

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

January 6, 1998

**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

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. Community Facilities Committee report on District facilities. (sent under separate cover)
- d. Curriculum Report.
- e. Formula for determining allocation distribution for SAU #38 revenues.
- f. MRSD Board pay discussion.
- g. Review of Warrant Articles as proposed. (see attachment)
- h. Action on the Manifest
- i. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

- a. Curriculum report - Kathy Holt (see item 4.d.)

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

7. 9:20P NON PUBLIC SESSION

- a. Personnel Contract
(retirement notices)
(see attached)
- 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

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 31, 1997
Topic: Discussion of Agenda Items
From: Bill Wheeler

He that will not apply new remedies must expect new evils; for time is the greatest innovator.
-- Francis Bacon, Of Innovations

4.c. The Community Facilities Committee will report on the next five year facilities plan for the District. They will have met with the Facilities Committee on January 5. I have asked that Laura Barrett, and who else wishes, be present at the Board meeting.

4.d. K-12 Social Studies will be described and discussed at this meeting.

4.e. John will discuss the funding formula allocating costs to the three districts for the support of SAU #38.

4.f. Glenn W. wishes to discuss a proposal for changing Board member payment.

4.g. The Warrant Articles are presented for your review, consideration, and action. The Emerson Facilities Project will require some decisions prior to its approval. There are considerable differences between what the Board is anticipating to raise and the projected cost of the project. You also need to decide what will be accomplished in 1998 and what will be completed in 1999. Several articles are presented which may address what choices you make on this topic. Other Articles are fairly straightforward and are similar to those of the past. Petitioned articles must be presented to the SAU #38 Office no later than January 13, 1998.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Monadnock Regional High School
January 6th, 1998

Call to Order:

The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

Present:

G. Bednarski, N. Callender, J. Fallon, D. Gurian, B. Hamill, C. Nolan, L. Sicotte, C. Starrett, G. White, B. Russell and J. Dick, Student Council Representatives, and Dr. Wheeler, Superintendent of Schools. Also present were J. Menton, D. Bell, K. Craig, L. DeCoste, B. Fowler, D. Mousette, D. Stockwell, D. Elkavitch, J. Marchand, B. Tatro and S. Turner.

CONSENT AGENDA:

Minutes of previous meeting;

G. White MOVED: That the Board minutes of December 16th 1997 be approved as written. SECONDED: by D. Gurian. C. Nolan AMENDED: the minutes on page 2, paragraph 2, line 3 to read "...in the Emerson project to pay for architect ..." and line 9 "C. Nolan explained that he picked...". VOTED AS AMENDED: 9-0-0-1

Old Business; None

CITIZEN CONCERNS: None

STUDENT COUNCIL CONCERNS:

B. Russell reported that Winter sports are under way.

OTHER SCHOOL BOARD BUSINESS:

A: Board Committee Reports;

C. Nolan reported that the Facilities Committee met on January 5th and that the Committee decided that the fire code and sprinkler system need to be addressed at Emerson. The Committee is working with architects regarding costs for the Emerson project and the Cutler School was complete as of January 5th, 1998.

N. Callender reported that the SAU Board met and approved the hiring of Robert Seymour as the Business Manager.

B. New Business Items; None

C. Community Facilities Committee Report on District Facilities;

Laura Barrett reported that the Community Facilities Committee has been meeting for several weeks and introduced the members and thanked them for their participation. She said that the committee members looked at various reports from the school board,

enrollments, utilization reports, and interviewed principals and that the Committee's recommendation is to separate the junior and senior high schools. She stated that the committee is in favor of taxation to raise building money with a yearly figure of \$500,000.00. She reported that the elementary enrollment figures are steady and the needs are not as immediate as needs at high school, which can not be added on to until the sprinkler system is installed. The Committee encourages funding the system over three years. L. Barrett reviewed the Committee's five year proposal of a combination Multipurpose room, cafeteria, gymnasium for the junior high students; a study of the traffic pattern at the high school, a junior high music room, a nurses station, junior and senior high classrooms, and office areas at Mt. Caesar and the High School. She suggested that the Community Facilities Committee would reconvene in the third year to reassess the elementary school situation. The Committee will encourage the Board to put on the Warrant, an article for money to go to the Capital Reserve Fund for a Swanzy/Richmond Elementary School. In the fifth year of the plan, the committee will look at the elementary schools and assess their multipurpose room needs. She stated that a further recommendation is for the Board to contact selectmen and planning boards and discuss the towns' imposing impact fees on large developments which may help to alleviate the high cost of school construction. L. Barrett also discussed concerns regarding the septic system at the high school and reviewed proposed building costs and building aid reimbursements.

Bill Hasbrouck discussed the proposed Gilsum Community Center. Chris Pratt provided the Board with more information regarding impact fees. J. Menton distributed a report dated December 12th, 1995 from SFC Engineering Partnership regarding the high school sprinkler system which gives an overview of the system. Opinions were expressed showing concern that no improvements were scheduled at the Northern Schools. Dr. Wheeler stated the District and the towns may share responsibility for constructing multipurpose rooms with the District receiving building aid and that both sides would have to seek legal advice. N. Callender thanked the members of the Community Facilities Committee and asked the Communications Committee to send thanks to each member. C. Nolan MOVED: That the Board recognize the acceptance of the report. SECONDED: by C. Starrett. VOTED: 9-0-0-1.

D. Curriculum Report;

Val Gill, Emerson School teacher, explained what social studies at the elementary level includes. She described how the curriculum is developed and that the objective is to make history come alive for the students, to tap their curiosity, make sense of time and place, make connections and encourage active learning. She showed examples of themes and literature that teachers may use.

Ken Relihan, Social Studies Department Chair, distributed a report showing the Revised Social Studies Curriculum. He discussed the plans for the revision and State frameworks and assessments. The Social Studies Department has determined that scores on the 10th grade assessment test can be improved by the department analyzing the time frame in which the courses are offered. K. Relihan gave a review of when courses are offered to a

student vs. their taking the 10th grade test. He explained why the curriculum changes are going to take place with the Class of 2002 and stated that the revised curriculum will develop a solid learning base and strengthen instruction for 9th and 10th grade students.

Mike Morrison, High School Science Teacher and mentor for research projects, described his work with the students as creating opportunities for secondary students to do extensive research. He referenced an article in NH Wildlife Journal regarding student studies. He reported that students are doing research that the Dept. of Environmental Services can not do and that the students have been asked to write a management piece for the DES regarding mercury. He noted that some students may get internships to finish the project through the School to Career Grant. He discussed other research projects that the students have been involved in.

Mark Pride, Guidance Counselor at Cutler Elementary, reported to the Board on his research concerning sexual harassment at the elementary level. Through Staff Development and Keene State College, M. Pride learned how courts look at sexual harassment and how this harassment damages a student's ability to learn. He also stated that the schools are responsible to control harassment and that Cutler School is attempting to develop its own program.

E. Formula for Determining Allocation Distribution for SAU #38 Revenues;

J. Menton explained the allocation distribution as being split between the three districts according to enrollments and equalized property values. G. Bednarski questioned the reasoning for using one formula for the SAU and another formula for the Monadnock Regional School District. Board members were reminded that Board policy is to remain neutral and let the voters set the allocation for the District. G. Bednarski MOVED: That the Board put an article on the Warrant changing the apportionment formula to 50% ADM/50% property values. SECONDED: by J. Fallon. DISCUSSION: J. Menton explained the formula. The Board discussed the Supreme Court's ruling in the Claremont lawsuit and the fact that any tax formula change must be in place for five years. C. Nolan MOVED: The question. SECONDED: by C. Starrett. VOTED: 9-0-0-1. The Original Motion VOTED: 2-7-0-1. G. Bednarski presented a petition for a Warrant Article.

F. MRSD Board Pay Discussion;

G. White MOVED: That the proposed pay schedule be adopted. SECONDED: by C. Nolan. DISCUSSION: Opinions were expressed by Board members regarding partial terms being served and splitting pay according to attendance. G. White WITHDREW the motion. C. Nolan did not withdraw the SECOND. C. Nolan questioned why some committee members received more money and if mileage is an issue that should be addressed. B. Hamill MOVED: That the discussion be tabled until next meeting. SECONDED: by D. Gurian. VOTED: 4-4-1-1. ORIGINAL MOTION VOTED: 1-6-2-1.

G. Review of Warrant Articles as proposed;

Dr. Wheeler stated that the Budget Committee Hearing will be held on January 12th, 1998 and that a quorum of the Board is required.

ARTICLE #1- J. Menton explained the two options included on the warrant and distributed a report showing funding for the two options. He explained to the Board the draft of the article included on this Warrant that would be on the Warrant in the second year of the Emerson project moving the money from the Capital Reserve Fund. The Board discussed what construction and improvements can be done with option #2 and earned interest in the Capital Reserve. C. Nolan discussed expanding the Architect fees to include construction management. The Board discussed the Architect fee line item. J. Menton reminded the Board that the construction management fee has always been included in the building project. C. Starrett MOVED: That the \$100,000 designated for architect fees and construction manager fees be included in the operating budget. SECONDED: by C. Nolan. DISCUSSION: The Board discussed the ramifications if the project fails and the operating budget passes. VOTED: 4-5-0-1.

C. Nolan expressed his opinion that the Board consider the 5 year plan and agreed that the Board remain consistent with the \$500,000.00 yearly figure for construction. The Board members expressed their opinions regarding the options and dollar amounts for the project. J. Fallon MOVED: That option #2 be on the Warrant. SECONDED: by G. White. DISCUSSION: Dr. Wheeler reminded the Board that previous action brought the project dollar amount to \$1,550,000. VOTED: 8-1-0-1. C. Nolan. MOVED: That the School Board recommend Article 1. SECONDED: by C. Starrett. VOTED 8-1-0-1.

ARTICLE #2- J. Fallon MOVED: That the School Board recommend Article 2. SECONDED: by C. Nolan. VOTED: 8-1-0-1.

ARTICLE #3- G. Bednarski MOVED: That the School Board recommend Article #3. SECONDED: by D. Gurian. VOTED: 7-2-0-1.

ARTICLE #4- J. Menton advised that he presented a preliminary draft to budget committee who suggested that the article be rewritten. He explained that the entire contract is placed before the voters and is voted on once for all three years of the contract. J. Menton discussed the three wording options available. J. Fallon MOVED: That the Board accept the wording of option #3. SECONDED: by G. Bednarski. VOTED: 7-1-1-1. G. Bednarski MOVED: That the School Board recommend Article #4. SECONDED: By Dixie Gurian. VOTED: 8-1-0-1.

ARTICLE #5-C. Nolan MOVED: That the School Board recommend Article #5. SECONDED: By L. Sicotte. VOTED 9-0-0-1.

ARTICLE #6- J. Menton distributed a report showing a default budget of \$16,658,669. The Board discussed special warrant articles and the right of the Board to call special

meetings. D. Gurian MOVED: That the School Board recommend Article #6 with default budget of \$16,658,669. SECONDED: by J. Fallon. VOTED: 7-2-0-1

ARTICLE #7- D. Gurian MOVED: That the School Board recommend Article #7. SECONDED: by G. White. DISCUSSION: Dr. Wheeler explained that this Article gives the Board the opportunity to hold a special meeting if Articles #3 and/or #4 are defeated. VOTED: 5-3-1-1

ARTICLE #8- G. Bednarski MOVED: That the School Board recommend Article #8. SECONDED: by D. Gurian. VOTED: 7-2-0-1.

ARTICLE #9- G. Bednarski MOVED: That the School Board recommend Article #9. SECONDED: By J. Fallon. VOTED: 9-0-0-1

Dr. Wheeler informed the Board that since Article #10 is not a moneyed article, it can appear on the warrant and be removed from the ballot.

H. Action on the Manifest;

C. Nolan MOVED: That the Board approved the Manifest dated January 6th, 1998 in the amount of \$799,646.25 (Warrant #323-Payroll, dated 12/24/97, \$367,901.64; Warrant #338-Payroll, dated 12/29/97, \$93,851.00; Warrant # 340-Payroll, dated 12/30/97, \$332.16 and Warrant #22, dated 1/6/98, \$337,561.45) SECONDED: by C. Starrett. VOTED: 9-0-0-1.

I. Correspondence/announcement;

Dr. Wheeler distributed information from Mike Morrison's presentation, staff reimbursement requests, and the Monadnock Mutterings.

David Bell invited the Board to attend the open house at the Cutler School multipurpose room.

N. Callender informed the Board that she received of a copy of letter sent to D. Stockwell replenishing the Charlie Donohue Scholarship Fund with \$2000.00.

SUPERINTENDENT'S REPORT:

See Curriculum Report - Item 4.d.

SETTING THE NEXT MEETING'S AGENDA:

1. Action on the Community Facilities report
- 2.
- 3.

NON PUBLIC SESSION:

At 9:55 C. Nolan MOVED: That the Board enter into non public session to discuss personnel issues. SECONDED: by C. Starrett. VOTED: 9-0-0-1 by a roll call vote.

C. Starrett MOVED: That the Board accept the retirement of G. Russell Austin.
SECONDED: by C. Nolan. VOTED: 9-0-0-1.

C. Starrett MOVED: That the Board accept the retirement of Norma Skadeland.
SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

Dr. Wheeler presented a proposal for a contract for Susan Kessler for the position of School to Career Coordinator at a salary of \$19,500 prorated to \$16,250 from January 1st through October 31st, 1998. D. Gurian MOVED: That the Board approve the contract for Susan Kessler. SECONDED: by G. White. DISCUSSION: Dr. Wheeler advised the Board that this position will be funded through the School to Career Grant. VOTED: 9-0-0-1

At 10:05 pm, G. White MOVED: That the Board return to public session. SECONDED: by G. Bednarski. VOTED: 9-0-0-1 by a roll call vote.

At 10:06 pm, G. Bednarski MOVED: To adjourn. SECONDED: by B. Hamill. VOTED: 9-0-0-1.

Respectfully submitted,



Sharon E. Turner

STATE OF NEW HAMPSHIRE
Monadnock Regional School District
School District Warrant

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

You are hereby notified to meet 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 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 posted in accordance with RSA 40:13 in each of the District's member towns.

ARTICLE ONE: 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 an estimated One Million, Five Hundred Fifty Thousand Dollar (\$1,550,000.00) project will begin in the Spring of 1999, renovations and preliminary construction may start in 1998. This appropriation is in addition to Warrant Article Six, the operating budget article.

(Recommended by the School Board)

(Recommended by the Budget Committee)

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.

(Recommended by the School Board)

(Recommended by the Budget Committee)

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.
(Recommended by the School Board)
(Recommended by the Budget Committee)

ARTICLE FOUR: Shall the Monadnock Regional School District vote to raise and appropriate the sum of One Hundred Ninety-four Thousand, Three Hundred Fifty-four dollars (\$194,354.00) for the 1999 fiscal year, such sum representing the first year, additional cost attributable to the increase in salaries over those of the appropriation at current staffing levels paid in the prior fiscal year, and furthermore to approve the following cost item:

Year	Estimated Increase	Year	Estimated Increase
FY 2000	\$ 187,414.00	FY 2001	\$ 195,904.00

included in a three year collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association? This appropriation is in addition to Warrant Article Six, the operating budget article.
(Recommended by the School Board)
(Recommended by the Budget Committee)

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.
(Recommended by the School Board)
(Recommended by the Budget Committee)

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 \$16,658,669.00, 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 operating budget only?
(Recommended by the School Board)
(No action by the Budget Committee)

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?
(Recommended by the School Board)
(Recommended by the Budget Committee)

ARTICLE EIGHT: Shall the Monadnock Regional School District vote to approve the position of Deputy Treasurer as provided for under RSA: 194:24-a?
(Recommended by the School Board)

ARTICLE NINE: To see if the Monadnock Regional School District will vote to change the formula for apportionment of operational costs from 100% based on average daily membership to 50% based on equalized valuation and 50% based on average daily membership as of July 1, 1998 with no change being made in the present formula for apportioning capital expenses.
(By Petition)

ARTICLE TEN: Shall we adopt the provisions of RSA 40:15 to allow voting at additional polling places, in each of the towns represented in the Monadnock Regional School District, for the second session of the annual meeting?
(By Petition)

ARTICLE ELEVEN: Shall the Monadnock Regional School District vote to dissolve the present School District Budget Committee structure and process as established under RSA 32:14 - 24 and transfer all Budget Committee functions to the Finance Committee or other appropriate subcommittee of the Monadnock Regional School Board?
(By Petition)

ARTICLE TWELVE: To see if the Monadnock Regional School District will vote to establish a Study Committee to research the feasibility of reorganizing or withdrawing from SAU #38 and the question of reapportioning the School Board of the Monadnock Regional School District. The Committee shall consist of a member of the Board of Selectmen from each of the eight towns in the Monadnock Regional school District, to be chosen by the Board of selectmen of each town; and one citizen from each town, to be chosen by the Town Moderator of each town; and two members from the School Board, to be chosen by the School Board and the public by the 1999 Annual Meeting.
(By Petition)

ARTICLE THIRTEEN: 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, 1998 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?
(Recommended by the School Board)
(Recommended by the Budget Committee)

ARTICLE FOURTEEN: 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

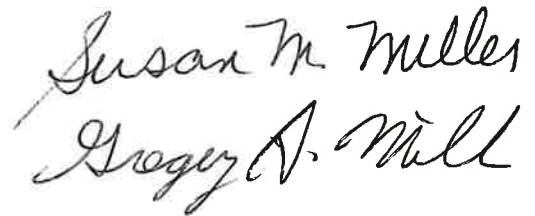
Dr. Wheeler
S.A.U #38 School Board

1/5/98

I am requesting that my children, Jenni-Marie Miller (Cutler Grade 6), Jessica L. Miller (Cutler Grade 5) and Rebecca A. Miller (Mt. Caesar Grade 2) be allowed to finish the school year in the Swanzey School System. Although we are currently residents of Swanzey, we are in the process of buying a house in Swanzey, however the process is not due to be completed until sometime in the Spring of 1998. The house we are presently renting has just been sold and we need to move out by February 1, 1998. We have found temporary housing in Marlborough, New Hampshire. We would like to be able to keep the girls in the school system for the remainder of the year. We are requesting your permission to do so.

If you have any further questions, you may reach Susan M. Miller at Mt. Caesar School during the school day or at home at 352-6684. Thank you for your consideration on this matter.

Sincerely,

Handwritten signatures of Susan M. Miller and Gregory A. Miller in cursive script.

Susan M. Miller
Gregory A. Miller

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

January 20, 1998

**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) Reassess the Warrant Articles
 - 2) Reassess the MRSD 1998-1999 Budget

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 Business Education -- Tom Stewart
- d. Parent request to have children remain in MRSD schools.
(see attachment)
- e. Action on the Community Facilities Committee Report.
- f. Auditor's Report of 1996-1997 MRSD Budget. (see attachment)
- g. Approval of Mobil Oil Grants.
- h. Evaluation of School Board Operations Procedure.
(see attachment)
- i. Review of 1998-1999 District Calendar. (see attachment)
- j. Action on the Manifest
- k. Correspondence/announcement.
 - 1) Discussion of Supreme Court Decision on School Funding.
(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

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: January 14, 1998
Topic: Discussion of Agenda Items
From: Bill Wheeler

We can respond to the clamor of those who cry "go back to the fundamentals -- to the Three R's." Some who raise this clamor have looked upon the world and do not find it cast in their own image. They blame the school for this aberration. They would cut education below the thinking level where the change called "progress" begins. They would restrict education to the simpler mental skills of reading, spelling, writing, and numbers. We can do that. We can devote our time solely to these rudiments of learning. We can create degrees of fascinating skill in reading, penmanship, spelling, ciphering. And in two generations the American people would have little to read, write, or spell about.

-- Speech, Willard E. Givens, Former Executive
Secretary, N.E.A., Third General Session, A.A.S.A. 1952

It is two generations later and the argument still rages. Of course now -- how do we go back to basics? The "Seven Cardinal Principles" were presented in 1917. They certainly didn't speak singularly to the basics. So perhaps then as now some people have a twinge of nostalgia for what they thought things were like. I for one am not going back. Schools are much better than they were when Mr. Givens delivered this address. The vision is that they will be even better tomorrow. Stay tuned!

1.b.1) Petitions have been presented for additions to the Warrant. You need to decide on their placement within the Warrant and whether you wish to take a stand on them. Also, no Article addresses the proposal of last meeting to spend X number of dollars on the Emerson School Project this Summer. You will need to decide what to do about that.

1.b.2) Article 6 has a budget total which does not match the total approved at the last meeting. It is somewhat less. A budget summary is presented for your review. It is the same as reviewed at the Budget Committee Hearing. The Budget Committee passed the budget as presented but would not take action on Article 6. They will meet one-half hour prior to the Deliberative Session to act on this Article.

4.c. This a continuation of the request to visit all parts of the K-12 curriculum structure during the school year. Tom Stewart will visit with you about the Business Education program.

4.d. This is a typical request and needs no explanation.

4.e. You heard and acted to accept the Community Facilities Committee Report at the last meeting. You need to act to implement the recommendations, modify the recommendations, or reject the recommendations at this meeting or at some subsequent meeting.

4.f. David Clukay, District Auditor, has presented his report on the Monadnock Regional School District Fiscal program. It is attached for your review and John will discuss it with you at the meeting.

4.g. Kathy Holt willingly argued to have Mobil Oil present some grant money to our schools. It requires your approval to accept these grants.

4.h. For your consideration.

4.i. This is the first go at the 1998-1999 calendar. Usually, you review it at one meeting and approve it at another. Administrators and staff have had an opportunity to review it. It does tie to the Keene District Calendar.

4.k.1) The Supreme Court has acted. Now we have a group of actors. It seems an appropriate time to devote a few moments to discuss this topic. Two articles have been received. They are copied for your review. I would hope that the legislators get past the bombast and resolve to deal with the problem. Some are arguing to change the Constitution so the State is not responsible for public education. And they call themselves conservatives. Can you imagine how radical that change would be? Oh my! that's liberal thinking.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Monadnock Regional High School
January 20th, 1998

Call to Order:

The meeting was called to order at 7:00 pm by Nancy Callender, Chairperson.

Present:

G. Bednarski, N. Callender, J. Fiderio, J. Fallon, D. Gurian, B. Hamill, C. Nolan, L. Sicotte, C. Starrett, G. White, J. Dick, Student Council Representative, Dr. Wheeler, Superintendent of Schools and K. Holt, Assistant Superintendent. Also present were J. Menton, C. Cardine, K. Craig, D. Mousette, B. Fowler, D. Elkavitch, J. Marchand, B. Tatro and S. Turner.

CONSENT AGENDA:

Minutes of previous meeting;

G. White MOVED: That the Board minutes of January 6th, 1998 be approved as written.

SECONDED: D. Gurian. C. Nolan AMENDED the minutes on page 1, Board Committee Reports to include that Carl Hagstrom and T. E. Chapin were approached to do the septic system and sprinkler system designs respectively. VOTED AS AMENDED: 9-0-0-1.

Old Business;

C. Nolan MOVED: That the Board approve Carl Hagstrom to design the septic system for \$1,350.00 and T. E. Chapin to design the sprinkler system for \$3,150.00 SECONDED: by C. Starrett. VOTED: 7-0-3-0.

C. Nolan referenced the Contract with MacMillin under the Compensation heading that stated that services are to be paid at \$75.00 an hour and billed monthly. The Board discussed that moneys are being charged against Architect's Fees line item. C. Nolan noted that MacMillin has been compensated for the time worked on preliminary estimates and that the Construction Manager and Architect have been attending Facilities Committee meetings.

G. Bednarski asked the Administration if the health cost issue has been discussed with the principals. Dr. Wheeler answered that he will bring this up at his next meeting with the principals.

1. Reassess the Warrant Articles

See below for discussion.

2. Reassess the MRSD 1998-1999 Budget;

See below for discussion.

CITIZEN CONCERNS:

See also below 1. Reassess the Warrant Articles;

Dr. Wheeler announced that K. Holt had received the Outstanding Service Award from the NH School Administrator's Association.

STUDENT COUNCIL CONCERNS:

J. Dick reported that the current quarter will close on 1/22/98 and report cards will be issued the following week.

OTHER SCHOOL BOARD BUSINESS:**A: Board Committee Reports;**

C. Nolan reported that the Facilities Committee met on Monday, January 19th. He read a list of life safety issues that need to be completed and noted that the architect and construction manager worked up a list of construction items that can be completed over the summer. He also advised the Board that the total cost of the Emerson project is \$1,897,364.

C. Nolan also announced that the ribbon was cut at the Cutler School Multi-purpose room on Saturday, January 17th and he thanked all the people involved in that project.

D. Gurian reported that the Communications Committee met and that the brochure/mailer has been put together and the press releases have been drafted for the Emerson project. J. Fiderio noted that the Committee has taken a "soft sell" approach and that the mailer points out the benefits of doing the project.

N. Callender reported that the Superintendent's Search Committee met on January 19th. She explained the time frames the Committee has set for hiring a new superintendent. She also explained her dilemma of serving on the Committee after her term in office has expired. G. Bednarski MOVED: That N. Callender stay on the search committee until a candidate has been found. SECONDED: by D. Gurian. DISCUSSION: N. Callender explained that the committee's recommendation will be brought to SAU Board and she will have no voting capabilities. The current MRSD SAU members at that time will be voting. She described the previous night's meeting as organizational. It was determined that the Committee can not be increased. VOTED: 6-1-3-0.

B. New Business Items;

None

C. Curriculum Report Business Education - Tom Stewart;

Using the overhead projector, T. Stewart read the Mission Statement of the Business Department, course offerings and availability. He described how Business courses are used in different college studies. He explained that the Monadnock Future Business Leaders of America is made up of students in business classes and that these students develop a greater insight to the business world through meeting local business people, listening to speakers and attending conferences. T. Stewart outlined future requests as reinstating classes not currently being

offered, increase business law to a full year, increase size of teaching staff, continue to update equipment, add new course offerings, use business rooms as computer lab, and place more students in work situations. He distributed a pamphlet outlining the Business Department.

The Elementary Guidance Counselors, Cindy Edson, Northern Schools; Cathy Conkling, Emerson; Libby Corindia, Troy; Diana Elkavitch, Mt. Caesar and Mark Pride, Cutler, introduced themselves to the Board. M. Pride summarized the elementary counselors as providing preventative/instructional time, intervention, consultation, counseling and evaluating students needs. He distributed a report reviewing his presentation and explained the study skills questionnaire, learning analysis sheet and goal setting forms used by the students. M. Pride also outlined the K-12 curriculum development that outlines personal and academic growth outcomes. He noted that with this tracking in place, a student will be able to be evaluated throughout his school years. He also asked the Board to consider employing a social worker for the District.

D. Parent request to have children remain in MRSD schools;

G. White MOVED: That the Miller children be allowed to remain in the MRSD schools providing that the parents furnish transportation. SECONDED: by D. Gurian.
VOTED: 8-0-2-0.

1. Reassess the Warrant Articles;

A Fitzwilliam resident, who had attended the Budget Hearing, presented a list of questions to the Board regarding Architectural fees, Food Service management and several questions regarding the Budget Summary. The Board and Administration provided answers to her questions.

N. Callender noted that Articles 9, 10, 11 and 12 are petitioned articles not requiring action by the Board.

J. Menton, referencing Article 6, noted that the change in the budget number is due to previous action of the board that the Emerson project be two phased. He referenced the MS 27 signed by Budget Committee and noted that the budget amount is \$17,481,006. He advised the Board that no action had been taken on Article 6 by the Budget Committee and that they will meet prior to the February 7th First Session to review any action taken by the Board.

J. Menton stated that the Budget Committee was advised that the Board had made no decision regarding the proposed \$200,000 for summer work at Emerson. He reported that the Budget Committee suggested that the Board make an amendment on Article 1 from the floor at the Deliberative Session. The Board reviewed their options where Article 1 is concerned. J. Menton reminded the Board that the Budget Committee has taken action on the Warrant and to make any changes would nullify the Budget Committee's recommendation.

C. Nolan MOVED: that the estimated construction cost on Article 1 be amended to read \$1,897,364. SECONDED: by C. Starrett. DISCUSSION: The Board members expressed concern with the total cost of the project and the possibility of this dollar amount jeopardizing the voters approval of the teacher's agreement. Other opinions were discussed regarding the

need to show the true cost of the project. N. Callender reminded the Board that changing this amount will not affect the money that will be raised this year. C. Starrett asked that the Board look at the future needs of Emerson along with immediate needs. J. Fiderio suggested that the Board break out \$200,000 for extra work to be on a separate Article and go forward with \$1,550,000. C. Nolan suggested that to justify the total project amount, the Board advise the public of the total project dollar amount and put off all construction until the second year of the project. J. Menton advised the Board that the Budget committee has already approved \$1,550,000, but they can reconsider this amount at their meeting before the First Session. He stated that the concern is if the Board approves this Motion, the Warrant posted would be different from the Warrant that the Budget Committee approved. He reminded the Board that amendments can be made on the floor. VOTED: 4-5-1-0. G. White MOVED: That the Chairman of the Facilities Committee or other designee amend the figure to be \$1,897,364. SECONDED: by B. Hamill. DISCUSSION: The Communications Committee's flyer was discussed. VOTED: 4-3-3-0. C. Nolan outlined the proposal to fix the safety hazard issues and the work that can be done during the summer and added that these items are projected to cost less than the \$200,000 allowed. K. Craig added that summer work is important so as to not harm the educational climate of the school during the school year.

Dr. Wheeler presented this rewrite of Article 1- Shall the Monadnock Regional School District raise and appropriate the sum of \$364,350 of which \$164,350 is to be added to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District and to authorize the Board to expend \$200,000.00 to cover a portion of the renovation cost of the Emerson School construction project in 1998? Construction for an estimated \$1,550,000.00 project will begin in the Spring of 1999. This appropriation is in addition to Warrant Article Six, the operating budget article. G. White MOVED: That the Board accept the Article as presented. SECONDED: by C. Starrett. VOTED: 7-3-0-0.

C. Starrett MOVED: That the Board amend the budget figure in Article 6 to read \$17,481,006. SECONDED: by D. Gurian. VOTED: 10-0-0-0.

L. Sicotte questioned the reasoning for different numbers appearing in Article 4. J. Menton responded that the numbers have been updated since the Board's last meeting and the numbers presented were recommended by the Budget Committee. G. White MOVED: That the Board reconsider the recommendation of Article 4. SECONDED: by G. Bednarski. VOTED: 7-1-2-0

G. White MOVED: That the Board recommend Article 4. SECONDED: by G. Bednarski. VOTED: 9-0-1-0.

2. Reassess the MRSD 1998-1999 Budget;

L. Sicotte asked for clarification as to why the interest figure has changed J. Menton answered that the change is a result of money being transferred into the Capital Reserve Fund.

E. Action on the Community Facilities Committee Report;

C. Nolan MOVED: That the Board accept the Community Facilities Committee Report as presented. SECONDED: by C. Starrett. VOTED: 8-0-2-0.

F. Auditor's Report of 1996-1997 MRSD Budget;

J. Menton referenced the copy of the Auditor's Report in the Board packet and he distributed a copy of the management letter. The Board asked that this be on the next agenda.

G. Approval of Mobil Oil Grants;

K. Holt explained that Emerson School, Mt. Caesar and MRHS were each awarded \$500.00 through a local franchise of Mobil Oil and the local Neighbor's and Mr. Mikes stores. She reported that Emerson will use the money for a volunteer program, Mt. Caesar for a parent information program and MRHS for work on the nature trails. J. Fallon MOVED: That the Board accept the Mobil Oil Grant funds. SECONDED: by G. White. VOTED: 10-0-0-0.

H. Evaluation of School Board Operations Procedure;

N. Callender explained that the Board Policy Manual has a policy for evaluation of Board operational procedures and she asked if the Board would like to complete the evaluation this year. C. Nolan MOVED: That the Board not complete the evaluation this year. SECONDED: by L. Sicotte. DISCUSSION: The Board members expressed opinions regarding the value and length of the evaluation. VOTED: 3-6-1-0. G. Bednarski offered to bring a revised evaluation to the Board. D. Gurian MOVED: That the Board complete the evaluation as presented. SECONDED: by G. White. VOTED: 6-2-2-0. N. Callender asked that the Board members complete the evaluation for the next meeting.

I. Review of the 1998-1999 District Calendar;

The Board reviewed the District Calendar.

J. Action on the Manifest;

B. Hamill MOVED: That the Board approve the Manifest dated January 20th, 1998 in the amount of \$959,541.85. (Warrant #325-Payroll, dated 1/13/98, \$368,270.08; Warrant #342-Payroll, \$90,609.22; Warrant #23, \$20,299.35 and Warrant #24, \$480,363.20) SECONDED: by C. Starrett. VOTED: 10-0-0-0

K. Correspondence/announcement;

1. discussion of Supreme Court Decision on School Funding;

To be on the next meeting's agenda.

J. Menton distributed tax assessment estimates.

Dr. Wheeler asked the Board to reconsider the election hours in the individual town for the March 10th vote. C. Starrett MOVED: That the election for the School District coincide with the hours and the polling places in each of the towns. SECONDED: by L. Sicotte. VOTED: 10-0-0-0.

SUPERINTENDENT'S REPORT:

See Curriculum Report - Item 4.c

SETTING THE NEXT MEETING'S AGENDA:

1. Auditor's report
2. 1998-1999 calendar action
3. Discussion of School funding
4. Assignment of articles

NON PUBLIC SESSION:

At 9:37 pm, C. Nolan MOVED: That the Board enter into non public session to discuss legal issues. SECONDED: by L. Sicotte. VOTED: 10-0-0-0 by a roll call vote.

Dr. Wheeler reported that the Town of Swanzey has withdrawn from the court case involving the Wilcox property.

L. Sicotte asked that the Board receive a summary of a student's progress who is scheduled to return to school on January 26th after serving a suspension.

At 9:42 pm, B. Hamill MOVED: That the Board return to public session. SECONDED: by G. White. VOTED: 10-0-0-0 by a roll call vote.

At 9:43 pm, C. Starrett MOVED: To adjourn. SECONDED: by G. Bednarski. VOTED: 10-0-0-0.

Respectfully submitted,



Sharon E. Turner

The Governor's ABC Proposal for Funding Public Education: How it Affects Our Districts

1/19/98 By: Bill Wheeler

Governor Shaheen's ABC public school funding proposal affects Hinsdale School District, Winchester School District, and Monadnock Regional School District apparently in a positive manner. The data presented in the TABLE below represents my best work at this point. It is presented so the reader may have some basis for determining the merit of the proposal. What is not known is whether the towns would contribute to the Statewide Property Tax. The funding source is still unclear.

The essence of the proposal is to multiply each student (column #3 -ADM) for a given year by \$4,500 (column #4) to determine **local ability**. The Governor determined it would take **\$13.44/1000 of Equalized Valuation (EV) STATEWIDE** to fully fund each student at \$4,500 to obtain an **"Adequate Education"**. Each of our town's **ability** (column #5) is determined by multiplying \$13.44/1000 times their EV. Thus we can determine the **difference between our need and ability** (column #6) by subtracting (column #5) from (column #4) which is the entitlement. Foundation Aid FY99 is represented in (column #7). Subtracting (column #7) from (column #6) provides our **increase in State Revenue** (column #8), using the ABC Funding proposal, over the current Foundation Aid figure. In each case it would be greater than presently received.

TABLE

1 Town	2 Equalized Val 1996	3 ADM 1995-96	4 ADQ Ed/pupil x\$4,500	5 \$13.44 x EV	6 Need v. ability	7 Found Aid FY 99	8 State Aid +
Monadnock	\$567,661,568.00	2,595.00	\$11,677,500	\$7,629,371.47	\$4,048,128.53	\$1,625,871.32	\$2,422,257.21
Fitzwilliam	\$101,733,109.00	358.20	\$1,611,900	\$1,367,292.98	\$244,607.02	\$104,639.67	\$139,967.35
Gilsum	\$28,229,192.00	122.10	\$549,450	\$379,400.34	\$170,049.66	\$65,794.61	\$104,255.05
Richmond	\$46,580,653.00	172.60	\$776,700	\$626,043.98	\$150,656.02	\$38,274.35	\$112,381.67
Roxbury	\$12,982,234.00	44.80	\$201,600	\$174,481.22	\$27,118.78	\$12,745.53	\$14,373.25
Sullivan	\$23,381,680.00	111.30	\$500,850	\$314,249.78	\$186,600.22	\$80,916.80	\$105,683.42
Surry	\$36,458,949.00	110.60	\$497,700	\$490,008.27	\$7,691.73	\$3,865.01	\$3,826.72
Swanzy	\$255,190,181.00	1,245.30	\$5,603,850	\$3,429,756.03	\$2,174,093.97	\$697,230.05	\$1,476,863.92
Troy	\$63,105,470.00	403.10	\$1,813,950	\$848,137.52	\$965,812.48	\$622,405.30	\$343,407.18

News from NCES
from page 11

Impact on Regions, States, and Districts

The increases in U.S. enrollment are not spread equally across all areas of the country, and there is a distinct regional pattern to the effects of the Baby Boom echo. From 1997 to 2007, enrollments are expected to increase in all but one Western state and in most states in the South, but enrollments are expected to decrease in five of nine Northeastern states and in 10 of 12 Midwest states (table 2). In all, enrollments are expected to hold steady or increase in 30 states and decline in 20 states and the District of Columbia.

Over the next decade, student enrollment is expected to increase by 16 percent in California, making it the fastest-growing state. States that will experience a decline in overall student population include the District of Columbia (by 7 percent), Wisconsin (by 7 percent), Iowa (by 7 percent) and Maine (by 8 percent).

Within states, the rate and timing of the enrollment changes also differ across school districts. In Nevada, overall enrollment is expected to grow by about 15 percent from 1996 to 2001. However, the number of students in Nevada's Clark County School District is projected to increase by about 28

percent from 1996-97 to 2000-01 (179,000 students to 223,000 students). This kind of rapid and uneven growth places additional burdens on state and local education agencies.

How Will the Schools Keep Up?

The number of classroom teachers is expected to increase from 3.1 million in fall 1997 to 3.3 million by the fall of 2007. Overall, total yearly current expenditures for public elementary and secondary schools are projected to increase 22 percent from 1996-97 to 2006-07, from \$257 billion to \$314 billion (1994-95 dollars).

NSBA Web Site Open For Business

Want to find out all about NSBA's Annual Conference? Looking for ways to bring technology into your schools? Trying to find the right staff person to answer a burning question? Try NSBA's Web Site — <http://www.nsba.org>

Table 2.

Enrollment in grades K-12 in public and private elementary and secondary schools, by region and state: Fall 1987, 1997, 2002, and 2007

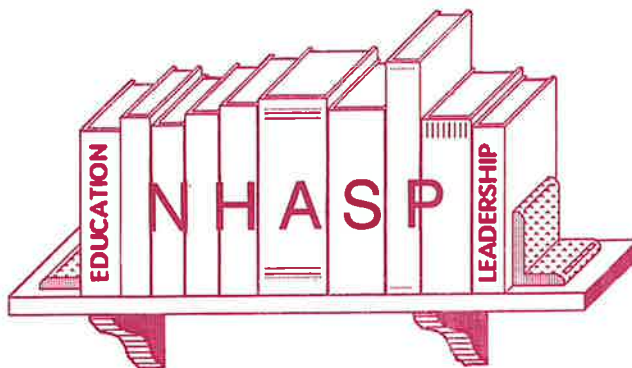
Region and state	1987	<u>Projected</u>		2007	<u>Percent change</u>		
		1997	2002		1987 to 1997	1997 to 200	1987 to 2007
Total enrollment	45,488	52,217	53,962	54,324	14.8	4.0	19.4
Private	5,479	5,863	6,051	6,061	7.0	3.4	10.6
Public	40,008	46,353	47,911	48,262	15.9	4.1	20.6
Northeast	7,252	8,150	8,283	8,143	12.4	-0.1	12.3
Midwest	9,870	10,643	10,588	10,397	7.8	-2.3	5.3
South	14,419	16,650	17,393	17,543	15.5	5.4	21.7
West	8,468	10,910	11,646	12,179	28.8	11.6	43.8

SOURCE: U.S. Department of Education, National Center for Education Statistics, Common Core of Data surveys; and Projections of Education Statistics to 2007. (edited)

For more information about the content of this report, (Issue Brief: (NCES 98-039) October 1997) contact Tom Snyder at (202) 219-1689 or use e-mail: <Tom_Snyder@ed.gov> and visit the NCES home page at <www.ed.gov/NCES> ■

This re-print of *Issue Briefs* is the result of a new collaborative effort between NSBA and NCES.

Peggy McAllister
Executive Director



AFFILIATED WITH:
NASSP and NAESP

New Hampshire Association of School Principals

January 23, 1998

Dr. William Wheeler, Superintendent
SAU #38
600 Old Homestead Highway
East Swanzey, NH 03446

Dear Bill,

Speaking for the New Hampshire Association of School Principals I would like to commend you and thank you for sharing the expertise of your principal, Karen Craig with the other principals in the State of New Hampshire.

Karen did an outstanding job representing you, your district and other principals of this state when she presented a session on Alternative Report Tools.

We directly relate the success of our Association in providing assistance to principals and assistant principals to the networking. This only occurs when members have the opportunity to share their experience and expertise with their colleagues. Thanks to your support, we were able to facilitate this through our Winter Workshop.

We sincerely appreciate your willingness to assist us in providing quality professional development that benefits our members and helps them to make good schools better. It is the assistance of supervisors like you that allow us to accomplish far more than we otherwise could have.

If I can ever be of any assistance to you please do not hesitate to contact me.

Sincerely,

Peggy
Peggy McAllister
Executive Director

cc: School Board Chair

1/27/98

Dr. Wheeler and The Monadnock Regional School Board,

My plan to retire in June 1998 can be
put into the minutes and made public
at this time.

Thank you,

Bob Brunnan

**MONADNOCK REGIONAL SCHOOL DISTRICT
DEPARTMENT OF BUILDINGS & GROUNDS**

600 Old Homestead Highway
Swanzey, NH 03446
Voice: 603-352-9099 Fax: 352-8835



January 27, 1998

Beverly R. Kowalik
Office of the State Fire Marshal
State of New Hampshire Department of Safety
10 Hazen Drive, Concord, NH 03305

RE: Follow up of Emerson School Inspection, 2970259

Dear Ms. Kowalik,

Thank you for your quick response to our correspondence of 12/29/97. At the time of writing that correspondence, we did not have a clear time frame established to address a start up and expected completion of fire safety work in the existing building.

I am pleased however, to advise you that the District Facilities Committee has recommended to the Board that it undertake a reduced scope of work regarding renovations in the existing Emerson School Building in the summer of 1998.

This reduced scope of work along with other items addresses:

- new basement alternate means of egress
- updated Fire Alarm system
- sprinkler system in existing building
- underground water storage tanks and pump for sprinkler system
- fire rated enclosure with fire rated doors around existing basement stairs
- modifying existing doors for proper smoke sealing
- installation of code complying egress windows in two existing classrooms

Further, the Board is considering spending up to \$200,000.00 to complete the work this summer. The proposed funding for this work is outlined in Monadnock Regional School District Warrant, Article One (copy attached).

Sincerely,

Barry N. Fowler
Director, Buildings and Grounds

cc: William Wheeler, Superintendent
Karen Craig, Principal, Emerson School
Phil Bannister, Architect, Emerson Project
Fitzwilliam Board of Selectmen
Chief Bill Prigge, Fitzwilliam Fire Dept.
Deputy Chief Ed Mattson, Fitzwilliam Fire Dept.



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



January 16, 1998

Barry Fowler
Director, Building and Ground
Monadnock Regional School District
600 Old Homestead Highway
Swanzey, NH 03446

RE: Emerson School Inspection. 2970259

Dear Mr. Fowler:

Your letter dated December 29, 1997 regarding the inspection of the above referenced facility has been received and reviewed. All items discussed and enumerated as part of the inspection conducted by this office appear to have compliance plans included.

However, it is unclear when the renovations, including the sprinkler system are being proposed to be completed. This information is required to be provided. Should the anticipated time frame be excessive, alternative means of compliance need to be discussed, and an acceptable compliance schedule put together.

Please forward this information at your earliest convenience. Should you have any questions or need further 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
February 3, 1998**

**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

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 Brain Based Learning: What it means in schooling
-- Maurine Henry
- d. Receiving and discussing Auditor's Report and Management letter
(handed out at last meeting)
- e. Action on the 1998-1999 District Calendar
- f. Assignment of members to Warrant Articles.
- g. Discussion of Supreme Court decision on school funding.
(see attachment)
- h. Evaluation of School Board Operations Procedure.
(prepared to hand in individual forms to Chair)
- i. Action on the Manifest
- j. Correspondence/announcement.
 - 1) Compliments for Karen Craig (see attachment)
 - 2) Information from Bob Brennan
 - 3) Division of Fire Safety's letter and Barry Fowler's response
(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: Monadnock Regional School District Board Members
Date: January 29, 1997
Topic: Discussion of the Board's Agenda items
From: Bill Wheeler

Life is short, art long, opportunity fleeting, experience treacherous, judgment difficult.

-- Hippocrates, Aphorisms

And I thought Hippocrates was an optimist.

4.c. Ms. Henry will discuss the current research on Brain Based Learning and how that research has/should affect what happens in classrooms. How the brain receives stimuli, records what it perceives, and stores that "stuff" is most interesting. Why do we remember some things at one time and not another? We say someone is smart or intelligent. Do we know what that means or why they appear to be smart or intelligent? Is it true if all students just worked harder that they would be smarter or meet the current political rage of "raising the academic standards"? If a student takes a mathematical course in the sophomore year and we test them in their senior year, what do we expect them to remember? Wasn't life much simpler when we all knew what we were doing? It amazes me to hear that some people think they know when that was. Now they are smart!

4.d. The Auditor reports to you so that you may determine whether John and I have complied with the letter of the law and good financial management principles and practices. It is your role to understand this report and officially approve the report or reject it for some cause. The management letter was requested by the Board last year. John and I attempt to address the concerns expressed by the auditor and then report to you, as well as the auditor, about any needed corrective action or argument about why we do it the way we do. John will discuss this report and the management letter with you as you wish.

4.e. You may adopt, change, or reject the district calendar for 1998-1999. Wow! not many more times to write 19.

4.f. This is an activity which the past Boards have enjoyed and I am sure that you will too. Mr. Prigge and I are still of the opinion that a motion should be made to place the Article for discussion. The law seems to ignore this. Past practice may be persuasive to use this practice until someone says it can't be done.

4.g. I have taken Governor Shaheen's ABC School Funding plan and applied it to the most recent data on the Towns (toward FY99). Column #6 indicates the total amount of State Aid to Towns using this formula. I caution you, as I was cautioned, not to assume that the \$4,500 per student is a working figure or based on any substance of fact. It was a figure which she used to explain the procedure. However, using that number and applying it to our current circumstances renders a total of about \$4,050,000 or about 22% of our total budget. Currently, we receive about 8.5% of our total budget from Foundation Aid. Also, I have enclosed a Table on student growth in America as copied from the most recent School Board Journal. I think it is worthy of reflecting on student growth in the Nation as we approach this problem in our State. In other words this is not just a New Hampshire issue. We educate students for the other states and they do as well. To act otherwise is foolish at best.

4.h. I will have the results of the administrators' evaluations and will share those with the chair.

4.i. For Board purpose.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Monadnock Regional High School
February 3, 1998

Call to Order:

The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

Present:

G. Bednarski, N. Callender, J. Fallon, 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 K. Holt, Assistant Superintendent. Also present were J. Menton, D. Bell, K. Craig, L. DeCoste, D. Mousette, B. Fowler, B. Tatro and S. Turner.

CONSENT AGENDA:

Minutes of previous meeting;

G. White MOVED: That the Board minutes of January 20, 1998 be approved as written.

SECONDED: by C. Nolan. VOTED: 7-0-0-3 (B. Hamill and C. Starrett were not present to vote).

Old Business;

L. Sicotte asked to receive a copy of the new Business Manager's resume.

G. Bednarski asked if the administration has discussed changing medical plans with the principals. Dr. Wheeler responded by saying that the principals have made it clear that the plan is not important as long as benefits are similar to what is offered now. He reported that the next step is for J. Menton to explore alternatives and that J. Menton will have figures for discussion at the next Board meeting.

L. Sicotte questioned changes in budget figures. J. Menton answered that the projected assessment figures have been updated and that an updated report was submitted to the selectmen and Budget Committee. L. Sicotte also asked for clarification of the \$90,000.00 in excess Foundation Aid being used to reduce taxes. Dr. Wheeler and J. Menton explained the movement of the funds.

CITIZEN CONCERNS:

A citizen asked for an explanation of Warrant Articles #10 and #12. Dr. Wheeler responded by explaining SB2 and that this article ensures the voters that there will be multiple voting places rather than the possibility of one centralized voting place. Responding to Article #12, N. Callender answered that if the information found by the study group is favorable, the outcome would be that the Monadnock Regional School District would pull out of SAU #38. Information regarding class size and department head teachers teaching schedules was also given.

STUDENT COUNCIL CONCERNS:

J. Dick reported on the basketball and ski teams.

OTHER SCHOOL BOARD BUSINESS:**A: Board Committee Reports;**

C. Nolan reported that the Facilities Committee met on February 2 and access to the mill parking lot in West Swanzey was discussed with Doug Brown.

D. Gurian reported that the Communication Committee met to complete the Emerson project brochure. The Committee also met with a group of teachers to design a brochure/ mailer regarding the teacher's three year contract. She noted that a letter has been sent to the local papers from N. Callender, D. Elkavitch and J. Marchand regarding the three year contract.

D. Gurian also reported that the Time on Learning Committee met and discussed the length of the school day and year, the time that classes start, block scheduling, summer school and a student's optimum learning time. She noted that the committee will be gathering more information.

B. New Business Items;

N. Callender presented a request from a parent for her child to continue attending Emerson School after the family moves to Troy and that the parent is willing to provide transportation. K. Craig stated that she feels that it is in the child's best interest to remain at Emerson. G. White MOVED: That the Board grant the request as presented. SECONDED: by D. Gurian. VOTED: 9-0-0-0

C. Curriculum Report Brain Based Learning: What it means in school- Maurine Henry;

M. Henry gave a detailed review of the ten key concepts in brain based teaching and learning. She also gave examples of how the use of brain based information motivates students differently. The Board asked questions regarding how long the focus has been on brain based learning and the tracking of students. K. Holt stated that this is not a program but information to be used to understand how children learn.

D. Receiving and discussing Auditor's Report and Management letter;

J. Menton gave a brief summary of the Auditor's Report and discussed the Management letter in detail. He suggested hiring a programmer to work on a temporary basis at the SAU Office to make the changes requested by the auditor in the payroll accounts. He also reported that the changes suggested by the auditor regarding cash receipts, the interdistrict accounts and cash deposits have been addressed. Regarding the student's activities funds management, J. Menton noted that these accounts are reconciled at the school level. N. Callender asked if the Monadnock Regional School District has a formal cash deposit policy and if not, would like a draft of one to go to the Policy Committee for review. N. Callender also asked for written comments from the administration regarding the Management letter outlining plans and time frames to correct the concerns in the letter.

E. Action on the 1998-1999 District Calendar;

D. Gurian MOVED: That the Board accept the 1998-1999 District Calendar. SECONDED: by G. White. DISCUSSION: C. Nolan noted that President's Day was not observed on the legal holiday. VOTED: 7-1-0-2

F. Assignment of members to Warrant Articles;

The Warrant Articles for the February 7, 1998, Deliberative Session for movement and discussion purposes were assigned as follows: C. Nolan #1 and #13; N. Callender #2, and #6; G. White #3 and #4; C. Starrett #5; J. Fallon #7 and B. Hamill #8.

G. Discussion of Supreme Court decision on school funding;

Dr. Wheeler explained Gov. Shaheen's ABC Proposal for Funding Public Education as presented and figured under current Foundation Aid. He reviewed a report that was included in the Board packet. The Board discussed the proposal and how equitable education for students will get addressed.

H. Evaluation of School Board Operations Procedure;

The Board handed in their completed surveys and N. Callender will compile the information for presentation at the next Board meeting.

I. Action on the Manifest;

C. Nolan MOVED: That the Manifest dated February 3, 1998, in the amount of \$945,470.10 be approved. SECONDED: by G. White. (Warrant #326-Payroll, 1/27/98, \$368,823.61; Warrant 344-Payroll, 1/28/98, \$117,672.29; Warrant #25, 2/3/98, \$458,974.20). VOTED: 9-0-0-1.

J. Correspondence/announcement

1. Compliments for Karen Craig

The Board and Administration complimented K. Craig for letter addressed to Dr. Wheeler and the Board Chair regarding a presentation by K. Craig for the NHASP.

2. Information from Bob Brennan

In response to a letter from B. Brennan, G. White MOVED: That the minutes regarding B. Brennan's June 1998 retirement be opened. SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

3. Division of Fire Safety's letter and Barry Fowler's response.

Dr. Wheeler advised the Board that copies of these letters were included in the Board packet for their review.

Dr. Wheeler and K. Holt distributed staff reimbursements, A Day at the State House on Feb. 12, School Law Leadership, Monadnock Mutterings and information on Career Day.

J. Menton advised the Board that preparations are underway for the District Meeting.
G. Bednarski expressed concern with the fact that only one person is on the ballot for the empty Board positions.

SUPERINTENDENT'S REPORT:

See 4.c. Curriculum Report

SETTING THE NEXT MEETING'S AGENDA:

1. Policy of cash deposit from auditor's report
2. Dan Burnham - Legislation
3. Health benefits report.
4. Discussion of 1st session
5. Evaluation results

NON PUBLIC SESSION:

At 8:39 PM, C. Nolan MOVED: That the Board enter into non public session to discuss a student and legal issues. SECONDED: by G. White. VOTED: 9-0-0-1 by a roll call vote. D. Stockwell was in attendance.

D. Stockwell reported that the suspended student returned to school and that he had continued doing homework while under suspension. G. White asked that the Board receive an update at the end of the school year. D. Stockwell was excused.

Dr. Wheeler read a letter from W. Prigge, Legal Counsel and corrected a previous statement that the Town of Swanzey has withdrawn from the Wilcox lawsuit. He stated that Swanzey's lawyer had withdrawn.

At 8:48 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by D. Gurian. VOTED: 9-0-0-1 by a roll call vote.

At 8:49 PM, G. Bednarski MOVED: to adjourn. SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

Respectfully submitted,



Sharon E. Turner

To: Monadnock School Board

From: John Menton, Business Manager

Subject: Response to Auditor's Management Letter

Date: February 9, 1998

The auditing firm of Vachon, Clukay & Co. reported in its Management Letter to the administration several matters that present themselves as "opportunities for strengthening internal controls and operating efficiency". The specific areas addressed are as follows:

- a. Cash Reconciliation,
- b. General Ledger Payroll Accounts,
- c. Recording Revenue/Cash Receipts,
- d. Interdistrict Receivable/Payable,
- e. Payroll Accounting,
- f. Student Activities Agency Fund Accounting,
- g. Error Correction, and
- h. Collateralization.

CASH RECONCILIATION (a)

GENERAL LEDGER PAYROLL ACCOUNTS (b)

PAYROLL ACCOUNTING (e)

Items "a", "b", and "e" each have an interdependent relationship to one another through the payroll accounting and posting systems. Central to this relationship is item "b" - General Ledger Payroll Accounts. Therefore to address these matters item "b" must be addressed first. By doing so the other two issues will likewise be upgraded. As noted in the report, the auditor described the system to be unnecessarily complex and practically impossible to reconcile.

ACTION/RECOMMENDATION

The payroll system that is currently in place, and has been for the last four years, mirrors the long standing practice of maintaining a general cash account and a payroll cash account. This office concurs that the payroll cash account should be closed. To make this correction in the system, technical assistance will be needed to rewrite a portion of the software and to disable the payroll cash fund. Sufficient time is also a requirement to be able to complete the changes and test the results within a limited period of seven work days.

As it so often happens with computers, there never seems to be a good time to make changes. The beginning of a new fiscal year on July 1st or calendar year on January 1st offers few opportunities considering the need to concurrently close out one year of payroll accounts and start a new year. At the same time attention must be given for closing out the federal quarterly reports and to begin preparing for the independent auditor. Thus, based on my experience with the system and the payroll processing procedures, it is

strongly recommended that the best of the worst times to make the correction would be soon after the month of April. This would allow the revised system to be up and running before June 1st. Secondly, year end audit adjustments would be limited to the month of June. Finally, matters pertaining to item "a" and "e" would be addressed, corrected and made subject to proper internal controls.

RECORDING REVENUE/CASH RECEIPTS (c)

This matter has been addressed by assigning the responsibility to a member of the business office staff. A trade-off of assigned tasks was made among office staff so that taking on a new responsibility did not become an additional assignment.

INTERDISTRICT RECEIVABLE/PAYABLE (d)

This matter has been addressed with all accounts. Interdistrict accounts generally appear on the auditors work sheets. Following the audit, the business office requested a composite of the accounts for all the Districts and the SAU office. As a result, a one-time entry was made reconciling the net balances among the districts.

STUDENT ACTIVITIES AGENCY FUND ACCOUNTING (f)

As reported in the management letter, accounting practices vary widely throughout the SAU. So it comes as no surprise that it is recommended that policies and operational procedures be developed. One can not assume, however, that everyone who manages or assist with student activities accounts will be able to function effectively within the framework of newly adopted policies and procedures. To make a difference, policies and procedures must be accompanied with appropriate training and support. Although most school districts engage in staff development and curriculum improvement, often no training has been provided for fiscal management. Given the time and resources required, this creates an opportunity for the business manager to play a crucial leadership role in the training of building administrators

ERROR CORRECTION (g)

The office policy is that individual general ledger postings are the responsibility of the Business Manager, and no staff member is permitted to make such an entry without prior approval. There being so few individual GL entries, any unauthorized entries would be easily discovered. Likewise, any reversal of any postings (unpostings) are recorded in individual logs. Unpostings and repostings menus are accessible to staff and postings of any kind are committed to memory whenever they occur. In my opinion there are sufficient safeguards against any material improprieties. Measures will be taken to review security procedures to ensure that entries can not be simply removed after the fact.

COLLATERALIZATION (h)

This matter will be addressed by the means of developing and the adoption of policies that are consistent with RSA 197:23-a, Treasurer's Duties.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

February 17, 1998

**MEETING AT
Mt Caesar Elementary 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

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 - Language Arts -- Rick Allen, Deb Marquardt, and Robin Gilson
- d. Report & discussion on 1998 Legislative Bills -- Dan Burnham, et.al.
- e. Health Benefits report - John Menton
- f. Wrap up of Deliberative Session
- g. Evaluation of School Board Operations
- i. Action on the Manifest
- j. Correspondence/announcement.
 - 1. SAU #38's response to Auditor's Management Letter (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: February 11, 1998
Topic: Discussion of Agenda Items
From: Bill Wheeler

The tragedy of old age is not that one is old, but that one is young.

-- Oscar Wilde, The Picture of Dorian Gray

John and I understand this. Probably too well.

4.d. Representative Burnham will be in attendance, as well as others, to discuss this years legislative bills. You should have been receiving information on the bills from the NHSBA office. The major ones seem to be those involving the Claremont court decision, teacher tenure, vouchers/school choice, student suspension by teachers, those dealing with RSA 40:13, district withdrawal from an SAU, and others too numerous to mention that maybe important to us.

4.e. John is working on completing a report on Health Care Programs at this time. It will be distributed at the meeting for your review. It seems as though you may wish to cause a board/support group representative committee to form and study this. The latest discussions certainly centered on how the employees would feel and react to such a change. Why not get their reaction before the change?

4.f. What are your thoughts on the Deliberative Session? I always believe it is important to review a happening as important to the district as this session.

4.g. Nancy, if you provided her with the data/information, will have a report on how the Board and MRSD administrators evaluated the Board's performance over the past year.

MONADNOCK REGIONAL SCHOOL DISTRICT

Monadnock Regional School Board Meeting
Mt. Caesar Elementary School
February 17, 1998

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. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were J. Menton, D. Bell, L. DeCoste, D. Mousette, D. Stockwell, B. Fowler, B. Tatso and S. Turner.

CONSENT AGENDA:

Minutes of previous meeting;

G. White MOVED: That the Board minutes of February 3, 1998 be approved as written.
SECONDED: by D. Gurian. VOTED: 9-0-0-1

Old Business;

C. Starrett reported that she has received phone calls from parents who expressed concern that the schools were not closed on President's Day to coincide with the legal holiday. Dr. Wheeler answered that the State calendar sets the vacation week. C. Starrett MOVED: That the Board reconsider the ensuing year's school calendar.
SECONDED: by C. Nolan. VOTED: 2-6-0-1.

N. Callender presented a gift from the Board to J. Menton honoring his retirement.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

B. Russell reported that the Student Council would like to honor Mr. Bob Brennan's dedication to the track team and the students by dedicating the weight room to him. D. Gurian MOVED: That the Board allow the weight room and the Track be dedicated to Bob Brennan. SECONDED: by B. Hamill VOTED: 9-0-0-1.

J. Dick stated that he was informed that in the past, Superintendent replacement committees have had a student on the committee. Dr. Wheeler answered that the students have been involved with the MRSD Assistant Superintendent search. N. Callender will contact the SAU Chair to discuss this issue.

J. Dick also announced that the Fine Arts Dept. will be performing Hello Dolly.

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports;

D. Gurian reported that the Communication Committee met to work on part 3 of a mailer. She described "Ballot bullets" regarding the Emerson brochure and teacher contract brochure. J. Fiderio described a poster that will be in all polling places providing voter information. In response to a question by L. Sicotte regarding who paid for the teacher contract brochure, N. Callender answered that the Communication Committee followed Board direction.

B. New business items;

None

C. Curriculum Report - Language Arts;

Rick Allen, English Dept. Chairperson distributed a handout. He reported that his department teaches 100% of the student population and works to coordinate with other departments to ensure that curriculum flows successfully. He referred to the handout and reviewed "What we're doing now" and "How the School Board might help". He discussed some issues in depth and answered Board questions regarding lunch stress, class size and block scheduling.

The Board moved to a third grade classroom where Deb Marquardt discussed the connection between reading and writing. She reviewed reading approaches, literature, strategies and reading assessment. Marge Shepardson, Reading Specialist, described how a child's reading skill is evaluated. Robin Gilson explained the Writing Process Model and third grade writing instruction. She showed examples of writing and reviewed writing approaches and assessment.

D. Report & discussion on 1998 Legislative Bills;

Dr. Wheeler introduced Dan Burnham, Legislator. D. Burnham gave a history of other states and school funding and stressed the importance of a meaningful funding plan for New Hampshire. He described the timing as "crucial" as the legislative portion must be completed by June 1, 1998. He stated that there is concern with taxpayers not paying the school district portion of their taxes as the funding has been ruled unconstitutional. D. Burnham also discussed the three Supreme Court committees working on a definition of adequate education and how much it will cost. He stated that two key points are that the Governor's figures do not include costs for transportation and where special education will fit. He also discussed problems with a state wide property tax. The Governor's plan will force the state to find a new source of revenue. D. Burnham gave poll results published in the Concord Monitor. Mike Steere, Legislator, discussed the Concord Monitor poll and expressed concern with making the tax burden equal for all New Hampshire residents. He described the cigarette tax as a declining tax and spoke in favor of a sales tax.

Margaret Lynott, Legislator, spoke in support of the Four Point Plan for Education. She discussed sales taxes and the benefits of an income tax. The legislators polled the Board regarding different tax plans. The Board members and administration expressed and discussed their opinions and concerns with the legislators.

E. Health Benefits report - John Menton;

J. Menton distributed a Medical Insurance Analysis from IPG and recommended that the matter be turned over to the Finance Committee. He reported that Fall Mountain School District has been conducting a self-insured program and suggested that the Board explore all options. G. White MOVED: That this issue be referred to the Finance Committee to work with the administration to study health care and put together a proposal to bring back to the Board. SECONDED: by B. Hamill. DISCUSSION: G. Bednarski stated that he thought the Administration was to be looking for a comparable plan that is less costly. He also stated that he would like the whole Board to study the issue. C. Nolan MOVED: the Question. SECONDED: by C. Starrett. VOTED: 7-0-2-1. Original Motion VOTED: 5-3-1-1.

F. Wrap up of Deliberative Session;

N. Callender reported that Larry Sportello of Surry and Don Arguin of Sullivan were running as write in candidates for School Board.

Dr. Wheeler stated that his comment to the media regarding the Deliberative Session was that a small group of people is making large money decisions. He also stated that he would like to see first session written out.

G. Bednarski left the meeting.

G. Evaluation of School Board Operations;

N. Callender distributed a summary of the School Board Operational Procedures summary.

I. Action on the Manifest;

B. Hamill MOVED: That the School Board approve the Manifest dated 2/17/98 in the amount of \$826,341.43. SECONDED: by C. Nolan (Warrant #329-Payroll, 2/9/98, \$370,813.52; Warrant #346-Payroll, 2/11/98, \$137,040.65; Warrant #26, 2/17/98, \$327,081.71; Warrant #27, 2/17/98, \$27,101.70; Warrant #348-Payroll, 2/17/98, \$303.85) VOTED: 8-0-0-2.

J. Correspondence/announcement;

1. SAU #38's response to Auditor's Management Letter;

N. Callender thanked J. Menton for his response to the Auditor's Management Letter and noted that the response can be used for decision making. J. Menton explained that the payroll posting problem needs to be taken care of before the close of the school year. He also stated that it would be a SAU change involving all districts.

Dr. Wheeler distributed a Budget Summary Analysis.

J. Menton shared his thoughts and reflections with the Board regarding his years with SAU #38.

SUPERINTENDENT'S REPORT:

See 4.c. Curriculum Report

SETTING THE NEXT MEETING'S AGENDA:

1. 1997-98 Budget Analysis Report
2. Preparation for March 10 vote
3. Evaluation of School Board Operation's Report

NON PUBLIC SESSION:

At 9:40 PM B. Hamill MOVED: That the Board enter into non public session to discuss a personnel issue. SECONDED: by C. Starrett. Voted 8-0-0-2 by a roll call vote.

Dr. Wheeler presented a resignation letter from Mary Moe. G. White MOVED: That the Board accept Mary Moe's resignation effective at the end of the 1997-1998 school year. SECONDED: by D. Gurian. VOTED: 8-0-0-2.

At 9:43 PM C. Starrett MOVED: That the Board return to public session. SECONDED: by G. White.

At 9:45 the Board adjourned.

Respectfully submitted,



Sharon E. Turner

**MONADNOCK REGIONAL SCHOOL DISTRICT
ANNUAL MEETING - FIRST SESSION
FEBRUARY 7, 1998**

The First Session of the Annual School District Meeting was held in the gymnasium of the Monadnock Regional High School on February 7, 1998. Moderator Myron Steere called the meeting to order at 10:10 AM and introduced School Board Chair, Nancy Callender.

Nancy Callender welcomed the public to the meeting and introduced the Board members. She announced that SAU #38 Business Manager, John Menton would be retiring on February 27, 1998, Superintendent William Wheeler would be leaving SAU #38 on June 30, 1998, and Charles Roosa, Director of Grounds and Buildings had retired in October, 1997. She thanked the teachers for their time and efforts and also announced that Robert Brennan and Bonnie Moe would be leaving the District at the end of the 1997-98 school year.

Moderator Steere read ARTICLE ONE.

ARTICLE ONE: Shall the Monadnock Regional School District raise and appropriate the sum of Three Hundred Sixty-four Thousand, Three Hundred Fifty Dollars (\$364,350.00) of which one Hundred Sixty-four Thousand, Three Hundred Fifty Dollars (\$164,350.00) is to be added to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District, and to authorize the Board to expend Two Hundred Thousand Dollars (\$200,000.00) to cover a portion of the renovation cost of the Emerson School construction project in 1998? Construction for an estimated One Million, Five Hundred Fifty Thousand Dollar (\$1,550,000.00) project will begin in the Spring of 1999. This appropriation is in addition to Warrant Article Six, the operating budget article. (Recommended by the School Board)(Recommended by the Budget Committee)

Charles Nolan moved the Article. Seconded. Charles Nolan referred to the Five Year Building Plan and stated that the Emerson project, scheduled to be funded over two years, would encompass the fifth year of the Plan. He introduced Karen Craig, Emerson School Principal. Karen Craig described the community and staff committee that met to work on the Emerson project. She summarized the reasons for the project and listed the proposed renovations and additions. Phil Bannister, Architect, using the overhead projector, reviewed the new spaces and renovations. He listed the renovations scheduled to begin during the summer of 1998 and stated that the major construction work would begin in the Spring of 1999 to be completed by September of 1999.

Glenn White moved to amend the Article to read that the total cost for the project would be \$1,897,364.00. Seconded. Barbara Glidden, Swanzey expressed concern with the project overrunning the amended amount. Glenn White stated that the amendment will ensure that there will be no overrun. * The amendment was voted in the affirmative. *The wording for ARTICLE ONE as amended was voted in the affirmative.

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 (1997-1998) 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.(Recommended by the School Board)(Recommended by the Budget Committee)

Nancy Callender moved the Article. Seconded. Nancy Callender outlined the history of Foundation Aid spending. *The wording for ARTICLE TWO as originally presented was voted in the affirmative.

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. (Recommended by the School Board)(Recommended by the Budget Committee)

Glenn White moved the Article. Seconded. Glenn White explained that this Article is a retroactive pay increase for the current school year. Robert Ballou, Swanze, asked for the percentage of the increase. Glenn White replied that the average is a 2.5% increase. * The wording for ARTICLE THREE as originally presented was voted in the affirmative.

ARTICLE FOUR: Shall the Monadnock Regional School District vote to raise and appropriate the sum of One Hundred Ninety-four Thousand, Three Hundred Fifty-four dollars (\$194,354.00) for the 1999 fiscal year, such sum representing the first year, additional cost attributable to the increase in salaries over those of the appropriation at current staffing levels paid in the prior fiscal year, and furthermore to approve the following cost item:

Year	Estimated Increase	Year	Estimated Increase
FY 2000	\$ 187,414.00	FY 2001	\$ 195,904.00
(1999-2000)		(2000-2001)	

included in a three year collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association? This appropriation is in addition to Warrant Article Six, the operating budget article. (Recommended by the School Board)(Recommended by the Budget Committee)

Glenn White moved the Article. Seconded. Janet McCullough, Budget Committee Member, questioned an increase in the dollar amount for FY 2001 over the original presentation made to the Budget Committee. John Menton responded that the Budget Committee was presented with a draft of the estimated increases. The numbers presented in this Warrant Article are firm numbers. *The wording for ARTICLE FOUR as originally presented was voted in the affirmative.

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. (Recommended by the School Board)(Recommended by the Budget Committee)

Chrysten Starrett moved the Article. Seconded. *The wording for ARTICLE FIVE as originally presented was voted in the affirmative.

