the Monadnock Regional School District is working with. In my opinion, a budget is a schedule that requires one to adjust expenses based on an estimated or fixed income. It seems that the schools, rather than living within a "budget", seem to set forth what they want to have available to spend in any given school year, and just expect to get it. Consequently, my taxes have increased dramatically since we moved here 6 years ago, and with two of us working white collar jobs and raising two children, we never seem to be able to get the little "extras" that everyone should be able to enjoy without feeling guilty about it. Gone are the days of stay-at-home moms. We are forced to go out into the work world and leave our children simply to have the great American dream of owning a home and raising a family. Nobody ever said that the price we'd pay for this "dream" would be so high, and not just in a monetary sense. I think I'll go to my boss next week and tell her that I can't possibly live comfortably within my current means and that I need a raise. After all, my "budget" isn't big enough for those things that I want. Do you really think I'll get that raise?

Apparently, what the board is doing isn't illegal, according to the article, as well as to state law. What happened to what's moral and ethical? Do you really think that the taxpayers would approve of this? We're all choking--but the board just keeps on approving out-of-district students to attend our district schools tuition-free, knowing that no state law is being broken. At least I won't have any sleepless nights worrying about whether my school board is "doing the right thing" from a "legal" point of view. I would like to know, however, which RSA, state statute and/or law governs the legality of this issue. I would certainly hope that a response to my queries would not be based on the fact that the school board isn't breaking any laws. In my estimation, that would be a very weak position for the board to take.

I also learn from this article that Monadnock has been making exceptions for out-of-district students for as long as Dr. Wheeler can remember. "This is not new," he said. "It's not particular to this board." Because it's not new, does it make it right? This statement indicates that because of "past practice", it's okay to continue doing so. I'd be curious to know how many students currently enrolled in the Monadnock Regional School District are out-of-district students and attend tuition-free. I would also like to know what grades these students are currently enrolled in. Has anyone ever considered changing the way things are done in our district? We need some progressive thinkers on the board who have the district taxpayers in mind and who will make responsible choices about how our money is spent. Frankly, I find it hard to believe that the board members are district taxpayers and continue to make these irresponsible choices. It truly escapes me why this is so, and just leaves me shaking my head.

My husband and I are civically responsible individuals. We attend town meeting every year as well as school informational meetings. We learn about the issues surrounding our town, make educated decisions, and vote in each election. Although I realize school board meetings are open to the public, it is unreasonable to believe that the average taxpayers, who clearly must work to meet the incredible tax burden placed on them, can afford the time to attend each of these meetings as well as work full time and successfully raise a family. I personally feel that I do as much as possible to meet my civic obligations and do not want to make my family take a back seat because I am compelled to attend all of these meetings to find out what's going on in my district. Had this not been in the newspaper, I probably never would have known. The board was elected to make appropriate choices for all taxpayers. The operative word here is "elected", consequently change is very simple and only an election away. I generally do my best to understand a situation, but this one has me baffled. I cannot, in good conscience, sit back and let this one go. None of this, as written in the article, adds up to sound decision making with the district taxpayers in mind.

What the school board has done, both currently and in the past, has set our district up for disaster. By allowing out-of-district students to attend our schools tuition-free, past practice has been established. Where do you draw the line? What constitutes a good reason for this decision? Theoretically, we could sell our home in Swanzey and move to an area of New Hampshire with a much lower tax base, or even back to our home commonwealth of Massachusetts (no different than the child attending Mt. Caesar who resides in Vermont), and request that our children "finish" their schooling in this district and back up our request with sufficient reason. If my children were denied this opportunity, I would certainly use legal resources to fight for the rights of my children, citing past practice as the primary reason for my request not only being entertained, but approved. Do you see what could potentially happen if someone were to open "Pandora's Box"?

I would appreciate your response to my concerns. I feel that as a taxpayer, I am entitled to at least that. Thank you in advance for your time.

Sincerely,

Kathryn M. Wrona

cc: Dr. William Wheeler

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

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

June 5, 1997

Mrs. Donna Grover and son Mark
570 State Rt. 12 North
Surry, New Hampshire 03431

Dear Mrs. Grover and Mark:

This is to notify you that the Monadnock Regional School District Board acted to expel Mark from Monadnock Regional High School for a period of 365 days. The date that he may reenroll in the school is May 12, 1998.

This is a serious disruption to the regular flow of his public education. I suggest you visit with Kathy Holt of our SAU Office to review what is available in Home Schooling. She may be reached at the above telephone number.

If I may be any assistance on this matter please let me know.

Sincerely yours:

Bill Wheeler

cc: Dan Stockwell, MRHS Principal
Bill Prigge, MRSD Legal Counselor
Nancy Callender, MRSD Board Chair

Non-public Session

Donna Grover, mother of Mark Grover, is requesting to visit with the Board regarding Mark's expulsion from MRHS. The Board acted on the expulsion in June, 1997 (see attached notification letter). Mrs. Grover is petitioning to have Mark permitted enrollment at MRHS. She has requested that the meeting take place in Non-public Session. She was advised that the Chair would ask her that question and a response would be expected at that time. Therefore, you see the item listed under CITIZEN CONCERNS. She will have a psychologist/psychiatrist with her to testify on Mark's behalf. This seems not to be a legal issue but one for the Board to revisit an earlier decision. You have no legal obligation to extend a meeting to the parent for this purpose. So you may just say, no we are not going to allow this petition for a meeting, you may permit the parent to present her argument and not respond, or you may wish to establish a dialogue with the parent, support member(s), and administrators. You may see other options. I think the bottom line is that the choice is yours.

INDEPENDENT ELECTRONIC RESEARCH

Monadnock Regional School District Computer-Internet Policy

Statement of Policy Intent: July, 1997

Access to electronic information, online and from CD's, is essential in developing sound research skills in the preparation of students for employment and future study. In order to match electronics resources as closely as possible to the approved district curriculum, district personnel will review and evaluate these resources in order to offer "home pages" that comply with Board guidelines governing the selection of educational materials. Students may pursue the electronic research independent of staff supervision only if they have been granted permission from the library staff or supervising teacher.

INDEPENDENT ELECTRONIC RESEARCH

Student Responsibilities:

1.) Students must have this Internet policy agreement signed by themselves and their parent or guardian in order to access the Internet from school.

2.) Internet access will be limited to :

- A) Specific teacher assignments (presented in writing or on file with the library).
- B) Permission from the library staff or supervising teacher . In no case will a student access the Internet in a room without staff supervision.
- C) Students with a valid MRHS Internet Access Card.

3.) When using the Internet, students will

- A) not access sites that show obscene or pornographic images or language. Students will not enter any sites that have a warning of adult material, regardless of the student's age.
- B) not access "chat" rooms.
- C) will abide by the rules of behavior in the student handbook, including the restraint of using obscene, abusive, profane or threatening language.
- D) tudents and their parents will assume the full liability of legal, financial and c criminal consequences of any transactions that a student may attempt on the Internet.

4.) Disciplinary Action: (Note - Any action that is criminal in nature will be reported to local authorities..e.g. threatening a public official, illegal access to servers, illegal business transactions, etc...)

- A) First Offense of any of the above responsibilities will result in disciplinary action at the building level and loss of Internet access for a period of two weeks.
- B) Second Offense will result in parent notification and loss of Internet access for a period of one school year.
- C) Third Offense will result in the permanent loss of Internet privileges and parent notification.

I agree to the above policy and the responsibilities that are required:

_____ (student's signature) _____ (date)

As the parent or legal guardian of the above student, I agree to the responsibilities of the above policy and grant my permission for my son/daughter/trustee to have Internet access with the stated stipulations and responsibilities:

_____ (parent's signature) _____ (date)

BOARD COMMITTEES

Special committees may be created by the Board for special assignments.

When so created, such committees shall be appointed by the Chairman and shall terminate upon completing their assignments, or they may be terminated by a vote of the Board at any time.

ADVISORY COMMITTEES TO THE BOARD

The Monadnock Regional School Board should enlist citizen groups as needed to assist and counsel the Board, making certain that three principles are as follows:

1) citizen groups are broadly representative;
2) recommendations should be based on research and facts;
3) recommendations should be submitted to the School Board which alone has the authority to act upon them.

All appointments of citizens to advisory committees for the Board shall be made by the Board.

The Board shall have sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committee.

May 4, 1993

August 20, 1997

Dr. William Wheeler
600 Old Homestead Highway
East Swanzey, NH 03446

Dear Dr. Wheeler:

This fall I will be moving to Keene, NH from Surry, NH where I have lived all of my life. I have attended Monadnock Regional High School since seventh grade. I would like to spend my senior year at Monadnock though I will be a resident of the Keene school district.

I have grown emotionally attached to Monadnock High School, as I believe anyone would after spending five years at one school. Monadnock helped me to grow in many ways and enabled me to set and achieve many of my goals. I acquired numerous long lasting friendships with students and faculty members. I am very active in my school; I say "my school" in reference to Monadnock because I feel it is an important part of me and, hopefully, I will be a part of it. In past years, I served as president of my class and on the executive board of the student council. Next year I will serve as vice president of the student council. We had our first officers meeting last week. I had so much fun and am looking forward to the year to come. We plan to include more time for community service this year as I would like to give something back to the community that gave me so much. I participated in the Granite State Challenge and also as a member of the Drama Ensemble since ninth grade. I participated in numerous school plays and assistant directed the musical South Pacific last year. I would like to assistant direct at Monadnock again. I was in the choir in last year's Christmas Show and, this coming year, am chosen to be part of the Show Choir. Academically, I am an enthusiastic student in honors and advanced placement classes since ninth grade. I qualified for Advanced Placement Senior English next year.

I have been part of Monadnock for so long, I can't imagine spending my senior year anywhere else. Earlier this year some of my friends and I were talking about our Senior year and how it will be our final Christmas Show, play, year on Student Council, Show Choir, and Chorus. It is my last year with my friends and teachers in the school I have grown to love. I very much want to spend this year at Monadnock before I venture forth into the world to make my own way in life.

Sincerely,

Kristin Drake

Kristin Drake
264 Pond Rd
Surry, N.H. 03431

copy sent to
Dr. Wheeler
8/25/97

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
Sept 2, 1997

MEETING AT
Roxbury Town Hall, Roxbury

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business
     1) Correspondence with Selectmen Offices on ADM issue
     2) Contractor's question of Board action on selection process
     3) Internet Access Policy

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Student request to attend MRHS (see attachment)
   - d. Driver's Education Curriculum and Safety related topics. (see attachment)
   - e. Educational Master's Bonus Pool discussion.
   - f. School Board recorder replacement discussion.
   - g. Set Board/administrator District Goal Setting date/time. (see attachment)
   - h. Action on the Manifest.
   - i. Correspondence/announcement.

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Facilities report on accomplishments and needs

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: August 27, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

The beginning is the most important part of the the work.
Plato -- The Republic

And so, the students begin the school year. They are hopeful, expectant, anxious, and needing. The staff begins the year better prepared to meet them. As any respectable teacher knows the beginning is the most important part of the work.

1.b.1) This is correspondence received and sent to Selectmen Offices concerning the ADM out-of-district students. If you have any questions or concerns with this material please let me know.

1.b.2) Ingram's letter is attached for your review. It very well speaks for itself.

1.b.3) The Policy Committee is to meet for discussion on this policy. If that occurs prior to the Roxbury meeting the policy will be presented for its first reading.

4.c. The attached letter is self-explanatory.

4.d. Attached are a copy of Unit outlines, Drivers Instructions, parents letter, and Driver Education Assignment Sheet. Mr. Holmes advised me that these communication documents are shared with all students. Not all students take or complete the Drivers Education Course. I have a copy of the Textbook and the State of New Hampshire: Driver's Manual. Mr. Holmes advised me that Interstate driving was not a part of the course requirements; however, he did practice on ramp - off ramp driving techniques on some of the bypasses in the community.

4.e. The Board wishes to discuss the Master's Degree bonus pool. The District Goal is to: "Encourage staff to serve as life-long learner models to community, parents, and students." Elements are: 1) Create a fiscal Bonus Pool for teachers to enter or complete a Master's Degree program in education, 2) to permit five years after being hired to the District or five years after the institution of a policy addressing this issue is passed by the Board, and 3) not include this in the negotiations process. Elements are tentative.

4.f. Mr. Menton will be leaving. He believes, and I concur, it would be advisable to relieve him of the Board recorder/minute taker responsibility. Based on the experience we have had with Sharon Turner, I would recommend her nomination to this position.

4.g. Usually we have set a Saturday morning to review, revise or construct new District Goal statements. Some times the Board has reviewed and acted on the goals at a regular meeting. You will need to decide if the present goals need major or minor revision work.

5.a. The MRSD Adm Team has met on several occasions to discuss facility needs. We will present a list of accomplishments over the past four years with anticipation of this year and some hope for next year, the last year of the five year plan. Also, we will present our perception of the facility needs at the present time. The Board is preparing for the next five year plan and it is our hope that this information will assist you in designing that plan.

Monadnock Regional School District

Monadnock Regional School Board Meeting
Roxbury Town Hall, Roxbury, NH
September 2, 1997

CALL TO ORDER:
The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were John Menton, David Bell, Curt Cardine, Lil DeCoste, David Mousette, Dan Stockwell, Betty Tatro, Joanne Marchand, and Diane Elkavitch.

CONSENT AGENDA:
G. White MOVED: That the Board minutes of August 19, 1997 be approved as written; SECONDED: by J. Fallon. DISCUSSION: Commenting on the report of the discussion regarding the decision of the Facilities Committee to recommend the MacMillin Company, (See page 1, last item), C. Nolan indicated that the 7 to 8 percent fees were with regard to the architects fees. C. Nolan also noted that it should read Leon Watkins and not Lorna as shown in the minutes (See page 3, second item). VOTED: 10-0-0-0.

Dr. Wheeler reminded the Board that copies of the correspondence with the Swanzey Selectmen were included in the board packets. L. Sicotte requested that a letter regarding a parent and the Selectmen issue also be made available to the Board.

N. Callender referenced the Ingram Construction Co. letter of August 25, 1997 questioning whether they were given the same opportunity offered to other firms to present their fees. C. Nolan indicated that the Ingram Company was offered the same opportunity as the other contractors.
N. Callender informed the Board that if it had no further questions, she would direct the Facilities Committee to respond to the Ingram letter.
J. Fallon recommended to the Board that the proposed Internet Access Policy be adopted by the Board and that a report be submitted to the Board within six months following its adoption. J. Fallon MOVED: That the Internet Access Policy be approved for its First Reading; SECONDED: by G. White. VOTED: 10-0-0-0.

CITIZENS CONCERNS:
The Board heard the request of Mrs. Sandra Edwards that her granddaughter be allowed to attend the Mt. Caesar School. While Mrs. Edwards lives in Marlborough, she cares for granddaughter who lives in West Swanzey.
G. White MOVED: That the request be approved and that her bus stop be established at the corner of Route 12 and Flat Roof Rd.; SECONDED: by J. Fallon. VOTED: 9-0-1-0.

The Board heard the request of Mrs. Doreen Buckley that her daughter be

allowed to attend the Mt. Caesar School. She informed the Board that while she has moved to Winchester her daughter resides with her grandmother in West Swanzey five days of the week. B. Hamill MOVED: That the Board approve the request for one year; SECONDED: by D. Gurian. VOTED: 7-3-0-0.

D. Bell presented the request of Mr. and Mrs. Jeffrey Mattson, who recently moved to Surry from Swanzey, that her daughter Katie be allowed to continue to attend the Cutler School. G. White MOVED: That the Board approve the request; SECONDED: by B. Hamill. VOTED: 10-0-0-0.

STUDENT COUNCIL CONCERNS: None.

OTHER SCHOOL BOARD BUSINESS:

A. Board Committee Reports;

C. Nolan reported that the Facilities Committee will meet on Tuesday, September 9th at the Emerson School to discuss a draft of the architect's report and to plan to meet with the architects to discuss their report.

B. New Business Items;

N. Callender announced that an Open House will be held on September 13th, 1-5 pm in celebration of moving into their new home. All were invited.

C. Student Request to Attend MRHS;

G. White MOVED: That the Board approve the request of Kirsten Drake to attend her senior year at MRHS, tuition free; SECONDED: by D. Gurian. DISCUSSION: D. Stockwell spoke in support of the request noting that similar requests have been approved in the past for those students who were no longer a resident of the District. The Board was advised that transportation would be provided at no expense to the District. VOTED: 10-0-0-0.

L. Sicotte asked the administration if teachers who live outside of the District and whose children are permitted to attend schools in the District are eligible to receive a tax benefit. After some discussion, N. Callender asked the administration to obtain a response to the question.

G. Bednarski asked if there was any further progress regarding the number of out-of-district students attending schools in the MRSD. Dr. Wheeler indicated that he is still working on an update.

D. Driver Education Curriculum and Safety Related Topics;

Dr. Wheeler informed the Board that he met with Gerry Holmes, Driver Education Instructor, to discuss the question of high speed driving instruction on interstate highways as part of the curriculum. Dr. Wheeler displayed copies of textbooks used by G. Holmes and referred to the Board's packet of information regarding the Driver Education Curriculum, and noted that high speed driving is not required. The question for the need for high speed driver instruction being critical was debated. It was argued that most locally reported accidents causing serious injury or fatalities are related to a combination of alcohol and speeding, and occur on town or state roads. It was explained that parents pay two-thirds the cost for Driver Education fees and the District pays the balance.

E. Educational Master Bonus Pool Discussion;
N. Callender opened the discussion of a concept to provide a financial incentive to teachers who obtain an advanced degree in education and are committed to "life-long learning". Dr. Wheeler's notes to the Board presented the possibility of a Board policy to implement the concept as opposed to issue for negotiations. N. Callender described a time frame for the degree to be obtained within five years of being hired. G. White described a lump sum of $5,000 to be awarded upon receiving the degree. While all the principals spoke in support of the proposal, D. Stockwell cautioned against teachers being distracted from supporting school activities and attending to teaching responsibilities because of the additional time required for graduate studies. G. Bednarski expressed concern for the teachers with family responsibilities being unable to complete their studies within five years. Dr. Wheeler explained that other considerations for financial incentives have been put forth through the negotiations process of steps being added to the advanced degree salary schedule. N. Callender, asking for volunteers, recommended that a committee be formed to study the concept and be prepared to report back to the Board. Volunteers included, D. Gurian, B. Hamill, J. Fiderio, G. White, K. Holt and B. Tatro.

F. School Board Recorder Replacement Discussion;
Dr. Wheeler and J. Menton spoke in support of Sharon Turner to replace J. Menton, who is retiring in February, as the recorder of school board minutes. J. Menton noted that S. Turner serves as the School District Clerk and also keeps the minutes for the District's Budget Committee. G. White MOVED: That the Board approve Sharon Turner as the Board's Recorder; SECONDED: by J. Fallon. DISCUSSION: L. Sicotte suggested that the recorder should be a person other than a central office employee. VOTED: 8-2-0-0.

G. Set Board/Administrator District Goal Setting date/time;
D. Gurian MOVED: That the Board meet on Saturday, October 4, 1997, 8:30 am, at the Wyman House to discuss District Goals; SECONDED: by G. White. VOTED: 8-0-2-0.

H. Action on the Manifest;
B. Hamill MOVED: That the Board approve the manifest dated September 2, 1997 for $754,216.59 (Payroll Warrant, dated 7/13/97, $128,817.11; Payroll Warrant #303, dated 8/26/97, $368,673.54; Payroll Warrant #312, dated 8/27/97, $41,751.30; Payroll Warrant #314, dated 8/27/97, $1,692.37; and Warrant #4, dated 9/20/97, $213,282.27); SECONDED: by D. Gurian. VOTED: 9-0-0-1.

I. Correspondence/announcements;
L. Sicotte expressed concern regarding an article in the Keene Sentinel, dated Wednesday, August 27, 1997, entitled N.H. Board of Education wants to repeal ethics code. He expressed particular concern for having the State Board of Education imposing its will on local school districts. He asked that the Board be represented at a hearing on the proposed rule changes scheduled for September 16th at the Department of Education in Concord. A motion by L. Sicotte to send a representative failed to gain a second.

Dr. Wheeler informed the Board that the litigation regarding the Town of Troy and the Town of Fitzwilliam will be heard before the Supreme Court on Tuesday, October 7, 1997, at 1:30 pm, in Concord.

The Board received information regarding opening day attendence, a School Law Leadership Conference, and Staff Developement reimbursements

SUPERINTENDENT'S REPORT:
The Board received a Facilities Report submitted by the District's Administrative Team. Dr. Wheeler addressed the major elements of the report including a composite of the schools square footage, student capacity, and a report on the continuing facility needs for each school. Each school principal participated in the presentation focusing on the building needs for their school in more specific terms. Considerable attention was given to the needs of the Junior and Senior High School. D. Stockwell outlined a range of needs including, a multi purpose room for 7th and 8th grades, additional classrooms, and an enlarged performing arts facility. He described the construction of a middle school as the best solution to meeting the needs of the District and the high school. As an alternative, D. Stockwell proposed a building plan that would provide a separate facility for the junior high school on the existing site. D. Gurian MOVED: That the Facility Committee look into the feasibility of a middle school; SECONDED: by B. Hamill. DISCUSSION: Opinions were expressed regarding the chances of a middle school being approved by the voters. Thoughts were expressed that an Educational Needs Committee should be formed to study the prospects for a middle school. C. Nolan MOVED TO AMEND: That the entire report be submitted to the Facilities Committee for consideration; SECONDED: by C. Starrett. VOTED: 4-2-4-0. After discussing various thoughts about voting on the original motion, all concerned parties agreed to withdrawing the original motion and the amendment. The Board continued to hear reports on the needs of the elementary schools. C. Nolan MOVED: That the Board refer the Facilities Report to the Facilities Committee to prioritize; SECONDED: by L. Sicotte. DISCUSSION: Reference was made again to the idea of forming an Educational Needs Committe. VOTED: 9-1-0-0. B. Hamill MOVED: That the Finance Committee update the funding of the Middle School Proposal; SECONDED: D. Gurian. VOTED: 6-2-2-0.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the September 16th agenda are:

1. Review of Board Committees assignments,
2. Teacher tax benefits, and
3. Out-of-district students.

NON PUBLIC SESSION:
At 9:30 pm, C. Starrett MOVED: That the Board enter into non public session to discuss personnel; SECONDED: by J. Fiderio. VOTED: 7-2-0-1 by a roll call vote. B. Hamill was not present to vote.

The administration present were excused for the evening.

The Board voted to seal the minutes.

At 10:45 PM, G. Bednarski MOVED: That the Board return to public session; SECONDED: by L. Sicotte. VOTED: 10-0-0-0.

ADJOURNMENT:
L. Sicotte MOVED: to adjourn; SECONDED: by J. Fiderio. VOTED 10-0-0-0.

Respectfully submitted,

John M. Menton

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
Sept 16, 1997

MEETING AT
Monadnock Regional High School, Swanzey Center

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business
     1) Patron's letter on ADM issue

2. **7:10 P** CITIZEN CONCERNS: Parent's request for Board reconsideration of student expulsion order

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Internet Access Policy, second reading (see attached)
   - d. Committees and charges since July 1, 1997 (see attached)
   - e. Student's attending out-of-area and out-of-district in MRSD
   - f. Procedure for hiring a Director of Maintenance and Grounds (proposed) (see attached)
   - g. MRSD Budget Preparation Schedule for your action (see attached)
   - h. Action on the Manifest.
   - i. Correspondence/announcement.

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Teacher respect in the classroom - presented by Adm Team

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

Margaret Sullivan, *Assistant Superintendent*
John M. Menton, *Business Manager*
Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD Board Members
Date: September 10, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

Life is short, art long, opportunity fleeting, experience treacherous, judgment difficult.
-- Hippocrates, Aphorisms

Aphorism - a short sentence stating a basic truth. Now tell me what a basic truth is. Is it different from any other truth? Language is wonderful.

1.b.1) This is the letter which was requested at the last meeting.

2. This request shall be presented under NON PUBLIC SESSION.

4.c. This is self-explanatory.

4.d. A copy of the current Board Policies and Board Committees is attached for your review. The charges and assignments will require your input and some of my research. I thought the information was readily available from past work. Unfortunately, it is not and must be generated. Therefore, I will attempt to generate that info before the meeting and have it ready for your review and reaction.

4.e. This will be ready for your information. Promise.

4.f. Charlie has announced that he will be leaving us on Dec. 1, 1997. A procedure for hiring a replacement is presented for your review and action.

4.g. One more time. This calendar has been presented to Mr. Prigge for his review. John has had an opportunity to review it. To the best of my knowledge it does "fit" the current SB 2 law.

5.a. I do not have an outline nor a description of the program at this time. The principals have assured me that they will be ready for the presentation.

Monadnock Regional School District

Monadnock Regional School Board Meeting
Monadnock Regional High School, Swanzey Center
Tuesday, September 16, 1997

CALL TO ORDER:
The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Brian Russell and John Dick, Student Representatives, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were John Menton, David Bell, Karen Craig, Lil DeCoste, David Mousette, Betty Tatro, Joanne Marchand, Diane Elkavitch, and Sharon Turner.

CONSENT AGENDA:
G. White MOVED: That the Board minutes of September 2, 1997 be approved as written; SECONDED: by D. Gurian. VOTED: 9-0-0-1.

D. Gurian MOVED: That the Board minutes of August 26, 1997 be approved as written; SECONDED: by G. White. VOTED: 9-0-0-1. J. Fallon was not present to vote.

Following L. Sicotte's concern regarding the flow of school board correspondence, Dr. Wheeler discussed briefly the procedure for copying his correspondence to school board members.

Sharon Turner was introduced as J. Menton's replacement for recording school board minutes.

Dr. Wheeler requested Board action on adopting Interscholastic Athletic Eligibility Policy (IGDJA) as revised. The change addresses particularly the eligibility of 7th and 8th grade students. To clarify questions regarding the eligibility of home schooling students, Dr. Wheeler explained that another policy deals with that issue. G. White MOVED: That the Board accept the policy as written for its first reading; SECONDED by B. Hamill. VOTED: 7-1-1-1.

CITIZENS CONCERNS:
Mrs. Donna Grover requested that the Board reconsider its previous action on the expulsion of her son, Mark. N. Callender advised Mrs. Grover that the Board would have to first vote to reconsider its action before hearing her appeal. G. Bednarski, qualifying that he voted for expulsion, MOVED: That the Board reconsider its decision to expel Mark Grover; SECONDED: by D. Gurian. VOTED: 7-0-3-0. Mrs. Grover requested that the hearing be held in non public session. N. Callender explained that the Board would be going into non-public session to discuss reconsideration and not for the purpose of conducting a hearing.

At 7:22 pm, B. Hamill MOVED: That the Board go into non-public session; SECONDED: by G. Bednarski. VOTED: 8-1-1-0 by a roll call vote. N. Callender requested that the record show that L. Sicotte voted "no" and that J. Fallon abstained. Everyone was excused from the meeting except Dr. Wheeler, J. Menton and S. Turner.

The Board discussed the idea of reconsideration, an appeals process and the availability of options for educational opportunities other than returning to MRHS. At 7:35 pm, G. White MOVED: That the Board return to public session; SECONDED: by D. Gurian. VOTED: 10-0-0-0.

G. White MOVED: That the Board reconsider its action regarding Mark Grover; SECONDED: by B. Hamill. VOTED: 0-7-3-0.

N. Callender explained to Mrs. Grover that she can appeal the Board's decision to the State Board of Education and advised that she contact Dr. Wheeler for direction.

STUDENT COUNCIL CONCERNS:
N. Callender introduced Brian Russell and John Dick as the new student representatives to the Board. She further advised them that they were not allowed to vote on Board motions, but can react to other board matters. She further explained that as representatives, they should be prepared to report on school events to the Board. Dr. Wheeler offered to meet with them and advise them on school board proceedings. J. Dick reported that the "Home Coming" would be held on Saturday, September 20th, 7:00 pm.

OTHER SCHOOL BOARD BUSINESS:
A. Board Committee Reports;
C. Nolan reported that the Facilities Committee met on September 10th at the Emerson School with the architects and Neil Ackley of MacMillin Company to review three options and preliminary drawings for the Emerson project. He reported that the District does not have the option to receive building aid for the construction of a new kindergarten classroom. The history of the leasing of school property to the Town of Fitzwilliam for recreational purposes has also been reviewed by the Committee and forwarded to Wm. Prigge for review.

The Negotiations Committee will be meeting with the Teachers Association on Monday, September 22nd, at the Wyman House.

D. Gurian reported that the Communications Committee met and determined that planning for the Deliberative Session of the Annual Meeting is a major priority. A diagram showing a communication model adopted by the Committee was distributed.

N. Callender reported that the Finance Committee met with Dr. Wheeler and J. Menton to discuss various options for funding the Emerson Project. She explained that the Committee will be making a recommendation to the whole Board within the time frame of developing the '98-'99 budget.

B. New Business Items;
Dr. Wheeler presented David Matteson's request for a one day a month, unpaid leave of absence to continue his association with the Reading Recovery program. L. Decoste expressed support for the request. G. White MOVED: That the request be approved; SECONDED: by D. Gurian. VOTED: 8-1-1-0.

Dr. Wheeler advised the Board of the New Hampshire Insurance Trust's Annual Meeting.

Dr. Wheeler distributed information regarding the support for, or the submission of proposed resolutions to the NHSBA. This item will be included on the next meeting's agenda.

C. Internet Access Policy, Second Reading;
D. Gurian MOVED: That the Internet Access Policy be adopted for its Second Reading; SECONDED: by G. White. VOTED: 9-0-1-0.

D. Committees and Charges Since July 1, 1997;
Dr. Wheeler distributed Board policies affecting the formation of Board committees and advisory committees, and a membership list of current board committees, advisory committees and board representatives.

E. Students Attending Out-Of-Area and Out-Of-District in MRSD;
Dr. Wheeler submitted a revised list of students who reside in one attendance area in the District and attend a school in another District attendance area. Out-of-District students who attend school in the District were also included in the listing.

F. Procedure for Hiring a Director of Maintenance and Grounds;
Dr. Wheeler submitted a proposal for hiring a replacement for C. Roosa, Director of Maintenance and Grounds, who is retiring on December 1st. The position will be advertised by October 1st; candidates to be interviewed the week of November 10th, and with the selection of a candidate decided by November 17th. The replacement person would begin work on December 1st. A job description for the position was distributed to the Board. G. White MOVED: That the Superintendent be authorized to proceed with his proposal; SECONDED: by B. Hamill. VOTED: 10-0-0-0.

G. MRSD Budget Preparation Schedule;
Dr. Wheeler distributed for Board approval a 1998-1999 Budget preparation Schedule. The schedule includes a workshop day for the Board on November 1st, and November 21st for submitting the Board's budget to the Budget Committee. D. Gurian MOVED: That the Board approve the schedule; SECONDED: by B. Hamill. VOTED: 10-0-0-0.

H. Action on the Manifest;
J. Fallon MOVED: That the Board approve the manifest dated September 16, 1997 as presented for $1,017,084.15 (Payroll Warrant #305, dated 9/06/97, $376,780.91; Payroll Warrant #316, dated 9/10/97, $108,727.62; Warrant #5, dated 9/10/97, $49,625.28; Warrant #6, dated 9/16/97, $12,374.80; and Warrant #7, dated 9/16/97, $469,575.55); SECONDED: by D. Gurian. VOTED:

10-0-0-0.

I. **Correspondence/announcements;**
Dr. Wheeler distributed corrected policies for board member's policy manuals. K. Holt informed the Board that the District's Pre Engineering Grant was not approved, but were encouraged to apply again next year.

An information sheet regarding the support for school improvement by the AASA was distributed.

Kathy Roberts expressed her appreciation to the Board for her gift recognizing for her thirty-five years of teaching in the District.

SUPERINTENDENT'S REPORT:
Dr. Wheeler and the elementary school principals discussed and described some of the elementary schools' efforts to address the issue of the lessening of student respect for teachers in the classroom. This was a concern raised by G. Bednarski and discussed by the Board at a previous meeting. A central theme expressed by all the principals is that behavior of students in public schools reflect our society as a whole. D. Bell described some criminal and violent events recently reported in the local newspaper as evidence of the lack of respect shown in the adult community. Others spoke of the effort to initiate a "Social Curriculum" in their schools for the purpose of making the school setting a place to develop and improved school and community social attitudes and skills. Some of the strategies described were the scheduling of morning classroom meetings planned to teach children to care for each another, and planned organized play so to stress the importance of rules and proper behavior. D. Mousette explained that character building is a prerequisite for moral strength and showing respect for others. D. Mousette asked that he be allowed to extend his presentation to when the Board meets at the Surry School in October. D. Stockwell and C. Cardine will continue with the administration's report at the next meeting of the board as well.

SETTING THE NEXT MEETING'S AGENDA:
Items to be included on the October 7th agenda are:

1. NHSBA Resolutions,
2. D. Mousette, "Character Counts", and
3. Respect in the Classroom, D. Stockwell and C. Cardine.

NON PUBLIC SESSION:
At 8:28 PM, D. Gurian MOVED: That the Board enter into non public session to discuss personnel matters; SECONDED: by G. White. VOTED: 8-2-0-0 by a roll call vote. Voting "No" were C. Nolan and L. Sicotte. K. Holt, J. Menton and S. Turner were excused.

The Board discussed the process for renegotiating Dr.Wheeler's contract.

At 8.45 PM, G. Bednarski MOVED: That the Board return to public session; SECONDED: by L. Sicotte. VOTED: 10-0-0-0.

ADJOURNMENT:
L. Sicotte MOVED: to adjourn; SECONDED: by G. White. VOTED 10-0-0-0.

Respectfully submitted,

John M. Menton

Castor, Jessica - Lee

Sept. 22, 97

Mr. Stockwell

I am writing this letter in regards to my two daughters, Sue-Anne Castor and Jessica-Lee Castor. They went to your school for two and a half years, up until last summer. Our house that we were living in was sold and we were forced to move. We had no place to go so my family was split. Each one of my children were staying with different friends, and me and my husband were staying in a one room place. I was turned into the state because of the children being split up. We were forced to move to Winchester with some friends. I still have a mailing in West Swanzey, because we still have plans to move back to the Monadnock School district just as soon as we find a place.

There are six of us. My husband, David, was out of work for 4½ months. We are trying to save to find another place. We are currently staying in a small three room apartment. My children are very unhappy. They don't like the school here because they are constantly being picked on because they come from your school.

Sue-Anne is having a lot of problems with work and can't seem to get the

Please see other side for additional information and/or comments..

help she needs. When my children first entered your school, they had every bad attitude towards school and hated it, especially Sue-Anne. She was either suspended, in school suspention, or in detention. She spent a great deal of time in Mr. Gagne's office. By the end of the school year she was a total different kid. As time passed she got better and better. Her grades were even 100% better. She was getting honor roll all the times ~~(at that)~~ and at graduation she got an award for "The most improved student." They are coded with special needs, and I'm grateful for the help the teachers gave my children. Some of them went out of their way to give them extra help. I don't like the help that my children are getting at Thayer. They don't give them the special help they need. As well as the problems they are having at the school. I am concerned about their needs. The won't and can't get the help that they got at your school. They are tormented with the memories of things that happened to them here when they were younger.

Please help if you can.

Thank you

Julie A. Castor
P.O. Box 480
W. Swanzey, NH
03469

(603) 239-7552

Please see other side for additional information and/or comments.

29 Memorial Drive
Troy, NH 03465
September 26,1997

Mrs. Nancy Callender, Chair
Monadnock Regional School District School Board

To the Board:

We are requesting permission to transfer our son, Jason Hart to the Emerson School in Fitzwilliam, effective immediately. Jason is currently in the third grade at the Troy Elementary School.

I am employed at the Emerson School as an Instructional Assistant. As I am regularly attending to duties and meetings both before and after school hours, child care in Troy is difficult. This problem could be alleviated if Jason were attending school in Fitzwilliam.

We will take full responsibility for transportation to and from school.

Mrs. Craig and Mr. Cardine have both given us their support in our decision and Dr. Wheeler has been notified of this situation by Mr. Cardine.

Thank you in advance for your attention in this matter.

Sincerely,

Nancy and David Hart

Sept. 17/97

To Whom It May Concern

Due to circumstances beyond my control I was forced to move out of the MRHS school district.

I'v lived in this district since 4th grade and would like to graduate with my class in June of 1998

My grades are average academically and I haven't been a discipline problem.

I appreciate any consideration you give to this request.

Sincerely,
Joe Godwin

To: Monadnock Regional School Board
From: David J. Mousette
Date: September 16, 1997
Re: Teacher Respect in the Classroom

Dear Board Members,

The importance of respect can not be underestimated when we look at the overall success of our profession. It is the respect that develops between student to student, student to educator, educator to student, educator to educator, as well developed between the educational institution and the community, that I feel is the cornerstone of our endeavors.

More important than respect, though, is developing students with sound character. What is character? Character is moral strength. A person of character does the right thing for the right reason. A person of character knows the difference between right and wrong, always tries to do what is right, even when no one is looking.

"Character is the foundation stone upon which one must build to win respect. Just as no worthy building can be erected on a weak foundation, so no lasting reputation worthy of respect can be built on weak character. Without character all efforts to attain dignity is superficial, and results are sure to be disappointing." R.C. Samsel

In the Northern Schools, we have incorporated a program called "Character counts". It is based upon six pillars of character;
1. Trustworthiness, 2. Respect, 3. Responsibility, 4. Fairness, 5. Caring, and 6. Citizenship

This program was brought to my attention by some teachers. After doing some research, Joe Smith, MRJRHS Counselor, helped us obtain the program through the Drug & Alcohol Grant (Title IV) monies.

Character education clearly identifies specific attitudes, habits, instincts, and predispositions deemed to be virtues. It sets up objective criteria of virtue and encourages youngsters to adopt them as ground rules for life. (i.e. telling the truth, being polite, sharing, etc.)

We would like to share with the board, during the first part of the October 7th Surry board meeting, an exercise used to help implement this program. In an effort to enlighten the board on how we are dealing with these important topics, we request to be placed on the Agenda right after "Citizen's Concerns". Cindy Edson, Northern Schools' Counselor, will be leading this activity.

Thank you for the opportunity to share this program with the board.

Sincerely,
David J. Mousette
David J. Mousette

District Educational Improvement Planning Committee, June, 1996

first	last	Association	expertise	town
Corianne	Babonis	Monadnock Regional High School	Senior, MRHS	E. Swanzey, NH 03446
Laura	Barrett	Surry Resident	Alumni, former Board member	Surry, NH 03431
Wayne	Cotton	Cheshire Center for Technology	Cheshire Center	Keene, NH 03431
J.E.F.	Craig	Cheshire County YMCA	Cheshire County, YMCA	Keene, NH 03431
Heidi	Flanders	Monadnock Regional High School	Senior, MRHS	E. Swanzey, NH 03446
Sheila	Foote	DCYF	DCYF/former board member	Keene, NH 03431
Mary	Fosher	Surry Resident	Former staff member/parent	Surry, NH 03431
Jane	Freund	W. Swanzey Resident	Parent	W. Swanzey, NH 03469
Dr. Mark	Funk	Roxbury Resident	Medical professional/parent	Roxbury, NH 03431
Bill	Hamill	MRSD School Board	School Board member	W. Swanzey, NH 03469
Diane	Hardy	Itinerant Teacher	Teacher/Curriculum Coordinating Team	W. Swanzey, NH 03469
Len	Harrison	Boy Scouts of America	Boy Scouts of America/parent	E. Swanzey, NH 03446
Ken	Jue	Monadnock Family Services	Monadnock Family Services	Keene, NH 03431
Joan	Knight	Fitzwilliam Selectman	Fitzwilliam selectman	Fitzwilliam, NH 03447
Mike	Neylan	Budget Committee	Budget Committee member	Roxbury, NH 03431
Mary	Parker	Sullivan Resident	Original Board member/nurse	Sullivan, NH 03445
Ken	Relihan	Monadnock Regional High School	Social Studies Chairperson	E. Swanzey, NH 03446
Barbara	Richardson	NH State Representative	State Representative	Richmond, NH 03470
Deborah	Sawyer	Troy Resident	Parent	Troy, NH 03465
Ted	Smith	Troy Police Department	Police/D.A.R.E. officer	Troy, NH 03465
Curt	Cardine	District Administrator	District Administrator	Troy, NH 03465
Allison	Van Brocklin	RISE	RISE Program	Richmond, NH 03470
Joanne	Walsh	George Emerson Elementary	MRSD alumni/Instructional Assistant	Fitzwilliam, NH 03447
Tim	Woodbury	Monadnock Regional High School	MRHS graduate, 1997	E. Swanzey, NH 03446

9/29/97 Strategic Plan Disk, Committee folder "DEIP Committee Database1"

MONADNOCK REGIONAL SCHOOL DISTRICT

TIME TO REVIEW SCHOOL TIME

Summer, 1995

By: Dr. Bill Wheeler

Monadnock Regional School District has structured time as a constant toward student learning. Students attend school for 180 days per year for 5 1/2 hours to 6 hours per day, with some exceptions for summer school and activities. The rule is for all students to learn what they can in the scheduled time. If one student learns a task more quickly than another or conversely, if one student learns a task more slowly than another, both were accorded a similar amount of time. The result is all too painfully obvious, the quicker a student learns what is expected in school the better they do and the more slowly a student learns what is expected in school the worse they do. As time passes, the gap between what the two students' learner achievemens grows larger. In far too many cases the slower student gives up. In far too many cases the quicker student does not do as well as he/she could do if time were not the controlling factor. Consequently, time is the constant and learning is the variable. We need to develop a system which presents learning as the constant and time as the variable.

Experience, research, and common sense tell us that this system or the relationship between time and learning is wrong. The question is how do we make it right? This proposal presents one person's idea on how MRSD could address the issue of correcting the wrong.

Proposal:

A. Convene a meeting of concerned teachers, administrators, staff, students, parents, Board members, and Town representatives to discuss the issues.

B. The purpose of the meeting is to introduce the topic and receive input from the members.

C. Constitute a committee of:
   1) Two students; one ninth and one tenth grader
   2) Two teachers; one elementary and one secondary

3) Two administrators; one elementary and one secondary
4) Two parents; one of an elementary student and one of a secondary student
5) Two school board members
6) Co-Chaired by; Kathy Holt and Bill Wheeler.

D. Charge the committee to review the topic and report to the group mentioned in A. and then to the Board/community prior to the March, 1996 Annual Meeting.

E. The committee has the power to create sub-committees to research, analyze, and present recommendations on any part of the topic so directed.

F. The committee will remain in position until such time as the Board determines the changes proposed have adequately been implemented or the committee reports that the present structure is the best we can hope for and advises no changes.

G. The School Board will make decisions concerning the acceptance, modification, or rejection of recommendations made by this committee. The Board's decision making authority will be extended to the voters on any matters which affect the appropriation of monies to fund such changes.

MONADNOCK REGIONAL SCHOOL DISTRICT
STAFF ATTENDANCE REPORT
1996-1997
By: Dr. William V. Wheeler
August 19,1997

This is the first report on overall staff attendance for a given school year. It is possible because of the addition of a software program and Sharon Turner.

Non-certified staff's (non-teacher group) hours and days vary too greatly to afford an opportunity to provide a breakdown by percentage of days used for a single benefit or for them in total. The Certified Staff was calculated at full time employees for a 188 day contract.

Non-Certified Staff

Type	Days used
Bereavement(5 days) - - -	28 days
Emergency(3 days) - - - -	81.5 days
Personal (1 emergency day)	77 days
Sick Leave(10 days FT) - -	1000 days
total	1,185.5

Certified Staff -- 175 Staff @ 188 day contract = 32,900 contracted days

Type	Days used	% of contract days	Days allowed	% days allowed
Bereavement(5 days) - - -	59.5 days	0.18%	875	6.8%
Emergency(3 days) - - - -	66.5 days	0.20%	525	12.67%
Personal(1 day) - - - - -	90 days	0.27%	175	51.43%
Sick leave (10 days) - - -	727.5 days	1.91%	1750	35.37%
totals	843.5 days	2.56%	3325	25.37%

Monadnock Regional School District teachers attended to their professional responsibilities 97.44% of the contracted time.
They used 25.37% of the days allowed, by contract, for the four purposes described above.
Each teacher has a total of 19 days allowed.
The average number of days used per teacher was 4.82 days.

Professional leave days and Special leave days are not counted in this report.

September 14, 1997

Ms. Cathy O'Brien
c/o Monadnock Regional High School
Old Homestead Highway
Swanzey, NH 03446

Hola Señorita O'Brien,

This is just a brief note of appreciation. I had to write to you about my experience with the College Level Exam Placement (CLEP) test I took in Spanish. I bought the Berlitz tapes for help with the audio, but I used my notes from high school to study grammar, conjugation, vocabulary, and all the rest. I thought the test was tough but fair, but another person who relied on what she learned in high school 10 years ago thought she had no chance and that you had to be a native speaker.

I took the exam in August and just got my score. It is possible to get 80, and I needed to get 48 to get 4 credits (knowledge equivalent to what would be taught in two semesters) or 54 to get 8 credits (knowledge equivalent to what would be taught in four semesters). While they will only give an approximate score over the telephone, and I have not yet received the score in writing, I was told that I scored in the high 70s.

So, I want to thank you for the excellent education in Spanish. You taught us everything that was on the test (from the present tense to the imperfect subjunctive). Since it has been 13 years since high school, I am amazed at how much I remembered. You may want to suggest to your graduating students that they consider taking the Spanish CLEP. They will both appreciate what they have learned and save a lot of money in tuition. The 8 credits that I will get will save me both time and money.

In January 1995, I moved to NY City and enrolled in New York University. I will finish taking classes this December and, after completing an internship in the spring, will graduate in May. I got married a year ago, so my last name is now Schwartz.

I hope all is well with you and that you have a great school year. Thank you again.

Sincerely,

Mary

Mary (Crooke) Schwartz
Class of 1984

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*
Margaret Sullivan, *Assistant Superintendent*
John M. Menton, *Business Manager*
Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

October 3, 1997

Terry:
Please keep
in Bd file
Bill

Ms. Dixie Guirien
680 Old Homesteatd Highway
Richmond, NH 03470

Dear Ms. Guirien,

As Winchester investigates either building or renovating Thayer High School, the school board has been asked by its constituency whether Richmond is interested in forming a regional school district with Winchester. I have been instructed by the Winchester School Board to explore that option. We would appreciate a reply by November 3. 1997 so that we may respond to the community. If we do not hear from you by November 1, we will assume that you are not interested. Thank you for your attention to this matter.

Sincerely Yours
Margaret Sullivan
Margaret Sullivan
Assistant Superintendent SAU #38

cc: Dr. William Wheeler, Superintendent of Schools, SAU #38

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Dr. William V. Wheeler - *Superintendent*
Margaret Sullivan, *Assistant Superintendent* Kathleen Holt, *Assistant Superintendent*
John M. Menton, *Business Manager* Kenneth R. Dassau, *Director of Special Services*

October 3, 1997

Ms. Susan Sciuto
PO Box 281
Chesterfield, NH 03443

Dear Ms. Sciuto,

As Winchester investigates either building or renovating Thayer High School, the school board has been asked by its constituency whether Chesterfield is interested in forming a regional school district with Winchester. I have been instructed by the Winchester School Board to explore that option. We would appreciate a reply by November 3. 1997 so that we may respond to the community. If we do not hear from you by November 1, we will assume that you are not interested. Thank you for your attention to this matter.

Sincerely Yours
Margaret Sullivan
Margaret Sullivan
Assistant Superintendent SAU #38

cc: Dr. William Wheeler, Superintendent of Schools, SAU #38
Phil McCormick, Chesterfield
34 West Street
Keene, NH 03431

SCHOOL ADMINISTRATIVE UNIT NO. 38
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Hinsdale School District Monadnock Regional School District Winchester School District

Dr. William V. Wheeler - *Superintendent*
Margaret Sullivan, *Assistant Superintendent* Kathleen Holt, *Assistant Superintendent*
John M. Menton, *Business Manager* Kenneth R. Dassau, *Director of Special Services*

October 3, 1997

Ms. Crystal Starrett
230 B Old Troy Road
Fitzwilliam, NH 03447

Dear Ms. Starrett,

As Winchester investigates either building or renovating Thayer High School, the school board has been asked by its constituency whether Fitzwilliam is interested in forming a regional school district with Winchester. I have been instructed by the Winchester School Board to explore that option. We would appreciate a reply by November 3. 1997 so that we may respond to the community. If we do not hear from you by November 1, we will assume that you are not interested. Thank you for your attention to this matter.