ARTICLE SIX: Shall the Monadnock Regional School Board vote to raise and appropriate as an operating budget, not including appropriations by special warrant article, the amounts set forth on the budget posted with the warrant, for the purposes set forth therein, totaling \$17,481,006.00? Should this article be defeated, the operating budget shall be \$16,658,669.00, 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 operating budget only? (Recommended by the School Board)(No action by the Budget Committee)

Nancy Callender moved the Article. Seconded. Nancy Callender described this budget as a maintenance budget due to special warrant articles for teacher's negotiations and the Emerson project. She added that this budget does include maintenance of computers, additional staff and a Golf Club. She explained that the difference in the numbers on the Warrant and in the Annual Report is because the Board had not finalized the Warrant Articles before the report had to be printed. Barbara Glidden, Swanzey, referred to the past years Technology Warrant Articles and asked for clarification of money to be spent on technology in the ensuing year. Dr. William Wheeler explained the technology three year plan allowed for new equipment, and that money was budgeted for maintenance and upgrading of equipment and software. Nancy Callender noted that the School Board had not finalized the Budget before the Budget Committee's last meeting, therefore the Budget Committee chose not to take any action. She added that the Budget Committee met prior to the First Session and voted to recommend the article. *The wording for ARTICLE SIX as originally presented was voted in the affirmative.

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? (Recommended by the School Board)(Recommended by the Budget Committee)

Nancy Callender moved the Article. Seconded. *The wording for ARTICLE SEVEN as originally presented was voted in the affirmative.

ARTICLE EIGHT: Shall the Monadnock Regional School District vote to approve the position of Deputy Treasurer as provided for under RSA: 194:24-a?

William Hamill moved the Article. Seconded. William Hamill stated that a salary for this position will not be set until the approval of the position. *The wording for ARTICLE EIGHT as originally presented was voted in the affirmative.

ARTICLE NINE: To see if the Monadnock Regional School District will vote to change the formula for apportionment of operational costs from 100% based on average daily membership to 50% based on equalized valuation and 50% based on average daily membership as of July 1, 1998 with no change being made in the present formula for apportioning capital expenses. (By Petition)

Moved and seconded. Janet McCullough, Troy, stated that the Town of Troy had submitted this petition and this formula change would help the property poor towns in the District. John Calhoun, Gilsum, spoke in support of the petition. John Tommila, Fitzwilliam, speaking against the article, expressed concern with the petition considering the Supreme Court decision on local funding. He reviewed Foundation Aid figures, cost per student and tax amounts per town. Gus McLeavy, Troy, discussed the towns ability to raise taxes and summarized funding in school districts through out the State. * The wording for ARTICLE NINE as originally presented was voted in the affirmative.

ARTICLE TEN: Shall we adopt the provisions of RSA 40:15 to allow voting at additional polling places, in each of the towns represented in the Monadnock Regional School District, for the second session of the annual meeting? (By Petition)

Moved and seconded. Janet McCullough, Troy, asked for legal clarification of the article. William Prigge stated that if the article passes, it will become effective in 1999 until rescinded. *The wording for ARTICLE TEN as originally presented was voted in the affirmative.

ARTICLE ELEVEN: Shall the Monadnock Regional School District vote to dissolve the present School District Budget Committee structure and processes as established under RSA 32:14 14 - 24 and transfer all Budget Committee functions to the Finance Committee or other appropriate subcommittee of the Monadnock Regional School Board? (By Petition)

Moved and seconded. William Hasbrouck, Budget Committee Chair, described the Budget Committee as a means to control costs, provides checks and balances and a 10% tax limitation. Glenn White spoke in support of the Budget Committee. Lawrence Sicotte amended the article to read "Shall the Monadnock Regional School District not vote to dissolve." Seconded. Robert Ballou asked for clarification of the amendment as it now reads as a negative article. Steve Kessler, Budget Committee Member, stated that he started the petition and has been a committee member for eight years and is running for reelection. Stating his reasons for the petition, Steve Kessler described the committee as reactive rather than proactive due to budget time frames and expressed concern with the committee arbitrarily removing money from the budget. Robert Ballou suggested that people vote no on the amendment. Lawrence Sicotte withdrew the amendment. The second was also withdrawn. Terry Clark, Swanzey, asked for more specific examples of the issues behind the petition. Michael Neylan, Budget Committee, described the committee as "meeting for no purpose and becoming less viable every year." *The wording for

ARTICLE ELEVEN as originally presented was voted in the affirmative by a standing vote of YES 103 No 7.

ARTICLE TWELVE: To see if the Monadnock Regional School District will vote to establish a Study Committee to research the feasibility of reorganizing or withdrawing from SAU #38 and the question of reapportioning the School Board of the Monadnock Regional School District. The Committee shall consist of a member of the Board of Selectmen from each of the eight towns in the Monadnock Regional School District, to be chosen by the Board of selectmen of each town; and one citizen from each town, to be chosen by the Town Moderator of each town; and two members from the School Board, to be chosen by the School Board. The Committee shall meet on a regular basis and make its recommendation to the School Board and the public by the 1999 Annual Meeting. (By Petition)

Moved and Seconded. Tom Parker, Fitzwilliam, listed the issues as looking at Monadnock Regional School District's association with SAU #38 and town representation to the School Board. *The wording for ARTICLE TWELVE as originally presented was voted in the affirmative.

ARTICLE THIRTEEN: 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, 1998 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.

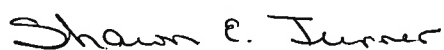
Charles Nolan moved the Article. Seconded. Robert Ballou, Swanzey, asked for clarification of the article. Dr. William Wheeler explained the intent of the article and how the dollar amount was arrived at. Robert Ballou amended the article to \$250,000. Seconded. * The amendment failed. *The wording for ARTICLE THIRTEEN as originally presented was voted in the affirmative.

ARTICLE FOURTEEN: To listen to opinion of a purely advisory nature with regards to the conduct of the school affairs for the ensuing school year.

Dr. William Wheeler thanked the people of the Monadnock Regional School District, board members, teachers, administrators and students for his years of service to the District.

It was moved and seconded to adjourn the meeting at 11:55 AM.

Respectfully submitted,



Sharon E. Turner, Clerk
Monadnock Regional School District

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
600 Old Homestead Highway
Swanzy, New Hampshire 03446
Telephone (603) 352-6955 FAX (603) 358-6708

out to
everyone
2-17-98

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: Selectmen's Offices in Fitzwilliam, Gilsum, Richmond, Roxbury, Sullivan, Surry, Swanzy, and Troy
Topic: March 10th Ballot Election
Date: 2/17/98
From: Bill Wheeler

This note is written in an effort to continually meet the legal and reasonable requirements of the election laws which affect the Monadnock Regional School District's voting procedure. As you know, the District's Ballot will be distributed and voters will act on that ballot at the same time and place as for the Town ballot vote. Your assistance to this point has been greatly appreciated.

The law states, "To facilitate voting for the second session of 1997 and 1998 annual or special meetings only, the governing body of a multi-town school district which has adopted the official ballot referendum form of meeting may authorize the establishment of additional polling places within the district to best accommodate the voters. The additional polling places shall be supervised by the election officials of the towns or cities in which the additional polling places are located, as provided in RSA 671:26. All additional costs resulting from the establishment of additional polling places shall be borne by the school district." This was the "FAST TRACK" legislation and pertains to how we shall handle the second session. I had sent a copy of this note in an earlier mailing.

Two items remain to be addressed: 1) Counting of Ballots RSA 671:26 reads, "The town election officials shall act in like capacity for the school district in conducting the school district election. . . . Provided, however, that, in the case of cooperative school districts, the town election officials, immediately after the close of the polls, shall count the ballots for school district officers and, within 24 hours, forward to the school district clerk a list of the number of votes received by each candidate for school district office. The list shall be signed by the town clerk and witnessed by the town moderator. Upon receipt of the list, the cooperative school district clerk shall record the results from each town and shall, when the results from all towns within the district have been recorded, determine and announce the names of the winning candidates." As you read this law it directs attention to the election of school district officials. It implies that school district election results including Warrant Articles, should be counted by the town election officials. We wish for you to do that. However, we wish for you not to announce the results.

The School District Clerk, Sharon Turner, will coordinate efforts, with the towns' clerks, to pick up all ballots and ballot boxes on the morning following the election or March 11, 1998. We ask for your cooperation on these points.

Item 2) I am not sure how the several towns will assess the election costs. The law states, "All additional costs resulting from the establishment of additional polling places shall be borne by the school district." I would appreciate your analysis of how the town will address this issue. The district will pay what claim you make upon it for these services.

If you have concerns over the contents of this note or with the procedure as described please let me know. As always, your cooperation and support is greatly appreciated.

cc: Bill Prigge, MRSD Legal Counsel
Nancy Callender, MRSD Board Chair

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
March 3, 1998

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

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
- d. 1997-1998 Budget Analysis Report - handed out at last meeting
- e. Preparation for March 10th Ballot vote
- f. Discuss Evaluation of School Board Operation's Report - handed out at last meeting
- g. Action on the Manifest
- h. Correspondence/announcement.
 - 1. Three members are planning to leave the Board, thanks and well wishes for the future.

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*

Kathleen Holt, *Assistant Superintendent*

John M. Menton, *Business Manager*

Kenneth R. Dassau, *Director of Special Services*

To: MRSD Board Members
Date: February 25, 1998
Topic: Discussion of Agenda Items
From: Bill Wheeler

Fifty years ago the National Education Association "indicted" American pupils for (1) a disregard for authority, (2) lack of respect for age and wisdom, (3) a weak appreciation for the demands of duty and (4) a disposition to follow pleasure rather than obligation. It could be verse:

-- Teacher's Treasury of Stories For Every Occasion, 1958, item 1218.

I suppose we will always have the optimists and pessimists. What is amazing is how right they are. At the turn of the present century the students were _____ and forty years ago they were _____ and still today they are _____. Amazing!

4.d. As you read the report the most distinctive feature is the projected \$61,000 overspending of the budget. As you know, the budget cannot be overspent without the consent of the voters. At our most recent administrative team meeting this issue was discussed. It is our plan not to overspend the 1997-1998 budget and have set our target to do just that. Certain figures which have confounded this dilemma will be shared at the meeting.

4.e. Several meetings have been held between the SAU administrators, the District Clerk, Moderator, and legal counsel to structure the elections with each of the Towns. We believe that all preparations which can be made have been.

4.f. Nancy provided you with an excellent summary of the evaluation results. This is your discussion over your perceived performance and that of the administrators.

4.h. Nancy, Chuck, and Jan are planning on leaving the Board. Collectively and individually they have contributed to the structure and function of the District. Being a Board member is challenging, one where common good, personal opinions/values, student needs, taxpayer needs, and legal structure are weighed to arrive at majority decisions. As at all junctures in life it is appropriate that stock be taken on how well things are going. Item 4.f. provides some measure to do that.

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
Monadnock Regional High School
March 3, 1998

CALL TO ORDER:

The meeting was called to order at 7:00 PM by Nancy Callender, Chairperson.

Present:

G. Bednarski, N. Callender, J. Fallon, J. Fiderio, D. Gurian, B. Hamill, C. Nolan, L. Sicotte, C. Starrett, G. White, B. Russell and J. Dick, Student Council Representatives, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were B. Seymour, D. Bell, C. Cardine, K. Craig, L. DeCoste, D. Mousette, B. Fowler, B. Tatro, J. Marchand, D. Elkavitch and S. Turner.

CONSENT AGENDA:

Minutes of previous meeting;

G. White MOVED: That the minutes of the February 17, 1998 meeting be approved as written. SECONDED: by L. Sicotte. DISCUSSION: G. Bednarski corrected his time of departure. VOTED: 8-0-1-1.

G. White MOVED: That the minutes of the February 7, 1998 Deliberative Session be approved as written. SECONDED: by D. Gurian. VOTED: 8-0-1-1.

Old Business;

G. White reported that he had been researching payment for school board members and that the average payment in the State of New Hampshire is \$738.00 a year. G. White MOVED: That the Board be compensated \$738.00 a year. SECONDED: by B. Hamill. DISCUSSION: B. Hamill stated that he has been collecting information from the NHSBA for payments around the country and has found that some states do not allow school board compensation and some compensate as much as \$31,000.00 a year. VOTED: 1-5-4-0 (J. Fiderio arrived to vote.)

N. Callender informed the Board that she discussed with Diana Dillon having student council representatives on the superintendent search committee. It was decided that two students would participate on the committee. N. Callender asked that D. Stockwell arrange this.

CITIZEN CONCERNS:

N. Callender read a request from Kathleen McKenna of Keene that her son be allowed to attend MRHS next year and asked that the Board waive the tuition. Ms. McKenna stated that her son will be moving from Colorado over the summer and will be in 10th grade next year. She will provide transportation if the bus from Sullivan can not pick her son

up. G. White MOVED: That the Board allow Jonathan McKenna to attend MRHS tuition free. SECONDED: by J. Fiderio. DISCUSSION: Dr. Wheeler reminded the Board that these requests have been permitted when educational hardships have been shown. Ms. McKenna described the many transitions that her son has had to endure and attending MRHS would be one less transition. D. Mousette described Jonathan McKenna as a great student and an asset to any school. Board members expressed concern that granting this request would bring like requests from other districts. N. Callender stated that if approved, the request would be granted for a one year period of time. VOTED: 5-4-1-0.

STUDENT COUNCIL CONCERNS:

B. Russell offered Board members tickets to "Hello Dolly."

J. Dick reported that a chapter of GSA will be set up at MRHS. The organization will attend events and participate in debates and mock trials.

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports;

D. Gurian reported that the Communication Committee mailer regarding summaries of the Emerson project, teachers' contracts and ballot issues will be mailed on March 5, 1998. J. Fiderio reviewed a poster to be placed at the polling sites.

N. Callender informed the Board that Debbie Carluccio is running for Surry School Board as a write-in.

B. New business items;

G. Bednarski MOVED: That the Board begin a fund to help defray tuition costs for students in distress. SECONDED: by J. Fallon. DISCUSSION: The Board discussed how the account would be funded. The MOTION and SECOND were withdrawn.

C. Curriculum Report;

Gerry Kuhn, Technology Education Department Chair, outlined the changes in technology education over the last fifteen years, discussing the history of industrial arts and the evolution to technology education. He summarized the process of changes in technology education and changes within the department. He reviewed extra curricular programs, technology education teachers and course offerings. G. Kuhn discussed space and time problems and the benefits of a junior high technology education teacher. He distributed a summary of Technology for all Americans and described reorganization in his department.

D. 1997-1998 Budget Analysis Report;

Dr. Wheeler distributed a summary of administrative cuts. He explained that several volatile changes, including increases in health and dental insurance costs, were realized after the budget was set resulting in a projected \$61,000 deficit. Dr. Wheeler explained that cuts were taken in supplies, consultants, professional leaves and substitutes accounts.

C. Starrett expressed concern with supplies cuts and questioned the possibility of cutting projects rather than supplies. B. Fowler responded that summer help and other maintenance areas were cut..

B. Seymour and Dr. Wheeler will review the budget again in May.

E. Preparation for March 10th Ballot vote;

Dr. Wheeler explained the conflicts with RSA's regarding the counting of ballots and gave a summary of meetings between himself, B. Prigge, M. Steere and S. Turner. He briefed the Board on the Town of Swanzy's decision not to count ballots. Procedures for March 10th and the security of the ballots were discussed.

F. Discuss Evaluation of School Board Operation's Report;

N. Callender expressed encouragement with the results of the School Board Evaluation. She reviewed her recommendations of a State Association training meeting for Board members, an active Communications Committee, decision making and addressing question #42 regarding new developments in course content. G. Bednarski questioned the Board and Administration ratings for question #5 and gave his opinion on several other questions. J. Fiderio MOVED: That the recommendations be accepted as presented. SECONDED: by D. Gurian. DISCUSSION: The Board discussed policy changes and the adoption of the recommendations. VOTED: 8-0-2-0.

G. Action on the Manifest;

J. Fiderio MOVED: That the School Board approve the Manifest dated 3/3/98 in the amount of \$807,633.27. SECONDED: by G. White. (Warrant #331-Payroll, 2/20/98, \$368,094.08; Warrant #350-Payroll, 2/25/98, \$130,390.84; Warrant # 352-Payroll, 2/26/98, \$514.30; Warrant # 28, 3/3/98, \$307,912.56; Warrant #29, 3/3/98, \$721.49) VOTED: 10-0-0-0.

H. Correspondence/announcement;

1. Three members are planning to leave the Board, thanks and well wishes for the future.

Dr. Wheeler thanked the Board members for their time and efforts. Board members discussed why fewer people are running for school district offices and what can be done to encourage community members to become involved in school district affairs. Dr. Wheeler expressed his opinion that there is a need to honor and respect people. N. Callender also thanked the Board members and administration.

Dr. Wheeler distributed staff development reimbursement requests.

SUPERINTENDENT'S REPORT:

Curriculum Report - See item 4.c.

SETTING THE NEXT MEETING'S AGENDA:

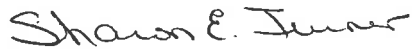
1. Reorganization of the board
2. Review of election
- 3.
- 4.

NON PUBLIC SESSION:

None

At 8:58 PM G. White MOVED: That the Board adjourn. SECONDED: by D. Gurian.
VOTED: 10-0-0-0.

Respectfully submitted,



Sharon E. Turner

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
March 17, 1998**

**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 Reorganization of the School Board

Chairman _____

Vice-Chairman _____

School District Clerk _____

School District Treasurer _____

School Dist. Asst. Treasurer _____

Committee Appointments (see attachment)

2. CONSENT AGENDA

- a. Minutes of previous meeting
- b. Old Business

3. 7:10 P CITIZEN CONCERNS:

4. 7:20P STUDENT COUNCIL CONCERNS:

5. 7:30P OTHER SCHOOL BOARD BUSINESS

- a. Board committee reports:
- b. New business items
- c. Curriculum Report
- d. Review of election procedure and results
- e. Federal Project application
- f. Produce strategies to handle Board Evaluation Recommendations
(refer to Board action on Chair's report from last meeting)
- g. Staff Nominations.
- h. Action on the Manifest
- i. Correspondence/announcement.

6. 9:00P SUPERINTENDENT'S REPORT

- a. Curriculum report - Kathy Holt (see item 4.c.)

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

8. 9:20P NON PUBLIC SESSION

- a. Personnel Contract
b. Negotiations
c. Legal Issues

9. ADJOURNMENT

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

SCHOOL ADMINISTRATIVE UNIT NO. 38

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Hinsdale School District

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Winchester School District

Dr. William V. Wheeler - Superintendent

Margaret A. Sullivan, Assistant Superintendent
Robert A. Seymour, Business Manager

Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

To: MRSD Board Members
Date: March 10, 1998
Topic: Discussion of Agenda Items
From: Bill Wheeler

This country, with its institutions, belongs to the people who inhabit it. Whenever they shall grow weary of the existing government, they can exercise their constitutional right of amending it, or their revolutionary right to dismember or overthrow it.

-- Abraham Lincoln, First Inaugural Address, 1861

Don't you wonder who "they" are? And how many of "them" does it take? Are you or me one of "them"? Was Abraham one of "them"? Did the people from the "South" hear this? Boy, don't you just look at a statement like this and just wonder?

1. The Board reorganizes after each election. Two major functions take place at this time: 1) the election of officers and 2) the establishment of standing committees. Usually, members are appointed to committees at the following meeting. However, I request that you appoint the Finance Committee members at this time. The reason is to begin with the health and dental review of options for 1998-1999. Bob Seymour and I have met with Walter Rohr, Insurance Consultant used in the past, and wish to begin with the procedure of reviewing, informing, advising, and supporting the committee decision in these matters. In order to meet timelines for Board decisions it is necessary to begin as early as possible.

5.c. K-12 Science Curriculum and the Nature Trail -- Ray Dunn, Robert Fleming, Norma Skadeland, Peg Saunders, Cindy Heller, and Beth Audette.

5.d. I am writing this on Tuesday. Obviously, I do not know the outcome of the election. Therefore, we will take a moment to reflect on what happened.

5.e. Curt Cardine wishes to make application for a "21st Century Community Learning Center Program." The program would apply to Troy Elementary School. This is part and parcel with Curt's community activities in Troy. Broadly speaking, it is a proposal to assist the community to better address early childhood, regular school children, parents, and the elderly through specific activities. The community learning center would be housed at the Troy Elementary School. The application is for \$119,388. Curt will more completely discuss this with you at the meeting.

5.f. The Board acted favorably on the chair's recommendations addressing the Board's Performance Evaluation results. It seems appropriate that the new Board discuss how those recommendations will be enacted. (A full report will be provided to new members in their packet)

5.i. I will present you with a list of the teachers recommended for rehire. Officially, we have until April 15, 1998 to notify teachers of non-renewal. If we do not notify them prior to April 15 they are automatically rehired for the following year. I will make my recommendation for rehiring, in non-public session, at the April 7, 1998 Board meeting. Principals will be available at that meeting to answer any questions or address any concerns you may have.

ANNUAL SCHOOL DISTRICT MEETING

OFFICIAL

BALLOT

FOR THE

MONADNOCK REGIONAL

SCHOOL DISTRICT

MARCH 10, 1998

Sharon E. Turner

School District Clerk

ARTICLE ONE: Shall the Monadnock Regional School District raise and appropriate the sum of Three Hundred Sixty-four Thousand, Three Hundred Fifty Dollars (\$364,350.00) of which One Hundred Sixty-four Thousand, Three Hundred Fifty Dollars (\$164,350.00) is to be added to the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting of the Monadnock Regional School District, and to authorize the Board to expend Two Hundred Thousand Dollars (\$200,000.00) to cover a portion of the renovation cost of the Emerson School construction project in 1998? Construction for an estimated One Million, Eight Hundred Ninety-seven Thousand, Three Hundred Sixty-four Dollar (\$1,897,364.00) project will begin in the Spring of 1999. This appropriation is in addition to Warrant Article Six, the operating budget article. (Recommended by the School Board) (Recommended by the Budget Committee)

☒ 1683 YES ☐ 1059 NO

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 (1997-1998) 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. (Recommended by the School Board) (Recommended by the Budget Committee)

☒ 1531 YES ☐ 1077 NO

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 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. (Recommended by the School Board) (Recommended by the Budget Committee)

☒ 1405 YES ☐ 1149 NO

ARTICLE FOUR: Shall the Monadnock Regional School District vote to raise and appropriate the sum of the One Hundred Ninety-four Thousand, Three Hundred Fifty-four dollars (\$194,354.00) for the 1999 fiscal year, such sum representing the first year, additional cost attributable to the increase in salaries over those of the appropriation at current staffing levels paid in the prior fiscal year, and furthermore to approve the following cost item:

Year	Estimated Increase	Year	Estimated Increase
FY 2000 (1999-2000)	\$ 187,414.00	FY 2001 (2000-2001)	\$ 195,904.00

included in a three year collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association? This appropriation is in addition to Warrant Article Six, the operating budget article. (Recommended by the School Board) (Recommended by the Budget Committee)

☐ 1184 YES ☒ 1367 NO

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. (Recommended by the School Board) (Recommended by the Budget Committee)

☒ 1437 YES ☐ 1007 NO

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 \$17,481,006.00? Should this article be defeated, the operating budget shall be \$16,658,669.00, 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 operating budget only? (Recommended by the School Board) (Recommended by the Budget Committee)

☒ 1272 YES ☐ 1218 NO

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? (Recommended by the School Board) (Recommended by the Budget Committee)

☐ 1224 YES ☒ 1307 NO

ARTICLE EIGHT: Shall the Monadnock Regional School District vote to approve the position of Deputy Treasurer as provided for under RSA: 194:24-a? (Recommended by the School Board)

☒ 1490 YES ☐ 966 NO

ARTICLE NINE: To see if the Monadnock Regional School District will vote to change the formula for apportionment of operational costs from 100% based on average daily membership to 50% based on equalized valuation and 50% based on average daily membership as of July 1, 1998 with no change being made in the present formula for apportioning capital expenses.

☐ 1206 YES ☒ 1397 NO

ARTICLE TEN: Shall we adopt the provision of RSA 40:15 to allow voting at additional polling places, in each of the towns represented in the Monadnock Regional School District, for the second session of the annual meeting?

☒ 1802 YES ☐ 741 NO

ARTICLE ELEVEN: Shall the Monadnock Regional School District vote to dissolve the present School District Budget Committee structure and processes as established under RSA 32:14 - 24 and transfer all Budget Committee functions to the Finance Committee or other appropriate subcommittee of the Monadnock Regional School Board?

☐ 667 YES ☒ 1832 NO

ARTICLE TWELVE: To see if the Monadnock Regional School District will vote to establish a Study Committee to research the feasibility of reorganizing or withdrawing from SAU #38 and the question of reapportioning the School Board of the Monadnock Regional School District. The Committee shall consist of a member of the Board of Selectmen from each of the eight towns in the Monadnock Regional School District, to be chosen by the Board of selectmen of each town; and one citizen from each town, to be chosen by the Town Moderator of each town; and two members from the School Board, to be chosen by the School Board. The Committee shall meet on a regular basis and make its recommendation to the School Board and the public by the 1999 Annual Meeting.

☒ 1477 YES ☐ 950 NO

ARTICLE THIRTEEN: 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, 1998 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? (Recommended by the School Board) (Recommended by the Budget Committee)

☒ 1802 YES ☐ 724 NO

MRSD WARRANT RESULTS BY TOWN

		F I T Z	G I L S	R I C H	R O X B	S U L	S U R	S W A N	T R O Y	T O T L
ART #1	YES	506	74	110	53	105	83	552	200	1683
	NO	131	72	102	37	100	59	294	264	1059
ART #2	YES	515	37	114	50	95	73	451	196	1531
	NO	126	109	93	39	109	67	289	245	1077
ART #3	YES	357	72	107	45	110	86	424	204	1405
	NO	248	74	102	42	92	53	299	239	1149
ART #4	YES	300	42	91	41	83	61	379	187	1184
	NO	300	103	119	46	116	76	355	252	1367
ART #5	YES	349	78	106	55	111	86	431	221	1437
	NO	172	65	101	33	88	50	288	210	1007
ART #6	YES	339	44	89	53	94	63	404	186	1272
	NO	235	96	121	35	101	69	319	242	1218
ART #7	YES	336	55	101	55	90	61	408	118	1224
	NO	241	90	103	31	105	74	311	352	1307
ART #8	YES	339	99	116	50	127	92	420	247	1490
	NO	230	43	86	38	70	46	276	177	966
ART#9	YES	28	112	33	9	149	14	414	447	1206
	NO	630	31	174	76	56	126	270	34	1397
ART #10	YES	500	101	119	40	122	94	424	402	1802
	NO	127	41	91	45	70	38	257	72	741
ART #11	YES	99	35	66	34	73	43	241	76	667
		528	105	131	49	115	90	423	391	1832
ART #12	YES	511	93	98	36	109	34	348	248	1477
	NO	109	48	101	45	83	49	330	185	950
ART #13	YES	534	88	136	49	116	95	511	273	1802
		96	53	71	36	75	44	185	164	724

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
Monadnock Regional High School
March 17, 1998

CALL TO ORDER:

The meeting was called to order at 7:00 PM by Dr. Wheeler.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, L. Gurley-Mozie, B. Hamill, L. Sicotte, C. Starrett, B. Russell and J. Dick, Student Council Representatives, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were B. Seymour, D. Bell, C. Cardine, K. Craig, L. DeCoste, D. Stockwell, B. Fowler, B. Tatro, J. Marchand, D. Elkavitch and S. Turner.

Reorganization of the School Board:

Don Arguin, Sullivan representative, Deb Carluccio, Surry representative and Laura Gurley-Mozie, Troy representative were administered the oath of office by Dr. Wheeler.

Chairman:

Dr. Wheeler requested nominations for the position of school board chairman. B. Hamill PLACED IN NOMINATION: Glenn White. G. Bednarski PLACED IN NOMINATION: Larry Sicotte. VOTED: G. WHITE 5-2-1-2.

Vice-Chairman:

D. Gurian PLACED IN NOMINATION Bill Hamill for the position of Vice-Chairman. VOTED: 8-0-0-2.

In the absence of the Chairman, B. Hamill, Vice Chairman conducted the meeting.

School District Clerk:

G. Bednarski PLACED IN NOMINATION Sharon Turner for School District Clerk. VOTED: 8-0-0-2.

School District Treasurer:

D. Gurian PLACED IN NOMINATION Arlene Perry for School District Treasurer. VOTED: 8-0-0-2.

School District Deputy Treasurer:

Dr. Wheeler advised that the administration would have a candidate for this position at the next Board meeting.

Committee Appointments:

D. Carluccio, D. Arguin and B. Hamill will make up the Finance Committee.

G. Bednarski listed the following committees that have been active but were not on the appointment sheet, the Superintendent Search Committee, Time on Learning Committee and the SAU Study Committee. Board members reviewed the various committees.

CONSENT AGENDA:

Minutes of previous meeting;

D. Gurian MOVED: That the minutes of the March 3, 1998 meeting be approved as written.

SECONDED: by C. Starrett. VOTED: 8-0-0-2

Old Business;

None

CITIZEN CONCERNS:

D. Stockwell invited new board members to take a tour of the high school at their convenience. He introduced the Football Booster Club and outlined their project of installing lighting on the football field and track. Chuck Munson, spokesperson for the Club, distributed a notebook with information about the project. He advised the Board that the Booster's have been working on the project and compiling figures. He read the Clubs' Mission Statement and reviewed a diagram showing the underground wiring. L. Sicotte asked for clarification of the spacing difference in the poles and lighting. C. Munson answered that the poles are moved back to light the stands and the poles are out of the sight line. He noted that the material quote is for \$45,000 and that the Boosters will be asking for donations from the corporate and private sector and for volunteers for the work. He asked the Board's permission to start fund raising and working on the project. L. Sicotte expressed concern with the funding falling short. C. Munson answered that the project won't begin without full funding. D. Stockwell spoke in support of project. The Board asked questions regarding other Booster Club projects, scheduling and attendance at football games. Dr. Wheeler asked that C. Munson meet with B. Seymour and B. Fowler to discuss specifics. D. Gurian MOVED: That this matter be referred to the administration for a recommendation at the next meeting. SECONDED: by C. Starrett. VOTED: 8-0-0-2.

STUDENT COUNCIL CONCERNS:

B. Russell reported that the Spring sports season begins March 23.

K. Holt noted that the Honor Society participated in Career Day at Keene State College and received compliments from several people. B. Russell's Odyssey of the Mind Team will compete in the State meet in Nashua.

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports;

None

b. New business items;

Dr. Wheeler requested authorization for K. Holt and B. Seymour to sign the Federal Grant forms 3 and 4. D. Gurian MOVED: That K. Holt and B. Seymour be authorized to sign Federal Forms 3 and 4. SECONDED: by D. Arguin. VOTED: 8-0-0-2.

L. Sicotte advised the Board that the Town of Swanzey may put in a tax increment district for an industrial park. He explained that this will lock in the figure of taxation on property and that any improvements would not move into the tax base and therefore, are no benefit to school district.

c. Curriculum report;

The Board moved to a Science Lab. Peg Saunders and Beth Audette, Elementary teachers distributed the K-6 grade District Science Outcomes and discussed a 3 year plan, evaluation processes and science teacher mentors. Norma Skadeland, Science Dept. Chair, reviewed the Department Statement of Purpose, Goals/Needs of the Science Department and gave a summary of the courses offered. Reg Fleming reviewed how technology is used in the Science classroom. He discussed a grant that if approved, would allow for the mapping of the south branch of the Ashuelot River and other water testing. He also described the nature area reclamation project. N. Skadeland gave a demonstration of laser disc technology and how it is used in teaching.

d. Review of election procedure and results;

Dr. Wheeler distributed election results by town. He reported that S. Turner is calling write-ins in Gilsum to serve on the Board. He explained that if a write-in accepts the position, a full 3 year term will be served. If someone is appointed by board, the term is one year. The Board discussed the ramifications regarding Article #4 and special session article being defeated. G. Bednarski MOVED: That the Board reopen negotiations with the MDEA. SECONDED: by D. Gurian. VOTED: 6-1-1-2. L. Sicotte asked that D. Arguin abstain from voting on teachers issues as his wife is a teacher in the District. D. Arguin discussed his dedication to children and sound education.

e. Federal Project application;

C. Cardine distributed information and reviewed the history of this project. He explained that there are two grants available, a 21st Century Community Learning Center Grant and a grant through Keene State College under the Model Demonstration Projects for Children with Disabilities program. He explained the intent of these grants is to broaden before and after school programs, provide day care, offer a GED program at Troy Mills and computer accessibility for the Town of Troy. The programs will also tie into local recreational activities. He also noted that the parenting education program is filled. C. Cardine stated that the money will be used for a full time recreational person, salaries for the leadership program, training, tutors, supplies and to reimburse the District for expenses. K. Holt added that these grants are in support of town programs and that these grants require that the community be involved in the program. G. Bednarski MOVED: That the Board allow C. Cardine to accept the grant money if approved. SECONDED: by L. Gurley-Mozie. DISCUSSION: The members discussed the board goal that supports the communication between the school district and towns. VOTED: 5-2-1-2.

f. Produce strategies to handle Board Evaluation Recommendations;

The Board members discussed an orientation meeting for new members and the recommendation made by N. Callender to hold a full board training session. It was decided that the April 21st Board meeting would consist of one-half hour of business and a training workshop would be held for the remainder of the meeting. Referring to N. Callender's

second recommendation, D. Gurian remarked that the Communication Committee is putting together a year-round committee. G. Bednarski, commenting on recommendation #3, stated that prior practice of the board has been not to make decisions on new items. Dr. Wheeler asked the board for advice regarding recommendation #4. G. Bednarski asked that a condensed Board Evaluation be considered.

g. Staff Nominations;

Will be discussed in non public session

h. Action on the Manifest;

D. Gurian MOVED: That the School Board approve the Manifest dated 3/17/98 in the amount of \$900,252.71. SECONDED: by C. Starrett (Warrant #333-Payroll, 3/5/98, \$16,197.92; Warrant #354-Payroll, 3/10/98, \$100,969.45; Warrant #335-Payroll, 3/11/98, \$375,831.48; Warrant #337-Payroll, 3/12/98, \$7,883.64; Warrant #30, 3/17/98, \$380,303.86; Warrant #31, 3/17/98, \$49,066.36) VOTED: 8-0-0-2

i. Correspondence/announcement;

Dr. Wheeler distributed information regarding the Claremont Lawsuit and the Legislative Bulletin.

SUPERINTENDENT'S REPORT:

a. curriculum report - Kathy Holt (see item 4.c.)

SETTING THE NEXT MEETINGS AGENDA:

1. Booster Club request
2. Policy and procedure on non district students attending MRSD
3. Nomination for deputy Treasurer
4. Policy book review plan
5. Committee assignments

NON PUBLIC SESSION:

At 9:39 L. Sicotte MOVED: That the Board enter into non public session for teachers nominations and personnel issues. SECONDED: by D. Gurian. VOTED: 8-0-0-2 by a roll call vote.

Dr. Wheeler distributed the lists of teacher nominations.

Dr. Wheeler presented a letter of resignation from Cindy Heller to be effective at end of the current school year. D. Gurian MOVED: That the Board accept Cindy Heller's resignation. SECONDED: by G. Bednarski. VOTED: 8-0-0-2.

Dr. Wheeler advised the Board that he received notification that the MRSD support staff has filed a petition to form a union. He reviewed his letter of response. B. Seymour distributed and reviewed information regarding this request. He stated that the Board needs to find out the association's intention and advise the labor board of any concerns. He will meet with Jay

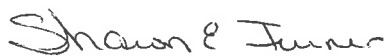
Tolman on March 19th. After the March 25th response deadline, the labor board will consider the petition and response. Dr. Wheeler answered several questions from the Board regarding the petition process.

At 10:12 PM G. Bednarski MOVED: That the Board return to public session. SECONDED: by D. Gurian. VOTED: 8-0-0-2.

B. Hamill distributed enrollment data.

At 10:13 G. Bednarski MOVED: That the Board adjourn. SECONDED: by D. Gurian. VOTED: 8-0-0-2.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sharon E. Turner".

Sharon E. Turner

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD MEETINGS 1998 - 1999
7:00 P.M.**

<u>DATE</u>	<u>LOCATION</u>
MARCH 17, 1998	MONADNOCK REGIONAL HIGH SCHOOL
APRIL 7, 1998	CUTLER SCHOOL, WEST SWANZEY
APRIL 21, 1998	EMERSON SCHOOL, FITZWILLIAM
MAY 5, 1998	TROY ELEMENTARY SCHOOL
MAY 19, 1998	MONADNOCK REGIONAL HIGH SCHOOL
JUNE 2, 1998	RICHMOND VETERANS HALL
JUNE 16, 1998	MONADNOCK REGIONAL HIGH SCHOOL
JULY 14, 1998	MONADNOCK REGIONAL HIGH SCHOOL
AUGUST 18, 1998	MONADNOCK REGIONAL HIGH SCHOOL
SEPTEMBER 1, 1998	ROXBURY TOWN HALL
SEPTEMBER 15, 1998	MONADNOCK REGIONAL HIGH SCHOOL
OCTOBER 6, 1998	SURRY ELEMENTARY SCHOOL
OCTOBER 20, 1998	GILSUM ELEMENTARY SCHOOL
NOVEMBER 3, 1998	SULLIVAN ELEMENTARY SCHOOL
NOVEMBER 17, 1998	MONADNOCK REGIONAL HIGH SCHOOL
DECEMBER 1, 1998	WYMAN HOUSE - <i>BUDGET SESSION</i>
DECEMBER 15, 1998	MONADNOCK REGIONAL HIGH SCHOOL
JANUARY 5, 1999	MONADNOCK REGIONAL HIGH SCHOOL
JANUARY 19, 1999	MONADNOCK REGIONAL HIGH SCHOOL
FEBRUARY 2, 1999	MONADNOCK REGIONAL HIGH SCHOOL
FEBRUARY 16, 1999	MT. CAESAR SCHOOL, SWANZEY CENTER
MARCH 2, 1999	MONADNOCK REGIONAL HIGH SCHOOL
MARCH 16, 1999	MONADNOCK REGIONAL HIGH SCHOOL
APRIL 6, 1999	CUTLER SCHOOL, WEST SWANZEY
APRIL 20, 1999	EMERSON SCHOOL, FITZWILLIAM
BUDGET PREPARATION CALENDAR	
FEBRUARY , 1999	DELIBERATIVE SESSION - MRHS
MARCH , 1999	SECOND SESSION - BALLOT VOTE

MARCH 10, 1998

SAU NO 38 SCHOOL BOARD MEMBERS 1998 - 1999

HINSDALE

DIANA DILLON

ANN DIORIO

MARK PROUTY

MRSD

DIXIE GURIAN

WILLIAM HAMILL

GLENN WHITE

WINCHESTER

LAURA AIVALIOTIS

DEB HAMEL

RUTH NORTON

SCHOOL BOARD MEMBERS BY DISTRICT

HINSDALE

ROBERT BLOUIN - 2001
23 PLEASANT STREET
HINSDALE NH 03451
H - 336-5377

STEVE BONNETTE - 1999
95 PLAIN ROAD
HINSDALE NH 03451
W - 355-2900 H - 336-7077
FAX - 355-8110

DIANA DILLON - 2000
PO BOX 91A
537 CHESTERFIELD ROAD
HINSDALE NH 03451
W - 363-4100 H - 336-5876
FAX - 363-4141

ANN DIORIO - 1999
588 BRATTLEBORO ROAD
HINSDALE NH 03451
H - 336-7022 W - 387-5517

MARK PROUTY - 2000
24 INDIAN ACRES
HINSDALE NH 03451
H - 336-5045

MRSD

DON ARGUIN - 2001
HCR 33 BOX 221
KEENE NH 03431
H - 357-7383

GARY BEDNARSKI - 1999
14 RICHMOND ROAD
TROY NH 03465
Unlisted H - 242-6517

DEB CARLUCCIO - 2001
25 VILLAGE ROAD
SURREY NH 03431
H - 352-6327

DIXIE GURIAN - 2000
680 OLD HOMESTEAD HWY
RICHMOND NH 03470
W - 352-4209 H - 239-4080

LAURA GURLEY-MOZIE - 2001
81 RICHMOND ROAD
TROY NH 03465
H - 242-3602

WILLIAM A. HAMILL - 2000
Vice Chair
P.O. BOX 10505
SWANZEY NH 03446
W - 352-1130 H - 352-2939
FAX - 352-7142

MICHELLE SEARS - 2001
PO BOX 419
GILSUM NH 03448
W - 355-6687 H - 358-4077

LAWRENCE SICOTTE - 1999
74 EATON ROAD
WEST SWANZEY NH 03469
W - 357-0805 H - 357-1889
FAX 357-4079

CHRYSTEN STARRETT - 2000
230B OLD TROY ROAD
FITZWILLIAM NH 03447
H - 585-9857

GLENN L. WHITE - 1999 *Chairman*
340 BRANCH RD
KEENE NH 03431
W - 352-3110 H - 352-8848

WINCHESTER

LAURA AIVALIOTIS - 2001
230 ASHUELOT ROAD
WINCHESTER NH 03470
H - 239-4681

COLLEEN DUQUETTE - 2000
63 ELM STREET
WINCHESTER NH 03470
H - 239-8207 W - 357-3510 EXT 257

DEBRA HAMEL - 1999
7 GOSSELIN ROAD
WINCHESTER NH 03470
H - 239-6150

RUTH NORTON - 2000
15 STADDLE HILL ROAD
WINCHESTER NH 03470
W - 357-9023 H - 239-6753

GARY SCHULTZ - 1999
204 OLD HINSDALE ROAD
WINCHESTER NH 03470
H - 239-6654

MARCH 31, 1998

3/25/98

Dear School Board Members,

Once again, it is time for me to beseech upon your understanding and compassion. You have kindly granted permission for my daughter, Sarah Fiorillo, to attend Mt. Caesar School for kindergarten and first grade. Sarah is placed in a two year beginning program with Mrs. Frazier, and would like to continue on into the second year of the program.

The confidence and happiness that radiate from her once again, are very evident, as she continues to excel under Mrs. Frazier's guidance. The importance of continuing academic progress in this two year program is very crucial to Sarah's development. I watched Sarah's happiness and confidence drain from her, as she coped with the sadness of her daddy's death. You can imagine how it feels to see them returning once again! You see, Sarah is my world, her strength is my strength, and I've tried my best to create stability for her in a world that was shattered by a devastating loss.

My intent has been to Re-locate to Swanzy. Due to various reasons, this move has not

been completed as of yet. I could list these reasons, but I feel the most obvious and glaring of all, would be the emotionality of the move. We just weren't ready yet for another disruption to our lives. We're working on it, and see it happening in our future plans. However, the time has come to request your permission for Sarah to continue on in her two year beginning.

Once again, I apologize for any dissent that this request might cause, for that is not my intent. My intent is to do the best for my child, in the least disruptive way. Time does heal, but those scars are still left to be dealt with.

Most of us, if not all, have experienced some misfortune and tragedy in our lives, and know that indeed, it is with "wee steps," that we continue forward.

In closing, I thank you for your compassion and understanding in knowing that these "wee steps" that Sarah and I are taking, are so very vital to our healing process. Thank you!

Sincerely,
Sally S. Fiorillo

P.S. Sarah happened to come upon me writing

this letter, and asked what it was for. When I told her, she told me to be sure to use the word "Please." So, this post scripted "Please" comes especially from Sarah!

**MONADNOCK REGIONAL SCHOOL DISTRICT
APPOINTMENTS
1998-1999**

BUDGET COMMITTEE REPRESENTATIVE

Bill Hamill
Glenn White

CVC ADVISORY COMMITTEE

Don Arguin
Chrysten Starrett

SICK LEAVE

William Hamill
Glenn White

COMMUNICATIONS COMMITTEE

Dixie Gurian
Laura Gurley-Mozie

STAFF DEVELOPMENT COMMITTEE

Laura Gurley-Mozie
Bill Hamill

FACILITIES COMMITTEE

Deb Carlucci
Laura Gurley-Mozie
Chrysten Starrett
Glenn White

LEGISLATIVE REPRESENTATIVE

* Deb Carlucci

SAU BOARD

Dixie Gurian
William Hamill
Glenn White

NEGOTIATIONS COMMITTEE

Gary Bednarski
Deb Carlucci
Dixie Gurian
Glenn White

NHSBA DELEGATE

Don Arguin

POLICY COMMITTEE

Laura Gurley-Mozie
Chrysten Starrett

FINANCE COMMITTEE

Don Arguin
William Hamill
Chrysten Starrett

TRANSPORTATION COMMITTEE

* Don Arguin
Lawrence Sicotte

ADVISORY COMMITTEES

BLOCK SCHEDULING

* Dixie Gurian
Lawrence Sicotte
John Dick - Student Representative
Brian Russell - Student Representative

TIME IN CLASSROOM

Don Arguin
Gary Bednarski
* Dixie Gurian

COMPENSATION FOR STAFF

SAU STUDY

Deb Carlucci - Alternate
Bill Hamill
Chrysten Starrett

March 30, 1998

REVENUES FROM INVESTMENTS

The school board authorizes the school district treasurer working in conjunction with the superintendent and his/her designee and pursuant to RSA 197:23-a to invest the funds of the district subject to the following objectives and standards of care.

OBJECTIVES

The three objectives, in priority order, of investment activities shall be safety, liquidity, and yield.

1. Safety of principal is the foremost objective in this policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital by mitigating credit and interest rate risk. This will be accomplished by limiting the type of the investments and institutions to those stipulated by statute and fully covered by FDIC insurance and collateral approved pursuant to RSA 366:57.
2. Liquidity of the investment portfolio shall remain sufficient to meet all operating requirements that may be reasonably anticipated.
3. Yield. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

STANDARDS OF CARE

1. Prudence. The standard of prudence to be used by the school district treasurer and superintendent or his/her designee involved in the investment process shall be the "prudent person" standard and shall be applied to the context of managing an overall portfolio. They are directed to use Government Finance Officers Association Recommended Practices and Policy Statements Related to Cash Management as a guide to the prudent investment of public funds.
2. Ethics and conflicts of interest. The school district treasurer and superintendent or his/her designee involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and Investment officials shall disclose any material interest in financial institutions with which they conduct business. They shall further disclose any personal financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officials shall subordinate their personal investment transactions to those of the school district particularly with regard to the timing of purchases and sales.
3. Internal Controls. The school district treasurer and superintendent or his/her designees shall establish a system of internal controls which shall be documented in writing. The internal control structure shall provide reasonable assurance that assets are protected from loss, theft or misuse. Internal controls shall address the following points:
 - * Control of collusion
 - * Separation of transaction authority from accounting and record keeping
 - * Custodial safekeeping
 - * Clear delegation of authority to subordinate staff members

- * Written initiation and confirmation of transactions for investments and wire transfers
- * Existence of wire transfer agreement with any bank or investment pool having custodial care of school funds

This investment policy shall be reviewed at least annually by an independent auditor and the school board.

Statutory references: RSA 197:23-a & RSA 383:22

First Draft 3/3/98

Second Draft 3/17/98

EARLY ADMISSION TO KINDERGARTEN

All children who are five years of age by September 30 shall be admitted to kindergarten unless the parents (or guardians) decide on another arrangement.

1. Early admission to kindergarten shall only be for those children whose fifth birthday falls between October 1 and December 31 of that school year.
2. Mt. Caesar has initiated an E.P.S.F. (Early Prevention of School Failure) program which produces a student profile showing strengths and weaknesses in the following areas: receptive language, expressive language, auditory, visual memory, visual discrimination, fine motor and gross motor skills. Mt. Caesar would serve as the testing center for the district, and all parents requesting early admission would bring the child there. This profile is developed by a team of four or five staff members and takes approximately 45 minutes. A nominal fee would be charged for the development of the profile. Results are reported in each area as: considerable strength, moderate strength, average, moderate need or considerable need. A child applying for early admission must score average or above in all seven skill areas for submission of application to the Board for early admittance to kindergarten.
3. The parent shall submit to the board prior to a board meeting a written rationale as to why early admission is being requested.
4. The parent shall give permission to have any medical information available to the school district.
5. The parent may submit a letter of recommendation from the child's pre-school teacher or submit any additional information they feel is pertinent.

May 4, 1993

ADMISSION OF NONRESIDENT STUDENTS
(And Tuition)

"No person shall attend school, or send a pupil to the school, in any district of which he is not an inhabitant, without the consent of the district or of the school board." (RSA 193:12)

Pupils who are not residents of the Monadnock Regional School District may attend District schools providing there is space available upon payment of established tuition fees. Such pupils may be assigned to schools by the Superintendent of Schools.

Students who do not legally qualify as "residents" of the district who are admitted by the Board shall be charged tuition except as special considerations fall within the following objectives:

1. To bring into the school system on occasion, students from other countries who are the guests of district residents under exchange programs that have been recognized for purposes of school attendance by the Board.
2. Seniors whose families move during their senior year may continue to graduation, tuition free. All others, allowed to continue by the Board, shall pay tuition on a pro-rata basis.
3. Special exceptions may be made when a student is considered "at risk" and a change in school environment would not be in the best interest of the student.

Except as nonresident students are given special consideration for the reasons stated above, or unless enrolled through an agreement with another school system or agency, all nonresident day students shall be charged tuition based on a per-pupil cost determined in accordance with state law. This cost shall be determined annually, and the tuition set by the Board.

May 4, 1993



BOARD OF SELECTMEN

P.O. BOX 725
FITZWILLIAM, NH 03447
585-7723
FAX: 585-7744

4. i.

March 18, 1998

**Monadnock Regional School District
School Board**
600 Old Homestead Highway
Swanzy, N.H. 03446

Re: March 3, 1998 vote to accept student McKenna

Dear Board Members,

The minutes of your meeting on March 3, 1998 under citizen concerns contain a vote to accept an out of district student and the waiving of tuition.

We understand that this is a student who at one time was in the Monadnock District, but has since spent time in Colorado with his father. We further understand that his mother lives in Keene and his siblings attend school in the Keene system. There appears to be no legal basis for his attending Monadnock.

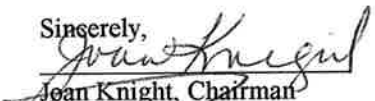
Accepting an out of district student and waiving tuition, in effect requires the expenditure of district monies in a manner that we view as illegal. Funds raised in this district are for the education of children within the district. Your expending these funds for other purposes, in addition to being illegal, is a violation of the trust the voters have placed in you.

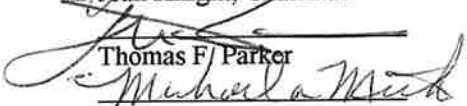
We understand that there are situations where a student may request finishing the last couple of months in Monadnock. We don't have a major problem with that, however the McKenna situation does not appear to be in this category. We also wouldn't have a problem if there is both room in the Monadnock system and tuition is paid. Tuition should be set at our actual cost per student (total budget divided by total number of students). The idea that our taxpayers should offer this student a free ride is unacceptable.

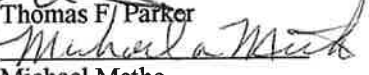
The question arises as to how many other out of district students are being educated within the Monadnock system both on a tuition basis, and on a no cost to the student or sending district basis.

We appreciate your prompt attention to this matter, and look forward to your formal reply no later than April 10, 1998.

Sincerely,


Joan Knight, Chairman


Thomas F. Parker


Michael Methe

BOARD OF SELECTMEN

cc: Superintendent William Wheeler

Selectmen: Gilsum
Richmond
Roxbury
Sullivan
Surry
Swanzy
Troy

4. i.

TOWN OF RICHMOND

NEW HAMPSHIRE

SELECTMEN'S OFFICE

105 Old Homestead Highway
Richmond, New Hampshire 03470
Telephone (603) 239-4232

March 16, 1998



MRSD School Board
Old Homestead Highway
Swanzey Center, NH 03431

Dear School Board Members,

At our annual Town Meeting, March 10, 1998, portions of the attached letter were read from the floor. We were asked, by the legislative body assembled, to take this matter under advisement.

The letter, dated March 3, 1998, is from a single mother residing in Keene asking that her son (DOB 3/4/83) currently residing in Colorado, be allowed to attend 'Monadnock Regional School'. The letter goes on to ask that the board to consider waiver of tuition.

We were told that you had already acted upon this request and that your actions were:

- Grant permission to attend district schools,
- Waive tuition, and
- Are considering providing transportation to and from Keene.

In the past we have heard stories of non district resident students being allowed to attend our schools without paying a tuition but have always preferred to believe that you were more responsible than to allow that to happen. Apparently we had too much faith in you.

With the never ending requests for funds for facility expansions due to over crowded conditions we do not understand how there can be room for non district residents let alone those who ATTEND FOR FREE.

To help us better understand what you are doing we are requesting:

- Identification of any RSA requiring us to accept non district resident students,
- A copy of the District policy on admission of non resident students,
- A copy of the District tuition schedule for non resident students,
- A copy of the District policy on busing, specifically as pertains to stops in non district towns,
- The actual dollar amount paid per student by each district town, and
- The location of residence, grade/class and tuition being assessed/paid by EACH non district resident student currently and/or planning to attend a district school.

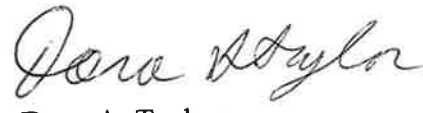
4.1.
To make an appointment to discuss this matter (or anything else) at one of our Monday meeting please call our secretary, Lynn Adams, between the hours of 4pm & 9pm on Monday or 9am & 4pm on Wednesday and Friday. Lynn can be reached at 239-4232.

Although we look forward to your visiting us, we are requesting written responses to the above listed items.

Board of Selectmen,


Weldon Mattson


Edward C. Campbell


Dana A. Taylor

cc: Boards of Selectmen:

Fitzwilliam, Gilsum, Roxbury, Sullivan, Surry, Swanzey & Troy
D. Gurian

4.1.
10
March 3, 1998

Monadnock Regional School Board
Swanzey, NH

Dear Members of the Board,

I am writing to you to request permission for my son Jonathan M. McKenna (DOB 3/4/83) to attend Monadnock Regional School. My son Jonathan currently lives with his father in Breckenridge, Colorado and is hoping to return to New Hampshire to live with his sisters and I in Keene. Jonathan is a bright and wonderful student, currently on the honor list at Breckenridge High. The reason for our request to have him attend Monadnock is this: prior to my husband and I divorcing, we had lived in Sullivan, New Hampshire for 15 years. Jonathan attended Sullivan school and made many close friends. When his father and I divorced, Jonathan decided to move with his dad and has since had to change schools a number of times. We would like to make this transition for him as unstressful as possible, having him return to his friends from Sullivan.

I would be happy to provide you with letters of reference from his current school teachers and I am sure that his teachers from Sullivan School would be happy to recommend him as well. Please let me know if this information would be helpful.

As a single mother, I also would ask the board to consider a waiver of the tuition for Jonathan to attend MRHS. I would be most grateful for any help you might offer.

Thank you for considering our request.

Sincerely,



Kathleen McKenna
22 Page Street
Keene, NH 03431
358-3964

400

ROBERT F. GREEN
154 Partridgeberry Lane
Swanzey Center, NH 03469-3707
1-603-357-3888

March 27, 1998

~~Mr. Larry Sicotte~~
~~74 Eaton Road~~
~~West Swanzey, NH 03469~~

Dear Larry:

Your Reader Opinion letter published March 25, 1998 was read by me with considerable interest. By copy of this letter to Dr. Wheeler, I am requesting an explanation of the rationale whereby students are admitted to the Monadnock Regional District Schools when they are *NOT* residents within that district.

One accounting I have heard is that parents of these children are school teachers but refused to work within this school district unless their children were admitted to the same school. This, if true, does not justify tuition-free admittance, nor can I conceive of any interpretation which would.

It seems to me that in order to qualify as a student, the parents of that student must be taxpayers on the rolls of one of the towns which constitute the Monadnock Regional District. That is a simple, easy to understand stipulation and not subject to interpretation. There must be a set of rules regarding this subject, and it behooves the school board to explain to the people who pay for the Monadnock Regional School District why these rules are being ignored.

I gather from the tone of your letter that you cannot explain it, and therefore my request is directed to Dr. Wheeler. Further, I request an explanation of what steps are planned either to remove these students from the rolls, or to receive compensation from the parents of these students for the cost of their education.

Yours very truly,



ROBERT F. GREEN

~~cc: Dr. William V. Wheeler~~
~~600 Old Homestead Highway~~
~~East Swanzey, NH 03446~~

467.

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

4.11

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 Ms. :

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

4/11

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

Notes to Monadnock Regional School District Board Members

3/26/98

by: Dr. William V. Wheeler

The following questions beg to be asked after I read Mr. Sicotte's letter in The Keene Sentinel. Letters to the Editor, March 25, 1998.

1. How does admitting out-of-district resident students to the Monadnock Regional School District add to the expense of the district?
2. What report to the State Department of Education stated we had 2,500 students? Was it the same year in which we reported that the budget was about \$18,000,000?
3. Are the 13 non-resident students a hypothetical number, as suggested in the writing, or are they real? If they are real, who are they?
4. How can we increase the district expenses by \$93,000 without action of the voters to do so?
5. Is Mr. Sicotte suggesting the budget should be \$93,000 greater to buy books, computers, or assist with a new building project?
6. What did any board member say or do at the meeting that would lead one to believe they had "complete disregard for the residents and taxpayers of the Monadnock Regional School District?
7. How was transportation to be provided to this student? Would there be an extra cost to the district?
8. How will this student's admission to the 1998-1999 school year cost the district \$21,000? In fact how will it cost the district anything more than what was appropriated for the 1998-1999 budget?
9. Mr. Sicotte implies that the taxpayers could save \$114,000 if the Board did not permit out-of-district residents to attend Monadnock schools. At an earlier School Board meeting he had stated that it was \$140,000. One of these assumption needs to be proven.

March 30, 1998

To:	Dr. Wheeler
Re:	Interim Report from Fitz, Vogt & Associates, Ltd.

I asked the food service consultant to provide us with an interim report and it is enclosed. The report, from James Hecker, quantifies the savings that Fitz, Vogt and Associates, Ltd. Have brought to the food service program – and summarizes the recently undertaken student surveys. It is interesting and positive that the savings realized significantly exceed what we paid for this consulting assistance.

While the interim report does not address the ultimate outcome choices resulting from this consulting effort, those outcomes are:

- For us to sign on with the Fitz, Vogt & Associates purchasing cooperative (thus continuing to realize savings). Organizationally and operationally food service stays the same.
- For the School Board to contract with Fitz, Vogt & Associates to manage the entire food service program.
- For the Food Service Director (only) works for Fitz, Vogt & Associates, all management functions and reports are contracted out and all other food service workers are school employees.

What happens next? James Hecker and his folks will give us and the Board a final report with specific recommendations for 98/99. That report will happen in June.

I recommend we share this letter and the interim report with the School Board.

Sincerely,



Bob

cc: Don Swenson

enclosed: J. Hecker Report 3/26/98



Fitz, Vogt & Associates, Ltd.

Food Management Services

March 26, 1998

Mr. Robert A. Seymour III
Business Manager
Monadnock Regional School District
600 Old Homestead Highway
Swanzey, NH 03446

Dear Mr. Seymour:

The following information will provide additional detail with regard to the savings being realized through the District's participation in the FVA purchasing program.

Based on 6 months, January through June:

- Jordan's Food, 8% or \$7,200.00
based on annual purchases of \$180,000
- West Lynn Creamery savings of \$.02 per 8 oz. carton of milk, equals \$4,300
based on an average monthly purchase of \$6,000/month.
- Chemical prices have been reduced significantly. For example:

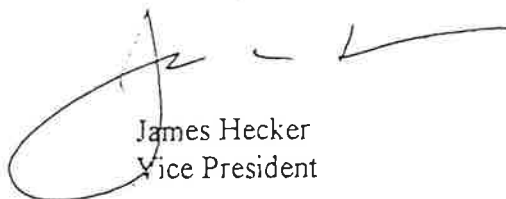
	prior price	FVA price	Savings
Diver pack (Dishmachine Detergent)	\$89.00	\$57.00	\$22.00/case
Liquid Safe	\$93.00	\$60.00	\$33.00/case

All schools have seen a reduction in purchased items from 3% to 23% based on current volume. The District will see a reduction in purchase amounts relative to the lunch program of \$15,000 to \$18,000 for the six months ending June 1998.

The following illustrates the type of response we received from the surveys. The responses are broken down by category and list the most responses from the survey questions, due to the nature of the surveys, statistically quantifying the responses is difficult.

I hope this information proves helpful, call me if you need further information or have questions.

Sincerely,

A handwritten signature in black ink, appearing to be 'James Hecker', written over the printed name and title.

James Hecker
Vice President

JH/ksm

enclosure

MONADNOCK REGIONAL SCHOOL DISTRICT FEBRUARY 1998 SURVEY ON FOOD SERVICE

HIGH SCHOOL:

- WOULD LIKE TO SEE DELI BAR LINE AGAIN
- MORE CHOICES ON SNACK & LUNCH LINE
- BETTER ATTITUDE FROM CAFETERIA STAFF
- BETTER BREAKFAST ITEMS
- HOTTER COOKED FOOD
- WOULD LIKE TO SEE THE "MAKE YOUR OWN" SALAD BAR BACK LIKE LITTLE CAESERS. SHOULD HAVE A CHOICE OF TOPPINGS.

MT. CAESAR:

- PASTA PRODUCTS ARE STICKY
- EGGS TASTE BAD AND ARE GREEN
- LIKE LITTLE CAESERS
- SERVICE IS GOOD
- NOT ENOUGH FOOD TO EAT OR FOR THE PRICE

CUTLER SCHOOL:

- NOT ENOUGH FOOD TO EAT OR FOR THE PRICE
- LIKE PIZZA & HOT HAM & CHEESE ON A BAGEL
- NOT ENOUGH TIME TO EAT
- ATTITUDE OF SERVERS 50/50 LIKE OR DISLIKE

GILSUM:

- TOO MANY MENU CHANGES
- SERVICE IS GOOD
- LIKE THE PIZZA

SULLIVAN:

- LIKE PIZZA
- NOT ENOUGH TO EAT
- SERVERS ARE GOOD

EMERSON: *SMALL RESPONSE (15)*

- LIKE PIZZA

TROY:

- LIKE PIZZA
- NOT ENOUGH TO EAT
- SERVERS ARE NICE

SURRY:

- HATE VEGGIE BURGERS
- LIKE THE PIZZA
- MILK IS FROZEN OR SLUSHY
- SERVER IS GOOD
- PASTA LIKE RUBBER

279 Swanzey Lake Road
West Swanzey, NH 03469
March 19, 1998

Keene Sentinel
60 West Street
Keene, NH 03431

To The Sentinel:

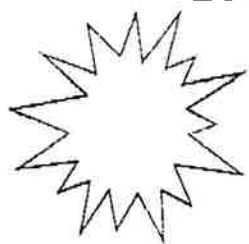
You may think of cross-country skiing as an individual sport rather than a team sport, but the Monadnock Cross-Country Ski Team is truly a team. They're eager to teach their teammates a new technique, help each other with equipment, break the tension before a big race with a hearty laugh, cheer each other on during a race, catch their exhausted friends at the finish. This experience certainly teaches that life's "uphill" challenges can be met with effort, determination, and co-operation. Contratulations and thank you to Coach Streeter and Coach Brennan, team members and parents for creating such a caring, supportive atmosphere in which these skiers can flourish. You are a credit to your school and your community.


Ski Team Parent

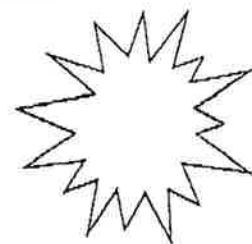
The New Hampshire School Boards Association

Offers the 5th presentation in its

1997/98 School Law Leadership Series:



The School Board's Role in Staff Relations



>>>> April 13, Sanborn Regional High School, Kingston <<<<
>>>> April 16, Kennett High School, Conway <<<<
>>>> April 22, Kearsarge High School, North Sutton <<<<
all workshops are from 4:00 to 8:00 p.m.

The practical "how to" workshop for School Board Members.

You will learn:

-  Your role in the employment process;
-  The ABCs of individual contracts;
-  How to comply with the new law on Criminal History Records Check;
-  How to evaluate your Superintendent;
-  and the
-  Basics of teacher non-renewal.

1997/98 NHSBA School Law Leadership: The School Board's Role in Staff Relations -- Registration Form

Name/Title: _____
Home _____
Address: _____
E-Mail: _____

Phone: _____
District: _____
SAU/Organization: _____

Registration: ☐ \$35 NHSBA Member ☐ \$50 Non-Members

☐ Check enclosed
☐ Please Bill (\$5 fee)
District ☐ SAU ☐ Other ☐

Check one: ☐ Sanborn Regional High School, Kingston, April 13
☐ Kennett High School, Conway, April 16
☐ Kearsarge Regional High, North Sutton, April 22

>>>>>>>> If you cannot attend, send someone in your place and notify NHSBA. <<<<<<<<<<

Cancellations less than 5 days prior to meeting date are non-refundable.

Mail to: 14 Fayette Street, Concord NH 03301-3711 Fax to: 603-228-2351
Please photocopy this form. If you have any questions, please call 1-800-372-0653 or 603/228-2061.

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

BOARD MEMBER QUALIFICATIONS

To become a candidate for any school district office, a person must be a registered voter in the district. No person holding the office of member of the school board shall at the same time hold the office of district moderator, treasurer, or auditor. No person employed on a salaried basis by a School Administrative Unit #38 or by any school district within a School Administrative Unit #38 shall be a school board member in any district of the school administrative unit. Salaried positions shall include, but are not limited to, the following: teacher, custodian, administrator, secretary, school bus driver (if paid by the district), school lunch worker and teacher's aide.

RSA 671:18

May 4, 1993

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BBF

CODE OF ETHICS

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

May 4, 1993

CONFLICT OF INTEREST

To promote public confidence, neither the School Board collectively nor any members of the Board will:

- 1) offer or accept money or anything of value for, or in consideration of, obtaining an appointment, promotion, privilege, or favor with the school district;
- 2) disclose to any person, not entitled thereto, information gained by virtue of office or employment, or otherwise use such information for personal gain or benefit;
- 3) accept any gift, favor, or service that might tend to influence the discharge of duties.

Board members will abstain from voting on, or participating in, matters in which they have a personal interest because of friendship or kinship or financial gain or loss.

No Board member shall be a candidate for full time employment by the school district during his term of office.

No Board member shall sponsor a candidate for employment by the school district.

May 4, 1993



3/25/98

On Saturday, March 7, Monadnock Regional High School's Odyssey of the Mind teams competed at the Keene Regional Meet at Keene High School.

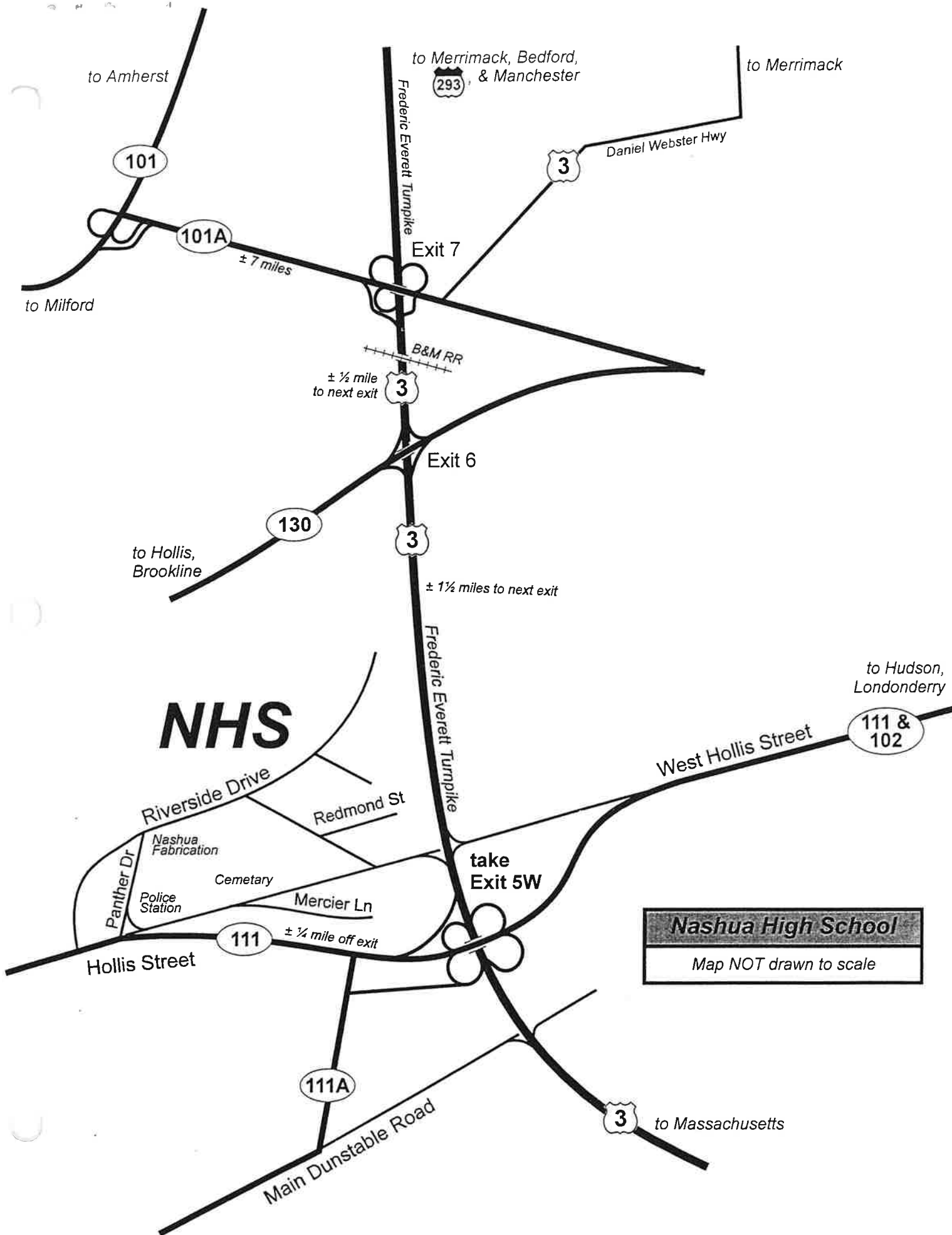
The Marvelous Mentor team with Mike Stockwell, Matt Prigge, Brennan Morrison, Jason Muzzey, Mike Pesa-Fallon, coached by Mr. Teitelman came in fourth place in their event.

The **Pageant Wagon** team, with Greg Lohman, Jeremy Frazier, Sarah Petkiewicz, Stephanie Frye, Sean Trendell, Sean Pelletier, Mark Bixby, coached by Ms. LeCour came in third place in their event.