Sincerely Yours

Margaret Sullivan

Margaret Sullivan
Assistant Superintendent SAU #38

cc: Dr. William Wheeler, Superintendent of Schools, SAU #38

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
October 7, 1997

MEETING AT
Surry Elementary School, Surry

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Parent requests to have their children attend MRSD (see attached)
   - d. Presentation on "Character in the Northern Schools" (see attached)
   - e. Respect in the classrooms by Dan Stockwell and Curt Cardine.
   - f. NHSBA Resolutions - discussion and action.
   - g. DEIP as a result of Goals 2000 Grant - review committee list (see attached)
   - h. 1997 Student Assessment Report
   - i. "Time to Review School Time" proposal for consideration (see attached)
     Action on the Manifest.
   - j. Report on State and Federal Fiscal requirements
   - k. Correspondence/announcement.
     1. Funding of School to Career, Goals 2000, and Technology Literacy
     2. Pre-engineering update
     3. Tri-District Workshop Day - October 10 - you're invited
     4. Letter of appreciation from a former student (see attached)

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Staff Attendance Report (see attached)

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

8. 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

Margaret Sullivan, ***Assistant Superintendent***
John M. Menton, ***Business Manager***
Kathy Holt, ***Assistant Superintendent***
Kenneth R. Dassau, ***Director of Special Services***

To: MRSD Board Members
Date: October 1, 1996
Topic: Discussion of Agenda Items
From: Bill Wheeler

O, it sets my heart a-clicking' like the tickin' of a clock,
When the frost is on the punkin and the fodder's in the shock.
-- James Whitcomb Riley

Isn't this season just the best?

4.c. These are similar to requests made by parents in the past.

4.d. Mr. Mousette will discuss the significance of this movement in the Northern Schools.

4.e. These reports will conclude the initial reports on respect in the classroom. If you wish to have a more indepth study or report please let us know of that.

4.f. You received a copy of the resolutions at the last meeting. You need to express your pleasure on them to your NHSBA delegate.

4.g. With the receiving of Goals 2000 monies we will need to implement the plan. It is our intent to use the committee which constructed the "Plan". Some Board members expressed concern with some of the committee members. The comments were made with out being specific as to who was objectionable. If you wish to change any of the members on this committee now will be the time.

4.h. Kathy will share the results with you at this time. You should have received a mailed flyer, one was sent to each MRSD home address. We seem to getting better at describing what it is that we expect students to know and be able to do. The staff has committed a considerable amount of energy to the procedure. As always, things change, more recently we have been attempting to ensure that the State's third, sixth, and tenth grade frameworks are covered in the curriculum or explain why they are not. At the same time we are continuing to grow in the Critical Skills and Core Values area. The students are doing better but we continue to view a larger group of students doing very well and smaller group of students doing poorly in the schools. The challenge is always to help those who are doing well or poorly to do better. As you have observed from several of the parents and students comments things are going

very well for many of them.

4.i. This is a document which I presented two years ago to engage in this study. I believe it is essential to proceed through the study without portraying glowing statements or raining on the parade. If you wish to have a firmer reason/purpose for doing the review that information could be provided.

4.j. John and I will present a discussion on the fiscal management of funds. The discussion will include how funds are generated, used, and reported. Related data will be presented to highlight how we compare to others. This is a very broad topic and we may not hit on what you were wondering about. If we do not please let us know. If we have the knowledge to respond we will or we will go to the resource to research the question.

5.a. This report was shared with the staff at the Fall Banquet. It shows the number of days and the percentage of those days as they relate to the expected days for employment. The bottom line demonstrates that teachers and other staff members to a lesser extent do not utilize the days afforded to them just because they have them. It demonstrates to me a very professional, responsible group of people who are healthy and attend to the task as contracted for. What do you make of it?

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Surry Elementary School, Surry, NH
October 7, 1997

CALL TO ORDER:
The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were John Menton, David Bell, Curt Cardine, Karen Craig, Lil DeCoste, David Mousette, Ellen Cronin, Joanne Marchand, Diana Elkavitch and Sharon Turner.

CONSENT AGENDA:
G. White MOVED: That the Board minutes of September 16, 1997 be approved as written; SECONDED: by D. Gurian. VOTED: 10-0-0-0.

L. Sicotte requested an October 1st Enrollment Report when available. He also asked about lunch program options. J. Menton indicated that the Administration and the Food Service Director are working on a survey regarding enrollments and participation.
In response to a question asked by L. Sicotte at a prior board meeting, Dr. Wheeler informed the Board that there is no tax benefit for teachers who live outside the District and whose children are allowed to attend school in the District.

CITIZENS CONCERNS: None

STUDENT COUNCIL CONCERNS:
B. Russell gave a report on the fall sports teams. He also reported that Douglas Gagne, Assistant Principal, had a heart attack and that the students had signed a card for him. D. Gurian stated that the Communications Committee would send a card from the Board.

OTHER SCHOOL BOARD BUSINESS:
A: Board Committee Reports;
C. Nolan reported that the Facilities Committee met on October 4th and on October 6th and they are working on a new floor plan for Emerson. The Facilities Committee would like to form a Community Committee to work on a second 5 Year Plan and bring a proposal to the Board in January, 1998. Dr. Wheeler suggested this new committee consist of 40 to 50 members.

B: New Business Items;
G. White Moved: That the Board give Charlie Roosa $125 a year for each of

B: New Business Items;
G. White Moved: That the Board give Charlie Roosa $125 a year for each of his 25 years of service to the District for a total of $3125; SECONDED: by B. Hamill. VOTED: 8-1-1-0.

N. Callender reported that the Board met on October 4th to set the District Goals for 1997-1998. Dr. Wheeler distributed a draft of the Goals.

C: Parent Requests to Have Their Children Attend MRSD;
Dr. Wheeler suggested that the Caster and Goodwin requests be discussed in non-public session.

G. White MOVED: That the request of Nancy and David Hart for their son to attend Emerson be approved; SECONDED: by B. Hamill. DISCUSSION: In response to a question regarding space, K. Craig stated that there is room in this particular 3rd grade class. L. Sicotte asked if allowing students from Troy to attend school at Emerson is adding to the overcrowding problem at Emerson. N. Callender responded by stating that each request is evaluated. VOTED: 9-1-0-0.

D: Presentation on "Character in the Northern Schools";
D. Mousette reported on the background of "Character Counts" and the importance of helping students develop character. Cindy Edson, Northern Schools' Guidance Counselor explained the six pillars of character and asked the Board and guests to participate in an exercise to further the understanding of the Character Counts program.

E: Respect in the Classroom by D. Stockwell and C. Cardine;
D. Stockwell addressed the issue of respect at the high school by stating that teachers with different backgrounds have different perspectives of respect. He introduced seven teachers, Bernard Austin, Dave Mason, June Donegan, Sue Sciuto, Jerry Kuhn, Bernadette Kuhn and Kevin Heaney, who gave their teaching backgrounds and discussed their opinions regarding respect. They agreed that the problem usually lies in the hallways, study halls and lunchroom with the students the on-duty teacher hasn't taught. E. Cronin added that most problems between students and teachers can be worked out. She also added that lack of respect for the custodial staff can be a problem.

C. Cardine distributed a packet regarding the social curriculum at Troy School. He discussed the Discipline Committee and Behavior Guide and gave examples of "Guided Discovery" and respectful behavior.

B. Russell said that he feels student to student respect is weak. It was suggested that the Student Council use the six pillars of character from the Character Counts program for some solutions.

F. NHSBA Resolutions - Discussion and Action;
L. Sicotte will attend the NHSBA meeting in November.
The discussion and action of the NHSBA Resolutions will be on the October 21st agenda.

G. DEIP as a result of Goals 2000 Grant - Review Committee List;
Dr. Wheeler asked for any concerns or objections with the committee list that was included in the Board packet. N. Callender granted the Administration permission to put the committee together.

H: 1997 Student Assessment Report;
K. Holt distributed a flyer that was mailed to each address in the district and a more in-depth report regarding 1996-1997 Student Achievement. She discussed how District goals and assessment data are used to change instructional methods. K. Holt also explained how scoring is calculated and went on the explain the results and stated that when the outcome has been met, the standard is raised. She described the District Workshop Day as a time to look at curriculum and realign with the state assessment. She closed by outlining the curriculum plans for next year to include reporting on science and social studies, better assessment for Critical Skills and improving assessment.

I. "Time to Review School Time" proposal for consideration;
Dr. Wheeler referenced his "Time to Review School Time" proposal from 1995 that was included in the school board packet. He explained the importance of modifying time and the level of work expected of each student. He stated that he feels it's time to ask the community to look at the structure of time. G. Bednarski and D. Gurian volunteered to serve on a committee that Dr. Wheeler will establish to further pursue this issue.

Action of the Manifest;
B. Hamill MOVED: That the Board approve the Manifest dated October 7, 1997 for $1,341,026.04 (Payroll Warrant #307, dated 9/23/97, $372,937.27; Payroll Warrant #318, dated 9/24/97, $121,937.87; Warrant #8, dated 9/30/97, $3,247.28; Payroll Warrant #309, dated 10/03/97, $371,225.04; Warrant #9, dated 10/07/97, $349,655.83 and Payroll Warrant #320, dated 10/07/97, $122,022.75); SECONDED: by C. Nolan; VOTED 10-0-0-0.

J. Report on State and Federal Fiscal Requirements;
Dr. Wheeler with S. Turner and J. Menton reported on the federal grant application procedures, fiscal management of federal grants and the reporting of District expenditures. Dr. Wheeler distributed a letter from Commissioner Elizabeth Twomey regarding Foundation Aid distribution. Dr. Wheeler answered questions regarding a special district meeting, expenditure budget and the revenue process.

K. Correspondence/Announcements;

1. Funding of School to Career, Goals 2000 and Technology Literacy;

K. Holt explained that the 1997/1998 School to Career Grant would focus on ensuring that students are ready for the responsibility of being a citizen and a family member. She reported that 1/3 of the grant money would go to staff training and that a part-time school to career grant director will be hired.

Dr. Wheeler reported that the District had been awarded Goals 2000 funding.

T. Warner explained that the Technology Grant monies will be used to complete networking and install a fiberoptic system at the high school, update computers to Windows 95 and provide training.

2. Pre-engineering Update;

K. Holt reported that she received correspondence from the pre-engineering program that indicated that the MRSD would be a good location for a pre-engineering program and was advised to apply next year.

3. Tri-District Workshop Day - October 10;

Dr. Wheeler stated that SAU #38, the Keene and Fall Mountain School Districts will be participating in a Tri-District Workshop day on October 10th. They will be meeting at Keene High School in the morning and at MRHS in the afternoon. Board members are welcome to attend.

4. Letter of Appreciation from a former student;

Dr. Wheeler referenced to a letter to Cathy O'Brien from a former student thanking her for an excellent education in Spanish.

Dr. Wheeler distributed information regarding a Year-Round Education Meeting in Houston, Texas and staff development reimbursements.

SUPERINTENDENT'S REPORT:

Dr. Wheeler explained the Staff Attendance Report and expressed his pleasure with the low numbers of absences.

Dr. Wheeler reported to the Board that William Prigge would like to meet with the Board regarding the dates for District Meeting and to discuss Fasttracking Legislation.

SETTING THE NEXT MEETING'S AGENDA:

1. School Board Goals
2. NHSBA Resolutions - Discussion and Action
3. Reading Assessment for Northern Schools

NON PUBLIC SESSION:
At 9:30 PM, G. White MOVED: That the Board enter into non public session to discuss student issues and negotiations; SECONDED: by C. Starrett. VOTED: 10-0-0-0 by a roll call vote. In attendance were Dr. Wheeler, K. Holt, J. Menton, S. Turner, D. Stockwell and E. Cronin.

Dr. Wheeler presented the request of Julie Castor of Winchester to allow her two daughters to attend the MRHS. C. Starrett MOVED: That the Board approve the request with the conditions that they pay tuition and additional expenses and provide transportation; SECONDED: by G. White. VOTED: 9-0-1-0.

Dr. Wheeler presented the request of Joe Goodwin, a senior at MRHS, to allow him to continue to attend MRHS and graduate with his class in June, 1998. D. Stockwell spoke in support of the request noting that in the past these requests have been approved.
C. Nolan MOVED: That Joe Goodwin be allowed to finish his senior year at MRHS; SECONDED: by C. Starrett. VOTED: 10-0-0-0.
D. Stockwell and E. Cronin were excused.

G. White reported that the Negotiations Committee will be meeting on October 14th and that a wage proposal had been received.

At 9:45 PM, K. Holt, J. Menton and S. Turner were excused so the Board could discuss the Superintendent's evaluation.

At 9:50 PM, Dr. Wheeler was excused.

At 10:30 PM, B. Hamill MOVED: That the Board return to public session; SECONDED: by G. White. VOTED: 10-0-0-0.

ADJOURNMENT:
B. Hamill MOVED: to adjourn; SECONDED: by D. Gurian. VOTED: 10-0-0-0.

Respectfully submitted,

Sharon E. Turner

Sharon E. Turner

THE STATE OF NEW HAMPSHIRE

SUPREME COURT

In Case No. 96-163, Appeal of Town of Troy, the court upon October 8, 1997, made the following order:

Having considered the briefs and oral arguments of the parties, the court concludes that a formal written opinion is not necessary for the disposition of this appeal. The decision below is affirmed. The request for attorney's fees is denied.

Johnson, J., did not sit.

Distribution:

NH Board of Education
David H. Bradley, Esquire
Laura E. Tobin, Esquire
William N. Prigge, Esquire
Charles A. Szypszak, Esquire
Attorney General
Donna K. Nadeau, Supreme Court
File

Howard J. Zibel,
Clerk

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
October 21, 1997

MEETING AT
Gilsum Elementary School, Gilsum

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

6:00 P Full Board meeting to discuss negotiations

CALL TO ORDER AT 7:00 PM

1. **7:00 P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Reading Assessment Report for the Northern Schools
   - d. 1998-1999 MRSD Goals - action requested
   - e. NHSBA Resolutions - discussion and action.
   - f. RSA 40:13 (SB2) calendar discussion with Bill Prigge
   - g. Substitute Teacher dilemma and suggested approach
   - h. Action on the Manifest.
   - i. Report on State and Federal Fiscal requirements
   - j. Correspondence/announcement.
     1. Supreme Court Decision on Troy Appeal on Tax Realignment (see attachment)

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Review of the Special Education Process - Ken Dassau

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: October 15, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

Get your facts first, and then you can distort them as much as you please.
-- Mark Twain, quoted in Rudyard Kipling, From Sea to Sea

So begins the budget season.

Please note the early meeting time. The board will receive information on the negotiations procedure.

4.c. Kathy Woodbury will present a report on the reading program with analysis of outcomes for the past year of students in the Northern Schools.

4.d. 1998-1999 District Goals were presented to the members at the last meeting. You should have reviewed them and be prepared to adopt them at this meeting.

4.e. NHSBA Resolutions were presented to you. At this meeting you should be prepared to provided your representative with directions expressing your wishes.

4.f. Mr. Prigge will be present to discuss the calendar and perhaps, other issues abounding in the fertile ground of SB2.

4.g. We are having more trouble than usual in obtaining substitute teachers. I propose that we increase the pay to one-half of a beginning teachers per diem and that we pay for the Criminal Records Release Check. This would be $62.50 per full day of substituting and a cost of $34 for the Criminal Check. We pay $50.00 per day at this time. We provide no benefits.

5.a. Mr. Dassau will be present to discuss the conditions of special education, its history in MRSD, and some of the predictions on what is coming.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Gilsum Elementary School, Gilsum, NH
October 21, 1997

CALL TO ORDER:
The meeting was called to order at 7:40 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Brian Russell, John Dick Student Council Representatives and Dr. William Wheeler, Superintendent of Schools. Also present were John Menton, David Bell, Karen Craig, David Mousette, Betty Tatro, Joanne Marchand, Diana Elkavitch, Ken Dassau and Sharon Turner.

CONSENT AGENDA:
C. Nolan MOVED: That the Board minutes of October 7, 1997 be approved as written; SECONDED: by L. Sicotte. VOTED: 7-0-2-1.

CITIZENS CONCERNS: None

STUDENT COUNCIL CONCERNS:
J. Dick reported that the Student Council is addressing the issue of respect at the high school.

OTHER SCHOOL BOARD BUSINESS:
A: Board Committee Reports;
C. Nolan reported that the Facilities Committee will be meeting with the architects for the Emerson School project on Friday, October 24th and that the initial 2nd 5-Year Plan meeting will be held on Monday, October 27th.

N. Callender reported that the Finance Committee met on Monday, October 20th to discuss funding for the Emerson School project. The committee determined after looking at financing rates and leasing options that current assessment would be less costly to the District. J. Menton distributed a report showing the impact on current assessment by funding the Emerson project in two years vs. one year. N. Callender also reported that one or two year time-frames for construction were discussed and there are concerns with construction impacting on educational programs and disrupting the school day.

N. Callender reminded the Board that the SAU Board meeting will be held on Wednesday, October 22nd at the Wyman House.

N. Callender also reminded the Board of the budget presentation meeting to be held on Saturday, November 1st at 8:00 am in the high school Library. The Finance Committee asked that the Budget Committee be invited to this presentation. N. Callender requested that Karen Craig be allowed to make her presentation at the November 4th meeting as she will be on an American Heritage trip. D. Mousette stated that he will be unavailable on the 1st and asked to make his presentation on the 4th also.

B: New Business Items;
Dr. Wheeler stated that the Budget Summary comes under New Business and asked that it be discussed after the Reading Assessment Report.

C: Reading Assessment Report for the Northern Schools;
D. Mousette and Kathy Woodbury, Northern School Reading Teacher, discussed the relationship between reading assessment, instruction and curriculum with student outcome being at the center of the triangle. With the use of an overhead projector and transparencies, K. Woodbury described the screening process used and gave examples of different levels of vocabulary. From this screening process, she is able to determine a student's reading level and each years scores are complied onto a progress chart to show the student's progress and makes the classroom teachers aware of any below or above level students. She proudly reported that using this method, no student has had to change reading levels when entering 7th grade.

J. Menton distributed the 1998-1999 Budget Summary, 1998-1999 Estimated Revenues and District Assessment and a Change in School District Assessment Report. J. Menton explained the Maintenance, Administration and Capital columns of the Budget Summary report. He also reported that the tax rates for the District's towns have been set. Dr. Wheeler reviewed the Revenues Report and discussed the Foundation Aid issue further.

Dr. Wheeler distributed a report regarding Budget Building. He stated that he referenced RSA's and policy manuals to review the District's commitments and procedures.

D: 1998-1999 MRSD Goals;
G. White MOVED: That the Board accept the Goals as presented; SECONDED: by C. Nolan. VOTED: 8-0-1-1. Dr. Wheeler reported that he has met with the principals to review the goals and will be reporting back to the Board.

E: NHSBA Resolutions - discussion and action;
G. Bednarski addressed Resolution # 19 and expressed his disagreement with it. G. Bednarski MOVED: That the Board not support Resolution # 19; SECONDED: by L. Sicotte.
VOTED: 3-5-1-1.

F. RSA 40:13 (SB2) calendar discussion with Bill Prigge;
Dr. Wheeler distributed an updated Budget Preparation calendar and reported that Bill Prigge is in agreement with the dates set.

G. Substitute Teacher dilemma and suggested approach;
Dr. Wheeler described this as "not a new problem, but more extreme" and as a regional problem possibly due to a good economy. He suggested that the Substitute pay be tied into the teacher base salary as one-half of the per diem rate with the Criminal Check fee being reimbursed after 10 days of work. D. Gurian MOVED: That the Board raise the Substitute Teacher pay to one-half of the beginning teacher per diem pay with the Criminal Check fee being reimbursed to the substitute after 10 days of work; SECONDED: by G. Bednarski. VOTED: 7-0-2-1.

H. Action of the Manifest;
C. Nolon MOVED: That the Board approve the Manifest dated October 21, 1997 for $405,341.57 (Warrant #10, dated 9/21/97 and $32,200.45; Warrant #11, dated 10/21/97, $373,141.12); SECONDED: by C. Starrett; VOTED 9-0-0-1.

J. Correspondence/announcement;
1. Supreme Court Decision on Troy Appeal on Tax Realignment; Dr. Wheeler reported that the Troy Appeal petition and fees were denied.

L. Sicotte distributed an article from the Sunday Sentinel concerning computers in schools.

SUPERINTENDENT'S REPORT:
Review of the Special Education Process - Ken Dassau
K. Dassau opened his presentation on special education by outlining the conditions that the District must provide as required by law. He referenced a handout which he distributed when discussing the IEP and Placement process. He also outlined the support system within the SAU and the agencies used. K. Dassau noted that he sees the responsibility of special education increasing and the financial support decreasing. He also stated that there is 100% compliance for Medicaid eligible students.

SETTING THE NEXT MEETING'S AGENDA:
1. SAU Budget
2. School Board Goals - Information from Administration Meeting
3. NHSBA Resolutions
4. Budget Presentation by Karen Craig and Dave Mousette
5. Discussion of 1998-99 Budget
6. Emergency Procedures

NON PUBLIC SESSION:
At 9:25 PM, D. Gurian MOVED: That the Board enter into non public session to discuss student issues and the Superintendent's Evaluation; SECONDED: by G. Bednarski. VOTED: 9-0-0-1 by a roll call vote. In attendance were Dr. Wheeler, J. Menton, and S. Turner.

Dr. Wheeler requested that the Board hold a Student Hearing with the Grover family for a 2nd violation of the Drug Policy. It was decided that the hearing would be held on Monday, October 27th at 6:00 at the Wyman House.

At 9:30 PM, J. Menton and S. Turner were excused so the Board could discuss the Superintendent's Evaluation.

At 10:25 PM, B. Hamill MOVED: That the Board return to public session; SECONDED: by G. White. VOTED: 9-0-0-1.

ADJOURNMENT:
B. Hamill MOVED: to adjourn; SECONDED: by D. Gurian. VOTED: 9-0-0-1.

Respectfully submitted,

Sharon E. Turner

Sharon E. Turner

TO: School Board

I am writing to inform you that I have moved from 6 Central Sq Troy to Rockwood pond Rd Fitzwilliam. and I'm requesting that my Children, Johnathan & Joshua Gagne be able to remain in the Troy school. My baby sitter lives in troy and they take the school bus from her house. I will transport any other time that is needed.

Thank You

Deborah Cate
(mother)

Dated: Oct 22, 1999

October 22, 1997

Monadnock Regional High School
600 Old Homestead Highway
E. Swanzey, New Hampshire 03446

Attention: Mrs. Nancy Callender, Chairperson

Dear Mrs. Callender,

This is to inform you that the adoption leave that I requested, and was approved for, in October, 1996 has been delayed. I am, therefore, resubmitting my request for a leave of absence in accordance with the Collective Bargaining Agreement and District policy.

The adoption process is somewhat uncertain, but I will, hopefully, be beginning my leave sometime in February or March of 1998.

In accordance with Board policy GBN, pages 1 and 2, I will be taking a type "B" leave. My leave will extend from approximately February through May of 1998, depending on when the leave actually commences. I will utilize my accrued sick leave to cover the leave in accordance with paragraph one on page 2 of Policy GBN.

Since this is part of the FMLA, and I am using my accrued sick time, I understand that my benefits will continue to be paid.

As soon as I am aware of the exact date of the adoption, I will inform the District.

Please let me know if you have any questions. Thank you.

Sincerely,

Pamela M. Weinrieb

Pamela M. Weinrieb

cc: Dr. Wheeler
David Bell, Principal
M.D.E.A.
File

Monadnock Regional School District

COMMITMENT TO EXCELLENCE

Draft

DISTRICT GOALS
1997-1998

Draft of 10/4/97 wkshp --
Italics indicates kept goals -
new is indicated by regular print & underlining

GOAL 1:

Support school excellence programs in each of the schools by continually examining the outcome based education program which is designed to meet each student's education needs.

GOAL 2:

Continue support of efforts to improve facilities through the completion of the "Five Year Facilities Plan" approved by the voters at the March, 1994 District meeting, through building maintenance and a custodial care program to upgrade the appearance and longevity of the district facilities. Develop a second "Five Year Facilities Plan" which will be submitted to the voters at the Annual Meeting.

GOAL 3:

Encourage staff to serve as life-long learner models to community, parents, and students.

GOAL 4:

Continue to upgrade the media/information system.

GOAL 5:

Continual improvement of communication and interaction with the communities and businesses.

GOAL 6:

Develop a District database of historical information which will provide a basis for making decisions.

GOAL 7:

Obtain money for schools and programs from non-district funds.

Goal 8:

Review the feasibility of extending the length of the school day and/or number of teacher/pupil contact days.

10/14/97

The business of the schools are TEACHERS TEACHING AND STUDENTS LEARNING. All meaningful efforts within the district should focus on the business of the schools. Directing the efforts are three cognitive goals and two affective goals which the district has adopted. They are:

COGNITIVE GOALS (What are students able to do?)

1. Improve the student's basic skills in reading, writing, and mathematics.

2. Develop more extensively than is now evident, the critical skills of all students.

3. Develop the student's skills to access information and to use the information.

AFFECTIVE GOALS (How do students feel about what they do?)

1. Develop within the students a respect for themselves and others.

2. Challenge students to an appreciation of learning and striving for excellence.

All disciplines have included the district's goals into their efforts.

Where are We Going?

There are those staff members who wonder just how decisions are made about those activities in which we, as a District, should engage. The following reprint of the District Educational Improvement Plan, which served as the basis for our Goals 2000 grant and for our Consolidated Application for funding, is one of the pieces of information the Curriculum Coordinating Team and District administrators use to make such decisions. These goals were designed to improve education for all students in the Monadnock Regional School District. Our Back-to-School Workshop Day (and those for MRHS on Wednesday and Friday) were planned to help meet some of those goals.

Staffing and Staff Support

1. Provide staff with more in-service training geared toward changing the behavior of disruptive students.
2. Provide opportunities for common planning time to promote team teaching and staff communication.
3. Clarify the changes in curriculum and "best practice" methodology.
   Commit to an improved standard for student/teacher ratio which will support those instructional methodologies encouraged by the District.
5. Increase skill level of staff working with educationally disadvantaged youth.

Student Support

1. Continually improve district discipline to maintain a safe and orderly environment.
2. Improve support services for all students to enable them to meet higher standards.
3. Develop good citizenship skills in all students.
4. Continue improvements in area of transition between elementary, secondary, and post-secondary educational programs and work.
5. Develop a flexible school community to meet needs of all students.

Curriculum, Instruction and Assessment

1. Make the reporting of student progress more meaningful to students and parents.
2. Ensure that continual assessment of students' progress more closely matches our District's goals.
3. Improve curriculum in area of personal wellness promotion.
   Update curriculum to ensure real life application and relevance to daily living requirements.

Facilities

1. Continue with the current facilities plan.
2. Develop a new plan for next five years to assure continuous improvement.

Financial Support

Better utilize available resources and avoid duplication of services when developing a system of care (educational, emotional, physical, etc.) for students.

Community Support

Goals:

1. Explore ways of increasing parental support and involvement.
2. Increase involvement of businesses, social service organizations, and the community with the schools.
3. Reduce all substance use and abuse.

Your input is greatly appreciated. If we receive funding from Goals 2000, we will be asking staff to participate in meetings to help form specific steps to help move our district forward and in workshops to help implement our plans!

Generic Workplace/Critical Skills Training Pays Off

Barbara Waldron and Kevin Heaney, who team teach seventh grade math and social studies respectively at MRHS, engaged students in a collaborative activity through which they had to brainstorm characteristics of "A Good Work Ethic". Barbara called in to say that whatever is happening at the elementary level to help students collaborate and learn about good work habits is paying off for students this year. Students worked well together and developed the following listing of characteristics.

- cooperate with each other (in team or with peers)
- be on your best behavior
- be on time to class: with your work
- have good posture, body language (no slouching)
- be actively listening
- respect others and their property
- work and study hard
- come prepared (homework, materials needed)
- ask questions or for help
- do not speak while others are talking, wait to be recognized
- use time wisely
- stay on task
- be organized
- finish (follow through) what you start
- do your own work
- check your work
- do your best

The first step of any behavior change is awareness. Obviously, students are aware, and even if the behavior doesn't always present itself, at least they are aware!

INSTRUCTIONAL GOALS

The Monadnock Regional School Board desires that there be a basic curriculum to provide for the intellectual growth of all pupils, so developed that learning experiences and achievement may vary according to individual needs.

Each pupil, regardless of his/her occupational choice shall be provided with the opportunity to acquire the basic skills, knowledges, attitudes, and understandings needed for living in a democracy.

This policy will insure that students have the opportunity to develop intellectual curiosity, critical thinking, problem-solving abilities, and aesthetic appreciation in the school years in such a manner that they will be used throughout a lifetime.

The ten educational goals which follow address themselves to the true meaning of quality in education. They are relevant to the lives of learners of any age whether they are in formal institutions of learning, in programs of continuing education, or in any environment where learning is taking place. Each learner who has the potential and inner strength should strive toward the ideal implicit in each goal.

The goals are intertwined; no one goal stands in isolation from the rest. They will help to define performance objectives for learners, identify tasks to be performed by teachers in giving life to those objectives, and help to determine means for evaluating learners' progress toward the goals. These goals, then, express the quest for quality, reaching for the ideal and reality in education.

1. Physical and Emotional Well-Being: Education should contribute to the learner's physical and emotional well-being, especially to a sense of personal worth and to a capacity for influencing one's own destiny.

2. Basic Communication Skills: Education should develop in each learner the basic skills needed for communication, perception, evaluation, and conceptualization of ideas. Among the most important skills are reading, writing, speaking, listening, visual and computational skills.

3. Effective Use of Knowledge: Education should provide for each learner access to our cultural heritage, stimulate intellectual curiosity, and promote intellectual development.

4. Capacity and Desire for Lifelong Learning: Education should foster and stimulate in each learner the natural desire for lifelong learning and should develop the skills necessary to fulfill the desire.

5. Citizenship in a Democratic Society: Education should provide each learner with a knowledge of understanding of how our society functions in theory and in practice. Education must also foster individual commitment to exercise the rights and responsibilities of citizenship and to protect the rights of others.

6. Respect for the Community: Education should provide each learner with knowledge and experience which contribute to an understanding of human similarities and differences and which advance mutual respect for humanity and for the dignity of the individual.

7. Occupational Competence: Education should provide the learner with the skills, experience, attitudes and guidance for initial job placement; it is even more important for the learner to develop a capacity to adapt to changing conditions.

8. Understanding of the Environment: Education should provide each learner with knowledge and understanding of the social, physical, and biological worlds and the balance with environmental issues, and should develop attitudes and behavior leading to intelligent use of the environment.

9. Creative Interests and Talents: Education should provide each learner with varied opportunities to nurture interests, to discover and to develop natural talents, and to express values and feelings through various media.

10. Individual Values and Attitudes: Education should expand and advance the human dimensions of all learners, especially by helping them to identify and cultivate their own spiritual, moral, and ethical values and attitudes.

Goals 2000

Although our taxpayers vote beyond their ability to pay and creativity has helped us to manage our present funding wisely, we still lack adequate funding to ensure that students in our district have the best opportunities for learning from a well-trained staff with up-to-date equipment. As we reviewed all of the information available to us from the NHEIAP, our district assessments, California Achievement Tests, the NEASC evaluation, SIP, district needs assessments, business partnership information, and our District Education Improvement Planning Committee, we discovered we ~~have~~ a gap between what we *can* provide, and what we know we must provide to our students, their parents, and our community.

Using this data and information and the tasks outlined by our DEIP Committee, the District has established three major goals to be accomplished using funding from Goals 2000. These activities will require three years of work, with planning to be done during year 1, and a proposal for an implementation grant to be submitted to complete our goals over the following two years. Dates are anticipated completion dates. Those included in planning will be completed prior to October 1, 1998. Others will be included in the implementation proposal and budget next year. Action steps listed as "on-going" will continue throughout the three-year improvement process. (See Appendix C)

1) To improve students' learning as evidenced by scores on the NHEIAP and district assessments at all grade levels and in all subject areas.

   a) By September 1, 1998, provide training in the use of computer technology and purchase relevant equipment for all district administrators for data collection and analysis of individual school assessment results, access to information on "best practices" for improved student learning, leadership skills for school change/improvement, and methods for staff supervision/evaluation which ensure that staff are providing the best possible education for all students;

   b) By September 30, 1998, provide training to all K-6 teachers in all areas of science content and process skills;

   c) By September 30, 2000, provide information, through newsletters, conference attendance, and in-service training to teachers at grades 7-12 in the interconnectedness of subject/content areas so that all teachers, especially at the high school, are aware of and contributing to the improvement of students' learning across the curriculum; (on-going)

   d) By March, 30, 1998, revise district social studies and math assessments of student progress at grades 8 and 12 to support and assess learning against the standards of the NH Frameworks at grades 10 and 12 (social studies only).

   e) By March 30, 1999, develop and administer district-wide 4th grade social studies and science assessments that support the NH Frameworks at grade 6;

   f) By September 30, 1998, provide time for teachers to develop alignment between the MRSD Curriculum and the NH Curriculum Frameworks;

   g) By March 30, 1998, to assure coordination between and among all schools so that a smooth transition is accomplished from one grade to the next and from one school to the next by expanding the representation on, and supporting the efforts of the district-wide Curriculum Coordinating Team (CCT) in their own learning and through opportunities to meet and carry out the coordination in their respective schools; (This will be on-going)

   i) By August 30, 2000, purchase equipment, software, and materials to implement the above action steps. (on-going purchases to support each of our action steps, beginning with the purchase of computers/software for step a, above.)

2) To promote the use of educational practices in district classrooms that ensure success for all students, especially by enhancing those practices that support learning for educationally disadvantaged youth.

   a) By August 30, 2000, backed by recent research, train staff in best practice pedagogy and use of materials/equipment that build basic *and* critical thinking skills in all students, but especially those traditionally having difficulty; (on-going)

   b) By September 30, 1998, train staff in classroom management practices that promote a safe and orderly classroom environment which promotes student growth and reduces discipline problems that could inhibit learning;

   c) By September 30, 2000, develop/improve relations with area agencies to help families promote their children's readiness for classroom and life-long learning; (on-going)

   d) By September 30, 1999, establish a team of teachers to investigate, and propose for local implementation, successful state or national programs that have increased parental involvement at the secondary level, reduced the drop-out rate, increased the numbers of students meeting expected performance goals, and enhanced students' responsibility for their own learning;

   e) By September 30, 2000, purchase equipment and materials to implement the above action steps. (on-going)

3) To encourage all students to be life-long learners by promoting more flexibility in our school schedules, revised course offerings, and alternative credit opportunities. Action steps are to:

   a) By November 30, 1998, expand learning opportunities for students, staff, parents, community members, and our business partners through access to the world at large available via satellite technology and internet connections;

   b) By March 30, 1999, provide opportunities for teachers/administrators to investigate and meet to consider ways to expand the time for learning through alternative/flexible schedules, before/after-school programs, or alternative credit options (work-study, independent study, articulation agreements with post-secondary programs, etc.);

   c) By September 30, 1999, provide training to staff in curricular and instructional planning to reduce unnecessary repetition, eliminate irrelevant content, and increase opportunities for application of concepts;

   d) By September 30, 2000, continue collaboration with area businesses and agencies to support real-life learning for students in addition to classroom opportunities; (on-going)

   e) By September 30, 2000, assist those students not presently enrolled in school but lacking a high school diploma in finding appropriate education and training in the region to ensure life-long success; (on-going)

   f) By September 30, 2000, purchase equipment and materials to implement the above action steps. (on-going)

Our plan begins by providing administrators with intensive training in the use of technology for data collection and analysis, information on "best practices" for improved student learning, leadership skills for school change/improvement, and staff supervision/evaluation to ensure that staff are providing the best possible education for all students. Each administrator will be able to access implementation grant funding for improving student learning at his/her own school(s) based upon needs identified in NHEIAP results, MRSD assessment results, their own school assessments, and teacher and community input. Those schools where the need appears greatest (based upon scores on the NHEIAP and Free and Reduced Lunch counts) will receive additional financial help for materials and equipment.

Critical Skills Classroom Model
Outcomes for Three Areas of Learning

Critical thinking skills for all individuals:

develop high quality solutions to multi-dimensional problems
make responsible decisions in diverse situations
demonstrate use of at least one decision-making model
routinely apply critical thinking in a range of life roles
confidently apply creative thinking in a range of life roles
demonstrate use of communication skills in a variety of situations
efficiently and productively organize ideas, time, space, materials, and task
optimize the management of people
assume a leadership role in a real-life situation
demonstrate effective management of people and resources

Fundamental dispositions of citizens, workers, and family members:

use essential knowledge to effectively solve problems and make decisions
demonstrate skills that are critical to the needs of today
demonstrate responsibility and investment as an owner of life-long learning
reflect on learning and evaluate new information for use in solving problems
accept responsibility for self-directed learning
demonstrate a strong work ethic
demonstrate a well-developed internal model of quality work
set and achieve standards for quality in all work
demonstrate ethical behavior, integrity, and trustworthiness
collaborate well with others in class, on the playground, and on teams
reflect on one's own performance in collaborative groups
be involved in at least one community activity to benefit others

Essential knowledge needed by individuals for success in life and at work:

analyze the birth, growth, and death cycles of life
use language, mathematics, pictorial symbols to communicate
evaluate and analyze the social web of groups and institutions
seek diversity in groups to increase knowledge and variety in work
reflect on and analyze the impact of art in human expression
produce high quality work and analyze/evaluate the outcomes of work produced
analyze and evaluate products and services in meeting personal and community needs
place self in time and space in relation to history, culture, and society
use information about history and culture to predict events or outcomes
make connections between self, others, and the natural environment
analyze the relationship between science, technology, and the environment
evaluate relationships between the community and individuals

Goal 1: To build and sustain strong local partnerships for the schools and businesses in our region.

Objective: The partnership will leverage resources to provide for life-long learning opportunities for all people in the region.

By June 30, 1999, the Monadnock Regional School District will annually be leveraging other resources from area businesses, grants, and foundations to support the efforts of the Initiative and coordinate STC efforts with Consolidated Grant efforts under our LEIP.

By December 1, 1998, to assure sustainable success, the Business Education Partnership will have expanded its membership and will include social service agency directors, additional community representatives, and possibly students representing public schools and post-secondary programs.

By November 1, 1997, all students residing in our District participating in home education programs and those students who are not presently enrolled in a public, private, or home education program, will have been notified of their eligibility to participate in the Monadnock Regional School District's School-to-Career Initiative.

By June 30, 1999, all people in the Monadnock Region will have the opportunity to develop employability skills to enable them to enter the workforce "ready to work", prepared for the ever-changing nature of the workplace, and accepting of the need to be a life-long learner.

Goal 2: To create authentic, work-based learning opportunities for all students prior to high school graduation and again during post-secondary education.

Objective 1: Students will explore a wider variety of careers available in our region.

By June 30, 1998, and for each succeeding year, Monadnock Regional High School will have offered a career day for ninth grade students. ((If not part of Reg. 13 Consortium.))

By June 30, 1998 and for each succeeding year, each elementary school will have offered a career exploration opportunities for its students.

By June 30, 1999, all tenth grade students will have had an opportunity to "Job Shadow" in at least one workplace in a career cluster of their interest.

Objective 2: Criteria and training for work-based experiences will be developed.

By November 30, 1997, a sub-committee of the Partnership will have been established to develop criteria for Mentoring and Apprenticeships that will be available to students and youth in the Monadnock Region. (Completed.)

By June 30, 1998, using guidelines established by the NH Departments of Education and Labor, the Business Education Partnership will have developed a plan for managing the risks related to the School-to-Career Initiative including, but not limited to, transportation, safety and accident prevention, and sexual harassment and assault. (If not part of Reg. 13 Consortium.)

By June 30, 1999, the Monadnock Regional School District and the Business Education Partnership will have signed an agreement specifying conditions for student employment in the workplace including, but not limited to, the hours of work, maintenance of grade point average, etc.

Objective 3: Students will gain connections between their activities at school and the transition they will make to work and to adult life.

By June 30, 1998, each school in the Monadnock Regional School District will have a "School-site Partner" from area businesses or industries to assist the school in building connections between the elementary school and the workplace. (If not part of Reg. 13 Consortium.)

By June 30, 1997, each school in the Monadnock Regional School District will have a plan for increasing the focus on "generic workplace skills" in the elementary classroom. (Completed)

Objective 4: Businesses will have a single contact point for most regional work-based experiences.

By November 30, 1997, the Monadnock Regional School District will have participated in the development of a regional consortium which will focus on work-based learning opportunities for the eleven school districts in the Monadnock Region. (Completed)

Goal 3: To increase academic and occupational standards of performance/achievement as measured on both district and state assessments.

Objective 1: MRHS will review and, if appropriate, propose changes for credits, schedules, course requirements.

By March 1, 1998, the Monadnock Regional School District will have formed a study committee to consider (a) increasing the number of credits required for High School graduation from the present requirement of 19 3/4 credits and (b) increasing flexibility in earning credits .

By March 1, 1998, the Monadnock Regional High School will explore offering additional credits for experiences other than those provided in the classroom.

Objective 2: Students will experience more real-life problem solving activities, from kindergarten through twelfth grade.

By November 30, 1999, teachers in the Monadnock Regional School District will include components of the STC Initiative, especially increasing hands-on, real-life learning, into their classrooms.

By June 30, 1999, all staff utilizing the Critical Skills/Education By Design model in their classrooms will have access to a support system to encourage them in the transition from traditional model of instruction to a more problem-solving approach to education.

Objective 3: Students will be knowledgeable of and perform better against clearly stated proficiency levels.

By November 30, 2000, the percentage of students performing "at proficiency" or "above proficiency" on District assessments and the percentage of students performing at "Proficient" or "Advanced" levels on the NHEIAP will increase by at least 5%.

By July 1, 1999, the Monadnock Regional School District will have either developed its own levels of proficiency to be used for establishing standards of higher academic achievement in the areas of career clusters and skills or have adopted those to be developed through the statewide initiative.

Goal 4: To develop seamless articulation between secondary and post-secondary education that meets the needs of students as well as area businesses.

Objective: More people will participate in life-long learning via strong articulations between secondary and post-secondary programs.

By September 15, 1998, the number of students attending post-secondary training or colleges at graduation will have increased from approximately 51% to at least 55%.

By June 30, 1999, the District will have developed articulation agreements with post-secondary schools and colleges which will assist students in transitioning from high school to post-secondary schools more smoothly.

Goal 5: To support youth with effective career guidance and information so they are able to make informed decisions about their future lives.

Objective 1: Students will have a career portfolio, based upon career clusters.

By March 1, 1997, information on career clusters will be included in the student course handbook, with a specific planning guide, placed in each student's career portfolio beginning in the eighth

grade, which will follow the student through his/her high school years. (Completed)

Objective 2: Staff will be knowledgeable about employer and employment needs in the region.

By September 30, 1999, 90% of the staff will provide to students in their classes information about academic requirements, careers opportunities, and workplace skills needed for success in a global economy.

By June 30, 1998, at least four "Teacher to Business" Visitations will have been held. All members of the BEP will have had an opportunity to visit at least one school during the school day.

Goal 6: To determine the effectiveness of the School-to-Career Initiative in accomplishing its stated goals and outcomes.

Objective: The effectiveness of the various efforts related to School-to-Career in improving student learning and transitioning to the workplace will be assessed.

By November 30, 1997, the Business Education Partnership and the Monadnock Regional School District will have developed and used an evaluation process to determine progress at achieving its mission and outcomes, and will annually use this evaluation process to make continuous improvement in the work of the Initiative.

By July 1, 1998, the Monadnock Regional School District will have assessed the effectiveness of the School-to-Career Initiative and report results to our students and staff, the Business Education Partnership, and to the various public and community groups in our region.

Monadnock Regional School District
Technology Plan Five Year Plan
1995-2000

Technology Committee

Tom Warner, Technology Coordinator, SAU 38
Dr. William Wheeler, Superintendent of Schools, SAU #38
Dan Stockwell, Principal, Monadnock Regional High School
David Bell, Principal, Cutler Elementary School
Lilla DeCoste, Principal, Mt. Caesar Elementary School
Marie Syzmcik, teacher, Cutler School
David Dahl, Vice-Principal/Teacher, Troy Elementary School
Ray Dunn, Mathematics Teacher, MRHS
Gerry Kuhn, Industrial Technology teacher, MRHS
John Goodrich, Computer Instructor, MRHS
Matt Prigge, Student, MRHS
David Pantzer, Student MRHS
Tom Britton, Board Member
John Oakes, Parent
Rob Mitchell, Business Partner, Community Member

Submitted to MRSD board and approved September 1994

Monadnock Regional Jr/Sr High School Computer-Internet Policy

Statement of Policy Intent: July, 1997

Access to electronic information, online and from CD's, is essential in developing sound research skills in the preparation of students for employment and future study. In order to match electronics resources as closely as possible to the approved district curriculum, district personnel will review and evaluate these resources in order to offer "home pages" that comply with Board guidelines governing the selection of educational materials. Students may pursue the electronic research independent of staff supervision only if they have been granted permission from the library staff or supervising teacher.

Student Responsibilities:

1.) Students must have this Internet policy agreement signed by themselves and their parent or guardian in order to access the Internet from school.

2.) Internet access will be limited to:

A) Specific teacher assignments (presented in writing or on file with the library).
B) Permission from the library staff or supervising teacher. In no case will a student access the Internet in a room without staff supervision.
C) Students with a valid MRHS Internet Access Card.

3.) When using the Internet, students will

A) not access sites that show obscene or pornographic images or language. Students will not enter any sites that have a warning of adult material, regardless of the student's age.
B) not access "chat" rooms.
C) will abide by the rules of behavior in the student handbook, including the restraint of using obscene, abusive, profane or threatening language.
D) students and their parents will assume the full liability of legal, financial and criminal consequences of any transactions that a student may attempt on the Internet.

4.) Disciplinary Action: (Note - Any action that is criminal in nature will be reported to local authorities..e.g. threatening a public official, illegal access to servers, illegal business transactions, etc...)

A) First Offense of any of the above responsibilities will result in disciplinary action at the building level and loss of Internet access for a period of two weeks.
B) Second Offense will result in parent notification and loss of Internet access for a period of one school year.
C) Third Offense will result in the permanent loss of Internet privileges and parent notification.

I agree to the above policy and the responsibilities that are required:

_____ (student's signature) _____ (date)

I the parent or legal guardian of the above student, I agree to the responsibilities of the above policy and grant my permission for my son/daughter/trustee to have Internet access with the stated stipulations and responsibilities:

_____ (parent's signature) _____ (date)

Background:

Monadnock Regional School District was founded in 1962 combining the towns of Roxbury, Sullivan, Surry, Troy, Swanzey, Fitzwilliam and Gilsum in an effort to pool resources and provide the best education possible for students in the Monadnock Region. A central junior/senior high school was built. It is in this spirit that Tom Britton requested that a technology committee be formed and a long term plan for the acquisition and implementation of new and emerging technologies be investigated and a proposal brought before the board to plan the funding of this proposal. This plan and its addendums and updates is the result of that request.

Today in 1994, the District serves approximately 2400 students with 1100 at MRHS and 1300 in the seven elementary schools. These numbers have grown steadily and the larger elementary population shows that they will continue to increase. Predictions are that by 1998, we will have 2700 students in the District.

Mission:

Technology has begun to play an increasingly important role in the delivery of instruction and in the method of student research and writing. Word processing, databases, spreadsheets, desktop publishing, video editing, and telecommunications are quickly becoming the tools that will guide education into the Twenty-First Century. This plan will guide the district in making tough decisions on how to spend limited resources and give direction for seeking new methods of funding. The guiding principles will be increasing student achievement and teacher effectiveness.

The following areas of need have been determined through the committee's research and a district survey of teachers, parents and students:

A) Networking

1.) Access: diverse participation across classrooms and subject areas. There is a need for classroom teachers, administrators and students to interact on a local network in each school building. The communication amongst and between these groups is essential for effective teaching, learning and management of students and curriculum. With the connection of these networks to the Internet and Email, this communication can reach out to parents and business partners.

2.) Curriculum and Instruction: networked data directly related to

curriculum. Shared databases can keep information that can then be locally accessed by students, teachers and administrators. The District's curriculum guides can be accessed by teachers from the network. Resources and their location can be tracked more easily. Exemplary projects and student work can be posted on the network as models for other students.

3.) Media Resources: local and remote access to library circulation and catalog system on the network. The Library/Media Center in each school will begin to put its card catalog on computer. MRHS is using Follett Software's Circulation/Catalog Plus. We need this access to extend to all areas of the schools on LANs. With Internet connections, this access will extend to other libraries and college resources.

4.) Record Keeping and Reporting: word processing, database, spreadsheet, grade reporting, student objectives, and electronic mail can be installed on a LAN. The *MacSchool* program used in all the schools can be accessed from multiple offices. This access needs to be extended throughout the school with the appropriate security measures.

5.) Administrative Functions: Internal accounts, student/teacher databases, attendance, grading, scheduling, health records, assessment. All schools will use *Quicken* for their internal accounts as recommended by the auditors. MacSchool will track student attendance for State reports (ADM, ADA, etc.), health records, demographics, grades for reports cards, permanent records (historical files), schedules, GPA, honor roll. Assessment data will be kept on a separate database devised by the District.