The **Camouflaged Creation (division 2)** team with David Vaine, Chris Gregory, Andrew Smith, Greg Gilson, coached by Mr. Joe Smith placed second in their event.

The **Morph Magic** team, with Greg Pratt, David Grout, Christy Davis, Sophie Landman and Sarah Farnsworth came in first place at the Merrimack meet March 21, and will represent MRHS at the New Hampshire Odyssey of the Mind State meet in Nashua on April 4 at 10:30 am.

And the **Camouflaged Creation (division 3)** team with Ian Frazier, Andy Cardine, Bryan Russell, Lydia Brown, John Hanrahan, Eli Durmer, coached by Ms. Sciuto, and Mr. Kuhn came in first place, winning a RANATRA FUSCA award for the quality of their work together. They will also compete at the NHOM State Meet in Nashua on April 4 at 11:30.





P.O. Box 730 Sunapee, NH 03782

Tel: NH (603) 763-5294 VT (802) 295-9537

H. S. GALE

President

R. C. TAYLOR

R. H. RYAN, C.L.U.

March 30, 1998

**Dr. William Wheeler- Superintendent of Schools
Monadnock Regional School Board
C/O SAU # 38
600 Old Homestead Highway
East Swanzey, NH 03446**

Re: Teachers Settlements

Dear Bill:

I enjoyed speaking with your new Business Manager Bob Seymore. It was a disappointment to learn that our 1998/2001 portion of the settled agreements with the teachers failed to get voter approval. Those would have made life a bit more simple for you over the next few months and years.

Among other things, this creates another retro-active circumstance. As you know our contract with the Board runs through July 1, 1998 and we are available as you and the Board considerate it appropriate. There are several options and a lot of obligations linked to this situation and it would be a good idea to have a RSA 91-A:2(b) meeting with the full Board to discuss each, name its bargaining committee and chart a new course of action which provides a clean hands approach for the Board to deal with this entire matter in the least disruptive fashion.

I have also discussed these matters with the Board new Chairman Glen White. (what a good choice), He said you and he would be talking and he or you would let us know what plans are in the works.

As a separate matter the approved 1996-1998 agreement should be printed and we would suggest a more useful format is in order. I discussed this with John before he left. Also, we would need two copies of the agreement as soon as it is printed (one for our files and one to submit to the PELRB). This should be accomplished within the next thirty days as provided in the Statutes.

Page 2

Monadnock Regional School Board
Teacher Settlements
March 30, 1998

In the meanwhile should you have questions or desire additional information feel free to let me know.

Hope other things are going well in you busy life and look forward to hearing from you soon.

Best Personal Regards
Gale Associates,

/S/
Harry S. Gale Jr.
President

HSG/bt

cc: Glen White- Chairman
File

P.S. Hard copies will follow by mail.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

April 7, 1998

**MEETING AT
Cutler Elementary School, West Swanzey**

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.

FINANCE COMMITTEE MEETING 6:00 P

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

- a. Introduction of Gilsum Board representative
- b. Minutes of previous meeting
- c. Old Business
 - 1) Appoint School District Deputy Treasurer
 - 2) MS-22 REPORT OF APPROPRIATIONS ACTUALLY VOTED
(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:
- b. New business items
- c. Curriculum Report
- d. Parent request to have their child attend MRSD next year.
(see attachment)
- e. School Board Committee assignments. (see attachment)
- f. Booster Club plan to provide lighting for football field.
- g. Policy proposal (REVENUES FROM INVESTMENTS - DFA).
(see attachment)
- h. Enrollment Data report - Bill Hamill. (Handed out at last meeting)
- i. Policy/procedure for admission of Non-District Students to the District and Early Admission to Kindergarten. (see attachment)
- j. Food Service Consultant update. (see attachment)
- k. Adopt 1998-1999 MRSD Board meeting calendar. (see attachment)
- l. Action on the Manifest
- m. Correspondence/announcement.
 - 1) Parent letter on MRHS Ski team. (see attachment)
 - 2) MRHS OM results from Regional Meet. (see attachment)
 - 3) NHSBA's 1997-1998 *School Law Leadership Series*. (see attachment)

5. 9:00P SUPERINTENDENT'S REPORT

- a. Board Membership. (see attachment)

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

7. 9:20P NON PUBLIC SESSION

- a. Personnel Contract
1) Staff Nominations.
- b. Negotiations
(see attachment)
- c. Legal Issues

8. ADJOURNMENT

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

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
600 Old Homestead Highway
Swansey, 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 A. Sullivan, Assistant Superintendent
Robert A. Seymour, Business Manager

Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

To: MRSD Board Members
Date: April 1, 1998
Topic: Notes on Board Agenda Items
From: Bill Wheeler

What we call a mind is nothing but a heap or collection of different perceptions, united together by certain relations, and supposed, though falsely, to be endowed with a perfect simplicity and identity.
--David Hume, A Treatise of Human Nature

Who hasn't played the game of observing an event with several others and then being asked to describe that event? How many described the event in the same way or observed the same things? Human nature indeed provides for these distinctions. It always amazes me that some know exactly why others do what they do. More often, I've found, that few people can adequately explain why they have done something. I wonder how many of us could accurately define why we selected or were selected by our spouses.

1.c.1) I have received one call from a person interested in this. I've asked her to provide us with a short resume. You were encouraged at the last meeting to be thinking about this and contact people if you thought of someone who may be a "good fit".

4.d. This is a request from a parent to have her out-of-district child attend MRSD schools.

4.e. Mr. White has assigned committee membership and the list is attached for your review. It is presented for review and if needed any corrections.

4.f. A presentation was made at the last meeting on this topic. Meetings between the supporters, Mr. Seymour, and Mr. Fowler have been held and they are ready to present the project for your consideration.

4.g. The financial auditor recommended that we have a policy on how we are handling our investments. REVENUES FROM INVESTMENTS - DFA provides our best effort to describe what we are doing. It will be resubmitted to the three school boards served by SAU #38. Policy additions require two readings. I would like for you to consider this as your first reading and have the second reading at your next meeting.

4.h. Mr. Hamill presented you with a data report on school enrollment at the last meeting. He asked if he could discuss that report with you. This would be a good time to do it.

4.i. The board has, at least since I have been here, allowed out-of-district students to attend MRSD schools. Only the board has the power to make this decision. You may admit or not and you may determine the conditions under which that admission will occur. Several items are attached for your information and review. They are the policies on Early Admission to Kindergarten and Non-district Students to the District. Also, included are: recent correspondence received on this topic; a copy of the letter to the editor by Mr. Sicotte on the topic; and a list of questions, which Mr. Sicotte's letter generated, from me. This same issue was raised about a year ago when the Board made similar decisions and Mr. Sicotte protested in public to those decisions. At that time I responded to several patrons and selectmens' offices letters. That correspondence is included as well. By practice and law in this State board members have the right to say what they want; however, as with all rights, there are responsibilities. As in this case, Mr. Sicotte, has a right to disagree and I think he has the

responsibility to explain the points he makes in his letter to the editor. You may wish for this not to happen and you have the authority to exercise that wish. This subject has been discussed with the Board Chair.

5.a. Because of the board conflict on the issue addressed in 4.i. and because of the questioning of new board members at the last meeting I thought it would be well for the Board to review some Board Policies on the subject. Those policies are attached and should address the issue. The NHSBA executive director has been contacted and believes that the earliest a workshop could be conducted would be the May 5th meeting. This may be an issue which you would like to address at that time.

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
Cutler Elementary School
April 7, 1998

CALL TO ORDER:

The meeting was called to order at 7:00 PM by G. White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Gurian, L. Gurley-Mozie, B. Hamill, M. Sears, L. Sicotte, C. Starrett, G. White and B. Russell, Student Council Representative, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were B. Seymour, D. Bell, C. Cardine, K. Craig, L. DeCoste, D. Mousette, D. Stockwell, B. Fowler, B. Tatro and S. Turner.

a. Introduction of Gilsum Board representative;

Michelle Sears was administered the oath of office.

b. Minutes of previous meeting;

D. Gurian MOVED: That the minutes of the March 17, 1998 School Board meeting be approved as written. SECONDED: by L. Sicotte VOTED: 8-0-0-2. (B. Hamill was not present to vote)

c. Old Business

1) Appoint School District Deputy Treasurer

Dr. Wheeler presented a Letter of Interest and resume from Deborah Pelley for the position of Deputy Treasurer. D. Gurian MOVED: That Deborah Pelley be appointed Deputy Treasurer. SECONDED: by L. Gurley-Mozie. VOTED: 8-0-0-2.

G. White revised the agenda to discuss L. Sicotte's Reader Opinion letter published in the Keene Sentinel on March 25, 1998. L. Sicotte stated his reason for writing the letter as the taxpayers right to know. Board members asked L. Sicotte for an explanation of the information included in the letter. In response to a suggestion of a tracking procedure showing nonresident students and the reasons why they were accepted, Dr. Wheeler answered that the information, as well as per pupil costs, was already provided for the current school year. He added that the budget appropriation set at the District Meeting is the amount that can be spent; the town's pay only the amount assessed. G. Bednarski asked if the Board is legally vulnerable if a nonresident student's request is denied. Dr. Wheeler answered that the Board has the right to vote down any request and has the legal right to make "at risk" decisions. The Board members also discussed when the District's legal responsibility for the students begins and ends. L. Gurley-Mozie asked the Board to consider future voting and precedence on the issue of approving nonresident students admission to the District tuition free.

2) MS-22 Report of Appropriations Actually Voted

MS-22 Forms were presented to the Board for their signature.

CITIZEN CONCERNS:

D. Bell welcomed the Board to the new Cutler Library.

Bob Brennan, Athletic Coach, asked the Board for \$500 for workout vests for the Ski Team that placed second in state competition this year. D. Gurian MOVED: That the Board provide \$500 for workout vests for the Ski Team. SECONDED: by B. Hamill. DISCUSSION: When asked why this money was not budgeted, B. Brennan responded that state championships can not be predicted. VOTED: 7-2-0-1.

Ed Campbell, Richmond Selectman, presented three questions to the Board. When will the results from the March 10 election be published? What is the status of the SAU Study Committee? And, if Board policy is not to approve anything the night that it is presented to the Board, why was the Troy grant application approved? C. Starrett answered that the Troy grant application was on that meeting's agenda and that special requests are discussed and voted on if appropriate. Dr. Wheeler, answering the other questions, said that the election results will be sent to each Board of Selectmen and that the SAU Study Committee will be established.

STUDENT COUNCIL CONCERNS:

B. Russell reported that 8th graders are on the American Heritage Tour and the high school band will be performing at Disney World in Florida. He also reported that his Odyssey of the Mind team won the state competition and will be attending the world competition in Florida. He added that it will cost between \$6,000 and \$7,000 to make the trip and asked for financial help from the Board. Dr. Wheeler added that he has written a letter to the Business Education Partners describing the efforts of the students and has asked for financial help. G. White asked that the Board be updated on the financial responses.

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports

B. Hamill reported that the Finance Committee met with Walter Rohr of IPG and received insurance options regarding the support staff and their proposal to unionize. The Finance Committee will present information for the Board's consideration if a union is formed.

Referencing the previous discussion regarding the SAU Study Committee, G. Bednarski asked for C. Starrett's thoughts regarding the committee.

b. New business items

None

c. Curriculum Report

Marie Szymcik, Cutler teacher, used the overhead projector to show how problem solving and real life problems are used to teach mathematics at the elementary level. She showed examples of workbook pages used in the classroom. Russ Austin, Mathematics Chair, explained how math is continued informally in the 7th and 8th grade and then changed to a more formal math program such as algebra and pre-calculus to prepare for college courses. He reviewed the math and computer credits needed to graduate.

d. Parent request to have their child attend MRS D next year;

L. Sicotte MOVED: That the Board approve the request with the stipulations that the parent pay tuition and supply transportation. SECONDED: by C. Starrett. DISCUSSION: Dr. Wheeler commented that this is the third year of the request. VOTED: 2-2-5-1. B. Hamill MOVED: That the administration gather more information regarding the request and present it at the May 5, 1998 meeting. SECONDED: by D. Gurian. VOTED: 7-2-0-1.

Dr. Wheeler presented a request from a parent who lives in Winchester for his child to remain at the Troy Elementary School for the remainder of the school year. The parent added that this student was living in Troy with his mother and will now be living in Winchester with his father. The father will supply transportation. L. Sicotte MOVED: That the Board approve the request as presented. SECONDED: by B. Hamill. VOTED: 9-0-0-1.

e. School Board Committee assignments;

The assignments were included in the Board agenda.

f. Booster Club plan to provide lighting for football field;

Chuck Munson reported that the Booster Club has met all the requirements to satisfy the Board's regulations and is ready to go forward with funding. He reminded the Board that the project will not begin until all the money is collected. C. Munson added that the expenses were figured high to cover unanticipated costs and any money left over will be put into field work such as the tower. B. Seymour stated that he received a letter from Massin Insurance regarding possible insurance suits and the policy that is in force will protect the School District and the Booster Club. B. Fowler is updating the site plan at the high school to include the additions. A presentation will be made to the Town of Swanzey Planning Board and inspectors. G. Bednarski MOVED: That the Board approve the Booster Club's request to proceed with the project. SECONDED: by L. Sicotte. DISCUSSION: C. Munson reported through an energy use survey, it was determined that it will cost \$5.69 an hour to run the lights. He added that use of the lighting will be open to all athletic teams. B. Seymour commended B. Fowler for his outstanding work on the project. VOTED: 9-0-0-1.

g. Policy proposal (Revenues From Investments - DFA);

D. Gurian MOVED: The policy for the first reading. SECONDED: by L. Sicotte. DISCUSSION: Dr. Wheeler stated that the auditor recommended a policy on revenue from investments be drawn up. He added that this policy is standard in structure as far as NH School Board's recommendation. This policy will go before the Winchester and Hinsdale Boards. VOTED: 8-0-1-1. L. Sicotte asked for a response from the auditor.

h. Enrollment Data report - Bill Hamill;

B. Hamill stated that he put the information together for use in long term planning and re-addressing the middle school issue.

i. Policy/procedure for admission of Non-District Students to the District and Early Admission to Kindergarten;

C. Starrett brought up the issue of statement #3 of the Admission of Nonresident Students Policy. As a member of the Policy Committee, she asked for guidance from the Board on the questions regarding special exceptions as stated in the policy. G. Bednarski suggested the

committee seek legal and social services opinions. G. Bednarski also discussed the possibility of a warrant article being submitted to the Board setting limits on nonresident students being admitted to the district tuition free. Dr. Wheeler reminded the Board that they may take exception to policies. Board members discussed the possibility of setting a pay scale for parents of nonresident students. They also expressed their opinions about the policy and how it has worked in the past. M. Sears offered to gather information from other school boards regarding their nonresident students.

j. Food Service Consultant update;

B. Seymour referenced his interim report to the Board regarding the board authorized study of the Food Service program. He reported that the savings realized have exceeded the cost of the service. In June, Fitz, Vogt & Associates, Ltd., will provide several recommendations to bring the Food Service program into a positive figure. B. Seymour added that after he reviews their recommendations, he may bring his own proposal to the Board.

k. Adopt 1998-1999 MRSD Board meeting calendar;

G. Bednarski MOVED: That the Board accept the calendar as presented. SECONDED: by D. Arguin. VOTED: 9-0-0-1.

l. Action on the Manifest;

B. Hamill MOVED: That the Board approve the Manifest dated 4/7/98 in the amount of \$776,907.45. SECONDED: by D. Gurian. (Warrant #358-Payroll, 3/27/98, \$507.40; Warrant #356-Payroll, 3/25/98, \$127,392.04; Warrant #339-Payroll, 3/19/98, \$352,993.21; Warrant #33, 4/7/98, \$296,014.80) VOTED: 9-0-0-1.

m. Correspondence/announcement

1) Parent letter on MRHS Ski Team;

2) MRHS OM results from Regional Meet;

3) NHSBA's 1887-1998 *School Law Leadership Series*;

Dr. Wheeler also distributed Staff Development Reimbursement requests.

SUPERINTENDENT'S REPORT

Board Membership

Dr. Wheeler informed members that the Board policies included with the agenda were for their review. He also distributed School Board Member Ethics support information policy BBF-E.

Setting the next meeting's agenda

1. Structure of SAU 38 Study Committee
2. Second reading of Revenue Investment Policy
3. Enrollment projections
4. Odyssey of the Mind demonstration

NON PUBLIC SESSION

At 9:38 PM, B. Hamill MOVED: That the Board enter into non public session for personnel contracts and negotiations. SECONDED: by G. Bednarski. VOTED: 9-0-0-1 by a roll call vote. The principals were asked to stay.

D. Arguin asked the Board for feedback concerning his presence during teacher nominations. B. Hamill suggested that he abstain from nominations for Troy School teachers.

At 9:57 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by L. Sicotte. VOTED: 9-0-0-1. L. Sicotte expressed concern with D. Arguin being present during teacher negotiation discussions and suggested restructuring the meetings so these discussions are taking place at the end of the session. D. Arguin expressed his thoughts as far as his presence in closed session when teacher negotiations are being discussed. Dr. Wheeler noted that the state law states that the individual declares the conflict of interest, not the board. D. Arguin asked that he be allowed to contribute in teacher related discussions and decide to abstain from voting when necessary.

At 10:08 PM, B. Hamill MOVED: That the Board return to non public session. SECONDED: by D. Gurian. VOTED: 9-0-0-1 by a roll call vote.

a) Personnel Contract;

Dr. Wheeler nominated the staff members as listed. G. Bednarski MOVED: That the Board accept the nominations as recommended by the Superintendent. SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

b) Negotiations;

Dr. Wheeler referenced letter a from Harry Gale regarding Gale Associates' contract with the Board. Dr. Wheeler stated that he responded to H. Gale advising him that the Board has not taken any action regarding teacher negotiations. G. White suggested that the Negotiations Committee meet with B. Seymour to hear his recommendations.

At 10:24 PM, D. Gurian MOVED: That the Board return to public session. SECONDED: by G. Bednarski. VOTED: 9-0-0-1.

At 10:25 PM, G. Bednarski MOVED: To adjourn. SECONDED: by B. Hamill. VOTED: 9-0-0-1.

Respectfully submitted,



Sharon E. Turner

REVENUES FROM INVESTMENTS

The school board authorizes the school district treasurer working in conjunction with the superintendent and his/her designee and pursuant to RSA 197:23-a to invest the funds of the district subject to the following objectives and standards of care.

OBJECTIVES

The three objectives, in priority order, of investment activities shall be safety, liquidity, and yield.

1. Safety of principal is the foremost objective in this policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital by mitigating credit and interest rate risk. This will be accomplished by limiting the type of the investments and institutions to those stipulated by statute and fully covered by FDIC insurance and collateral approved pursuant to RSA 366:57.
2. Liquidity of the investment portfolio shall remain sufficient to meet all operating requirements that may be reasonably anticipated.
3. Yield. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

STANDARDS OF CARE

1. Prudence. The standard of prudence to be used by the school district treasurer and superintendent or his/her designee involved in the investment process shall be the "prudent person" standard and shall be applied to the context of managing an overall portfolio. They are directed to use Government Finance Officers Association Recommended Practices and Policy Statements Related to Cash Management as a guide to the prudent investment of public funds.
2. Ethics and conflicts of interest. The school district treasurer and superintendent or his/her designee involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and Investment officials shall disclose any material interest in financial institutions with which they conduct business. They shall further disclose any personal financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officials shall subordinate their personal investment transactions to those of the school district particularly with regard to the timing of purchases and sales.
3. Internal Controls. The school district treasurer and superintendent or his/her designees shall establish a system of internal controls which shall be documented in writing. The internal control structure shall provide reasonable assurance that assets are protected from loss, theft or misuse. Internal controls shall address the following points:
 - * Control of collusion
 - * Separation of transaction authority from accounting and record keeping
 - * Custodial safekeeping
 - * Clear delegation of authority to subordinate staff members

- * Written initiation and confirmation of transactions for investments and wire transfers
- * Existence of wire transfer agreement with any bank or investment pool having custodial care of school funds

This investment policy shall be reviewed at least annually by an independent auditor and the school board.

Statutory references: RSA 197:23-a & RSA 383:22

First Draft 3/3/98

Second Draft 3/17/98

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 A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: SAU #38 School Board Members
Date: April 13, 1998
Topic: Agenda for Meeting
From: Bill Wheeler

The older I grow, the more I distrust the familiar doctrine that age brings wisdom.

-- H. L. Mencken, Prejudices, Third Series

The meeting is scheduled to convene at 6:00 PM, May 6, 1998 at the Fitzwilliam Inn, Fitzwilliam, NH.

We will begin with the business portion of the meeting, take a break for dinner, and then complete the business portion of the meeting.

- Agenda:
- Introduction of SAU #38 Board Members
 1. Approval of minutes from former meetings.
 2. End of year (1997-1998) SAU #38 financial report.
 3. Discussion of SAU #38 business
 - a. Discuss Health Insurance options
 - b. Federal Grants report -- What Kathy and Tom have been up to in the past year
 - c. Special Education Historical report -- Ken Dassau
 - d. Discussion on Staff Development Committee member stipend
 4. SAU #38 organization for the 1998-1999 SAU #38 Board.

Chairperson _____

Vice Chair _____

Secretary _____

Treasury _____

Vice Treasury _____

Corresponding Meeting Dates

October 21, 1998 _____

November 18, 1998 _____

December 7, 1998 _____

May 5, 1999 _____

Non-Public Session

5. Approval of SAU #38 1998-1999 employee contracts and setting of salaries. (see attachment)

5 Year Goals of Administrative Team

The overall goal of the MRSD Administrative Team is to "improve learning for all students." A meeting was held in January to brainstorm ideas that will help us achieve that goal. The initial list of ideas was categorized to match those used in the district's educational improvement plan. (This plan is the basis for our Consolidated Application for funds as well as the Technology Literacy, School-to-Career, and Goals 2000 grants.) This list is below.

To assure that the ideas we identified would be effective both in their outcomes and in their cost: benefit ratios, administrators sought research, evidence, data, or anecdotal information that would support each item. The attached information identifies some of the data we have collected thus far. We still have much work to do to finalize this plan. We will be participating in a summer retreat at which time a facilitator from Learning Innovations, funded by Goals 2000, will help us set an action plan for our goals.

Initial Goals by Category

Curriculum, Instruction, and Assessment

- Expand the present 3-year-old preschool program
- Provide a full-day Kindergarten
- Increase non-fiction reading and writing, including technical reading and writing
- Increase physical education, health education, and music education time at all levels

Staffing and Staff Support

- Provide staffing to have 2 *adults* in every classroom
- Provide training for paraprofessional staff
- Increase teacher training in areas of identified need
- Provide for additional teacher planning time and time to meet with other staff members

Community Support

- Increase parent involvement in and knowledge of schools, programs, system
- Work with Social Services to provide additional student/family support
- Ensure early identification of academic/learning concerns, increase efforts to work with parents in early childhood learning
- Expand opportunities for life-long learning in schools

Financial

- Examine present use of Title 1 Funds

Student Support

- Investigate initiating before/after school programs
- Provide for technology support in every building
- Investigate an in-district collaborative for disruptive challenging students
- Increase school health services (nursing services)

Facilities

We strongly support the building of a middle school, but recognize that this is unlikely in the near future. Thus, our goals are as follows:

- Provide technology connections for all buildings, both within and outside of the building
- Provide spaces for specialists (OT/PT/Speech, etc.), conferences, paraprofessionals, etc.
- Implement the 5 year building plan

Research Base for Goals of MRSD

The following research, documents, or anecdotal evidence supports the goals established by the Administrative Team.

Goal	Evidence
Curriculum, Instruction, and Assessment	
<ul style="list-style-type: none"> Expand 3 yr old preschool program Full day Kindergarten More non-fiction reading/writing Increase P.E./health/music time all levels 	Brain research, May 1996 Principal's magazine Early Childhood Report, 1997, ERIC Data inconclusive, Only 1/2 of the administrators support this District Survey done 3/97 <u>Quantum Learning</u> , p. 72 -74; Notes from Brain Based training with Eric Jensen, 1996 AHPERD/National Standards Gr. 1-5 need 30 min/2x/wk, Gr. 6-12 need 50 min/2x/wk
Staffing and Staff Support	
<ul style="list-style-type: none"> 2 adults in every classroom Paraprofessional Training Teacher training Teacher planning time and time to meet with other staff 	No hard evidence, cheaper than smaller classes because don't need extra classroom, additional teacher, or more materials Required for Medicaid Reimbursements if/when appropriate <u>A New Vision for Staff Development</u> by Sparks/Hirsh, 1997 Bruce Joyce research No hard evidence found
Financial	
<ul style="list-style-type: none"> Use of Title 1 Funds 	Rethinking this service to children... research done by Feds on what works and how well. Expensive program with some success, we need more data

Research Base for Goals of MRSD

The following research, documents, or anecdotal evidence supports the goals established by the Administrative Team.

Goal	Evidence
Curriculum, Instruction, and Assessment	
<ul style="list-style-type: none"> • Expand 3 yr old preschool program • Full day Kindergarten • More non-fiction reading/writing • Increase P.E./health/music time all levels 	<p>Brain research, May 1996 Principal's magazine Early Childhood Report, 1997, ERIC</p> <p>Data inconclusive, Only 1/2 of the administrators support this</p> <p>District Survey done 3/97</p> <p><u>Quantum Learning</u>, p. 72 -74; Notes from Brain Based training with Eric Jensen, 1996 AHPERD/National Standards Gr. 1-5 need 30 min/2x/wk, Gr. 6-12 need 50 min/2x/wk</p>
<p>Staffing and Staff Support</p> <ul style="list-style-type: none"> • 2 adults in every classroom • Paraprofessional Training • Teacher training • Teacher planning time and time to meet with other staff 	<p>No hard evidence, cheaper than smaller classes because don't need extra classroom, additional teacher, or more materials</p> <p>Required for Medicaid Reimbursements if/when appropriate</p> <p><u>A New Vision for Staff Development</u> by Sparks/Hirsh, 1997 Bruce Joyce research</p> <p>No hard evidence found</p>
<p>Financial</p> <ul style="list-style-type: none"> • Use of Title I Funds 	<p>Rethinking this service to children... research done by Feds on what works and how well. Expensive program with some success, we need more data</p>

Goals	Evidence
<p>Community Support</p> <ul style="list-style-type: none"> • Increase parent involvement and knowledge of schools, programs, system • Social Services support • Early ID of concerns, work w/parents • Expand opportunities for Life Long Learning in schools 	<p>NAEP Executive Summary; NH Partners in Education; Regional Labs reports</p> <p>Education Leadership, 1997</p> <p>No evidence collected yet</p> <p>Education Leadership, (Decreases vandalism) 21st Century Community Learning Centers, p. 31</p>
<p>Student Support</p> <ul style="list-style-type: none"> • Before/after school programs/Full day Kindergarten • Tech support in every building • In district collaborative for disruptive challenging students • Full Time nurse at MRHS (additional. nursing services at Mt. Caesar and MRHS) 	<p>NHEIAP results, 21st Century Community. Learning Centers (pregnancy, drug use, vandalism highest in after school hours</p> <p>We will look for better ways to address concerns</p> <p>Need nurse on site for emergencies. Asthma, ADHD increasing</p>
<p>Facilities</p> <p>We strongly supported the building of a middle school but recognize that it is unlikely Thus, our goals are as follows:</p> <ul style="list-style-type: none"> • Provide technology connections for all buildings, within & outside • Work spaces for specialists, teachers to meet, paraprofessionals, etc. • 5 year building plan implemented 	<p>this will happen in the near future.</p> <p>21st Century Community Learning Centers Booklet</p> <p>No evidence sought at this point</p> <p>Needs are great. State standards not met.</p>

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

April 21, 1998

**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. 7:00 P CONSENT AGENDA

- a. Minutes of previous meeting
- b. Old Business
 - 1) Parent request to have their child attend MRSD next year

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
- d. Odyssey of the Mind demonstration -- Jerry Kuhn, Sue Sciuto and students
- e. Discussion of SAU #38 and MRSD School Board study committee
- f. Policy proposal (REVENUES FROM INVESTMENTS - DFA)
(see attachment)
- g. SAU #38 Board meeting agenda (see attachment)
- h. Action on the Manifest
- i. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

- a. MRSD Administrative Team "Five Year Goals of the Administrative Team" (see attachment)

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
Swanzy, 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 A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD Board Members
Date: April 15, 1998
Topic: Notes on Board 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.

I used this refrain last year. It seems to be a good reminder. Do we all wish the other person were a little smarter, kinder, and thoughtful, just as we are?

- 1.b.1) This is a parent request which you tabled at the last meeting.
- 4.d. The OM team which won at State will be present to demonstrate their project.
- 4.e. I promised Mr. White that a program and table would be presented so you may discuss this topic. It will be presented at the meeting.
- 4.f. This will be your opportunity to have a second reading of the policy as proposed. The one presented had two typing errors. They have been corrected. An updated copy is attached for your review.
- 5.a. The MRSD Adm Team has worked for the past several months on a key question and are prepared to report to you on that question. The question was, "What educational changes do we predict for the future and how will those changes impact on MRSD?" This question spilled out to other issues and some of those issues are presented in accordance with this report. The board has accepted the Community Committee's Five Year Facilities Plan. You may wish to review both of these documents before proceeding with formally adopting either.

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
Emerson Elementary School
April 21, 1998

CALL TO ORDER:

The meeting was called to order at 7:00 PM by Glenn White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, L. Gurley-Mozie, B. Hamill, M. Sears, L. Sicotte, C. Starrett, G. White and B. Russell, Student Council Representative, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Assistant Superintendent. Also present were M. Sullivan, Assistant Supt., B. Seymour, C. Cardine, K. Craig, B. Tatro and S. Turner.

1. CONSENT AGENDA:

a. Minutes of the previous meeting;

L. Sicotte MOVED: That the minutes of the April 7, 1998 school board meeting be approved as written. SECONDED: by M. Sears. VOTED: 9-0-0-1. (D. Arguin was not present to vote).

b. Old Business;

1. Parent request to have their child attend MRSD next year;

At the request of the Chairman, this request was moved to non public session.

L. Sicotte MOVED: That the Board reconsider the decision made on March 3, 1998, to allow the non-resident student's admission to MRSD. There was no second.

2. CITIZEN CONCERNS:

Jane Roberts asked for clarification of figures used in L. Sicotte's letter and Dr. Wheeler and G. White's letter to the Keene Sentinel, and enrollment figures used in the Annual Report. Dr. Wheeler answered by explaining the October 1, 1997, enrollment figure of 2770 includes the out of district students and the ADM figure in the Annual Report is based on 1996-97 resident membership. He added that there are currently 40 home study students.

Questioning the decision made earlier to discuss parent requests in non public session, Edward Campbell, Richmond selectman, expressed concern with the public not being completely informed. The Board discussed the procedure of addressing student requests. D. Carluccio, addressing Campbell, stated that the public does not need to know the personal and confidential information behind some of these parent requests. She added that the public is making decisions with misinformation. John Tommila, Fitzwilliam and Tom Parker, Fitzwilliam selectman questioned the board about the cost to educate out of district students and why the responsible district is not paying tuition. Greg Cannon

asked which condition in the right-to-know law allowed the board to enter non public session to discuss requests to attend MRSD. Dr. Wheeler answered that family matters and sensitive information allowed the board to make this decision. Board members discussed past student admission decisions and addressed questions from citizens.

3. STUDENT COUNCIL CONCERNS:

B. Russell reported that the Odyssey of the Mind team will be doing a presentation during the meeting. He also informed the Board that the district's 6th graders will be introduced to the high school by the National Honor Society on April 28.

4. OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports;

None

b. New business items;

M. Sears distributed a proposal for guidelines for board members who actively seek the public forum to voice personal opinions. The proposal includes that the source be cited when quoting statistics or other facts, verify the source of the quotation when the source is an individual, make it clear that the opinion stated is a personal opinion and inform the Board before making a public statement. Board members discussed their thoughts on the proposed guidelines.

c. Curriculum Report;

None

d. Odyssey of the Mind demonstration - Jerry Kuhn, Sue Sciuto and students;

J. Kuhn gave a summary of Odyssey of the Mind and the World competition. He described OM as encouraging creativity and problem solving. S. Sciuto described the coaching aspect as providing support. She outlined the different types of problems that the teams solve. The OM team successfully solved a spontaneous hands-on problem of building a tower to support a softball. B. Russell described the spontaneous problem that the team solved at the state meet.

The Odyssey of the Mind team demonstrated their "Circus in a Box" solution to the camouflage creation problem.

D. Arguin arrived at the meeting.

e. Discussion of SAU #38 and MRSD School Board study committee;

Dr. Wheeler distributed and G. White read a proposal for the study group's charge, structure and time line. Answering questions regarding possible results of the study, Dr. Wheeler stated that the committee is to advise the Board and the Board to make any decisions from the committee report. L. Sicotte MOVED: That the Board instruct Dr. Wheeler to send the letter to the Board of Selectmen and Town Moderator in the District member towns. SECONDED: by C. Starrett. VOTED: 10-0-0-0.

f. Policy proposal (REVENUES FROM INVESTMENTS - DFA)

Dr. Wheeler stated that the policy was altered from the first reading as advised. B. Hamill MOVED: That the Board accept the Revenues from Investments policy for its second reading. SECONDED: by D. Gurian. DISCUSSION: Dr. Wheeler noted that the auditor questioned whether the RSA under Objectives - #1 is the correct RSA number. Dr. Wheeler will inform the Board when he has the answer. VOTED: 9-0-0-1. (G. Bednarski was not present to vote.)

g. SAU #38 Board meeting agenda

This was included in the agenda as requested by the Board.

h. Action on the Manifest;

C. Starrett MOVED: That the Board approve the Manifest in the amount of \$759,957.95. SECONDED: by B. Hamill. (Warrant #341-Payroll, 4/7/98, \$368,595.41; Warrant #360-Payroll, 4/8/98, \$137,478.94; Warrant #362-Payroll, 4/13/98, \$1,405.37; Warrant #35, 4/21/98, \$219,245.06; Warrant #36, 4/21/98, \$33,233.17) VOTED: 9-0-0-1

i. Correspondence/ announcement

None

5. SUPERINTENDENT'S REPORT:

a. MRSD Administrative Team "Five Year Goals of the Administrative Team"

Will be on the agenda for the May 5 meeting.

6. Setting the next meeting's agenda

1. Review of board powers and duties policies
2. Enrollment projections
3. Empowerment for board members to sign financial manifests during the summer
4. Compensation for deputy treasurer

f. Policy proposal (REVENUES FROM INVESTMENTS - DFA)

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1. Review of board powers and duties policies
2. Enrollment projections
3. Empowerment for board members to sign financial manifests during the summer
4. Compensation for deputy treasurer

7. NON PUBLIC SESSION

At 9:10 PM, D. Gurian MOVED: That the Board enter non public session to discuss student issues and the confidentiality of a gift. SECONDED: by M. Sears. VOTED: 8-2-0-0 by a roll call vote.

Dr. Wheeler introduced Sally Fiorillo who is requesting that her daughter be permitted to attend Mt. Caesar for the 1998-1999 school year as part of a two year program.

S. Fiorillo read letters from her daughter's classroom teacher, pediatrician and concluded by sharing her own thoughts with the Board. Board members asked questions regarding tuition payment and S. Fiorillo's plan for moving into the District. S. Fiorillo stated that she was given the option of discussing the request in public or non public session.

Dr. Wheeler presented a request from Rhonda Simmons of Troy, for her daughter to attend the Emerson School.

Dr. Wheeler presented a request from Bruce & Kelly Wichland of Sullivan for their children to attend school in Troy with the parents providing transportation.

Dr. Wheeler presented a request from Robin Noyes of Troy for her child to attend Mt. Caesar. He explained that the child's baby-sitter lives in W. Swanzey and that the child has been attending Swanzey kindergarten.

Dr. Wheeler read a letter regarding a donation of bleachers and backboards. L. Sicotte MOVED: That the Board accept the donation. SECONDED: by D. Gurian. VOTED: 9-0-0-1. (G. Bednarski was not present to vote)

At 9:45 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by L. Gurley-Mozie. VOTED: 10-0-0-0 by a roll call vote.

Dr. Wheeler presented the Noyes request for her child to attend Mt. Caesar. G. Bednarski MOVED: That the Board approve the request. SECONDED: by D. Gurian. VOTED: 9-0-1-0.

Dr. Wheeler presented the Wichland request for their children to attend Troy School. G. Bednarski MOVED: That the Board approve the request with the parents providing transportation. SECONDED: by C. Starrett. VOTED: 9-0-1-0.

Dr. Wheeler presented the Simmons request for her child to attend Emerson School. G. Bednarski MOVED: That the Board approve the request. SECONDED: by D. Gurian. VOTED: 9-0-1-0.

Dr. Wheeler presented the Fiorillo request for her child to attend Mt. Caesar. B. Hamill MOVED: That the Board approve the request with the parent providing transportation. SECONDED: by M. Sears. DISCUSSION: D. Arguin asked that S. Fiorillo consider the board's suggestions discussed in non public session. VOTED: 7-3-0-0.

At 9:55 PM, G. Bednarski MOVED: That the Board adjourn. SECONDED: by B. Hamill. VOTED: 10-0-0-0.

Respectfully submitted,



Sharon E. Turner

**MONADNOCK REGIONAL SCHOOL DISTRICT
STUDENT ENROLLMENT FIVE YEAR PROJECTION**

April 28, 1998

By: Dr. William V. Wheeler

TABLE 1 presents a scenario of enrollment projections for the next five years in Monadnock Regional School District.

Variables exist, for example, no change was made in the Pre-school numbers and out-of-district students after 97/98.

Numbers of students were projected using the prior three years changes and interpolating.

One thing is certain the projections are either too high or too low.

What they do indicate is what we have observed over the past three years and that is the growth has remained fairly constant, growing at 1% to 2% per year. This data, obviously, drives the projections.

Note: the smaller enrollment schools have a greater variable than do the larger enrollment schools.

One note, MRHS has not the capacity for the number of students projected to be there. In the past, as indicated in Mr. Hamill's report, students tend to leave the high school in greater numbers as the school becomes more crowded. Therefore, the projections could be different if one factored in that phenomena.

TABLE 1: MRSD DISTRICT AND MRHS ENROLLMENT PROJECTIONS

TABLE 2: MT. CAESAR ENROLLMENT PROJECTIONS

TABLE 3: CUTLER ENROLLMENT PROJECTIONS

TABLE 4: EMERSON ENROLLMENT PROJECTIONS

TABLE 5: TROY ENROLLMENT PROJECTIONS

TABLE 6: GILSUM ENROLLMENT PROJECTIONS

TABLE 7: SULLIVAN ENROLLMENT PROJECTIONS

TABLE 8: SURRY ENROLLMENT PROJECTIONS

**TABLE 1
MONADOCK REGIONAL SCHOOL DISTRICT AND MRHS ENROLLMENT PROJECTIONS**

Grade	95/96	96/97	97/98	98/99	99/00	2000/01	2001/02	2002/03	Average
Pre-school	29	22	28	28	28	28	28	28	27.375
Kindergarten	203	173	166	185	185	185	185	185	183.375
first	194	229	193	191	205	205	205	205	203.375
second	201	199	230	200	200	213	213	213	208.625
third	219	202	204	236	204	205	218	218	213.25
fourth	219	229	207	214	244	212	213	226	220.5
fifth	211	222	229	213	220	252	216	220	222.875
sixth	209	218	225	234	218	226	257	222	226.125
totals	1,485	1,494	1,482	1,501	1,504	1,526	1,535	1,517	1,506
seventh	240	219	213	228	237	223	229	262	231.375
eighth	215	229	216	215	230	241	227	234	225.875
ninth	247	235	252	236	247	262	271	251	250.125
tenth	190	216	211	234	222	230	242	259	225.5
eleventh	174	171	213	204	224	213	220	231	206.25
twelfth	144	144	153	183	180	198	183	197	172.75
totals	1210	1214	1258	1300	1340	1367	1372	1434	1311.875
Pre-12 total	2695	2708	2740	2801	2844	2893	2907	2951	2817.375
change	100.000%	100.482%	101.670%	103.933%	105.529%	107.347%	107.866%	109.499%	
out-of-district(SPED)	43	36	31	31	31	31	31	31	33.125
Total student ct	2738	2744	2771	2832	2875	2924	2938	2982	2850.5
Homeschooled									
elementary	14	17	21	25	29	34	39	44	27.875
high school	15	16	19	21	25	29	34	39	24.75
In school pupils	2666	2675	2700	2755	2790	2830	2834	2868	2764.75
change	100.000%	100.338%	101.275%	103.338%	104.651%	106.152%	106.302%	107.577%	

TABLE 2
MT. CAESAR ENROLLMENT PROJECTIONS

Grade	95/96	96/97	97/98	98/99	99/00	2000/01	2001/02	2002/03	Average
Pre-school	29	22	28	28	28	28	28	28	27.375
Kindergarten	119	84	93	102	102	102	102	102	100.75
first	109	131	102	110	115	115	115	115	114
second	116	105	135	105	114	118	118	118	116.125
third	123	114	117	140	108	118	122	122	120.5
totals	496	456	475	485	467	481	485	485	478.75

TABLE 3
CUTLER ENROLLMENT PROJECTIONS

Grade	95/96	96/97	97/98	98/99	99/00	2000/01	2001/02	2002/03	Average
fourth	127	123	104	117	140	108	118	122	119.875
fifth	115	127	130	110	123	148	112	125	123.75
sixth	102	108	129	130	110	123	148	112	120.25
totals	344	358	363	357	373	379	378	359	363.875

TABLE 4
EMERSON ENROLLMENT PROJECTIONS

Grade	95/96	96/97	97/98	98/99	99/00	2000/01	2001/02	2002/03	Average
Kindergarten	41	28	25	27	27	27	27	27	28.625
first	30	43	26	25	27	27	27	27	29
second	38	35	43	26	25	27	27	27	31
third	27	38	35	43	26	25	27	27	31
fourth	34	31	41	37	45	28	27	29	34
fifth	32	34	30	41	37	45	28	27	34.25
sixth	30	33	35	31	43	39	47	30	36
totals	232	242	235	230	230	218	210	194	223.875

TABLE 5
TROY ENROLLMENT PROJECTIONS

Grade	95/96	96/97	97/98	98/99	99/00	2000/01	2001/02	2002/03	Average
Kindergarten	22	29	19	27	27	27	27	27	25.625
first	28	31	30	27	34	34	34	34	31.5
second	29	32	24	31	28	35	35	35	31.125
third	36	29	26	25	32	29	36	36	31.125
fourth	38	41	30	29	27	34	31	38	33.5
fifth	37	36	40	30	29	27	34	31	33
sixth	46	48	39	42	33	32	29	37	38.25
totals	236	246	208	211	210	218	226	238	224.125

TABLE 6
GILSUM ENROLLMENT PROJECTIONS

Grade	95/96	96/97	97/98	98/99	99/00	2000/01	2001/02	2002/03	Average
Kindergarten	21	32	29	29	29	29	29	29	28.375
first	9	12	12	11	11	11	11	11	11
second	7	8	14	14	13	13	13	13	11.875
third	14	6	7	13	13	12	12	12	11.125
fourth	9	15	10	9	15	15	14	14	12.625
fifth	7	10	13	10	9	15	15	14	11.625
sixth	13	9	5	13	10	9	15	15	11.125
totals	80	92	90	99	100	104	109	108	97.75

TABLE 7
SULLIVAN ENROLLMENT PROJECTIONS

Grade	95/96	96/97	97/98	98/99	99/00	2000/01	2001/02	2002/03	Average
first	12	6	11	10	10	10	10	10	9.875
second	5	10	7	11	11	11	11	11	9.625
third	11	6	10	7	11	11	11	11	9.75
fourth	5	11	11	12	8	12	12	12	10.375
fifth	10	9	8	11	12	8	12	12	10.25
sixth	9	8	9	8	11	12	8	12	9.625
totals	52	50	56	59	63	64	64	68	59.5

TABLE 8
SURRY ENROLLMENT PROJECTIONS

Grade	95/96	96/97	97/98	98/99	99/00	2000/01	2001/02	2002/03	Average
Kindergarten	6	6	12	8	8	8	8	8	8
first	6	9	7	13	9	9	9	9	8.875
second	8	9	9	8	14	10	10	10	9.75
third	6	8	11	10	9	15	11	11	10.125
fourth	10	6	8	11	10	9	15	11	10
fifth	9	12	8	10	11	11	10	16	10.875
sixth	45	50	55	60	61	62	63	65	57.625

5 Year Goals of Administrative Team

The overall goal of the MRSD Administrative Team is to “improve learning for all students.” A meeting was held in January to brainstorm ideas that will help us achieve that goal. The initial list of ideas was categorized to match those used in the district’s educational improvement plan. (This plan is the basis for our Consolidated Application for funds as well as the Technology Literacy, School-to-Career, and Goals 2000 grants.) This list is below.

To assure that the ideas we identified would be effective both in their outcomes and in their cost: benefit ratios, administrators sought research, evidence, data, or anecdotal information that would support each item. The attached information identifies some of the data we have collected thus far. We still have much work to do to finalize this plan.

Initial Goals by Category

Curriculum, Instruction, and Assessment

- Expand the present 3-year-old preschool program
- Provide a full-day Kindergarten
- Increase non-fiction reading and writing, including technical reading and writing
- Increase physical education, health education, and music education time at all levels

Staffing and Staff Support

- Provide staffing to have 2 *adults* in every classroom
- Provide training for paraprofessional staff
- Increase teacher training in areas of identified need
- Provide for additional teacher planning time and time to meet with other staff members

Community Support

- Increase parent involvement in and knowledge of schools, programs, system
- Work with Social Services to provide additional student/family support
- Ensure early identification of academic/learning concerns, increase efforts to work with parents in early childhood learning
- Expand opportunities for life-long learning in schools

Financial

- Examine present use of Title 1 Funds

Student Support

- Investigate initiating before/after school programs
- Provide for technology support in every building
- Investigate an in-district collaborative for disruptive challenging students
- Increase school health services (nursing services)

Facilities

We strongly support the building of a middle school, but recognize that this is unlikely in the near future. Thus, our goals are as follows:

- Provide technology connections in all buildings, both within and outside of the building
- Provide spaces for specialists (OT/PT/Speech, etc.), conferences, paraprofessionals, etc.
- Implement the 5 year building plan

Research Base to Goals of MRSD

The following research, documents, or anecdotal evidence supports the goals established by the Administrative Team.

Goal	Evidence
Curriculum, Instruction, and Assessment <ul style="list-style-type: none"> Expand 3 yr old preschool program Full day Kindergarten More non-fiction reading/writing Increase P.E. time all levels/health/music 	<p>Brain research, May 1996 Principal's magazine Early Childhood Report, 1997, ERIC Data inconclusive, Only 1/2 of the administrators support this</p> <p>District Survey done 3/97</p> <p><u>Quantum Learning</u>, p. 72 -74; Notes from Brain Based training with Eric Jensen, 1996 AHPERD/National Standards Gr. 1-5 need 30 min/2x/wk, Gr. 6-12 need 50 min/2x/wk</p>
Staffing and Staff Support <ul style="list-style-type: none"> 2 adults in every classroom Paraprofessional Training Teacher training Teacher planning time and time to meet with other staff 	<p>No hard evidence, cheaper than smaller classes because don't need extra classroom, additional teacher, or more materials</p> <p>Required for Medicaid Reimbursements if/when appropriate</p> <p><u>A New Vision for Staff Development</u> by Sparks/Hirsh, 1997 Bruce Joyce research</p> <p>No hard evidence found</p>
Financial <ul style="list-style-type: none"> Use of Title 1 Funds 	<p>Rethinking this service to children... research done by Feds. on what works and how well. Expensive program with some success, we need more data</p>

Goals	Evidence
<p>Community Support</p> <ul style="list-style-type: none"> • Increase parent involvement and knowledge of schools, programs, system • Social Services support • Early ID of concerns, work w/parents • Expand opportunities for Life Long Learning in schools <p>Student Support</p> <ul style="list-style-type: none"> • Before/after school programs/Full day Kindergarten • Tech support in every building • In district collaborative for disruptive challenging students • Full Time nurse at MRHS (additional. nursing services at Mt. Caesar and MRHS) <p>Facilities We strongly supported the building of a middle school but recognize that it is unlikely this Thus, our goals are as follows:</p> <ul style="list-style-type: none"> • Provide technology connections in all buildings, within & outside • Work spaces for specialists, teachers to meet, paraprofessionals, etc. • 5 year building plan implemented 	<p>NAEP Executive Summary; NH Partners in Education, Regional Labs reports</p> <p>Education Leadership, 1997</p> <p>Education Leadership, (Decreases vandalism) 21st Century Community Learning Centers, p. 31</p> <p>NHEIAP results, 21st Century Community. Learning Centers (pregnancy, drug use, vandalism highest in after school hours</p> <p>We will look for better ways to address concerns</p> <p>State standards for HS place ratio at 1:650; need nurse on site for emergencies</p> <p>will happen in the near future.</p> <p>21st Century Community Learning Centers Booklet</p> <p>No evidence sought at this point</p> <p>Needs are great. State standards not met.</p>

The Need For Prevention Programming During Non-School Hours

- It is estimated that over 87,000 NH youth are unsupervised during after school hours.
- According to one recent large scale study, latchkey children are at a significantly greater risk of truancy from school, stress, receiving poor grades, risk-taking behaviors, and substance abuse.(Dwyer et al., 1990)
- Latchkey children spend more time unsupervised during a year than they do in a school classroom.
- Latchkey children are 2/3 more likely to be victims of violent crime than the general population
- Violent crimes by youth are most likely to take place at the close of the school day, between the hours of 3:00 and 6:00 p.m.
- Latchkey children are 1.7 times more likely to use alcohol and 1.6 times more likely to smoke cigarettes.
- The hours between 3:00 and 6:00 p.m. are the most likely time for youth to engage in sexual intercourse.
- 1.2 million latchkey children go home to house with guns in them.
- Children attending after school programs have better peer relations, emotional adjustment, and better grades and conduct in school. These children were exposed to more learning opportunities, spent more time in academic and enrichment activities, and spent less time watching television. (Posner and Vandell 1994)
- **Teachers and principals are recognizing the positive effects of good quality programs on their students.** The Cooperative Extension Service (Riley et al., 1994) studied the effects of 64 programs that had received their assistance in 15 states. Teachers said that the programs had caused children to become more cooperative, learned to handle conflict better, developed an interest in recreational reading, and were getting better grades. Over one third of the principals stated that vandalism had decreased as a result of the program. In addition, 16 percent of participants avoided being retained in grade due to program participation, resulting in a savings of over \$1,000,000.

For more information on how your school can get involved in after school programming contact: PlusTime NH 1-800-432-5851.

RISK FACTORS FOR VIOLENCE IN INDIVIDUALS

The following factors that exist in the lives of individuals indicate a potential for aggression and violence. (More risk factors indicate a higher potential for aggression and violence.)

- 1 Lack of bonding and connection to family, school or community
- 2 Family history of and favorable attitude toward violence
- 3 Student has been poorly parented
- 4 Lack of basic physical needs being met
- 5 Association with violent peers; Gang member
- 6 Poor social skill development; lack of clearly defined social norms
- 7 Alcohol and other drug use
- 8 Overexposure to violence in the media
- 9 Academic failure and little commitment to school
- 10 Frequent school transitions; mobility
- 11 Lack of clarity and/or understanding of school rules, expectations and consequences
- 12 Inability of the school to effectively manage aggression and violence

U. S. Department of Justice 1994



RISK FACTORS FOR VIOLENCE IN SCHOOLS

The following conditions that exist in schools indicate a potential for aggression and violence.
(More risk factors indicate a higher potential for aggression and violence.)

- 1 **Large schools (over 1500 secondary and 800 elementary)**
- 2 **Schools that are overcrowded (exceed capacity)**
- 3 **Schools with little or no student involvement**
- 4 **Schools with rapid enrollment increases**
- 5 **Schools with a high number of students in transition**
- 6 **Schools with a large number of students with a family
 history of violence**
- 7 **Schools in communities with high crime rates**
- 8 **Schools with a large number of students of low
 socio-economic status**
- 9 **Schools with homogeneous grouping**
- 10 **Schools where people lack sensitivity to and understanding
 of other groups**
- 11 **Schools with staff not trained to deal with issues of student
 aggression and violence**
- 12 **Schools not communicating rules, expectations and consequences
 clearly**
- 13 **Schools with policies, regulations and procedures that do not
 adequately manage aggression and violence**

U. S. Department of Justice 1994



PROFILE OF A SAFE AND ORDERLY SCHOOL

- The school is organized into smaller, more manageable units of students, teachers and administration. (Houses, Pods, Teams, Families) Students and staff work cooperatively, establish close bonds, and treat each other with kindness and respect.
- The school rules and expectations are based on an agreed upon set of principles (fairness, respect, honesty, teamwork, responsibility, support etc.). The rules and expectations are written, taught, discussed, and followed. Everyone is held accountable for their behavior in following the rules.
- The school policies, procedures and practices conform to the principles and are designed to ensure student safety and success. Support systems have been established to help all people in the school when they are in need.
- The school focuses on the education of the whole child by providing programs for academic, social, physical and emotional well-being of the child (governance, peer leadership, sports, fitness, group counseling, clubs, wellness, mediation, etc.) The school promotes student competency, autonomy, and sense of responsibility to the others.
- The school recognizes its obligation to orient new members, care for the needy, work with the disruptive, reengage the alienated, and educate the unsuccessful. The school encourages the expression of diversity, the valuing of differences and respect for all people through its' programs and actions.
- The school provides a student-centered learning environment, relevant courses, varied methods to demonstrate proficiency, and flexibility in scheduling. Each is designed to make the school responsive to the needs of the students.
- The school is a safe haven for the the students, parents and community. It is a place for people to belong, feel safe, get help, learn, achieve, receive respect, be recognized, and be joyful.
- The school provides the staff with the needed support to educate the whole child. The staff gets the time, resources, equipment, materials, training, and respect needed to maintain the heart and soul of the system; the student-teacher relationship.



**Monadnock
Regional
School District
Educational
Improvement
Plan**

May, 1998

Members of the Monadnock Regional School District Educational Improvement Planning Committee

May, 1998

Name	Representing:
Corianne Babonis	Senior, MRHSE. Swanzey, NH 03446
Matt Burke	Parent, SullivanSullivan, NH 03445
Curt Cardine	District Administrator Troy, NH 03465
Wayne Cotton	Cheshire Center for Applied Science & Technology Keene, NH 03431
J.E.F. Craig	Executive Director, Cheshire County, YMCAKeene, NH 03431
Jan Fiderio	Former School Board, Parent, Gilsun Resident Gilsun, NH 03448
Heidi Flanders	Senior, MRHSE. Swanzey, NH 03446
Sheila Foote	DCYF/former board member Keene, NH 03431
Jane Freund	Parent, Swanzey, W. Swanzey, NH 03469
Dr. MarkFunk	Medical professional/parent Roxbury, NH 03431
Bill Hamill	School Board member, Swanzey, NH 03446
Diane Hardy	Teacher/Curriculum Coordinating Team, W. Swanzey, NH 03469
Kathy Holt	Assistant Superintendent, SAU #38, Swanzey, NH 03446
Ken Jue	Monadnock Family Services, Keene, NH 03431
Mike Neylan	Budget Committee member Roxbury, NH 03431
Barbara Richardson	State Representative, Richmond, NH 03470
Deborah Sawyer	Parent, Troy, NH 03465
Ted Smith	Troy Police/D.A.R.E. officer, Troy, NH 03465
Kathy Sportello	Parent, Surry, NH 03431
Joanne Walsh	MRSD alumni/Instructional Assistant, Fitzwilliam, NH 03447

Monadnock Regional School District Educational Improvement Plan

PART I STRUCTURES

Model

The Monadnock Regional School District has developed its educational improvement plan by working with many groups, each of which represents a larger segment of the total population in the school district. Most of these groups meet frequently to address specific areas of learning for students within the Monadnock Regional School District.

Much of the work in the area of curriculum, instruction, and assessment is channeled through the District's Curriculum Coordinating Team.

The Safe and Drug-free Schools Committee meets annually to discuss ways to reduce violence and substance use and abuse in our community, not just the schools.

The Title I Parent Advisory Committee provides a direct link to those parents whose children receive educational services under Title I, as well as providing the District with information representative of all parents.

All of our schools have parent teacher organizations. These and other groups are outlined in Part II, Procedures, Groups/Teams and Responsibilities.

The work of each of the groups is coordinated by the SAU administrators, especially the Superintendent of Schools and Assistant Superintendent, to assure that all groups have adequate, accurate, up-to-date information, and that each of the three Districts in the SAU has used area resources wisely. We are a rural school district, as is Hinsdale and Winchester, and many of our residents work in the Keene, Brattleboro, VT, or Winchendon, MA communities. Therefore, by sharing what we know and can do (such as utilizing the Business Education Partnership for all three districts), we can avoid duplication of effort and improve use of scarce resources.

Members of the Monadnock Regional School District Educational Improvement Planning Committee (DEIP Committee) were selected to represent all eight towns of the District, many different roles (parents, alumni, students, etc.) and the various businesses, agencies, and groups within our service area. A listing of the members and the groups each represents is listed in the Appendix. The Assistant Superintendent served as a liaison to the Superintendent for the work of this group.

All district groups eventually report to the Superintendent of Schools, who in turn, provides pertinent information on student progress and District activities to the Monadnock Regional School District Board. We report the results of our assessment of student progress to the public via a mailing to all residences in the District, as well as to all staff members. The Board receives several presentations each year on assessment, curricula, and instructional methodologies. We have a District monthly newsletter which is distributed to all staff members and to the Monadnock Regional School District Board. We believe we have improved our communications to the public, but wish to improve receiving feedback and input from our public.

History

The following outlines the steps we have taken which have led to the goals and tasks identified in this plan:

- | | |
|----------------------|--|
| July, 1994 | Keene area CEOs/Higher Education/Public Education Leaders (changed title to Business Education Partnership in April, 1996) met to discuss ways to improve education for all citizens in the region. Meetings continue on monthly basis to June, 1995 and quarterly for the 1995-96 school year. |
| March, 1995 | SAU administrators met to discuss strategies for gathering ideas, information, concerns, and needs from a wide variety of constituents in the Monadnock Regional School District |
| April, 1995 | At an all day work session, District administrators brainstormed "where we are now" and "where we should be" in our educational program |
| June 6, 1995 | Pre-plan approved by the Monadnock Regional School District Board.
Pre-plan submitted to NH Department of Education |
| July, 1995 | Monadnock Regional School District Board met to develop Board goals for the 1995-96 school year. Approved at Board meeting, July 18th. |
| Fall, 1995 | Administrators met with school center staff and discussed issues for the local education improvement plan |
| October 3, 1995 | School Board accepts Plan to Plan. Administration submits plan to NH Department of Education. |
| December, 1995 | District administrators met to brainstorm who should be on the DEIP committee, which administrators would serve on the committee, and when meetings should take place.
Committee membership and names and addresses listed later in Part II, Procedures, Groups/Teams and Responsibilities |
| February to May 1996 | Committee met bi-weekly from 7:00 to 8:30 pm. Brainstorm includes "What do we know about the District", "What do we feel is working well within our District", and "What would we like to see improve". Meetings included work in small groups on categories for improvement based upon data of the District.

Data was collected by Assistant Superintendent of Schools from various sources, including principals, teachers, project coordinators, the Director of Special Education, and community groups (BEP, etc.). Data is on file at SAU #38 Office. |
| June, 1996 | District Administrators met to review, revise, and formally accept recommendations from DEIP committee. |

History, continued

- July, 1996 Recommendations for LEIP go to School Board. The Board did not accept the Local Education Improvement Plan, but did accept the goals and tasks for the purpose of applying for funding under the Consolidated Act.
- July 15, 1997 Board Chair reauthorized District Educational Improvement Planning Committee.
- Dec., 1997 to Committee reconvened and reviewed original DEIP. Meetings were held on
April, 1998 December 9, 1997 and February 18, March 31, and April 28, 1998.
- May 5, 1998 Recommendations for LEIP go to School Board for approval.

The DEIP Committee will meet two to four times per year to assure that progress is being made at accomplishing the goals and tasks outlined in the DEIP and to make a report to the Monadnock Regional School Board.

Standards

In a lengthy process designed for gathering input from the public, school board, staff, students, and parents, five outcomes for student learning were developed and approved in 1989. These outcomes specify the areas of academic knowledge, critical thinking, and core values that we expect for all students within the Monadnock Regional School District.

The Monadnock Regional School District focuses all efforts on three cognitive and two affective goals which the District has adopted. These are:

Cognitive Goals:

- 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:

- 1.) develop within the students a respect for themselves and others;
- 2.) challenge students to an appreciation of learning and striving for excellence.

Each grade level and subject area have identified expected levels of achievement, and district-wide benchmarks for proficiency have been set at grades 4, 8 and 12. To establish benchmarks, the District has used the NH Curriculum Frameworks, national standards established by voluntary groups (such as NCTM, NSTA, etc.), the Governor's Task Force on Education (1990) and our own local groups. These standards and benchmarks, which are identified in the District Curriculum Guide, are available at each school, from each member of the Curriculum Coordinating Team, and from every school principal.

As we assess student achievement against these standards, we review and revise our curriculum, instruction and/or assessment to assure continuous improvement. (See below, in Assessment.)

Our beliefs guide our planning and actions related to how we will ensure that all students can meet our outcomes. The basic belief statements guiding the education of students are:

- A. The school's business is "Teachers Teaching and Students Learning". Teachers cause learning.
- B. Almost all students are capable of learning the prescribed curriculum.
- C. People want to succeed and they grow from their strengths.
- D. Principals are the instructional leaders of the school.
- E. Success is judged on the basis of outcomes.
- G. Change is a process.

Our schools base their efforts on the Seven Correlates of Effective Schools. These correlates guide our efforts at providing environments which are conducive to learning for all students, promote the highest quality of well-trained staff, and work with the communities in our region to assure that our educational programming enables our students to be life-long learners able to succeed in a global economy.

We have collected a plethora of data on our schools, activities, achievements, and areas of need and put all of this information in a "notebook" for easy access by administrators, staff, parents, school board members, students, or community members.

Curriculum Alignment

The Monadnock Regional School District began its curriculum review process almost 10 years ago by asking the community and staff what they believed students should know and be able to do by graduation. The three cognitive and two affective goals, above, were the result of this process.

We have brought teachers together twice each year to review, revise and update the stated outcomes. For the past two years, these meetings have focused on assuring that our outcomes include the concepts and proficiency standards incorporated in the New Hampshire Curriculum Frameworks. In subject area groupings, teachers went through the Frameworks standards and looked for similar outcomes in our curriculum. Where the outcomes were similar but wording was different, we put the most comprehensive wording into our curriculum. Where the Framework standard was not included in our curriculum, we debated its inclusion. If our curriculum included outcomes not included in the Frameworks, we debated their inclusion in our curriculum. After approximately eight hours of work in teams by subject and level (primary, intermediate, high school) we made the following decisions:

- * MRSD will not move US History to grade 10 to accommodate the NHEIAP.
- * While we presently offer Civics to some 9th graders and World History to others, we will restructure our Social Studies to have all students take both courses and have all students take economics (or its equivalent) by the end of tenth grade.
- * We will not include manipulation of unlike denominators in our mathematics curriculum prior to fourth grade.
- * We will reorder some concepts of our elementary science program so that those included in the Frameworks will be taught or reviewed between grades four through six.

Our next step in this revision process will be to bring teachers together *by grade level* during the summer to determine the scope of each grade's curriculum as well as to suggest ways to integrate concepts across the grade level curriculum. Teachers will be paid a stipend from our Goals 2000 grant and our School-to-Career grant to accomplish these tasks.

Once all decisions for the Monadnock Regional School District Curriculum are completed, the outcomes will be put into a database for ease in manipulation by teachers (to search by grade level, subject area, concepts, topics, etc.), printed in what we affectionately call the "Kolarik Format" (named for the classroom teacher who helped to develop the format which helps teachers view the entire curriculum on one page) as well as in our "District Format" (which outlines the way each subject area addresses the District's goals, the outcomes, necessary equipment, resources, and materials, as well as evaluation strategies for the subject at the specific grade level). Each teacher will receive a copy of the District Curriculum for the grade/subject they presently teach as well as the grade level before and the one after their present assignment. Having all three grade levels (courses) available to them will enable them to address students who are working at ends of the performance levels.

Assessment

The Monadnock Regional School District has been working on a plan for improving student achievement for ten years. A survey was done asking staff, parents, and community members for their input into what they hoped students would know, do and be like at their graduation from Monadnock Regional High School. Since 1989, staff has met for four workshop days each year (two district-wide and two at the local school center) to learn more about and discuss ways to improve the numbers of students reaching higher standards of performance. After identifying outcomes and standards for performance, staff members developed procedures for assessing student progress at meeting these high standards in the areas of academic knowledge, skills and behaviors; critical thinking; and core values. In March, 1994, all fourth grade teachers, and representatives from grades eight and twelve met to develop assessment tools based upon our standards and benchmarks.

Since then, we have assessed a random sample of students in grades four, eight, and twelve for their progress at reaching our stated outcomes each year. In the first year, baseline data was collected, teachers reviewed and revised instruction and the assessment tools to better measure that which we hoped students would know, do and be like. Once we had access to the results of the third grade NHEIAP, we included this data in our revision of our instructional improvement plans. Each year, when we receive results of the NHEIAP, the information on areas of strength and areas of weakness are addressed at the District and school levels and changes or revisions in our curriculum are made as determined by our local teams, groups, or committees.

As national and state standards have been published, we have also incorporated significant portions of these standards into our curriculum. The National Council of Teachers of Mathematics Standards are used as the basis of the mathematics program. We have used materials from the National Science Teachers Association, the National Council of Teachers of English, the National Council for the Arts Standards, and the Civics, Geography, and History Standards, each from their own groups in our curriculum revision process. These documents have helped us develop improved assessment tools for the evaluation of our educational programs.

This year we will have in place an assessment process for determining student progress in performance of the critical skills. Four years in the making, we have had to modify our tool each year to such an extent that we could not assess all students at benchmark years. Most of the complications have been in the area of "ease of management." While we have been able to clearly state what it is we want students to demonstrate in critical skills, we could not find a system that made management of the data by teachers easy. We believe we have found a method for grades K - 6, and are double-checking to be certain that our plan for the high school will produce a valid measure of progress over time.

Our individual schools also administer standardized tests to determine school improvement needs. Cutler School uses the California Achievement Test for grade 5; Mt. Caesar uses the Reading Recovery tests and school developed reading and writing continuums; all students in grades 2 - 6 at Troy and Emerson Schools take the California Achievement Test; and Surry, Sullivan and Gilsum Schools administer the Scott, Foresman, Co. Reading Tests. Monadnock Regional High School participates in the ASVAB, assesses all eleventh graders using the DAT. All students complete a Senior Project as part of their English grade.

Each year, the data is provided to the staff and administrators on the first Back-to-School Workshop Day in August. The School Board receives this information in a formal presentation at its first meeting in September. A brochure explaining the assessment, the results and the goals for the upcoming year is mailed to all residents in the District. Information is also provided to each school staff at a staff meeting in August or September to address questions or concerns they may have about ways to improve student performance.

The Curriculum Coordinating Team (CCT), comprised of teachers and administrators representing various subjects, grade levels and school sites, reviews the results of our assessment data. The CCT makes all curricular or instructional decisions for the year based upon these results. The teachers involved in the assessment at grades four, eight, and twelve, meet to discuss what impact and import the results can and should have on all grade levels or subject area curricula and instruction. Recommended changes are communicated through the CCT to each school. Staff and administration have an opportunity to provide input back to the CCT which then considers all input and makes final recommendations for changes, additions, deletions, etc.

The data that we have been collecting has provided us with interesting insights and opportunities. Fourth grade teachers discovered that although the "writing" assessment tool has not changed, we have been expecting higher standards for writing throughout the year. Because students were writing better in all genres (expository, creative, poetry, etc.) we were expecting increased levels of performance on the assessment each year even though we did not change our "rubrics" for "proficiency" or "above proficiency" levels. These rubrics, which focused on the mechanics and grammatical aspects of writing, did not look for the use of adjectives and adverbs, descriptive sentences, or analogies, creativity, etc. While the data indicating "proficiency" did not show huge gains, a comparison of student writing in 1994 to that of 1996 shows remarkable improvement! Clearly, the process we have chosen for determining improvement of student performance has been effective in enhancing learning. Our writing rubrics now include creativity, topic development, etc. in their scoring. We will continue to review and revise our curriculum, instructional methodologies, and assessment tools to ensure continuous improvement in student learning.

Our next step is to use technology to manage the data which we are collecting. For five years, I have been asking Advanced Systems and the NH Department of Education to put the data from the NHEIAP onto a data disk that allows us to segregate and manipulate data so that we can quickly collect areas of weaknesses and needs. Using Goals 2000 funding this year, we purchased new computers for all building level administrators so they can manage school data from a variety of sources better and use the data for program improvement. We will be training all administrators in this process this summer.

Professional Development

Both the Staff Development Committee and the Curriculum Coordinating Team develop plans for in-service training for our staff and administrators. The SAU # 38 Staff Development Committee, serving Monadnock Regional School District, Hinsdale School District, and Winchester School District, meets monthly throughout the school year and sets up workshops for all certified staff (which includes both professional teaching staff and certified instructional assistants.) A needs assessment is done every spring asking staff to identify areas of need.

The Curriculum Coordinating Team plans the two district-wide workshops which take place every year and provides input into the two annual school-based curriculum workshop days. The CCT uses the district-wide assessment results to plan the work of these four days and to determine changes in curriculum, instruction, and assessment. Since all changes go through the CCT, it is imperative to ensure that this Team is kept abreast of innovative practices, and of recent research in the field of education. The team meets monthly as well as on an "as needed" basis.

Opportunities to attend local, state or national workshops, seminars, or conferences are made available to staff with the expectation that those attending these training opportunities will share this information with others through in-district workshops, SAU #38 Staff Development workshops, or through the District newsletter.

Funding for registration, mileage, meals, and if needed, accommodations, are provided to staff through a variety of funding sources. Certified staff members may access up to \$500.00 per year for personal staff development activities. They may also apply for course reimbursement of up to \$500.00 per year if they are in an approved post-graduate program. The District also provides funding to send staff to workshops, conferences, and seminars at the request of the administration.

The SAU #38 Staff Development Committee has access to \$5,000.00 to pay for speakers and materials for presentations done within the SAU. These workshops generally run for two to three hours after school or for six hours on a Saturday. We have offered workshops on learning styles, dealing with difficult students, and content specific workshops such as Project Wild or NH History Make It and Take It.

We have hired consultants to work directly with small groups of teachers for areas of interest or need. For example, the English Department at Monadnock Regional High School worked with a consultant to address moving to heterogeneous grouping at the junior high school level. We have offered a week long "Activities Integrating Mathematics and Science (AIMS) training for the four summers. Attendance has been excellent with over thirty K - 8 teachers participating each year.

The District has also been working with Antioch New England Graduate School in the development of assessment tools for the critical skills. In July, 1994 eighteen teachers and administrators participated in a week long training program in use and implementation of a critical skills model and ideas for assessing students progress at becoming proficient critical thinkers. This group then met for a full day, once each month throughout the school year to address concerns, share ideas, and gain support for their efforts. This group met for another week in July, 1995 at which time all work was geared toward the development of effective and easy to use assessment tools. Also, another team of twenty-eight staff members and administrators began the training for use and implementation of the critical skills model. In summer, 1997, sixteen staff members were trained in this model. We expect a smaller turnout for the summer, 1998 team. In the first three years, monthly meetings were held during the school year. For those working on the assessment tools, the meetings were held for a full day. In year two, we met after school or on Saturdays and holidays to avoid having twenty-eight people out of classes at the same time. All groups now meet together to ensure full implementation of the model and to practice using the assessment tools. To assure that

administrators were properly trained to supervise and evaluate teachers using this new model in their classrooms, the District's six principals and the Superintendent and Assistant Superintendent traveled to Oneonta, NY for a three-day Administrator's Training in the Critical Skills Model.

It is hoped that we can provide released time for teachers to continue the discussions for continuous improvement. Based upon the success of our fourth grade teachers' meetings for developing and reviewing the assessment tools, the District hopes to bring many such grade level or subject area teachers together for discussions and planning for improved student learning.

We have identified a need for more teacher and support staff training in our inclusion model for special education services and support. Staff are especially concerned about those students with emotional and behavioral disabilities. Because we hope to be able to have these students participate fully in our regular classroom activities and instruction, we need to provide appropriate training for staff in classroom management and discipline as it relates to the special needs of this population.

GROUPS/TEAMS AND RESPONSIBILITIES

The mission of continual student improvement and success cannot be accomplished by a small group of people. We need the support and input from as many Monadnock Regional School District employees, board members, parents, students and community members as possible. Although our staff is dedicated to helping each and every student be successful in their adult lives, students are the responsibility of the entire community, state and nation.

Parents must be fully involved not only in the direct education of their children but in the educational system in which all student learning takes place. Every school within our District has a parent teacher group, individually organized to reflect the goals and climate of the school. These groups' tasks vary from fund raising for curriculum-related field trips to organizing field days, to reviewing curriculum, instruction, and assessment at the school level.

Each school also has a variety of working groups which review such projects and initiatives as reporting of student progress, school management, and curricular review. Monadnock Regional High School is working on the recommendations from New England Association of Secondary Schools Council evaluation. This accrediting council provides feedback on a schools procedures and systems as well as the "product" it delivers to students and the community. The school had its on-site evaluation in September, 1996 and will submit a two-year report in October, 1998.

The District has developed a system of teams, committees and working groups to work in conjunction with the Monadnock Regional School Board and staff. This system is described above under "Structures" in Part I. Since all district-wide groups eventually report to the Superintendent of Schools, coordination of all groups is managed through the SAU #38 office. The Superintendent reports pertinent information to the School Board via mailings and the "Superintendent's Report" at each Board meeting. Minutes of District committee meetings are available for all staff to review. Efforts are made to communicate decisions to the public through school newsletters and the local media. The District also provides a "call-in" service entitled "InfoLine" funded by local businesses. People can call in to receive information about school closings, the hot lunch menu for the week, school activities, and district board meetings.

Among the various groups working on school improvement are the following:

School Board Members
SAU #38 Administrators
Monadnock Regional School District Administrative Team
District Educational Improvement Planning Committee
Business Education Partnership
Curriculum Coordinating Team
SAU #38 Staff Development Committee
Monadnock Regional School District Safety Committee
Individual School-based Parent Teacher Groups
NEASC Evaluation Team at MRHS
MRSD School-to-Career Team
Individual Subject Area Curriculum and Assessment Groups
School Improvement Program Teams
Critical Skills Team
United Way of the Monadnock Region, "Success by Six" Committee
Keene Rotary Club

Procedural Guidelines

Managing a District of 2,770 students (and growing at a rate of about 2.2%) spread out through eight rural towns, requires a great deal of coordination and effort. The following groups work toward improving student learning in their own way.

School Board Members: The Monadnock Regional School District Board has 10 representatives from the eight towns served by the District. The Board has developed policies and procedures for conducting school district business. There are a variety of standing committees of the Board such as "Facilities", "Policy", "Finance", and "Negotiations". There are also task forces, such as the "Time on Learning Task Force" which meet as necessary. The Board meets twice a month from September through June, and monthly during July and August. Comments from the public are encouraged.

SAU #38 Administrators: Comprised of the Superintendent, two Assistant Superintendents, the Director of Special Education, Business Administrator, and Technology Coordinator, this group meets on an as needed basis to direct the work of the SAU which serves Hinsdale, Monadnock Regional, and Winchester School Districts. Plans for required activities, such as the LEIP, are initially discussed by this group to assure compliance with laws and regulations for all districts as well as to use scarce personnel resources more effectively.

Monadnock Regional School District Administrative Team: The Administrative Team consists of the Superintendent, the Assistant Superintendent for MRSD, and the six school centers' principals. When needed, the Business Administrator, Director of Special Education, and the Technology Coordinator meet with the Administrative Team. This Team meets monthly with additional meetings scheduled when needed. All district-wide decisions are discussed by this group. Principals serve as the liaison to staff in communicating concerns, ideas, recommendations, requests, etc. between the schools and the Administrative Team.

District Educational Improvement Planning Committee: Representing all schools; all towns; governmental leaders; services agencies for the region; area businesses; parents; the school administrative, teaching and support staffs; alumni; and students, this group meets quarterly. The plans for school improvement were developed through a consensus building process and then refined by small sub-groups of this committee. Plans are that this group will continue to meet at least biannually to review progress toward meeting identified goals, and to set additional goals and tasks for continuous improvement.

Business Education Partnership: CEOs, presidents of area colleges, and top administrators of SAUs #29 and 38 meet to discuss ways to improve the community through quality education for all citizens from birth through adult life. They have developed a vision and mission statement, have established a funding mechanism to support their activities, and will be trying to coordinate all of the various groups and activities which share a similar vision or mission as this group. They are assisting with the third annual Tri-district Workshop Day to be held October 9th for area school personnel both at the public school and collegiate levels as well as for representatives of business.

Curriculum Coordinating Team: Representing all school centers and various subject areas and grade levels, this Team coordinates all district-wide curriculum, instruction, and assessment. They plan the annual district workshop days, give feedback to the Administrative Team on perceived needs, and consider the impact of certain programs, such as School-to-Work and Safe and Drug-free Schools, on student learning. They participate in training programs so that they are knowledgeable of recent trends and research in education and communicate this back to their respective school staffs.

SAU #38 Staff Development Committee: This SAU wide committee plans and coordinates all in-service training programs for certified staff in the Hinsdale, Monadnock Regional, and Winchester School Districts. Representation includes the three school boards, administration from each district, teachers and other certified staff members from all three districts, a parent, and a student. They are also responsible for the SAU Staff Development Master Plan, which will be revised during the 1996-97 school year. Their annual budget is \$5,000.00 per year.

Monadnock Regional School District Safety Committee: Although only recently required by law, MRSD has had a Safety Committee for several years. Representation comes from administration at both the SAU and school level, maintenance staff, support staff and certified staff. This group is responsible for overseeing the safety and well-being of all employees, students, and visitors to the schools and grounds of the District. The Committee reports to the Business Administrator for SAU #38. Committee members are paid a stipend for their service. This year, a team of twenty-five employees will attend the "New Hampshire Celebrates Wellness Conference" in Wolfeboro, NH in June.

Individual School-based Parent/Teacher Groups: Every school has a parent/teacher organization which provides support and input to the local school. Membership and purposes vary by school. Membership lists are on file at the school office.

NEASC Evaluation Teams at MRHS: The NEASC evaluation process is designed to provide a vehicle for self-assessment of how well a school addresses its stated philosophy, mission, and goals. For the one and one-half years, all certified staff at Monadnock Regional High School worked on the evaluation of their school. The NEASC Visitation Committee did their evaluation in September, 1996, and submitted their report to the District in March, 1997. Presently, a small group of teachers and the high school principal meet to review how recommendations cited in the report will be addressed. Teams and membership lists are on file at Monadnock Regional High School.

Individual Subject Area Curriculum and Assessment Groups: Efforts to improve curriculum in all subject areas for grades K - 12 have been underway in the Monadnock Regional School District for the past ten years. There are eight "standing" committees for the academic areas offered in the District. Coordinated by the Curriculum Coordinating Team, each proposal for changes in curriculum, instruction, or assessment which is planned for district-wide implementation is submitted to the CCT and distributed throughout the district by the CCT. The CCT then collects feedback on the impact of these changes before adopting them.

School Improvement Program Teams: Several district schools have participated in the School Improvement Program as it was initially conceived by the NH Alliance for Effective Schools. Efforts vary by school, and plans and results for each school are on file at the individual school office.

Critical Skills Team: The Critical Skills Team provides support and training to those teachers and administrators implementing the Antioch New England Graduate School Critical Skills Model. Rather than a "program", this model is a way of thinking about learning that encourages real-life experiences from which students gain in-depth insight into how the world works and functions. The Team meets frequently, some members for a full day, others for a half-day or Saturday. With over 70 people trained at an advanced level and many more with initial training, this model has helped improve student achievement in the areas of critical thinking and the district's core values. A "steering committee," or core group, plans activities to provide all members with continuing support of their efforts and with additional training as needed.

All of these teams, groups, and committees report to the Superintendent of Schools directly, through the Assistant Superintendent for Curriculum, Instruction, and Assessment or through the building/school center principals. The District's decision-making procedures follow a site-based management philosophy. Whenever possible decision making is done by consensus of those people directly affected by the decision.

As with all schools, time management, especially time for teaching staff to meet with each other and with teachers from other schools, is difficult. Our certified staff has a 188 Day contract of which four days are in-service/curriculum days. We also provide substitutes in the classrooms so that teachers can meet together for a variety of work activities, such as monthly meetings of the Critical Skills Team, or for teachers to meet on curriculum, assessment, and instruction by grade level or subject area. On occasions, we have used grant monies to provide stipends for staff to work during the summer.

The Monadnock Regional School District Board makes decisions regarding policies and implementing procedures, then delegates responsibility for implementation and management of the policies to the Superintendent of Schools. As mentioned above, the Board meets twice each month, with sub-committees meeting on an as-needed basis. As we have been involved in a building program, the Facilities Committee has been meeting almost weekly.

The District has been actively involved in continuous improvement for many years, and has developed strategies for accomplishing stated goals and completing tasks. Management of time is done as a site-based decision, with staff making the decisions on how to get work done. Deadlines are set and work is delegated to the appropriate person. Necessary resources are provided to assist in the completion of a task, and a collaborative effort is made to accomplish work when needed.

To facilitate communication among staff and administrators, the District has recently networked each principal and SAU Administrator, as well as many staff members, to a First Class Client Server telecommunications network. We can now communicate more effectively as messages can be left for "All Administrators" or specific individuals, without trying to call and "catch" someone by phone, or leaving a paper trail of memos. This has been a highly effective mode of communication.

To follow up on our educational improvement plan, the DEIP Committee plans to meet at least twice each year to receive information on the status of the LEIP and to work on revising the plan as needed.

PART II PROCEDURES

Evaluation Criteria

The Monadnock Regional School District monitors its progress on meeting the goals and tasks identified in its LEIP in many ways.

The work of the DEIP Committee has led to the presentation of a draft LEIP which has been presented to the Administrative Team and to the Curriculum Coordinating Team. Revisions were incorporated into the plan. The Monadnock Regional School District Board approved the plan at its May 5th, 1998 meeting. The plan will be accessible at each school and at the SAU #38 Office for community members, parents, students, and all employees.

School by school, we survey parent satisfaction with the school(s) which their children attend. Results are shared with staff, parents, and the community and kept on file at the school. Plans are then developed to improve the services, curriculum, or instructional methods of the district or the individual school.

We will continue to evaluate students' academic progress using both the District-wide student assessment at grades 4, 8 and 12, and the NHEIAP at grades 3, 6, and 10. Results of both assessments are published in area newspapers, as well as placed on file at each school. A brochure reporting on the District's assessment of student progress is mailed to 6,000 area residents in September of each year. Teachers and administrators meet to discuss the assessment procedures and outcomes and make plans for improving student achievement and performance against high standards.

We assess teachers' in-service needs each spring via a survey of staff asking their areas of need and interest. We have discovered that teacher sharing and support is one of the most effective means of in-service training. By asking staff what they know about and can share with others, we increase the possible training opportunities we can provide our staff. This has been the foundation of our Tri-district Workshop Day sponsored by SAUs #29, 38 and 60 - teachers sharing with teachers.

The School Board establishes its goals for the upcoming year at a special meeting, usually held on a Saturday in early fall. These goals are formally accepted at the next regularly scheduled Board meeting and become part of the minutes. Progress at meeting these goals is reported on throughout the year under "Superintendent's Report" at Board meetings. Some goals, such as the Building Plan, continue from year to year, while others are expected to be accomplished in one year.

The Superintendent and Assistant Superintendent meet frequently to plan for the work of the upcoming year. A chart has been developed which outlines the work of the top district administrators. A report on progress is made to the School Board each year.

We also survey students at grades 5, 7, and 9 on their use of chemical substances. We have been using the "American Alcohol and Drug Use Survey™" for the past two years. This data helps us determine progress at reducing substance use among our student body. The DEIP Committee recognized a need for not only reduction of use by our students, but a reduction in substance use and abuse by our community at large and has identified this as one area for the Monadnock Regional School District to work collaboratively with the community. The School District will continue our efforts to eliminate substance use from the lives of our students and will work with service agencies, local and state law enforcement officials, and community members to reduce its use by all members of our community. Reports on our progress will be made annually to the School Board and the public.

We continue to monitor our student drop-out rate, the numbers of graduates going on to post-secondary education, and work toward improving our "Follow-up of Graduates" study .

PART II MANAGEMENT

The District's mission, goals, and outcomes provide the focus for improvement of student performance toward higher standards. As mentioned above, we focus our efforts on these things so as to improve student learning, enhance our use of our limited resources, and avoid duplication of services. We now coordinate all projects through the Assistant Superintendent of Schools, not to "control" the dollars or efforts, but to assure *coordination* of the dollars and efforts. The goals and tasks that were developed by the DEIP Committee in 1996 have been used as the basis for all decisions for spending grant dollars, both federal and charitable. For example, we have used Title II funds to support staff training in the area of science education (identified as a need on the NHEIAP), and used Goals 2000 and School-to-Career funds to provide for the purchase of supplies and equipment for implementing the classroom activities. This "consolidation" of effort has enhanced what we can offer our students in the classroom both in the way of improved teaching as well as more equipment and materials.

Co-chaired during the first year by Mary Fosher, a former teacher, parent, and resident of one of our towns and Diane Hardy, a certified teacher, Curriculum Coordinating Team member, and resident of another town, the District Educational Improvement Planning Committee was given the task of identifying goals and tasks to be accomplished by the District over the next five years. This group was not to be responsible for the implementation of the plan or for the activities which will lead to school improvement. The work of the Committee formed in 1995-96 was not approved by the Monadnock Regional School Board. However, in July of 1997, the Board Chair reauthorized the DEIP Committee to review the initial plan, make revisions, and bring the plan back to the Board for approval. The DEIP Committee was reconvened on December 9, 1997, then met on February 18, March 31, and April 28, 1998 to complete their update of the DEIP.

PART III

GOALS AND TASKS

The District's mission and outcomes provide the focus for improvement of student performance toward higher standards. The following general goals have been developed by the District Educational Improvement Planning Committee as part of the strategic plan for improving education for all students in the Monadnock Regional School District. The complete plan was approved at the May 5th meeting of the Monadnock Regional School District Board meeting.

1. Provide appropriate Staffing and Staff Support to enhance student learning.
2. Ensure that every student is supported by an appropriate environment and policies and procedures that lead to improved student learning.
3. Continuously review and revise curriculum, instruction, and assessment procedures district-wide to assure alignment with state frameworks and national standards.
4. Ensure that school facilities adequately meet the educational needs of students, staff, and the community.
5. Seek additional ways to provide for adequate financial support.
6. Provide means to increase community awareness of educational goals, plans, and activities and seek ways to improve community involvement in the schools' decision-making.

The following specific goals and related tasks have been developed by the District Educational Improvement Planning Committee and the District Administrative Team as part of the strategic plan for improving education for all students in the Monadnock Regional School District.

Staffing and Staff Support

Goals:

1. Provide staff with more in-service training geared toward changing the behavior of disruptive students.

Task:

- * Assess system needs, staff abilities and staff needs.
- * Set up classes and workshops available for all staff.

2. Provide opportunities for common planning time to promote team teaching and staff communication.

Task:

- * Schedule planning time in the day and in the yearly calendar to include teachers and instructional assistants.
- * Support a team teaching resource person in each school.

3. Assure implementation of newly revised curriculum.

Tasks:

- * Review curriculum, implement identified changes, monitor changes.
- * Inform staff of the changes in curriculum.

4. Ensure implementation of "best practice" methodology in all classrooms.

Tasks:

- * Survey staff for knowledge and implementation of "best practice".
- * Provide in-service training based upon results of survey.
- * Provide technology support in every building.

5. Commit to an improved standard for student/teacher ratio which will support those instructional methodologies to aid all student's learning.

Task:

- * Decrease class size where it is above District standard.
- * Engage in continuous monitoring of the appropriateness of the established standards.

6. Increase skill level of staff working with educationally disadvantaged youth.

Tasks:

- * Provide in-service training for all staff.
- * Provide in depth training for those staff members working directly with educationally disadvantaged youth (assistants, tutors, etc.)
(This task connects with "Staffing and Staff Support" goal # 1.)

Student Support

Goals:

1. Continually improve district discipline to maintain a safe and orderly environment.

Tasks:

- * Align the 1993-94 Discipline study with handbooks, policies, etc. and review and revise to remove inconsistencies.
- * Increase "positive" student recognition (such as positive notes and calls to parents).
- * Assist all students with goal setting skills early in school career to promote positive, self-directed plans for their future.
- * Utilize technology to allow monitoring of student performance.

2. Improve support services for all students to enable them to meet higher standards.

Tasks:

- * Develop a plan for serving those educationally disadvantaged youth we presently do not serve well.
- * Implement, monitor, and assess for effectiveness, plans for ensuring all students meet higher standards, including those students who are educationally disadvantaged.
- * In collaboration with community agencies, include a medical component in plans as required.

3. Continue improvements in area of transition between elementary, secondary, post-secondary educational programs, and work.

Tasks:

- * Develop a plan to support students through such programs as advisor/advisee, clusters, and activities.
- * Work toward full separation of junior from senior high school.
- * Continue working with the Business Education Partnership.
- * Develop articulation agreements with post-secondary programs.
- * Work with local agencies and businesses to ensure that all citizens have the educational equivalent of at least a high school diploma and recognize their responsibility to life-long learning.

4. Develop a flexible school community to meet the needs of all students.

Tasks:

- * Explore whole school activities, school within a school, etc.
- * Encourage staff to visit other schools with recognized programs.
- * Support teachers meetings with staff from other schools with successful programs.
- * Provide training for staff in areas selected for implementation.
- * Explore innovative ways to extend learning time.

Student Support

Goals, continued

5. Explore offering before/after school programs for all age and grade levels.

Tasks:

- * Collaborate with other community organizations.
- * Utilize college interns to assist in program.
- * Create a Social Work position.
- * Create a position to coordinate the program and provide training.
- * Create a funding stream to develop the above.
- * Work with the community to expand the schools' role as a center for learning.

Curriculum, Instruction and Assessment

Goals:

1. Make the reporting of student progress more meaningful to students and parents.

Task:

- * Redesign reporting systems.

2. Ensure that continual assessment of students' progress more closely matches our District's goals.

Tasks:

- * Provide staff development activities for assessment.
- * Examine samples of our own assessment and that from other districts for ideas and information.

3. Improve instruction in areas of physical education, health, and music by increasing opportunities at all grade levels.

Tasks:

- * Increase allotted time for each curriculum area.
- * Train staff to incorporate wellness concepts into their instruction.

4. Update curriculum to ensure real life application and relevance to a changing technological society.

Tasks:

- * Continuously review curriculum and make recommendations for change to assure alignment with the New Hampshire Curriculum Frameworks.
- * Continue to encourage staff training.

5. Explore expansion of the 3-year old pre-school program to include all eligible and interested students of the district.

Task:

- * Expand the training opportunities of the Cheshire Center Child Care Program to prepare MRHS students to assist in the operation of a district pre-school program.

6. Develop good citizenship skills in all students.

Tasks:

- * Stress citizenship in existing curricula.
- * Explore Service Learning as a component for graduation.
- * Provide training for staff in area of citizenship.
- * Provide training for students supporting other students.
- * Expand the social skills curriculum to include pre-school through grade 12.

Facilities

Goals:

1. Continue with the current facilities plan.

Task:

- * Make efforts to comply in all areas with NH Minimum Standards for School Approval.

2. Implement the new plan for next five years to assure continuous improvement.

Tasks:

- * Continuously review current needs.
- * Facilities Committee to review the new plan prior to the completion of current plan in 1999.

Financial Support

Goals:

1. Determine the level of available resources and assess the utilization of these resources.
(This goal connects with "Student Support" goal # 2.)

Tasks:

- * Engage in grant writing to NH Charitable Foundation, etc. for funding.
- * Within the District budget, identify areas of support categories, such as special education, school health services, guidance services, etc.

2. Eliminate duplication of services.

Tasks:

- * Identify and contact trainers in our region who can assist in developing the system and plan for services.
- * Within the District budget, identify areas of support categories such as special education, school health services, guidance services, etc.

Community Support

Goals:

1. Explore ways of increasing parental involvement and support.

Task:

- * Provide additional information to parents in more effective ways.
- * Utilize technology to assist in this goal.
- * Seek information from parents on their wants, needs, and goals.

2. Increase involvement of businesses, social service organizations, and the community with the schools.

Tasks:

- * Communicate to business the need for parents to be involved with children and their education.
- * Consider providing information to parents at their workplace such as bag lunch meetings or workshops.
- * Seek information from all groups on their wants, needs, and goals.
- * Work with the community to expand the schools' role as a center for learning.

3. Reduce all substance use and abuse.

Tasks:

- * Enhance educational programs for students at all grades.
- * Involve community in reduction of substance availability through partnership with schools.
- * Work with area agencies and service organizations to provide more opportunities for students during their leisure time.

4. Develop a volunteer program for each school, coordinated by a paid volunteer coordinator.

Tasks:

- * Recruit, train, and maintain a volunteer pool.
- * Encourage more senior adult involvement in volunteering.

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 A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: Moderators of Fitzwilliam, Gilsum, Richmond, Roxbury, Sullivan, Surry, Swanzey, and Troy
Date: April 22, 1998
From: Bill Wheeler

The Monadnock Regional School District School Board voted to initiate a procedure to address Article 12 from the 1998 District Warrant. That procedure is attached.

The Article described the committee structure. Within that description is the call for one citizen from each of the eight Towns to be nominated by the Moderator. A committee members worksheet is attached. Please fill in the name of the citizen with the necessary information (as is possible) and return it to this office. If you are not able to do this prior to the first meeting then the information will be gathered at that meeting.

The initial committee meeting will be at 7:00 P, Tuesday, June 9, 1998 at the Wyman House in Swanzey.

Please call the office if you have any questions or concerns regarding this procedure.

MONADNOCK REGIONAL SCHOOL DISTRICT
STUDY GROUP FOR REORGANIZING OR WITHDRAWING FROM SAU #38 and
REAPPORTIONING THE MRSD SCHOOL BOARD
By: School Board Action April 21, 1998

In response to a favorable vote on ARTICLE TWELVE, March 10, 1998.

"To see if the Monadnock Regional School District will vote to establish a Study Committee to research the feasibility of reorganizing or withdrawing from SAU #38 and the Question of reapportioning the School Board of the Monadnock Regional School District. The Committee shall consist of a member of the Board of Selectmen from each of the eight towns in the Monadnock Regional School District, to be chosen by the Board of Selectmen of each town; and one citizen from each town, to be chosen by the town Moderator of each town; and two members from the School Board, to be chosen by the School Board. The Committee shall meet on a regular basis and make its recommendations to the School Board and the public by the 1999 Annual Meeting."

The Monadnock Regional School District school board accepting the advice of the voters on REORGANIZING OR WITHDRAWING FROM SAU #38 and REAPPORTIONING THE SCHOOL BOARD OF THE MRSD, calls a meeting to address the issues.

Invited to the meeting are one selectmen from each of the eight towns, one other citizen from each of the eight towns, and the school board's two representatives. The school board expects the Towns to select those members to be invited.

The initial committee meeting is scheduled for 7:00P, Tuesday, June 9, 1998 at the Wyman House in Swanzey.

Committee's charge:

Thoroughly research law and practice surrounding the questions of "whether Monadnock Regional School District should reorganize or withdraw from SAU #38" and "whether the Monadnock Regional School District should reapportion the school board?"

And, present an oral and written report of findings and recommendations to the Monadnock Regional School District school board who will be responsible for reporting to the communities prior to the Annual Meeting (First Session) in February, 1999.

Committee structure:

Committee members, by vote, at the initial meeting, shall select a chairperson, vice-chairperson, recorder and reporter.

All committee meetings are to be posted and be open to the public.

Committee votes shall conform to school board voting procedures.

Set calendar within guidelines presented in this document or as otherwise agreed to with the MRSD school board.

Committee time line:

Initial meeting	June 9, 1998
Committee Meetings	(as scheduled by committee)
Oral and written report to MRSD school board	Dec 15, 1998
Written summary presented to MRSD homes via mail	Jan 30, 1999
Oral and written presentation at First Session	Feb, 1999

Name	Address	Town	Telephone	FAX	Email
		Fitzwilliam			
		Fitzwilliam			
		Gilsum			
		Gilsum			
		Richmond			
		Richmond			
		Roxbury			
		Roxbury			
		Sullivan			
		Sullivan			
		Surry			
		Surry			
		Swansey			
		Swansey			
		Troy			
		Troy			

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

May 5, 1998

**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. 7:00 P CONSENT AGENDA

- a. Minutes of previous meeting
- b. Old Business

4. 7:10P OTHER SCHOOL BOARD BUSINESS

- a. Action on the Manifest
- b. District Educational Improvement Program (DEIP) approval requested
(see attachment)

5. 7:25P Setting the next meeting's agenda

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

6. 7:30P NHSBA School Board Workshop - Paul Krohne, Executive Director NHSBA

7. 9:20P NON PUBLIC SESSION

- a. Personnel Contract
- b. Negotiations
- c. Legal Issues

8. ADJOURNMENT

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Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD Board Members
Date: April 29, 1998
Topic: Notes on Board Agenda Items
From: Bill Wheeler

We know what we are, but know not what we may be.
--Shakespeare, Hamlet, IV, v.

This meeting will be devoted to participating in a New Hampshire School Board Association (NHSBA) sponsored board workshop. The leader will be NHSBA's Executive Director, Paul Krohne. Dr. Krohne has asked some questions about what topics would be most appropriate. I have shared some of those with him including; boardsmanship, ethics, procedure, the legal role and responsibility of the board and its members, and then advised him that we have a relatively new board in terms of years of service on the Board. He will pursue these topics with you at the beginning of the workshop so if you have other topics you wish to have addressed please be prepared to announce those at the meeting.

Mr. White, MRSD Board Chair, and I have been in conversation concerning these issues.

As you observe, the agenda is limited to those items of critical need to conduct. It is planned that we can conduct those items quickly and proceed to the workshop. The workshop is open to the public and they are welcome to listen and participate if recognized by the board chair. The workshop will be conducted as part of your regular meeting.

4.b. Kathy Holt has again lead a community committee through the process and procedure of decision making necessary to develop our District Educational Improvement Plan (DEIP). It is similar to the plan which was presented to you last year.

Two reports are presented for your review and will be on the agenda for May 19, 1998.

If you have questions or concerns please call Glenn or myself.

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
May 5, 1998
Troy Elementary School

CALL TO ORDER:

The meeting was called to order at 7:08 PM by Glenn White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, L. Gurley-Mozie, B. Hamill
L. Sicotte, C. Starrett, G. White, Dr. William Wheeler, Superintendent of Schools and
Kathy Holt, Assistant Superintendent. Also present were C. Cardine, D. Stockwell, D.
Gagne, D. Elkavitch, J. Marchand and S. Turner.

CONSENT AGENDA:

Minutes of previous meeting;

L. Gurley-Mozie MOVED: That the minutes of the April 21, 1998 school board meeting
be approved as written. SECONDED: by B. Hamill. DISCUSSION: G. Bednarski
corrected his presence at the non public session. VOTED: 9-0-0-1.

Old Business;

L. Sicotte asked the Board to reconsider the decision of March 3 to allow a student to
attend MRSD tuition free. D. Arguin asked for clarification of the decision. There was
no further discussion.

Action on the Manifest;

B. Hamill MOVED: That the Board approve the Manifest in the amount of \$773,164.25.
SECONDED: by D. Gurian. (Warrant 343-Payroll, 4/22/98, \$368,351.21; Warrant # 364-
Payroll, 4/22/98, \$128,910.74; Warrant #366-Payroll, 4/27/98, \$1,591.55; Warrant #368-
Payroll, 4/27/98, \$350.78; Warrant #37, 5/5/98, \$273,885.28; IRS payment, 4/29/98,
\$74.69) VOTED: 9-0-0-1.

District Educational Improvement Program (DEIP) approval requested;

K. Holt reviewed the Monadnock Regional School District Educational Improvement
Plan included in the Board packet. She stated that this plan is required for funding under
Goals 2000 and serves as a basis for tech literacy, School to Work and other grants.
She discussed the history and outline of the plan and implementation of grant moneys
and reminded the Board that the goals and plans were accepted by the previous Board.
Cognitive and Affective Goals were described and K. Holt discussed the curriculum
alignment to state frameworks. In response to questions, K. Holt described tests and
testing results. She stated the next step is to bring teachers together to look at the scope of
curriculum which will be completed by August 5, 1998. K. Holt reviewed the assessment
information provided by the state. L. Sicotte asked questions regarding standardized
testing in the individual schools. She reviewed the Goals. B. Hamill thanked K. Holt for

the outstanding job done coordinating the DEIP. D. Gurian MOVED: That the Board accept the MRSD Educational Improvement Plan as presented. SECONDED by D. Arguin. DISCUSSION: Board members expressed concern with the outcome of the assessment tests and discussed the possibility of setting a numerical goal. K. Holt stated that the goal of the testing is to be able to look at progress. D. Carluccio encouraged K. Holt to look at using outside resources and volunteer efforts to address substance abuse and other concerns. C. Cardine reviewed community efforts in Troy. VOTED: 8-1-0-1.

Setting the next meeting's agenda;

1. Conflict of Interest policy
2. Student Enrollment Projections
3. Summer Manifests
4. Deputy Treasurer's compensation.

NHSBA School Board Workshop - Paul Krohne, Executive Director NHSBA

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Robert A. Seymour, Business Manager

Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

To: MRSD Board Members
Date: May 13, 1998
Topic: Notes on Board Agenda Items
From: Bill Wheeler

Perfection of means and confusion of goals seem, in my opinion, to characterize our age.
-- Albert Einstein, Out of My Later Years

Words for the ages. To focus. Too focus. Two focus. That is the purpose and function of governance, management, and leadership. Sometimes I wonder what we are focused on.

4.d. Two parent requests are attached for your review and action. They are typical of those requests which you have acted upon in the past.

4.f. Recent legislation requires districts to formulate policy on "manifest educational hardship". The legislation is sketchy at best, but it does include enough direction to help us comply to the request. A copy of information received from Barbara Loughman is attached as some clarification. Obviously, this has not been legally tested. It does clearly indicate that parents may request a change of schools if that the school is having detrimental or negative educational effects on the child. I have placed language which one may presume but is not directed; and that language informs the parent/guardian that they are responsible for proofing that the school is having detrimental or negative educational effects on the child and that a change would correct the problem. I believe this relieves the school from proofing that the placement is not creating a hardship or educational hardship. Procedurally, it explains that the board will hear parent/guardian requests for change of placement within a certain time frame. At that point the board has a policy on hearing grievances. I would suggest you use that policy to hear the grievance. This will be the first reading of the policy.

4.g. The student enrollment projection data was sent to you in the last mailing. It reflects numbers which are forecasted based on recent enrollment data. I interpolated from those numbers and interjected some correctives for what may be more reasonable. For example, it is unreasonable to think Troy Elementary will continue on a downward enrollment trend or that MRHS will continue to grow at its most current upward trend.

4.h. The MRSD 1997-1998 budget is looking better. It is over by a very few dollars. This amount can and will be dealt with in a positive fashion before June 30, 1998. For the new board members, the current budget was flawed early on. In August we began work on correcting what we knew to be faults in the budget.

4.j. The board needs to set the annual compensation for the assistant treasurer's position. We presently pay the treasurer \$2,000 annually.

4.k. Mr. Stockwell has submitted a list of suggested changes to the MRHS Student Handbook. I have had a review of the changes and could not discern any conflicts with existing laws or policies.

4.l. Ms. DeCoste and Ms. Tatro wish to extend student opportunities by working with the Keene Family YMCA. The document reflects the nature and conditions of that working arrangement. We would like for you to take action on this proposal.

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
May 5, 1998
Troy Elementary School

CALL TO ORDER:

The meeting was called to order at 7:08 PM by Glenn White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, L. Gurley-Mozie, B. Hamill
L. Sicotte, C. Starrett, G. White, Dr. William Wheeler, Superintendent of Schools and
Kathy Holt, Assistant Superintendent. Also present were C. Cardine, D. Stockwell, D.
Gagne, D. Elkavitch, J. Marchand and S. Turner.

CONSENT AGENDA:

Minutes of previous meeting;

L. Gurley-Mozie MOVED: That the minutes of the April 21, 1998 school board meeting
be approved as written. SECONDED: by B. Hamill. DISCUSSION: G. Bednarski
corrected his presence at the non public session. VOTED: 9-0-0-1.

Old Business;

L. Sicotte asked the Board to reconsider the decision of March 3 to allow a student to
attend MRSD tuition free. D. Arguin asked for clarification of the decision. There was
no further discussion.

Action on the Manifest;

B. Hamill MOVED: That the Board approve the Manifest in the amount of \$773,164.25.
SECONDED: by D. Gurian. (Warrant 343-Payroll, 4/22/98, \$368,351.21; Warrant # 364-
Payroll, 4/22/98, \$128,910.74; Warrant #366-Payroll, 4/27/98, \$1,591.55; Warrant #368-
Payroll, 4/27/98, \$350.78; Warrant #37, 5/5/98, \$273,885.28; IRS payment, 4/29/98,
\$74.69) VOTED: 9-0-0-1.

District Educational Improvement Program (DEIP) approval requested;

K. Holt reviewed the Monadnock Regional School District Educational Improvement
Plan included in the Board packet. She stated that this plan is required for funding under
Goals 2000 and serves as a basis for tech literacy, School to Work and other grants.
She discussed the history and outline of the plan and implementation of grant moneys
and reminded the Board that the goals and plans were accepted by the previous Board.
Cognitive and Affective Goals were described and K. Holt discussed the curriculum
alignment to state frameworks. In response to questions, K. Holt described tests and
testing results. She stated the next step is to bring teachers together to look at the scope of
curriculum which will be completed by August 5, 1998. K. Holt reviewed the assessment
information provided by the state. L. Sicotte asked questions regarding standardized
testing in the individual schools. She reviewed the Goals. B. Hamill thanked K. Holt for

the outstanding job done coordinating the DEIP. D. Gurian MOVED: That the Board accept the MRSD Educational Improvement Plan as presented. SECONDED by D. Arguin. DISCUSSION: Board members expressed concern with the outcome of the assessment tests and discussed the possibility of setting a numerical goal. K. Holt stated that the goal of the testing is to be able to look at progress. D. Carluccio encouraged K. Holt to look at using outside resources and volunteer efforts to address substance abuse and other concerns. C. Cardine reviewed community efforts in Troy. VOTED: 8-1-0-1.

Setting the next meeting's agenda;

1. Conflict of Interest policy
2. Student Enrollment Projections
3. Summer Manifests
4. Deputy Treasurer's compensation.

NHSBA School Board Workshop - Paul Krohne, Executive Director NHSBA

NON PUBLIC SESSION:

At 9:33 PM, B. Hamill MOVED: That the Board enter into non public session to discuss a personnel issue. SECONDED: by G. Bednarski. VOTED: 9-0-0-1 by a roll call vote. L. Sicotte questioned D. Arguin's participation in discussion of negotiations due to a conflict of interest. Dr. Wheeler advised the Board to follow Board Policy.

Dr. Wheeler presented a letter of resignation from Joseph Watts effective at the end of the current school year.. D. Gurian MOVED: That the Board accept the resignation of Joseph Watts. SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

At 9:45 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by C. Starrett. VOTED: 9-0-0-1.

G. Bednarski MOVED: That the Board adjourn. SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

Respectfully submitted,



Sharon E Turner

Non-Public Session (For School Board Members only)

7.b. Ellen Cronin has submitted a letter of resignation. She has served as the assistant principal of MRHS for the past four years. Her letter is attached for your review.

7.b. Karen Mattson is requesting a two month leave to adopt a child. In the past because this is a personnel matter it has been handled in a non-public session unless the employee requested it to be held in public session. Recently, some board members have questioned the legality of such procedures. We have used Characteristic #3 under characteristics of a non-public session as the basis for such actions. Characteristic #3 states, "Matters which, if discussed in public, likely would affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting." One may apply this to Characteristic #1 which addresses the dismissal, promotion or compensation of a public employee. This particular issue deals with the compensation, as a benefit, of an employee. This is a board decision. My advice is, and has been, to decide on the conservative side of acting in non-public session. Any action, with descriptive notes, are available to the public within 144 hours of action; unless, the board votes to seal the non-public minutes. If you vote to seal the minutes a stated reason must accompany the vote. The vote to seal with the reason becomes available to the public within the 144 hours rule.

April 16, 1998

Dear Dr. Wheeler and Monadnock Regional School Board,

The purpose of this letter is to request that our daughter, Kayla, be allowed to enroll in Troy School for the 1998-1999 school year. She has attended Troy School for the past two years for both Kindergarten and first grade. We would like for Kayla to attend Troy School for her second grade schooling. We are Sullivan residents, and therefore already a part of the Monadnock Regional School District. Barbara teaches at Troy School and will, as always, be able to provide transportation.

Thank you for your consideration of this matter and we look forward to your response.

Sincerely,

Barbara Donald

Barbara and Donald Arguin

cc: Curtis Cardine

TO BILL WHEELER SUPERINTENDENT

Phone 585-7796

April 21, 1998

I AM WRITING TO YOU BECAUSE I WOULD LIKE MY SON GLEN GOODWIN TO ATTEND TROY SCHOOL IN SEPTEMBER. HE WILL BE GOING INTO FIRST GRADE, HE IS PRESENTLY IN CHRIST LUTHERAN (tendered shepard) SCHOOL. GLEN HAS ATTENDED THERE FOR THE PAST 2 YEARS. I WOULD LIKE HIM TO ATTEND TROY TO FOLLOW HIS CLASSMATES TO FIRST GRADE. I HAVE SPOKE WITH MR. CARDINE HE HAS TOLD ME THE PASTOR OF MY SONS SCHOOL OFTEN VISITS TROY SCHOOL. THAT WAS GOOD TO HEAR!

I WAS VERY IMPRESSED THE OTHER DAY WHEN I HAD STOPPED IN, IT WAS VERY QUIET AND SEEM VERY MUCH IN CONTROL. THAT WAS COMFORTING. OUR DAUGHTER HAD ATTENDED THERE AT ONE TIME, AND MY STEP SON WAS THERE FOR SPECIAL HELP (I.E.P.) PROGRAM. SO I AM FAMILAR WITH TROY SCHOOL. MY SON TALKS ABOUT GOING TO FIRST GRADE WITH ALL HIS FRIENDS, I HOPE THIS WILL BE POSSIBLE FOR HIM.

Sincerely, RUSSELL & SHARLENE GOODWIN

Mr. & Mrs. Russell & Sharlene Goodwin,

523 Fullam Hill Rd.

Fitzwilliam, NH 03447

29 Memorial Drive
Troy, NH 03465
May 1998

Mr. Glen White
Monadnock Regional School District School Board

Dear School Board Members:

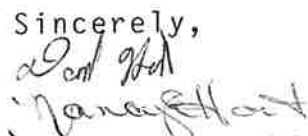
We are requesting permission to allow our son, Jason Hart to remain at the Emerson Elementary School for the 1998-1999 school year. Jason is currently in the third grade and has attended school at the Emerson Elementary School since the fall of 1997.

I am employed at the Emerson Elementary 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 has been alleviated due to Jason attending school in Fitzwilliam.

Mrs. Craig has given us her continued support in our decision.

We will take full responsibility for transportation to and from school.

Thank you in advance for your attention in this matter.

Sincerely,

Nancy and David Hart

I. Parties and Term

Draft agreement between Keene Family YMCA and Mount Caesar Elementary School

- A. Mount Caesar School
- B. May 5, 1998
- C. School year/Ongoing

II. Terms and Conditions

- A. Keene Family YMCA will offer
- B. After School Program
 - 1. After school till 6:00 PM
 - 2. For the school year
 - 3. Grades kindergarten through fifth grade
 - 4. Vacations, snow days, and staff workshop days will be exceptions
 - A. In-service days, YMCA closed, prior notification given
 - B. Holidays, will provide vacation schedule
 - C. Summer, camp will be available
 - D. Early closure, from Y or school with notification
 - 5. Days not providing services, prior notification given
 - 6. YMCA will provide own materials and snacks
 - 7. The Keene Family YMCA and Mount Caesar Elementary School will comply with all state and federal regulations.
 - 8. YMCA agrees to secure a child care license from the state of NH
 - 9. All staff will be provided by the YMCA
 - 10. Agreement to comply will all applicable laws at federal, state and local levels to include
- C. Mount Caesar School is not the employer of the YMCA staff
- D. Mount Caesar Elementary School will supply
 - 1. Space for program to exist
 - 2. Tables, chairs, storage area for supplies, access to gym, playground, bulletin board and kitchen for food storage and cooking
 - 3. Utilities, lighting provided by the school
 - 4. Custodial services provided by the school
 - 5. Refuse removal provided by the school
 - 6. The YMCA staff will follow any requests and school policies as the above mentioned
- E. Optional
 - 1. The YMCA program will be located in the Mount Caesar School for the school year/ongoing
 - 2. Scholarship programs are available
- F. Tuition schedule for services rendered
 - 1. Late pick up fees will be charged for payment and pickup

2. Non-school days extra charge for vacation and snow days
3. Holiday and summer fee will be extra
4. Handbooks and parent information will be given

G. Insurance

1. The YMCA is covered under the Y-Mutual insurance program with Clark Insurance
2. Proof of insurance will be sent to the school

THE NEW ENGLAND INSTITUTE OF CHEMISTS

A DIVISION OF THE AMERICAN INSTITUTE OF CHEMISTS

Officers: Nancy Buck, President, ThermoLyte Corp., 45 First Avenue, Waltham, MA 02254. (781) 622-1342; fax: (781) 622-1025

Ken Brody, President-Elect, 20 Mountain Street, Sharon, MA 02067. (617) 258-6138; fax: (617) 253-8745,

Elinor O'Brien, Secretary, Sonntag Cancer Institute, Boston College, Chestnut Hill, MA 02167. (617) 552-3556; fax: (617) 552-2011

Jerry Jasinski, Treasurer, Department of Chemistry, Keene State College, Keene, NH 03435. (603) 358-2257; fax: (603) 358-2563

Mr. James E. Harris
50 Dover Street
Keene, NH 03431

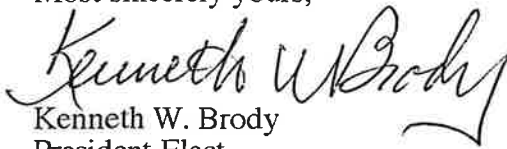
Congratulations! The New England Institute of Chemists (NEIC) is pleased to inform you that you have been selected by your peers and members of the Institute in your state for the Secondary School Chemistry Teacher Award for New Hampshire, 1998.

This award indicates the outstanding effort you present to your students while learning chemistry, and to many, inspiring them to pursue chemistry as part or all of their career choices. It is the dedication, skill and knowledge that you demonstrate in your classroom that distinguishes you in your teaching.

The award will be presented at the NEIC Annual Awards Ceremony, April 30, 1998; McElroy Commons, Boston College, Chestnut Hill, MA 02167, 5:30 - 9:00 P.M. You and a guest are invited to be our guest at the banquet.

If you have any questions, or if you cannot attend the ceremony, please contact Elinor O'Brien, secretary, at 617-552-3567, email: obrien@bc.edu

Most sincerely yours,


Kenneth W. Brody
President-Elect

**NEW HAMPSHIRE SCHOOL BOARDS ASSOCIATION
NEW HAMPSHIRE SCHOOL ADMINISTRATORS ASSOCIATION**

To: Superintendents
CC: School Board Chairs
From: Dean Michener and Mark Joyce
Date: April 19, 1998
Subject: Results of current year district meetings

Below are the results of the brief survey which you completed during the last two weeks on the results of March District Meetings. This information will help both Mark and myself in our discussions with legislators. Thank you for your timely responses.

Number of Respondents: 152

Does this district operate under:

<u>66%</u> Traditional School District Meeting	<u>30%</u> Official Ballot Law (RSA 40:13, "SB 2")
<u>4%</u> City Council	<u>0%</u> Budgetary Official Ballot (RSA 197:5-b, "HB 141")

• Did the district consider [adopting] 16% or [rescinding] 7% the official ballot law? 23% Yes 77% No
If Yes, was either the adoption or rescission approved? 11% Yes 89% No
[3 Districts adopted 40:13 (SB 2) and 1 District rescinded 40:13 (SB 2)]

1. Did your district warrant include an article on teacher contracts? 44% Yes 56% No
If Yes, was it approved? 95% Yes 5% No
2. Did your warrant include an article on support staff contracts? 25% Yes 75% No
If Yes, was it approved? 92% Yes 8% No
3. Did your warrant include an article for a deficit? 10% Yes 90% No
If Yes, was it approved? 93% Yes 7% No
4. Did your warrant include an article for a bond issue? 24% Yes 76% No
If Yes, was it approved with a $\frac{2}{3}$ majority? 30% Yes 70% No
(10 bonds passed)
If it failed, did it receive a simple majority (>50%)? 56% Yes 44% No
5. Was your budget approved as proposed by the school board? 81% Yes 19% No
If No, the adopted budget as amended was 68% Lower or 32% Higher

(Clarification for Official Ballot Meetings Only)

- 5a. If No, is the adopted budget:
27% Amended budget from 1st deliberative session?
73% Default budget?



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

May 12, 1998

Mr Daniel Stockwell/ Principal MRHS
580 Old Homestead Hwy
E Swanzey, NH 03446

Dear Mr Stockwell,

It is with bittersweet feelings that I submit to you this letter of resignation for the position of Assistant Principal at Monadnock Regional High School. Over the past few months, I have given this a great deal of thought, examining this decision from all sides. After extensive deliberation, I've concluded that it is best for me that I resign this position effective July 31, 1998. Based on my transition experience four years ago, it would be unfair to Monadnock Regional High School community and to the new Assistant Principal to leave the job any sooner.

I will always be grateful for the opportunity to work as the Assistant Principal at Monadnock Regional High School. Over the past four years, I have continually given 100% of myself to the students, staff and parents of the Monadnock High School community. Through this effort I have grown as an individual and I have gained the ability to look at situations from many different angles.

It is part of my character to take any task presented to me and do the most complete job as possible. I have realized that the demands of this job and all the expectations and needs from staff, students and parents have become too time consuming. With this realization, it is best that someone else fill this position. Based on my experience and supported by statistics throughout the state, it is my opinion the Monadnock school community would be best served by having two Assistant Principals to meet the demands of the current high school enrollment.

I have always tried to interact in a positive way with staff and students in all different types of ways during my tenure at MRHS. Time constraints based on the demands of the job have limited those interactions. I realize that I have missed those positive interactions and I will be seeking future job opportunities being involved with students in the classroom.

Be assured that I will do everything possible to help with a smooth transition so that the new Assistant Principal will have good understanding of the demands of the job. Thank you for all your wonderful support over these past four years and for all the time and effort you have shown on my behalf to help me become a better person.

Sincerely,

Ellen Cronin

Mr. Glenn White, Chairman Of the School Board
Monadnock Regional School District
Old Homestead Highway
East Swanzey, N.H. 03446

April 21, 1998

Dear Mr. White,

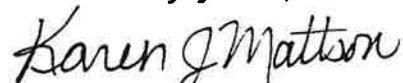
In view of the fact that my husband and I are in the final stages of adopting a baby from China, I am writing to confirm my ability to obtain a two month leave of absence. A definite date has not yet been established. A tentative date of October or November 1998 should be when we get our referral; shortly thereafter we will travel. As soon I know a definite date I will inform you, my principal and supervisor.

I have been a Title I Instructional Assistant for the Monadnock Regional School District for the past 15 years. Under the Family and Leave Policies I understand that I would utilize my accrued sick time in conjunction with this leave. Also that my medical insurance would change to a family plan and the deductions would continue to be paid through my bi-weekly paycheck.

I feel this time is most needed for the two week trip to China and the subsequent bonding process for the baby and us. Also, time needed to acquaint the baby with the daycare provider for when I return to work.

I appreciate your consideration and approval of this request.

Sincerely yours,



Karen J. Mattson

cc: Dr. William Wheeler, Superintendent
David Mousette, Principal
Pamela Loney, Title I Coordinator

M D E A

FROM THE CO-PRESIDENTS

Joanne Marchand
Cutler School
352-3383
Fax 352-0815

May 5, 1998

Terry:

Place in
May 5, 1998

Bill file.
Bill

ch
hool

Mr. Glenn White, Chairman
MRSD School Board
Swanzey Center, NH

Dear Mr. White,

This is to inform you that the Monadnock District Educational Association, NEA-New Hampshire, desires to bargain a Master Contract for the school years 1998-1999 (retroactive) and 1999-2000. This notification is in accordance with the requirements of RSA 273-A:3.

We would like to propose, to the School Board, that we enter these negotiations without the involvement of outside parties. We do not foresee that this process will be a long and protracted one and we would like to conclude these negotiations as expeditiously as possible.

In the event that you agree with this proposal we would like to meet with the MRSD negotiating team as soon as a convenient date can be set up. In our preliminary discussions we have determined that any of the following dates would be acceptable to our team members: 6/1/98, 6/3/98, 6/4/98, 6/8/98, 6/9/98. If possible we would suggest using the same meeting place (the MRSD boardroom) and meeting time (6:30 PM) as during the previous negotiations.

Please let us know, by 5/22/98, if you are in agreement with our proposal to enter negotiations without outside negotiators and if one of the dates presented will be convenient for our first meeting. Thank you for your attention to this matter.

Sincerely,

Diana S. Elkavitch *Joanne Marchand*

Diana S. Elkavitch

Joanne Marchand

CONFLICT OF INTEREST

To promote public confidence, neither the School Board collectively nor any members of the Board will:

- 1) offer or accept money or anything of value for, or in consideration of, obtaining an appointment, promotion, privilege, or favor with the school district;
- 2) disclose to any person, not entitled thereto, information gained by virtue of office or employment, or otherwise use such information for personal gain or benefit;
- 3) accept any gift, favor, or service that might tend to influence the discharge of duties.

Board members will abstain from voting on, or participating in, matters in which they have a personal interest because of friendship or kinship or financial gain or loss.

No Board member shall be a candidate for full time employment by the school district during his term of office.

No Board member shall sponsor a candidate for employment by the school district.

May 4, 1993

MANIFEST EDUCATIONAL HARDSHIP

If a parent/guardian believes the attendance of their child at the school to which they are assigned within the Monadnock Regional School District will result in a manifest educational hardship to the child, the parent/guardian may apply to the school board for a change of school assignment to:

- a. Attend another Monadnock Regional School District school; or
- b. Attend another public school in New Hampshire.

The parent has the responsibility of demonstrating that the present placement is detrimental or will have serious negative educational effects on the child. The demonstration must show that the child exhibits a condition which is highly unique and of such substantial need that those conditions and/or needs cannot be addressed by changes or accommodations in the school to which the child is currently assigned. The parent/guardian has the responsibility of demonstrating how a change of the child's placement would address those conditions and/or needs. Upon written receipt of such arguments the school board shall schedule a hearing date within the next twenty (20) working days.

The superintendent shall act as advisor to the school board.

If the school board determines that a manifest educational hardship does exist they may waive the child's current school assignment and reassign the child to another MRSD school; or they may reassign the child to another New Hampshire public school.

If the school board determines that a manifest educational hardship exists and assigns the child to another school in the Monadnock Regional School District transportation to and from that school will be provided at district expense for the child.

If the school board determines that a manifest educational hardship exists and assigns the child to another New Hampshire School District the Monadnock Regional School District will pay the receiving school's current tuition and provide transportation to and from that school for the child.

If the parent or guardian are aggrieved by the school board's decision they may petition that decision to the New Hampshire State School Board in accordance with New Hampshire Code of Administrative Rules - Ed. 200.

Ref: RSA 193:3 & Ed. 320

First Hearing:

Second Hearing:

SOULE, LESLIE, KIDDER, SAYWARD & LOUGHMAN

ATTORNEYS AT LAW

LEWIS SOULE
(1924-1986)

ROBERT P. LESLIE
BRADLEY F. KIDDER
DAVID W. SAYWARD
BARBARA F. LOUGHMAN
MICHAEL S. ELWELL
GORDON B. GRAHAM
DIANE M. GORROW

658 UNION AVENUE
LACONIA, NEW HAMPSHIRE 03246-2500

TELEPHONE: (603) 528-4805
FAX: (603) 524-6237
E-MAIL: SLK@LR.NET

220 MAIN STREET
SALEM, N.H. 03079
TEL.: (603) 898-9776
FAX: (603) 898-3418

Memorandum

TO: Superintendents of client School Districts

FROM: Barbara F. Loughman

SUBJECT: Manifest Educational Hardship/New State Department
of Education Regulation

DATE: April 29, 1998

=====

RSA 193:3 allows parents to apply to a school board, to change a child's school assignment, on the basis of manifest educational hardship, at the expense of the district in which the child resides. In 1995, the Legislature amended RSA 193:3 to require that the State Board of Education adopt rules regarding manifest educational hardship and related issues affecting a child's attendance at school. The statute also requires school districts to establish policies, consistent with the State Board's rules, allowing the school board, with the recommendation of the Superintendent, "to take appropriate action including, but not limited to, assignment to a public school in another district where manifest educational hardship is shown."

The State Board of Education adopted a manifest educational hardship regulation, which goes into effect on May 1, 1998. Ed. 320. A copy of the regulation is attached. The main points of the regulation are:

- The regulation allows a change of school assignment to attend another public school in the same school district or to attend a public school in another district. It does not contemplate reassignment, on the basis of manifest educational hardship, to a private school.

- In applying to the school board, the parent must demonstrate “the detrimental or negative effect” on the child if the child continues to attend the school to which he or she is assigned.
- The regulation does not otherwise define “manifest educational hardship”.
- Local school boards must adopt their own policies allowing the school board “with the recommendation of the Superintendent, to take appropriate action including, but not limited to, assignment to a public school in another district where manifest educational hardship is shown.”
- The regulation also applies to requests for exemption from the attendance requirements of an AREA agreement.

The requirement that the school board establish a policy allowing the school board “with the recommendation of the Superintendent” to act, can be interpreted to require the school board to reassign a pupil, only where the Superintendent also recommends the reassignment. However, it can also be interpreted to require only that, before deciding whether or not to reassign, the school board obtain the Superintendent’s recommendation, which it may then follow, or not, as the board may choose.

RSA 193:3 does not restrict reassignment on the basis of manifest educational hardship, to public schools, but provides only that the child may be assigned to another school in the same district, or in another district. Although this same language is found in subparagraph (d) of the regulation [Ed. 320.01(d)], subparagraphs (a) and (c) of the regulation list only two possibilities for reassignment, a public school in the district or a public school in another district.

The final sentence of the regulation reads “if a parent or guardian is aggrieved by the decision of the school board, cooperative school board, or the AREA receiving school board, he/she may appeal to the State Board in accordance with the provisions of Ed. 200.” For districts which are members of an AREA agreement, RSA 195-A:4-a allows the school board of a receiving district and the school board of a sending district, mutually to agree, upon a showing of hardship, to exempt a pupil, or pupils, from the sending district, from the AREA Agreement attendance requirements. The reference to school board, cooperative school board or the AREA receiving school board, in Ed. 320 indicates that the regulation applies to reassignment under RSA 195-A:4-a (Exemption from the AREA Agreement Attendance Requirement) as well as to reassignment by single district and cooperative school boards.

Some of the issues that have been raised, in manifest educational hardship cases, may be helpful, in deciding what sort of policy to adopt. For example, in one case,

involving a dispute under an AREA Agreement, the sending district parents complained about the quality, class sizes, and lack of equipment, in the schools of the AREA receiving district and requested exemptions, from the AREA Agreement attendance requirements, on that basis. [In that case, the State Board accepted the Recommendation of the Hearing Officer that a perceived lack of quality of the AREA schools does not constitute manifest educational hardship.] Other cases have involved children with medical problems. A recent example involves a child with severe allergies, whose parents claimed that the air quality in a particular school building aggravates the child's asthma. Medical problems can also be addressed by a Section 504 plan.

Last fall, the State Board of Education developed a *draft* regulation, which was not adopted. Unlike the final regulation (Ed. 320.01) the *draft* included some substantive criteria for determining manifest educational hardship, which may be a helpful starting point for school boards developing their own manifest educational hardship policies. The substantive criteria in the *draft* were: whether the school meets the standards for public school approval; whether the distance from the assigned school would cause significant problems; and whether the student possesses a highly unique and substantial need that, if not rectified, will result in significant hardship for that student.

We recommend that any local regulation include language to the effect that the student must have a highly unique and substantial need not shared by other children attending schools in the district and that cannot be addressed by changes or accommodations in the school to which the child has been assigned. In addition, any regulation should take into account local concerns and characteristics, such as whether you are a large district with several elementary schools, a rural district with heavy transportation expenses, etc.

Adopt Part Ed 320 to read as follows:

PART Ed 320 MANIFEST EDUCATIONAL HARDSHIP

Ed 320.01 Change of School or Assignment.

(a) If a parent(s) or guardian 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, a parent or guardian may apply to the school board for a change of school assignment to:

- (1) Attend another public school in the same district; or
- (2) Attend a public school in another district.

(b) In order to apply to the school board for a change of school assignment based on manifest educational hardship a parent shall demonstrate the detrimental or negative effect on the pupil if the pupil continues to attend the school to which he/she is assigned.

(c) If a school board determines that manifest educational hardship has been found, the school board shall issue a waiver of the school assignment and the student shall be reassigned to a reasonably available public school, in the district or in another district.

(d) Each school board shall establish a policy, which shall allow a school board, with the recommendation of the superintendent, to take appropriate action including, but not limited to, assignment to a public school in another district when manifest educational hardship is shown.

(e) If a parent or guardian is aggrieved by the decision of the school board, cooperative school board, or the AREA receiving school board, he/she may appeal to the state board in accordance with the provisions of Ed 200.

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

Swanzey, New Hampshire 03446

Hinsdale School District Monadnock Regional School District Winchester School District

Dr. William V. Wheeler - Superintendent

Margaret Sullivan, *Assistant Superintendent*

Kathleen Holt, *Assistant Superintendent*

Robert A. Seymour III, *Business Manager*

Kenneth R. Dassau, *Director of Special Services*

May 5, 1998

From: Bob Seymour, Business Manager 

To: Monadnock School Board

Re: Monadnock School District, End of Year 1997/1998 Budget Projection

Please find the enclosed summary sheet (with backup sheets) regarding the end-of-year (June 30, 1998) budget projection. Line 982 of the cover, summary page shows gross budget totals and column F of line 982 shows the projected end-of-year balance. Any significant, unforeseen increase to Special Education costs over the next 6 weeks would correspondingly change the end-of-year projection.

CC: Superintendent Wheeler

Enclosed: 97/98 Budget Projection

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
May 19, 1998

MEETING AT
Monadnock Regional High School, Swanzey

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

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 - High School Guidance - Mary Caldwell
- d. Parent request for student placement (see attachment)
- e. Discuss "Conflict of Interest - MRSD Policy BBFA" (see attachment)
- f. Policy proposal (Manifest Education Hardship - JFBA) (see attachment)
- g. Discussion "Student Enrollment Projections" (Mailed in last meeting's packet)
- h. MRSD 1997-1998 Budget review (see attachment)
- i. Permission to act on Manifests during July and August
- j. Set Deputy Treasurer's annual compensation
- k. Act on MRHS's Student Handbook changes for 1998-1999 (handed out at the last meeting)
- l. Discuss and act on after school children program between Keene Family YMCA and Mt. Caesar Elementary School (see attachment)
- m. Action on the Manifest
- n. Correspondence/announcement.
 - 1) THE NEW ENGLAND INSTITUTE OF CHEMISTS announcement of James Harris being selected as Secondary School Chemistry Teacher Award for New Hampshire, 1998 (see attachment)
 - 2) NHSBA's "Results of Current Year District Meetings" (see attachment)

5. 9:00P SUPERINTENDENT'S REPORT

- a. MRSD Administrative Team "Five Year Goals of the Administrative Team" (Mailed in last meeting's packet)

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.	_____

Monadnock Regional School District

School Board Meeting

May 19, 1998

Monadnock Regional High School Library

CALL TO ORDER:

The meeting was called to order at 7:05 pm by Glenn White, Chairperson.

Present:

D. Arguin, G. Bednarski, D. Gurian, L. Gurley-Mozie, B. Hamill, M. Sears, L. Sicotte, G. White, Dr. William Wheeler, Superintendent of Schools and Kathy Holt, Asst. Superintendent of Schools, and Bob Seymour, Business Manager. Also present were C. Cardine, D. Stockwell, D. Gagne, L. DeCoste, B. Tatro, D. Bell, K. Craig, J. Marchand, and D. Elkavitch.

1) CONSENT AGENDA:

a. Minutes of previous meeting:

D. Gurian MOVED: That the minutes of the May 5, 1998 school board meeting be approved as written. SECONDED: by L. Gurley-Mozie. VOTED: 8-0-0-2.

b. Old Business:

L. Sicotte asked the Board to reconsider the decision of March 3 to allow a student to attend MRSD tuition free. There was no further discussion.

2. CITIZENS CONCERNS:

Mr. Cote explained a situation with three students at Monadnock Regional High School.

At 7:12 pm, D. Gurian MOVED: That the Board go into non-public session to discuss issues related to student discipline. SECONDED: M. Sears. VOTED: 8-0-0-2 on a Roll Call Vote. G. Bednarski stated his plan to abstain in that he is friends with the two families of the students at issue. D. Stockwell requested that he speak to the Board without the presence of the parents. Mr. Stockwell explained that there was a conflict with the MRSD Board policy (JF...) and the present Athletic Contract signed by students and parents.

B. Hamill MOVED: That the issue be referred to D. Stockwell for a decision and recommendation to the Board. SECONDED: by D. Gurian. VOTED: 6-1-1-2.

B. Hamill MOVED: To go back into Public Session. SECONDED: by D. Arguin. VOTED: 8-0-0-2.

4. OTHER SCHOOL BOARD BUSINESS

a. Board Committee Reports

D. Gurian gave a report from the Communication Committee. The committee plans to make a portfolio of all of the materials that go to parents from the schools. Tours for School Board members to the eight schools has been planned and a sign-up sheet for times that members could participate was passed around. The Committee will meet again next week. L. Gurley-Mozie will serve as liaison from the Facilities Committee to the Communication Committee.

3. STUDENT COUNCIL REPORT:

Jon Dick reported the success of the recent Monadnock Regional High School Drama Club play "You Can't Take It With You." Class elections are going on this week. Key Club completed a Cystic Fibrosis Walkathon around the track at MRHS. The Honor Society will host all 6th grade students at the high school on May 27th. Student Council will hold a semi-formal dance for junior high school students this weekend.

b. New Business items: None.

c. Curriculum Report:

Mary Caldwell, Guidance Department Chair at Monadnock Regional High School, outlined the program of services provided by her department at MRHS. She explained the perceptions of guidance by other staff and the community as being a) reactive not proactive and b) ancillary not programmatic. She handed out materials which explained the guidance curriculum for grades 7-12, stating that the challenge will be to integrate the curriculum into regular classrooms. Ms. Caldwell commented briefly on the "Core Values" survey used to assess the guidance program. The School-to-Career portfolio which will help students plan their educational experiences while at MRHS and prepare for their futures will be fully in place by next fall. Dr. Wheeler complimented the Guidance Department on their work on the curriculum over the past few years.

d. Parent Request for Student placement

G. Bednarski MOVED: that Sullivan residents, Barb and Don Arguin, be permitted to enroll their child at Troy School. SECONDED: L. Sicotte. VOTED: 7-0-1-2

G. Bednarski MOVED: that Fitzwilliam resident Mr. and Mrs. Russell Goodwin, be permitted to enroll their child at Troy School. SECONDED: L. Gurley-Mozie. VOTED: 7-0-1-2

B. Hamill MOVED: that Troy residents, Nancy and David Hart, be permitted to enroll their child at Emerson School. SECONDED: D. Gurian.
VOTED: 6-0-2-2

M. Sears MOVED: that Troy residents, Tom and Joanne Walsh, be permitted to enroll their two children at Emerson School. SECONDED: L. Gurley-Mozie.
VOTED: 6-0-2-2

G. Bednarski MOVED: that Surry resident, Leon Watkins, be permitted to enroll his child at Cutler School. SECONDED: D. Gurian.
VOTED: 6-0-2-2

e. Conflict of Interest

L. Sicotte expressed his concern that a conflict of interest existed for a member of the board. G. Bednarski asked Dr. Wheeler if there was a state law governing this. Dr. Wheeler said he knew of no law and clarified that according to the Board policy, the board member makes the decision as to whether s/he has a responsibility to abstain on a particular issue. No action was taken on this policy.

f. Policy Proposal

Dr. Wheeler proposed a policy governing "Manifest Educational Hardship" based upon RSA 193:3. Under this policy, it is the parents responsibility to prove that a hardship exists. Dr. Wheeler expressed concern about the difficulty of determining what "hardship" might look like.

B. Hamill MOVED: That the board accept the first reading of the Manifest Educational Hardship policy JFBA. SECONDED: by D. Gurian. Discussion:

G. Bednarski questioned the difference between the proposed policy and the lawyer's recommendation as presented in a memorandum.

G. Bednarski MOVED: That the words "...not shared by other children attending schools in the district..." as described in B. Loughman's memorandum, be added to Policy JFBA. SECONDED: by L. Sicotte.
VOTED: 5-1-2-2.

Action on the original motion that the Board accept the first reading of the Manifest Educational Hardship policy JFBA *as amended*. VOTED: 8-0-0-2.

g. Student Enrollment Projections:

G. Bednarski would like this discussed when the Facilities Committee reports on the Emerson Facility Plan at the June 16th meeting.

h. MRSD 1997-98 Budget Review:

Bob Seymour reported on the end-of the year projections for the Monadnock Regional School District Budget for 1997-98. Presently, it is expected that the budget will be overspent by \$2,670. In order to reach this budget, some of the items needed for the 1997-98 budget were not purchased and will need to be taken care of in the future. B. Hamill requested that Mr. Seymour look into self-insurance. L. Sicotte asked what Granite State Billing will do for the District. B. Seymour explained that they will review, in depth, all billing for services that may be eligible for Medicaid reimbursements and have usually resulted in more money for the district.

i. Permission to act on the Manifest over the summer:

The Board authorized M. Sears, B. Hamill, G. White, D. Gurian, and L. Sicotte to sign the manifests during the summer months when the board only meets monthly, rather than twice per month. Two signatures will be needed.

j. Deputy Treasurer's salary:

B. Hamill MOVED: That the Board set the salary of the Deputy Treasurer at \$500.00 per year. SECONDED: by G. Bednarski. VOTED: 8-0-0-2.

k. Revision of Monadnock Regional High School Handbook:

D. Gurian MOVED: That the Board accept the changes as presented to the Monadnock Regional High School Student Handbook. SECONDED: by B. Hamill. Discussion: L. Sicotte expressed concern over the changed wording of "philosophically and physically separating the junior high from the senior high school." He felt this may be unattainable. Dr. Wheeler explained that this was covered in the 1994 Facilities Plan. L. Sicotte also questioned why the consequences for profanity was stated as "can be 1-3 days suspension" rather than "will result in 1-3 days suspension." Concerns were expressed for what teachers felt was in the best interest of the school. D. Gurian called the question. VOTED: 8-0-0-2. D. Arguin questioned the issue of substance use which was referred to the Policy Committee.

l. Keene Family YMCA After-School Care Program at Mt. Caesar School

B. Tatro explained the program as described in the Board packet. Presently, the program will be for up to 20 Mt. Caesar students from 3:00 to 6:00 pm. L. Sicotte expressed concern that this would result in increased costs to the school district.

G. Bednarski MOVED: That the Board accept the Keene YMCA as a provider for an After-School Program at Mt. Caesar School. SECONDED: by M. Sears. VOTED: 7-1-0-2.

m. Action on the Manifest:

D. Arguin MOVED: That the Board approve the manifest in the amount of \$1,046,436.30. SECONDED: by L. Gurley-Mozie. VOTED: 8-0-0-2.

n. Correspondence and Announcements:

Dr. Wheeler announced that James Harris, Chemistry teacher at Monadnock Regional High School has been selected as Secondary Chemistry Teacher of the Year from the New England Institute of Chemists. The Board requested that Dr. Wheeler send a letter of congratulations to Mr. Harris.

Enclosed in the mailing was information from the NH School Boards Association on the results of a survey on SB 2 districts.

Dr. Wheeler distributed information on the proposed changes to Foundation Aid and the impact it will have on the three districts in SAU #38. The question of the legality of this plan as it relates to Claremont 2.

A letter from Swanzey Emergency Management Services expressed appreciation of the opportunity to work with students and teachers at Monadnock Regional High School.

Dr. Wheeler distributed the Cutler Chronicle, produced by students at Cutler under the direction of Rick Trottier, 5th grade teacher.

5. SUPERINTENDENT'S REPORT:

None

7. NON-PUBLIC SESSION

At 9:15 pm, L. Sicotte MOVED: That the Board go into Non-Public Session to discuss salaries, personnel and a student concern. SECONDED: by G. Bednarski. VOTED: 8-0-0-2 on a Roll Call Vote.