6.) Cabling of all schools for networking. MRHS needs to be cabled with ethernet capable wire and the elementary schools will be cabled with LocalTalk PhoneNet cabling. The networks will be designed by network professionals and the cable can be pulled by the maintenance staff of the district with help from the District electrician and the Technology Coordinator.

B) Telecommunications

1.) Modems, phone lines: Each elementary school needs to have at least one dedicated phone line with a fast (19K BAUD or faster) modem. This access should be located in each school's library. The modem will be used for bulletin board access and Internet access.

2.) Bulletin Boards: local and District-wide. Each school will operate an internal bulletin board and have access to a District-wide bulletin board. These connections will allow for easy communication amongst staff and will also give dialup access for parents.

3.) Internet access: the Internet will be the channel of communications and information retrieval for most academic areas. MRSD needs to push forward in getting all the schools connected and the larger buildings connected through networks.

4.) On-Line network subscriptions (KidsNet, Scholastic Network, America On-Line, CompuServe, ERIC, etc.).

C) Distance Learning/video education

1.) Downlink site: MRHS will become the location for satellite communications in the District. In conjunction with the satellite downlink, a head-end video system and video cabling will allow for selective distribution to classrooms. Video conferencing and even Internet access may take place on this system in the future.

2.) Video Cabling throughout MRHS. Negotiations with Paragon Cable Company (local cable TV company for the towns in the District) will begin to get assistance in cabling the schools with video cable.

3.) Video production capabilities: camera, editors, tutorial tapes, student productions. Video is becoming an accepted form of information capture and exhibition of one's creativity of thought. The ability to use cameras, editors and effects generators will be a useful skill for all students making presentations.

D) MultiMedia

1.) The use of computer graphics, captured images, sound and digital video will become an integral part of creating a presentation in the Twenty First Century. MRSD should acquire these technologies and train teachers in their application to academic disciplines.

2.) Workstations should be equipped with sound cards, video capture devices and scanners.

E) Connectivity/Compatibility

1.) An important Issue to be investigated is the inter-operability with Macintosh and Windows based computers. While the academic areas have traditionally gone with Macintosh Computers, The CAD lab and the business lab uses Windows based machines. Whenever possible, Macintosh computers should have the hardware/software to make them Windows compatible.

F) Subject Area Specific

1.) **Business**: Word Processing, Database, Spreadsheet, Telecommunications, Electronic Bookkeeping, Taxes, Accounting software packages (Peach Tree). Because of the dominance of Intel computers in business, the business labs will continue to expand their *Intel* workstations. The goal will be to have two complete labs each equipped with twenty computers capable of running Windows 3.11. These labs will then be networked to a file server so that small office practices (email, laser printing, Internet access) can be taught.

2.) **Library/Media**: The Follett electronic Catalog/Circulation will be networked throughout the school. In addition, there will be reference CDs (encyclopedias, professional reference material (medical, legal, etc.) on a networked "jukebox" system. The Internet access will give students access to Keene State Library and other university libraries.

3.) **English:** Students will become adept as using word processing, desktop publishing, grammar/style checker, term paper, outlines,

resumés. Proper formatting of papers in word processing will be taught including how to make footnotes, endnotes, etc in word processing.

4.) **Mathematics:** Software like *Mathematica* will be investigated as well as statistical software such a *SPSS* or *JUMP*. The mathematical, statistical, trigonomic and economic functions will be used to enhance classroom activities in these areas. The "charting" or graphing functions of the spreadsheets can be used to demonstrate simple and complex graphing.

5.) **Social Studies:** the area of social studies lends itself well to the use of CD reference discs and Internet access. Not only can students access foreign sources such as government agencies, but also communicate with other students in other parts of the US and foreign countries via email. Databases can be developed by students to help classify and differential information about people, countries, governments, etc.

6.) **Science:** A wide variety of applications on computers and the Internet will be explored in the area of science. Videodisc and CDs with thousands of images are invaluable resources for the science teachers and student. Video microscopes allow for a class to view what only a single observer could see. Specialized workstations with environmental probes allow for experimentation that is not now possible. Experiments taking a variety of readings over long periods of time can be accomplished and the readings are continually saved and/or graphed. Probes can measure changes in temperature, light, pH levels, presence of gases, motion and humidity. As many as four of these probes can be detecting and recording changes simultaneously.

7.) **Music:** The advent of synthesizers and the MIDI interface opens a whole field of computer generated sound and music notation. Digital multitrack recording can be accomplished with digital sound editing.

8.) **Language:** language courses with digital voice for pronunciation will be investigated to expand the existing offerings and possibly create new offering for independent learners.

9.) **Art:** Computerized art including graphic tablets and Paint programs will be used from the elementary grades up to the high school. We need to give students more access to workstations equipped with

this hardware/software.

10.)Industrial Technology: Industrial Technology will take full use of the computers ability to assist in drafting, design, desktop publishing, plotting, scanning and prepress laser printing.

11.) Guidance: Counselors will assist students in using software that does career surveys, college searches (CD), interactive CD on values/decision making.

12.) Physical Education: Fitness statistics database from K-12 on students.

13.) Adult Education: When MRHS's network and Internet connection are fully functional, the computer and access will be made available to the Adult Education Program admininistered from Cheshire Vocational School in Keene.

G) Staff Training: MRSD will dedicate Staff development money towards the training of teachers and support staff in the use of existing and new technologies.

1.) general staff: teachers, administrators, support staff

2.) specialists: guidance, library, special education, technical courses

H) Physical Plants-

1.) electrical upgrading

2.) phone lines

3.) security

4.) space

5.) network cabling

I) Resources

1.) grants, KSC partnership

2.) foundations to education

3.) donations from local industry of upgraded equipment, partnerships

4.) local District Budget

Timeline:

1995 Develop a proposal that will create three warrant articles to be presented to the public at the district meetings of years: 1995-1996, 1996-1997 and 1997-1998. This proposal will include the following agenda and timeline:

1995-1996: Purchase computers for each classroom in all seven elementary schools of MRSD. The estimation of classrooms is 67 and there are presently about 22 with computers that can be networked. Network the elementary schools with low speed PhoneNet cabling and PhoneNet interfaces. This will allow for First Class Email to be used in each school and a modem to call into each school from a remote source.

Estimated cost: $130,000

Funding Sources:

Warrant Article:	$82,000
Chapter II:	$22,000
District Budgets:	$32,000

1996-1997: Begin to purchase computers for MRHS and assess their needs for networking. Purchase LCD overhead panels for each school and High School Department.

Estimated cost: $140,000

Funding Source

Warrant Article:	$82,000
Chapter II	$18,000
Grants:	$20,000
District Budgets:	$34,000

1997-1998: Cable MRHS with Category 5 wire for ethernet and purchase computers to complete the plan of networking each classroom. It is estimated that there are approximately 22 classrooms with Macintosh LC or Windows capable computers that can be networked. We will need to purchase an additional 58 computers and printers to have one in each classroom and office. Begin to purchase specialized equipment like LCD overhead panels, video-microscopes, digitizing video cards and scanners.

Estimated Cost: $130,000

Funding Sources:

Warrant Article:	$82,000
Chapter II:	$18,000
Grants:	$30,000
District Budgets	$30,000

1998-1999: Connect MRHS to the Internet via a 56K lease line. Upgrade older 486 computers and earlier Macintoshes to Pentiums and PowerMacs. Expand teacher training. Summer Institute in Technology at MRHS.

Estimated Cost:	$140,000
Grants:	$80,000
Chapter II:	$18,000
District budgets:	$50,000

1999-2000: begin to acquire "specific use" computers:
Video Editing for non-linear editing.
Connect all building in the District with leased lines (56K)
Upgrade the elementary school's computers.
Teacher training Dial-in to MRHS network to access the Internet via a modem pool

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Wyman House, Swanzey, Center, NH
October 27th, 1997

CALL TO ORDER:
The meeting was called to order at 6:05 PM by Bill Hamill, Acting Chairperson, for the purpose of conducting a hearing on a student violation of the MRSD Drug and Alcohol Policy.

PRESENT:
Dixie Gurian, Bill Hamill, Larry Sicotte, Chrysten Starrett, Glenn White, Dr. William Wheeler, Superintendent of Schools. Also present were Dan Stockwell, Ellen Cronin, William Prigge, School Board Counsel and Sharon Turner, Recorder.

The student was accompanied by his mother.

W. Prigge explained that the Board was without a quorum and that the hearing could be held, but the members present would make a recommendation to the entire Board at the next Board meeting.

At 6:10 the administration, the student and parent were excused.

W. Prigge advised the Board as to the options available to them without a quorum present.

At 6:15 the administration, the student and parent returned.

The student requested that the hearing not be held without a quorum of the Board.

B. Hamill granted Dr. Wheeler the authority to extend David Grover's suspension through November 4th, 1997.

At 6:30 PM, B. Hamill declared the hearing closed.

Respectfully submitted,

Sharon E. Turner

Sharon E. Turner

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Sullivan Elementary School, Sullivan, NH
November 4th, 1997

CALL TO ORDER:
The meeting was called to order at 6:00 PM by Nancy Callender, Chairperson, for the purpose of conducting a hearing on a student violation of the MRSD Drug and Alcohol Policy.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Glenn White, Dr. William Wheeler, Superintendent of Schools. Also present were Dan Stockwell, Ellen Cronin, William Prigge, School Board Counsel and Sharon Turner, Recorder.

The student was accompanied by his mother.

N. Callender gave the student the option of the hearing being held in public or non public session. The student requested a non public hearing.

At 6:10 PM B. Hamill MOVED: That the Board enter into non public session. SECONDED: by D. Gurian. VOTED: 8-0-0-2 by a roll call vote. J. Fiderio was not present to vote.

W. Prigge explained how the hearing would be conducted regarding administration and student presentations and Board questions.

N. Callender informed those present that she will conduct the hearing but will not participate in the discussion or voting.

PROCEEDINGS:
D. Stockwell explained that this was the second violation of the MRSD Drug and Alcohol Policy and that the student has been suspended pending the outcome of this hearing.

Dr. Wheeler reported that a Superintendent's hearing had been held with the student.

The student distributed copies of supportive letters from instructors and advised the Board that he has been able to keep current with his school work during this suspension and is planning to graduate at the end of his Junior year.

Dr. Wheeler recommended that the Board consider the 25 days of suspension served as the student's punishment.

The parent reported that the student has willingly sought substance abuse counseling. Questions were asked and discussed regarding the counseling.

At 6:30 PM the administration, the student and parent were excused.

W. Prigge discussed with the Board decisions requiring counseling as a requirement. G. White MOVED: That the Board accept the administration's recommendation; SECONDED: by J. Fallon. DISCUSSION: After discussing implications with regard to the administration's recommendation, the motion was withdrawn.

G. White MOVED: That the student be allowed to return to school at the beginning of the third marking period with the conditions that he keep current with school work and continue to attend counseling as long as appropriate. SECONDED: by D. Gurian. DISCUSSION: Opinions were expressed regarding this decision putting an extra workload on the student's teachers. VOTED: 5-2-2-1.

At 6:50 the administration, the student and parent returned.

Dr. Wheeler asked for a decision regarding the student being allowed on school grounds to pick up schoolwork and meet with his guidance counselor. G. White MOVED: That the student be allowed on school property to pick up schoolwork and meet with his guidance counselor. SECONDED: by B. Hamill. VOTED: 6-1-2-1.

At 7:00 G. White MOVED: That the Board return to public session. SECONDED: by G. Bednarski. VOTED: 9-0-0-1.

Respectfully submitted,

Sharon E. Turner

Sharon E. Turner

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
November 4, 1997

MEETING AT
Sullivan Elementary School, Sullivan

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

6:00 P School Board Hearing for Student

CALL TO ORDER AT 7:00 PM

1. **7:00 P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business
2. **7:10 P** CITIZEN CONCERNS:
3. **7:20P** STUDENT COUNCIL CONCERNS:
4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Teacher request for leave of absence (see attachment)
   - d. Parent request for placement of child in school (see attachment)
   - e. NASA presentation by Peg Saunders
   - f. 1998-1999 MRSD Goals (see attachment)
   - g. NHSBA Resolutions - discussion and action
   - h. Emergency procedures for handling caustic materials
   - i. SAU Budget report
   - j. MRSD Budget report by Karen Craig and David Mousette
   - k. MRSD Budget review
   - l. Action on the Manifest
   - m. Report on State and Federal Fiscal requirements
   - n. Correspondence/announcement.
5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Curriculum report - Kathy Holt
6. **9:15P** Setting the next meeting's agenda
7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues
8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: October 30, 1996
Topic: Discussion of Agenda Items
From: Bill Wheeler

There is really no such thing as bad weather, only different kinds of good weather.
-- John Ruskin

Now try remembering that for the next four months.

4.c.d. These are similar requests to those which you have dealt with in the past.

4.e. Ms. Saunders is a Sullivan teacher. She has worked with the students via internet on NASA events. She will share the methods and outcomes of that communication.

4.f. The attached statements are District goal statements which guide and direct programs. The administrative team reviewed these for congruence. We did review the proposed eight Board/District goals for pertinence. The agenda appears to be quite long. Therefore, we can have whatever discussion on this issue you wish to have.

4.g. Anything new?

4.h. I am still struggling with assembling material on this matter and will, hopefully, have a <u>short</u> presentation for your information at the time of the meeting.

4.i. You received a copy of the summary analysis. A discussion will be held on any part of the SAU budget that you wish.

4.j. Karen and David, having been excused from Saturday morning's presentation, will present their school center budgets.

5.a. Kathy will outline the curriculum reports and provide a brief overview of the development of K-12 curriculum, as well as, give you a review of the third, sixth, and tenth grade State test results.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Sullivan Elementary School, Sullivan, NH
November 4, 1997

CALL TO ORDER:
The meeting was called to order at 7:05 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Glenn White, and Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were John Menton, David Bell, Karen Craig, Lil DeCoste, David Mousette, Dan Stockwell, Betty Tatro and Sharon Turner.

CONSENT AGENDA:
C. Nolan MOVED: That the Board minutes of October 21, 1997 be approved as written; SECONDED: by L. Sicotte. VOTED: 7-0-1-2.

L. Sicotte requested that the Administration provide the Board with a list of out-of-district students approved to attend school in the MRSD. G. Bednarski MOVED: That the Administration update the list of out-of-district and inter-district students. SECONDED: by L. Sicotte. VOTED: 2-4-3-1.

L. Sicotte requested the October 1st Student Enrollment Report.

L. Sicotte referenced a letter sent to the Swanzey Police Department regarding a bus route. J. Menton commented that the site has been reviewed and the bus stop changed.

CITIZENS CONCERNS: None

STUDENT COUNCIL CONCERNS: None

OTHER SCHOOL BOARD BUSINESS:
A: Board Committee Reports;
C. Nolan reported that the Facilities Committee met on October 24th, 27th and the 30th. He presented site plans of the buildings and floor plans to the Board. The construction options were outlined and C. Nolan requested direction from the Board. G. White MOVED: That the Finance Committee review financing options. SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

G. White reported that the Negotiations Committee will meet on Friday, November 7th at 3:00 pm at the Wyman House.

B: New Business Items;
C. Nolan distributed a letter dated September 28th, 1997 to Doug Brown regarding additional parking in the mill parking lot for Cutler School. He reported that he has received a response from Doug Brown. L. Sicotte MOVED: That the matter be refereed to the Facilities Committee. SECONDED: by C. Nolan. VOTED: 9-0-0-1.

C: Teacher request for leave of absence;
Dr. Wheeler reminded the Board that action had been taken last year on a similar request from Pamela Weinrieb. He stated that the dates were left open ended because of the adoption process. G. White MOVED: That the Board grant the requested leave. SECONDED: by C. Nolan. VOTED: 9-0-0-1.

N. Callender presented a request from Kathleen Polifrone for medical leave of absence for her pregnancy beginning November 10th, 1997, maternity leave upon the birth of her babies and an unpaid leave of absence for the 1998-1999 school year. G. White MOVED: that the Board grant the requested leave. SECONDED: by B. Hamill. VOTED: 7-1-1-1.

D: Parent request for placement of child in school;
J. Fallon MOVED: That the Board grant the request of Deborah Carter for her children to continue attending Troy School as presented. SECONDED: by C. Nolan. VOTED: 8-0-1-1.

N. Callender presented the request of Diane Dunham, who recently moved to Keene, that her children be allowed to continue attending Swanzey Schools as the children will be sleeping at their father's house who still resides in Swanzey. B. Hamill MOVED: That the Board grant the request. SECONDED: by J. Fallon. DISCUSSION: C. Nolan MOVED: to AMEND the Motion to include the stipulation that a parent reside in the District. SECONDED: by G. Bednarski. DISCUSSION: During a discussion regarding issues of residency, the motion as amended was withdrawn. G. White MOVED: That the Board table the request until more information is presented and until such time, the children can continue to attend school in Swanzey. SECONDED: by B. Hamill. VOTED: 6-3-0-1.

E: NASA presentation by Peg Saunders;
P. Saunders described her involvement in the NASA Classroom of the Future and her summer training in Wheeling, W. Virginia. She also reviewed Sullivan School technology and outlined ways the students are using the computer. She logged onto the Internet and showed the Board Sullivan School's Web page and distributed copies of the newsletter.

F. 1998-1999 MRSD Goals;
Dr. Wheeler reviewed the District Goals and how they are implemented by different programs in the schools. He reported that he met with the principals to discuss goal development at

the classroom and school levels and how these goals supplement the District Goals.

G. NHSBA Resolutions - discussion and action; None.

H. Emergency procedures for handling caustic materials;
Dr. Wheeler referred to the Policy Manual and reviewed the maintenance/custodial, science and vocational classroom areas for caustic materials and emergency procedures. He reported that maintenance/custodial staff are using non-caustic cleaning fluids, non oil-based paints and other materials are disposed of according to the manufacturer's directions. Science chemicals are stored in a locked cabinet which is required to be vented. The cost for the venting is included in the 1998-1999 budget proposal. Dr. Wheeler described safety precautions and instruction used in Science classrooms. He also reported that the Vocational classrooms have little hazardous material present, but the woodshop has a cabinet which needs to be vented and the cost is included in the 1998-1999 budget proposal.

I. SAU Budget report;
N. Callender referenced the SAU Budget Summary Report and noted the increase to the MRSD is 12.8%. This increase includes increased costs in health care, an additional technology position and wage increases for the SAU staff. She reminded the Board that the SAU #38 Board meeting will be held on November 19th at the Fitzwilliam Inn.

K. MRSD Budget review;
J. Menton distributed worksheets showing summaries of fixed and variable factors in the 1998-99 proposed budget. N. Callender asked the Board to be aware of the amount to be raised by taxes and noted that the teacher's contract is not included in this figure. J. Menton also discussed new Foundation Aid figures and the time sequence for building aid regarding the modular classrooms.

L. Action of the Manifest;
C. Nolon MOVED: That the Board approve the Manifest dated November 4, 1997 for $1,313,376.47 (Warrant #311-Payroll, dated 10/21/97, $369,361.93; Warrant #322-Payroll, dated 10/22/97, $119,241.72; Warrant #313-Payroll, dated 10/31/97, $27,185.00; Warrant #13, dated 11/04/97, $429,364.10 and Warrant #315-Payroll, Dated 11/04/97, $368,223.72); SECONDED: by G. White; VOTED 9-0-0-1.

M. Report on State and Federal Fiscal requirements; None

N. Correspondence/announcements;
Dr. Wheeler distributed information regarding the NHSBA Forum, staff receiving Staff Development reimbursements, the Cutler School Assessment and the 1997 NHSBA Legislative Summary.

SUPERINTENDENT'S REPORT:
K. Holt presented the results of last year's assessment tests. Using an overhead projector, she reviewed the cognitive and affective goals and proficiency levels set in the subject areas tested and noted that no perfect score can be obtained as the assessment has no ceiling. She gave examples of questions and compared test results to 1996 results and the state average for 1997. She explained that students who can not take the test with modifications are pulled from the testing and that these numbers are limited. K. Holt presented a list of strategies from teachers which they feel the District could use to positively impact student learning. K. Holt also stated that students do much better on the national test than on the state test which shows how difficult the state test is.

SETTING THE NEXT MEETING'S AGENDA:

1. Student Enrollment Report
2. Emerson School Project
3. SAU Budget
4. Discussion of 1998-99 Budget

NON PUBLIC SESSION:
At 10:00 PM, J. Fiderio MOVED: That the Board enter into non public session to discuss teacher's negotiations and Superintendent negotiations; SECONDED: by J. Fallon. VOTED: 8-0-0-2 by a roll call vote. In attendance were Dr. Wheeler, J. Menton and S. Turner.

G. White reported that mediation with the MDEA has been set for Thursday, November 13th at 9:30 AM at the Best Western Hotel in Keene and that the November 7th meeting will be to set mediation strategies.

At 10:10 PM, J. Menton and S. Turner were excused so the Board could discuss the Superintendent's negotiations.

At 10:20 PM, G. White MOVED: That the Board return to public session; SECONDED: by D. Gurian VOTED: 9-0-0-1.

ADJOURNMENT:
G. White MOVED: to adjourn; SECONDED: by C. Nolan. VOTED: 9-0-0-1.

Respectfully submitted,

Sharon E. Turner

Sharon E. Turner

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
November 18, 1997

MEETING AT
Monadnock Regional High School, Swanzey Center

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

CALL TO ORDER AT 7:00 PM

1. **7:00 P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business
     1) Student Enrollment data (see attachment)
     2) Parent request to have children remain in District school.

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Physical Education report and tour of facilities - Kathy Holt
   - d. Emerson building report and finance presentation
   - e. SAU Budget (see attachment)
   - f. MRSD Budget review (see attachment)
   - l. Action on the Manifest
   - m. Correspondence/announcement.

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Curriculum report - Kathy Holt (see item 4.c.)

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: November 12, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

When we remember that we are all mad, the mysteries disappear and life stands explained.
-- Mark Twain

1.b.1) This is data on school enrollments for the past several years.

1.b.2) The children reside with the mother in Keene. The father will act as baby-sitter while the mother is working 3rd shift. The children; therefore, reside with their mother who is requesting to have the children remain in Mt. Caesar for the remainder of the year. Transportation will be provided by the parents.

4.c. The academic reports will begin with physical education. Included in the report will be a walk through of high school facilities.

4.d. The facilities and finance committees will report on the current status of the building plan and the finance plan for construction and renovation of the Emerson Elementary School.

4.e. The SAU #38 1998-1999 proposed budget is included for your review.

4.f. The board will discuss the budget and act on a proposed budget which will be submitted to the MRSD Budget Committee. I have attached a report on "Cost Per Pupil By District, 1995-1996". Included, for comparison purposes are to previous years' reports. Included in the report are comparisons between MRSD, surrounding districts, and the State.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Monadnock Regional High School, Swanzey Center, NH
November 18, 1997

CALL TO ORDER:
The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, Brian Russell, Student Council Representative, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were John Menton, David Bell, Karen Craig, Lil DeCoste, Dan Stockwell, Diana Elkavitch, Joanne Marchand and Sharon Turner.

CONSENT AGENDA:
G. White MOVED: That the Board minutes of October 27, 1997 for the student hearing be approved as written; SECONDED: by D. Gurian. VOTED: 7-0-1-2.

G. White MOVED: That the Board minutes of November 4, 1997 for the student hearing be approved as written; SECONDED: by D. Gurian. VOTED: 7-0-1-2.

G. White MOVED: That the Board minutes of November 4, 1997 be approved as written; SECONDED: by D. Gurian. VOTED: 7-0-1-2. (J. Fiderio was not present to vote).

Dr. Wheeler noted that several years of data regarding student enrollments were included in the Board packet.

N. Callender referenced the request of Diane Dunham that was discussed at the November 4th Board meeting to allow her children to continue to attend Mt. Caesar. She noted that residency is established where the responsible parent lives, which in this case is Keene. For family convenience, the children sleep at their father's in Swanzey. L. DeCoste recommended that the children be allowed to continue to attend Mt. Caesar. J. Fallon MOVED: That the Dunham children be allowed to attend Mt. Caesar for the remainder of the school year and that the parents provide transportation. SECONDED: by D. Gurian. DISCUSSION: The permanency of the father's Swanzey residency was discussed. VOTED: 6-2-1-1.

CITIZENS CONCERNS: None

STUDENT COUNCIL CONCERNS:
B. Russell discussed activities at the high school and an accident on Route 32 in which John Dick, Student Council Representative and other students were involved.

OTHER SCHOOL BOARD BUSINESS:
A: Board Committee Reports;
C. Nolan reported that the Facilities Committee will be meeting on Tuesday, November 25th at 7:00.