D. Stockwell reported on some minor fires that occurred at MRHS the week of May 11th.

D. Gurian MOVED: That the Board accept the resignation of Cindy Heller, Gr. 3 teacher at Mt. Caesar School, effective May 29th. SECONDED: by M. Sears. VOTED: 8-0-0-2

B. Hamill MOVED: That the Board accept the resignation of Arlene Perry as Monadnock Regional School District Treasurer, effective immediately. SECONDED: D. Gurian. Discussion. According to RSAs, the Deputy Treasurer

automatically takes over the position of Treasurer. VOTED: 8-0-0-2

L. Gurley-Mozie MOVED: That the Board accept the resignation of Ellen Cronin, Assistant Principal at Monadnock Regional High School. SECONDED: D. Gurian. VOTED: 8-0-0-2

MOVED: That the Board accept the request for a 2 month adoption leave for Karen Mattson when she is called for the adoption. SECONDED: VOTED: 7-0-1-2

D. Arguin MOVED: That the Board accept the Administrators Salaries as presented by Dr. Wheeler. SECONDED: by D. Gurian. VOTED: 6-2-0-2

D. Arguin MOVED: That the Board return to Public Session. SECONDED: by VOTED: 8-0-0-2

6. Setting the Next Meeting's Agenda:

1. NH School Board Seminar - D. Arguin
2. Recognition for Arlene Perry
3. Dill Letter

Respectfully submitted,



Kathy Holt

SAU NO 38 SCHOOL BOARD MEMBERS 1998 - 1999

HINSDALE

DIANA DILLON, *Chair*

ANN DIORIO

MARK PROUTY

MRSD

DIXIE GURIAN

WILLIAM HAMILL, *Sec./Treas.*

GLENN WHITE, *Vice Treas.*

WINCHESTER

LAURA AIVALIOTIS

DEB HAMEL

RUTH NORTON, *Vice Chair*

SCHOOL BOARD MEMBERS BY DISTRICT

HINSDALE

ROBERT BLOUIN - 2001
23 PLEASANT STREET
HINSDALE NH 03451
H - 336-5377

STEVE BONNETTE - 1999
95 PLAIN ROAD
HINSDALE NH 03451
W - 355-2900 H - 336-7077
FAX - 355-8110

DIANA DILLON - 2000 *Chair*
PO BOX 91A
537 CHESTERFIELD ROAD
HINSDALE NH 03451
W - 363-4100 H - 336-5876
FAX - 363-4141

ANN DIORIO - 1999 *Vice Chair*
588 BRATTLEBORO ROAD
HINSDALE NH 03451
H - 336-7022 W - 387-5517

MARK PROUTY - 2000 *Sec.*
52 INDIAN ACRES
HINSDALE NH 03451
H - 336-5045

MRSD

DON ARGUIN - 2001
HCR 33 BOX 221
KEENE NH 03431
H - 357-7383

GARY BEDNARSKI - 1999
14 RICHMOND ROAD
TROY NH 03465
Unlisted H - 242-6517

DEB CARLUCCIO - 2001
25 VILLAGE ROAD
SURRY NH 03431
H - 352-6327

DIXIE GURIAN - 2000
680 OLD HOMESTEAD HWY
RICHMOND NH 03470
W - 352-4209 H - 239-4080

LAURA GURLEY-MOZIE - 2001
81 RICHMOND ROAD
TROY NH 03465
H - 242-3602

WILLIAM A. HAMILL - 2000
Vice Chair
P.O. BOX 10505
SWANZEY NH 03446
W - 352-1130 H - 352-2939
FAX - 352-7142

MICHELLE SEARS - 2001
PO BOX 419
GILSUM NH 03448
W - 355-6687 H - 358-4077

LAWRENCE SICOTTE - 1999
74 EATON ROAD
WEST SWANZEY NH 03469
W - 357-0805 H - 357-1889
FAX 357-4079

CHRYSTEN STARRETT - 2000
230B OLD TROY ROAD
FITZWILLIAM NH 03447
H - 585-9857

GLENN L. WHITE - 1999 *Chair*
340 BRANCH RD
KEENE NH 03431
W - 352-3110 H - 352-8848

WINCHESTER

LAURA AIVALIOTIS - 2001 *Chair*
230 ASHUELOT ROAD
WINCHESTER NH 03470
H - 239-4681

COLLEEN DUQUETTE - 2000 *Sec.*
63 ELM STREET
WINCHESTER NH 03470
H - 239-8207 W - 357-3510 EXT 257

DEBRA HAMEL - 1999
7 GOSSELIN ROAD
WINCHESTER NH 03470
H - 239-6150

RUTH NORTON - 2000 *Vice Chair*
15 STADDLE HILL ROAD
WINCHESTER NH 03470
W - 357-9023 H - 239-6753

GARY SCHULTZ - 1999
204 OLD HINSDALE ROAD
WINCHESTER NH 03470
H - 239-6654

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Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

May 26, 1998

Response to Mr. Bednarski's note on "Unresolved Issues from 1997-1998"

1. School Board Evaluations -- condense or consolidate form -- establish timeline for action

The board has full control of creating the form and function of their evaluation. I would think that you would include Dr. Brigman in this conversation no later than August. Mr. Bednarski has presented a consolidated form for the board's reaction. It was presented shortly after the last evaluation. As I recall, the board did not respond to this document. Certainly, such a document should be included in the discussion mentioned above.

It is a constant question as to when is the best time for the board to do such things as set goals, review policies, and do self-evaluations. With the change of and reorganization of the board established for the second meeting in March it seems reasonable to avoid that time. Think of the reason for doing the self-evaluation. If it is to evaluate the efforts for the term year then January may be a very good month to perform the evaluation. If it is to incorporate new members opinions then one would do the evaluation in May or June. Either time should indicate to the board those items where they show strength and those items needing work.

It is my opinion, past evaluations have effected some board members actions and behavior. As long as some members believe it is their role and responsibility to defy the actions of the whole, problems will exist. That is why it is important to establish "why are we doing this". It would be most effective to have consensus on this issue. However, it is my opinion, you will continue to suffer from having members who disagree with the majority and act as they please.

2. Later start in the school day

A study committee has been established to review this. Therefore, it would be inappropriate to declare this as an "unresolved issue".

Obviously, if students arrive at a later time to begin school many areas are affected. What do parents do who leave early for work? What happens to the daily school schedule? What happens to the activities schedule? What happens to the students who work after school? What happens to students who participate in the Cheshire Center for Technology and Science? etc.

3. Health insurance for support staff

This issue will be dealt with as part of negotiating with a newly initiated association which represents non-certified staff.

4. Privatization of lunch services, (janitorial, payroll, etc.) Insurance?

Insurance is provided by a private insurance agency. The hot lunch services will be modified and an end of year report presented to the Board prior to the beginning of the 1998-1999 school year. Mr. Seymour and Mr. Swenson are meeting to structure a report and present a plan. The only janitorial services discussed took place

some time ago in relation to the Northern Schools. Some maintenance work is performed by private companies or individuals at this time. The most notable is sanding and plowing roads and parking lots. Other work is performed as needed: building construction/renovation, utilities maintenance (electrical, plumbing, telephone, etc), grounds maintenance has, based on type and our workers availability, been performed by private companies or individuals.

To my knowledge we have never discussed or anticipated that payroll would be privatized.

5. Policy in cases of severe disciplinary action (Should we follow policy or support administrator? Different recommendations from different administrators)

To the best of my knowledge extraordinary effort is applied to have administrative recommendations adhere to policy. There should never be an incidence where a question arises as to whether the board follows policy or supports administrators. If there is a question, the answer is very clear, you adhere to policy. In cases of severe disciplinary action the board knows the procedure which has been used to conduct a hearing involving an incident with a student. The board has the power to expel the student. Administrators (principals and superintendents) have the power to suspend a student.

At a hearing before the board only the superintendent makes a recommendation. The principal submits an opinion if so inclined to enter this realm. The principal makes his recommendation at the superintendent's hearing.

Dr. Wheeler's Thoughts on:

- a. Block Scheduling: Why would this be good for students? What does the research tell us? What do our own experiences tell us? What are the advantages? What are the disadvantages?

I believe that the discussion has to advance beyond the point of personal opinion and anecdotal notes. From what I have gleaned after two years of review the committee designed to study this scheduling method have accomplished very little. They have not addressed or shed light on the first question asked, why would this be good for students?

It seems that the committee was poorly directed, constructed, and little was expected.

I have worked with block scheduling in the past. When the problem is clearly stated, the solution to the problem most appropriately identified as "Block Scheduling", and then properly implemented, it was extraordinarily successful.

I seriously question whether Monadnock Regional High School is ready, willing, or able to make such a commitment to change.

- b. "Time in Classroom"

A district committee has been established to study this issue. I understand, from Kathy Holt, as I shared Mr. Bednarski's note with her, that MRHS has a team studying this issue. I think it is important to review how these two committees are structured and what problem(s) they are designed to address.

- c. Your Choice

Let me presume for the moment that this means; what do I believe to be unresolved that affects the school board or school policy. Others items and issues are ongoing and the best I will do is try to make the transition to Dr. Brigman as smooth as possible.

I think the board has to resolve how they value employees. It is not just the realm of negotiations. Many comments come back to me from staff members who attend board meetings that students, staff and parents seem not to be greatly valued. For example: last year administrators attempted to explain our administration model, in my recollection, board reaction seemed to be - this is taking too long and it is not important. This year staff members have described curriculum structure and at times results, it seems that the board is indifferent or

neutral in recognizing these efforts. Does it just seem strange to me that so few questions are generated by such presentations. At the same time issues of distress such as, the issue with the newspaper article created such a stir at the last meeting. Teachers, administrators, and staff are not perfect and we/they sometimes do perform badly but overall, I will contend, we/they perform very well for this district. For your future thoughts, what do you wish to do during National Education Week, Teacher Appreciation Day, etc.? If you wish to state that it is us vs. them do so.

The board needs to deal with the structure of MRHS. Other than the discussion revolving around the middle school in 1993, no community discussion or board discussion has been held on key questions which were presented at that time to the board. How will the 7th and 8th graders be separated from the 9-12 graders? What number of 7-12 grade students do you plan for as an upper limit enrollment number before the grades are separated? What do you want to do with the traffic flow around and on school property? How are the facilities going to be expanded to provide for the number of students presently enrolled and expected over the next ten years? What will be the cost? Block scheduling and time arrangements may be the least of your concerns within the next few years.

In my opinion, the district has created an environment at MRHS which accelerates the acting out of those students who have problems with their own space. I am sure that some people will view this as school management problem. Others will view it as a problem "with these kids today". Others will blame the parents. Others will blame TV, computers, our decaying culture, and most anything else they disagree with. Psychologists and sociologists tell us very clearly that as you crowd more and more people into a limited space human interactions become more intense and violent. I believe you can expect this to happen at MRHS.

The next five year facilities plan addresses some of these issues but falls far short of addressing "the problem". There was too much pressure on to control taxes rather than address educational concerns.

I'm sure that these last two topics have stirred enough discussion. Thanks for asking.

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Kenneth R. Dassau, *Director of Special Services*

May 27, 1998

To: Monadnock School Board

Re: Self Funding of Medical Insurance

At the last Board meeting, Mr. White asked for a point paper regarding self funding for medical insurance. Points to consider are:

- ◆ Under self funding, as long as we are tied to a collective bargaining agreement offering the BC/BS JY plan, we must go through the New Hampshire Municipal Association (NHMA). This is because they are the only source providing this plan. If we went direct to BC/BS, we could not afford to pay the premiums because we would have lost the economy of scale offered via the NHMA pool.
- ◆ Please see the enclosed paper regarding key features of NHMA's self funding "plus."
- ◆ In order to self insure, we need complete claims data to determine our maximum exposure (in other words, to figure out how much we would need in the fund at start up (and renewal) to ensure we could pay claims.) Complete claims (experience) data is difficult to get – and if you do not get it right, you may end up having to pay out more dollars than what you have in your self insurance fund.
- ◆ The logistics of funding self insurance are such that it is not possible to do "immediately." We'd need a warrant article for our estimated, maximum exposure and for program administration.
- ◆ NHMA just came out with new rates for July 1, 1998. Instead of increasing the 16% forecasted last November, the JY Plan is going up 11.4%. That is a favorable indicator for the 1998/1999 budget and may further lessen the consideration of self insuring.

- ♦ It is my opinion that self funding would be more expensive and would be risky; it would be difficult to accurately select a stop loss level and we'd have to pay for a separate (expensive) policy to write that guarantee.
- ♦ I know of only three NH entities that self fund for medical insurance. SAU #60 (Fall Mountain) Sullivan County, and Claremont. That tells us something about exposure and claims experiences.

Given the level of research the Board Chair wanted me to give to the question of self insuring, this paper is certainly not all inclusive. However, I believe it contains the salient points. Until we see some movement off the JY Plan, insurance shall continue to be huge in the budget.

Sincerely,


Robert A. Seymour III
Business Manager

Enclosed: NHMA Self Funding Plus Paper

New Hampshire Municipal Association
Health Insurance Trust, Inc.

Self funding "Plus"

The NHMA Health Trust is pleased to offer self-funding "Plus" to all member entities with 100 or more eligible employees, who qualify for experience rating.

KEY FEATURES OF SELF FUNDING PLUS

Self funding "Plus" is designed to provide participating entities with all the advantages of self-funding, with several of the major disadvantages minimized or eliminated:

- * Annual Cap on Claims (aggregate reinsurance attachment point) - an annual claims liability cap may be purchased from the Trust at either 110% or 125% of expected claims.
- * Monthly Claims Liability Cap - this amount is equal to 1/12 of the annual claims liability cap. The monthly cap is cumulative, meaning that any unused prior months claims liability limit is added to the next and subsequent monthly limit. If a group budgets its monthly expenses on a cumulative basis in an amount equal to the monthly claims cap, funds will always be available to pay claims.
- * Specific Claims Cap (specific claim attachment point) - the specific claims cap provides coverage of an individual's plan year claims in excess of the specific claims cap. This is available in \$5,000 increments between \$15,000 and \$75,000.
- * Self-funding "Plus" caps are on a paid basis, as opposed to a reimbursement basis. When an individual's or the total group's claims hit their cap, no further claims are paid by the group for the individual or entity, for the balance of that plan year.
- * "Plus" administration charges include a network fee for the Blue Cross' provider network. Presently this amounts to approximately 7% discount on your claims, reducing your total cost of claims by this amount when compared to commercial self insurance programs.
- * Entities choosing "Plus" hold all plan reserves, and are responsible for all claims run out (IBNR - incurred but not reported claims) liability. Under the Government Accounting Standards Board, this liability must be actuarially determined and booked as a liability on an entity's statement of assets and liabilities. The Health Trust will calculate this liability for use on your statement, and "Plus" provides as an option a terminal funding liability cap limiting your liability for run out claims to 125% of expected levels.

Page 2

Entities selecting "Plus" will be required to fund a working deposit for claim payments. The working deposit will be equal to 1/12 of your expected claims. On approximately the third Monday of the month, the Trust will request a wire transfer of the amount of claims paid in the prior month.

* Employees will continue to receive the Blue Cross card, and if using a participating provider cannot be "balance billed" for provider charges in excess of Blue Cross/Blue Shield allowances and will continue to enjoy paperless claim filing.

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
600 Old Homestead Highway
Swanzy, 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 A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

May 21, 1998

Mark and Judi Dill
Gap Mountain Road
Troy, New Hampshire 03465

Dear Mark and Judi:

Mr. White, Monadnock Regional School District Board Chair, gave me your undated letter concerning tuition payment to St. Joseph Regional School. The item will be on the June 2, 1998 school board agenda. The meeting will be held in the Richmond Veteran's Hall, Richmond, starting at 7:00 P.

The board has dealt with similar requests in the past. They have denied those requests. It is my opinion that they cannot legally obligate district funds for such a purpose as paying tuition to private schools without cause. Such cause would be special educational placement or court placement. If you have legal opinion or statements of law to the contrary please feel free to submit those either to this office or at the board meeting.

You do have a right to be heard at the board meeting and they have a responsibility of addressing your request.

If I may be of assistance to you in this matter please let me know.

Sincerely yours:


Bill Wheeler

cc: Glenn White, Board Chair and other MRSD Board Members

Mr. Glen White, Chairman
Monadnock Regional School Board
340 Branch Road
Keene, NH 03431

Dear Mr. White and School Board Members,

We are requesting that you pay our children's tuition. The tuition of \$5500 for two students is far less than the tuition of two students to any school in the Monadnock Regional School District.

We are sure that you are wondering why we would send you this request. It has recently come to our attention that the Monadnock Regional School Board has in our opinion afforded school choice to some of the faulty and to students and parents in other districts. By doing this, the Monadnock Regional School Board has given these students and parents a choice that you have not provided to us, even though we live within the district. We realize that you will claim extenuating circumstances for all of the non tuition, non district students within the Monadnock Regional Schools. While we can give you tit for tat on the reasons, the bottom line is you can't afford one person a right without affording the same right to all. You cannot discriminate based on the fact that we live within the district. Our children are not going to St. Joseph Regional School for religious reasons, but for some of the same reasons that have been used for some of the other students (ie: child care issues, friendship issues). In the one request that brought this to our attention Ms. McKenna stated that Jonathan wanted to "return with his friends". Our children would also find a move stressful and want to stay with their friends. Our children are also bright wonderful students, currently on honor roll at St. Joseph School. They would not want to leave a school known to them and where they are safe and secure. In your letter to the Keene Sentinel you, along with Dr. Wheeler claimed that these children were "at risk". We claim the same for our children. Based on all the above.....

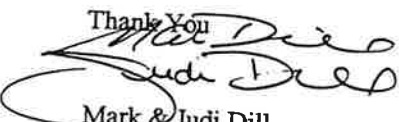
Please forward the check to:
St. Joseph Regional School
92 Wilson Street
Keene NH 03431

If the tuition is paid in full by July 15, 1998 you are entitled to a 5% discount.

Please consider this as a serious request. We are not asking that the district provide any form of transportation, we will provide that.

Please place this on the agenda for the next board meeting, as we need to know the decision of the board.

Thank You


Mark & Judi Dill

cc: Mr. Donald Arguin
Mr. Gary Bednarski
→ Ms. Deb Carlucci
Ms. Dixie Gurian
Mrs. Laura Gurley-Mozie
Mr. William Hamill
Mr. Lawrence Sicotte
Ms. Chrysten Starrett

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 A. Sullivan, Assistant Superintendent
Robert A. Seymour, Business Manager

Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

June 4, 1998

Katie Brunk
100 Monument Rd
Richmond, New Hampshire 03470

Dear Ms. Brunk:

This letter is written in response to your request to be heard by the Monadnock Regional School District School Board.

The Monadnock Regional School District Board has set, with your approval, a hearing for 6:00 PM, Tuesday, June 16, 1998 to be held at the Monadnock Regional High School Library in Swanzey.

You may have legal counsel, the child in question, or any other advocate you choose to attend the meeting with you. You will need to frame the question which you wish for the Board to hear and decide. The district will be represented by administrators, teachers, and myself.

If you are not satisfied with the School Board's decision you may appeal it to the New Hampshire State Board of Education.

If I may be of assistance to you on this matter please let me know.

Sincerely yours:


Bill Wheeler

cc: Glenn White, MRSD Board Chair
Bill Prigge, MRSD Legal Counsel
Karen Craig, Emerson Elementary School Principal
Ken Dassau, SAU #38 Special Education Director

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA

June 2, 1998

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. 7:00 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
- d. Mr. and Mrs. Dill's letter requesting payment to St. Joseph's
- e. Recognition of Arlene Perry's service as the Treasurer of MRSD
- f. Policy proposal (Manifest Education Hardship - JFBA)
(second reading)
- g. NHSBA Seminar report - Don Arguin
- h. Action on the Manifest
- i. Correspondence/announcement.
 - 1) Dr. Wheeler's response to Gary Bednarski's questions and issues

5. 9:00P SUPERINTENDENT'S REPORT

- a. MRSD Administrative Team "Five Year Goals of the Administrative Team" (previously mailed)

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

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Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. William V. Wheeler - Superintendent

Margaret A. Sullivan, Assistant Superintendent
Robert A. Seymour, Business Manager

Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

To: Monadnock Regional School District Board Members
Date: May 27, 1998
Topic: Notes on Agenda
From: Bill Wheeler

A college freshman home for the Christmas holidays was asked by his Dad, "Well, son, how are your marks at school?" To which the youth answered cryptically, "Under Water". "Now just what do you mean by that expression?" demanded the impatient parent. "It's like this," said the son reluctantly, "They're all below "C" level."

As we approach the conclusion of the 1997-1998 school year some students are in a similar predicament to the one the lad experienced in the discussion with his dad. As this story was told in the 1950's wouldn't you be interested in discovering what happened to the son? Maybe, he is a superintendent of schools somewhere. Maybe, even a school board member. Who knows? Better yet, who can predict future success or failure by such symbols. Something to think about when we so quickly judge others by the grades received for something as abstract as thinking.

4.d. Mr. and Mrs. Dill petitioned to have the Monadnock Regional School District pay for their children's tuition at St. Joseph's School. Similar requests have been received from other parents in the past. New Hampshire does not permit tuition or voucher payments to parents or private or parochial schools unless the student is placed through an Individual Education Plan (IEP) or through a contract between the district and the school. The latter is true if the district does not provide a school to attend. Therefore, the district has no right to pay for what Mr. and Mrs. Dill are requesting.

4.e. The board decided to discuss recognition of the service which Mrs. Perry has rendered to this district.

4.f. The policy "Manifest Educational Hardship" was read and approved 'on the first reading' at the last meeting. No changes were made. You are requested to hold the second reading on this policy. If you approve of the policy on second reading it will become school district policy upon approval or upon such other time as you declare.

4.g. Mr. Arguin will discuss his experiences at the NHSBA New Member Orientation and Basic School Law Seminar.

4.n. Mr. Bednarski presented a list of questions and issues to which he requested I respond. The number defines the question or issue and my comments follow. I wish to thank Mr. Bednarski for asking. I would be happy to discuss these or any other topics you wish before I "head on down the trail".

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
June 2, 1998
Richmond Veterans Hall

CALL TO ORDER:

The meeting was called to order at 7: 07 PM by G. White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, B. Hamill, M. Sears, L. Sicotte, C. Starrett, G. White, Dr. William Wheeler, Superintendent of Schools and Bob Seymour, Business Manager. Also present were Margaret Sullivan, Assistant Supt., C. Cardine, B. Tatro, B. Fowler, D. Elkavitch, J. Marchand and S. Turner.

CONSENT AGENDA:

a. Minutes of previous meeting;

D. Gurian MOVED: That the Board approve the minutes of the May 19, 1998 meeting. SECONDED: by G. Bednarski. DISCUSSION: G. Bednarski AMENDED the minutes to show in Citizens Concerns that he was not friends with one of the families. VOTE: 8-0-0-2 as AMENDED. (D. Arguin was not present to vote)

b. Old business;

L. Sicotte asked the Board to reconsider the decision of March 3 to allow a student to attend MRSD tuition free. There was no further discussion.

CITIZEN CONCERNS:

Bob Brennan announced that the varsity girls track team won the Class I championship. He asked that the Board appropriate \$1,200.000 for jackets and awards. M. Sears MOVED: That the Board appropriate \$1,200.00 for jackets and awards. SECONDED: by B. Hamill. DISCUSSION: Board members expressed concern with current budget over expenditures. D. Arguin suggested that a policy be established to address the issue of sports teams recognition. B. Brennan and other Board members spoke in support of the request. Board members personally donated \$700.00 towards the request. G. Bednarski AMENDED the motion: That the Board appropriate \$500.00 and school board members donate \$700.00. SECONDED: by D. Carluccio. VOTE ON THE AMENDMENT: 9-0-0-1. VOTE ON THE MOTION AS AMENDED: 8-1-0-1.

Katie Brunk of Fitzwilliam asked the Board to set a hearing date to discuss concerns with her sixth grade son. The date was set for June 16, 1998, at 6:00 PM.

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports;

D. Gurian asked Board members to bring any town newspapers to M. Sears.

b. New business items;

D. Gurian asked that a Policy Committee review of the policies regarding the consumption of alcohol and liability of disclosure of non public information be added to the agenda under I. G. Bednarski referenced the policy to put any non emergency items on the next agenda.

c. Curriculum Report;

Diane Hardy, Sue Norton, Elaine Merrifield, Deb Crowder and Nancy Jo Greene from the Fine Arts program displayed a banner that showed what is taught in Art and Music in grade 1 through grade 12. The banner displayed different programs in the district.

D. Hardy explained that the Fine Arts allow children to learn how to develop their own opinions and learn life long skills. She also noted that high school band facilities are needed. Board members and others present performed with various instruments. Dr. Wheeler complimented the Fine Arts teachers and added that the fine arts improve all areas of learning, primarily reading.

d. Mr. And Mrs. Dill's letter requesting payment to St. Joseph's;

Mr. Dill stated that the reasons for his request were made clear in his letters. He explained that this request was made due to recent decisions by the board to allow students to attend MRSD tuition free. G. Bednarski read the second letter that asked for information regarding students attending MRSD from other towns. Dr. Wheeler referenced a similar situation in Epping that the state supreme court overruled. Specifically, Dr. Wheeler said the court has ruled that payment of tuition for attendance at parochial or other private schools, absent a special education placement or a proven manifest educational hardship is not lawful. He discussed exceptions and stated that he does not feel that this request is one of those exceptions. He added that the Board would be in violation of the law if they approve this request. Board members and Dr. Wheeler discussed school choice and the issue of at risk children. G. Bednarski MOVED: That the Dill children be tuitioned to another public school in the State. No Second.

e. Recognition of Arlene Perry's service as Treasurer of MRSD;

Dr. Wheeler recognized Arlene Perry as working in the SAU office and as MRSD Treasurer for many years. D. Gurian asked that recognition of A. Perry's many years of service to the District go on record and suggested that the Board send a card to Mrs. Perry.

f. Policy proposal (Manifest Education Hardship - JFBA) second reading;

Dr. Wheeler distributed a copy of the Manifest Educational Hardship policy showing the change approved at the previous board meeting. Board members expressed their opinions regarding the policy and the amendment from the last meeting. Dr. Wheeler noted that under this policy the parent must request to relocate the student. He added that the amendment was to clarify the uniqueness of the situation. M. Sears said that this amendment gives the District the opportunity to meet students needs within or out of the District. B. Seymour added that this policy gives parents a vehicle to come before the Board if a problem is seen beyond the IEP. M. Sears MOVED: That the Board accept the seconded reading of the Manifest Educational Hardship policy JFBA. SECONDED: by G. Bednarski. VOTED: 9-0-0-1

g. NHSBA Seminar report - Don Arguin;

D. Arguin commented on the NHSBA seminar held on May 11 for new board member orientation and basic school law. The panelists discussed various board issues at length and the importance of developing mutual self-respect between fellow board members and strategic planning and goals were also discussed. It was also suggested that school events be attended by board members. D. Arguin added that Ted Comstock, Esq. spoke about school law and highlighted RSA's 91a, the right to know law and 273a which addresses the formality of non public sessions.

h. Action on the Manifest;

C. Starrett MOVED: That the Board approve the Manifest in the amount of \$815,675.67. SECONDED: by D. Gurian.(Warrant #378-Payroll, 5/22/98, \$258.61; Warrant #376-Payroll, 5/20/98, \$136,801.94; Warrant #351-Payroll, 6/1/98, \$366,625.43; Warrant #349-Payroll, 5/29/98, \$57,901.79; Warrant #40, 6/1/98, \$254,087.90)VOTED: 9-0-0-1

i. Correspondence/announcement

1. Dr. Wheeler's response to G. Bednarski's questions & issues;

G. Bednarski thanked Dr. Wheeler for his response and expressed his thoughts regarding Dr. Wheeler's answers. Board members added their opinions about the recognition of National Education Week, Teacher Appreciation Day and teachers and students. It was suggested that recognition be given by a letter to the editor and a personal visit by board members when appropriate.

B. Hamill thanked G. Bednarski for asking the questions because it gave Dr. Wheeler a chance to express his opinion about various issues.

G. Bednarski also questioned why there are two committees at the high school and administrative levels looking at block scheduling and Time in Classroom. Dr. Wheeler suggested that the Board direct the teachers and administrators for reports. B. Seymour added that block scheduling impacts collective bargaining units.

G. Bednarski asked for clarification of the policy in cases of severe disciplinary action. Dr. Wheeler answered that the superintendent follows policy and makes a recommendation.

A Year-end Revenue Projection report was distributed.

Staff reimbursements and a Thank you from the Fish & Game Department were also distributed.

D. Gurian MOVED: That the Policy Committee look at the policy regarding the consumption and possession of alcohol and align it with other alcohol policies. SECONDED: by G. Bednarski. VOTED: 9-0-0-1.

SUPERINTENDENT'S REPORT:

MRSD Administrative Team "Five Year Goals of the Administrative Team"

None

Setting the next meeting's agenda:

1. Disclosure of non public session policy
2. School board evaluation
3. Parent request for student to attend in 98-99
4. Facilities update

NON PUBLIC SESSION:

At 9:19 PM, G. Bednarski MOVED: That the Board go into non public session for personnel contracts and negotiations. VOTED: 9-0-0-1 by a Roll Call Vote.

G. Bednarski MOVED: That Marlene Baldwin be granted unpaid leave from 9/4/98 through 9/9/98. SECONDED: by D. Gurian. VOTED: 8-1-0-1.

D. Gurian MOVED: That Cindy Edson be granted FMLA Leave. SECONDED: by D. Arguin. VOTED: 9-0-0-1.

Dr. Wheeler nominated William Derry, 2BA18 at a salary of \$26,696; Heather Gigiello, 5MA, \$31,712; Sheila Wallent, 1BA18, \$25,531; Dawn Hansen, 2BA, \$25,694 and Maureen Quinn, 1BA18, \$25,531. G. Bednarski MOVED: To approve the nominations as presented. SECONDED: by B. Hamill. VOTED: 9-0-0-1.

B. Seymour distributed and reviewed information regarding the non-certified union that was recognized on May 22. The group will vote on June 17 to accept NEA representation. D. Gurian MOVED: That the Finance Committee work with the administration and make a recommendation to the Board. SECONDED: by C. Starrett. VOTED: 7-2-0-1.

At 9:52 PM, D. Arguin excused himself from the meeting.

A meeting was set with the MDEA and the Negotiations Committee for June 4 at 6:30 PM. B. Seymour suggested a sequence of events for negotiations and advised the Board of ground rules and attendance at meetings.

At 10:17 PM, C. Starrett MOVED: That the Board return to public session.
SECONDED: by M. Sears. VOTED: 8-0-0-2 by a roll call vote.

Respectfully submitted,



Sharon E. Turner

Attn Dr. Wheeler

M.R.H.S. School District School Board;

I made a request back in october that my children Johnathan Gagne, and Joshua Gagne remain in the Troy school intill the end of the 97-98 school year. I live in Fitzwilliam but my children go to the babysitters in Troy and I would like to make another request that my children be able to remain in the Troy school for the remainder of there elementary school years. Transportation is not a problem.

Thank You,

Deborah Carter

Terry:
send in
Bus packet.
Bill

EARLY ADMISSION TO KINDERGARTEN

All children who are five years of age by September 30 shall be admitted to kindergarten unless the parents (or guardians) decide on another arrangement.

1. Early admission to kindergarten shall only be for those children whose fifth birthday falls between October 1 and December 31 of that school year.
2. Mt. Caesar has initiated an E.P.S.F. (Early Prevention of School Failure) program which produces a student profile showing strengths and weaknesses in the following areas: receptive language, expressive language, auditory, visual memory, visual discrimination, fine motor and gross motor skills. Mt. Caesar would serve as the testing center for the district, and all parents requesting early admission would bring the child there. This profile is developed by a team of four or five staff members and takes approximately 45 minutes. A nominal fee would be charged for the development of the profile. Results are reported in each area as: considerable strength, moderate strength, average, moderate need or considerable need. A child applying for early admission must score average or above in all seven skill areas for submission of application to the Board for early admittance to kindergarten.
3. The parent shall submit to the board prior to a board meeting a written rationale as to why early admission is being requested.
4. The parent shall give permission to have any medical information available to the school district.
5. The parent may submit a letter of recommendation from the child's pre-school teacher or submit any additional information they feel is pertinent.

May 4, 1993

May 30, 1998

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, Samuel, to attend first grade at Mt. Caesar School for the 1998-99 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 6 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 also have a one year old daughter who will be cared for by our present daycare provider.

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

Sincerely,


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

cc. Li / De Coste - Mt. Caesar School

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
June 16, 1998**

**MEETING AT
Monadnock Regional High School, Swanzey**

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.

Finance Committee Meeting at 7:00 P, Monday, June 15, 1998 at the Wyman House

Board Hearing of Student Issue at 6:00 P, Tuesday, June 16, 1998 at the MRHS Library

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
- d. Parent request to have child attend MRSD Schools.
- e. Parent request to have child early entry to Kindergarten.
- f. Parent request to have child attend first grade at Mt. Caesar. (see attachment)
- g. Emerson Facilities Report
- h. School Board Evaluations
- i. Disclosure of non-public communications
- j. Action on the Manifest
- k. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

- a. MRSD Administrative Team "Five Year Goals of the Administrative Team" (previously mailed)

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
Swanzy, 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 A. Sullivan, Assistant Superintendent
Robert A. Seymour, Business Manager

Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

To: MRSD Board Members
Date: June 10, 1998
Topic: Board Notes for June 16, 1998 meeting
From: Bill Wheeler

We start by growing old in other people's eyes, then slowly we come to share their judgment.
-- Malcolm Cowley

So we come to an end, you and I. It is a fitting end. You have worked hard to do your thing and I to do mine. Most of the time they were the same things. When they weren't I executed the wishes of the board. On several occasions I advised you that we disagreed. I have been called many things by many people. Almost always they were complimentary. Monday, June 8, I taught Mrs. Frazier's first graders at Mt. Caesar. She won me in a lottery. At the opening of the school day I introduced myself. When asked what they should address me as, I responded, either Dr. Wheeler, Mr. Wheeler, or Bill. Later a couple of youngsters referred to me as "The Big Cheese". They said it respectfully and we continued with the activities. Later one of the youngsters approached me and asked if I knew what "The Big Cheese" meant. I encouraged him to tell me what he thought it meant. His response was precious. Why, he said, that means you are the boss of the bosses, well, you are "The Big Cheese". And so I am. I suspect people can make their own analogies as to which kind of cheese.

4.d. This was the parent who approached the Board in Troy. I thought some written explanation would be presented and perhaps it will but at this time I do not have it.

4.e. This parent wishes to petition the Board to have a child, who does not qualify age wise, for early entry to Troy Elementary School kindergarten. A FAX was sent which did not print properly. The parent was notified of this dilemma but as of today we do not have a replacement. Our district policy is attached for your review.

4.f. This a typical request to have a child living in one Town attend a school in another Town.

4.g. The board will be informed as to the activities at Emerson Elementary School facilities.

4.h. Mr. Bednarski wishes to pursue the revision of the Board's self-evaluation form and procedure. The Board agreed to do that.

4.i. The disclosure of information, correspondence, or oral communications from a Non-public Session violates the trust and confidence we have that only those things approved by the entire Board will become public. The Board needs to clearly discuss this issue.

A student issue hearing will be held at 6:00 P in order to permit a parent to exercise her right to grieve a school level decision. There was no request to hold a superintendent's hearing on this matter. At the hearing the school administrators and others will present the reason for their decision and the parent will present her reason for grieving and seeking relief from the board. Either side may question the other and board members may ask questions of either. In this case, because I did not become involved in the grievance procedure, I will act as consultant to the board.

We have allowed an hour for this hearing so we ask you be punctual.

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
June 16, 1998
Monadnock Regional High School

CALL TO ORDER:

The meeting was called to order at 7:30 PM by G. White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, L. Gurley-Mozie, B. Hamill, M. Sears, L. Sicotte, C. Starrett, G. White, Dr. W. Wheeler, Superintendent of Schools, K. Holt, Assistant Superintendent and B. Seymour, Business Manager. Also present were K. Craig, L. DeCoste, D. Gagne, D. Stockwell, B. Tatro, B. Fowler, T. Warner, D. Elkavitch and S. Turner.

CONSENT AGENDA:

a. Minutes of previous meeting;

D. Gurian MOVED: That the Board approve the minutes of the June 2, 1998 meeting.
SECONDED: by B. Hamill DISCUSSION: D. Arguin AMENDED the minutes to show under g. NHSBA Seminar report that RSA 91 a, the right to know law includes the formality of non public session. RSA 273 a addresses public employee bargaining.
VOTE: 10-0-0-0 as AMENDED.

b. Old business;

L. Sicotte asked that Board to reconsider the decision of March 3, 1998, to allow a student to attend MRSD tuition free. There was no further discussion.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports;

None

b. New business items;

Dr. Wheeler thanked the Board for their service to the community. He also thanked those people who take the time to attend school board meetings, administrators, parents and students.

c. Curriculum Report;

Sherry Marrotte, elementary media generalist, Deb Stavseth, high school media generalist and Tom Warner, SAU #38 Technology Coordinator, presented media services and technology information. D. Stavseth and S. Marrotte outlined the media program, including the statement of purpose, library services, curriculum frameworks, staffing and future plans. S. Marrotte gave a summary of the Library Pro software program used at the elementary level. Board members asked questions regarding the expandability of the computer program to look at libraries at other schools and how the records were entered into the computer. T. Warner showed a video of students learning about the stock market, careers and spreadsheets while using the Internet.

d. Parent request to approve child attend MRS D Schools;

G. Bednarski MOVED: That the Board approve the request of a Fitzwilliam resident, Deborah Carter, that her children be allowed to attend Troy Elementary School, with transportation provided by the parent. SECONDED: by M. Sears. VOTED: 8-0-2-0.

G. Bednarski MOVED: That the Board approve the request of Troy residents, Peter and Catherine Breen, that their child be allowed to attend Emerson with transportation provided by the parents. SECONDED: by C. Starrett. VOTED: 8-0-2-0.

e. Parent request to have child early entry to Kindergarten;

Dr. Wheeler stated that he received an unreadable fax from a parent and asked that this request be held over for July meeting.

f. Parent request to have child attend first grade at Mt. Caesar;

D. Gurian MOVED: That the Board approve the request of Sullivan residents, Philip and Susan Crotto, that their son be allowed to attend Mt. Caesar with transportation provided by the parents. SECONDED: by L. Gurley-Mozie. VOTED: 8-0-2-0.

g. Emerson Facilities Report;

C. Starrett reported that K. Craig, P. Bannister, Architect, Darryl Howe, Construction Manager and B. Fowler were to update the Board on the Emerson project and the summer plans. K. Craig gave an overview of the educational needs at Emerson and a brief history of the project. She outlined instructional and supportive needs. P. Bannister distributed a site plan showing the new space and reviewed the additions, renovations and plans for summer work. D. Howe reported the construction costs at \$1,658,734. Additional costs are the gym flooring in the multipurpose room for \$23,000; concrete block wall, \$12,000; and sprinkler pump and tank, \$28,000; for a total construction cost of \$1,721,734. He added that there will be other administration costs, architects fees, the removal of the Gelco units, furniture and supplies which brings the project to a budget cost of \$1,902,714. This figures represents \$75 a square foot for new construction and \$23 a square foot for renovated space. He also advised the board of the summer budget and subcontractors. The installation of the fire alarm system had a budget of \$27,000, Ameer Electric won the bid with a bid of \$29,980. The boiler replacement budget was \$48,000, the winning bid was \$25,187 for purchase and installation. B. Fowler

distributed an updated letter to Beverly Kowalik in the Office of the State Fire Marshal outlining the summer schedule. Board members asked questions regarding the size of the multipurpose room and future needs at Emerson.

h. School Board Evaluations;

B. Hamill MOVED: That the Communications Committee evaluate the school board evaluation form. SECONDED: by D. Gurian. VOTED: 8-0-2-0.

i. Disclosure of non-public communications;

Dr. Wheeler informed that board that when non public session is entered, it is assumed that the laws regarding the session have been met. He reminded the board of the importance of confidentiality. He said that votes are recorded but individuals that have spoken and issues brought before the board are not open to public discussion. D. Gurian expressed concern with disclosure of non public information and ethical issues. Dr. Wheeler listed guidelines as letters to the board are confidential and unless the minutes are sealed, the public has the right to the minutes in 144 hours.

j. Action on the Manifest;

D. Arguin MOVED: That the Board approve the manifest in the amount of \$1,235,136.56. (Warrant #380-Payroll, 6/3/98, \$130,097.55; Warrant #353-Payroll, 6/11/98, \$344,535.40; Warrant #363-Payroll, 6/13/98, \$255,519.62; Warrant #382-Payroll, 6/15/98, \$135,108.67; Warrant #41, 6/16/98, \$347,430.16; Warrant #42, 6/16/98, \$22,445.16) SECONDED: by D. Gurian. VOTED:10-0-0-0

k. Correspondence/announcement;

The Board presented a card to Dr. Wheeler.

SUPERINTENDENT'S REPORT:

a. MRSD Administrative Team "Five Year Goals of the Administrative Team"

K. Holt reported on the administrator's five year goals. Some of these will have an impact on the budget. Some will require collaboration with the community.

Setting the next meeting's agenda;

1. 6:00 Hearing
2. Dr. Brigman to outline her philosophy
3. Early Admission to Kindergarten
4. Boardmanship
5. Troy student video tape

NON PUBLIC SESSION:

At 9:45 PM, D. Gurian MOVED: That the Board enter non public session for negotiations and personnel issues. SECONDED: by L. Gurley-Mozie. VOTED: 10-0-0-0 by a roll call vote.

Dr. Wheeler presented an addition of a 4/5ths position at MRHS in the Math Department/Computer Science for a cost of \$34,000. D. Arguin MOVED: That the Board approve the addition of a 4/5 position in the Math Department. SECONDED: by D. Gurian. VOTED: 8-1-1-0.

D. Gurian MOVED: That the Board accept Brenda Flint's letter of intent to retire in December, 1999. SECONDED: by M. Sears. VOTED: 10-0-0-0.

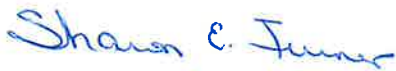
Dr. Wheeler nominated Judith Casey, MRHS, 4/5ths English, 3BA, \$22,332; Eleanor Swift, MRHS, English, 2BA, \$25,694; Donna Carey, Troy Elementary, 5BA, \$29,376; Susan Miller, job share ½ time, Cutler Elementary, 2BA, \$12,847, Elijah Barrett, Elementary Physical Education, 0BA, \$23,500. G. Bednarski MOVED: To approve the nominations as presented. SECONDED: by D. Gurian. VOTED: 10-0-0-0.

B. Seymour distributed negotiations information. D. Gurian MOVED: That the minutes of the negotiations portion of the meeting be sealed until after personnel are notified. SECONDED: by C. Starrett.

At 11:03 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by M. Sears. VOTED: 10-0-0-0.

At 11:03 PM, G. Bednarski MOVED: To Adjourn. SECONDED: by M. Sears

Respectfully submitted,



Sharon E. Turner

MONADNOCK REGIONAL SCHOOL DISTRICT

Student Hearing
June 16, 1998
Monadnock Regional High School

PRESENT:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, L. Gurley-Mozie, M. Sears, L. Sicotte, C. Starrett, G. White and W. Wheeler, Supt. of Schools. Also present were K. Dassau, K. Craig, T. Majoy, L. Shaw and K. Brunk.

The hearing was opened at 6:04 PM. Dr. Wheeler stated that the hearing was for a grievance against the Emerson School for educational conduct. He added that no Superintendent's hearing was held.

Board members met to review policy and procedures.

At 6:10 PM, G. Bednarski MOVED: That the board enter into non public hearing to hold a student hearing. SECONDED: by C. Starrett. VOTED: 9-0-0-1 by a roll call vote.

At 7:15 PM, G. Bednarski MOVED: To seal the minutes until the Board has reached a decision. SECONDED: by L. Gurley-Mozie. VOTED: 9-0-0-1.

At 7:17 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by D. Arguin. VOTED: 9-0-0-1 by a roll call vote.

Respectfully submitted,



Sharon E. Turner

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. Elaine Brigman, Superintendent

Margaret Ann Sullivan, Assistant Superintendent
Robert A. Seymour III, Business Manager

Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

To: Dr. Elaine Brigman, Superintendent
Fr: Ken Dassau, Director of Special Services
Dt: July 6, 1998

Sb: Retention Issue

I regret that I will not be able to be in attendance at the school board meeting of July 14th when the issue of student retention will conclude. My understanding was the board had requested a copy of the student's Section 504 Plan. Upon receiving a release of information from the parent a copy will be available.

As presented to the board at the previous meeting I can not ascertain any reason supporting retention in this case. I have spoken with the Emerson principal, the junior high guidance counselor, and special education coordinator, and all parties agree that an appropriate program is available at Monadnock Junior High School.

June 23, 1998

Mr. Robert A. Seymour III
Business Manager
Monadnock Regional School District
600 Old Homestead Highway
Swanzey, NH 03446

Dear Mr. Seymour:

Fitz, Vogt & Associates is excited about our opportunity to continue our relationship with the School District. I have prepared a brief letter of agreement outlining the scope of work and FVA's involvement for the upcoming school year.

FVA'S SCOPE OF WORK

1. FVA will make available to the district all our vendor purchasing contracts for both food and supplies.
2. FVA will, with the assistance of the Food Service Director, produce a monthly Profit and Loss Statement on a timely basis to show the financial condition of the program.
3. FVA will implement the design phase as outlined in our final report. This will require the support of the Food Service Director, Maintenance Department and High School Principal plus the Food Service Staff of the High School. The reconfiguration of the High School cafeteria should occur over the summer. This activity will be coordinated through the office of the Business Manager.
4. FVA will provide a 21 day cycle menu which will be developed with the assistance of the Food Service Director. FVA will also provide a menu of the a la carte items with pricing.
5. FVA will make available a Registered Dietitian to review the menu cycle for nutritional adequacy and compliance with the National School Lunch Program.
6. FVA will meet with the Food Service Director a minimum of once per month. We are available on an as needed basis in addition to the monthly scheduled meeting.

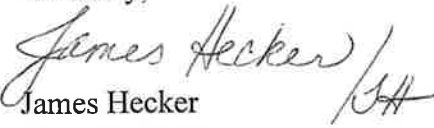
7. FVA will meet with the Business Manager on a regularly scheduled basis. The frequency of these meetings can be determined by the Business Manager and FVA. The purpose will be to update the Business Manager on our progress and address any immediate concerns.

The fee for the above services will be \$600 per month from August to June for a total of \$6,600.00 per year. This agreement can be canceled by either party with 30 days notice.

If this letter of agreement is satisfactory please sign one of the copies and return it to the FVA office and keep the other copy for your records.

Thank you for the opportunity to provide service to the Manadnock School System, we look forward to continuing our work for the upcoming school year.

Sincerely,


James Hecker
Vice President

ACCEPTED: _____ Date: _____

Robert Seymour, Business Manager
MONADNOCK REGIONAL SCHOOL DISTRICT

KIDSNET Grant

Service Learning in the Monadnock Regional School District

The Board has requested that all new grants be brought to the Board prior to having the District accept any grant funding. As I mentioned at the May 6th meeting, I had applied for a "Service Learning" grant from KIDSNET in Portland, ME. We have received tentative approval (I have some rewriting to finish) for a three-year grant, funding to be \$5,000.00 in year one, \$12,500.00 in year two, and \$7,500.00 in year three. We plan to expand the time we have contracted with Susan Kessler (presently 1/2 time School-to-Career Coordinator) so that she can help teachers organize more learning opportunities in the community; purchase some equipment to broaden the Art Department's media program under the direction of John Satas; expand the Cable 8 project at Troy, and train staff in ways to work "outside of the box" in helping all students learn higher academic skills.

The following is excerpted from the grant.

The Monadnock Regional School District (MRSD) has at its core a fundamental belief that "All children can learn." Because we do not accept the premise that some children/students cannot contribute to the community, we work hard to find ways to include all students in our educational programs. Although many teachers and students learn well by lecture/reading methods, most students do not. For some students, the only way they can learn something is to be actively involved in a project where there is meaning in their work. Service learning is a perfect vehicle for helping students learn. As we move into the twenty-first century, we envision our schools as part of the larger community where every citizen feels welcome and every student recognizes his/her role in the community and world.

Service Learning is somewhat different from our School-to-Career Initiative, from our Community Service Requirement for National Honor Society Members, and from our general "get students involved in the community" efforts. Service Learning ties high academic learning to a real-world context that does not *have* to be related to a potential career or work experience. Students are leaders of their own learning, accepting responsibility for achieving stated outcomes of the district or school curriculum through work in the community - whether that is the "school community" or the communities of the Monadnock Region or those of the world. Students help to determine the best ways to learn knowledge, skills and behaviors. They work with community agencies and organizations to identify projects that help the community as well as help them learn. However, it can be tied to other initiatives so that we can make the best use of funding sources, rather than duplicate activities, resources, or supports.

Presently, our teachers at the elementary levels maintain close contact with the towns in which they work. Students at the Emerson School in Fitzwilliam work at Rhododendron Park and help raise funds for its support. Troy School students monitor the water quality of the Cass Pond and are helping plan and promote the Town Square Project. They also run the local cable TV station, sell advertising, and produce public service broadcasts for the communities served. Students in the Swanzey schools work at a local senior citizens housing project and provide gifts, songs, and entertainment for residents throughout the year.

At the high school level, several students are working with the Department of Fish and Game to count duck populations and test mercury levels in fish in local streams and waters. Others are working with the Division of Parks and Recreation to develop a system for identifying plant life on the trails of Pillsbury State Park in Washington, NH. Students in math and science classes are reclaiming a nature trail on school grounds that will identify plant life, protect the environment, and provide handicapped accessibility to those who wish to use the trail. They will use their math skills to build bridges across the meandering south branch of the Ashuelot River. Student Council students do coat drives, fund raising, and food drives for local needy citizens.

The district is also engaged in many other initiatives which align well with the KIDS model. We have been working with Antioch New England Graduate School to incorporate their Critical Skills/Education By Design model for learning into our classrooms. This model ensures that students are learning in real-life problem solving situations whenever feasible. They reflect on and take ownership of their learning. The collaboration with Antioch has proven to be a most worthwhile effort as more companies look for employees who are flexible, responsible, problem-solvers with solid academic skills. Teachers facilitate academic learning in the context of critical thinking and in so doing, enhance the learning for the students involved.

CUTLER SCHOOL
P. O. Box 628
31 South Winchester Street
West Swanzey, New Hampshire 03469
Telephone (603) 352-3383

David W. Bell, Principal
Mark Pride, Counselor

Lisa Fisk, Secretary
Karen Andrew, Nurse

6/18/98

Dear Mr. White,

In speaking with Terry at the main office about a certain financial matter, I mentioned that next year (98-99) would be my last year of teaching. She said that I needed to tell you eighteen months in advance. I know this and I apologize for this but it was not something I could control. My original plan was to leave, June 2000 and thus the eighteen months would have been covered. My principal has strongly indicated that I must leave, June 1999. This is why I am retiring a year earlier. I hope this will give you no problems in getting my retirement ready so I will be financially secure.

Sincerely,



Marion Eckhard
6th grade Cutler

Laura Ann Gurley-Mozie
81 Richmond Road
Troy, New Hampshire 03465
(603) 242-3602

July 7, 1998

Dr. Brigman - Superintendent
Glenn White, School Board Chair
Monadnock Regional School District
600 Old Homestead Highway
Swanzey, New Hampshire 03446

Dear Dr. Brigman and Mr. White:

It is with sincere regret that I inform you of my decision to resign from the Monadnock Regional School District Board as of today. Due to serious health issues concerning my daughter and myself, I am unable to continue my service as a member of the school board. Please realize that this is one of the hardest decisions I have had to make but my family must come first. I am confident that the Board will find a fine replacement - one that believes in the best educational policies for the children of our district.

Sincerely yours,


Laura Gurley-Mozie

Laura Ann Gurley-Mozie
81 Richmond Road
Troy, New Hampshire 03465
(603) 242-3602

July 7, 1998

Dr. Brigman - Superintendent
Glenn White, School Board Chair
Monadnock Regional School District
600 Old Homestead Highway
Swansey, New Hampshire 03446

Dear Dr. Brigman and Mr. White:

It is with sincere regret that I inform you of my decision to resign from the Monadnock Regional School District Board as of today. Due to serious health issues concerning my daughter and myself, I am unable to continue my service as a member of the school board. Please realize that this is one of the hardest decisions I have had to make but my family must come first. I am confident that the Board will find a fine replacement - one that believes in the best educational policies for the children of our district.

Sincerely yours,

A handwritten signature in cursive script that reads "Laura Gurley-Mozie".

Laura Gurley-Mozie



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

July 7, 1998

To: Ms. Elaine Brigman, Superintendent

From: Daniel E. Stockwell, Principal

Re: High School Assistant Principal

The following is a recommendation for filling the position of Assistant Principal at Monadnock Regional Senior High School. This vacancy was created by the resignation of Ms. Ellen Cronin.

The position has been advertised for several months and a number of applications have been received. After reviewing the applicants, it is believed that an in-house candidate, Mr. Joseph Smith, meets the qualifications for the position at a level equal to or better than any applications received to this date.

It is recommended that Mr. Joseph Smith be moved from his current junior high guidance position to the position of interim assistant principal. Mr. Smith is not currently certified as an administrator but he will be able to acquire his certification in a few months through Alternative III.

In addition, Mr. John Barth, a high school guidance counselor, has indicated an interest to move to the junior high. Therefore, it is recommended that Mr. Barth be allowed to make this move. A long-term substitute will be hired until a final decision is made.

It is understood by all parties, should Mr. Smith not be successful or decide that he is not comfortable as the assistant principal, that all persons will return to their original jobs and outside applicants will be reviewed.

Thank you for your consideration of this request.

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
July 14, 1998

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.

Board Hearing on Student Issue at 6:00 p.m., Tuesday July 14, 1998 at the MRHS Library

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. Dr. Brigman's Philosophy
- d. Fitz, Vogt & Associates Contract Proposal
- e. Curriculum Report
- f. Acceptance of Grant from KIDSNET
- g. Boardmanship
- h. Board Vacancy
- i. Action on the Manifest
- j. Correspondence/announcement.
 - 1) letter from Fitzwilliam Planning Board

5. 9:00P SUPERINTENDENT'S REPORT

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
Swanzy, New Hampshire 03446
Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman, - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

CONFIDENTIAL

To: MRSD Board Members
Date: July 8, 1998
Topic: Board Notes for July 14, 1998 meeting
From: Elaine Brigman

I've been to a three day retreat with Monadnock Administrators and I've had two days at my desk. Now it's time to do the Board Agenda. With the help of Terry and Kathy, I might even get it done right.

Hearing: Don Arguin asked Karen Craig for some research on the topic of retention. I am enclosing copies of Karen's research for all Board members. A second bundle of research arrived by mail without return address or signature. I will have it with me at the Hearing.

The parent has signed a release for the 504 plan. I will have it with me at the meeting.

Special Education Director Ken Dassau will not be with us. Joe Smith, from the Junior High will also not be with us. Karen, Ken and Joe all recommend that the child not be retained.

The research does not support retaining students, especially at this age. There are two reasons why retaining a student is beneficial. One is academic and the other is social. This child is only slightly below grade level as many other students are. The child is already one year older than the other students in his grade. According to Karen, he is more mature than some of the other students going to the Junior High next year. The student has a physical problem now and I fear that retaining the child another year may create a social/emotional problem as well.

If the parent's concern is that the child's needs will not be met at the Junior High, we need to assure the parent that we do have the programs and staff to meet the student's needs now. Waiting another year will not help the student and may cause serious problems later.

Based on the evidence, that I have reviewed, I recommend that we promote this student to 7th grade at the Monadnock Junior High with his class.

- 4.d. Letter from Fitz, Vogt & Associates enclosed. Bob Seymour will discuss this.
- 4.e. Troy Student video. Kathy Holt will present.
- 4.f. KIDSNET Grant Acceptance. Kathy Holt will present.
- 4h. Letter of resignation enclosed.

Non-Public Session

The High School would like to make some changes in staff assignments. A Memo from Dan Stockwell is enclosed. Several teacher nominations

MONADNOCK REGIONAL SCHOOL DISTRICT

School Board Meeting
July 14, 1998
Monadnock Regional High School

CALL TO ORDER:

The meeting was called to order at 7:06 PM

Present:

D. Arguin, G. Bednarski, D. Gurian, B. Hamill, M. Sears, L. Sicotte, G. White, Dr. Elaine Brigman, Superintendent of Schools, Kathy Holt, Assistant Superintendent and B. Seymour, Business Manager. Also present were K. Craig, L. DeCoste, D. Mousette, D. Stockwell, B. Tatro, B. Fowler, D. Swenson and S. Turner.

CONSENT AGENDA:

a. Minutes of previous meeting;

L. Sicotte MOVED: That the minutes of June 16, 1998 be approved as written.

SECONDED: by M. Sears. VOTED: 7-0-0-3.

b: Old Business;

None

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports;

None

b. New business items;

G. Bednarski MOVED: That Troy parent, Cheryl Sullivan's child Shara Becotte be allowed to attend Emerson School. SECONDED: by M. Sears VOTED: 5-0-2-3.

c. Dr. Brigman's Philosophy;

Dr. Brigman outlined her philosophy as no one administrative or teaching style is the answer and that teachers are the key to quality in the classroom. She also discussed the importance of ongoing staff development, principals supporting teachers and curriculum and schools solving the social problems.

d. Fitz, Vogt & Associates Contract Proposal;

B. Seymour reviewed the results of the Fitz, Vogt food service study and the contract proposal for the ensuing year. The proposal includes co-op purchasing, monthly statements, implementing a design phase for the high school cafeteria, 21 day menus, providing a registered dietitian to review menus and meetings with the Food Service Director and Business Manager. B. Seymour added that the \$600 a month charge for this service will be covered by the savings realized through the program. B. Seymour also recapped the 1997/1998 Food Service program. He addressed the management initiatives for 1998/1999 as worker evaluation process, promotional food programs, revising and updating the high school menu, evaluating student scheduling, increased catering and relocating the director to the high school for a portion of the day. D. Swenson further explained the focus on the high school and stated that the elementary schools are in good shape. K. Holt complimented the catering business provided by the food service program. D. Swenson added that in the past an effort has been made to create a student council to be involved with the food service program. D. Gurian MOVED: That the Board accept the Fitz, Vogt proposal. SECONDED: by B. Hamill. VOTED: 7-0-0-3.

e. Curriculum Report;

K. Holt presented a video of Troy students and teachers David Dahl and Bill Parkman at Camp Takodah involved in an interactive lake ecology program. The program, sponsored by the Dept. of Environmental Services, has New Hampshire students monitoring and testing lakes. The program also teaches proper research and public speaking skills. The video showed students discussing their experience at Camp Takodah and participating in activities. K. Holt outlined the skills that the children learned and practiced during the making of the video.

f. Acceptance of Grant from KIDSNET

K. Holt stated that the grant would fund additional projects and provide equipment for the high school's media program and the Cable 8 project at Troy School. The funding would be \$5,000 in year one, \$12,500 in year two and \$7,500 in year three. D. Arguin MOVED: That the grant be accepted. SECONDED: by D. Gurian. VOTED: 7-0-0-3.

g. Boardmanship;

M. Sears addressed the Board regarding their personal behavior during board meetings. She suggested that the Board operate under parliamentary procedure with the Chairman recognizing and closing members. G. White asked that board members be more respectful of people and their feelings. He suggested one solution as calling a recess if meetings are out of hand. D. Gurian added that there is a range of behaviors that can disrupt meetings. Board members discussed their feelings regarding respectful behavior. D. Arguin supported M. Sears' comments and asked board members to look within themselves and move forward.

h. Board Vacancy;

Dr. Brigman stated that she has contacted the Troy town administrator for suggestions in filling the vacancy left by L. Gurley-Mozie's resignation.

i. Action on the Manifest;

B. Hamill MOVED: That the Board approve the manifest in the amount of \$609,039.46. (Warrant #365-Payroll, 6/18/98, \$18,713.24; Warrant #384-Payroll, 6/23/98, \$34,319.25; Warrant #347-Payroll, 6/29/98, \$132,680.71; Warrant #386-Payroll, 6/30/98, \$33,652.60; Warrant # 369-Payroll, 7/7/98, \$3,627.67; Warrant #1, 7/12/98; \$79,091.62; Warrant #2, 7/14/98, \$12,972.95; Warrant #3, 7/14/98, \$288,481.42 and Warrant #4, 7/14/98, \$5,500.00) SECONDED: by L. Sicotte. VOTED: 7-0-0-3.

j. Correspondence/announcement

1. letter from Fitzwilliam Planning Board

B. Fowler met with the Fitzwilliam Historical Commission and reported that all requirements of the town have been met and the summer work at Emerson can begin. He has also received approval for the physical changes to the building and he has the building permits.

A letter from NHIAA to D. Stockwell was distributed. D. Stockwell will be receiving an award of excellence for outstanding sportsmanship.

The Northern school assessment and staff reimbursements were also distributed.

SUPERINTENDENT'S REPORT:

Dr. Brigman reported that she has been meeting with SAU staff and principals and is getting to know the community. She expressed concern with the staff hiring process.

Setting the next meeting's agenda:

1. Goals for 1998-1999
- 2.
- 3.
- 4.
- 5.

NON PUBLIC SESSION:

At 8:26 PM, G. Bednarski MOVED: That the Board enter non public session for personnel and negotiations. SECONDED: by M. Sears. VOTED: 7-0-0-3 by a roll call vote.

Dr. Brigman nominated Melissa Pitti, Mt. Caesar, Step 1BA, \$24,573 and Kathleen O'Neil Trubiano, MRHS, Step @10MA15, \$44,110. D. Gurian MOVED: That the Board approve the nominations as presented. SECONDED: by B. Hamill. VOTED: 7-0-0-3.

D. Gurian MOVED: That the Board accept Marion Eckhard's intent to retire. SECONDED: by D. Arguin. VOTED: 7-0-0-3.

Dr. Brigman reviewed the high school assistant principal vacancy and suggested that the vacancy be filled on an interim basis with Joe Smith. G. Bednarski MOVED: That Joe Smith be accepted as interim assistant principal and the Board accept any other changes deemed necessary by D. Stockwell. SECONDED: by M. Sears. DISCUSSION: D. Stockwell spoke in support of the motion. VOTED: 6-0-1-3.

D. Stockwell discussed the head football coaching vacancy at the high school. He volunteered to fill the position for the season and received the board's support.

L. Sicotte asked that it be noted in the minutes that D. Arguin remained for the negotiations report.

B. Seymour reported that a tentative agreement for a 2 year proposal was reached with the MDEA. He also reported that the support staff opted not to negotiate the first year and would like to begin negotiations in the Fall of 1998.

At 8:55 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by M. Sears. VOTED: 7-0-0-3.

At 8:55 PM, G. Bednarski MOVED: To adjourn. SECONDED: by D. Arguin.

Respectfully submitted,



Sharon E. Turner

MONADNOCK REGIONAL SCHOOL DISTRICT

Student Hearing
July 14, 1998
Monadnock Regional High school

The Hearing was called to order at 6:09 PM by G. White Chariman.

PRESENT:

D. Arguin, G. Bednarski, D. Gurian, B. Hamill, M. Sears, L. Sicotte, G. White, Dr. Elaine Brigman, Supt. of School. Also present were K. Craig, T. Majoy, L. Shaw and K. Brunk.

G. Bednarski MOVED: That the Board enter non public session. SECONDED: by L. Sicotte. VOTED: 6-0-0-4. (M. Sears arrived after this vote).

Board members discussed information received in their packets regarding retention and the possibility of non graduation.

Dr. Brigman reported that she has reviewed the student's file and the research and does not see any support to retain the child. She added that the elementary and high school people involved feel the student should attend 7th grade. She has reviewed the 504 plan and it does contain accommodations for the physical disability. In response to concerns voiced by board members, Dr. Brigman noted staff and support services will provide structure for the student.

K. Brunk spoke in support of the retention.

At 6:32 PM, G. White excused non board members.

Board members expressed concern with the information provided and were hesitant of overturning the administration's recommendation. They also discussed concerns with the mother not backing the decision of the board if her son is moved on.

D. Gurian MOVED: That the Board support the administration's recommendation to advance the student with the special education department working with the mother to create a successful educational plan. SECONDED: by G. Bednarski. VOTED: 4-2-1-3

At 6:52 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by L. Sicotte.

Respectfully submitted,


Sharon E. Turner



TOWN OF TROY

SELECTMEN'S OFFICE, 16 Central Square, Troy, NH 03465

July 20, 1998

School Administrative Unit No. 38

Dr. Elaine Brigman, Superintendent
600 Old Homestead Highway
Swanzey, N.H. 03446

Re: Richard H. Thackston III
School Board Appointment

Dear Dr. Brigman,

The Board of Selectmen has appointed Richard H. Thackston III to represent the Town of Troy on the School Board due to Laura Gurley-Mozie's resignation.

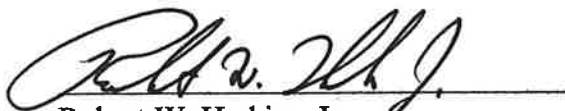
Mr. Thackston's mailing address is 14 Howe Road, PO Box 539, Troy N.H. 03465. Please have notices of upcoming School Board meetings sent to Mr. Thackston.

If you need any additional information, please contact the Selectmen's Office at your convenience, 242-7722.

Sincerely,
Selectmen of Troy


Gerald D. Callahan, Sr., Chairman


Dennis M. Poirier


Robert W. Harkins, Jr.

PHONE: (603) 242-7722

FAX: (603) 242-3430

EMERGENCY: (603) 352-1100

Police Dept 242-7992

Town Clerk/Tax Collector 242-3845

Fire Dept 242-7759

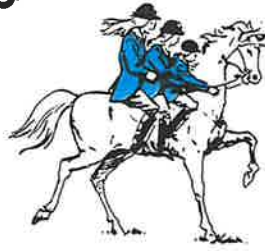
Gay Kimball Library 242-7743

Recycling/Transfer Station 242-7722

Highway Dept 242-3649

Water & Sewer 242-3890

dreimädel hof



Andrea K. Thackston
Proprietor
P.O. BOX 539 • TROY, NH 03465

April 20, 1998

Monadnock Regional School Board
C/O Elaine Brigman
SAU 38
600 Old Homestead Hwy.
East Swanzey, New Hampshire 03446

Gentleman:

In discussions with the Troy Selectman's Office I understand that one of Troy's seats has come available on the Board. I would be happy to fill this seat until the next election if it is agreeable to all parties.

Sincerely:

Richard H. Thackston III

CORPORAL PUNISHMENT

No Teacher, Administrator, Student, or other person will subject a Student to corporal punishment or condone the use of corporal punishment by any person under his or her supervision or control except in self-defense or in exigent circumstances. Permission to administer corporal punishment will not be sought or accepted from any parent, guardian, or school official.

Physical restraint is authorized when needed to protect the safety of the individual Student and/or other Students and employees. Documentation of any incident requiring such restraint will be given to the Principal.

Statutory & Regulatory References:

RSA 627:6

CORPORAL PUNISHMENT

Corporal punishment is defined as the intentional use of physical force upon a student for any alleged offense or behavior, or the use of physical force in an attempt to modify the behavior, thoughts, or attitudes of a student.

No teacher, administrator, student, or other person will subject a student to corporal punishment or condone the use of corporal punishment by any person under his or her supervision or control except in self defense or in exigent circumstances. Permission to administer corporal punishment will not be sought or accepted from any parent, guardian, or school official.

May 4, 1993

AUGUST 27th BACK-TO-SCHOOL WORKSHOPS

Choose two of the following 1 1/2 hour sessions, either 8:00 to 9:30 am or 9:45 to 11:00 am (Sessions A-E) **or** Session F, a 3 hour workshop:

- A. "Dealing with Difficult Children" - Rich Dufresne
Learn why some students are a problem in one class, but not another; strategies and techniques to use with three most common categories of difficult behaviors, and discover 7 steps to deal with these difficult behaviors. Funded by Safe and Drug-free Schools grant.
- B. "Brain-based Learning and Teaching" - Maurine Henry
Find out more about what neurologists are learning about the human brain and how it learns. The implications for the classroom will be explored! Funded by Goals 2000 grant.
- C. "Using Classroom Assessment to Meet Educational Objectives" - Ellen Neuffer
Learn how to use the your classroom assessments to improve student learning. Teachers will develop a personal classroom assessment action plan. Funded by Goals 2000 grant.
- D. "Ensuring a Quality Education for Gifted and Talented Students" - Theresa Majoy
Remember, no one said teaching was easy! Students' abilities can vary greatly in the classroom. Learn how to assure that high ability students have their needs met while still providing for all students. Funded by Goals 2000 grant.
- E. "Externships: Teachers in the Workplace. How Can This Work For You?" -
Externship Teachers, Sue Kessler, School-to-Career Coordinator
What an eye-opener!! Come hear of the experiences that some of MRSD's teachers had in the work force this summer. Find out how our School-to-Career Externships can be of value to you. Funded by School-to-Career grant.
- F. 8:00 am to 11:30 am "FLIP it!"TM Information Skills Strategies Program - Alice Yucht
Learn how to develop instructional strategies to maximize student learning and develop resource-based learning activities across the curriculum. Funded by School-to-Career grant.

RECOGNITION LUNCH

All staff, including secretaries, support staff, and SAU staff are invited to the luncheon.

11:30 am Introduction of Dr. Elaine Brigman, Superintendent of Schools
Awards and Recognitions

1:15 pm "I think I can, I think I can' ... said the Little Red Schoolhouse"
to 3:00 pm Alice Yucht, (Self-proclaimed Curmudgeon) Funded by School-to-Career grant.

Check on the back for other opportunities in which you may interested.

Return the registration form below to Kathy Holt, SAU #38. If you need further information, call me at 352-6955. Participants are limited in sessions A - E due to room size.

Name: _____ **School:** _____

Morning Session Choices: Please place an X to indicate your two choices.

___A___ ___B___ ___C___ ___D___ ___E___

F

The fine print: You will need to get this form signed by your morning presenter(s) only and complete one Activity Approval Form for morning and afternoon sessions to receive staff development hours.

Other opportunities in which you may interested...

August 10 - 12 - "High Performance Teams" - Barry Mallis, Markem Corporation, will
or 18 - 20 present his wonderfully engaging 3 day training.

8:00 am - Location to be announced. 3 MRSD teachers who have participated
4:00 pm in the past have said it is excellent! All staff invited to participate
daily free of charge, but space is limited. Funded by Region 13 School-to
Career grant. Call Paul Bartolomucci at 357-9004 to register.

August 13 - "Hands-on Elementary Science" Dr. Anthony Fredericks
8:00 am - Includes high quality literature aligned to science skills and
4:00 pm concepts. MRHS Library. Funded by Title II Eisenhower Math and
Science Act.

Call Terry at 352-6955 to register if you haven't already done so!

August 26 - New Teachers' Workshop - Wyman House/SAU Office
8:30 am - Mandatory for all new professional staff and optional for any support
11:30 am staff who wishes to learn about business operations of the District,
leave policies, staff development, etc. At 11:30 staff will go back to
individual schools for more orientation.

August 26 - Critical Skills meeting (Everyone welcome)

9:00 am - MRHS Library

3:00 pm,

The October 9, 1998 Tri-District Workshop Day will feature the following topics.
Registration information will be available by August 31st. Sessions are on a first come,
first registered basis. Each session is limited to 100 people. The two inclusion
workshops will be held in Swanzey, all others in Keene. Registrations will be in
teachers' mailboxes prior to September 1st, with a return date around September 8th.

The Ethical Educator - Lori Wiley

Secondary Inclusion Practices - Maureen Argus

Elementary Inclusion Practices - Cathy Apfel

Practical Applications of Learning Styles in the Classroom - Fritz Bell

Brain-based Learning and Teaching - Lewis Miller

Block Scheduling - two different sessions for particular levels of need

Children Who Witness Violence (for Nurses, SPED,) Carrie Jasper

*A reminder: You may attend any official organization's meeting on October 9th in place of
the Tri-District Workshop. This includes the NEA Conference, the NELMS Regional
Workshop (being held at Keene Middle School), the NHATME conference, etc.) You will need
to attach a proof of attendance to your Activity Approval Form.*

MONADNOCK REGIONAL SCHOOL DISTRICT

EDUCATIONAL GOALS

1997 - 1998

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, and through building maintenance and 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/pupils contact days.

July 14, 1998

Bob Seymour
Business Manager
SAU 38
600 Old Homestead Highway
Swanzey, NH 03446

Dear Mr. Seymour,

I have spoken with Deborah Pelley regarding the position of Deputy Treasurer.

I am interested in the position and would appreciate the Monadnock Regional School Districts School Board consideration.

I have been the administrative assistant for Prudential Brown & Tent, Realtors for the past 6 years and have educational training in the area of accounting.

Thank you for considering me, I look forward to serving the community.



Susan Ellsworth
371 Oliver Hill Road
Swanzey, NH 03446

Student residency issues under New Hampshire law

Gerald M. Zelin
Zelin and McCormack, P.L.L.C.

Presented at Franklin Pierce Law
Center Education Law Institute
August 1, 1998

Part I

The Hierarchy of Parent Rights

Ordinarily . . .

- Parents of an unmarried minor are automatically joint guardians of the child. RSA 463:3, I (1997 supp.).
- A guardian makes “important decisions in matters having a permanent effect on the life and development of the child.” RSA 169-C:3, XIV. Accord, RSA 170-C:2, V.
- A guardian’s powers traditionally include:
 - Consenting to: marriage; enlistment in the armed forces; and major medical, surgical, and psychiatric treatment.
 - Reasonable visitation.
 - Representing the child in legal actions.
 - “Legal custody,” which ordinarily includes “physical custody.” RSA 169-C:3, XIV(c), XVII(b).

Physical custody

- A divorce court may award physical custody to one parent.
 - When that occurs, the child is supposed to live with the parent having physical custody (usually subject to visitation with the other parent).
- A juvenile court may remove a child from home.
 - When that occurs, the parents are deprived of physical custody. In re Bryan L., 123 N.H. 420, 422 (1983).
- *Physical* custody is not the same as *legal* custody.
 - If someone claims to have “custody” over a child, inquire whether this is legal custody, physical custody, or both.
 - You may need to read the court order.
- An order depriving a parent of physical custody does not deprive that parent of legal custody, guardianship, or residual parental rights.

Legal custody (continued)

- “Legal custody” is “a status created by court order embodying the following rights and responsibilities”:
 - The power to decide where the child shall live.
 - The right to have “physical possession of the child.”
 - The right and duty to protect, train and discipline the child.
 - Responsibility to provide food, clothing, shelter, education, emotional security, and ordinary medical care, subject to the rights and responsibilities of the guardian and subject to residual parental rights.
 - *RSA 169-C:3, XVII and 170-C:2, IV.*
- An award of legal custody does not deprive a parent of guardianship or terminate residual parental rights.

Guardianship

- A Probate Court may award:
 - “guardianship over the person of a minor”
 - “guardianship over the estate of a minor”
- Guardianship over the person may be awarded through guardianship proceedings under RSA 463 or proceedings to terminate parental rights under RSA 170-C.
- Guardianship over the estate may be awarded through proceedings under RSA 463.
- The guardian of the person handles the minor’s personal affairs. RSA 463:12 (1997 supp.).
- The guardian of the estate handles the minor’s financial affairs. RSA 463:19 (1997 supp.).

Part II

New Hampshire's school attendance laws

Old law in New Hampshire

- New Hampshire's school attendance statutes have traditionally provided that a student shall attend school in the district where he or she "resides."
- The term "resides" was not defined by statute.
- Two competing lines of N.H. Supreme Court cases interpreted that term. (Appendix D.)
 - Some cases held that a minor resides where he lives or dwells, unless he moved to that district solely or primarily to attend its schools.
 - Other cases held that a minor resides where his parents reside, at least when his parents retain legal custody or other sufficient contacts.

Exceptions to the general rules:

- RSA 193:12 creates several exceptions, which fall into two broad categories:
 - **Category 1.** Exceptions to the rule that a student is a legal resident of the district where his parents reside.
 - **Category 2.** Exceptions to the rule that a student attends school in the district where the student is a legal resident.

Category 1 exceptions:

- a) If parents live apart and are not divorced, and the student lives with one parent - the student attends school in the district where the *student lives*.
- b) If parents live apart, a divorce decree grants them joint legal custody, and the student lives with one parent - the student attends school in the district where the *student lives*.
- c) If a court awards one parent sole or primary physical custody - the student attends school in the district where *that parent resides*.
 - This applies even if the student is living with the other parent.

Category 2 exceptions (cont'd)

- b) A child placed by DCYF in the home of a relative or friend pursuant to a juvenile court case or a guardianship petition may attend school in the district where that home is located (unless placement was solely for the purpose of enabling the child to attend that district's schools). *RSA 193:28*.
 - This provision was added in 1998.
 - It expands RSA 193:28 to include *unlicensed* homes.
 - But RSA 170-E:27, I and 170-E:45, I prohibit children from living with adults who are not relatives and who do not have a foster home license.

Category 2 exceptions (cont'd)

- c) Whenever a parent or guardian voluntarily places a child with a relative at the recommendation or request of DCYF, the child may attend school in the district in which that relative resides. *RSA 193:12, V-a*.
 - This is another new provision added in 1998.
 - Upon request of the school district, DCYF must confirm that the placement was not for the purpose of allowing the child to attend that district's schools.
 - Upon request of the school district, the relative "shall take reasonable steps to secure a court award of guardianship over the child."

What is the scope of the definition of “legal resident” in RSA 193:12?

- RSA 193:12, III defines the term “legal resident” for *all* school laws.
- But that term appears nowhere else in the school laws.
- The terms “resident” and “resides,” and variations, appear throughout New Hampshire’s school laws. (See Appendix C.) For example,
 - RSA 186-C:7, I and 186-C:13, I (1997 supp.) provide that the district in which a disabled student “resides” shall develop an IEP and provide services.
 - RSA 193:27, IV, regarding reimbursement, defines the term “sending district” by reference to where the student once “resided” or where the student’s parents currently “reside.”

One answer

- Since 1981, RSA 21:6 and 21:6-a have defined “resident” and “residence” by reference to domicile.
- The definitions in RSA 21:6 and 21:6-a do not apply to the school laws if they are inconsistent with the policies underlying the school laws. RSA 21:1 (reprinted in Appendix C).
- In the past, courts have been reluctant to apply RSA 21:6 and 21:6-a to the school laws.
- The recent amendments to RSA 193:12, and the policies underlying those amendments, open the door to applying RSA 21:6 and 21:6-a to the school laws.
 - See In re Matthew P. (N.H. Dept. of Education, May 14, 1998) (reprinted in App. E) (holding that the definition of “legal resident” in RSA 193:12 applies to the term “resided” in RSA 193:27, IV).

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

August 18, 1998

**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

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 Board Member
- c. Deputy Treasurer
- d. Policy on Corporal Punishment
- e. Auditor's Report
- f. Curriculum Report
- g. Board Goals
- h. Action on the Manifest
- i. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

- a. Update on Residency

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
Swanzy, New Hampshire 03446
Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman, - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD Board Members

From: Dr. Elaine Brigman, Superintendent

Re: August 18, 1998 Board Meeting

Date: August 6, 1998

I am preparing this agenda a little early so that Terry can take a hard earned vacation.

4b. Mr. Richard H. Thackston III has been recommended by the Troy Board of Selectman to fill the vacancy. Mr. Myron S. Steere, Moderator, will come to the meeting to swear him in.

4c. Ms. Susan Ellsworth has applied for Deputy Treasurer.

4d. Our Policy on Corporal Punishment does not match some of our Special Education Individual Education Plans. The updated Policy from NHSBA is a better match. I've included the current and proposed policy.

4e. The Auditors will come to the meeting to report on the 1997-1998 Monadnock Budget. It doesn't look good!

4f. Kathy Holt would like to invite you to our August 27th Back-To-School Workshops. She will also tell you about all the wonderful workshops and curriculum development sessions that have happened over the summer.

4g. We should review the Board Educational Goals.

5. There have been some changes in the Residency Statute. In an attempt to clarify the issue, I think they have made it more confusing.

Non-Public - I have several late resignations and appointments for non-public. There is also some correspondence on the Wilcox School Case.

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
August 18, 1998
Monadnock Regional High School

CALL TO ORDER:

The meeting was called to order at 7:06 PM, by Glenn White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, B. Hamill, M. Sears, L. Sicotte, C. Starrett, G. White, Dr. Elaine Brigman, Superintendent, K. Holt Assistant Superintendent and B. Seymour, Business Manager. Also present were D. Bell, K. Craig, D. Mousette, B. Tatro, B. Fowler, K. Dassau and S. Turner.

1. CONSENT AGENDA:

a. Minutes of previous meeting;

G. Bednarski MOVED: That the minutes of July 14, 1998 be approved as written.
SECONDED: by D. Gurian. VOTED: 7-0-1-2.

b. Old Business;

L. Sicotte asked the Board to reconsider the decision of March 3, 1998 to allow a non resident student to attend MRSD tuition free. There was no further discussion.

2. CITIZEN CONCERNS:

None

3. STUDENT COUNCIL CONCERNS:

None

4. OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports;

C. Starrett reported on the status of the Emerson School project. B. Fowler updated the board on the movement of the trailers. He also reported that the septic system was put out to bid and that the old system can be used in the interim.

C. Starrett informed that Board that in September, the Facilities Committee will be forming a group of teachers, parents and community members to discuss needs at the High School.

D. Gurian reported that D. Carluccio will be heading up a focus group as part of the Communication Committee. This group will review issues for the District Meeting.

b. New Board Member;

B. Hamill MOVED: That Richard Thackston be nominated to fill the vacant Troy position. SECONDED: by G. Bednarski. VOTED: 9-0-0-1. R. Thackston was sworn in by M. Steere, Moderator.

New Business;

B. Hamill distributed a hand out regarding a proposal to have a committee explore the issue of a middle school. C. Starrett expressed concern with adding this project to the Warrant in March with the Emerson project. She reminded the board that the new five year plan did not support a middle school.

c. Deputy Treasurer;

Dr. Brigman nominated Susan Ellsworth to fill the Deputy Treasurer position. B. Hamill MOVED: That the Board accept the nomination. SECONDED: by D. Gurian. VOTED: 9-0-1-0.

d. Policy on Corporal Punishment;

Dr Brigman discussed the NHSBA Corporal Punishment Policy included in the packet. She added that some IEPs include a restraint procedure and stressed the importance of having a policy to show that restraint is authorized. R. Thackston MOVED: That the Board abandon its current Corporal Punishment Policy and adopt the current NHSBA Policy (JKA) for its first reading. SECONDED: by G. Bednarski. DISCUSSION: Board members discussed formal documentation processes. K. Dassau spoke in support of the NHSBA Policy and described physical restraint as in an IEP or students involved in an altercation. VOTED: 10-0-0-0.

e. Auditor's Report;

B. Seymour reported that the audit will be completed by the end of October. He stated that preliminary figures show the budget over expended. Due to unanticipated Medicaid revenue, the revenue will exceed the overexpenditure.

f. Curriculum Report;

K. Holt updated the Board on the Wellness Committee conference; the Administration's Retreat; Critical skills training and the School to Career team. All of these activities were funded partially or totally by Federal Grants. She also reported on teachers that participated in an externship program at local businesses over the summer and elementary teachers working to review curriculum to ensure alignment with state frameworks. She also reviewed the workshop information that was included in the Board packets.

A presentation will be made in early or mid October regarding block scheduling.

g. Board Goals;

G. Bednarski expressed concern with the assessment scores and discussed the feasibility of setting a realistic, numerical goal. K. Holt stated her opinion as to the pros and cons of setting a number. Dr. Brigman stated the importance of looking at multiple assessments

to see the whole picture of how students are doing. The Board discussed the cost effectiveness of hiring a grant writer. D. Carluccio spoke about the funding available through agencies in the community.

C. Starrett, referring to Goal 2, noted that the plan has been developed. G. Bednarski MOVED: That Goal 2 be rewritten to say, "Continue support of effort to improve facilities through the completion of the 'Five Year Facilities Plans'" SECONDED: by M. Sears. VOTED: 9-0-1-0.

G. Bednarski MOVED: To accept the Educational Goals. SECONDED: by D. Carluccio. VOTED: 10-0-0-0.

h. Action on the Manifest;

B. Hamill MOVED: That the Board approve the Manifest in the amount of \$1,114,563.24 (Warrant #388-Payroll, 7/16/98, \$50,634.97; Warrant #390-Payroll, 7/17/98, \$219.61; Warrant #373-Payroll, 7/22/98, \$266,781.64; Warrant #371-Payroll, 7/15/98, \$140,876.80; Warrant # 394-Payroll, 7/30/98, \$3,765.54; Warrant #375-Payroll, 7/20/98, \$135,162.26; Warrant # 392-Payroll, 7/29/98, \$45,419.12; Warrant #379-Payroll, 8/11/98, \$135,443.61; Warrant #377-Payroll, 8/10/98, \$1,116.86; Warrant # 396-Payroll, 8/12/98, \$53,619.74 and Warrant #8, 8/18/98, \$321,523.09) SECONDED: by C. Starrett. VOTED: 10-0-0-0.

i. Correspondence/announcement

Distributed correspondence included the Assessment done by Emerson, staff reimbursements and a letter to the Superintendent from the Richmond Board of Selectmen regarding non district students attending MRSD and per town pupil costs.

5. SUPERINTENDENT'S REPORT:

Dr. Brigman discussed the student residency and noted that a student's residence is where the parent resides. In the case of divorce, the custodial parent determines the residency. If the student lives with another family member, the residency is still determined by where the parent lives or the family member must have court approved custody. Dr. Brigman also distributed drop-out rate information generated by the State. She stated that D. Stockwell feels one problem with MRSD dropouts is the attendance policy. Dr. Brigman asked the Board to consider creating the position of Attendance Officer.

R. Thackston MOVED: That the Board establish a full time Attendance Officer position. SECONDED: by B. Hamill. DISCUSSION: L. Sicotte asked if there were people in the high school that could follow up on absences. K. Holt explained the lack of recourse through the assistant principal. This position would be a separate negotiated position and training will be provided by the principal and the guidance department. VOTED: 9-1-0-0.

6. Setting the next meeting's agenda:

1. second reading of Corporal Punishment Policy
2. Middle school proposal

Include second 5 year plan in packet.

7. NON PUBLIC SESSION:

At 9:27 PM, M. Sears MOVED: That the Board enter non public session for personnel and legal reasons. SECONDED: by L. Sicotte. VOTED: 10-0-0-0 by a roll call vote.

Dr. Brigman presented the resignations of David Matteson, Doris Ferreira, Cynthia Savage and Joan Bando. D. Gurian MOVED: That the Board accept the resignations. SECONDED: by R. Thackston. VOTED: 10-0-0-0.

Dr. Brigman presented the following nominations. Greg Lent, 40% 2BA18, \$10,678; Anne Sargent, 5MA, \$31,712; Pam Loney, @10BA, \$39,345; Ellen Cronin, @10MA30, \$45,823 and Debra Battersby, 1BA, \$23,500 (one year position). G. Bednarski MOVED: That the Board accept the nominations. SECONDED: by D. Gurian. VOTED: 9-0-1-0.

Dr. Brigman advised the Board that she has received correspondence from William Prigge with updates on the Wilcox Building and an August 18, 1998 conference.

At 9:43 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by M. Sears. VOTED 10-0-0-0 by a roll call vote.

At 9:43 PM, G. Bednarski MOVED: To adjourn. SECONDED: by D. Gurian. VOTED: 10-0-0-0.

Respectfully submitted,



Sharon E. Turner

MONADNOCK REGIONAL SCHOOL DISTRICT

EDUCATIONAL GOALS

1998-1999

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 Plans."

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/pupils contact days.

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 29, 1997
To: Community Facility Committee
From: Laura Barrett
Topic: Final Draft

Enclosed is the final draft of the Report of the Community Facility Committee and the Second Five-Year Plan Project Schedule.

The next meeting is scheduled for Monday, January 5, 1998 at 6:00 p.m.

REPORT OF THE COMMUNITY FACILITIES COMMITTEE 1997

The Community Facilities Committee has been meeting for several weeks. We have examined Facility Reports from the school administration, The New England Association of Schools and Colleges Accreditation Report, school enrollment totals, a space utilization report from the junior/senior high school, and the reimbursement schedule for State Building Aid.

We believe that the soon to be completed and proposed projects at the elementary schools will satisfy the immediate large scale needs at the elementary level. We believe that the District should continue to pursue the separation of the junior and senior high school students at the junior/senior high school facility. To that end we submit the following recommendations.

When proposed, the First Five Year Plan was to be funded by current taxation amounting to \$500,000 per year with the remainder of the amount spent per project per year to be withdrawn from the 1975 Capital Reserve Fund and/or other funds created for that project. The 1975 Capital Reserve Fund would be funded by the State Building Aid Reimbursements for completed projects. We support the continuation of this approach. We feel that the amount raised by current taxation should remain a constant and that at the end of the need for capital projects, the 1975 Capital Reserve Fund should contain a suitable amount of money for the "rainy day savings account" for which it was established.

The final year of the First Five Year Plan is in the planning stages by the School Board Facilities Committee. The School Board is considering additions and renovations at the Emerson School. At present it appears that the Emerson Project will be funded over two years with construction occurring in the second year. Therefore part of the funding and all of the construction of the Emerson School project will occur in the first year of the Second Five Year Plan.

The enrollment figures for elementary schools appear to be stable at present. Barring increased development activity in the towns and unforeseen population shifts, we believe that after the completion of the Emerson Project, the elementary schools will be generally adequate for the next few years. There are requests for improvements at the elementary level but they are not large scale nor as crucial as the needs of the high school at this time. The possible need for a third elementary school in the Richmond/Swanzey area as well as other improvements to the elementary schools should be examined prior to the Year 4 of the Second Five Year Plan.

A letter from Roy Banwell to John Menton dated February 2, 1996 explains the probable requirement for a sprinkler system at the High School as part of any further construction. We have heard that the School Board may include part of the money for the installation of such a system in the 1998-1999 Budget and subsequent budgets. We encourage this approach. We recommend that \$100,000 per year be set aside to be used for the installation of a sprinkler system during the construction of the first project at the High School proposed for 2000-2001.

We also recommend that this be studied further to determine the best system to meet the minimum standards for this facility.

We believe the most immediate need at the High School is the construction of a multi-purpose room to be used as a combination gymnasium, cafeteria and large scale activity center for Junior High students. Lockers rooms for Junior High students are to be included. Traffic flow from Route 32 through the school campus should be redesigned at this time. This entire project which is estimated at 10,000 square feet of new construction is proposed for Year 2 of the Second Five Year Plan.

In Year 3 we propose the addition of a Junior High music room, teachers' workroom, Junior High offices including a nurse's station, five junior high classrooms and kitchen renovations, if needed. New construction is estimated at 8000-9000 square feet. We suggest that the Community Facilities Committee be reconvened during this year to re-evaluate the plan.

In Year 4 we propose construction of five classrooms at the High School estimated at 5000 square feet, enlargement of office areas at Mount Caesar and establishment of a capital reserve fund for the construction of a Richmond/Swanzey elementary school.

In Year 5 we propose the consideration of multi-purpose rooms at Mount Caesar, or Sullivan and Surry. Work might begin on a new elementary school or other needs of the school district might be addressed.

As you can see, after Year 1 which is dedicated to the Emerson project, the plan centers on making additions to the High School which will help separate Junior and Senior High students. We have adopted a goal of total separation within the same building with the exception of the library. Four of the elementary schools still need multi-purpose rooms for cafeteria and large group activity space. The size of those projects vary. Gilsum is planning a town recreation building near the school and would like to discuss collaboration with the School District on that project. This approach may also be feasible for construction of multi-purpose rooms in Sullivan and Surry. There always looms the prospect of growth in Swansey and Richmond and the need for another elementary school. We think that a vote to establish a new capital reserve account for such a school in Year 4 would show if the District supports such a school and we may have a better indication of population trends at that time.

Further Recommendations

We recommend that the School Board write to the Boards of Selectmen and Planning Boards of each of the eight towns and suggest that each town consider imposing impact fees on new developments with the money to be placed in a fund for school expansion.

The septic system at MRHS has periodically been a matter of concern. It bears noting that there are now two schools with a total of 1800 students and a large number of staff relying

on conventional septic systems in a relatively small area. The area is believed to have good soil for such systems, but we continue to have long term, large volume usage and there is a high water table in the area. Therefore we should be aware of the threat of pollution. We suggest that the School Board support connecting to the Keene Sewage Treatment Facility. The proposed Industrial Park on the east side of Route 32 within 2 miles of the school might provide an opportunity for such a connection. The board should consider using Building Aid or Community Block Grants for such a project.

Thank you for considering the Second Five Year Plan Report

Laura Barrett

Terry Clark

Barry Fowler

Calvin L. Frink

Bill Hasbrouck

Mike Neylan

Scott Lake

Tom Parker

Christopher Pratt

Elizabeth Tatro

Robert Therrien, Jr.

John Tommila

William Wheeler

SECOND FIVE YEAR PLAN PROJECT SCHEDULE

Year	Projects	Cost	Building Aid Return
5. 1998-99	Final year of the First Five Year Plan Partial funding of Emerson School project	\$742,000	\$340,000.
1. 1999-2000	Construction of Emerson School Project	\$808,000	\$400,000
2. 2000-01	Construction of multi-purpose room at MRHS.. for use as gym, cafeteria, large group activities including locker rooms, 10,000 sq. ft.; reconfigure traffic flow at MRHS, parking and new entrance.	\$750,000	
3. 2001-02	Construct Jr. High music room, teachers' workroom, junior high offices, including nurse's station, 5 Jr. High classrooms, possible kitchen renovations and Sr. High locker rooms. 8000-9000 sq. ft. Re-evaluate plan	\$	
4. 2002-03	Construct 5 classrooms at MRHS 5000 sq. ft., Enlarge office space at Mt Caesar, Establish capital reserve fund for Elementary school.	\$	
5. 2003-04	Construct multi-purpose rooms at Mt. Cacsar, and/or Sullivan and Surry, address other district needs.		

This schedule anticipates funding of a sprinkler system for the High School from the operating budget of the district in 98-99, 99-00, and 00-01.

This schedule is a suggested framework. We realize that project scheduling will change dependent on better construction cost estimates and to improve construction efficiency and based on the changing needs of the district.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
September 1, 1998**

**MEETING AT
Roxbury Town Hall**

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

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. Policy on Corporal Punishment (2nd vote)
- d. Curriculum Report
- e. Middle School Committee
- f. Business Managers Report
- g. Summer Building and Grounds Work
- h. Technology Update
- i. Action on the Manifest
- j. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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.	_____

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Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman, - Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kathleen Holt, Assistant Superintendent

Robert A. Seymour, Business Manager

Kenneth R. Dassau, Director of Special Services

To: MRSD School Board

From: Dr. Elaine Brigman, Superintendent

Re: September 1, 1998 Board Meeting

Date: August 25, 1998

Gosh- It's time to do the Agenda again. It looks light but of course School doesn't start until the day after the Board Meeting. Let's enjoy it while we can.

I am enclosing a copy of the Second Five Year Plan which you asked for at the last meeting.
Also enclosed are the revised MSRSD School Board Goals.

4c. A second vote is needed to approve the new policy on Corporal Punishment.

4d. Kathy Holt will update us on some curriculum issues.

4e. Packet of information from Bill Hamill was sent to you last week. Please read in preparation for this item.
Dixie will help us with this item.

4g. Barry Fowler will update the Board on summer work.

4h. Tom Warner will update the Board on the technology grant and progress over the summer.

AUG 18, 1998

Three to four months ago I passed out updated District enrollment data and asked you to review the data with a view towards considering a Middle School Bond Issue at the next annual meeting.

Tonight I ask the Board to consider appointing a committee for the sole purpose of exploring this issue and report back to the Board early in the budget process.

This committee would be composed of Board members, Administrators, interested local government officials and interested citizens at large.

A great deal of study went into the Middle School Bond Proposals of 1989 and 1993. Most of this data is available and is easily updated. The MAJOR task is selling the proposal to the masses.

My feeling is that we came close in 1993, the economy remains strong and that there may not be a better opportunity than now. The improvements generated by the current five year plan were sorely needed but we need to get ahead of the cycle. The High School is bursting at the seams but with the current plan we must wait 18-24 months to address this situation.

Let us propose and SELL the Middle School NOW

Thank you,

WAH

1974

The Annual Meeting in 1974 was asked for \$336,000 for additions to the Monandock Regional High School.

Requested: 8 room addition to the MRHS (English classroom, social studies, science, math, foreign language, art, home economics, special education room). And a steel building to house an auto repair shop and some storage space.

Goal: greater separation of the junior high from the senior high moving classes out of undesirable spaces into regular classrooms (e.g., auditorium, student activity room, library, teacher lunch-room, etc.)

more flexibility in scheduling students

better able to handle larger enrollments

The Meeting was also asked to support ELEMENTARY SCHOOL ADDITIONS.

Fitzwilliam: (\$177,384)

3 classrooms (one to house students located in Troy School, one to replace a small classroom, and one room as a library) plus health room, workroom, toilets, boiler room.

Swansey: (\$292,691)

5 classrooms plus 2 more rooms for use as a library (2 rooms to house Wilcox students, 2 to house classes sharing a large room at Cutler, 1 to house class taught in Mt. Caesar cafeteria) and toilets, workroom, boiler room.

Surry: (\$50,976)

1 classroom, health room-office, boiler room.

Gilsum: (\$19,200)

Renovate existing school, and add kitchen, health room, toilets.

Sullivan: (\$109,422)

2 classrooms (to provide for six grades and 3 teachers, and a cafeteria-library), health room, toilets, kitchen, storage.

In all, the Meeting was asked for \$336,000 for the HIGH SCHOOL and \$677,433 for the ELEMENTARY SCHOOLS.

Results: HIGH SCHOOL proposal was turned down (284 yes, 392 no).
(42% yes, and 58% no, with 2/3 yes needed for approval).
ELEMENTARY proposal was turned down also, 370 yes, 305 no.
(55% yes, and 45% no, with 2/3 yes needed for OK).

1975

NO BUILDING PROGRAM PRESENTED AT ANNUAL MEETING, 1975.

1976

NO BUILDING PROGRAM SUBMITTED AT ANNUAL MEETING, 1976.

1977

The 1977 Annual Meeting was asked for a bond issue for additions to the Northern Schools.

\$450,000 was sought for Northern School improvements and additions.

Surry: Replace a small classroom with a full-sized room,
add a 4th classroom for future needs. Enlarge kitchen,
add health room, storage, toilets.

Gilsum:
Raise old part of building and erect 2 classrooms to replace the
old section torn down, and add kitchen, boiler room, toilets,
office-workroom, health room.

Sullivan:
Add 2 classrooms, health room, office-workroom, toilets, kitchen.

Annual Meeting approved the bond issue easily, 444 yes and 104 no.

1978

NO BUILDING PROGRAM PROPOSED, 1978

1979

Annual Meeting was asked to fund a large addition to the HIGH SCHOOL, with the \$2,491,400 financing the separation of the junior high from the senior high.

High School

24 classrooms, toilets, gym, offices, health room, boiler room,
serving kitchen, locker rooms, storage, and enlarging present
H.S. Library

And \$493,600 was requested for additions to the MT. CAESAR SCHOOL.

Mt. Caesar

8 rooms for classes, library, workroom, toilets.
(This would allow closing of Wilcox School, freeing up
cafeteria for its proper use, space for traveling specialist,
moving a Cutler class to Mt. Caesar to free space at Cutler
for remedial teachers).

Results: High School addition was defeated, 337 yes and 944 no.
Mt. Caesar proposal was defeated, 405 yes and 875 no.

1980

1980 Annual Meeting was asked for \$10,000 to hire an architect to study the needs of the district, and to return with preliminary plans and cost estimates.

Results: voters rejected the request, 85 yes and 115 no.

1981

1981 Annual Meeting was asked for \$450,000 to build an addition to the HIGH SCHOOL.

High School

5 classrooms would be added along with one large room which
could be divided up to accommodate several uses (vocational
rehabilitation, speech therapy, psychological services, lunch
program, athletic director, department heads, computer room,
conference room).

And for money to insulate and re-roof the HIGH SCHOOL.

Results: Building proposal was turned down, 205 yes and 367 no.

1986

Article 2

Proposal to add on to MRHS and certain elementary schools. Postponed until a special school district meeting in May.

May 20, 1986-Special school district meeting.

Article 1

To raise \$1,600,000.00 for alteration and enlargement of MRHS, Mt. Caesar School, Emerson School and the Gilsum School. VOTED: Yes-452, No-86. Passed.

1987

Article 4

To add a kindergarten program to the district. VOTED: Yes-320, No-99. Passed.

Article 7

To appropriate \$325,000.00 from capital reserve fund for an auxillary gymnasium at MRHS. VOTED: Yes-175, No-177. Defeated.

1988

Article 2

To appropriate \$20,000.00 to hire an architect to prepare plans and cost estimates for space needs of the district. Passed.

Article 3

To appropriate \$580,000.00 for addition of gymnasium at MRHS. VOTED: Yes-147, No-185. Defeated.

1989

Article 2

To appropriate \$12,690,800.00 for construction of a middle school in Swanzey. Postponed until May 16, 1989, at special school district meeting. Defeated at special meeting.

Article 4

To raise \$80,000 to hire architectural firm to begin building plans. Voted: Yes-303, No-103. Passed.

1990

Article 2

To appropriate \$6,875,000.00 for new junior high in Swanzey. VOTED: Yes-424, No-434. Defeated.

Article 3

To withdraw from the capital reserve fund \$50,000.00 to initiate acquisition of land in East Swanzey-Richmond area. Approved.

1991

Article 2

To appropriate \$3,113,000.00 for construction of a K-6 elementary school.
Article indefinitely postponed.

Article 3

To appropriate \$6,200,000.00 for construction of new junior high school in Swanzey. Article indefinitely postponed.

1992

No building programs proposed/

1993

Article 1

To appropriate \$7,200,000 for a 5-8 Middle School. Voted
yes 985 no 676 Motion defeated. 59.3% vs 40.7%
Later recount was 983 vs 688 - not 2/3.
Motion to reconsider after 7 days per law = 437/289

MTG 3/27/93

Vote on MS = 1102/975 53.03/46.97%

There was an attempt to increase the budget by 1.3MM to start a savings plan for a MS but
was defeated 326/431.

1994

Article 1

Petition article by WAH for MS \$ 7.2MM. Withdrawn by WAH due to impact on budget

Article 2

Appropriate \$558,720 for additions at the HS including a withdrawal of \$58720 from the
Capital Reserve Fund. Voted affirmative.

Also voted for improvements at several schools for a total withdrawal from the Capital
Reserve Fund of \$24300.

1995

Article 2

Appropriate \$485K for more HS additions including a \$240,000 withdrawal from the
Capital Reserve Fund. Voted affirmative.

Article 3

Appropriate \$137,000 for Capital Reserve Fund to be used for Cutler project. Voted
affirmative.

Article 7

Appropriate \$61,000 for Capital Reserve Fund. Voted Affirmative.

1996

Article 3

Appropriate \$650K for the Cutler School project including a withdrawal of \$290,500 from the Capital Reserve Fund. Voted affirmative.

Article 7

Raise \$53,350 for Capital Reserve Fund. Voted affirmative.

1997

Article 4

Appropriate \$650K for Cutler School project including a withdrawal of \$235,000 from Capital Reserve Fund Voted affirmative.

Article 5

Appropriate \$185K for Cutler School project. Voted affirmative.

1998

Article 1

Appropriate \$364,350 for Emerson School project. Voted affirmative

Article 2

Transfer \$90,000 from Capital Reserve for Emerson project. Voted affirmative.

Article 5

Raise \$184,535 for Capital Reserve Fund. Voted affirmative.

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
September 1, 1998
Roxbury Town Hall

CALL TO ORDER:

The meeting was called to order at 7:05 PM, by Glenn White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, L. Sicotte, C. Starrett, D. Thackston, G. White, Dr. Elaine Brigman, Superintendent, K. Holt, Assistant Superintendent and B. Seymour, Business Manager. Also present were C. Cardine, K. Craig, L. DeCoste, D. Stockwell, B. Tatro, B. Fowler and T. Warner.

CONSENT AGENDA:

Minutes of the previous meeting;

D. Gurian MOVED: That the minutes of August 18, 1998, be approved as written.

SECONDED: by D. Arguin DISCUSSION: B. Seymour amended the minutes on page 2 under the heading e. Auditor's Report to read Due to unanticipated Medicaid revenue, "We anticipate a positive fund balance as of June 30, 1998". VOTED: 6-1-0-3. (D. Thackston was not present to vote)

Old Business;

L. Sicotte asked the Board to reconsider the decision of March 3, 1998, to allow a non resident student to attend MRSD tuition free. There was no further discussion.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports;

D. Gurian MOVED: That the Board ask the administration to thank the teachers who received recognition for years of service and perfect attendance at the Staff Recognition luncheon. SECONDED: by D. Carluccio. VOTED: 7-0-0-3

b. New Business;

Dr. Brigman presented a request from Scott and Michelle Carter, who have purchased land in Richmond, that their children be allowed to attend school in the MRSD. G. Bednarski MOVED: That the Board approve the Carter's request. SECONDED: by D. Carluccio. DISCUSSION: It was noted that the family presently resides in Keene and will be putting a house on the land. VOTED: 7-0-0-3.

Dr. Brigman presented a request from Lisa Bostwick, who is buying a house in Troy, that her daughter, Angela be allowed to attend school in the MRSD. G. Bednarski MOVED: That the Board approve the Bostwick request pending the sale of the house. SECONDED: by D. Carluccio. VOTED: 7-0-0-3.

c. Policy on Corporal Punishment (2nd vote)

G. Bednarski MOVED: That the Board accept the Policy on Corporal Punishment as proposed. SECONDED: by C. Starrett. VOTED: 7-0-0-3.

D. Thackston arrived.

d. Curriculum Report;

K. Holt distributed and discussed information regarding the K-6 curriculum. She explained how the teachers met by grade level and researched every outcome. The curriculum will be posted in the schools and town libraries. She listed the areas that still need to be addressed as a math glossary, focusing on a new math series, keyboarding/handwriting and social studies. Board members asked questions regarding the district's alignment with the state curriculum and time in classroom.

e. Middle School Committee;

D. Gurian MOVED: That a study committee be formed to look at the viability of a middle school. SECONDED: by D. Carluccio. DISCUSSION: C. Starrett stated that the Facilities Committee discussed the feasibility of the study and the majority vote was to support the formation of a study committee. Board members expressed their opinions regarding the committee and the history of past middle school proposals. C. Starrett asked for direction from the board as far as the five year committee's plan to form a committee to study expansion at the high school. D. Arguin MOVED to AMEND the motion: That the Board Chair appoints the committee. SECONDED: by D. Carluccio. DISCUSSION: G. White suggested that the business manager and interested citizens be included on the committee. VOTE on the AMENDMENT: 4-2-2-2. VOTE on the MOTION as AMENDED: 5-2-1-2.

f. Business Managers Report;

B. Seymour distributed reports showing federal grant money received in 1997/98, the Emerson School construction budget and a funding summary.

g. Summer Buildings and Grounds work;

B. Fowler listed the completed and pending projects by school. Regarding the Emerson project, B. Fowler updated the Board on the summer work and discussed the issues with the septic system. K. Craig informed the Board of B. Fowler's effort in the project. B. Fowler advised the Board of the collaborative efforts of custodians who have worked in other schools to be ready for the first day of school. D. Stockwell spoke in support of the student parking lot expansion.

h. Technology update;

T. Warner updated the Board with information regarding grants. The Technology Literacy Grant has provided networking, computers, training and the GIS/GPS Grant will allow for a unified study of the Ashuelot River. He also outlined future technology needs, ongoing costs and the importance of an in school technology specialist.

i. Action on the Manifest;

D. Arguin MOVED: That the Board approve the Manifest in the amount of \$837,933.04 (Warrant #398-Payroll, 8/26/98, \$43,368.62; Warrant #381-Payroll, 8/26/98, \$371,472.48 and Warrant #9, 8/18/98, \$423,091.84) SECONDED: by D. Gurian VOTED: 8-0-0-2.

j. Correspondence/announcement;

Dr. Brigman distributed a notice from the NHSBA; an informational letter to parents from K. Craig regarding safety at Emerson; updated Educational Goals; staff development reimbursements; an updated list of board members and a letter from the Fitzwilliam Board of selectmen regarding the septic system at Emerson Elementary.

Dr. Brigman read a letter of resignation from Kathy Holt effective October 31, 1998. A SAU Board meeting is scheduled for September 14, 1998.

SUPERINTENDENT'S REPORT:

Dr. Brigman reported that she met with the Richmond Board of Selectmen to hear their concerns. Her plan is to meet with all the town's selectmen.

Dr. Brigman asked the Board to consider amending the Admission of Nonresident Students Policy (JECB) to allow the superintendent to make decisions for families moving into the district. D. Gurian recommended that Dr. Brigman draft a policy for the Board's review.

Dr. Brigman distributed amendments for legal residence and special education students. She explained how DCYF assigns a student to a family, if necessary.

Setting the next meeting's agenda:

1. Grant information and comparisons - D. Carluccio
2. Teacher contract
3. Change in admissions policy
4. Middle school committee
5. Discussion of budget process

NON PUBLIC SESSION:

At 9:29 PM, C. Starrett MOVED: That the Board enter non public session for personnel reasons. SECONDED: by G. Bednarski. VOTED: 9-0-0-1 by a roll call vote.

Dr. Brigman presented the resignation of Michelle Antosiewicz. D. Gurian MOVED: That the Board accept the resignation of Michelle Antosiewicz. SECONDED: by L. Sicotte. VOTED: 7-0-1-2.

Dr. Brigman presented the following nominations. Kathleen Marrotte, ½ time teacher, 0BA, \$11,750; Maureen Kavanaugh, 4BA, \$28,093 and Teressa Drogue, 3MA, \$29,004. G. Bednarski MOVED: That the Board accept the nominations. SECONDED: by D. Gurian. VOTED: 7-0-1-2.

Dr. Brigman presented a request to the Sick Bank Committee from Jan Hazelton for use of the sick bank.

At 9:40 PM, G. Bednarski MOVED: That the Board return to public session. SECONDED: by L. Sicotte. VOTED: 9-0-0-1 by a roll call vote.

At 9:40 PM, G. Bednarski MOVED: To adjourn. SECONDED: by L. Sicotte. VOTED: 9-0-0-1.

Respectfully submitted,



Sharon E. Turner

ADMISSION OF RESIDENT STUDENTS

"Notwithstanding any other provision of law, no person shall attend school, or send a pupil to the school, in any district in which the pupil is not a legal resident, without the consent of the district or of the school board except as otherwise provided in this section."(RSA 193:12)

New Resident Students

All new resident students, accompanied by parent or legal guardian, should go to the school before or early on their first day in order to register in the principal's office.

School Assignment

Resident students may be assigned to District schools outside of their attendance area on a space available basis by the Superintendent of Schools.

ADMISSION OF NONRESIDENT STUDENTS

"Notwithstanding any other provision of law, no person shall attend school, or send a pupil to the school, in any district of which the pupil is not a legal resident, without the consent of the district or of the school board except as otherwise provided in this section." (RSA 193:12)

Pupils who are not residents of the Monadnock Regional School District may be assigned to schools by the Superintendent of Schools under the following conditions:

1. Students who are not legal residents may attend District schools, providing there is a space available upon payment of established tuition fees.
2. Students from other countries who are the guests of District residents under exchange programs that have been recognized for purposes of school attendance by the Board.
3. Seniors whose families move during their senior year may continue to graduation, tuition free.
4. With proof of intention (ex. signed Purchase and Sales Agreement), students who will become legal residents within sixty days, tuition free.
5. Students who move out of the District within 60 days of the close of the school year may complete the school year, tuition free.

Except as nonresident students are given special consideration for the reasons stated above, or unless enrolled through an agreement with another school system or agency, all nonresident day students shall be charged tuition based on a per-pupil cost determined in accordance with state law. This cost shall be determined annually, and the tuition set by the District.

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
600 Old Homestead Highway
Swanzy, New Hampshire 03446
Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman, - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: Monadnock School Board Members

From: Dr. Elaine Brigman, *EB* Superintendent

Re: Committee Meetings

Date: September 3, 1998

Enclosed is a copy of RSA 91-A:2 Meetings Open to Public

In accordance with this RSA, please post the date, time and place of all Committee Meetings at least 24 hours in advance of the meetings.

In order that the minutes be available to the public, please forward a copy of the minutes of meetings to my office within 144 hours following each meeting.

Thank you for your attention to this matter.

ter means the transaction of any functions affecting any or all citizens of the state by any of the following:

I. The general court including executive sessions of committees;

II. The governor's council and the governor with the governor's council;

III. Any board or commission of any state agency or authority, including the board of trustees of the university system of New Hampshire;

IV. Any board, commission, agency or authority, of any county, town, municipal corporation, school district, school administrative unit, charter school, or other political subdivision, or any committee, subordinate or subordinate body thereof, or advisory committee thereto.

HISTORY

Source. 1977, 540:2. 1986, 83:2. 1989, 274:1. 1995, 260:4, eff. July 1, 1995.

Amendments—1995. Paragraph IV: Inserted "school administrative unit, charter school" following "school district".

—1989. Paragraph II: Added "and the governor with the governor's council" at the end of the paragraph.

—1986. Paragraph III: Added "including the board of trustees of the university system of New Hampshire" following "authority".

ANNOTATIONS

1. Construction

Public informational meetings conducted by Department of Transportation were "public proceedings" for purposes of this chapter, and department was required to give notice to public and to keep brief minutes. *Op. Atty. Gen.* #0-93-1.

2. Organizations

Not all organizations that work for or with the government are subject to the right-to-know law. *Bradbury v. Shaw* (1976) 116 N.H. 388, 360 A.2d 123.

Where there was no statute or ordinance establishing mayor's industrial advisory committee consisting of prominent businessmen, newspapermen, and city council members, which met monthly on call of mayor and performed variety of functions including contacting concerns which might locate in city, gathering information which might be useful to potential concerns, discussing of sale of city-owned land to commercial developers and extension of city water and sewer lines and construction of new streets, advisory committee's involvement in governmental programs brought it within scope of right-to-know law. *Bradbury v. Shaw* (1976) 116 N.H. 388, 360 A.2d 123.

Municipal finance committee was an agency of municipal corporation so that its meetings were included in the term "public proceedings" as defined by former RSA 91-A:1. *Selkove v. Bean* (1968) 109 N.H. 247, 249 A.2d 35.

Cited

Cited in *Lodge v. Knowlton* (1978) 118 N.H. 574, 391 A.2d 893; *Appeal of Plantier* (1985) 126 N.H. 500, 494 A.2d 270; 1986 *Op. Atty. Gen.* 220; 1986 *Op. Atty. Gen.* 231; 1987 *Op. Atty. Gen.* 122.

LIBRARY REFERENCES

ALR

What constitutes an agency subject to application of state freedom of information act. 27 ALR4th 742.

91-A:2 Meetings Open to Public.

I. For the purpose of this section, a "meeting" shall mean the convening of a quorum of the membership of a public body, as provided in RSA 91-A:1-a, to discuss or act upon a matter or matters over which the public body has supervision, control,

jurisdiction or advisory power. "Meeting" shall not include:

(a) Any chance meeting or a social meeting neither planned nor intended for the purpose of discussing matters relating to official business and at which no decisions are made; however, no such chance or social meeting shall be used to circumvent the spirit of this chapter;

(b) Strategy or negotiations with respect to collective bargaining; or

(c) Consultation with legal counsel.

II. All public proceedings shall be open to the public, and all persons shall be permitted to attend any meetings of those bodies or agencies. Except for town meetings, school district meetings and elections, no vote while in open session may be taken by secret ballot. Any person shall be permitted to use recording devices, including, but not limited to, tape recorders, cameras and videotape equipment, at such meetings. Minutes of all such meetings, including names of members, persons appearing before the bodies or agencies, and a brief description of the subject matter discussed and final decisions, shall be promptly recorded and open to public inspection within 144 hours of the public meeting, except as provided in RSA 91-A:6, and shall be treated as permanent records of any body or agency, or any subordinate body thereof, without exception. Except in an emergency or when there is a meeting of a legislative committee, a notice of the time and place of each such meeting, including a nonpublic session, shall be posted in 2 appropriate places or shall be printed in a newspaper of general circulation in the city or town at least 24 hours, excluding Sundays and legal holidays, prior to such meetings. An emergency shall mean a situation where immediate undelayed action is deemed to be imperative by the chairman or presiding officer of the body or agency who shall employ whatever means are available to inform the public that a meeting is to be held. The minutes of the meeting shall clearly spell out the need for the emergency meeting. When a meeting of a legislative committee is held, publication made pursuant to the rules of the house of representatives or the senate, whichever rules are appropriate, shall be sufficient notice. If the charter of any city or guidelines or rules of order of any body or agency described in RSA 91-A:1-a require a broader public access to official meetings and records than herein described, such charter provisions or guidelines or rules of order shall take precedence over the requirements of this chapter.

HISTORY

Source. 1967, 251:1. 1969, 482:1. 1971, 327:2. 1975, 383:1. 1977, 540:3. 1983, 279:1. 1986, 83:3. 1991, 217:2, eff. Jan. 1, 1992.

Amendments—1991. Paragraph II: Substituted "a nonpublic" for "an executive" preceding "session" in the fifth sentence.

—1986. Paragraph I: Added the second sentence.

Paragraph II: Inserted "or the senate, whichever rules are appropriate" following "house of representatives" in the eighth sentence and made other minor stylistic changes.

—1983. Paragraph II: Substituted "144" for "72" following "in-

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Hinsdale School District

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Dr. Elaine Brigman, *Superintendent*

Margaret A. Sullivan, *Assistant Superintendent*
Robert A. Seymour III, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

September 8, 1998

To: Monadnock School Board and Swanzy Selectmen

From: Bob Seymour

Re: Request for Volunteer Assistance, Monadnock High School Food Service Program

To improve service and profits, we implemented a number of enhancements to the high school food service operation. As we improve meal offerings, our hope is higher student participation and increased income – with the ultimate goal of having the food service program become totally self supporting and not needing supplemental help from the taxpayers.

The improvements are occurring without an increase in paid manpower. However, the program is in desperate need of volunteer help. We need two volunteers, every day, for two hours when school is in session. The assigned work would not be labor intensive and would be an excellent opportunity for retired citizens to make meaningful contributions and feel good about their efforts. Additionally, we would offer a free meal, each workday, to each volunteer.

I am writing to you because I know that, collectively, you are aware of potential volunteers – and I am hoping you will publicize this need. If you know a person who would want to volunteer, please have the person/s contact me. If we have an adequate response, it might mean we'd have enough volunteers so that a person might have to work only one or two days per week!

I'd appreciate it if you would post a copy of this letter where it might be seen. Thank you for taking the time to consider this issue and I hope to receive a few calls!

Sincerely,



Robert A. Seymour III
Business Manager

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Kenneth R. Dassau, Director of Special Services

September 2, 1998

From: Bob Seymour 
To: Monadnock School Board
Re: SAU Air Conditioning Project

At last night's Board meeting, you asked about the SAU Air Conditioning budget. Please find the enclosed budget sheet showing the 1st Phase of the project – budgeted at \$10,000. Mr. Fowler informed me the 1st Phase is coming in under budget. The plan is to place additional funds in the 99/2000 budget to commence phase 2. Please advise if there are further questions.

cc: Dr. Brigman
Barry Fowler

enclosed: Page 28 Budget Sheet

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

September 15, 1998

**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

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. Grant information and comparisons
- d. Teachers' Contract
- e. Policy on admission of nonresident students
- f. Policy on admission of resident students
- g. Middle school committee
- h. Discussion of Budget Process
- i. Business Managers Report
- j. Curriculum Report
- k. Action on the Manifest
- l. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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.	_____

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Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD School Board

From: Dr. Elaine Brigman, Superintendent

Re: September 15, 1998 Meeting

Date: September 9, 1998

I'm pleased to report that we had a very smooth opening of school. I received very few calls from the Schools or from parents. The credit goes to our excellent Principals and Teachers.

4c. Deb Carluccio will provide information on grants.

4d. Ratification of the Teachers' Association Agreement for 1998-1999 and 1999-2000.

4e. I've attempted to rewrite the Policy to allow the Superintendent to admit out of district students to attend District schools under certain limited conditions.

4f. I've changed Board to Superintendent.

4g. Glenn White will tell us the names of his appointments to study the feasibility of a Middle School.

4h. Bob Seymour will discuss the Budget Process.

4i. Bob Seymour will discuss State Financial Reports

4j. Kathy Holt will discuss critical skills.

"Leaders trust in the abilities of other People." (Max DePree)

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
September 15, 1998
Monadnock Regional High School

CALL TO ORDER:

The meeting was called to order at 7:04 PM, by Glenn White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, B. Hamill, L. Sicotte, C. Starrett, G. White, B. Russell, Student Representative, Dr. Elaine Brigman, Superintendent, K. Holt, Assistant Superintendent and B. Seymour, Business Manager. Also present were D. Bell, C. Cardine, D. Mousette, D. Stockwell, B. Fowler, D. Elkavitch, J. Marchand, S. Minickiello and S. Turner.

CONSENT AGENDA:

Minutes of previous meeting;

D. Gurian MOVED: That the minutes of September 1, 1998, be approved as written.

SECONDED: by G. Bednarski. DISCUSSION: D. Arguin corrected the vote counts under Non Public Session from 9-0-0-1 to 8-0-0-2. VOTED: 9-0-0-1

Old Business;

None

CITIZEN CONCERNS:

A request to change a bus stop was presented to the Board and referred to B. Seymour.

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports;

L. Sicotte asked for information regarding the status of the septic system at the Emerson School. B. Fowler responded by saying that the new system is complete and has been inspected and approved. It was noted that the system was replaced because it failed and was not part of the building project. The cost for the septic system was charged to the operating and maintenance account.

b. New business items;

Dr. Brigman reported that the SAU Board accepted K. Holt's resignation. Dr. Brigman distributed a job description for a Director of Curriculum and Instruction position. She noted that assisting the Hinsdale and Winchester School Districts curriculum alignment was added. D. Gurian added that the SAU discussed changes in this position and that the

job description was aligned with the actual job performed. D. Gurian MOVED: That the Board accept the job description as presented. SECONDED: by D. Arguin. VOTED: 8-0-1-1. B. Hamill MOVED: That the Board authorize the Superintendent to notify the SAU Chair of the vote. SECONDED: by D. Gurian. VOTED: 9-0-0-1.

c. Grant information and comparisons;

Will be addressed at the next Board meeting.

d. Teachers' Contract;

B. Hamill MOVED: That the Board ratify the 1998-2000 Teachers Agreement. SECONDED: by D. Gurian. VOTED: 7-2-0-1

e. Policy on admission of nonresident students;

C. Starrett MOVED: That the Board approve the first reading of the Policy of Admission of Nonresident Students policy change. SECONDED: by D. Arguin. DISCUSSION: The Board discussed the parents right to appeal to the Board after the Superintendent's decision. VOTED: 9-0-0-1.

D. Gurian left.

f. Policy on admission of resident students;

C. Starrett MOVED: That the Board approve the first reading of the Admission of Resident Students policy change. SECONDED: by M. Sears. VOTED: 8-0-0-2.

g. Middle school committee;

G. White announced that all board members will be on the committee. He also listed Bill Hasbrouck and Tom Parker as members. Other parties will be approached to serve on the committee. A discussion followed regarding committee representation from Fitzwilliam.

h. Discussion of Budget Process;

B. Seymour distributed the MRSD 1999-2000 budget schedule and the Fiscal Year 1999 MS-24, Revised Estimated Revenues report. G. Bednarski MOVED: That the Board accept the budget schedule pending legal review. SECONDED: by D. Carluccio. VOTED: 8-0-0-2.

i. Business Managers Report;

See above h. Discussion of Budget Process.

j. Curriculum Report;

Sue Sciuto, High School Science Teacher, gave some background on the Critical Skills program and described the week long summer workshop held in the district. Teachers that attended the workshop presented a scenario challenge of an archeological dig in the year 3196. This challenge showed how Critical Skills/Education By Design is used in the classroom. Teachers answered questions from Board members about what they have learned through the Critical Skills program and how it's implemented in the classroom.

k. Action on the Manifest;

B. Hamill MOVED: That the Board approve the manifest in the amount of \$760,431.14. (Warrant #383-Payroll, 8/28/98, \$2,226.05; Warrant #385-Payroll, 9/4/98, \$376,686.21; Warrant #387-Payroll, 9/4/98, \$5,902.16; Warrant #402-Payroll, 9/14/98, \$1,818.93; Warrant #400-Payroll, 9/10/98, \$90,787.81; Warrant #10, 9/15/98, \$278,889.27; Warrant #11, 9/15/98, \$4,120.71) SECONDED: by M. Sears. VOTED: 8-0-1-1.

l. Correspondence/announcement

Dr. Brigman referenced a letter from the Fitzwilliam Board of Selectmen regarding John Tommila's interest in the Middle School Committee.

Dr. Brigman read a letter of resignation from Sharon Turner from the School District Clerk and Board Secretary positions. B. Hamill MOVED: That the Board accept the resignation. SECONDED: by M. Sears. VOTED: 8-0-0-2.

SUPERINTENDENT'S REPORT:

Dr. Brigman requested that the high school attendance officer position be changed to a truant officer position. She explained that a truant officer has more authority. G. Bednarski MOVED: That the Board appoint Kathy McWirk as Truant Officer. SECONDED: by B. Hamill. VOTED: 7-1-0-2.

Setting the next meeting's agenda:

1. Grant information and comparisons
2. Policy on Admission of Nonresident Students
3. Policy on Admission of Resident Students

NON PUBLIC SESSION:

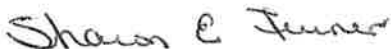
At 8:45 PM, G. Bednarski MOVED: That the Board enter non public session for the purposes of personnel. SECONDED: by L. Sicotte. VOTED: 8-0-0-2 by a roll call vote.

Dr. Brigman presented a request from Sheila Wallent for a three day leave without pay. G. Bednarski MOVED: That the Board grant the request. SECONDED: by L. Sicotte. VOTED: 8-0-0-2.

At 8:50 PM, B. Hamill MOVED: That the Board return to public session. SECONDED: by G. Bednarski. VOTED: 8-0-0-2 by a roll call vote.

At 8:50 PM, G. Bednarski MOVED: To adjourn. SECONDED: by B. Hamill. VOTED: 8-0-0-2.

Respectfully submitted,



Sharon E. Turner

**Monadnock Regional School District Assessment
Comparisons of 3-year averaging to 1998 data
for Grades 4, 8 and 12**

Grade 4	3 Year Average %	1998 %
Reading Comprehension	N = 176	N = 52
Above Proficiency	48.9%	38.5%
At Proficiency	23.9%	40.4%
Below Proficiency	27.3%	21.2%
Writing	N = 168	N = 52
Above Proficiency	20.8%	9.6%
At Proficiency	51.8%	63.5%
Below Proficiency	27.4%	26.9%
Mathematics	N = 173	N = 51
Above Proficiency	12.1%	11.8%
At Proficiency	35.3%	43.1%
Below Proficiency	52.6%	45.1%
Accessing and Using Information	N = 178	N = 60
Above Proficiency	22.5%	21.6%
At Proficiency	66.9%	62.7%
Below Proficiency	10.7%	15.7%

**Monadnock Regional School District Assessment
Comparisons of 3-year averaging to 1998 data
for Grades 4, 8 and 12**

Grade 8	3 Year Average %	1998 %
Reading Comprehension	N = 166	N = 50
Above Proficiency	36.7%	44.0%
At Proficiency	43.4%	40.0%
Below Proficiency	19.9%	16.0%
Writing	N = 166	N = 50
Above Proficiency	48.8%	46.0%
At Proficiency	35.5%	40.0%
Below Proficiency	15.7%	14.0%
Mathematics	N = 160	N = 50
Above Proficiency	35.6%	36.0%
At Proficiency	33.1%	40.0%
Below Proficiency	31.2%	24.0%
Accessing and Using Information	N = 164	N = 53
Above Proficiency	45.7%	67.9%
At Proficiency	32.3%	25.0%
Below Proficiency	22.0%	7.1%
Striving for Excellence	N = 166	N = 50
Above Proficiency	42.8%	34.0%
At Proficiency	41.0%	50.0%
Below Proficiency	16.3%	16.0%

**Monadnock Regional School District Assessment
Comparisons of 3-year averaging to 1998 data
for Grades 4, 8 and 12**

Grade 12	3 Year Average %	1998 %
Reading Comprehension	N = 111	N = 37
Above Proficiency	34.2%	40.5%
At Proficiency	43.2%	32.4%
Below Proficiency	22.5%	27.0%
Writing	N = 111	N = 37
Above Proficiency	42.3%	40.5%
At Proficiency	52.3%	51.4%
Below Proficiency	5.4%	8.1%
Mathematics *	1996, 30 students	1998, 59 students
Above Proficiency	20.0%	36.0%
At Proficiency	50.0%	40.0%
Below Proficiency	30.0%	24.0%
Accessing and Using Information	N = 110	N = 37
Above Proficiency	34.2%	40.6%
At Proficiency	43.2%	32.4%
Below Proficiency	22.5%	27.0%
Oral Presentation	N = 111	N = 37
Above Proficiency	48.2%	54.1%
At Proficiency	41.1%	43.2%
Below Proficiency	10.7%	2.7%

* 1997 results not standardized,
can't compare 3 years

Sharon E. Turner
HC 63 Box 435
S. Acworth, NH 03607

September 15, 1998

Dr. Elaine Brigman
SAU #38
600 Old Homestead Highway
Swanzey, NH 03446

Dear Dr. Brigman,

It is with regret that I submit my resignation as Clerk of the Monadnock Regional School District. I am in the process of selling my house in Swanzey and have already moved to East Acworth. Because of the 45 minute commute, I also find it necessary to give up the position of School Board Secretary. I, of course, will continue taking minutes at the board meetings until a replacement is found.

It has been a pleasure and a learning experience working with the Monadnock School Board.

Sincerely,



Sharon E. Turner

Kathleen Holt
5 Joyce Drive
Goffstown, NH 03045

September 1, 1998

Dr. Elaine Brigman, Superintendent
SAU # 38
600 Old Homestead Highway
Swanzey, NH 03446

It is with mixed emotions that I submit my resignation from the position of Assistant Superintendent of Curriculum, Instruction, and Assessment for SAU # 38, to be effective as of October 31, 1998. I have truly enjoyed the past five years working with the administrators, staff, school board and community members of the Monadnock Regional School District. I have come to deeply respect the people with whom I have worked for their energy, sincerity, support, and dedication to the educational needs of the youth. I have grown both professionally and personally and thank the Boards for their support during my time here.

I leave believing that the knowledge and skills of the professional and paraprofessional staff within the Monadnock Regional School District has improved greatly. An assessment program is in place and data from those assessments has helped improve student learning. The curriculum is done (as much as curriculum is ever "done") for grades K - 6 and very little work is needed to complete the process and curriculum for grades 7 - 12. Follow-up years to present grant funding will be available to students long after I am gone. It is my hope that teachers who have begun taking risks with their professional practice will continue to do so and that every child within the District will have an opportunity to learn to higher standards.

I do leave feeling that much is left undone. I would like to see more teachers actively involved in providing "real-life learning and problem-solving" opportunities to students as part of their educational experiences. There needs to be more communication among *and between* departments and administration at Monadnock Regional High School so that the focus is more on helping students integrate what they learn rather than on what each department plans to teach. Time should be made available to place even greater emphasis on administrators, teachers, paraprofessionals, parents, and community members working as teams toward school improvement and increased student learning. This is a challenging opportunity for someone to take over my job as Assistant Superintendent and move forward in areas where I had just begun to work. I don't believe it will be easy, but I have always found the work rewarding.

I wish every Board Member, staff member, parent, student, and citizen the best for continued success in the future.

Sincerely,



Kathleen Holt



Technology Update: MRSD 9/1/98

Tom Warner, Technology Director, SAU #38

Board Meeting 9/2/98

1. New employee: Steve Thompson, 220 day contract. Networking and PC specialist.
2. Grant update: Technology Literacy: \$87,000

A) Networking/intranetworking

- cable all schools with Category 5 network wire, terminations in each classroom/office, internet router/CSU/DSU, termination in wire closet
- enable each classroom to access school-wide/district-wide/SAU-wide and world-wide resources.
- enable each teacher to message each other and administrators
- set ground work for future telecommunications.

B) Provide each classroom and office with at least one networkable/internetworkable computer.

C) First year line (Bell Atlantic frame relay) and ISP costs (Monadnet)

D) Training for new technologies and curriculum support.

3. Grant Update: Mapping the Future: GIS/GPS Grant \$12,000/school

A) Four school Collaborative: KHS, Thayer, MRHS and HHS. Initial goal is a unified study of the Ashuelot River.

B) Interdisciplinary: Social Studies, Math, Science.

4. Future Needs: Budgetary integration of technology needs.

A) costs of maintenance and repair in budgets

B) ongoing costs: Bell Atlantic line fees and MonadNet ISP charges.

C) In-school stipend for Technology Specialist: exists already in most schools with no compensation. Salary along lines of a coach.

5. Erate: yet to materialize. Latest word is recipients will retroactively get credited.

Michelle Antosiewicz
252 Flat Roof Mill Rd.
East Swanzey, NH 03446

Curt Cardine
Troy Elementary School
School Street
Troy, NH 03465

August 18, 1998

Dear Mr. Cardine,

This letter is to inform you of my resignation
effective August 18, 1998.

Sincerely,


Michelle Antosiewicz




American Homes & Accessories Inc.
490 Rt. 10 • P.O. Box 748
W. Swanzey, N.H. 03469
(603) 357-7048 • 888-361-5015
Fax (603) 357-1809

Friday, August 28, 1998

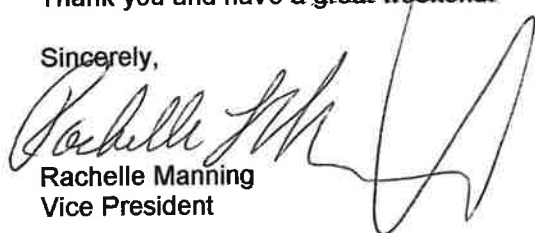
Michelle & Scott Carter
192 Roxbury Street
Keene, NH 03431

Dear Michelle & Scott,

This letter is confirmation that your new home is scheduled to arrive at your site on Fitzwilliam Road in Richmond NH. between the dates of September 8th and the 11th. If you should need anything further for the school district Michelle, I will do my best.

Thank you and have a great weekend.

Sincerely,


Rachelle Manning
Vice President

A MESSAGE FOR: <u>Elaine</u>	
FROM <u>Michelle Carter</u>	DATE <u>8-28-98</u>
OF <u>Parent</u>	TIME <u>8:32</u> <u>A.M.</u>
PHONE <u>355-3364</u>	☐ URGENT
AREA CODE	NUMBER
☐ TELEPHONED	☐ CAME TO SEE YOU
☐ RETURNED YOUR CALL	
MESSAGE: ☐ PLEASE CALL ☐ WANTS TO SEE YOU ☐ WILL CALL AGAIN	
<u>1 not c + 2 @ High School</u>	
<u>Parents bought land + house to be delivered</u>	
<u>soon. Can they start school in MRSD.</u>	
SIGNED <u>T</u>	

3-5-3364

48-26

TOWN OF RICHMOND

NEW HAMPSHIRE

SELECTMEN'S OFFICE

105 Old Homestead Hwy.

Richmond, New Hampshire 03470

Telephone (603) 239-4232

**BUILDING PERMIT**

Permit expires one year from date of issue

Name and address of property owner: <i>Scott & Michelle Carter</i> <i>Fitzwilliam Road,</i> <i>Richmond, NH</i>		Name and address of applicant, if not the property owner (owner's consent attached ☐)	
Location of proposed construction: Map <i>B2</i> <i>Fitzwilliam Road</i> Lot <i>5-3</i> <i>Richmond N.H.</i>		Describe proposed construction, including dimensions, etc. <i>23'4" x 40' Double Section Fleetwood Home on 4ft Frostwall</i>	
Type of Construction New Construction ☒ Addition ☐ Demolition ☐ Restoration ☐		Type of Dwelling Single Family ☒ Multiple Family ☐ Cluster ☐ Not for Human Habitation ... ☐	
Type of Foundation: <i>4ft Frostwall</i>		Water Supply: Drilled Well ☒ Dug Well ☐ None ☐	
Number of Rooms: <i>3 Bdrm 2 Bath</i> Energy Audit - State of N.H. ☐ Received <i>RAD 136315/686408</i>		Driveway: Approval Attached... ☐ <i>on record</i> None Proposed..... ☐ Existing ☐	
☒ Map or plan attached, showing proposed construction as related to property lines and existing structures. Indicate distances from property lines.		Signature of Applicant <i>Scott & Michelle Carter</i> <i>Michelle Carter</i>	
Action taken: ☒ Approved. Fee received <i>\$50.00</i> ☐ Disapproved.		Remarks _____ _____ _____	
Board of Selectmen, Date <i>8-10-98</i>		_____ _____ _____	

NOTE: Building Permits will only be issued on receipt of Septic, Driveway, and Energy Audit Approvals when required.

MONADNOCK REGIONAL SCHOOL DISTRICT

EDUCATIONAL GOALS

1998-1999

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 Plans."

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/pupils contact days.



BOARD OF SELECTMEN

P.O. BOX 725
FITZWILLIAM, NH 03447
585-7723
FAX: 585-7744

August 27, 1998

Dr. Elaine Brigman, Superintendent
Monadnock Regional School District
600 Old Homestead Highway
Swanzey, N.H. 03446

Re: Failed Septic System at Emerson School

Dear Dr. Brigman,

We are writing to express our concern with the current situation at Emerson School regarding the failed septic system and the fact that it will not be repaired before school starts next week.

When we received the Emerson Project Progress update dated May 6, 1998 and wrote to Mr. Fowler acknowledging the failed system May 20, 1998, we expected that a situation of such a serious nature would be addressed and corrected over the summer before the school reopened. After speaking with Mr. Fowler last night on the phone, we were able to confirm that the septic system plan, which was submitted to the State sometime the beginning of August, was not approved. Mr. Fowler stated that it will most likely be September 20, 1998 before the system can be used. Among other things, this tentative date is dependent upon an easement being obtained from the abutter. Frankly, we find the fact that the septic plan was submitted only four weeks before school was scheduled to begin disturbing especially considering that the project manager was aware of this problem as early as late April 1998.

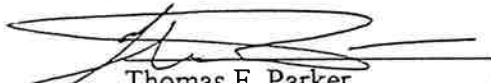
We are very disappointed, to say the least, to see that this problem still exists and have serious concerns for the health and safety of the children, staff and general public once school opens next Wednesday. A failed septic system represents a health hazard. We hope that you will take every precaution to reduce the risk to all individuals in the area. We feel that minimum precautions must include:

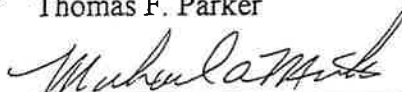
1. Fencing off the area in order to prevent children from coming in contact with surface water and, once construction begins, heavy equipment
2. Pumping the system as needed per our May 20, 1998 letter
3. Serious consideration be given to the decision to notify parents of children at Emerson School about the current situation

We have instructed our Health Officer, Wendy Carney, to closely monitor and inspect the system on a regular basis until such time as a replacement system has been installed.

Sincerely,


Joan Knight, Chairman


Thomas F. Parker


Michael A. Methe

BOARD OF SELECTMEN

cc: Barry Fowler, MRSD
Karen Craig, Principal, Emerson School
Glenn White, Chairman, Monadnock School Board
Wendy Carney, Health Officer, Fitzwilliam
David Baron, Code Enforcement Officer, Fitzwilliam

JK/TFP/MAM:pwt

DR. GEORGE S. EMERSON ELEMENTARY SCHOOL
27 Rhododendron Road
Fitzwilliam, New Hampshire 03447
603-585-6611
fax: 603-585-9287



Karen Craig, Principal
Sheila Ojala, Secretary

Elizabeth Corindia, Counselor
Carol Parkman, Nurse

Kindergarten
Mrs. Maurine Henry

Grade 1
Ms. Dawn Hansen

Grade 1/2
Mrs. Elizabeth Reid

Grade 2
Mrs. Anne Killeen

Grade 3
Mrs. Beverly McCulla

Grade 3
Mrs. Joanne Crowder

Grade 4
Mrs. Valerie Gill

Grade 4
Mrs. Kathy Roberts

Grade 5
Mrs. Mary Thompson

Grade 5/6
Ms. Theresa Majoy
Mr. Greg Lent

Grade 6
Mrs. Anita Monether

Inclusion Facilitator
Mrs. Diane DeJong

Reading Specialist
Mrs. Brenda Kelly

Music
Mrs. Elaine Merrifield

Art
Mrs. Nancy Greene

Physical Education
Ms. Maureen Osburn
Mr. Elijah Barrett

September 2, 1998

Dear Parents/Guardians,

As you know, there has been a lot of facility work occurring here at Emerson this summer. We are excited about the changes. All fire code safety issues have been resolved, and some of the preparation work for our anticipated addition have been put in place.