L. Sicotte distributed a report on the 1997 Delegate Assembly of the NH School Board Association which was held on November 8th, 1997.

B: New Business Items; None

C: Physical Education report and tour of facilities;
Bob Brennan and Maureen Osburn, elementary physical education teachers and Paul Breckell, high school Athletic Director distributed hand-outs and discussed the importance of physical education in the schools. B. Brennan addressed the need to teach life long skills such as proper nutrition and exercise at an early age. The focus of physical education at the elementary school level is to help the students develop self confidence. P. Breckell described the athletic facilities and programs at the high school. He talked about the significance of teaching the fundamentals of sports and continuing to build confidence in the students. B. Brennan closed the presentation by discussing the extra evening programs that are offered.

D. Emerson building report and finance presentation;
N. Callender reported that the Finance Committee met and can make no recommendation at this time as new information regarding a lease purchase program was received after their last meeting. The potential for a lease program was discussed. N. Callender asked the administration to obtain actual lease figures. Other alternatives for cost reduction such as budget cuts and a separate warrant article for items where appropriate were discussed. The Board also addressed the issue of educational disruption during construction. The size of the student population at Emerson was discussed.

E: SAU Budget;
The proposed computer technician position was discussed. K. Holt described the technician as doing technical processes such as wiring for networking which would allow Tom Warner to spend time in the schools helping teachers with technology.

The acceptability of the proposed 5% wage increase was addressed. L. Sicotte MOVED: That the Board direct the representatives to the SAU Board to vote for no more than a 3% wage increase for the employees of the Administrative Unit. SECONDED: by C. Nolan.

DISCUSSION: Opinions were expressed regarding the percentage of the increase. VOTED: 4-4-1-1.

G. White MOVED: That the representatives to the SAU Board support a wage increase of at least 4%. SECONDED: by D. Gurian. VOTED: 4-4-1-1. J. Fallon expressed his opinion by stating that the Board should voice their opinions and recommendations to the SAU Board representatives and trust these representatives to vote accordingly.

F. MRSD Budget review;
J. Menton distributed a revised 1998-1999 Estimated Revenues and District Assessment report and pointed out the adjustment to Foundation Aid. G. White MOVED: That the Board accept the budget as presented. SECONDED: by D. Gurian. DISCUSSION: J. Menton advised the Board that he is waiting for firm health insurance costs and that a 10% increase in these areas is included. G. Bednarski asked for clarification of the process used in determining a health care provider. Health program benefits and savings were discussed. VOTED: 1-5-3-1.

G. Bednarski MOVED: That the administration consult other insurance companies for comparable medical and dental plans at a savings to the District for the non-certified staff, to be applied to the 1999-2000 budgeting process. SECONDED: by C. Starrett. VOTED:
9-0-0-1.

C. Starrett requested a report showing encumbrances and expenditures to date.

G. White MOVED: That the Board accept the budget as presented with tentative figures for the Emerson project and teacher's contract included. SECONDED: by D. Gurian. DISCUSSION: The SAU air conditioning proposal, district paving and the telephone system at the high school were discussed. Dr. Wheeler reminded the Board that the sprinkler system for the high school was put on the last years warrant in good faith and the fire marshall will not approve any renovations at the high school until it is installed. C. Nolan MOVED: to AMEND the motion to use the funds proposed for the SAU building air conditioning project to install a new telephone system at the high school. SECONDED: by C. Starrett. DISCUSSION: J. Menton commented that the $10,000 proposed for the a/c project would not be sufficient for a new telephone system, as two years ago the cost was estimated at $22,500. He also stated that such a system can't be installed over a multi-year period of time. VOTED: 0-6-3-1.
VOTE on the ORIGINAL MOTION: 4-5-0-1.
L. Sicotte MOVED: The Board accept the budget as presented with the final figure to be raised by taxes be no more than a 2.5% increase. SECONDED: by C. Nolan. DISCUSSION: N. Callender noted that this motion would result in approximately $218,000

being cut. VOTED: 1-6-2-1. J. Menton reminded the Board that last year the Board directed the Administration to bring in a budget of 4% or under. J. Fiderio MOVED: That the Board accept the budget as presented with the understanding that the Emerson project and teachers negotiations numbers are not finalized. When those numbers are final, the amount to be raised by taxes will not exceed a 4.5% increase, which may result in the Board making additional cuts. SECONDED by D. Gurian. DISCUSSION: The uncertainty of state revenues was discussed. C. Nolan MOVED the question. SECONDED: by L. Sicotte. VOTED: 3-3-3-1. G. White MOVED: to AMEND the motion to the amount to be raised by taxes will not exceed a 5% increase. SECONDED: by J. Fallon. VOTED: 5-3-1-1. VOTE on motion as AMENDED: 5-3-1-1.

L. Action of the Manifest;
C. Nolan MOVED: That the Board approve the Manifest dated November 18, 1997 for $1,004,358.88 (Warrant #324-Payroll, dated 11/05/97, $128,829.68; Warrant #326-Payroll, dated 11/06/97, $3,711.73; Warrant #14, dated 11/18/97, $469,411.32; Warrant #15, dated 11/15/97, $31,441.35 and Warrant #317-Payroll, Dated 11/18/97, $370,964.80); SECONDED: by L. Sicotte; VOTED 9-0-0-1.

M. Correspondence/announcement;
Dr. Wheeler distributed the Monadnock Mutterings newsletter. K. Holt referenced a letter included in the Board packet regarding the District Educational Improvement Planning Committee Meeting, and correspondence between L. Sicotte and N. Callender was distributed.

SUPERINTENDENT'S REPORT:
See item 4.c., presentation by physical education teachers.

SETTING THE NEXT MEETING'S AGENDA:
1. Facilities and Finance Committees reports on the Emerson project
2. Student Discipline Policy
3. Current Expenditure Report
4. Superintendent's Search

NON PUBLIC SESSION:
At 10:25 PM, C. Starrett MOVED: That the Board enter into non public session to discuss personnel contracts, teacher's negotiations and a personnel issue; SECONDED: by D. Gurian. VOTED: 9-0-0-1 by a roll call vote. In attendance were Dr. Wheeler, J. Menton, S. Turner and D. Stockwell.

Dr. Wheeler nominated Barry Fowler for the position of Director of Grounds and Buildings at an annual salary of $44,000, pro-rated from December 1, 1997 through June 30, 1998 to $25,666. G. White MOVED: That the Board approve the nomination as presented; SECONDED: by D. Gurian. DISCUSSION: There was discussion

regarding District employees who applied for the position. VOTED: 6-2-1-1.

L. Sicotte referenced an article published in the Keene Sentinel concerning the resignation of a former instructional assistant at the high school. D. Stockwell gave a brief review of the situation and described to the Board how the predicament was handled at the high school level.

D. Stockwell was excused from the meeting.

G. White reported on the progress that the Negotiations Committee and the MDEA made during mediation on Thursday, November 13th. He advised the Board that the Negotiation's Committee will be meeting with the Teacher's Association on Tuesday, November 25th for the purpose of continuing discussion. Harry Gale will be asked to meet with the School Board on December 2nd.

At 10:55 PM, G. Bednarski MOVED: That the Board return to public session; SECONDED: by G. White VOTED: 9-0-0-1.

ADJOURNMENT:
G. White MOVED: to adjourn; SECONDED: by C. Nolan. VOTED: 9-0-0-1.

Respectfully submitted,

Sharon E. Turner

Sharon E. Turner

Bethaney Perkins
Box 14c Gap Mt
Fitzwilliam NH 03447

Dear, Dr. Wheeler,

I'm a student at Monadnock Regional High School. I'm writting this letter because I think the price of Drivers Ed is to high. Do you really think a kid could pay $220 to learn how to drive, most kids don't have jobs, so they can't pay it themself. In my case I can't see myself asking my parent to pay that much. I would like to know want the money that you get goes to. I've talked to alot of people that already have there license and they think the some way that I do. I've also talked to people that want to take Drivers Ed but they don't want to pay the price because they also think the some way I do. My father told me that he would pay for it. Iwas really happy because Iwas going to learn how to drive for free(free because my father was paying not me)but when Ifound out the price Itold him that I didn't see the point of pay that much forit. If you look at the list of people to take it you won't see my name because of two reasons: one, I have a babysitting job right after school and two I don't have the money to pay for it. I would like to hear from you on this matter A.S.A.P, please Thank you for your time.

Sincerly Yours,

Bethaney Perkins

Bethaney Perkins

COPY FOR YOUR INFORMATION

November 10, 1997

Mrs. Nancy Callender, Chairman
Monadnock Regional School District
1161 RT 12A
Surry, NH 03431

Dear Nancy,

Under the State of New Hampshire Right To Know Law (RSA 91-A), I am requesting the following information from the Monadnock Regional School District.

Names of children currently enrolled in Monadnock Schools that are attending schools outside their de[illegible] hometown schools. Meaning: Students who reside in one at[illegible] school district and attend a school in anoth[illegible]ce area and out-of-district students who attend s[illegible]ock District.

This list should contain the da[illegible] Board approved their exception and t[illegible]nock School

2nd file

Sincerely,

Larry Sicotte

Larry Sicotte, Member
Monadnock Regional School District
74 Eaton Rd.
West Swanzey, NH 03469

copy to:
Attorney General
Keene Sentinel
William Wheeler
State Board of Education
William Hasbrouck
Robert Reauregard, Swanzey Selectman

Nancy C. Callender
1161 Rt. 12A
Surry, NH 03431

November 13, 1997

Mr. Larry Sicotte
74 Eaton Road
West Swanzey, NH 03469

Dear Mr. Sicotte:

RSA 91-A:4, Minutes and Records Available for Public Inspection, state that "Every citizen during the regular or business hours of all such bodies or agencies, and on the regular business premises of such bodies or agencies, has the right to inspect all public records, including minutes of meetings of the bodies or agencies, and to make memoranda, abstracts, and photographic or photostatic copies of the records or minutes so inspected, except as other wise prohibited by statute or RSA 91-A:5." RSA 91-A:4IV states " Each public body or agency shall, upon request for any public record reasonably described, make available for inspection and copying any such public record within its files when such records are immediately available for release...."

The Access To Public Records and Meetings law does not require an Agency or Body to compile and produce reports which it does not already have in its possession. The information in the format you have requested is not a currently existing report. The data is contained within various Minutes of the Monadnock Regional School Board. The minutes are available for your review during the normal business hours of the SAU office. There is a copy machine at the SAU and you may copy the minutes as well. You would then be able to compile the report you are looking for.

I am attaching a copy of RSA 91-A for your reference.

Sincerely,

Nancy Callender

Nancy C. Callender, Chairman
Monadnock Regional School District School Board

Attachments

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
December 2, 1997

MEETING AT
Wyman House SAU #38, Swanzey Center

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

5:30 P Finance Committee meeting
6:00 P School Board Negotiations Meeting

CALL TO ORDER AT 7:00 PM

1. **7:00 P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Curriculum report - Kathy Holt
   - d. Emerson building report and finance reports
   - e. Expenditures and Encumberance report for 1997-1998
   - f. Student Discipline Policies
   - g. SAU #38 Board report.
   - h. Superintendent Search Procedure
   - i. Action on the Manifest
   - j. Correspondence/announcement.
     1) MRHS student's letter on Driver's Education costs (see attached)

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Curriculum report - Kathy Holt (see item 4.c.)

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: November 25, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

It is neither wealth nor splendor, but tranquillity and occupation, which give happiness.
Thomas Jefferson

I wonder if Howard Hughes read President Jefferson's words of wisdom?

4.d. It is time to pull the strings together on this project. The financial and facilities committees have worked long and hard to arrive at a reasonable approach. Programs and costs are the essential ingredients and how the district will meet the financial obligation requires good data and information. There may be some things to process but you should have enough to make a quality decision in time for the First Session. The Communications Committee needs to begin work on presenting the characteristics of the project to the public.

4.e. This report was requested by the Board. It will tell you the history of the 97-98 budget through the first quarter of the school year. Some of the 98-99 budget is based on the history of 97-98 budget as well as others. However, all school budgets have things which are unique. Certain expenditures in the proposed budget are rollover occurrences (the largest being salaries and benefits), some are contracted services (such as transportation), some are fairly constant (such as supplies and equipment) but move from one line to another as need dictates, and some are totally new (such as the cost of a new position). This budget report is an anticipation of expenditures as those needs were perceived a year ago. You heard in the last report that certain anticipated expenses had caused us to alter some spending patterns. The changes may not be apparent as you review the particulars of the budget report. The MRSD Administrative Team reviews the expenditures budget on a regular basis.

4.f. This was a board requested item. I'm not sure what is expected.

4.g. The SAU #38 Board will have met on Dec. 1 to set the SAU Budget and discuss the process for hiring a superintendent. A report will be presented to you on those items.

4.h. This is item which will be coordinated with Winchester and Hinsdale - reference 4.g.

4.j.1) I visited with Bethany on this issue, when she presented the letter to me. It is a concern which the Board has dealt with in the past. At one time the District paid one third, the State paid one third, and the student paid one third of the cost for Driver's Education. A budget cut pulled out the amount which the district contributes toward the program. Obviously, the student then picked up that expense.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Wyman House, Swanzey Center
December 2, 1997

CALL TO ORDER:
The meeting was called to order at 7:05 PM by Nancy Callender, Chairperson.

PRESENT:
Gary Bednarski, Nancy Callender, Jim Fallon, Jan Fiderio, Dixie Gurian, Bill Hamill, Charles Nolan, Larry Sicotte, Chrysten Starrett, Glenn White, John Dick, Student Council Representative, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were John Menton, David Bell, Curt Cardine, Karen Craig, David Mousette, Dan Stockwell, Doug Gagne, Barry Fowler, Betty Tatro and Sharon Turner.

CONSENT AGENDA:
G. White MOVED: That the Board minutes of November 18, 1997 be approved as written. SECONDED: by D. Gurian. VOTED: 8-0-0-2. C. Starrett and C. Nolan were not present.

CITIZENS CONCERNS: None

STUDENT COUNCIL CONCERNS:
J. Dick announced that the annual Christmas show will be held at the high school on December 11th through the 13th.

OTHER SCHOOL BOARD BUSINESS:
A. Board Committee Reports;
J. Fallon reported that the Budget Committee met on December 1st and Bill Hasbrouck and Jane Roberts were elected Chair and Vice-Chair respectively. They also reviewed the Budget Summary and scheduled meetings.

N. Callender reported that the SAU School Board met on December 1st. Dr. Wheeler added that the budget passed with a 4% wage increase.

G. White reported that the Facilities Committee met with the architects and representatives from MacMillin Company who are working on suggestions for cutting costs in the Emerson project. He noted that the Facilities Committee will be meeting on December 15th at the Wyman House.

B. New Business Items;
Dr. Wheeler presented a request from the Cheshire County YMCA for the use of the Emerson School to provide before and after school

child care. K. Craig explained that the YMCA will be conducting a parent survey to gather more information. She also noted that the YMCA will charge for this service. The Board requested that a representative from the Cheshire County YMCA be present at the December 16th meeting.

J. Menton reported that a contract is being developed to employ a firm to review the food service program. He informed the Board that the fee would be $5,000 for the period of time between January 1st, 1998 through the close of the 1997-98 school year. He also noted that a study and surveys will be conducted regarding future food service options.

C. Curriculum Report;
Brenda Flint, Family & Consumer Science Department Head, distributed a hand-out outlining the courses offered in that area. She noted that these classes are high school electives and that the Junior High students take a six week Vocational Exploration course. She added that because of the large enrollment figures at the junior high level, the high school is offered fewer electives. B. Flint also distributed a proposal for an additional junior high instructor, classroom and to modify the present curriculum. K. Holt discussed the importance of a continuing child care course.

D. Emerson building report and finance reports;
N. Callender reported that the Finance Committee met prior to the Board meeting to review the lease purchase option. It was determined not to be feasible as the lease purchase applies to equipment. She advised the Board that the Finance Committee recommends that the cost of the additional teacher at Emerson be recategorized to go to construction and along with the $700,000 included in the budget for the Emerson project, be placed on a warrant article with the money going into the Capital Reserve Account. Also, construction would be postponed until the second year. The committee also recommends that $200,000 to $300,000 of costs be identified to go onto a separate warrant article for voter approval like was done with the Cutler project. G. White MOVED: That the Board accept the Finance Committee recommendation of $700,000 plus the recategorizing the additional personnel expense for the Emerson project and postponing the construction until the second year. SECONDED: by B. Hamill. DISCUSSION: L. Sicotte MOVED: to table the motion until C. Nolan was present for the discussion. SECONDED: by C. Starrett. VOTED: 6-1-2-1.

E. Expenditures and Encumbrance report for 1997-1998;
J. Menton distributed the Expenditures and Encumbrance report and expressed concern with increasing costs in health and dental insurance, special education staffing, added transportation to the CVC, anticipated architects fees at Emerson and rising school board expenses. He explained the process used to encumber

expenses and the reason for a deficit in the principals salaries. Referring to a motion made at the previous Board meeting regarding the Administration consulting other health insurance providers, G. Bednarski requested that the Administration gather input from the Principals regarding any changes.

F. Student Discipline Policies;
G. Bednarski questioned the Administration regarding policy when students are facing punishment. Dr. Wheeler explained the procedure as the Superintendent makes a recommendation to the Board, the principal also voices an opinion and the Board makes the final decision. G. Bednarski also inquired as to the feasibility of the Superintendent having flexibility to make exceptions or students being allowed to make choices where their discipline is concerned. The legality of the Board discussing discipline actions with the concerned parties excused, was also discussed. The Policy Committee will review these concerns.

G. SAU #38 Board report;
L. Sicotte distributed a Synopsis of the SAU Board meeting held on December 1st, 1997. He described the makeup of the superintendent search committee and the search process. L. Sicotte, G. Bednarski and N. Callender volunteered to represent MRSD on the committee. N. Callender explained the weighted vote process. L. Sicotte expressed concern with changes in the makeup of the search committee from discussions at previous SAU meetings. The Search Committee will meet on Thursday, January 15th, 1998 at 7:00 pm.

H. Superintendent Search Procedure;
Discussed under G. SAU #38 Board report.

I. Action on the Manifest;
C. Starrett MOVED: That the Board approve the Manifest dated December 2, 1997 in the amount of $847,014.66 (Warrant #328-Payroll , dated 11/19/97, $115,446.74; Warrant #330-Payroll, dated 11/19/97, $1,180,23; Warrant #16, dated 12/2/97, $357,465.36 and Warrant #319-Payroll, dated 12/2/97, $372,922.33).

J. Correspondence/announcement;
Dr. Wheeler introduced Barry Fowler, the new Director of Grounds and Buildings.

1. MRHS student's letter on Driver's Education costs;
Dr. Wheeler met with the student and expressed great concern for students who can not afford Driver Education. J. Dick also expressed concern.

SUPERINTENDENT'S REPORT:
See item 4.C., Curriculum report by Brenda Flint.

SETTING THE NEXT MEETING'S AGENDA:

1. Cheshire County YMCA request to use Emerson School
2. Food Service management report
3. SAU search committee representatives

NON PUBLIC SESSION:
At 8:15 pm, G. White MOVED: That the Board enter into non public session to discuss a personnel issue; SECONDED: by L. Sicotte. VOTED: 9-0-0-1 by a roll call vote. C. Nolon was not present to vote.

The Board voted to seal the minutes.

At 8:20 pm, G. White MOVED: That the Board return to public session; SECONDED: by D. Gurian. VOTED: 9-0-0-1.

At 8:22 C. Nolan arrived.

N. Callender reviewed the previous discussion and motion regarding the Emerson project. C. Starrett expressed concern with delaying all the work until the second year. Dr. Wheeler advised the Board that the Fire Marshall will be visiting Emerson on December 3rd and it may be determined that some work will need to be done in the immediate future. G. White WITHDREW his motion; SECONDED by B. Hamill. B. Hamill MOVED: That the Board budget $700,000 plus the expenses for the additional teacher to construction at Emerson. SECONDED: by J. Fiderio. VOTED: 5-3-2-0

ADJOURNMENT:
At 8:35 PM, G. Bednarski MOVED: To adjourn; SECONDED: by B. Hamill. VOTED: 10-0-0-0.

Respectfully submitted,

Sharon E. Turner

Sharon E. Turner

December 8, 1997

Dr. Wheeler
Superintendent of Schools
Swanzey, NH 03446

Dr. Wheeler,

I am writing to you on behalf of our children; Jessica & Caitlin Marazoff and Christopher R. Yoerger. Jessica and Caitlin currently attend Mt. Caesar and Chris attends Cutler school.

The reason I am writing is we have been looking for a home in the Swanzey area for about a year. We didn't want to move our kids from the schools they have been going to. Unable to find a home that suited our needs and was within our price range, we settled for a house in Chesterfield and plan to move in January after we close and after some repair work is complete.

Due to special circumstances we would like the kids to finish out the rest of the school year in Swanzey, with the understanding that we would provide transportation. Unfortunately, due to our financial situation we are asking that they be able to attend tuition free. (Chris's dad and Jessica & Caitlin's grandparents live in Swanzey).

At this time we feel changing schools in the middle of the school year would make the move harder on the kids. Our biggest concern is our oldest son, Christopher. He is a special needs child and currently has an aide at Cutler school. At my last parent/teacher conference he was having a very difficult time. Also, Chris is currently seeing a clinical Psychologist, as recommended by the school, to determine whether he has ADD (Attention Deficit Disorder). In addition, in speaking with Marty Mahoney (principal for Chesterfield) they have been trying to fill 2 positions for aides since October and may not be able to set-up a program right away for Chris since school vacation is only a few weeks away.

I plan on attending the next School Board Meeting Tuesday, December 16th around 7:30 to elaborate on this further and to answer any questions that you may have. If you have any questions you would like to ask before the meeting, I can be reached at 357-4255 x2413.

Thank you in advance for your consideration.

Mr. & Mrs. Andrew Marazoff

Elizabeth M. Twomey
COMMISSIONER
Tel. 603-271-3144

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

December 8, 1997

TO: Superintendents of Schools

FROM: Elizabeth M. Twomey, Commissioner

SUBJECT: Foundation Aid Distribution

On October 2, 1997, the Department notified you that the Department of Education and the Department of Revenue Administration had asked the Attorney General to review several issues regarding the use of "excess" Sweepstakes revenue, and that based on that request the Department of Revenue Administration would not use the $5.8 million of excess Sweepstakes revenue when setting local tax rates for 1997. We also indicated that we would notify you of the appropriate disposition of those funds as soon as we received a response from the Office of Attorney General. On November 25, 1997, we received a response from the Office of Attorney General. The purpose of this memorandum is to share the opinion from the Attorney General, prepared on behalf of that Office by Nancy J. Smith, Assistant Attorney General, Civil Bureau.

The Office of Attorney General has concluded that "excess foundation aid," defined as "that portion of foundation aid which exceeds the estimates provided by the DOE to local school districts and which is transferred to the Department of Education after the closing of the Sweepstakes books each fiscal year," should not be treated as revenue to offset the prior annual appropriation in setting the local tax rate. In determining that "excess foundation aid" should not be included as an offsetting revenue in computing the tax rate the Office of Attorney General relied on the language of an uncodified law, specifically, Chapter 414:3 (Laws of 1989). Chapter 414:3 prevents the DRA from treating excess foundation aid payments as offsetting revenue to a school district's prior annual appropriation and allows the legislative body of a district to consider the increased revenue in conjunction with a budgeting and appropriation process. Further, the legislative history of Chapter 414:3 includes an amended analysis which describes that the purpose of the amendment is to provide the legislative body of a school district with the opportunity to determine how excess foundation aid funds should be used before

these funds are applied in setting a tax rate. The specific statutory language as well as rules of statutory construction require that the DRA not include excess foundation aid in the tax rate calculation until the legislative body of the school district has acted either by adopting its next annual budget at a meeting held under RSA 197:1 or by holding a special meeting pursuant to RSA 197:2 and 197:3.

The opinion of the Attorney General makes it clear that its conclusion should not be interpreted as implying that a local school district must increase its budget by the amount of excess foundation aid received. If a district which receives excess foundation aid does not hold a special meeting to obtain authority to increase its prior appropriation by the amount of excess foundation aid, the excess foundation aid will be treated as an unreserved fund balance and will be applied as offsetting revenues against the appropriation in the year following receipt of funds.

With respect to RSA 198:20-b, Appropriation for Unanticipated Funds Made Available During Year, the Attorney General advises that: "Neither the specific statutory language nor the legislative history of RSA 198:20-b support the application of RSA 198-20-b to excess foundation aid as those funds are not within the meaning of 'unanticipated.'"