You might have noticed or heard about the many trucks driving in and out of our schoolyard and trees being cut down here at school this past week; this is because we are in the process of finalizing the installation of our new septic system. I want to reassure you that all is safe here; you need not worry about your child(ren). The playground area is taped off while the work continues and the children will not be playing anywhere near the construction.

If you have any questions or concerns, please feel free to contact me.

Sincerely,

Karen M. Craig
Principal

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.

ZELIN AND McCORMACK

P.L.L.C. • ATTORNEYS AT LAW

GERALD M. ZELIN
DIANE McCORMACK

85 MERRIMAC STREET
P.O. Box 4106
PORTSMOUTH, N.H. 03802-4106

TEL: (603) 433-3317
FAX: (603) 433-5384
ZAM@NH.ULTRANET.COM

MEMORANDUM

TO: Superintendents, Assistant Superintendents and Special Education Directors of all client school districts

FR: Gerald M. Zelin

RE: New state statutes regarding student residence and special education

DATE: August 25, 1998

The New Hampshire legislature enacted many amendments to New Hampshire's school laws during the 1998 session. We hope to send you a full update soon on all amendments which affect student rights.

Two amendments are particularly important.

1. RSA 193:12, allowing a child to attend school only if the student is a "legal resident" of the district, has once again been revised, effective June 18, 1998.
2. RSA 186-C, New Hampshire's special education statute, has been amended effective August 14, 1998.

1. RSA 193:12

The amendments to RSA 193:12 allow certain children living with a friend or relative to attend school in the district where the friend or relative lives. To qualify, the child must be placed with the friend or relative by DCYF or on DCYF's recommendation.

These amendments essentially treat such children, for school attendance purposes, as the equivalent of children living in licensed foster homes and group homes. However, unlike children living in licensed foster homes and group homes, children living with friends and relatives do not trigger RSA 193:27 and 29, which allow the "receiving district" to seek reimbursement from the "sending district."

I am enclosing copies of the following: a) RSA 193:12, with the June 18, 1998 amendments italicized; and b) a slightly revised version of program materials on RSA 193:12 that I originally wrote for an August 3 presentation at Franklin Pierce Law Center's Education Law Institute.

2. RSA 186-C

I am enclosing a copy of New Hampshire Laws of 1998, Chapter 177, which amends RSA 186-C. Language added by the 1998 amendments is italicized.

Most of the italicized language is self-explanatory. RSA 169-B, 169-C, and 169-D, cited in the amendments, deal with delinquency, neglect, abuse, and CHINS cases in juvenile court.

RSA 186-C:1 now endorses consideration of program costs when selecting a student's special education program. I urge you to apply this amendment cautiously, in a way that does not undermine a student's rights under the federal Individuals with Disabilities Education Act (IDEA).

The IDEA is silent on program costs. The IDEA guarantees every disabled child a "free appropriate public education." Courts have interpreted this as requiring a program reasonably calculated to confer at least "some" educational benefits.

Cost considerations may be relevant in certain circumstances under the IDEA, such as when selecting between two programs that are each likely to yield educational benefits. However, when only one program will confer educational benefits, the school district must assign the child to that program regardless of cost.

We will probably encounter a "break-in period" as hearing officers and courts struggle to reconcile RSA 186-C:1 with the IDEA. If your school district overtly relies upon cost considerations at a team meeting, you will be inviting parents to make your case the test case. With that in mind, you may wish to ignore cost considerations until we obtain some guidance from the courts. If you want to be bold by citing cost issues, do so in tandem with other valid considerations, instead of relying on cost alone.

GMZ/lpt

Enclosures



BOARD OF SELECTMEN

P.O. BOX 725
FITZWILLIAM, NH 03447
585-7723
FAX: 585-7744

September 3, 1998

Mr. Glen White, Chairman
Monadnock Regional School District
School Board
600 Old Homestead Highway
Swanzey, N.H. 03446

Re: Recommendation for committee member

Dear Mr. White,

The Board of Selectmen would like to recommend that John Tommila be appointed as a member of the newly formed committee to study the feasibility of a middle school in the school district.

Thank you for your consideration.

Sincerely,


Joan Knight, Chairman


Thomas F. Parker


Michael A. Methe
BOARD OF SELECTMEN

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
October 6, 1998**

**MEETING AT
Surry Elementary School**

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

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. Grant Information and Comparisons
- d. Policy on admission of non-resident students
- e. Policy on admission resident students
- f. Middle School Committee
- g. Business Managers Report
- h. Curriculum Report
- i. Technology Assistant
- j. Action on the Manifest
- k. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

- a.

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
Swanzy, New Hampshire 03446
Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman, - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD School Board

From: Dr. Elaine Brigman, Superintendent

Re: October 6, 1998 Board Meeting

Date: September 30, 1998

4c. Deb Carluccio will provide information on grants. It may be of interest that TRACE has a service for grant writing. One of the options available through TRACE is that we pay a percentage of the Grant only if we receive the grant.

4d. Second reading of policy.

4e. Second reading of policy.

4f. Continuation of formation of the Middle School feasibility committee.

4h. Kathy Holt will present the results of the 1998 district assessment. While we still have room for improvement, progress is being made. In order to eliminate bias from different cohorts (groups of students) a three-year average has been computed and can be used for better comparisons. Results from the May, 1998 New Hampshire State Test should be arriving around October 21st.

4i. Technology Assistant-As you know, Steve Thompson is currently employed by the SAU. Winchester and Hinsdale are hiring a technology person. I wondered if the Monadnock Board was interested in having Steve Thompson be full time in Monadnock for FY'2000.

We will need a non-public session for negotiations and personnel.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
October 20, 1998**

**MEETING AT
Gilsum Elementary School**

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 Dinner

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. Alternative Credit School to Work
- d. Gilsum Building Project
- e. Words of Wisdom
- f. FY'2000 Foundation Aid Estimates
- g. Presentation of 1999-2000 Budget
- h. NHSBA Code of Ethics
- i. Action on the Manifest
- j. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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
Swanzey, New Hampshire 03446
Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman, - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD School Board

From: E. Brigman

Re: 10/29/98 Board Meeting

Date: October 14, 1998

Dinner: Michelle Sears will treat us to dinner at the School. Unless the Chairman calls the meeting to order, no Board business should be discussed. So let us relax and get to know each other.

4c. A subcommittee of the School-to-Work Committee was formed last spring to look at alternative credit for students in the district. The team met in the summer to write a proposal for the Alternative Credit Program. The proposal was reviewed by Kathy Holt, Dan Stockwell and the MRHS department chairs. A copy of the proposal is enclosed.

4d. The Gilsum Building Project committee will present a proposal for a joint project with the town of Gilsum.

4e. Since this will be Kathy Holt's last meeting with the Board, she will give us her parting words of wisdom.

4f. FY'2000 Foundation Aid Estimates have arrived. Copy is enclosed.

4g. An overview of the FY'2000 budget will be presented. Bob is still putting the finishing touches on the budget. We will give out the budget at the meeting and review it with the Board.

4h. NHSBA Code of Ethics

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting

October 6, 1998

SURRY ELEMENTARY SCHOOL

Call to Order:

The meeting was called to order at 7:06 PM by Glenn White, Chairman

Present: D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, B. Hamill, L. Sicotte, M. Sears, R. Thackston, G. White. Board member absent C. Starrett. Also attending: Dr. Elaine Brigman, Superintendent, K Holt, Assistant Superintendent, K. Dassau, Special Education Coordinator, and R. Seymour, Business Manager. In addition, D. Mousette, C. Cardine, B. Fowler, L. DeCoste, and J. Parsons.

1. CONSENT AGENDA:

a. Minutes of previous meeting:

M. Sears was in attendance at the last Board meeting and asked to have her name added to those present. B. Hamill moved to accept the minutes with this amendment. Seconded by D. Gurian. Voted: All in favor with no abstentions.

- b. Old Business: L. Sicotte moved to ask D. Arguin to resign from the Board due to a conflict of interest: specifically that D. Arguin's participation in the vote to ratify the Monadnock Teachers' Collective Bargaining Agreement was a conflict because D. Arguin's spouse is a Monadnock Regional School District teacher. G. Bednarski seconded the motion for discussion purposes. D. Arguin explained his rationale for participating in the vote and offered that if the Board wanted to have a re-vote, he would abstain from voting. G. White said, as Board Chair, he should have asked D. Arguin to abstain from voting. Superintendent Brigman offered the observation that D. Arguin's vote, in the affirmative for ratification, was not material to the outcome of the vote because all Board members, but for one, voted to ratify the Agreement. Chairman White called for a vote on L. Sicotte's motion to ask D. Arguin to resign**

from the Board. Voted: All Board members opposed the motion, except L. Sicotte who voted in favor of it and G. Bednarski abstained.

2. CITIZEN CONCERNS:

None.

3. STUDENT COUNCIL CONCERNS:

None.

4. OTHER SCHOOL BOARD BUSINESS

a. Board Committee Reports: None

b. New Business: None

c. Grant Information and Comparisons: D. Carluccio reported on her research regarding grants the District presently receives and possible initiatives to receive additional grant funding. K. Holt gave a summary of the types and sources of grants the District now receives. D. Carluccio explained how the District Educational Improvement Plan (DEIP) may be used as an instrument to set priorities for grant seeking. D. Carluccio gave the Board and Administration a handout summarizing grants received in 97/98. The handout also outlined a grant writing services vendor's proposal/fee structure for assisting a District to obtain additional grant funding. M. Sears asked if grant foundations set limits on how often you could seek a grant. K. Holt responded that oftentimes limits are set. Superintendent Brigman said that direct Federal grants entail a lot of work, including Committee work and staff input, but are frequently the source of large amounts of money. D. Carluccio closed by saying she would follow-up, obtain more information regarding grant acquisition, and would continue to report to the Board. Voted: Board members voted unanimously, with thanks, to have D. Carluccio continue her grant enterprise work.

d. Policy on admission of non-resident students: Second reading. Moved to accept by G. Bednarski. Seconded by M. Sears. Voted: Approved unanimously by the Board.

e. Policy on admission of resident students: Second reading. Moved to accept by B. Hamill. Seconded by G. Bednarski. Voted: Approved unanimously by the Board.

- f. Middle School Committee:** Chairman G. White indicated he does not have time to work on the Middle School Committee membership. G. White suggested the membership issue be turned over to the Administration and that the Board consider the original Middle School Committee list as null and void. Further, he suggested the Board “start over.” Superintendent Brigman said she would advertise for members and report back to the Board.
- g. Business Manager’s Report:** Mr. Seymour gave the Board a handout outlining options for dedicating any additional Foundation Aid received from the state. He emphasized that no matter what option chosen, the issue must go to the March District meeting and must be addressed via a warrant article - unless the Board decides not to dedicate the money but to let it flow through the end of year fund equity as an offset to local taxation. Mr. Seymour said he would research Mr. Thackston’s question concerning “how the money goes back to the towns” should the voters decide on that course of dispersing excess Foundation Aid. Mr. Seymour also said he would provide the Board with a sample warrant article relating to bringing the excess Foundation Aid to the voters at the March District meeting. Mr. Seymour informed the Board that the NEA sent him a letter indicating a desire to bargain over terms and conditions of employment regarding the Monadnock District Support Staff Association. The bargaining would be for the year 99/00, commencing July 1, 1999. He informed the Board that any Agreement struck would have to be ratified by the Board and the Association not later than January 6, 1999 (thirty days prior to the District’s deliberative session under the SB2 process). Finally, Mr. Seymour asked for the Board to advise whether he was to initiate negotiations as the Board’s negotiator. This was so moved by D. Arguin and seconded by D. Carluccio. Voted: All Board members in favor except L. Sicotte who opposed.
- h. Curriculum Report:** Assistant Superintendent Holt reported the results of the District Assessment based on a review of ten (10) percent of the curriculum. K. Holt summarized trends over the past three years at grades four, eight, and twelve in the categories of Reading Comprehension, Writing, Mathematics, and Accessing and Using Information.
- i. Technology Assistant:** Dr. Brigman asked the Board to consider moving the technology assistant position, currently a part of the SAU staff, to a position solely in the Monadnock District and fully funded in the Monadnock 99/00 budget. Dr. Brigman said she believes the SAU Board will support that, as Winchester and Hinsdale are looking to hire their own technology assistant. B. Hamill moved to accept the

Superintendent's recommendation. Seconded by R. Thackston. Voted: All Board members approved, except L. Sicotte opposed.

- j. Action on the Manifest: B. Hamill moved that the Board approve the manifest in the amount of \$1,652,672.42. (Warrant # 391-Payroll, 9/21/98, \$384,247.07; Warrant #404 - Payroll, 9/23/98, \$126,271.55; Warrant # 406 - Payroll, 9/24/98, \$583.66; Warrant #408 - Payroll, 9/29/98, \$1,869.45; Warrant # 393, Payroll, 10/05/98, \$380,062.56 and Warrant #12, Accounts Payable, 10/06/98, \$759,638.13) Seconded by M. Sears. Voted: Approved unanimously by the Board.**
 - k. Correspondence / Announcements: The Superintendent received a letter from a teacher regarding a request for sabbatical leave. Dr. Brigman noted that sabbatical leave is not addressed in the Monadnock collective bargaining Agreement nor is it in policy. She said that many districts' collective bargaining agreements have sabbatical language allowing the possibility of a full year sabbatical at one half pay or a one half year sabbatical at full pay.**
- 5. SUPERINTENDENT'S REPORT: Dr. Brigman reported that she met last evening with the Troy Selectmen and that it was a pleasant meeting. She said the Selectmen expressed an interest in changing how town assessments are calculated and that, if changes were made, they might be more inclined to support a new Middle School initiative. Superintendent Brigman also mentioned the details regarding a new Head Start program in Troy. She lauded C. Cardine for his considerable and fine work in getting this initiative going. Principal C. Cardine reported this is a positive endeavor as it brings quality, federally funded, subsidized day care to Troy. D. Carluccio said it is a classic and model example of school and community working together for the betterment of young people. C. Cardine asked for the Board's permission to enter into negotiations with Head Start personnel regarding the use of school facilities. So moved by G. Bednarski. Seconded by C. Carluccio. Voted: All Board members voted in favor of the motion, except L. Sicotte who abstained.**
- 6. Setting the next agenda:**
- a. Words of Wisdom -- Assistant Superintendent Kathy Holt**
 - b. Gilsum/Community Building Committee**
 - c. Dinner**
 - d. School to Work**
 - e. Sabbatical Leave**

7. NON PUBLIC SESSION:

At 8:47 PM, G Bednarski moved that the Board enter non public session for the purpose of personnel issues. Seconded by L. Sicotte. Role call vote: All agreed to enter into non public session.

At 9:14 PM B. Hamill moved to come out of non public session. Seconded by G. Bednarski. Roll call vote: All agreed to come out of non public session.

8. ADJOURNMENT: Adjourned at 9:15 PM.

Respectfully Submitted


Robert A. Seymour III
Business Manager

**Department of Education
Division of Program Support
Bureau of Information Services
101 Pleasant Street
Concord, NH 03301-3860
603-271-2778**

Date: October 9, 1998
To: Superintendents
From: Dr. Judith D. Fillion
Subject: Foundation Aid Estimate for FY 2000

As you are aware, the legislature has voted to increase the FY 2000 appropriation for Foundation Aid. In FY 99 (July 1, 1998 – June 30, 1999) the Department of Education will be distributing \$68,505,188. In FY 2000 (July 1, 1999 – June 30, 2000) the distribution will be \$128,000,000. The legislation also provides that no community will receive less in FY 2000 than it received in FY 99.

The attached FY 2000 estimate incorporates the FY 2000 factors which recently became available. The first column lists the FY 99 distribution; the second, the FY 2000 entitlement; and the third, the percent increase over FY 99. If you have any questions relative to these figures or the factors used to determine them, please contact me at 271-3855 or jfillion@ed.state.nh.us.

**Foundation Aid Distribution
FY 99 and Est FY 2000**

Community Name	FY 99 Aid @ 68,505,187.73	FY 2000 Estimated District Aid @128,000,000	% Difference
ACWORTH	125,388.07	205,983.48	64.3%
ALBANY	6,453.03	59,173.06	817.0%
ALEXANDRIA	154,844.63	302,193.17	95.2%
ALLENSTOWN	1,967,850.43	2,146,274.07	9.1%
ALSTEAD	326,435.97	621,310.55	90.3%
ALTON	0.00	0.00	na
AMHERST	0.00	0.00	na
ANDOVER	22,805.11	38,166.01	67.4%
ANTRIM	359,424.50	704,984.94	96.1%
ASHLAND	103,407.52	235,030.95	127.3%
ATKINSON	0.00	0.00	na
AUBURN	110,895.56	148,523.50	33.9%
BARNSTEAD	284,197.95	860,368.88	202.7%
BARRINGTON	523,204.16	1,447,677.78	176.7%
BARTLETT	0.00	0.00	na
BATH	55,540.85	61,059.57	9.9%
BEDFORD	0.00	0.00	na
BELMONT	618,035.71	1,326,697.47	114.7%
BENNINGTON	277,153.64	595,229.47	114.8%
BENTON	86,605.01	108,742.58	25.6%
BERLIN	1,018,920.96	2,523,439.81	147.7%
BETHLEHEM	256,062.85	590,330.65	130.5%
BOSCAWEN	543,906.29	1,069,477.78	96.6%
BOW	0.00	0.00	na
BRADFORD	25,375.57	25,375.57	0.0%
BRENTWOOD	1,330.48	20,752.20	1459.8%
BRIDGEWATER	0.00	0.00	na
BRISTOL	181,666.46	440,739.28	142.6%
BROOKFIELD	13,570.48	13,570.48	na
BROOKLINE	3,762.99	31,017.00	724.3%
CAMBRIDGE	na	na	na
CAMPTON	245,203.32	642,252.62	161.9%
CANAAN	442,880.24	949,655.90	114.4%
CANDIA	142,812.58	185,235.04	29.7%
CANTERBURY	0.00	0.00	na
CARROLL	0.00	0.00	na
CENTER HARBOR	0.00	0.00	na
CHARLESTOWN	954,796.62	1,759,309.22	84.3%
CHATHAM	3,977.07	31,142.32	683.0%
CHESTER	78,893.64	113,198.15	43.5%
CHESTERFIELD	0.00	27,863.25	na
CHICHESTER	97,228.82	225,779.55	132.2%

**Foundation Aid Distribution
FY 99 and Est FY 2000**

Community Name	FY 99 Aid @ 68,505,187.73	FY 2000 Estimated District Aid @128,000,000	% Difference
CLAREMONT	3,299,379.43	4,834,536.49	46.5%
CLARKSVILLE	3,808.19	6,280.83	64.9%
COLEBROOK	312,402.56	715,826.13	129.1%
COLUMBIA	106,029.97	239,777.38	126.1%
CONCORD	1,007,231.44	1,007,231.44	0.0%
CONWAY	0.00	10,508.17	na
CORNISH	137,283.84	530,487.72	286.4%
CROYDON	4,740.45	13,875.94	192.7%
DALTON	130,888.55	131,842.24	0.7%
DANBURY	185,461.85	298,947.33	61.2%
DANVILLE	94,772.28	157,827.86	66.5%
DEERFIELD	176,526.47	465,649.65	163.8%
DEERING	158,106.18	493,791.00	212.3%
DERRY COMBINED	3,454,152.64	9,285,084.81	168.8%
DIX GRANT	na	na	na
DIXVILLE	12,247.03	12,247.03	0.0%
DORCHESTER	15,034.36	30,605.91	103.6%
DOVER	194,499.28	243,546.25	25.2%
DUBLIN	0.00	0.00	na
DUMMER	3,873.79	57,913.50	1395.0%
DUNBARTON	0.00	432.89	na
DURHAM	104,116.21	137,345.95	31.9%
EAST KINGSTON	305.71	17,154.22	5511.3%
EASTON	0.00	0.00	na
EATON	0.00	0.00	na
EFFINGHAM	93,168.22	235,214.40	152.5%
ELLSWORTH	3,159.27	3,159.27	0.0%
ENFIELD	106,689.17	108,331.00	1.5%
EPPING	488,284.48	964,455.98	97.5%
EPSOM	370,848.75	715,070.28	92.8%
ERROL	0.00	0.00	na
EXETER	116,502.62	131,144.82	12.6%
FARMINGTON	3,021,946.94	3,021,946.94	0.0%
FITZWILLIAM	110,381.67	284,996.95	158.2%
FRANCESTOWN	0.00	0.00	na
FRANCONIA	0.00	0.00	na
FRANKLIN	1,449,552.15	2,935,753.62	102.5%
FREEDOM	0.00	0.00	na
FREMONT	187,248.71	385,242.47	105.7%
GILFORD	0.00	0.00	na
GILMANTON	119,239.57	145,899.97	22.4%
GILSUM	66,167.80	209,273.07	216.3%

**Foundation Aid Distribution
FY 99 and Est FY 2000**

Community Name	FY 99 Aid @ 68,505,187.73	FY 2000 Estimated District Aid @128,000,000	% Difference
GOFFSTOWN	712,939.39	1,413,104.34	98.2%
GORHAM	172,134.90	401,185.81	133.1%
GOSHEN	106,541.30	180,778.36	69.7%
GRAFTON	168,575.91	278,684.33	65.3%
GRANTHAM	0.00	0.00	na
GREENFIELD	62,766.37	230,191.59	266.7%
GREENLAND	0.00	0.00	na
GREENVILLE	759,471.31	936,678.79	23.3%
GROTON	6,582.87	22,495.86	241.7%
HALE'S LOCATION	na	na	na
HAMPSTEAD	61,267.14	123,437.39	101.5%
HAMPTON	0.00	0.00	na
HAMPTON FALLS	0.00	0.00	na
HANCOCK	0.00	0.00	na
HANOVER	0.00	0.00	na
HARRISVILLE	0.00	0.00	na
HART'S LOCATION	0.00	0.00	na
HAVERHILL COMBINED	860,994.49	1,463,854.32	70.0%
HEBRON	0.00	0.00	na
HENNIKER	412,238.78	929,503.56	125.5%
HILL	44,160.29	164,861.21	273.3%
HILLSBORO	735,159.55	1,823,047.24	148.0%
HINSDALE	693,118.81	1,360,014.25	96.2%
HOLDERNESS	0.00	0.00	na
HOLLIS	0.00	0.00	na
HOOKSETT	0.00	0.00	na
HOPKINTON	0.00	0.00	na
HUDSON	359,647.77	408,714.83	13.6%
JACKSON	0.00	0.00	na
JAFFREY	247,482.64	620,822.88	150.9%
JEFFERSON	84,257.68	107,826.95	28.0%
KEENE	979,286.58	1,882,189.00	92.2%
KENSINGTON	0.00	0.00	na
KINGSTON	52,531.91	86,923.30	65.5%
LACONIA	122,683.97	240,353.82	95.9%
LANCASTER	520,816.60	1,009,916.72	93.9%
LANDAFF	17,158.73	19,406.73	13.1%
LANGDON	18,838.67	18,838.67	0.0%
LEBANON	52,975.15	93,613.41	76.7%
LEE	304,951.61	829,121.56	171.9%
LEMPSTER	149,635.25	149,635.25	0.0%

**Foundation Aid Distribution
FY 99 and Est FY 2000**

Community Name	FY 99 Aid @ 68,505,187.73	FY 2000 Estimated District Aid @128,000,000	% Difference
LINCOLN	0.00	0.00	na
LISBON	366,047.20	534,796.83	46.1%
LITCHFIELD	502,611.15	1,153,146.22	129.4%
LITTLETON	687,685.58	1,217,223.44	77.0%
LONDONDERRY	1,136,259.58	2,696,040.38	137.3%
LOUDON	425,733.44	724,162.83	70.1%
LYMAN	11,840.53	28,006.03	136.5%
LYME	0.00	0.00	na
LYNDEBOROUGH	57,499.33	57,499.33	0.0%
MADBURY	115,008.10	318,382.63	176.8%
MADISON	0.00	0.00	na
MANCHESTER	4,816,888.83	11,165,312.01	131.8%
MARLBORO	213,831.84	447,683.57	109.4%
MARLOW	85,184.85	148,193.64	74.0%
MARTIN'S LOCATION	na	na	na
MASON	17,122.98	17,122.98	0.0%
MEREDITH	0.00	0.00	na
MERRIMACK	490,482.53	490,482.53	0.0%
MIDDLETON	215,185.07	373,418.08	73.5%
MILAN	149,228.15	325,770.30	118.3%
MILFORD	436,229.41	734,456.58	68.4%
MILLSFIELD	8,490.92	9,512.16	12.0%
MILTON	547,340.63	1,150,702.60	110.2%
MONROE	0.00	0.00	na
MONT VERNON	5,877.59	33,998.89	478.4%
MOULTONBOROUGH	0.00	0.00	na
NASHUA	296,743.57	705,768.76	137.8%
NELSON	2,339.44	2,339.44	na
NEW BOSTON	59,785.86	102,862.81	72.1%
NEW CASTLE	0.00	0.00	na
NEW DURHAM	67,115.26	164,103.52	144.5%
NEW HAMPTON	50,853.68	50,853.68	0.0%
NEW IPSWICH	1,375,365.13	2,052,185.26	49.2%
NEW LONDON	0.00	0.00	na
NEWBURY	0.00	0.00	na
NEWFIELDS	0.00	0.00	na
NEWINGTON	0.00	0.00	na
NEWMARKET	429,382.83	1,217,122.50	183.5%
NEWPORT	1,410,637.61	2,413,441.00	71.1%
NEWTON	364,129.14	868,372.34	138.5%
NORTH HAMPTON	0.00	0.00	na
NORTHFIELD	1,387,505.36	1,907,710.34	37.5%

**Foundation Aid Distribution
FY 99 and Est FY 2000**

Community Name	FY 99 Aid @ 68,505,187.73	FY 2000 Estimated District Aid @128,000,000	% Difference
NORTHUMBERLAND	989,213.47	1,374,954.41	39.0%
NORTHWOOD	355,965.59	625,955.10	75.8%
NOTTINGHAM	87,302.05	87,302.05	0.0%
ODELL	na	na	na
ORANGE	21,346.54	35,450.91	66.1%
ORFORD	53,852.22	85,790.15	59.3%
OSSIPEE	148,946.88	522,246.61	250.6%
PELHAM	113,689.14	208,022.75	83.0%
PEMBROKE	1,179,519.77	2,317,229.61	96.5%
PENACOOK	349,403.44	844,409.19	141.7%
PETERBOROUGH	0.00	0.00	na
PIERMONT	15,433.68	17,726.85	14.9%
PINKHAM'S GRANT	na	na	na
PITTSBURG	0.00	0.00	na
PITTSFIELD	1,649,579.98	2,051,391.50	24.4%
PLAINFIELD	39,064.03	58,832.49	50.6%
PLAISTOW	0.00	9,693.23	na
PLYMOUTH	1,055,292.34	1,589,000.42	50.6%
PORTSMOUTH	0.00	0.00	na
RANDOLPH	0.00	0.00	na
RAYMOND	2,036,393.74	3,751,096.15	84.2%
RICHMOND	40,854.33	115,196.37	182.0%
RINDGE	445,377.28	838,439.30	88.3%
ROCHESTER	4,416,007.54	8,069,304.62	82.7%
ROLLINSFORD	4,041.72	4,041.72	0.0%
ROXBURY	13,421.80	19,715.01	46.9%
RUMNEY	78,337.92	296,154.58	278.0%
RYE	0.00	0.00	na
SALEM	0.00	0.00	na
SALISBURY	52,010.44	63,892.29	22.8%
SANBORNTON	4,868.27	14,311.56	194.0%
SANDOWN	380,651.60	1,044,456.62	174.4%
SANDWICH	0.00	0.00	na
SEABROOK	0.00	0.00	na
SHARON	0.00	0.00	na
SHELBURNE	2,060.05	2,567.36	24.6%
SOMERSWORTH	896,256.35	1,987,358.80	121.7%
SOUTH HAMPTON	0.00	0.00	na
SPRINGFIELD	0.00	0.00	na
STARK	91,072.27	210,604.22	131.2%
STEWARTSTOWN	118,092.36	206,223.45	74.6%
STODDARD	0.00	0.00	na

**Foundation Aid Distribution
FY 99 and Est FY 2000**

Community Name	FY 99 Aid @ 68,505,187.73	FY 2000 Estimated District Aid @128,000,000	% Difference
STRAFFORD	355,751.40	829,608.65	133.2%
STRATFORD	602,273.62	602,273.62	0.0%
STRATHAM	0.00	0.00	na
SUCCESS	na	na	na
SUGAR HILL	0.00	0.00	na
SULLIVAN	82,516.78	177,743.62	115.4%
SUNAPEE	0.00	0.00	na
SURRY	5,573.78	12,757.82	128.9%
SUTTON	0.00	0.00	na
SWANZEY	715,286.49	1,372,399.75	91.9%
TAMWORTH	54,904.91	135,705.52	147.2%
TEMPLE	74,817.08	228,225.50	205.0%
THORNTON	9,963.96	9,963.96	0.0%
TILTON	95,925.96	173,487.85	80.9%
TROY	627,548.56	911,592.49	45.3%
TUFTONBORO	0.00	0.00	na
UNITY	108,049.44	253,283.33	134.4%
WAKEFIELD	6,279.71	42,417.52	575.5%
WALPOLE	40,986.09	45,109.72	10.1%
WARNER	33,402.17	55,731.31	66.8%
WARREN	88,451.45	248,634.27	181.1%
WASHINGTON	0.00	0.00	na
WATERVILLE VALLEY	0.00	0.00	na
WEARE	929,843.62	2,265,556.90	143.6%
WEBSTER	62,152.85	150,674.83	142.4%
WENTWORTH	21,634.05	59,070.67	173.0%
WENTWORTH LOCATION	0.00	0.00	na
WESTMORELAND	22,991.98	25,677.05	11.7%
WHITEFIELD	318,083.72	647,703.17	103.6%
WILMOT	0.00	0.00	na
WILTON	69,200.88	94,457.10	36.5%
WINCHESTER	1,536,191.08	1,958,731.37	27.5%
WINDHAM	0.00	0.00	na
WINDSOR	0.00	0.00	na
WOLFEBORO	0.00	0.00	na
WOODSTOCK	0.00	0.00	na
AVE/TOTAL for computing	68,505,187.73	128,000,000.00	

BBF

CODE OF ETHICS

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

May 4, 1993

A MODEL CODE OF CONDUCT FOR SCHOOL 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 implementations.
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.

A Model Code of Conduct for
School Board Members, continued.

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.

PROPOSAL
ALTERNATIVE CREDIT PROGRAM

Summer 1998

**Douglas Fetchin
Andrew Harrison
Tonya LeCour
Deborah Snyder**

PROPOSAL/JUSTIFICATION ALTERNATIVE CREDIT PROGRAM

In accordance with Monadnock Regional High School's statement of purpose, mission and vision, our goal is to assist each student in fulfilling the demands of adult living, develop an understanding of the duties of citizenship and cultivate individual capabilities. In order to provide an environment in which each individual can recognize his or her potential, set realistic goals and provide challenging learning experiences, more opportunities for students to acquire these skills must be provided.

Students should have the opportunity to enter the "adult world" as a transitional experience with goals, guidelines, support and evaluation to help ensure it is a productive experience. As we enter the new millennium, students will need to meet the demands of a changing society. The most desirable educational experiences are not always available within the confines of a school building.

The need for an alternative credit option was first introduced in 1988 through the Business/Education Committee consisting of many board members and local business leaders. The committee was formed to explore what businesses need from graduates and what schools were not providing. Discussions led to how businesses and educators might work together to provide students with a means of acquiring identified skills. Methods discussed included classroom mentors, career day, job shadowing, mentoring, internships and apprenticeships.

Approximately 1993/94 the School To Career Committee was formed as a recommendation of the Business/Education Committee. This committee has worked to

inform teachers and students of the needs expressed by businesses and involve them in designing and implementing methods to prepare students to meet them.

In reviewing the methods put forth by the Business/Education committee, the School to Career Committee recommended that alternative credit options be explored and a subcommittee was formed.

This committee began meeting in September 1997 and now recommends that beginning in the 1999-2000 school year senior students be allowed to earn "alternative credit" toward their high school graduation requirement.

The alternative credit option will serve to heighten student awareness of career opportunities, allow students to pursue personal interests, provide for student defined programming, foster student responsibility and reinforce communication between the school and the community.

There has been an informal precedent for this recommendation set by the cooperative work program with Kingsbury Corporation. Exceptions have also been made by the guidance department and administration to allow students to earn credit for learning outside of the MRHS building.

Currently the school district requires that students take a minimum of five courses with a limited number of elective options. Many senior students do not need five credits in order to complete the requirements for a high school diploma. The introduction of an alternative credit program would alleviate problems students face when choosing courses for their senior year.

We anticipate that if this program is accepted and is initially successful it would then be expanded so that underclassmen would have the same opportunity.

The committee recognizes an alternative credit as a credit awarded for an educational experience not offered in the school's curriculum which has been pre-approved, reviewed and evaluated by school personnel. This committee recognizes three categories of alternative credit: academic, career and community service.

For example:

Academic: A student who enrolls in a course at an education institution other than MRHS (Keene State College offers a 50% discount to high school students enrolled in a college course). A student who is participating in a correspondence course or attending night school.

Career: A student employed by a local business who is learning skills which will enhance their development.

Community Service: A student who spends time volunteering in his or her community.

Prospective applicants will be given the opportunity to explore alternative credit placements based on experience, interests and/or future career plans. This may be something that they are already engaged in. The application process would include a written application, an interview, establishment of goals, and a contract.

The review process will entail a thorough monitoring of student progress, communication with adult supervisors and communication with the participant. Academic and work place skills defined by the school district will be part of this review.

Evaluation will determine whether the student has successfully earned the credit sought. The contracted goals will have been verified during the monthly review process. Any additional requirements of the final evaluation will be verified at the conclusion of the alternative credit experience.

As stated, this is a learning experience which is pre-approved, monitored and evaluated by the school. All credits must be clearly tied to high curricula outcomes.

GOALS AND EXPECTATIONS OF THE ALTERNATIVE CREDIT PROGRAM

All senior students have the opportunity to participate in this program which will:

- heighten student awareness of career and educational opportunities
- allow students to pursue personal interests
- provide student-directed programming
- foster student responsibility
- reinforce communication and partnerships between school and community
- allow students to take college level courses in areas of strength and/or interest
- provide meaningful elective credit given limited elective options offered in the high school program of studies
- create authentic work based learning opportunities
- improve employability of high school graduates
- develop workplace skills as defined by the MRHS School to Career Committee
- provide the opportunity for students to acquire academic and/or professional skills
- support youth with effective career guidance and information so they are able to make informed decisions about their future lives

TIME LINE

Sept. 1998	Present to high school department chairs (possible revisions)
Oct. 1998	Present to high school faculty (possible revisions) Submit budget proposal for 1999-2000
Nov. 1998	Presentation to the school board Submit program description for inclusion in 1999-2000 Program of Studies
Dec. 1998	Hire 1/4 time/half-year coordinator to begin semester two, January 1999 (Grant funded year 1 through School to Career) Develop program description/information brochure
Jan. 1999	Coordinator begins working Create brochure
Jan/Feb 1999	Distribute brochure to junior class members and parents
Feb./March/April 1999	Juniors meet with guidance counselors to plan course schedules for 1999-2000 school year Form Alternative Credit Program Committee Create employer packet
April-May 15, 1999	Applications accepted
May-June 1999	Alternative Credit Coordinator and Alternative Credit Program Committee meet to review applications, request clarification and/or revisions, grant or deny approval
June-Sept. 15, 1999	Alternative Credit Coordinator meets with students to review and sign contracts, request clarification and/or revisions, or explain denial. Parental permission (acknowledgement for students over 18) for student to leave school, provide their own transportation, understanding of rules and ramifications. Medical release obtained Employer packet sent Planning checklist

September 1999	Orientation Full year and first semester/half year placements begin
Sept. 15, 1999	Applications due for second-third-fourth quarter full year programming or half year/half credit programming
Earlyly October	Submit budget proposal for 2000-2001
Mid-October	Monitor student progress
Mid-November	Monitor student progress
Mid-December	Monitor student progress
Dec. 15, 1999	Applications due for second semester/half credit programming
Mid-Jan. 2000	Monitor student progress Final evaluation for first semester/half credit placements Determine if program should expand to include juniors for the 2000-2001 school year
Process continues in a cyclical nature.	
April 2000	Program review Determine the effectiveness of the Alternative Credit Program in accomplishing its stated goals and expectations
June 2000	Final evaluation of second semester placements Final evaluation of the 1999-2000 program

PROPOSAL/JUSTIFICATION

ALTERNATIVE CREDIT COORDINATOR

Upon approval by the Monadnock Regional School Board of the Alternative Credit Program, a coordinator will be hired. Implementation of this program is contingent upon the hiring of a half time coordinator. For the second semester of the 1998-99 school year this position will be funded through the School to Career grant as a quarter time position. Initially a quarter time position will be appropriate given that no students will have begun alternative credit placements. However, once students begin placements at the beginning of the 1999-2000 school year, this position should be expanded to half time.

The scope of this program requires that the coordinator spend significant amounts of time developing community contacts, coordinating the application process, supporting students while in placement, and evaluating students, placements and the program. The number of students involved in this program greatly impacts the time required. As this program expands, it may become necessary to increase the time the coordinator is hired to work.

Success of this program can only be guaranteed by hiring appropriate personnel to facilitate it.

TITLE: Alternative Credit Program Coordinator

QUALIFICATIONS:

1. Bachelor's Degree or equivalent
2. Experience in education
3. Business experience

REPORTS TO: Building Principal or as designated by assignment

SUPERVISES: The Alternative Credit Program

PERFORMANCE RESPONSIBILITIES:

1. Develop community contacts, acting as liaison between school and alternative credit placement participants.
2. Develop and distribute information/description brochure.
3. Compile applications and establish meetings to review applications, request clarification and /or revisions, grant or deny approval.
4. Schedule and run meetings for various purposes.
5. Compile and submit budget proposals
6. Administer the program:
 - Distribution, collection, and review of applications
 - Notification of application status including request for revisions
 - Work with students to develop personal goals
 - Establish student/school/workplace contract
 - Orientation meeting planned and presented
7. Case management of individuals and their placements. Including, but not limited to:
 - Parental permission
 - Medical release forms
 - Employer packet
 - Planning checklist
 - Distribution, collection and review of monthly monitoring forms
 - On-site visits
 - Final student evaluations
 - Develop and implement interventions as needed
8. Troubleshooting
9. All other duties as assigned by the principal

TERMS OF EMPLOYMENT: Ten month contract, Contract to be set by the Monadnock Regional SchoolBoard.

APPROVED BY: _____ **DATE:** _____

ALTERNATIVE CREDIT PROGRAM EVALUATION

At the end of the 1999-2000 school year, the Alternative Credit Program will have been in place for an entire school year. Continued funding through the school district budget will have been submitted for approval in October 1999 for the 2000-2001 school year. Budgets for future years will be submitted in a timely manner.

Evaluation of the program will be conducted by the Alternative Credit Coordinator, Alternative Credit Committee members and administrative representatives.

Evaluation indicators will be:

- compilation of student and placement evaluations
- the number of students who choose to participate in this program
- the number of program placements choosing to participate

Yearly evaluations will be conducted. However, two or three years of data will be needed before a comprehensive assessment of the Alternative Credit Program can be made.

**A MODEL CODE OF CONDUCT
FOR
SCHOOL BOARD MEMBERS**

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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.
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FOR CONSIDERATION OF BOARDS

TITLE: Director of Instruction for the Monadnock Regional School District

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: Curriculum and instructional programs, (except Special Education) Federal programs, Title I, Media Generalist and staff development.

Assist Hinsdale School District and Winchester School District
Development of K-12 written curriculum, aligned with NH
Frameworks student assessment programs.

JOB GOAL: To provide leadership in the development of curriculum and instruction programs within the district, manage the Federal Programs so they better serve the needs of the students, and lead the staff development program.

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 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 the 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.

Continue **TITLE: Dir of Inst for MRSD**

Page 2

12. Leads, coordinates, and directs all Federally funded programs within the district, except the special education and Chapter I programs.
13. Acts as the executive secretary to the SAU #38 Staff Development Committee.
14. Assists Hinsdale and Winchester school districts in establishing a written curriculum aligned with NH Frameworks, student assessment program in compliance with state and Federal guidelines and/or mandates.

TERMS OF EMPLOYMENT:

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

APPROVED BY: _____ **DATE:** _____

REVIEWED AND AGREED BY: _____ **DATE:** _____

SAU #38 Board approved:

HELD RECORD: MONADNOCK SCHOOL BOARD MEETING

OCTOBER 6, 1998

Items Discussed in Non Public Were:

- 1. Dr. Brigman asked the Board to accept the letter of resignation from Cathryn Harvey, 60% music teacher at Mt. Caesar. It was noted that Ms. Harvey agreed to stay on board as an employee until a replacement was found. The resignation was accepted by the Board, with regrets.**
- 2. Discussion of Performance Bonus for Barry Fowler, Maintenance Director. Dr. Brigman and the Board acknowledged the outstanding work and dedication demonstrated by Mr. Fowler. In recognition, the Board agreed to award Mr. Fowler a \$1,000 bonus to be presented at the November 17th Board meeting. All Board members voted in the affirmative, with L. Sicotte opposed.**

**Monadnock Regional School District
School Board Meeting
October 6, 1998**

GRANT INFORMATION

Recap of Grant Income for School Year 1997-98

NAME OF GRANT	AMOUNT	PURPOSE
Elementary Title I	\$151,794.00	
High School Title I	69,038.00	
School to Career	93,703.00	
Tech Literacy	87,500.00	
Title II	15,058.00	Improve student instruction
Title II	3,188.00	Science mentors
Title II	2,048.00	Environmental workshop
Title VI	18,201.00	Improve student learning
Goals 2000	48,558.00	Data and school improvement
Drug Free	17,428.00	
TOTAL	\$506,516.00	

WHAT COULD A GRANT WRITING CONSULTANT OFFER US?

TRACE Educational Services, Inc.
Administrative Services Program

Grant Writing Fee Structure

TRACE's Administrative Services Program offers a Grant Writing service which will be responsive to the needs of the school(s). In return for this service, TRACE will contract for a fee, a percentage of the grant value, or a combination of the two. The structure will be agreed to, by the parties, prior to TRACE providing the service or the client expecting the service.

FEE STRUCTURE*

\$70.00 per hour as recorded by the grant writer, or
\$500.00 per day as recorded by the grant writer

PERCENTAGE STRUCTURE*

Thirteen percent (13%) for a grant with a dollar value of \$5,000 - \$40,000
Eleven percent (11%) for a grant with a dollar value of \$40,001 - \$75,000
Nine percent (9%) for a grant with a dollar value in excess of \$75,001

COMBINATION OF FEE AND PERCENTAGE STRUCTURE*

1. \$45.00 per hour plus
 - a) Six and one half percent (6.5%) of the dollar value of a grant with a dollar value of \$5,000 - \$40,000
 - b) Five and one half percent (5.5%) for a grant with a dollar value of \$40,001 - \$75,000
 - c) Four and one half percent (4.5%) for a grant with a dollar value in excess of \$75,001
2. \$300.00 per day plus
 - a) Six and one half percent (6.5%) of the dollar value of a grant with a dollar value of \$5,000 - \$40,000
 - b) Five and one half percent (5.5%) for a grant with a dollar value of \$40,001 - \$75,000
 - c) Four and one half percent (4.5%) for a grant with a dollar value in excess of \$75,001

*Plus expenses (e.g. travel, lodging, meals, phone, FAX, photocopying, materials, supplies, and scanning services)

TRACE will present a finished grant proposal to the client. If TRACE has completed the grant according to the specified agreement and the client decides not to pursue the proposal and the client has selected the PERCENTAGE STRUCTURE option, TRACE will bill the client for a fair value of work. If the grant proposal is faulted because of something TRACE has done, the client will not be billed for the work. In all cases of this nature, TRACE and the client will meet to resolve the issue.

Possible Board Recommendations:

- Refer to District Educational Improvement Plan to set priorities for grant seeking
- Invite TRACE to present proposal specific to the Monadnock District based on these priorities

TO: All School Board Members
FROM: Lawrence Sicotte, Swanzey Rep.
RE: Requesting Mr. Don Arquin's resignation from the M.R.S.D. School Board.
DATE: October 6, 1998

Reasons for accepting his resignation:

1. On September 15, 1998 Mr. Arquin voted for the teachers new contract between the Monadnock Regional School District and the Monadnock Education Association.
2. When Mr. Arquin ratified that contract with his Yes vote, he knew very well he would enrich his family's income with the salary increases included within that contract, because his wife is employed as a teacher in the district it covers.
3. This is a direct conflict of interest as defined by our own school board rules. (copy attached)
4. We, as a school board, have discussed Mr. Arquin's conflicts of interest repeatedly, since last March.
5. I repeat my request here, that Mr. Arquin resign immediately from the Monadnock School Board.

CONFLICT OF INTEREST

To promote public confidence, neither the School Board collectively nor any members of the Board will:

- 1) offer or accept money or anything of value for, or in consideration of, obtaining an appointment, promotion, privilege, or favor with the school district;
- 2) disclose to any person, not entitled thereto, information gained by virtue of office or employment, or otherwise use such information for personal gain or benefit;
- 3) accept any gift, favor, or service that might tend to influence the discharge of duties.

Board members will abstain from voting on, or participating in, matters in which they have a personal interest because of friendship or kinship or financial gain or loss.

No Board member shall be a candidate for full time employment by the school district during his term of office.

No Board member shall sponsor a candidate for employment by the school district.

May 4, 1993

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

Swanzy, New Hampshire 03446

Hinsdale School District Monadnock Regional School District Winchester School District

Dr. Elaine Brigman - Superintendent

Margaret Sullivan, Assistant Superintendent

Robert A. Seymour III, Business Manager

Kathleen Holt, Assistant Superintendent

Kenneth R. Dassau, Director of Special Services

October 6, 1998

To: Dr. Brigman
Assistant Superintendent Sullivan

Re: Options for Dedicating Additional Foundation Aid

If we receive the additional Foundation Aid, there are four ways to process it:

- ◆ March District meeting warrant article to dedicate the funds to whatever the School Board wants to fund, commensurate with voter approval.
- ◆ March District meeting warrant article to use funds, current FY, via a supplemental appropriation for 98/99.
- ◆ Allow the funds to flow through fund equity and return to the town to reduce taxes.
- ◆ Dedicate a percentage of the funds, via March District meeting warrant article, to fund 98/99 or 99/00 school projects and dedicate a percentage to be returned to the town to offset taxes.

This memo has been coordinated with Meg Baker, NH Department of Revenue Services.

Please place this memo in respective Board packets, at your discretion.

Sincerely,



Robert A. Seymour III
Business Manager

cc: Meg Baker, DRA

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
October 20, 1998
Gilsum Elementary School

CALL TO ORDER:

The meeting was called to order at 7:00 PM, by Glenn White, Chairman.

Present:

D. Arguin, G. Bednarski, D. Carluccio, B. Hamill, M. Sears, L. Sicotte, C. Starrett, D. Thackston, G. White. Also present: Dr. Elaine Brigman, Superintendent, K. Holt, Assistant Superintendent, R. Seymour, Business Manager, K. Dassau, Special Education Director, D. Bell, D. Mousette, D. Stockwell, B. Fowler, B. Tatro.

CONSENT AGENDA:

a. Minutes of Previous Meeting

G. Bednarski MOVED: That the minutes of the October 6, 1998 meeting be approved.
SECONDED: by M. Sears, VOTED: 7-0-2-1.

b. Old Business

D. Carluccio discussed the board's responsibility to the Code of Ethics and added that the Board meeting is the proper forum to air views. She asked that Board members review items 5 and 6 on the Model Code of Conduct for School Board Members. Board members expressed their views where "freedom of speech" is concerned and if members disagree with the policy, they should move to change it.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports

C. Starrett reported that the SAU Study Committee is meeting regularly and that a proposed makeup of a new board was submitted to the State Board of Education.

b. New business items

None

c. Alternative Credit School to Work

Andrew Harrison, high school teacher, presented a proposal to the Board that would provide an alternative credit program for work experience. He gave examples of student situations where work experience and/or volunteer time could have been used towards school credits. He added that some seniors have to take classes just to fill in time and this proposal would reduce class size for seniors. The new costs would consist of a ½ coordinator position and computer resources. K. Holt stated that the goal is to tie the work/volunteer time to the curriculum and what the district wants the student to learn. The formal application process was described.

G. Bednarski MOVED: That the Board accept the Alternative Credit School To Work program. SECONDED: By D. Thackston. VOTED: 9-0-0-1.

d. Gilsum Building Project

Ralph Jernberg distributed a handout detailing the collaboration with the District for a Gilsum Community Center. In response to questions from D. Thackston regarding financing, R. Jernberg stated that the committee needs final plans before financing can be arranged. The Board discussed the feasibility of referring this matter to the Facilities Committee. C. Starrett MOVED: That the Board send the Gilsum Community Center matter to the Facilities Committee for further recommendation. SECONDED: by G. Bednarski. VOTED: 9-0-0-1. The Facilities Committee will meet Wednesday, October 28, 1998 at 7:00 PM at the Gilsum School.

e. Words of Wisdom

K. Holt shared her thoughts and recapped her five years with the Monadnock Regional School District. She stated that the Board and Administration will continue to struggle with credits and diplomas for home schooling and cautioned the Board to look at changing needs and not just numbers when designing facilities.

f. FY 2000 Foundation Aid Estimates

Dr. Brigman stated that the Foundation Aid Estimates were included in the Board packet.

g. Presentation of 1999-2000 Budget

Dr. Brigman stated that the 1st draft of the 1999-2000 budget reflects an increase of 9.42%. Dr. Brigman then listed the major highlights of the budget proposal. R. Seymour explained the use of the additional Foundation Aid. G. Bednarski asked that the Board be apprised of the individual town assessments as a result of the budget. The Board discussed the October 31, 1998 budget session. D. Bell spoke in support of the administration presenting their budgets twice, once on the 31st for the Board and again with the Budget Committee. C. Starrett spoke about the Budget Committee needing more time for budget review and submission.

h. NHSBA Code of Ethics

Covered under Old business.

i. Action on the Manifest

B. Hamill MOVED: That the Board approve the Manifest in the amount of \$832,410.19 (Warrant #395-Payroll, 10/8/98, \$1,100.90; Warrant #410-Payroll, 10/7/98, \$138,262.88; Warrant #397-Payroll, 10/19/98, \$380,553.31; Warrant #13, 10/20/98, \$230,667.57; Warrant # 14, 10/20/98, \$43,584.70; Warrant #15, 10/20/98, \$38,240.83)
SECONDED: by L. Sicotte. VOTED: 8-0-0-2. (D. Carluccio left at 9:00 PM)

j. Correspondence/announcement

None

SUPERINTENDENT'S REPORT

Dr. Brigman distributed a Sabbatical Leave policy and explained how the policy related to a current leave request. Dr. Brigman stated that the Sabbatical Leave Committee had denied the request because the teacher did not have seven years of service in the District. Dr. Brigman suggested that she rewrite the policy.

Dr. Brigman stated that she met with B. Hamill, C. Cardine and D. Gurian to discuss the Middle School Committee. It was decided that the committee would hire a consultant who would brainstorm with community leaders to develop a picture of the community's needs and wants. The committee will have a presentation ready for March.

Setting the next meeting's agenda

1. Model Code of Conduct.
- 2.

NON PUBLIC SESSION

At 9:40 PM, L. Sicotte MOVED: That the Board enter non public session to discuss a personnel matter. SECONDED: by G. Bednarski. VOTED: 8-0-0-2 by a roll call vote.

Dr. Brigman read a letter from a former Mt. Caesar Instructional Assistant. K. Dassau read his response to this letter.

At 9:50 PM, G. Bednarski MOVED: That the Board return to Public Session. SECONDED: by M. Sears. VOTED: 8-0-0-2 by a roll call vote.

At 9:50 PM, G. Bednarski MOVED: To adjourn. SECONDED: by L. Sicotte. VOTED: 8-0-0-2.

Respectfully submitted,



Sharon E. Turner

MONADNOCK REGIONAL SCHOOL DISTRICT
DEPARTMENT OF BUILDINGS & GROUNDS

600 Old Homestead Highway
Swanzey, NH 03446
Voice: 603-352-9099 Fax: 352-8835

To: Robert Seymour, Business Manager SAU # 38
From: Barry Fowler, Director, Buildings and Grounds MRSD
Date: September 30, 1998
Re: Truck replacement need.

Barry Fowler

Per our discussions regarding our critical need to replace the existing one (1) ton dump truck, please note the following pertinent information;

The dump truck currently in use is a 1977 Chevrolet one (1) ton dump truck. It has a 350 cu. in. V-8 engine (replaced) unknown milage, replacement cab, deteriorating dump body and suspect chassis. In order to pass the minimum state inspection this spring, the garage doing the inspection allowed us to weld steel plates to the chassis frame and then weld rear spring shackles to the plates for stability. We also had to weld in heavy steel channel to stabilize the twisting chassis frame work. Leons Auto Center noted that this might get us some limited use, but next year was another story.

As noted the truck frame and chassis have had extensive welding and rewelding over its life span to try to extend structural integrity. It is marginally safe at best. We do not carry near the trucks original load design or capacity. We have a highlander sander for sanding and salting which can not be used on this truck due to the added weight. I have allowed limited towing use to trailer lawn tractors to the northern schools for grounds maintenance work. We are careful!

This truck is one of two used extensively for plowing the main complex at MRHS, SAU, Wilcox, Cutler and Mt. Caesar schools. The truck is not a viable piece of equipment for our demanding use. It is therefore prudent in the interests of personal safety and economical use that we retire this vehicle in favor of a much needed "work horse" for use through out the District.

I, with others in the Buildings and Grounds Department investigated and researched trucks with features and options which would fit our needs. A bid package was assembled and bids were invited from six (6) vendors. Although a Ford unit was specified, it was general in nature to allow all entities to bid "or equal or equivalent" unit as specified. An analysis of the submissions is attached for your review. In view of the analysis, I am recommending we initiate a lease/purchase arrangement - 3 year for a 1999 Dodge truck, 3500 series, 4 X 4, rack body and plow package per bid specifications.

The payment break out is \$10,294.44 the first year, \$10,294.44 the second and \$10,395.44 the third and final year. There is a \$1.00 buyout included in the final payment.

Unfortunately, this equipment was not budgeted in the FY 98-99 operations/maintenance budget, but with a reallocation of monies in the budget we could underwrite the required first year payment.

Bob, thanks for the opportunity to further this request with you. I am available to review this with you and or Elaine at your convenience.

✓
30983
Total

Oct 20
F.D.
Winn

October 2, 1998

**To: Monadnock School Board
Re: Request to Lease Maintenance Vehicle**

At the October 20th Board meeting we will be discussing the need for a new maintenance vehicle. The enclosed letter from Barry Fowler gives relevant background. Please review it prior to the meeting. This is a safety issue as well as the fact we do not want to throw more money into 1977 one ton dump truck. While not in the 98/99 budget, we propose to pay for the first year lease by cutting other accounts.

At the end of the 3 year lease, we would own the truck for a \$1.00 buyout.

Sincerely,


**Robert A. Seymour III
Business Manager**

**cc: Dr. Brigman
Mr. Fowler**

enclosed: Mr. Fowler's 09/30/98 Letter

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
600 Old Homestead Highway
Swanzy, New Hampshire 03446
Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman, Superintendent

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Robert A. Seymour III, Business Manager

Kathleen Holt, Assistant Superintendent
Kenneth R. Dassau, Director of Special Services

END-OF-GRADES THREE, SIX AND TEN ASSESSMENT RESULTS
PROVIDED MONADNOCK REGIONAL SCHOOL DISTRICT WITH IMPORTANT DATA
District's Ability to Develop/Refine Local Educational Improvement Plan Enhanced by Results

Monadnock Regional School District Results from the 1998 New Hampshire Education Improvement and Assessment Program show what Monadnock Regional School District officials were expecting, progress measured in small gains over a number of years as opposed to big changes year to year.

The results of the 1998 educational assessments was released October 21st by NH Commissioner of Education Elizabeth M. Twomey, Ed.D. Last May, third, sixth and tenth grade students in Monadnock Regional School District public schools were tested. The assessment tests are rigorous and challenging and are based on what New Hampshire children should know and be able to do. This marks the fifth year that third-grade students have been tested in English Language Arts and Mathematics and the third year that sixth and tenth-grade students have been tested in English Language Arts, Mathematics, Science and Social Studies.

Results for third graders in the Monadnock Regional School District show that 62% are performing basic and above in English Language Arts, meaning they achieved at the basic, proficient or advanced categories. That compares with 64% in 1996 and 65% last year. In Mathematics, 80% of third graders performed at the basic and above category this year, compared with 71% in 1996 and 78% last year.

Sixth grade results in the Monadnock Regional School District show that this year, 62% are basic and above in English Language Arts compared to 59% in 1996 and 63% last year. 46% achieved basic and above in Mathematics, compared to 37% in 1996 and 45% last year. In Science, results show 23% basic and above compared to 26% in both 1996 and 27% last year. Social Studies results show 43% of sixth grades basic and above, compared to 42% two years ago and 51% last year.

Tenth graders in the Monadnock Regional School District achieved basic and above at a rate of 62% this year in English Language Arts, compared to 67% and 65% over the past two years. 65% performed basic and above in Mathematics, compared to 57% and 47% over the past two years. In Science, results show 58% basic and above compared to 47% in both 1996 and 46% last year. Social Studies results show 44% of tenth grades basic and above, compared to 31% two years ago and 40% last year.

The tests are based on high standards that challenge our schools and our students. We recognize that all students and schools need a challenging target at which to aim. The results we are seeing are in line with what we expected and our work to improve will continue over time.

The assessment results are designed to provide local schools and school districts with the detail they need to develop instructional programs that will help improve schools. Unlike national tests, the New Hampshire assessment tests provide information that local administrators and teachers can use to develop specific plans to improve their educational programs.

We will take these results and use them to engage our parents, teachers and business leaders in the process of developing/refining our local educational improvement plan.

The New Hampshire Department of Education is supporting local efforts to use assessments results through the Local Educational Improvement Assistance Program established and funded by the Governor and the Legislature. Funds for this program are being used to support a series of comprehensive professional development activities for educators throughout the state in the use of data to develop local educational improvement plans and in the development and scoring of open-response assessment items and writing prompts. Funds are also being used to support in-depth follow-up assistance in these and related areas to educators across the state. The Department's Regional Field Service Teams and representatives of the NH School Administrators Association have been instrumental in planning and implementing these professional development and technical assistance activities, which are being provided in the five geographic locations. The ultimate aim of these activities is to develop instructional programs designed to help all students achieve high standards.

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. Elaine Brigman, - Superintendent

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Kathleen Holt, Assistant Superintendent

Robert A. Seymour, Business Manager

Kenneth R. Dassau, Director of Special Services

MEAN SCALED SCORES

GRADE 3

	District	State
English/Language Arts	243	248
Mathematics	252	256

GRADE 6

English/Language Arts	244	242
Mathematics	237	237
Science	224	225
Social Studies	238	240

GRADE 10

English/Language Arts	244	244
Mathematics	243	238
Science	240	236
Social Studies	233	230

Sabbatical Leave Policy and Regulations

Selection Committee

The selection committee shall consist of three members: an elementary school principal, a high school principal or assistant principal, and a superintendent.

Deadline for Applications

All applications must be submitted by October 1 for leave the following school year. The decision of the selection committee will be made by October 15, and its recommendation will be submitted promptly to the School Board. The School Board has final responsibility for approving or disapproving all applications. The successful applicant (or applicants) must make a final decision to accept the leave or refuse it by March 15.

Reason for Leave

Leave will be granted only for graduate study in an accredited college or university.

Number of Persons on Leave

A maximum of two persons may be on leave at one time. Usually, this will mean one elementary teacher (grades 1-6) and one high school teacher (grades 7-12), although the committee could select both persons from the same category if their proposals warrant such selection.

Period of Leave

Preference will be given to full-year applications. However, in cases where two applicants represent the same department or same general grade level, due consideration will be given to such applications for a semester's leave.

Salary

Salary will be based on a full year at half-pay. The basis for computation will be the salary that would have been paid in the coming year (when leave is taken); in short, applicants will advance a step on the salary schedule. Salary will be based upon the total salary, but extra-curricular compensation will not be included.

The school district will make its usual contribution to the teachers' retirement system, based on the half-pay received by the applicant; and the successful applicant shall make his/her contribution also while on leave, the teacher may continue his Blue Cross coverage with the district offering its usual contribution.

Salary will be disbursed according to the salary payment plan in effect at the time.

Credit for Leave

Sabbatical leave will count as a year of experience in determining the person's proper step on the salary schedule on his return to the school district.

Length of Stay on Returning

Any person accepting sabbatical leave will agree to return to the school district for the next two full school years.

Prior release will be considered only if the individual re-pays in full the total amount of money expended by the school district toward his/her sabbatical leave.

Return to Position

The person on leave will return to a position of similar responsibilities.

Reports and Forms Required

Transcripts of grades for each semester must be submitted. A brief outline of the work to be done each semester must also be submitted. A statement from the appropriate college official attesting to the fact that the applicant has enrolled in that college must be sent to the district. A full report to the school board, oral and written, must be given on returning.

In-Service Contribution

The person will be expected to impart or share the results of his study with teachers in the Monadnock Regional School District. This, of course, will take various forms.

Service to the District

Seven (7) years of service to the Monadnock Regional School District are required to be eligible to apply for sabbatical leave. The present school year is not counted in determining the point total.

Criteria for Selection

The following statement explains the criterion or standards used in judging the merit of proposals. "The proposal judged by the selection committee to be in the best interests of the Monadnock Regional School District, considering the

applicant's prior contribution to, and future promise in, the Monadnock Regional School District".

Maximum Age Limit

Generally, the maximum age limit should be such as to allow the successful applicant to meet the obligation to return to the district for the next two full years following the sabbatical leave.

Eligibility

All full-time teachers, administrators, supervisors are eligible to apply for leave.

Limit on Earnings or Financial Aid

No limit is set on the amount of scholarship aid, fellowship grants, graduate assistantships, etc. that may be received by the applicant provided that the satisfactory completion of the proposal is not jeopardized or diminished by part-time work as a graduate assistant, research aide, etc. in earning that grant, fellowship, etc.

Final Determination

The School Board reserves the right to disallow or defer application if the voters do not approve the total school budget as recommended by the Board.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
November 3, 1998**

**MEETING AT
Sullivan Elementary School**

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

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. FY'2000 Budget Update
- d. Review of FY'2000 Budget
- e. Replacement of dump truck
- f. State Assessment Scores
- g. Policy on School Board Ethic
- h. Policy on Sabbatical Leave
- i. Action on the Manifest
- j. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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.	_____

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Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD School Board

From: E. Brigman

Re: 11/3/98 Board Meeting

Date: October 28, 1998

4c. Bob will update the committee on the proposed FY'2000 Budget

4d. According to our 1999-2000 MRSD Budget Preparation Schedule, the Board should review the FY'2000 during the meeting in preparation for approval of the Budget at the November 17th Board Meeting.

4e. Please see enclosed memo from Barry Fowler to Bob Seymour regarding the need to replace the existing one ton dump truck.

4f. Since we do not have a Director of Curriculum at this time, I will present the results of the New Hampshire State Assessment for grades 3,6, and 10.

4g. Continuation of our discussion on School Board Ethics Policy

4h. Policy on Sabbatical Leave

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

Swanzy, New Hampshire 03446

Hinsdale School District Monadnock Regional School District Winchester School District

Dr. Elaine Brigman - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*

Kathleen Holt, *Assistant Superintendent*

Robert A. Seymour III, *Business Manager*

Kenneth R. Dassau, *Director of Special Services*

October 28, 1998

To: Board of Selectmen, All Towns

From: Dr. Elaine Brigman, Superintendent

Re: Disposition of Excess Foundation Aid Funds

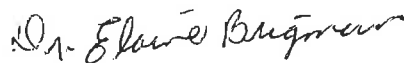
I believe it is important for us all to be fully aware of the options regarding how excess foundation aid is spent. On October 6, 1998, Bob Seymour briefed the Monadnock School Board as to those options and I want to share the information with you. I do so in the spirit that disclosure of revenues and the adjudication of the school budget need to be cooperative endeavors between the Administration, the School Board, the Selectmen and most importantly, the citizens.

Essentially, excess foundation aid, regardless of how it is spent, must be approved by the voters via a warrant article at the March District Meeting. (The only exception is noted at the third bullet below.) The School Board may set up the warrant article in one of three ways:

- ◆ Ask the voters to allow the School Board to dedicate and spend the funds on current fiscal year needs.
- ◆ Ask the voters to allow a percentage of the foundation aid be dedicated to school needs and a percentage be allowed to flow through the end of year equity line to offset taxes.
- ◆ Take no action (no warrant) and allow all of the excess foundation aid be used to offset taxes. Note: if there is no warrant article the School Board cannot spend the excess foundation aid.

If you have questions, call me or Mr. Seymour and we'll respond to whatever you need. Towns have legitimate needs as do schools – and I cannot emphasize enough how we want to work cooperatively with you in the best interests of taxpayers and our students.

Sincerely,



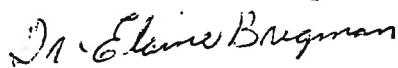
Dr. Elaine Brigman, Superintendent

cc: Monadnock School Board

- ◆ We also need to have our audit accomplished earlier than it has been in the past. I am requesting the audit next year be accomplished within thirty (30) days of the end of the fiscal year, June 30th.

I fully appreciate the importance of filing paperwork on time and shall work closely with Mr. Seymour to ensure that happens. I assure you we shall give this our very best efforts and I want to thank you again for taking the initiative to apprise me of your appropriate and valid concerns.

Sincerely,



Dr. Elaine Brigman, Superintendent

cc: Monadnock School Board
Board of Selectmen: Regional Towns

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. Elaine Brigman, *Superintendent*

Margaret A. Sullivan, *Assistant Superintendent*
Robert A. Seymour III, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

October 28, 1998

Ms. Joan Knight, Chairman
Mr. Thomas F. Parker
Mr. Michael A. Methe
BOARD OF SELECTMEN
P.O. Box 725
Fitzwilliam, NH 03447

Re: Your Letter of October 21, 1998 – Delay in Setting Tax Rate

Dear Madam or Sir:

Thank you for writing to me and expressing your concern regarding the timely filing of the MS-25 and the adverse impact on the towns when the tax rate is late in being set.

I signed the MS-25 on September 22, 1998 and it was mailed to the Department of Revenue Administration on the same day. We filed the report with the benefit of a summary page from the auditor's 1997/1998 report – we have yet to receive the full auditor's report. Your observation that we need to do better is correct. I have worked with the Business Manager, Bob Seymour, and we have set the following goals for the next filing of the MS-25:

- ◆ Procure software that will automatically complete the MS-25 for us. Our current software program does not do this and we depend on the audit report to give us the numbers we need. According to our auditor, Dave Clukay, the current system is practically impossible to audit and he highly encourages a new accounting system. Accordingly, in the proposed SAU 1999/2000 budget, I have asked the SAU Board for authority to procure a new accounting system. If approved, this will help us ensure timeliness of the MS-25.

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

Swanzey, New Hampshire 03446

Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*

Kathleen Holt, *Assistant Superintendent*

Robert A. Seymour III, *Business Manager*

Kenneth R. Dassau, *Director of Special Services*

October 28, 1998

**To: Beth Fox
Administrative Assistant
Town of Swanzey**

Dear Beth,

Per your request for information, I obtained the actual worksheets used by the Department of Education to come up with the 98/99 assessment numbers. The 97/98 worksheet is also included for comparison purposes. Feel free to share the information with the Selectmen. Let me know if I can be of further assistance.

Sincerely,



**Robert A. Seymour III
Business Manager**

**cc: Monadnock School Board ✓
Dr. Brigman, Superintendent**

MonaDruck Ren

Monadnock Reg		Current Expenses - 100% on ADM less Home Study		Capital Expenses - 100% on Equalized Valuation		Eq Val 95		% Eq. Val	
	95-96 ADM	Home Study	less HS	% ADM					
Fitzwilliam	385.2	6.0	379.2	0.147836	99,340,969	0.176636			
Gilsum	122.1	1.0	121.1	0.047212	29,438,671	0.052344			
Richmond	172.6	1.0	171.6	0.066901	36,200,862	0.064368			
Roxbury	44.8	0.0	44.8	0.017466	12,564,058	0.022340			
Sullivan	111.3	0.0	111.3	0.043392	22,389,162	0.039810			
Surry	110.6	6.0	104.6	0.040780	33,083,603	0.060426			
Swansey	1245.3	12.0	1233.3	0.480819	263,537,454	0.468592			
Troy	403.1	4.0	399.1	0.155594	64,940,360	0.115484			
Total	2595.0	30.0	2565.0	1.000000	562,403,219	1.000000			
Tax Assessme		14,523,096.00	Capital Expenses		991,575.00				
Additions:			Less Bldg Aid		232,612.00				
			Net Capital		758,963.00				
Found Aid	1,497,594.00								
Trust Fund	15.00								
less net capital	-758,963.00								
To Apportion	15,261,742.00								
Current Exp App		Capital Exp App	Less Found Aid	Less Trust Fund	Assessment	Total			
Fitzwilliam	2,256,235.	134,060	94,651	0	2,295,644				
Gilsum	720,537	39,727	43,608	0	718,656				
Richmond	1,021,026	40,853	77,197	0	992,602				
Roxbury	266,562	16,955	17,617	0	265,900				
Sullivan	662,237	30,215	119,860	0	572,592				
Surry	622,374	45,061	7,042	15	661,179				
Swansey	7,338,136	355,844	555,398	0	7,138,302				
Troy	2,374,635	87,648	582,221	0	1,880,062				
Total	15,261,742	758,963	1,497,594	15	14,523,096				
done	10/6/97	sjh							
checked									

Post-it* Fax Note	7671	Date	10/28	# of pages	3
To	Bob Seymour	From	NH DOE		
Co./Dept	SAC 38	Co.	SANDY HYSLOP		
Phone #		Phone #	271-2831		
Fax #	358-6708	Fax #			

2576 1

1997-1998 only / page

Monadnock Reg

1998-99

Monadnock Reg		Current Expenses - 100% on ADM less Home Study Capital Expenses - 100% on Equalized Valuation				
	96-97 ADM	Home Study	96-97 ADM less HS	% ADM	Eq Val 96	% Eq Val
Fitzwilliam	395.2	7.0	388.2	0.151987	101,733,209	0.179215
Gilsum	129.8	0.0	129.8	0.050822	28,229,192	0.049729
Richmond	176	1.0	175.0	0.068520	48,580,653	0.082057
Roxbury	39.8	0.0	39.8	0.015583	12,982,234	0.022870
Sullivan	116.9	2.0	114.9	0.044988	23,301,680	0.041189
Surry	113.7	5.0	108.7	0.042561	36,458,949	0.064227
Swansey	1197.8	7.0	1190.8	0.486249	255,190,181	0.449546
Troy	410.8	4.0	406.8	0.159280	63,105,470	0.111167
Total	2580.0	26.0	2554.0	1.000000	567,661,568	1.000000
Tax Assessment:	15,160,945.00		Capital Costs	Capital Expenses		
Additions:			Less Bldg Aid	829,989.00		
			Net Capital	218,524.00		
				611,465.00		
Found Aid	1,719,553.00					
Trust Fund	15.00					
less net capital	-611,465.00					
To Apportion	16,269,048.00					
			Foundation Aid			
			FY 98 Excess	FY 99	Total	
		Fitzwilliam	14,391	103,935	118,326	
		Gilsum	4,588	66,168	70,756	
		Richmond	6,520	37,973	44,493	
		Roxbury	1,867	12,663	14,530	
		Sullivan	4,958	80,631	85,589	
		Surry	4,202	3,705	7,907	
		Swansey	47,006	694,325	741,331	
		Troy	15,822	620,799	636,621	
		Total			1,719,553	

Monadnock Reg

	Current Exp App	Capital Exp App	Less Found Aid	Less Trust Fund	Total Assessment
Fitzwilliam	2,472,846	109,684	118,326	0	2,464,104
Gilsum	826,826	30,407	70,756	0	786,477
Richmond	1,114,755	50,175	44,493	0	1,120,437
Roxbury	253,521	13,984	14,530	0	252,975
Sullivan	731,912	25,186	85,509	0	671,509
Sunny	692,427	39,272	7,907	15	723,777
Swanzey	7,585,427	274,082	741,331	0	7,110,070
Troy	2,591,334	67,875	636,621	0	2,022,688
Total	16,269,048	611,465	1,719,553	15	15,160,945
done	10/15/98	slh			
checked	10/15/98	mf			

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
November 3, 1998
Sullivan Elementary School

CALL TO ORDER:

Superintendent Dr. Elaine Brigman called the meeting to order at 7:15 PM in the absence of the Chairperson and Vice Chairperson.