Based on the Attorney General's opinion, the Department concludes that a district may not use "excess foundation aid" during its current fiscal year unless the legislative body of the district votes to allow the district to increase its prior appropriation at a special school district meeting or at the next annual school district meeting. If no action is taken by the legislative body, the "excess foundation aid" will be treated as an unreserved fund balance and will be applied as offsetting revenue in the district's next fiscal year. For Fiscal Year 1997, the amount of "excess foundation aid" which this memorandum addresses is $5,858,914.31. The amount for a particular school district is identified on the revised Foundarion Aid allocation table dated September 23, 1997. In order to expend the additional distribution based on this "excess foundation aid" a district must vote affirmatively to expend such funds at either a special or annual school district meeting, or failing such action, these funds will be used to offset taxes in 1998.

In addition to questions regarding Foundation Aid, the Department queried the Attorney General regarding supplemental special education catastrophic aid and increased kindergarten aid. The Attorney General has advised that, "...neither increased amounts of Special Education Catastrophic Aid nor Kindergarten Aid can be characterized as unanticipated revenues, increased aid from these from these programs may not be expended without a special meeting. Increased aid from these programs must be applied as offsetting revenues to the prior annual appropriation."

(g.home.sberwick.pbussell.ag.doc)

Final Report of the Official Ballot Referenda Study Committee

Definite go to the legislature

Date: October 2, 1997
From: Jim Rubens, Chair

Members: Senators Rubens, John King, Roberge, Reps Dokmo, George Brown, Stritch

The Committee examined every issue brought before us from several dozen individuals and organizations. We and the individuals and groups involved reached unanimity or near-unanimity on most issues, other than that of whether "election day" (or second session) should be moved forward in time. The committee did agree that by starting the committee proposed bill in the Senate, House members wishing to see how the present March date works in towns and school districts can do so before the House takes action on the committee sponsored bill, which is to include a move to an April election day.

Below is a summary of Committee recommendations on each of 24 issues examined.

NA = consensus reached that no legislative action necessary
A = consensus action agreed necessary as described, and included in the committee legislation

Issue #	Status	Description/comments etc.
1	NA	SB-2, HB-141 cooling off period. We've agreed that both should be allowed to appear on the ballot at the same time.
2	A	If both SB2 and HB141 petitioned or submitted, we've agreed that both may appear at the same time. Both may pass. In case of conflict, voter approved charter takes precedence. Committee proposed legislation as OK'd by Bob Ambrose: Repeal 40:14, IX, reenacted to read as follows: "IX. The legislative body of a local political subdivision may consider and take action on adoption of both RSA 40:13 and a proposed charter under RSA 49-B at the same meeting. Adoption of a proposed charter under RSA 49-B shall take precedence and supersede adoption of RSA 40:13."
3	NA	Petitions are submitted to school board or selectmen.
4a	NA	SAU budget is part of default budget
4b	NA	Define "contracts and other obligations"
4c	NA	"Reduced or increased, as the case may be" is OK as is.
4d	A	Agreed new language for "default" budget, RSA 40:13, X: "...reduced and increased, as the case may be, by debt service, contracts, one time expenditures contained in either the operating budget or in any separate warrant articles adopted for the previous year, and ..." Repair contradictory definitions in 40:13 X and XI, with new XI language: "... including appropriations by special warrant articles and other appropriations voted separately, the amounts ..." Add purpose statement to 40:13: "One time expenditures are to be determined by the governing body of a local political subdivision for appropriations not likely to recur in the succeeding budget."

5	NA	Let moderator handle multiple warrant articles on same subject
6	NA	Assume moderator will help body avoid passing contradictory articles.
7	NA	Responses from Claremont and Keene indicate concern only with timeline issue affecting all local political subdivisions, and no concerns with conflict between these cities charters and SB-2.
8	NA	Fiscal year budget towns in SB-2 school districts. Fiscal year town may now have election in March or May, thus no conflict.
9	NA	Municipal Budget jurisdictions 110% rule issue. Risk that statutory elimination of the 110% rule in places already having adopted SB-2 would be found an unconstitutional change in form of government. Committee determined that adoption of Official Ballot Voting is a choice by voters to void the 110% rule, but that remainder of Municipal Budget Act remains in effect, including work of budget committees. Committee agreed that voters should be warned of this change by inclusion of language in RSA 40:13 as follows: "The limitation of appropriations in RSA 32:18 shall no longer apply to local political subdivisions which adopt the provisions of RSA 40:12-14."
10	NA	10 minute limit at polls not a problem to date.
11	A	We agreed that voter checklist should be updated 10 days before both first and second session. Present law provides no same day voter registration at first session because first session is not an "election" day. Same day registration at second session. Checklist supers is session three days: day before end of candidate filing period and first and second sessions.
12	NA	Committee opinion is that meeting is both the first and second session and that no statutory changes are needed.
13	NA	Legislative body is both first and second session
14	A	As this issue impacts all forms of local government, we agreed to informally refer this issue to House Labor and Senate Public Affairs committees for necessary action: to what extent can collective bargaining agreements be amended? Dollar amount only? Do other amendments make a CBA null and void? M&C reviewing this issue now. SB-2 requires amended CBA to appear on warrant.
15	A	Petitioned articles should remain amendable. Committee notes that operating budget is amendable, as should petitioned articles. Prohibiting amendment of petitioned articles would be an unconstitutional change of government. Committee strongly encourages voters to remember that first session is an integral part of local government and that there is no substitute for showing up. Committee agrees to require deletion of warrant articles with expenditures amended to zero from the second session warrant as such questions confuse voters: i.e. "Should Canaan appropriate $0 to repair the Town Hall?"
16	A	Committee agreed to propose legislation with new SB-2 timeline: first session between and inclusive of Sat before and Sat after 2nd Tue in March; second session is to be the 6th Tuesday following the 2nd Tue in March. 16 continued next page

		Committee agreed to propose allowing legislative bodies of all non SB-2 jurisdictions to move election day to 6 weeks after 2nd Tue in March, nearly as in Senate passed version of SB-109 (1997 session). Proposed timeline addresses all concerns of local officials, including present problems of school insurance quotes, budget hearings during December, absentee ballot receipt problems. Committee bill is not to be fast tracked. Changes necessitated by above timeline changes and included in committee bill: (1) Dennis Murphy suggested teacher notification date not later than 15 days following adoption of budget, but not later than May 15; (2) other statutory changes required and suggested by Bernie Waugh and Legislative Services are incorporated into committee legislation; (3) raise current 30% percentage cap on tax anticipation note borrowing by SB-2 municipalities to 50%.
17	NA	Multiple budgets proposals should not be allowed on warrant. Plurality budget problem. Jurisdictions wishing this approach may use HB-141.
18	A	See 16.
19	A	See 16.
20	NA	Committee suggests no action on the subject of voter information guides. No change needed in form of budget committee recommendation required to be printed on ballot. Extended time between first and second session gives budget committee sufficient time to reconsider its recommendation on articles amended at 1st session.
21	A	Recission language from Bernie Waugh agreed: "Shall we rescind the provisions of RSA 40:13, as adopted by the (local political subdivision) on (date of adoption), so that the official ballot will no longer be used for voting on all questions, but only for the election of officers and certain other questions for which the official ballot is required by state law?"
22	NA	2/3 vote to amend bond issues? Committee agrees, no and not under committee purview as this issue affects all forms of local government.
23	A	Modify language to make it clear that neither separate nor special warrant articles are to be considered part of the "operating budget." Add language to 40:13, XI (line 25, page 4 of SB-109) "Shall the (local political subdivision) raise and appropriate as an operating budget, not including appropriations by special warrant articles **and other appropriations voted separately,** the amounts set forth ..."
24	A	SB-2 towns may correct minor defects in adopted warrant articles using special second session only (w/o court approval). Barbara Reid suggested language included in committee legislation, "Legalization of Meetings."

Section 1 Header

1998 SESSION

98-2672.0
08/01

SENATE BILL ***[bill number]***

AN ACT relative to official ballot procedures.

all co except King

SPONSORS: [sponsors]

COMMITTEE: [committee]

ANALYSIS

This bill affects changes to the laws regarding local political subdivisions which have adopted official ballot voting, including:

I. Changing the date of the first session of the annual meeting of a local political subdivision, to a date between the Saturday before and the Saturday following the second Tuesday in March.

II. Changing the date of the second meeting and the local election date to the sixth Tuesday following the second Tuesday in March.

III. Allowing local political subdivisions to incur debt in anticipation of taxes in an amount not exceeding 50 percent of the total receipt from taxes during the preceding financial year.

IV. Clarifying procedures in the event an operating budget is not adopted.

V. Providing a mechanism for correcting procedural defects.

VI. Changing the teacher nomination notification date.

Explanation: Matter added to current law appears in ***bold italics.***
Matter removed from current law appears [~~in brackets and struckthrough.~~]
Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

Section 2 Header

98-2672.0
08/01

STATE OF NEW HAMPSHIRE

In the Year of Our Lord One Thousand Nine Hundred and Ninety-Eight

AN ACT relative to official ballot procedures.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 Tax Anticipation Notes; Amount Increased for Official Ballot Districts. Amend RSA 33:7, I-II to read as follows:

I. CITIES AND TOWNS. Cities and towns may incur debt in anticipation of the taxes of the financial year in which the debt is incurred, in order to pay current maintenance and operation expenses, and may issue notes therefor to an aggregate principal amount not exceeding the total tax levy during the preceding financial year, provided that after the tax levy of the current year has been determined any city or town may borrow an amount not exceeding in the aggregate the total tax levy of the city or town for the current financial year. In order to meet necessary expenses which may arise during the period from the beginning of the financial year to the date of the annual town meeting, the treasurer of any town, with the approval of the selectmen, may issue notes, without a vote of the town therefor, to an aggregate principal amount not exceeding 30 percent***, or, in towns that have adopted RSA 40:13, 50 percent,*** of the total receipts from taxes during the preceding financial year.

II. VILLAGE DISTRICTS. Village districts may incur debt in anticipation of taxes and other revenue of the financial year in which the debt is incurred, in order to pay current maintenance and operation expenses, and may issue notes therefor to an aggregate principal amount not exceeding the total tax levy of the district during the preceding financial year. In order to meet necessary expenses which may arise during the period from the beginning of the financial year to the date of the annual district meeting, the treasurer of any district with the approval of the governing board, may issue notes, without a vote of the district therefor, to an aggregate principal amount not exceeding 30 percent***, or, in districts that have adopted RSA 40:13, 50 percent,*** of the total tax levy during the preceding financial year.

2 Town Meetings; When Held. Amend RSA 39:1 to read as follows:

39:1 Meetings, When Held. A meeting of every town shall be held annually on the second Tuesday of March***, or in accordance with RSA 40:13 if that provision is adopted in the town,*** for the choice of town officers and the transaction of all other town business. A town meeting may be warned by the selectmen, when, in their opinion, there shall be occasion therefor. In no event shall a special town meeting be held on the biennial election day.

3 New Paragraph; Official Ballot Sessions; Voter Checklists. Amend RSA 40:13 by inserting after paragraph II-a the following new paragraph:

II-b. The voter checklist shall be updated in accordance with RSA 669:5 for each session of the annual meeting.

4 Official Ballot Meeting; First Session Date. Amend RSA 40:13, III to read as follows:

III. The first session of the annual meeting, which shall be for the transaction of all business other than voting by official ballot shall be held between the [first and second Saturdays] ***Saturday before and the Saturday*** following the [~~last Monday in January~~] ***second Tuesday in March***, inclusive of those Saturdays, at a time prescribed by the local political subdivision's governing body.

5 New Subparagraph; Official Ballot Meeting; Zero Expenditure Warrant to be Deleted from Ballot. Amend RSA 40:13, IV by inserting after subparagraph (b) the following new subparagraph:

(c) Notwithstanding subparagraph (b), a warrant article with an appropriation that has been amended to zero shall not be placed on the official ballot for a final vote.

6 Official Ballot Meeting; Second Session; Date. Amend RSA 40:13, VII to read as follows:

VII. The second session of the annual meeting, to elect officers of the local political subdivision by official ballot, to vote on questions required by law to be inserted on said official ballot, and to vote on all warrant articles from the first session on official ballot, shall be held on ***the sixth Tuesday following*** the second Tuesday in March. Notwithstanding RSA 669:1, 670:1, or 671:2, the second session shall be deemed the annual election date for purposes of all applicable election statutes including, but not limited to, RSA 669:5, 669:19, 669:30, 670:3, 670:4, 670:11, 671:15, 671:19, and 671:30-32; and votes on zoning ordinances, historic district ordinances, and building codes under RSA 675.

7 Official Ballot Meeting; Operating Budget Not Adopted. Amend RSA 40:13, X to read as follows:

X. If no operating budget article is adopted, the local political subdivision either shall be deemed to have approved the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, ***one-time expenditures contained in either the operating budget or in any separate warrant articles adopted for the previous year,*** and other obligations previously incurred or mandated by law, or the governing body may hold a special meeting pursuant to paragraph XVI to take up the issue of a revised operating budget only; provided that RSA 31:5 and RSA 197:3 shall not apply to such a special meeting. If no operating budget article is adopted the estimated revenues shall nevertheless be deemed to have been approved. ***For purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body of the local political subdivision.***

8 Official Ballot Meeting; Previous Year's Operating Budget. Amend RSA 40:13, XI to read as follows:

XI. The amount of the previous year's operating budget, as adjusted pursuant to paragraph X, shall be disclosed to the voters at the first session. This amount shall not be amended by the legislative body. However, this amount may be adjusted by the governing body, acting on relevant new information at any time before the ballots are printed. The wording of the second session ballot question concerning the operating budget shall be as follows:

"Shall the (local political subdivision) raise and appropriate as an operating budget, not including appropriations by special warrant articles ***and other appropriations voted separately***, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling $.....? Should this article be defeated, the operating budget shall be $....., which is the same as last year, with certain adjustments required by previous action of the (local political subdivision) or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only."

9 Official Ballot Meeting; Rescission of Official Ballot Form of Meeting. Amend RSA 40:14, VII to read as follows:

. VII. Any local political subdivision which has adopted RSA 40:13 may consider rescinding its action in the manner described in RSA 40:13, III-VI. The wording of the question shall be: "Shall ***we rescind*** the provisions ***of RSA 40:13, as adopted by*** [~~for voting by official ballot on all issues before~~] the (local political subdivision) ***on (date of adoption), so that the official ballot will no longer be used for voting on all questions, but only for the*** [~~under RSA 40:13 be limited to~~] election of officers and certain other questions ***for which the official ballot is required by state law***?" A 3/5 majority of those voting on the question shall be required to rescind the provisions of this subdivision, except in the case of repeal by charter enactment under RSA 49-D. Only votes in the affirmative or negative shall be included in the calculation of the 3/5 majority.

10 Official Ballot Meeting; Proposal of Official Ballot and Charter. RSA 40:14, IX is repealed and reenacted to read as follows:

IX. The legislative body of a local political subdivision may consider and take action on adoption of both RSA 40:13 and a proposed charter under RSA 49-B at the same meeting. Adoption of a proposed charter under RSA 49-B shall take precedence and supersede adoption of RSA 40:13.

11 New Subdivision; Procedural Defects in Official Ballot Voting. Amend RSA 40 by inserting after section 15 the following new subdivision:

Procedural Defects in Official Ballot Voting

40:16 Legalization of Meetings. When irregularities or procedural defects in the actions of local political subdivisions are discovered in local political subdivisions using the official ballot, the local political subdivision may, on the authority of the governing body, call a special meeting for the exclusive purpose of curing such defect according to RSA 31:5-b with a single session for deliberating and voting to cure such defect.

12 Teacher Nomination Notification Date. Amend RSA 189:14-a, I(a) to read as follows:

I.(a) Any teacher who has a professional standards certificate from the state board of education and who has taught for one or more years in the same school district shall be notified in writing [~~on or before April 15~~] ***within 15 days of the adoption of the district budget by the legislative body*** if that teacher is not to be renominated or reelected***, provided, that no notification shall occur later than May 15.***

13 Election of Town Officers; Date; Reference Added. Amend RSA 669:1, I to read as follows:

I. All towns shall hold an election annually for the election of town officers on the second Tuesday in March except ***those towns which have adopted the provisions of RSA 40:13 and*** those towns which have adopted the provisions of RSA 31:94-a and have, by majority vote at the previous town meeting, decided to elect officers on the second Tuesday in May.

14 New Paragraph; Election Dates; Official Ballot Referendum. Amend RSA 669:1 by inserting after paragraph III the following new paragraph:

IV. Any local political subdivision as defined in RSA 40:12 which has not adopted RSA 40:13, the official ballot referendum form of meeting, may at any annual or special meeting, under an article in the warrant for such meeting, vote to hold elections on the sixth Tuesday following the second Tuesday of March as set forth in RSA 40:13, VII, and may rescind such action in a like manner. Such action shall not take effect until the annual election next following such vote. The place and polling hours shall be determined by, and the election shall be supervised by, the election officials of the local political subdivision, as provided in RSA 671:26. The newly elected officers shall take office at the close of the meeting at which they were elected. Local political subdivisions may hold joint elections and shall allocate the costs of the joint elections in the same manner as in previous years, or as mutually agreed upon by the governing bodies of the town and school district.

15 Repeal. RSA 40:13, II-a, relative to schedule for January meetings, is repealed.

16 Effective Date. This act shall take effect 60 days after its passage.

EMERSON ELEMENTARY SCHOOL
Box 549
Rhododendron Road
Fitzwilliam, New Hampshire 03447
603-585-6611

Karen Craig, *Principal*

Sheila Lawrence, *Secretary*

November 30, 1997

Monadnock Regional School Board
SAU 38
Swanzey Center, NH 03446

Dear Members of the Board:

I am writing to request an extended maternity leave from my first grade teaching position at Emerson School beginning six weeks after the birth of my child. This would span three semesters, as allowed in our teacher contract, including the last two quarters of the 97/98 school year and the entire 98/99 school year.

I sincerely appreciate the fact that our school district provides three semesters leave recognizing the importance of the first years of a child's life. This has been discussed with Karen Craig, principal at Emerson School, and she has given me her complete support in taking this time to be home. Thank you for your support.

Sincerely,

Janice E. Moore

Janice E. Moore

Emerson School Mission Statement
Dr. George S. Emerson Elementary School is committed to the skills and attitudes essential for academic excellence and life-long learning.

County of Cheshire

December 4, 1997

Area Code 603

ADMINISTRATION BUILDING
33 West Street
Keene, NH 03431

Commissioners Office
352 8215
355 3026 FAX

Registry of Deeds
352 0403
352 7878 FAX

Human Services
357 4958
355-3026 FAX

Maintenance
355 3024
355 [illegible] FAX

COURT HOUSE
12 Court Street
Keene, NH 03431

Attorney
352-0058
352-3012 FAX

Sheriff
352-4238
352-3020 FAX

Adult Diversion Program
355-3030
355 3029 FAX

WESTMORELAND COMPLEX
201 River Road
Westmoreland, NH 03467

Maplewood Nursing Home
399-4912
399-4912 TDD
399-7005 FAX

Finance Department
399 4912
399 4429 FAX

Hou[illegible] Corrections
160 River Road
Westmoreland, NH 03467
399-7794
399 8334 FAX

Cathy Conkling
Troy Elementary School
P.O. Box 970
Troy, New Hampshire 03465

Dear Cathy;

Please consider this formal notice that the Cheshire County Commissioners have awarded Incentive Fund monies up to the sum of $5,800.00 to the Troy Elementary School to provide services to prevent out-of-home placements of juveniles.

I am enclosing two signed copies of the contract. One copy should be signed and returned to me by December 22. The other is for your file.

One Quarterly Program Status Report form is enclosed for your use (please make copies). The original must be sent to the Division for Children, Youth and Families, c/o Eileen Mullen, 6 Hazen Drive, Concord, NH 03301. A copy of this report should be received by my office no later than the fifteenth day following the end of the previous quarter to avoid the withholding of 3% of the quarterly grant. Also enclosed is one original Request for Disbursement of Incentive Funds form (please make copies) which should be completed and mailed to me whenever funds are requested (quarterly).

Please be advised that the DCYF rules regarding the allocation and distribution of Incentive Funds require that the recipient agency provide a written annual report at the end of the program year (see attachment). If you have any questions regarding the content of this report, please do not hesitate to contact me.

With more and more agencies competing for a limited number of Incentive Fund dollars, it is important for agencies to seek other sources of revenue. Therefore, as the Selection Committee reviews the proposals next year, they will be giving more weight to proposals from agencies who demonstrate that a considerable amount of match consists of funding from other sources.

Very truly yours,

Mimi Barber
Human Services
Administrator

MB/ca
Enclosures

State of New Hampshire Department of Safety
Richard M. Flynn, Commissioner
Division of Fire Safety
Office of the State Fire Marshal
Donald P. Bliss, State Fire Marshal
10 Hazen Drive, Concord, N.H. 03305, (603) 271-3294, FAX (603) 271-1091

December 8, 1997

Karen Craig, Principal
Emerson School
Rhododendron Road
Fitzwilliam, NH 03447

RE: Emerson School Inspection, 2970259

Dear Ms. Craig:

An inspection was conducted at your facility on Wednesday, December 3, 1997 by Investigator John Raymond and myself. This inspection was in combination with a pre-construction discussion with Architect Phil Bannister. Following is a list of existing code violation that need to be addressed.

1. Section 11-2.4 of *NFPA 101, Life Safety Code (1994 Edition)* requires there be at least two exits available from every floor area. These exits must be arranged in accordance with Section 5-5.

The exits provided on the lower level do not meet the remote criteria specified in Section 5-5.

2. Section 11-2.11.1 of *NFPA 101, Life Safety Code (1994 Edition)* requires that all rooms or spaces greater than 250 square feet used for classroom or other educational purposes or normally subject to student occupancy be provided with a window for emergency rescue and ventilation. There are several exceptions to this requirement including; a building equipped throughout with an automatic sprinkler system, or rooms that have a door leading directly to the outside.

There are a couple of existing classrooms that do not have a window that meets the egress requirements. Most of the existing classrooms do have doors leading to directly to the outside.

3. Section 11-3.1 of *NFPA 101, Life Safety Code (1994 Edition)* requires that all vertical opening be enclosed and protected with construction that has a fire resistance rating of at least one hour.

The stairs leading to the basement and to the attic area are not completely enclosed and are not separated from the remainder of the building with construction having at least a one hour fire resistance rating.

4. Section 11-3.2.3 requires janitor's closets to be protected by an automatic sprinkler system.

5. Section 11-3.5 states that "Wherever student occupancy occurs below the story of exit discharge, every portion of such floor shall be protected throughout by an approved, automatic sprinkler system."

The basement, though one exit is provided that leads up to grade, the level is still considered a basement and is subject to the above requirement.

6. Section 11-3.6 of *NFPA 101, Life Safety Code (1994 Edition)* requires that corridor walls be constructed of fire barriers having not less than a 20 minute fire resistance rating. This includes doors, hardware, and frames. Additionally, self-closing devices are required on all corridor doors.

Exception number 2 would allow the existing corridors, doors, and frames to remain if the building is protected throughout by an approved automatic sprinkler system. The walls and doors therein would still need to be smoke tight.

7. All existing corridor doors must be provided with self-closers that are in good repair, and the doors shall have a minimum 20 minute fire resistance rating.

8. The attic storage is allowed only if this storage area is completely separated from the remainder of the building by construction having at least a one hour fire resistance rating, and the room is protected throughout by an automatic sprinkler system.

9. Exit signage must be permanent, and must be illuminated. This illumination can be in the form of a lit exit sign or can be via external emergency lighting. Exit signage in the cafeteria was not provided with illumination.

10. All combustibles shall be removed from the boiler room.

11. Combustibles are not allowed to be stored in the corridors. As previously indicated, the coat hooks provided in the corridors is unacceptable, and must be removed.

12. The storage area recently constructed beneath the stairs must be removed. As discussed, this storage is allowed if the storage area is completely separated from the remainder of the building by construction having at least a one hour fire resistance rating. This includes the door, hardware, and frame. Likewise the door must be equipped with self-closing hardware.

13. The paint and other flammable materials found in the storage room beside the boiler room shall be removed immediately. These must be stored in an approved fire rated cabinet that is secured at all times.

14. The storage room located in the kitchen area is provided with a proper fire rated door. However, this door must be provided with a self-closing device and must remain normally closed.

15. The storage room located in the cafeteria was provided with one sprinkler head. However, a wall had been added to this area, and the single sprinkler head is no longer adequate. Further this area must be completely separated from the remainder of the building by construction having at least a one hour fire resistance rating. Additionally, this area was not provided with a smoke or heat detector.

16. Interconnecting doors in several classrooms were provided. The complete access to these doors must remain clear. This means the entire width of the door. In several rooms, this was not being maintained.

17. Additional information was to be provided on the sheet vinyl installed on the corridor walls. This must meet a Class A flame spread rating.

Other maintenance issues were discussed on site, and were being addressed. I did not repeat those here. Additionally, the discussion centered around the proposed addition to the school. Issues directly affecting the design of this addition were discussed including:

1. The height and area limitations of the building were discussed, as related to the various construction types.

2. Requirements of water storage as specified in *NFPA 1231, Suburban and Rural Water Supplies.*

3. Code violations as they relate to the proposed new construction.

Should you have any questions or need additional information, please contact Investigator Raymond or myself at (603) 271-3294.

Sincerely,

Beverly R. Kowalik
State Fire Marshal's Office

cc: Fitzwilliam School Board
Fitzwilliam Board of Selectman
Chief Bill Prigge
Deputy Chief Ed Mattson

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
December 16, 1997

MEETING AT
Monadnock Regional High School, Swanzey Center

The public is encouraged to attend MRSD Board meetings. Comments are welcome during the "Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon recognition by the Board Chairman.

5:30 P Communications Committee meeting
6:00 P Non-Meeting to discuss teacher negotiations

CALL TO ORDER AT 7:00 PM

1. **7:00 P** CONSENT AGENDA
   - a. Minutes of previous meeting
   - b. Old Business

2. **7:10 P** CITIZEN CONCERNS:

3. **7:20P** STUDENT COUNCIL CONCERNS:

4. **7:30P** OTHER SCHOOL BOARD BUSINESS
   - a. Board committee reports:
   - b. New business items
   - c. Parent request to have children remain in District schools. (see attachment)
   - d. YMCA Request to use the Emerson Elementary School.
   - e. Proposed review of Food Service Program Deliver evaluation.
   - f. SAU#38 Superintendent Search Committee Representatives.
   - g. Foundation Aid Distribution - Attorney General's Opinion. (see attachment)
   - h. Official Ballot Law "Final Report of the Official Ballot Referenda Study Committee. (see attachment)
   - i. Teacher request for extended Maternity Leave. (see attachment)
   - j. Request to have you consider Cheshire County Commissioner's incentive grant to Troy Elementary School. (see attachment)
   - k. Action on the Manifest
   - l. Correspondence/announcement.
     1) Emerson Fire Inspection report. (see attachment)

5. **9:00P** SUPERINTENDENT'S REPORT
   - a. Curriculum report - Kathy Holt (see item 4.c.)

6. **9:15P** Setting the next meeting's agenda

7. **9:20P** NON PUBLIC SESSION
   - a. Personnel Contract
   - b. Negotiations
   - c. Legal Issues

8. ADJOURNMENT

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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

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

To: MRSD Board Members
Date: December 10, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

Few things are harder to put up with than the annoyance of a good example.
Mark Twain

I know of a thousand things to which Mr. Twain refers and then none.

4.c. This is the usual type of request.

4.d. Follow-up to the request which was made at the last meeting.

4.e. John will provide you with the particulars on how the evaluation would be conducted and for what purpose.

4.f. Nancy will advise as to the members selected to serve on this committee.

4.g. The Attorney General has responded as to how the districts may use the $5,800,000 Excess Sweepstakes revenues. It appears as though the districts will receive the monies as revenues this fiscal year. Expenditures may be changed in anticipation of this revenue by holding a Special Session or by presenting a Special Article at the Annual Meeting. The district may do nothing (Article presented as in past) and the excess revenue over expenditures would be placed in the Capital Reserve Funds at the close of the fiscal year.

4.h. This report is of interest as we prepare for the second running of the SB 2. As I understand the report, it makes recommendations to be presented for legislative action. I have presented a copy to Mr. Prigge for his reaction.

4.i. The teacher wishes to extend the request for Maternity Leave from one semester to three semesters.

4.j. This grant requires favorable Board action in order to accept it for Troy Elementary School. I believe the attachment adequately explains the purpose, manner, and data necessary for a decision. Curt will be present to discuss the proposal with you.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Monadnock Regional High School
December 16th, 1997

Call to Order:
The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

Present:
G. Bednarski, N. Callender, J. Fiderio, D. Gurian, B. Hamill, C. Nolan, L. Sicotte, C. Starrett, G. White, B. Russell and J. Dick, Student Council Representatives, Dr. Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were J. Menton, C. Cardine, K. Craig, L. DeCoste, D. Stockwell, D. Elkavitch, J. Marchand, B. Tatro and S. Turner.

Consent Agenda:
G. White MOVED: That the Board minutes of December 2nd, 1997 be approved as written. SECONDED: by D. Gurian. VOTED: 9-0-0-1.

Old Business:
G. White Moved: That the board accept the negotiated contract with the teachers as presented and authorize the board chair and superintendent to sign the contract. SECONDED: by D. Gurian. VOTED: 9-0-0-1.

N. Callender thanked the Board for their contribution to the District.

Ctizen Concerns: None

Student Council Concerns:
B. Russell reported that student organizations have organized food drives and also adopted a family. J. Dick also reported that the high school semi formal is scheduled.

Other School Board Business:
A: Board Committee Reports;
D. Gurian reported that the Communications Committee met to set the groundwork for the Emerson project. She advised the Board that a fact sheet was put together that will be used for press releases. It will be mailed the week of January 19th, 1998. D. Gurian also asked the Board to allow the Communications Committee to send a letter of thanks to the MRHS Fine Arts Dept. for the student involvement in the Christmas Musical.

C. Nolan reported that the Facilities Committee met to discuss reaction to the motion made at the last Board meeting. It was determined that more information is needed from MacMillin regarding fees. He also reported that a representative from the fire marshal's office conducted an inspection at the Emerson School and that an action plan is being put

together to respond to the findings. C. Nolan discussed the need of a sprinkler system at Emerson and that the Facilities Committee will recommend to the Board that a sprinkler system be constructed. He advised that the Facilities Committee will be meeting on January 5th at the Wyman House to discuss the budget as far as construction manager and architect fees are concerned. The Committee also put together an action plan for the high school sprinkler system.

C. Nolan MOVED: That the Board reallocate the $110,000 budgeted for the high school sprinkler system so that $10,000 will be used to put together an action plan for the sprinkler system and $100,000 will be used in the Emerson project to reduce architect and construction manager fees. Seconded by G. White. DISCUSSION: Plans for the high school sprinkler system and how the architect and construction manager fees were previously budgeted were discussed. G. White reminded the Board that no more construction can be done at the high school without a sprinkler system. Dr. Wheeler also reminded the Board that in the year 2000-2001 the Board will still need to budget for approximately $300,000 for the sprinkler system. C. Nolan explained that the Facilities Committee picked this line item to reallocate because they felt that the money can be moved without any detriment to the District. The Board discussed next years projected costs at Emerson. J. Menton expressed concern with isolating money without the Board having a full understanding of other concerns that may be more critical and have more priority. VOTED: 4-3-1-2 (D. Gurian was not present to vote).

J. Marchand thanked the Board for their support during the negotiation process.

B. Hamill reported that the Budget Committee met and reviewed special education, high school and buildings and grounds budgets. The next meeting of the Budget Committee will be on December 29th.

B. New Business Items:
G. Bednarski voiced a concern as to the how the School Board is compensated.

C. Parent request to have children remain in District Schools: 7 of Chesterfield
N. Callender presented a request from the Marazoff family to allow their children, Jessica & Caitlin Marazoff to remain at Mt. Caesar and Christopher Yoerger to remain at Cutler. G. White MOVED: That the Board allow the children to attend the Monadnock schools for the remainder of the school year. SECONDED: by B. Hamill.
VOTED: 7-1-0-2

N. Callender presented a request from the Hackett family that their two children be allowed to attend Surry Elementary School for the remainder of the school year. live in S
B. Hamill MOVED: That the Board grant the Hackett's request provided that the parents provide transportation. SECONDED: by C. Nolan. VOTED: 8-0-0-2.

D. YMCA request to use the Emerson Elementary School;
Karen Levitz, YMCA Program Director, was present and gave a brief overview of the YMCA. She advised the Board that through a survey, a need has been identified for after school child care at Emerson. She noted that the program will be affordable as the goal of the YMCA is to provide a service. J. Fiderio. MOVED: That the Board allow the YMCA to operate their after school program at the Emerson School. SECONDED by C. Starrett. DISCUSSION: The Board discussed child care needs in other towns. K. Levitz advised the Board that the YMCA will look at state guidelines and the size of the program to determine the staff to student ratio. She explained the budget building process and that the fee charged to participants will cover costs such as staff, food and direct needs for the students. C. Cardine added that parents are eligible for Title X funds. VOTED: 8-0-0-2.

E. Proposed review of Food Service Program Deliver Evaluation;
J. Menton referenced a letter from Fitz, Vogt & Associates explaining that representatives from the group met with J. Menton and Don Swenson regarding the MRSD Food Service operation. J. Menton outlined the goals of the program such as switching vendors which would realize a $5,000 to $6,000 savings and the possible outcomes of the program with the primary goal being the program operating on its own. G. White MOVED: That the Board allow the administration to proceed with the FVA contract. SECONDED: by G. Bednarski. DISCUSSION: The Board expressed concern with action against the current food service director and requested a written report at the conclusion of the agreement. In response to comments regarding firms evaluating the system for no cost, J. Menton said that many companies are not interested in conducting studies but want to run the entire program. He also stated that the administration recognizes that there are problems with the Food Service program and feels that entering into this agreement is in the best interest of the District. VOTED: 6-2-0-2

F. SAU #38 Superintendent Search Committee Representatives;
N. Callender announced that she and G. Bednarski will represent the MRSD Board on the search committee.

G. Foundation Aid Distribution;
Dr. Wheeler stated that approximately $120,000 will be received as excess Foundation Aid which can not be treated as revenue for the current year. He outlined the options available in expending the funds. The Board discussed possibilities regarding warrant articles and will make a final decision at the Board meeting on January 6th, 1998.
G. White MOVED: That a portion of the $120,000 be used to offset the 1998-1999 budget. SECONDED: by J. Fiderio. DISCUSSION: The Board discussed strategies regarding the warrant. Comments were expressed regarding spending future moneys. VOTED: 5-2-1-2

H. Official Ballot Law;
Dr. Wheeler reported that a Study Committee has met regarding Senate Bill 2 and that contradictions in the SB2 Law have been realized. He commented that the Board may want to react to these changes at some point.

I. Teacher request for extended Maternity Leave;
Dr. Wheeler presented the request from Janice Moore, first grade teacher at Emerson, to extend her maternity leave for the last two quarters of this school year and all of next year. B. Hamill MOVED: That the request be granted. SECONDED: by C. Starrett VOTED: 8-0-0-2

J. Request to have you consider Cheshire County Commissioner's incentive grant to Troy Elementary:
Dr. Wheeler asked that the Board consider taking action on the Cheshire County Incentive moneys of $5,800.00 awarded to the Troy Elementary School to prevent out-of-home student placements. Baby sitting will be provided and parents will be paid to participate. The District's matching funds will be C. Cardine's administrative time. The program will be open to both residents of Troy and Fitzwilliam. G. Bednarski MOVED: That the Board accept the Cheshire County Grant. SECONDED: by J. Fiderio. VOTED: 8-1-0-1.

K. Action on the Manifest;
B. Hamill MOVED: That the Board approve the Manifest dated December 16th, 1997 in the amount of $980,350.50 (Warrant #332-Payroll, dated 12/03/97, $113,190.46; Warrant #321-Payroll, dated 12/12/97, $368,753.74; Warrant #17, dated 12/15/97, $4,100.00; Warrant # 18, dated 12/16/97, $346,684.06; Warrant #19, dated 12/16/97, $22,246.82; Warrant #334-Payroll, dated 12/16/97, $128,884.52; Warrant #336-Payroll, dated 12/16/97, $3,509.19) SECONDED: by D. Gurian. VOTED: 9-0-0-1.

L. Correspondence/announcement;
1. Emerson Fire Inspection report
K. Craig reported on the inspection that took place at Emerson. She advised the Board that she has conferred with the architect and there are seven items that need immediate attention. Dr. Wheeler added that the District's maintenance staff can be used to initiate or complete some projects. K. Craig stated that the architect will draw up a report showing complete details with costs and he will contact the Fire Marshal's office to determine if some things may be able to be put off until 1999 with assurance of construction. In response to questions regarding the Fire Marshal's inspection, K. Craig noted that it is common practice to visit buildings that are scheduled to go under renovation. Dr. Wheeler added that the architect always contacts the fire marshal for direction and that there are state requirements for building inspections every year with the local fire chief. C. Nolan MOVED: That a sprinkler system be installed at Emerson SECONDED: By C. Starrett. DISCUSSION: The Board discussed sprinkler systems vs. fire doors and determined that the system will be included in the overall cost at Emerson. C. Nolan advised that he will have costs after design is completed. VOTED: 9-0-0-1.

Dr. Wheeler distributed a Terms of Office report, letters regarding staff, a staff reimbursement list, and a letter from Judd Gregg increasing money for the IDEA.

SUPERINTENDENT'S REPORT: None

SETTING THE NEXT MEETING'S AGENDA:
1. Discussion of School Board compensation
2. Discussion of SAU budget/formula
3. Presentation of next 5 year plan

NON PUBLIC SESSION:

At 8:45 pm, G. White MOVED: That the Board enter into non public session to discuss a personnel issue. SECONDED: by B. Hamill. VOTED: 9-0-0-1 by a roll call vote.

N. Callender reported that she and G. White received a letter from a teacher assistant who resigned from the high school.

At 8:48 pm, G. White MOVED: That the Board return to public session. SECONDED: by D. Gurian. VOTED: 9-0-0-1.

At 8:49 pm G. Bednarski MOVED: To adjourn. SECONDED: by B. Hamill. VOTED: 9-0-0-1.

Respectfully submitted,

Sharon E. Turner

Sharon E. Turner

To: Monadnock School Board

From: John M. Menton, Business Manager

Subject: School Board Member Compensation Plan

Date: December 30,1997

Glenn White discussed with the administration his thoughts regarding a proposed compensation plan for school board members, and requested that his proposal be drafted by the administration to be included in the Board's packet.

Recommendations:

Position	Current Stipend	Current Cost	Proposed Stipend	Proposed Cost
Chairman	$ 500	$ 500	$ 1,250	$ 1,250
Vice Chairman	$ 400	$ 400	$ 1,000	$ 1,000
Reg. Membership	$ 400	$3,200	$ 1,000	$ 8,000
Committee Chair (8)	$ -0-	$ -0-	$ 50	$ 400
Committee Member (15)	$ -0-	$ -0-	$ 25	$ 375
School Board Representatives, (10) i.e. CVC, NHSBA, SAU Brd, etc.	$ -0-	$ -0-	$ 25	$ 250
TOTALS		$4,100		$11,275

Compensation for committee assignments would be subject to the attendance record of each member and the discretion of the School Board Chairman. Attendance records would be the responsibility of each committee chairman.

STATE OF NEW HAMPSHIRE

Monadnock Regional School District

School District Warrant

(DRAFT) (DRAFT DATED: Dec 26, 1997) (DRAFT)

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 at the Monadnock Regional High School on Saturday, the 7th day of February, 1998 at 10:00 o'clock in the forenoon for the purpose of hearing an explanation of the following subjects and to carry on any discussion or debate with respect thereto, with said subjects to be open to amend:

NOTICE: School District officers to be elected at the Second Session of the Annual Meeting of the Monadnock Regional School District on March 10, 1998 in accordance with the statutory election procedures adopted by a vote of the District on March 12, 1996. The School District Warrant for the election of School District Officials will be be posted in accordance with RSA 40:13 in each of the District's member towns.

ARTICLE ONE: Option I Shall the Monadnock Regional School District raise and appropriate the sum of Eight Hundred Forty-two Thousand Dollars ($842,000.00) to be used for the first phase of construction of an addition and original equipping of a multipurpose room, art room and four classrooms at the Emerson Elementary School, including building improvements and any other items incidental and necessary for such construction, and to authorize the withdrawal of Four Hundred Thirty Thousand, Five Hundred Dollars ($430,500.00) from the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District to cover a portion of the cost of the first year of this project, with the balance of said appropriation to be raised by general taxation? This is the first year of a two year, One Million Five Hundred Thousand Dollar ($1,500,000.00) construction project. This appropriation is in addition to Warrant Article Six, the operating budget article.

ARTICLE ONE: Option II Shall the Monadnock Regional School District raise and appropriate the sum of Three Hundred Sixty-four Thousand, Three Hundred Fifty Dollars ($364,350.00) to be added to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District to cover a portion of the cost of the Emerson School construction project? Construction for the 1.5 million dollar project will begin in the Spring of 1999. This appropriation is in addition to Warrant Article Six, the operating budget article.

NOTE: THE WARRANT ARTICLE FOR THE 1999-2000 YEAR EMERSON PROJECT MAY READ AS FOLLOWS:

ARTICLE ONE: Shall the Monadnock Regional School District raise and appropriate the sum of One Million Five Hundred Thousand Dollars ($1,500,000.00) to be used for the construction of an addition and original equipping of a multipurpose room and art room at the Emerson Elementary School, including building improvements and any other items incidental and necessary for such construction, and to authorize the withdrawal of One Million, Eighty-four Thousand, Five Hundred Thirty-five Dollars ($1,084,535.00) from the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District to cover a portion of the cost of this project, with the balance of said appropriation to be raised by general taxation ($415,465.00)?

ARTICLE TWO: Shall the Monadnock Regional School District vote to transfer Ninety Thousand Dollars ($90,000.00) attributed to excess Foundation Aid for FY 98 to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District to cover a portion of the cost of the Emerson School construction project? This appropriation is in addition to Warrant Article Six, the operating budget article.

ARTICLE THREE: Shall the Monadnock Regional School District vote to raise and appropriate the sum of One Hundred Ninety-One Thousand, Three Hundred Dollars ($191,300.00) to fund all cost items relating to step increases for the 1997-1998 school year attributable to the collective bargaining agreement entered into by the Monadnock Regional School Board and the Monadnock District Education Association, said sum representing additional costs over present budgeted amounts? This appropriation is in addition to Warrant Article Six, the operating budget article.

ARTICLE FOUR: Shall the Monadnock Regional School District vote to approve the cost item included in a three year collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association which calls for the following increases in salaries:

Year	Estimated Increase
FY 1999	$ 194,711.00
FY 2000	$ 185,364.00
FY 2001	$ 177,673.00

and further to raise and appropriate the sum of One Ninety-four Thousand, Seven Hundred Eleven Dollars ($194,711.00) for the 1999 fiscal year, such sum representing the additional costs attributable to the increase in salaries over those of the appropriation at current staffing levels paid in the prior fiscal year? This appropriation is in addition to Warrant Article Six, the operating budget article.

ARTICLE FIVE: Shall the Monadnock Regional School District vote to raise and appropriate the sum of One Hundred Eighty-four Thousand, Five Hundred Thirty-five Dollars ($184,535.00) to be transferred to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District? This appropriation is in addition to Warrant Article Six, the operating budget article.

ARTICLE SIX: Shall the Monadnock Regional School District vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant, for the purposes set forth therein, totaling $17,889,324.00? Should this article be defeated, the operating budget shall be $_____, which is the same as last year, with certain adjustments required by previous action of the Monadnock Regional School District or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of the revised operating budget only.

ARTICLE SEVEN: Shall the Monadnock Regional School District, if ARTICLE THREE and/or ARTICLE FOUR is/are defeated, authorize the governing body to call one special meeting, at its option, to address ARTICLE THREE and/or FOUR cost items only?

ARTICLE EIGHT: Shall the Monadnock Regional School District vote to approve the position of Deputy Treasurer as provided for under RSA: 194:24-a?

ARTICLE NINE: Shall the Monadnock Regional School District authorize the School Board of the Monadnock Regional School District to transfer any of its unencumbered surplus funds not to exceed One Hundred Ninety Thousand Dollars ($190,000.00), if any, remaining on hand at the end of the fiscal year June 30, 1997 to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District and the Capital Reserve Fund created under Article 6 of the 1995 Annual Meeting, or take any action thereon?

ARTICLE TEN: To listen to opinions of a purely advisory nature with regards to the conduct of school affairs for the ensuing school year.

Given under our hands and seal this 20th day of January, 1998.

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Monadnock Regional School Board

Copy of notice - attest:

Monadnock Regional School Board

December 18, 1997

To: Dr. Bill Wheeler, Superintendent of Schools
Mr. Dan Stockwell, Principal, Monadnock Regional High School

I am writing you this letter to inform you that I MAY choose to retire at the close of the school year in June of 1999. Honestly, I have not yet decided whether my retirement will be in June of 1999 or in June of 2000. However, according to the agreement between the Monadnock District Education Association and the Monadnock Regional School District, I am to notify the Monadnock Regional School District Board 18 months before the day I plan to retire.

Accordingly, in case I should choose to retire in June of 1999, I would ask you to please include whatever monies might be necessary for this in the appropriate budget. If my retirement does not take place until the year 2000, please carry the money over to the new budget for the year 2000. I will notify both the new Superintendent of Schools and Dan during December of 1998 as to exactly what my plans will be.

Sincerely,

Russ Austin

G. Russell Austin, Mathematics Department Head

MONADNOCK REGIONAL HIGH SCHOOL

580 Old Homestead Highway, East Swanzey, N.H. 03446

603-352-6575

SCIENCE DEPARTMENT
NORMA M. SKADELAND
CHAIRPERSON

December 19, 1997

To: Monadnock Regional School District Board
Dr. William Wheeler, Superintendent of Schools
Mr. Daniel Stockwell, Principal, Monadnock Regional High School

From: Norma M. Skadeland, Science Department Chairperson

Re: Notification of Retirement

The purpose of this letter is to inform you of my plans to retire at the end of the 1998-99 school year. The reason I am informing you of these plans at this time is to give you the 18 months notification as required in the retirement benefit article of the agreement between the Monadnock District Education Association and the Monadnock Regional School District. Please accept my sincere appreciation for the opportunity of completing 35 years of very rewarding experience at Monadnock Regional High School.

Very sincerely,

Norma M. Skadeland

Norma M. Skadeland

NEW HAMPSHIRE

Interscholastic Athletic Association, Inc.

251 Clinton Street • Concord, N.H. 03301-8432
(603) 228-8671 • Fax (603) 225-7978

established 1947

James W. Desmarais
Executive Director

December 18, 1997

Dr. William V. Wheeler, Superintendent
SAU # 38
600 Old Homestead Highway
E. Swanzey, NH 03446-2310

Dear Dr. Wheeler:

This year, the NHIAA is embarking on a strategic plan to set a course of action for the Association as it enters into the 21 century.

As part of the plan, a series of focus group meetings are scheduled around the state in the upcoming months. The dates, sites and times are as follows:

January 14, 1998	Oyster River High School	7:00 - 9:00 p.m.
February 11, 1998	Con-Val High School	7:00 - 9:00 p.m.
March 19, 1998	Merrimack High School	7:00 - 9:00 p.m.
April 15, 1998	Gilford High School	7:00 - 9:00 p.m.
May 13, 1998	Lin-Wood High School	7:00 - 9:00 p.m.

It is hoped that your schedule might permit you to attend one of these sessions as your input into this plan is most valued and solicited. I would encourage you to share this letter with your School Board(s) as the invitation is extended to them as well.

Thank you, in advance, for your support of this venture.

Very truly yours,

James W. Desmarais

James W. Desmarais
Executive Director

JWD:tlm
cc: Dr. Mark Joyce, Executive Director, NHSAA

SCHOOL ADMINISTRATIVE UNIT NO. 38
SWANZEY CENTER
600 Old Homestead Highway
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*
Margaret Sullivan, *Assistant Superintendent*
John M. Menton, *Business Manager*
Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

Date: December 23, 1997
To: MRSD School Board Members

Now that negotiations are done, members of the Time on Learning Committee should schedule a time to meet. I will collect information from recent research on this topic so that we have a starting point for discussion. The recent article in the Keene Sentinel provided some background information. Many issues will arise as we investigate how to increase the time for students to be engaged in learning - collective bargaining, bus scheduling, sports schedules, etc.

There is a small committee at the high school looking at how to make the school day more flexible to accommodate student needs and interests. I will ask them to keep us informed of their work so that we can build upon rather than duplicate or conflict with what they may propose.

Since I will be testifying at Senator Ruebens' hearing on the New Hampshire Educational Improvement and Assessment Program (the state test) on January 6th, I will not be at the meeting. But please set a time to meet and let Dr. Wheeler know.

Thank you

Kathy Holt