G. Bednarski MOVED: To elect D. Gurian as temporary Chairperson.
SECONDED: M. Sears Voted 8-0-0-2

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, B. Hamill, M. Sears, L. Sicotte, C. Starrett, R. Thackston, and G. White. Also present: Dr. Elaine Brigman, Superintendent, R. Seymour, Business Manager, D. Bell, C. Cardine, D. Mousette, B. Tatro, L. DeCoste, K. Craig, B. Fowler, S. Turner and J. Dick, Student Council Representative.

CONSENT AGENDA:

a. Minutes of Previous Meeting

G. Bednarski MOVED: That the minutes of the October 20, 1998 meeting be approved.
SECONDED: by L. Sicotte. VOTED: 8-0-0-2

7:18 PM B. Hamill, Vice Chairman arrived

b. Old Business

None

7:22 PM G. White, Chairman arrived to chair the remainder of the meeting.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

J. Dick, Student Council Representative, reported the following:

1. The Student Council has been involved in the hiring process for the new Director of Curriculum and Instruction.
2. The senior class will sponsor a Beanie Baby swap on November 14, 1998 at Monadnock Regional High School. This will be a senior class fundraiser.
3. A dance/food drive is scheduled for November 20, 1998. Students will be asked to donate canned goods or non-perishable items, which will be donated to the Keene Kitchen.
4. A Cystic Fibrosis bowl-a-thon is being planned. As yet there is no date or time for the event.

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports

D. Arguin distributed copies of the New Hampshire School Board Policy Book to the Board. Mr. Arguin reported on the Delegate Assembly that he attended in Nashua on October 24, 1998. A brief discussion of the Policy Book was held.

b. New business items

R. Seymour introduced Donna Hosang, newly hired School Board Recording Secretary. Board members welcomed Ms. Hosang. The Board commended Sharon Turner, outgoing Board Recording Secretary, for a job well done.

D. Arguin commented that at the recently held budget meeting a discussion was held regarding a position for a Counselor whose function would be to counsel children who are persistently truant. This individual would be responsible for strengthening efforts to improve student attendance. D. Mousette commented that Carl Wheeler, Sullivan Constable, would be presenting a program to Sullivan parents on Monday, November 9, 1998. The subject of the program is keeping children safe after school and in their community.

c. FY'2000 Budget Update

R. Seymour distributed copies of draft 4 of the Monadnock Budget 99/2000, as well as a list of dates for upcoming budget meetings to all of the Board members. The dates are as follows:

1. November 17, 1998: Board Meeting for Board to approve the budget.
2. November 20, 1998: Approved budget presented to the Budget Committee.
3. December 7, 1998: Budget Committee meeting with District Administrators. The Superintendent noted that this meeting conflicts with the SAU budget meeting. This conflict needs to be addressed.

d. Review of FY'2000 Budget

A lengthy discussion regarding the draft budget as presented ensued. The draft includes three pay increases for teachers (a retroactive raise for 1997/98, and contractual increases for 1998/99 and 1999/00). The budget also includes allocated money for the Emerson project. Foundation Aid and Medicaid revenue are reflected in the budget as presented. There was concern expressed by some Board members that taxpayers are expecting to see a drop in the tax rate as a result of the Foundation Aid, however, the budget as presented does not indicate a reduction for taxpayers. Other Board members noted that although the budget does not indicate a reduction in taxes, it also does not represent a tax increase. Concern was expressed that in future years if Foundation Aid and increased Medicaid revenue were not available to the district taxes would have to increase significantly to fund the budget. The Superintendent mentioned that future budgets would not reflect three steps of teacher increases or the Emerson project. L. Sicotte indicated that money for the retroactive teacher increase was allocated in last year's budget. He will research this issue and present any additional information to R. Seymour. Acting on a suggestion by B. Hamill the Board agreed that another budget meeting was necessary prior to the next Board Meeting scheduled for November 17, 1998. **The Board will meet on Saturday, November 14, 1998 from 9:00 a.m. to 12:00 PM at the Wyman House to further review the proposed budget.**

e. Replacement of dump truck

R. Seymour discussed a memo dated 9/30/98 from B. Fowler, MRSD Director of Building and Grounds, requesting the replacement of a 1977 Chevrolet one ton dump truck. The truck in question has become a safety issue. Mr. Fowler was asked to speak to the Board about proposals that he secured regarding a replacement vehicle. Mr. Fowler is recommending a lease/purchase of a new 1999 Dodge truck with rack body and plow package. The lease would cost \$10,294.44 in year one, \$10,294.44 in year two and \$10,395.44 in the final year with a \$1.00 buyout included in the final payment. If a new truck were not secured it would be necessary to contract out plowing for the main campus, Mt. Caesar and Wilcox. L. Sicotte requested that Mr. Fowler secure a quote for the cost of that plowing. After some discussion M. Sears **MOVED**: to approve the lease/purchase option contingent upon Mr. Fowler providing a list to R. Seymour reflecting cuts in the 1998/99 maintenance budget to offset the first year's lease payments. B. Hamill **SECONDED** the motion. **VOTED**: 8-1-1-0.

f. State Assessment Scores

Dr. Brigman, Superintendent, discussed the end of grades three, six and ten assessment results with Board members. There were no substantial gains or decreases in scores. Dr. Brigman plans to assign the new Curriculum Coordinator the task of analyzing the scores and making recommendations for improving scores on future tests.

G. Bednarski shared a letter from the National School Board News indicating that School Boards should make student achievement the central focus of all meetings and Board related activities.

g. Policy on School Board Ethics

G. Bednarski **MOVED**: to eliminate any reference to accepting the will of the majority vote as stated in the School Board Policy book. **SECONDED**: R. Thackston. A brief discussion followed. R. Thackston withdrew his second because the motion was unclear. The Board requested that Mr. Bednarski restructure his motion and bring the motion to the next Board meeting.

h. Action on Manifest

D. Gurian **MOVED**: That the Board approve the Manifest in the amount of \$999,595.36 (Warrant #412-Payroll, 10/21/98, \$131,427.79; Warrant #414-Payroll, 10/22/98, \$512.53; Warrant #416-Payroll, 10/23/98, \$505.38; Warrant #418-Payroll, 10/26/98, \$701.32; Warrant #399-Payroll, 10/29/98, \$14,025.12; Warrant #401-Payroll, 11/02/98, \$381,056.01; Warrant #16-Accounts Payable, 11/03/98, \$471,366.21) **SECONDED**: M. Sears **VOTED**: 10-0-0-0

i. Policy on Sabbatical Leave

Dr. Brigman, Superintendent, reviewed and revised the Policy on Sabbatical Leave. The changes are:

1. Applicants must have seven (7) years service to the Monadnock Regional School District.
2. Deadline for applications is October 1 for leave the following school year.
3. Persons accepting a sabbatical leave must agree to return to the school district for the next two full school years.

It is necessary for the School Board to have this policy, as sabbatical leave is not addressed in the teachers' agreement.

D. Gurian **MOVED**: to accept the Sabbatical Policy.
SECONDED: M. Sears **VOTED**: 10-0-0-0.

j. Correspondence/announcements

Dr. Brigman distributed a list of staff development reimbursements.

SUPERINTENDENT'S REPORT

Dr. Brigman informed the Board that the hiring committee for the Director of Curriculum and Instruction position had received twenty-one (21) applications, screened the applications, and interviewed six (6) candidates (three internal and three external). The committee is making a recommendation to offer the position to one of the six finalists. The recommended candidate will be spending the day in the district on November 4. B. Hamill encouraged all Board members to make an effort to meet the candidate sometime on the day of November 4.

SETTING THE NEXT AGENDA

1. Parent Presentation: Light, Sound and Action Committee
2. Service Learning
3. Decision on the budget

NON PUBLIC SESSION

At 9:30 PM D. Gurian **MOVED**: That the Board enter non-public session.
SECONDED: R. Thackston. **VOTED**: 10-0-0-0 by a roll call vote.

Dr. Brigman distributed a confidential letter from Attorney Prigge regarding the Wilcox Building matter. Board members agreed that Attorney Prigge should be invited to the next Board meeting to discuss the issue during the non-public session. The Superintendent will call to invite Attorney Prigge.

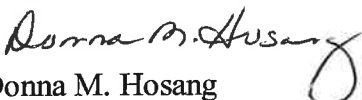
R. Seymour will represent the School Board as the Board's negotiator for the Monadnock Support Staff contract. The first meeting is Tuesday, November 10. Mr. Seymour will report back to the board at the next meeting.

At 9:40 PM L. Sicotte **MOVED**: That the Board return to Public Session
SECONDED: by D. Gurian. **VOTED**: 10-0-0-0 by a roll call vote.

ADJOURNMENT

At 9:40 PM L. Sicotte **MOVED**: To adjourn.
SECONDED: D. Gurian **Voted**: 10-0-0-0

Respectfully submitted,


Donna M. Hosang

November 5, 1998

The Monadnock Regional School Board:
Re: 1999/2000 school budget.

We, as a group of Selectmen are very Pro Education, but at the same time we must face tax reality. The School Budget situation has become very serious. Towns throughout the school district have cut their budgets so low that in many cases the basic infrastructure of our towns is being neglected. This includes the very roads that our school busses must use. Some towns have had to use fund balances in the last two years to keep the tax increase to the taxpayer within acceptable limits. In some cases, fund balances are now less than ½ the minimum the DRA recommends for us to have. Six of the eight towns of this district have taken sizable increases in the school portion of our tax rate this year. Last years budget was up 4.5 % over the prior years budget. The dollar amount was about \$800,000. The cost of living increase last year was only about 2% and the enrollment went up about tenths of one percent. The ADM for the year upon which the cost allocation to the towns was figured actually dropped, thus further compounding the problem that most of us are now experiencing .

We, the selectmen of the eight towns of the Monadnock School District are very concerned with the draft budget submitted to you recently. This new budget is up over 1.8 million dollars or 10 percent to a figure now over \$20,000,000, and yet the school enrollment increase is negligible. In addition, the increased foundation aid that the State MAYBE sending to our district totals only \$1,483,476. The intended purpose of this increase is to offset taxes, not to give us the money to increase our budget. There is no guarantee that all of this extra money will be sent, nor is there any indication that any increase will be sent next year (2000/2001). The whole Claremont decision and all legislation involving it has yet to be worked out in Concord. No one at this time can begin to guess how this will be resolved. If no extra money is available next year, are you prepared to cut the budget 1.5 million dollars next year, or are you going to just let it increase taxes again? We feel that it is wrong to build extra costs into our regular operating budget based on uncertain future revenues. Also, we feel it is wrong to spend all this extra money (and then some), when the purpose of this extra aid is to help the high tax towns lower their tax rate.

We feel that you should take whatever action you must to keep the budget increase to no more than the 2 % cost of living experienced again this year plus any percentage of increase in enrollment. The only exception to this should be the additional \$561,228.00 needed to finish the Emerson project. Of this \$561,228 which would dip into the foundation aid, the school will see 55 %, or \$308,675, returned to the district in the form of building aid. The remaining \$922,248 left in the excess foundation aid would then be allowed to be used as it is intended to offset taxes. This proposal is one we could all support and could encourage the taxpayers to vote for in March.

Sincerely,
The Selectmen from the 8 MRSD Towns

cc: Budget Committee, All Legislators representing all 8 towns of our district, Keene Sentinel

**A MODEL
CODE OF ETHICS
FOR NEW HAMPSHIRE
SCHOOL BOARD MEMBERS**

A school board member, operating under the highest ethical standard should:

1. Become well acquainted with state laws and state board regulations pertaining to education and support their enforcement.
2. Accept office as a board member as a means of unselfish service.
3. Represent the entire community without favor to any particular segment.
4. Remember, at all times, that the board member is one of a team and that the statutory authority extended to a board must be exercised by the board as a corporate body.
5. Accept all board decisions once they are made and assist in carrying them out effectively.
6. Maintain open communications with the superintendent of schools. Delegate executive functions to the superintendent and confine board action to policy making, planning, and appraisal.
7. Preserve the right and obligation of teachers to teach controversial issues fairly and without bias.

Post-it® Fax Note	7671	Date	11/3	# of pages	1
To	Larry Sicotte	From	NHSBA - Diane		
Co./Dept.		Co.			
Phone #		Phone #			
Fax #	361-4679	Fax #			

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
November 17, 1998**

**MEETING AT
Monadnock Regional High School**

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.

6:30 P Non Public-Legal

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. Decision on FY'2000 Budget
- d. Gilsum Building Project
- e. Light, Sound and Action Committee
- f. Service Learning
- g. Policy on Sabbatical Leave (2nd vote)
- h. NHSBA Code of Ethics
- i. Action on the Manifest
- j. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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
Swansey, New Hampshire 03446
Telephone (603) 352-6955 FAX (603) 358-6708

Hinsdale School District

Monadnock Regional School District

Winchester School District

Dr. Elaine Brigman, - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*
Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD School Board

From: E. Brigman

Re: 11/17/98 Board Meeting

Date: November 10, 1998

Non-Public Attorney Priggie will discuss the Wilcox Building Case. I've scheduled Attorney Priggie at 6:30. If we schedule him on the regular agenda, we will have to pay for the time until we get to him on the agenda. Also the audience will have to wait outside the room during non-public.

4c. This is the date set on the calendar to approve the FY'2000 budget.

4d. The Gilsum Building Project committee will update us on happenings.

4e. Light, Sound and Action Committee will tell us about their efforts to raise funds for lights and sound system for the high school.

4f. Deb Carluccio will tell us about the Monadnock Service Learning Project.

4g. Second vote on the new Sabbatical Leave Policy.

4h. NHSBA Code of Ethics. I've enclosed the Model Code of Ethics which should replace the Model Code of Conduct which was given out at a previous meeting.

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
November 17, 1998
Monadnock Regional High School

CALL TO ORDER

Glenn White, Chairman, called the meeting to order at 6:35 PM.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, B. Hamill, M. Sears, L. Sicotte, C. Starrett, R. Thackston, and G. White. Also present: Dr. Elaine Brigman, Superintendent, R. Seymour, Business Manager, B. Fowler, T. Warner, D. Bell, C. Cardine, K. Craig, L. DeCoste, D. Stockwell, Representative Dan Burnham, and D. Hosang.

NON PUBLIC SESSION

At 6:36 PM L. Sicotte MOVED: That the Board enter non-public session.
SECONDED: by G. Bednarski VOTED: 6-0-0-4 by a roll call vote.

Attorney W. Prigge was present during the non-public session to update board members as to the status of the Wilcox Building matter. He was available to answer questions from Board Members regarding the matter, as well as offer guidance as to how to proceed from this point forward.

D. Arguin arrived at 6:39 PM.
B. Hamill arrived at 6:40 P.M.
M. Sears arrived at 6:42 PM
C. Starrett arrived at 6:50 P.M.

At 7:00 PM G. Bednarski MOVED: that the Board return to Public Session
SECONDED: by R. Thackston VOTED: 10-0-0-0 by a roll call vote.

At 7:10 PM G. White called the public session to order.

CONSENT AGENDA:

a. Minutes of previous meeting

D. Gurian MOVED: That the minutes of the November 3, 1998 meeting be approved.
SECONDED: by M. Sears, Vote: 10-0-0-0.

b. Old Business:

None

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports

D. Carluccio gave a report on behalf of the SAU Study Committee. Three sub-committees have been formed and will meet prior to the next Study Committee meeting. A written report had been requested by December 15, 1998, however, the committee has hopes of being able to present an oral report by that date.

b. New business items

R. Seymour will be working with the State of New Hampshire Department of Safety to review the current Safety Plan. A meeting has been set for December 1, 1998 with Mike Wieder and Barry Fowler to discuss the initiation of a Safety Committee.

On behalf of the Board Dr. Brigman presented a performance bonus to Barry Fowler, MRSD Director of Building and Grounds. The bonus was presented to Mr. Fowler in appreciation for his work above and beyond the call of duty.

c. Light, Sound and Action Committee

P. Crotto, Chairperson of the Performing Arts Department at MRHS, introduced R. Lavigne, a parent representing the Light, Sound and Action Committee. Mr. Lavigne, along with a student representative presented the Board with an overview of the committee objectives and progress to date. The Light, Sound and Action Committee was formed to raise money to replace the 20 year old sound and light system at Monadnock High School with an updated state of the art system. The committee has already raised nearly \$24,000 of the \$125,000 needed to complete the project. The project is a cooperative effort by students, parents, teachers and administration. The new equipment will provide educational opportunities not currently available at the school and will have no impact financially for the Board. Funds are being raised through corporate and individual contributions as well as funding raising efforts on the part of the Committee. The Committee asked only that the Board share the excitement and enthusiasm currently being generated by the upcoming project.

B. Seymour mentioned that for the Committee to get tax-exempt status they would need Board approval.

D. Gurian MOVED: That the Board grant the Light, Sound and Action Committee permission to proceed with the project.

Seconded: R. Thackston VOTED: 10-0-0-0, approved unanimously by the Board.

Anyone wishing to make donations for the light and sound project may send a check to the high school made out to the Monadnock Fine Arts Fund for Lights. R. Seymour offered to work with any student members of the Committee interested in preparing proposals to prospective vendors.

d. Policy on Sabbatical Leave (2nd Vote)

G. Bednarski Moved: to approve the Sabbatical Leave Policy and Regulations as presented.

Seconded: M. Sears. VOTED: 9-0-1-0, motion passes.

e. Gilsum Building Project

C. Starrett gave a brief overview of the activities of the Committee, which has recently met with the Facilities Committee. A schedule of events has been developed.

C. Starrett MOVED: to have R. Seymour proceed with advertising for gratis bids by architects for a schematic design and baseline price quote for the project.
SECONDED: L. Sicotte. VOTED: 10-0-0-0, unanimously approved by the Board.

C. Starrett mentioned that it was a pleasure working with the town of Gilsum on the project, which is part of the five-year facilities plan.

f. Service Learning

D. Carluccio gave a short overview of Service Learning. The school to work effort which is currently in place focuses on Service Learning, an overlap between school, career and critical thinking skills. The process focuses on the strengths of students and provides practical opportunities in the community. The Committee attended a Systems Change Summit in September. D. Carluccio asked that Service Learning be added to a future agenda in order to have the time to fully discuss the process. A handout giving an overview of Service Learning had been prepared and was distributed to Board members.

g. Decision on FY'2000 Budget

Representative D. Burnham was present and gave an overview of House Bill 1075. He believes it was the intent of the Legislature that the Foundation Aid dollars were meant to be spent for adequate and equitable education for all students and that School Boards should use the funds to improve education. If the funds were meant to reduce the tax impact they would have been given directly to towns versus the educational system.

The Board met on Saturday, November 14 for a budget session. As a result of that session R. Seymour was asked to draft a letter to the Selectmen in eight MRSD towns in response to their letter of November 5. Mr. Seymour distributed the letter and asked Board members to take meeting time to review the letter.

M. Sears MOVED: to accept the response letter as written and to distribute the letter to the Selectmen from the 8 MRSD towns, the Budget Committee, MRSD Superintendent and the Keene Sentinel.

SECONDED: D. Carluccio. VOTED: 10-0-0-0, unanimously by the Board.

A discussion ensued regarding draft 5 of the budget as presented. C. Starrett asked whether the \$100,000 sprinkler project would be eligible for a 55% reimbursement. According to B. Fowler and R. Seymour, the sprinkler project dollars are allocated in the operations and maintenance budget, rather than the capital improvement budget, therefore would not be reimbursable.

As a point of clarification, D. Carluccio pointed out that the increase in the draft 5 budget was less than projected and that the budget as presented would have a zero or negative impact on next year's tax rate, even with the Emerson project and teachers' pay raises included.

Some Board members still feel that the budget shows a large increase for one year, while others feel that the budget is a reasonable and sound plan.

B. Hamill MOVED: to accept the draft 5 budget as presented on November 14, 1998.
SECONDED: M. Sears. VOTED: 6-3-1-0, budget passes.

The Board commended the Administration for their efforts in assisting in developing the budget. The Budget will be submitted by November 30, 1998. R. Seymour will work with the Budget Committee and bring comments back to the Board.

h. NHSBA Code of Ethics

G. Bednarski MOVED: to eliminate Policy BBA #5 and DB, the last sentence. Also amend Policy BBF to read "except #5".

SECONDED: R. Thackston

Discussion: Some Board members understand the rationale behind the proposed changes. Others do not support the proposed amendments, stating that when an individual takes the role of a Board member the policy as written assists the Board to work as a unit. Some Board members expressed that sitting on the Board allows for the process of free, frank and open discussion and also feel that voters who helped to put members in office hold elected Board members accountable for informing the public regarding current issues.

VOTED: 5-5-0-0, motion to amend the Policy on School Board Ethics does not pass.

i. Action on the Manifest

D. Gurian MOVED: That the Board approve the Manifest in the amount of \$820,214.54 (Warrant # 403-Payroll, 11/05/98, \$35,958.17; Warrant #420, Payroll, 11/04/98, \$136,036.56; Warrant #405-Payroll, 11/06/98, \$1,857.74; Warrant #407-Payroll, 11/17/98, \$378,630.03; Warrant # 17-Accounts Payable, 11/17/98, \$228,351.13; Warrant #18-Accounts Payable, 11/17/98, \$39,250.91; Warrant #19-Accounts Payable, 11/17/98, \$130.00).

SECONDED: R. Thackston Voted: 10-0-0-0, unanimously approved by the Board

j. Correspondence/announcement

Dr. Brigman received an invitation from SAU 29 for Board members to attend a workshop on Special Education. A copy of the invitation was distributed to members and the Superintendent urged members to attend.

SUPERINTENDENT'S REPORT

Dr. Brigman reminded Board members that the SAU Meeting would be held on November 18, 1998 at the Fitzwilliam Inn. The business meeting will be held from 6:00 PM-7:00 PM, with dinner following. The candidate for the Director of Curriculum and Instruction position will be introduced and recommended by Dr. Brigman.

NON PUBLIC SESSION

At 8:40 PM G. Bednarski MOVED: That the Board enters non-public session.

SECONDED: by M. Sears. VOTED: 10-0-0-0 by a roll call vote.

Dr. Brigman read a letter of resignation from as staff member. The resignation will be effective June 30, 1998.

G. Bednarski MOVED: to accept the resignation with regrets.

SECONDED: D. Arguin. VOTED: 0-0-10-0

B. Seymour met with the Support Association on November 10 to review the contract language proposal. An additional meeting is scheduled for December 8, 1998 when the compensation and

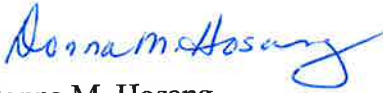
economic portion of the contract will be presented. Additionally, at the December 8 meeting Mr. Seymour will counter the language portion. One more meeting is scheduled for January, but the negotiations will not be completed in time for March 99. No agreement has been struck for year one of the contract and the union has waived year one.

At 9:00 PM G. Bednarski MOVED: that the Board return to Public Session
SECONDED: by R. Thackston VOTED: 10-0-0-0 by a roll call vote.

ADJOURNMENT

At 9:01 PM G. Bednarski MOVED: to adjourn.
SECONDED: by L. Sicotte VOTED: 10-0-0-0

Respectfully submitted,



Donna M. Hosang

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

Swanzy, New Hampshire 03446

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

Hinsdale School District Monadnock Regional School District Winchester School District

Dr. Elaine Brigman - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*

Kenneth R. Dassau, *Director of Special Services*

Robert A. Seymour III, *Business Manager*

Dr. Aminda L. Nicoloro, *Dir. Of Curriculum & Instruction*

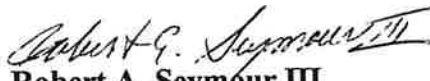
November 23, 1998

**Dr. G. William Porter
Division of Program Support
Office of Building Aid
101 Pleasant Street
Concord, NH 03301-3860**

Dear Bill,

Please find the enclosed reports and assurance letters for Cutler Elementary Phase II (specifications/prints included) and the High School Classroom & Library Addition. We are receiving aid for the latter project, this is a housekeeping matter. I believe the only open Monadnock Building Aid issue is the lease/purchase of the modulars at Cutler. We have paid them off and I am seeking title to them. Once I have the titles, I'll file for the aid. Thanks for all your help and Laurie has been very helpful too.

Sincerely,


**Robert A. Seymour III
Business Manager**

**cc: Superintendent Brigman
Monadnock School Board**

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

Swanzy, New Hampshire 03446

Hinsdale School District Monadnock Regional School District Winchester School District

Dr. Elaine Brigman - Superintendent

Margaret A. Sullivan, Assistant Superintendent

Robert A. Seymour III, Business Manager

Kathleen Holt, Assistant Superintendent

Kenneth R. Dassau, Director of Special Services

November 17, 1998

To: The Selectmen from the 8 MRSD Towns

Re: Proposed 1999/2000 School Budget

On behalf of the Monadnock Regional School Board, thank you for your November 5, 1998 letter concerning the proposed 1999/2000 School Budget. We appreciate and respect the dialogue you have opened and we believe it facilitates a collaborative effort as we work to address the interests of students and taxpayers.

Basic to our response is the consideration and disposition of the additional foundation aid adopted by both New Hampshire legislative bodies. Specifically, House Bill 1075-FN-A-LOCAL, is defined as AN ACT "defining an adequate public education and providing additional funding for education and/or property tax relief." The ACT "establishes a local education betterment fund using \$62,000,000 of general fund revenue from fiscal year 1999." As for fiscal impact, the ACT says "The Department of Education indicates this bill, as amended by the Senate, will increase state general fund expenditures and increase local revenue by approximately \$68.1 million in FY 2000 and each year thereafter. There will be no fiscal impact on state and county revenue or county and local expenditures. (Words underlined in this paragraph done so by the School Board for emphasis.)

This School Board believes the "education betterment" piece of the ACT reflects the legislative bodies' intent to equalize educational opportunity for all students in New Hampshire, regardless of local economic and demographic conditions. The Board is also mindful that the legislative bodies did not craft a new statute regarding the options that may be exercised locally to spend the increased foundation aid. While this Board believes the foundation aid should be 100 percent dedicated to education, the voters, via a warrant article next March, have the ultimate say. The Board understands your assertion that the excess foundation aid is intended to offset taxes – and hopes, through the Budget Committee process, to continue a positive dialogue, while acknowledging through the time honored principle of local control, the voters retain the power of the ballot.

Your letter to the School Board asked the Board to increase the budget for 1999/2000 not more than two percent over 1998/1999 – with the Emerson project

costs backed out of the equation. The Board worked hard last Saturday morning considering the proposal and the following outlines the impact of such a proposal.

The 1999/2000 budget approved by the Board is for a total appropriation of \$19,769,987, or an 8.23% increase over the 1998/1999 appropriation of \$18,266,896. Minus the Emerson funds yet to be raised (\$955,818) the budget increases 2.99%. As a matter of interest, the proposed 1999/2000 budget minus the Emerson costs and the two teacher pay increases reflecting the newly ratified 98/99 and 99/00 contract, shows the gross operating budget is up 4.90%.

The Board charged the Superintendent and Administration to bring a fiscally responsible budget to the Board and a number of cuts to the budget were made by the Administration prior to any deliberation by the Board. If the Board acted to reduce the budget increase (minus Emerson as you asked) from 2.99% to the 2.00% you seek, it means \$181,935 in additional cuts. The impact of these reductions would be devastating. Given fixed costs, increases to those costs and contractual obligations, the Board essentially has three places to look for reductions: personnel, maintenance and equipment. To be concrete, we would have to eliminate:

- ◆ Elementary Nurses (one and one half positions, \$30,000). One nurse is added to service both Emerson and Troy. Without these positions, our liability is dangerously high, with secretaries, individual aides and administrators giving out medications. Extreme case, medically fragile students would be without nursing services for at least half a day. An additional ½ nurse is needed at the high school / junior high – without it we have one nurse for 1200 students and no coverage for sports.
- ◆ Social Studies teacher high school, \$36,000. Elimination of this position will result in class sizes of over 30 students per class.
- ◆ Business Education teacher high school, \$21,600. Without this position there will be no electives for junior high students.
- ◆ Elementary Instructional Aides, \$50,000. This loss will result in less individualization of instruction and increased discipline problems in the classroom.
- ◆ Cafeteria tables, high school, \$15,000. This would mean we could only purchase one-half of the needed tables. We are out of compliance with standards.
- ◆ Cutler brick veneer siding, \$16,800 ; deferral of this maintenance project will negate a cosmetic improvement and the veneer siding is more durable than the T-III.
- ◆ Sidewalks Troy, \$3,500. Sidewalks and curbing need replacing.

The impact of these reductions cannot be overstated – the positions and projects mentioned are integral to the advancement of education in the district.

It is the Board's hope that you would agree that the Emerson project must be funded and that none of us want to go back to an arrears situation regarding teacher pay increases. Finally, please consider the fact that, even with this huge capital project and a two year teacher pay raise, the proposed 1999/2000 school budget increases \$1,503,091 over the appropriated 1998/1999 budget – at a time when our projected revenue is an anticipated increase of \$1,676,529. That should be good news for all of us – and this budget, as proposed, should have a zero or negative impact on next year's tax rate.

We look forward to a continued, positive dialogue with you and thank you again for writing.

Sincerely,

**Glenn L. White
Chairman, MRSB**

**cc: Budget Committee
MRSD Superintendent
Keene Sentinel**

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
December 1, 1998**

**MEETING AT
Monadnock Regional High School**

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

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. FY'2000 Budget
- d. SAU Study Committee
- e. Light, Sound and Action Committee
- f. Service Learning
- g. Introduction of Director of Curriculum and Instruction
- h. Bell Atlantic easement
- i. Action on the Manifest
- j. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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.	_____

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Robert A. Seymour, *Business Manager*

Kathleen Holt, *Assistant Superintendent*
Kenneth R. Dassau, *Director of Special Services*

To: MRSD School Board

From: E. Brigman

Re: 12/1/98 Board Meeting

Date: November 25, 1998

The Budget Committee will meet on Monday, November 30th at 7:00 p.m. at the Wyman House. Mr. Hasbrouck wishes to extend an invitation to School Board Members to attend the meeting.

4c. The Board has already voted to approve the FY'2000 Budget. If we have any information from the Budget Committee, we may want to review the information.

4d. Bob or I will update the Board on what the SAU Study Committee is doing

4e. Light, Sound and Action Committee needs a few minutes to update the Board on progress since our last meeting.

4f. Deb Carluccio will tell us about the Monadnock Service Learning Project.

4g. I will introduce Aminda Nicoloro, newly appointed Director of Curriculum and Instruction. If time, I will ask her to say a few words.

4h. Barry Fowler will discuss the needed Bell Atlantic easement.

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
December 1, 1998
Monadnock Regional High School

CALL TO ORDER

Glenn White, Chairman, called the meeting to order at 7:06 PM.

Present:

D. Arguin, G. Bednarski, D. Gurian, B. Hamill, L. Sicotte, C. Starrett, and G. White. Also present: Dr. Elaine Brigman, Superintendent, R. Seymour, Business Manager, K. Dassau, Director of Special Services, B. Fowler, Representative M. Steere, and J. Dick, Student Council Representative. Also present were D. Bell, D. Mousette, E. Tatro and D. Hosang. Board members absent included D. Carluccio, M. Sears and R. Thackston.

CONSENT AGENDA:

a. Minutes of previous meeting

Discussion: G. White pointed out an error in the minutes. The resignation of a staff member announced during the non-public session on November 17th will take effect on June 30, 1999, not June 30, 1998 as noted in the minutes.

D. Gurian MOVED: That the corrected minutes of the November 17, 1998 meeting be approved. SECONDED: by G. Bednarski VOTED: 7-0-0-3, unanimously approved by the Board.

b. Old Business:

None

CITIZEN CONCERNS:

M. Steere, State Representative and Chairperson of the SAU Study Committee, addressed the Board. Mr. Steere had several comments for the Board, including clarification of his legislative vote regarding the Foundation Aid money. Mr. Steere was in the middle third of the legislative voters, interested in half of the Foundation Aid funds being used for education and half for tax relief. Additionally, Mr. Steere challenged the Board to begin looking at a wide range of problems that may be facing the District in the next ten years. These challenges include the cost of providing excellent educational opportunities to all students, busing costs, technology education and creative ideas to be the most innovative District in the State of New Hampshire.

D. Gurian commented that a new committee has been formed to look at these very issues and will be meeting on Friday, December 4, 1998. Mr. Steere was urged to work with the committee.

STUDENT COUNCIL CONCERNS:

J. Dick gave a report on behalf of the Student Council. The Food Drive Dance that was held in late November was a huge success. Over 246 pounds of non-perishable food was collected to be donated to the Keene Community Kitchen. The amount of food surpassed last year's collection. Because the spring and summer are lean times for the Community Kitchen the Student Council is considering another Food Drive Dance later in the year.

The Student Council held a coat drive last week with the 188 coats and jackets collected being donated to the Salvation Army. This event was held in conjunction with the Cheerleaders.

A seat belt check was recently held, checking all cars coming into the Monadnock Regional High School parking lot. Drivers and passengers who were found to be belted received a bag of goodies from the Student Council and those individuals not using their seat belts were given a pamphlet discussing seat belt safety issues. Mr. Dick indicated that the majority of students and adults were wearing seat belts.

Members of the Key Club were present at the Keene Christmas tree lighting ceremony and helped light luminaries at the event.

A semi-formal is planned for December 12th and the theme will be a Sadie Hawkins dance.

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports

None

b. New business items

None

c. FY '2000 Budget

Mr. Seymour reported that the first meeting of the Budget Committee was held on November 30, 1998. Board Members in attendance were D. Arguin and G. Bednarski. Also present was Meg Baker, DRA Auditor who discussed RSA 32. At this meeting a chairperson and vice-chairperson were chosen. An internal discussion of the budget was held. A second meeting will be held on Monday, December 7, 1998 at which time Administrators have been asked to attend. Further discussion of the budget will be held on that date. D. Arguin and G. Bednarski helped to clarify for the Board comments made by Meg Baker regarding the Foundation Aid funds. Ms. Baker commented that the Foundation Aid funds would offset taxes if not all the funds were used for education. It is up to the voters to decide how the money is spent.

d. SAU Study Committee

Mr. Steere gave the SAU Study Committee report. The Study Committee has three sub-committees. They will be looking at SAU operations, recommendations relative to SAU functions and the possible composition of a 15 member School Board. The Study Committee will have a verbal report, possibly a written report, ready for the School Board at the December 15, 1998 meeting. The School Board would need to approve the Study Committee recommendations prior to the issues being on the ballot in March. A discussion ensued as to whether the State has to approve changing the composition of the Board prior to the issue going to the voters. B. Seymour will research the question and bring the results back to the Board.

e. Light, Sound and Action Committee

Randy Reil, a parent member of the Light, Sound and Action Committee and Ryan LaVigne, a student member of the committee were present to update the Board on the project's progress since the last Board meeting. Super Tech, a vendor from Hamden, Connecticut has been chosen to complete the lighting project. Super Tech has met with the committee, looked over the auditorium and done measuring for the project. A \$12,000 piece of lighting equipment has been purchased and will be installed prior to the Christmas show. A brochure has been produced and is ready for distribution. The brochure will list the level of donors and will have a pledge card for donor's use. The goal for November was \$28,850 and the donations surpassed the goal with

a total of \$32,500 being pledged. A presentation will be ready by the end of this week, aimed at corporate donors. The December goal is \$40,000. The committee will send representatives to subsequent Board meetings to keep the Board informed of progress.

f. Services Learning

Moved to next agenda.

g. Introduction of Director of Curriculum and Instruction

Dr. Brigman introduced Dr. Aminda Nicolero, newly appointed Director of Curriculum and Instruction. Dr. Nicolero distributed her resume to Board members and spoke briefly about her new position. Dr. Nicolero will work in conjunction with dedicated principals and teachers to assure that students will be critical thinkers, have the ability to use technology to gather information and will have skills needed to enter the workplace. She commented on how impressed she has been at the interest and enthusiasm shown by all teachers and Administrators thus far. Dr. Nicolero is ready to focus on the challenges and work collaboratively with everyone in the district.

h. Atlantic Bell Easement

B. Fowler discussed a situation regarding a Bell Atlantic easement from 1986. Bell Atlantic came to survey the site for a small utility structure in which to house underground fiberoptic cables, and found that the District had built an athletic improvement on the easement. Mr. Fowler introduced Roy Lamphere, a consultant with Bell Atlantic. Mr. Lamphere told the Board that it would be possible to relocate the easement, with no expense to the Board, so the District does not have to disturb the athletic field. He asked the Board to sign an agreement to allow Bell Atlantic to schedule the survey work for the relocation.

B. Hamill MOVED: To sign the easement agreement with Bell Atlantic allowing survey work for the purpose of relocating the Bell Atlantic easement. SECONDED: D. Gurian.
VOTED: 7-0-0-3, unanimously approved by the Board.

i. Action on Manifest

C. Starrett MOVED: That the Board approve the Manifest in the amount of \$686,354.06. (Warrant #422, payroll, 11/18/98, \$130,256.19; Warrant # 424, payroll, 11/23/98, \$2,300.29; Warrant # 409, payroll, 11/25/98, \$381,865.33; Warrant # 20, Accounts Payable, 12/01/98, \$108,207.25; Warrant #21, Accounts Payable, 12/01/98, \$4,100.00; Warrant #22, Accounts Payable, 12/01/98, \$59,625.00.)

SECONDED: B. Hamill. Voted: 7-0-0-3, unanimously approved by the Board.

j. Correspondence/announcement

Dr. Brigman distributed a list of approved MRSD staff development reimbursement/pre-payment requests. She also read a thank you letter from B. Fowler, thanking the Board for his performance bonus. Dr. Brigman also shared with the Board a letter from the Department of Revenue regarding the apportionment of the 1998/99 net School District assessment to set property tax rates. A copy of this letter will be included in the next Board member's packet.

SUPERINTENDENT'S REPORT

Dr. Brigman announced that the SAU Public Hearing on the budget would be held in Winchester on Monday, December 7, 1998 at 6:00 PM. This is the same evening as the Monadnock School Budget meeting, which will be held at 7:00 PM.

The Superintendent will be meeting with the editors of the Keene Sentinel on December 8, 1998.

The Superintendent is working with Tom Warner to help develop a technology masters program in conjunction with Antioch for teachers in the District. It is the Superintendent's hope that 25 teachers enroll in the program. These teachers would in turn provide technology training to other teachers in the District.

Dr. Brigman recently met with Selectmen in Fitzwilliam and Swanzey. Selectmens' main concern seems to be keeping the budget down.

A consultant will be meeting with a committee on December 4, 1998 regarding the future of facilities and education in all SAU 38.

Mr. Seymour commented that he has met with the Department of Labor and has received a packet of information regarding all State safety requirements. A Safety committee will be formed and Mr. Seymour will keep the Board informed as to the progress.

SETTING THE NEXT AGENDA

1. Service Learning
2. SAU Study Committee Report

NON PUBLIC SESSION

At 8:25 PM G. Bednarski MOVED: That the Board enter non-public session for the discussion of personnel and negotiations.

SECONDED: by C. Starrett VOTED: 7-0-0-3 by a roll call vote.

Mr. Seymour reported that the next meeting of the negotiations committee would be held on Monday, December 7, 1998. He will be working on the contract language and will review the language with Dr. Brigman later in the week.

Dr. Brigman read a letter of resignation from a staff member. The resignation will be effective on July 1, 2000.

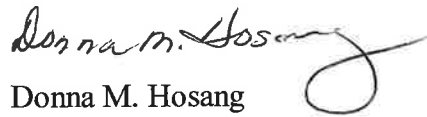
G. Bednarski MOVED: To accept the resignation. SECONDED: C. Starrett. VOTED: 7-0-0-3, unanimously approved by the Board. A letter will be sent to the retiree thanking him for his years of service to the District.

At 8:30 PM G. Bednarski MOVED: that the Board return to Public Session
SECONDED: by D. Gurian VOTED: 7-0-0-3 by a roll call vote.

ADJOURNMENT

At 8:31 PM G. Bednarski MOVED: to adjourn.
SECONDED: by L. Sicotte. VOTED: 7-0-0-3.

Respectfully submitted,


Donna M. Hosang

DESIGNATION OF REPRESENTATIVE PURSUANT TO RSA 193:13

The undersigned School Board, by its Chairperson duly authorized, does hereby designate and appoint the Superintendent of Schools then in office as its lawful and authorized representative for the purpose of continuing suspensions of students for a period in excess of ten (10) days as provided and set forth in RSA 193:13-B. The authority and designated grant herein shall continue until such time as it shall be revoked by a duly recorded vote of the School Board. The School Board does hereby ratify and affirm any action taken by the Superintendent pursuant to this authority subject to any rights of appeal or review as set forth in RSA 193:13.

In addition, pursuant to RSA 193:13 IV, the Board authorizes the Superintendent to recommend to the School Board the modification of any expulsion that has been voted by the Board pursuant to Paragraphs II and III of RSA 193:13. The recommendation of the Superintendent shall include any extenuating or unique circumstances which should be considered by the Board in evaluating the request for modification.

Dated this _____ day of _____, 199_

MONADNOCK REGIONAL SCHOOL DISTRICT
By its Duly Authorized Chairperson of the School Board

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

Swanzey, New Hampshire 03446

Hinsdale School District Monadnock Regional School District Winchester School District

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Kathleen Holt, *Assistant Superintendent*

Kenneth R. Dassau, *Director of Special Services*

December 9, 1998

To: Monadnock School Board

From: Bob Seymour *RF*

Re: Myron Steere's Report to School Board: Mt Caesar' Food Service Computer

Please find the enclosed memo from Food Service Director Don Swenson regarding the facts of the food service computer and food service accounting at Mt. Caesar. Thank you.

cc: Superintendent Brigman

Mr. Steere

Principal DeCoste

Mr. Warner

Mr. Swenson

INTEROFFICE MEMO

To: Bob Seymour
From: Don Swenson 
Subject: Myron Steere's concern about computer problem at Mt Caesar
Elementary School
Date: December 9, 1998
CC: Dr Elaine Brigman

It is true that the computer was down at the Mt Caesar school, however it was for a period of 6 weeks and not 6 months as the board was told.

The part was actually \$20.00 not \$156.00 but that amount does not include the cost of labor in having the work done. Tom Warner's assistant was working on the problem for me and then suddenly disappeared. Tom then took over and was working on the problem. Tom's schedule is pretty tight which is another reason it was 6 weeks. I used to have work done in Keene at Micro Services but to my knowledge they are no longer in business.

The part needing to be replaced was a special order part further adding to the delay in getting the repairs done.

As for accountability of student's food service accounts, we always have to be accountable. When a computer is down we switch to by hand on paper which takes considerable more time but is accurate.

I spoke with the manager about this incident. She claims she never told a parent that her computer was down for 6 months or that it was for a \$156.00 part. She did tell parents that her computer was down and that she would send out bills as soon as it was up and running. She then told me that two parents asked for their children's account information which she provided them with.

I believe there was a misunderstanding of information provided to the parent by the manager.

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. Elaine Brigman, Superintendent

Margaret A. Sullivan, *Assistant Superintendent*

Robert A. Seymour III, *Business Manager*

Kenneth R. Dassau, *Director of Special Services*

Dr. Aminda L. Nicoloro, *Dir. Curriculum & Instruction*

DATE: December 11, 1998

TO: MRSD School Board Members, Swanzey Selectmen and Mr. Prigge

FROM: Terry ↑

RE: Wilcox Building

6:15 p.m. on Tuesday, December 15, 1998 has been scheduled in the Library at Monadnock Regional High School, before the School Board Meeting, to discuss the Wilcox Building situation.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
December 15, 1998**

**MEETING AT
Monadnock Regional High School**

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

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. Nomination of District Clerk
- d. FY'2000 Budget
- e. SAU Study Committee
- f. Designation of Representative pursuant to RSA 193:13
- g. Service Learning
- h. Curriculum Report
- i. School Resource Officer Program
- j. Action on the Manifest
- k. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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.	_____

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Kenneth R. Dassau, *Director of Special Services*
Aminda L. Nicoloro, *Director of Curriculum & Instruction*

To: MRSD School Board

From: E. Brigman

Re: 12/15/98 Board Meeting

Date: December 8, 1998

4c. Nomination of District Clerk; incumbent moved out of district.

4d. The Board has already approved the FY'2000 budget. I left it on the agenda in case we have anything to discuss.

4e. Someone from the SAU Study Committee will be here to discuss their findings and suggestions.

4f. RSA 193:13-B allows the Superintendent to extend the suspension of students after a hearing. The parent maintains his/her right to a hearing before the Board if not satisfied with the decision. A vote of Board designating the Superintendent as its representative is required.

Designating the Superintendent as the Board's designee will lessen the number of expulsion and suspension hearings which the Board needs to hear.

4g. Deb Carluccio will update us on the Monadnock Service Learning Project.

4h. Aminda will tell us what she has learned in her first two weeks on the job.

4i. This program provides a grant to fund a police officer, trained to work with students, in the high school. Don Arguin and I will discuss a Department of Justice Workshop which we attended.

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
December 15, 1998
Monadnock Regional High School

CALL TO ORDER

G. White, Chairman, called the meeting to order at 7:10 PM.

Present:

D. Arguin, G. Bednarski, D. Carluccio, D. Gurian, B. Hamill, M. Sears, L. Sicotte, C. Starrett, and G. White. Also present were Dr. E. Brigman, Superintendent, R. Seymour, Business Manager, K. Dassau, Director of Special Services, A. Nicoloro, Director of Curriculum and Instruction, B. Fowler and State Representative M. Steere. Also present were L. DeCoste, D. Mousette, D. Stockwell, E. Tatro and D. Hosang. Board member R. Thackston was absent.

CONSENT AGENDA:

a. Minutes of previous meeting

L. Sicotte MOVED: That the minutes of the December 1, 1998, meeting be approved.

SECONDED: by B. Hamill, Vote: 9-0-0-1, unanimously approved by the Board.

b. Old Business:

D. Gurian reminded Board members that the Monadnock Regional High School Christmas pageant will be held on December 17, 18 and 19. Any member wishing to attend may call D. Gurian for tickets.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports

C. Starrett reported that the Facilities Committee had met on Tuesday, December 8, 1998. D. Arguin has joined the Committee. The Committee is working with B. Fowler. The State Fire Marshall has requested a plan for a working sprinkler system for Monadnock Regional High School. The sprinkler system must be in place by the 2000/01 school year. An engineering study is being done using \$10,000 which had previously been budgeted for this purpose.

C. Starrett and B. Fowler reported that the Emerson project addition would encroach on land that the School Board owns but has leased to the town of Fitzwilliam. The committee is working with the town to negotiate a trade for another piece of land to replace that portion that the addition will encroach upon. Mr. Fowler distributed a handout explaining the swap of leased land. The Committee requested Board approval to write a letter to the Town of Fitzwilliam approving and supporting the swap of the leased land.

L. Sicotte MOVED: To send a letter to the Town of Fitzwilliam supporting and approving the swap of leased land at the site of the Emerson project.

SECONDED: M. Sears. VOTED: 9-0-0-1, unanimously approved by the Board.

b. SAU Study Committee

State Representative, M. Steere, Chairman of the SAU Study Committee, and other Committee members were present to make a report to the Board. M. Steere distributed a written presentation outlining the activities of the Committee and its recommendations. The Committee first met on June 9, 1998 and has been meeting monthly since then. The Committee is making the following recommendations to the Board:

1. The Committee voted unanimously to recommend that the Monadnock Regional School District present and adopt certain written rules of procedure at the SAU Board (recommendations include the following: each member school district board has three votes no matter how many members attend, a weighted vote may be called by a majority vote of any one school district board, weighted vote is determined by the RSA formula, notice of meetings and agendas will be posted and advertised and specifics for location, conduct, minutes of meetings, and budget preparation timeframes and hearings will be announced.)
2. The Committee voted unanimously to recommend that the Monadnock Regional School District stay in SAU #38 provided the recommendation described above be considered and written procedures adopted and followed by the SAU Board.
3. The Committee voted unanimously to recommend that the Monadnock Regional School District Board present a warrant article at the next annual school meeting to amend the current composition of the School Board membership to more accurately reflect the one person/one-vote principle and alter the manner of School Board elections to allow each member town the election of its own representative(s).

A written report from the Committee will be prepared for inclusion in the annual report.

The Committee asked the Board to approve the recommendations and put the recommendations on the warrant for voter approval. If the Board does not approve the recommendations, the Committee has been charged with taking the recommendations to the voters. The Committee thanked the Superintendent and the staff of SAU #38 for their support and assistance and also thanked B. Seymour for his efforts to attend meetings. Board members thanked the Committee for the hours of work in the preparation of their report.

C. Starrett MOVED: to accept the SAU Study Committee recommendations and to charge the School Board Attorney with drafting a warrant article as formatted in the committee recommendations. SECONDED: M. Sears. VOTED: 9-0-0-1, unanimously approved by the Board.

c. New Business

B. Seymour reported that the Gilsum Building Committee would be meeting on Wednesday, December 16, 1998 at Gilsum School. Mr. Seymour drew up specifications for the schematic design of the project and will distribute the specifications to architects interested in presenting schematic designs to the committee. This will not be an awarding of contracts but will give the committee a budgetary number.

d. Nomination of District Clerk

Dr. Brigman, Superintendent, nominated Terry Stepenuck to be District Clerk.
G. Bednarski MOVED: to accept the Superintendent's nomination of Terry Stepenuck as the District Clerk. SECONDED: D. Gurian. VOTED: 8-0-1-1.

e. FY'2000 Budget

B. Seymour distributed a handout regarding the Emerson project. Mr. Seymour reported that according to DRA rules, based upon the "Gross Budget" Principle, there has to be a warrant article for the amount of funds to be taken from Capital Reserve. Money cannot be taken out of Capital Reserves unless voters approve. The Revenue page will have offsetting revenues to reflect the cost of the project, as a withdrawal from the Capital Reserve account. On the MS 27 form this line will not appear on the budget, but rather in the section with warrant articles. The revenue page of the MS 27 will also show the appropriate revenues.

L. Sicotte mentioned that a default budget was needed. Mr. Seymour will be meeting with the Budget Committee on January 4, 1999 and a default budget will be discussed at that time.

f. Designation of Representative pursuant to RSA 193:13

Dr. Brigman reported that suspension rules were changed in 1996 but the District did not change its written policy on suspension, although the new rules are currently in use. RSA 193:13-B allows the Superintendent to extend the suspension of students after a hearing. The parent maintains his/her right to a hearing before the Board if not satisfied with the decision. A vote of the Board designating the Superintendent as its representative is required.

G. Bednarski MOVED: that the Superintendent be designated as the Board's representative to extend suspensions. SECONDED: B. Hamill.

A discussion ensued with some Board members indicating that if the Board received reports from the Superintendent regarding suspensions they would not hesitate to designate the Superintendent. Other members felt that designating the Superintendent would take away some of the Board's authority. Dr. Brigman reminded members that parents still have the right to appeal to the Board if they are not satisfied with the decision.
VOTED: 7-2-0-1.

g. Service Learning

D. Carluccio referred to a handout that was given to the Board on November 17 regarding the Service Learning project. Ms. Carluccio wanted to take the opportunity to discuss this project at tonight's meeting.

At the end of September a group from the District attended a summit on system change which included how instruction is currently presented, what changes need to be made and how to integrate Service Learning into the changes. A School to Work grant was secured for the District providing dollars for projects. Service Learning provides practical opportunities for students to learn new skills and learn in real life circumstances. Examples of Service Learning that were currently in place in the District were ecology classes at the high school, journalism classes and 8th grade videography classes.

A Committee looked at what type of project would be appropriate for the District. The Kelly Farm project, an erosion control project along the Ashuelot River, was chosen. This project

would allow elementary, middle and high school students the opportunity to use what they were learning in the classroom in a community-based site.

To date journalism classes have been writing about the project. They have visited the site, talked with National Resources Conservation groups, have written a paper for the high school and are still working on a larger project. Eight graders have been filming the project and ecology classes will research what types of vegetation are appropriate for the project and will actually grow the plants that will be used.

This project is not only important for quality education but to help students give back what they are learning to the community. D. Carluccio thanked the Superintendent and Principals for their support. At a future meeting eighth graders may be invited to give a video presentation to the Board.

h. Curriculum Report

Dr. Nicoloro, Director of Curriculum and Instruction, updated the Board about her activities in the District in the last several weeks. Dr. Nicoloro expressed that she continues to be impressed by teachers and Administrators in the District. She has attended numerous committee meetings over the past weeks and indicates that her observation has been that the group decision making process in the District is excellent. Staff members have shared how their particular committees had been formed, the history of the committee, their current issues, and the committee's strengths and weaknesses. Dr. Nicoloro thanked the Board for asking her to join the staff and will continue to report her progress to the Board.

i. School Resource Officer Program

Dr. Brigman reported on a workshop that was recently held in Laconia regarding a School Resource Officer Program. D. Arguin, E. and R. Dunn attended the workshop with Dr. Brigman. The State Attorney General's Office will be awarding \$25,000 grants to Districts to implement the Resource Officer Program. Each District receiving a grant would decide how the Resource Officer position would be structured. This officer would reside on the school campus, would act as a law enforcement agent, counselor and teacher to students. He/she would act as a mentor to students and would be a role model, setting standards for students. Dr. Brigman explained that the Board, principals and Administration would all be stockholders in a program of this type. This program would be an effort to save a population of students currently failing or in constant trouble on campus and in the community. It is the opinion of Dr. Brigman and D. Arguin that the program is interesting and more information should be gathered. There may be a Federal grant available that would fund the program for three years. Dr. Brigman will come back to the Board at a future meeting and make a recommendation.

j. Action on the Manifest

C. Starrett MOVED: That the Board approve the Manifest in the amount of 936,198.50. (Warrant #426, payroll, 12/02/98, \$129,731.79; Warrant # 430, payroll, 12/07/98, \$223.38; Warrant # 411, payroll, 12/10/98, \$385,173.04; Warrant # 23, Accounts Payable, 12/15/98, \$388,957.90; Warrant #24, Accounts Payable, 12/15/98, \$31,5120.39; Warrant #25, Accounts Payable, 12/15/98, \$600.00.)

SECONDED: M. Sears. VOTED: 9-0-0-1, approved unanimously by the Board.

k. Correspondence/announcement
None

SUPERINTENDENT'S REPORT

None (items to be reported in non-public session)

SETTING THE NEXT AGENDA

1. Revised Policy on suspension
2. Resource Officer Program
3. Report on Building Inspection

NON-PUBLIC SESSION

At 8:30 PM G. Bednarski MOVED: That the Board enter non-public session for the purpose of student matters, personnel issues and legal issues.

SECONDED: by D. Gurian VOTED: 9-0-0-1-by a roll call vote.

M. Sears left the meeting at 8:35 PM.

Dr. Brigman discussed a second offense student suspension. A discussion ensued regarding the Board policy on suspension and the suspension rules as outlined in the student handbook. Dr. Brigman will compare the policy with handbook rules and report to the Board at a future meeting.

There was a discussion regarding the partial agreed upon statement of facts between the Town of Swanzey and the Board.

B. Seymour reported on the support staff negotiations. The next meeting will be on December 17, 1998 at 4:00 PM at the Wyman House. An additional meeting is scheduled for January 5, 1999 with the time to be announced. Mr. Seymour requested volunteers from the Board to attend both of these negotiation meetings. G. Bednarski and D. Carluccio volunteered and B. Hamill will try to attend.

At 9:10 PM G. Bednarski MOVED: that the Board return to Public Session

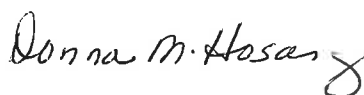
SECONDED: by D. Gurian VOTED: 8-0-0-2 by a roll call vote.

ADJOURNMENT

At 9:11 PM G. Bednarski MOVED: to adjourn.

SECONDED: by D. Gurian VOTED: 8-0-0-2.

Respectfully submitted,



Donna M. Hosang

193:13 Suspension and Expulsion of Pupils.

I. (a) The superintendent or chief administering officer, or a representative designated in writing by the superintendent, is authorized to suspend pupils from school for a period not to exceed 10 school days for gross misconduct or for neglect or refusal to conform to the reasonable rules of the school.

(b) The school board or a representative designated in writing of the school board is authorized, following a hearing, to continue the suspension of a pupil for a period in excess of 10 school days. The school board's designee may be the superintendent or any other individual, but may not be the individual who suspended the pupil for the first 10 days under subparagraph (a). Any suspension shall be valid throughout the school districts of the state, subject to modification by the superintendent of the school district in which the pupil seeks to enroll.

(c) Any suspension in excess of 10 school days imposed under subparagraph (b) by any person other than the school board is appealable to the school board, provided that the superintendent received such appeal in writing within 10 days after the issuance of the decision being appealed. The school board shall hold a hearing on the appeal, but shall have discretion to hear evidence or to rely upon the record of a hearing conducted under subparagraph (b). The suspension under subparagraph (b) shall be enforced while that appeal is pending, unless the school board stays the suspension while the appeal is pending.

II. Any pupil may be expelled from school by the local school board for gross misconduct, or for neglect or refusal to conform to the reasonable rules of the school, or for an act of theft, destruction, or violence as defined in RSA 193-D:1, or for possession of a pellet or BB gun or rifle, and the pupil shall not attend school until restored by the local board. Any expulsion shall be subject to review if requested prior to the start of each school year and further, any parent or guardian has the right to appeal any such expulsion by the local board to the state board of education. Any expulsion shall be valid throughout the school districts of the state.

III. Any pupil who brings or possesses a firearm as defined in section 921 of Title 18 of the United States Code in a safe school zone as defined in RSA 193-D:1 without written authorization from the superintendent or designee shall be expelled from school by the local school board for a period of not less than 12 months.

IV. The local school board shall adopt a policy which allows the superintendent or chief administering officer to modify the expulsion requirements set forth in paragraphs II and III on a case by case basis.

V. Any pupil expelled by a local school board under the provisions of the Gun-Free Schools Act of 1994 shall not be eligible to enroll in another school district in New Hampshire for the period of such expulsion. Nothing in this section shall be construed

to prevent the local school district that expelled the student from providing educational services to such students in an alternative setting.

VI. A pupil expelled from school in another state under the provisions of the Gun-Free Schools Act of 1994 shall not be eligible to enroll in a school district in New Hampshire for the period of such expulsion.

VII. For purposes of paragraphs I, II, and III, school board may be either the school board or a subcommittee of the board duly authorized by the school board.

HISTORY

Source. RS 73:4. CS 77:4. GS 83:3. GL 91:3. PS 93:3. 1921, 85, III:10. PL 118:12. RL 137:12. RSA 193:13. 1969, 356:5. 1971, 371:6. 1994, 355:2. 1995, 231:1, eff. Aug. 15, 1995. 1996, 168:1, 2, eff. July 1, 1997.

Amendments—1996. Paragraph I: Amended generally.

Paragraph II: Added the third sentence.

Paragraph III: Deleted the second sentence.

Paragraph VII: Added.

—1995. Amended section generally.

—1994. Amended section generally.

—1971. Inserted "or his representative as designated in writing" following "superintendent" in the first sentence.

—1969. Amended section generally.

CROSS REFERENCES

Felonious use of firearms, see RSA 650-A.

ANNOTATIONS

1. Due process

Due process requires at least an informal administrative consultation with a student before any suspension so that the student can know why he is being suspended and can have an opportunity to persuade the school official that the suspension is not justified, and when suspension is for more than five days the student and his parent or guardian are entitled to written notice of the charge and the nature of the evidence and to a formal hearing with time to prepare for it, and a decision to suspend must be upon a dispassionate and fair consideration of the evidence. *Vail v. Board of Education of the Portsmouth School District*, 354 F. Supp. 592 (D.N.H. 1973).

2. Violation of invalid rule

Suspensions under school board rule forbidding the distribution of non-school sponsored written material within schools and on school grounds for a distance of 200 feet from the school entrances could not stand where rule was unconstitutional. *Vail v. Board of Education of the Portsmouth School District*, 354 F. Supp. 592 (D.N.H. 1973).

Cited

Cited in *Spencer v. Laconia School District* (1966) 107 N.H. 125, 218 A.2d 437; *Cook v. Edwards*, 341 F. Supp. 307 (D.N.H. 1972); *Avard v. Dupuis*, 376 F. Supp. 479 (D.N.H. 1974).

LIBRARY REFERENCES

CJS

Schools and School Districts §§ 503-505.

ALR

Admissibility of hearsay evidence in student disciplinary proceedings. 30 ALR4th 935.

Right to discipline pupil for conduct away from school grounds or not immediately connected with school activities. 53 ALR3d 1124.

193:14 Assignment of Pupils to Schools. No pupil who shall have been assigned to a particular

- 193:29 Liability for Education of Children in Homes for
Children or Health Care Facilities.
193:30 Rulemaking Authority.

Missing Child Education Program

- 193:31 Program Established; Rules.
193:32 Educational Materials.
193:33 Report.

CROSS REFERENCES

Department of education, see RSA 21-N.
Transportation of pupils, see RSA 189:6-9-a.

LIBRARY REFERENCES

ALR

Personal liability in negligence action of public school employee, other than teacher or executive or administrative officer, for personal injury or death of student. 35 ALR4th 328.

Personal liability of public school executive or administrative officer in negligence action for personal injury or death of student. 35 ALR4th 272.

Personal liability of public school teacher in negligence action for personal injury or death of student. 34 ALR4th 228.

Validity of regulation by public school authorities as to clothes or personal appearance of pupils. 14 ALR3d 1201.

School Attendance

CROSS REFERENCES

Diagnostic screening, see RSA 189:52.
Home education, see RSA 193-A.
Immunization and examination prior to enrollment, see RSA 200:38.
Prohibition against student hazing, see RSA 631:7.
Statewide education improvement and assessment program, see RSA 193-C.
Truant officers, see RSA 189:34 et seq.

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 the child's 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 the child 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 the 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 the sixth birthday after September 30 shall not be required to attend school under the provisions of this section until the following school year.

III. In this section, "parent" means a parent, guardian, or person having legal custody of a child.

IV. Any child at least 16 years of age and under 18 years of age who wishes to terminate such child's public or nonpublic education prior to graduating from high school shall do so only after a conference with the principal, or designee. The principal shall request a conference with the parent, guardian, or other custodian. Written approval of withdrawal must be received from such child's parent, guardian, or other person residing in the state and having custody or charge of such child at least 60 days prior to withdrawal. However, a waiver to the 60-day notice requirement may be granted at the discretion of the school board. The written approval shall be dated and the signature witnessed by the principal of the school where the child is in attendance, or the principal's designee.

HISTORY

Source. 1903, 13:1. 1911, 139:1. 1917, 52:1. 1919, 84:1. 1921, 85, III:1. PL 118:1. RL 137:1. 1949, 92:1. 1953, 223:1. RSA 193:1. 1985, 47:1. 1990, 279:1. 1994, 121:1, eff. Jan. 1, 1995. 1996, 157:1, eff. May 31, 1996. 1997, 183:1, eff. Jan. 1, 1998.

Amendments—1997. Paragraph I: Substituted "the child's" for "his" preceding "resident" in the first sentence of the introductory paragraph, "the child" for "he" preceding "is assigned" in subpar. (a) and "the" for "his" following "request of" in the first sentence of subpar. (c).

Paragraph II: Substituted "the" for "his" preceding "sixth".

Paragraph III: Amended generally.

—1996. Paragraph I(c): Substituted "RSA 198:27-37" for "RSA 198:27-33" in the third sentence.

—1994. Paragraph IV: Added.

—1990. Amended section generally.

—1985. Added "provided that if a child reaches his sixth birthday after September 30 he will not be required to attend school under the provisions of this section until the following school year" following "undesirable" and deleted the former second and third sentences.

ANNOTATIONS

1. Alternative education

It is no answer to charge under this section that equivalent supervised instruction is being given by a private tutor. In re Davis (1974) 114 N.H. 242, 318 A.2d 151.

Cited

Cited in Vail v. Board of Education of Portsmouth School District, 354 F. Supp. 592 (D.N.H. 1973); Davis v. Page, 385 F. Supp. 395 (D.N.H. 1974); Marquay v. Eno (1995) 139 N.H. 708, 662 A.2d 272.

LIBRARY REFERENCES

CJS

Schools and School Districts §§ 3, 463-470.

ALR

Conditions at school as excusing or justifying nonattendance. 9 ALR4th 122.

What constitutes a private, parochial, or denominational school within statute making attendance at such school a compliance with compulsory school attendance law. 65 ALR3d 1222.

193:1-a Dual Enrollment.

I. Notwithstanding any other provision of the law, the full-time attendance requirement may be met by attendance at more than one school provided the total time spent in the schools is equivalent to

...for students

In addition to providing your school with a law enforcement presence, School Resource Officers (SROs) give you another person to turn to when you need help. *"My SRO is like the big sister I never had,"* one student said. *"We have a relationship with her. We don't want to disappoint her,"* said another.

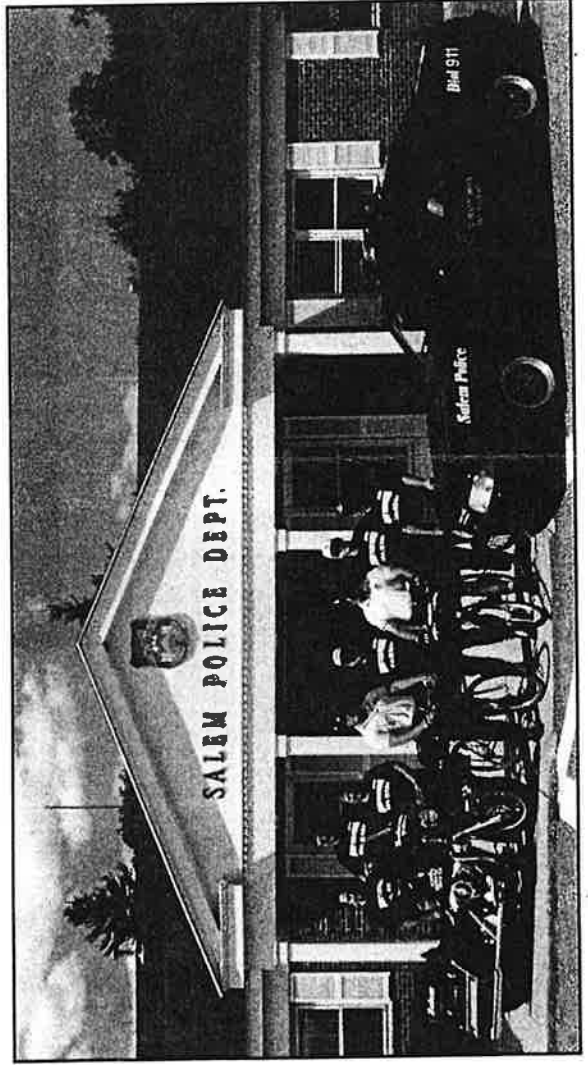
A big part of their job is to listen to you when you want to talk. They can help you by connecting you to people and services. They are in your school to help you if you need help. One student said, *"my SRO has been a big influence on my life....He has been a good friend and role model."*

...for teachers



School Resource Officers (SROs) provide you with another resource. *"You are not as afraid of something intense breaking out,"* said one teacher. *"They are a source of reassurance,"* said another.

As a law-related education resource, SROs, according to several teachers, make students aware of the consequences of their actions. One teacher added, *"Our SRO is willing to listen to both student and teacher concerns and answer questions that are asked."*



...for school leadership

School Resource Officers (SROs) provide your school with a law enforcement presence. *"The SRO is extremely important to the safe and orderly environment of the school,"* said one principal. *"Counseling, nurturing, intervention, and crisis management"* are all offered by the SRO, said another.

"You better give up something to get it. It's one of the most crucial things in the school," according to one principal.

And one principal added, *"SROs are necessary to the point where a community should provide for them just like it provides teachers and textbooks in the classroom."*



Officer John Kotnour
Overland Police Dept.
Overland, Kansas

Officer Kevin Nolan
Salem Police Dept.
Salem, New Hampshire

Officer Sean Burke
Lawrence Police Dept.
Lawrence, Mass.

... for parents and the community

Seeing a patrol car in front of a school building generates questions and concerns. **Does the car parked there mean that the school is safe or unsafe?**

Parents and members of the community at large should know that seeing a School Resource Officer's vehicle in front of a school is a sign that the community cares about its young people. *"It's kind of like the policeman you see sitting on the side of the road said one parent; having the SRO at school is preventive. The presence of an SRO "discourages the bringing of weapons and drugs on campus," said another parent.*

Research by the Center for the Prevention of School Violence about School Resource Officers finds that the presence of SROs in schools makes students, teachers, and staff feel safer and ultimately can have a positive impact on the occurrence of incidents/acts of violence. SROs are permanently assigned to their schools and perform three roles: law enforcement officer, law-related counselor, and law-related education teacher. They can serve as the foundation of a safer and more secure school, one which is free of fear and conducive to learning.



Center for the Prevention of School Violence

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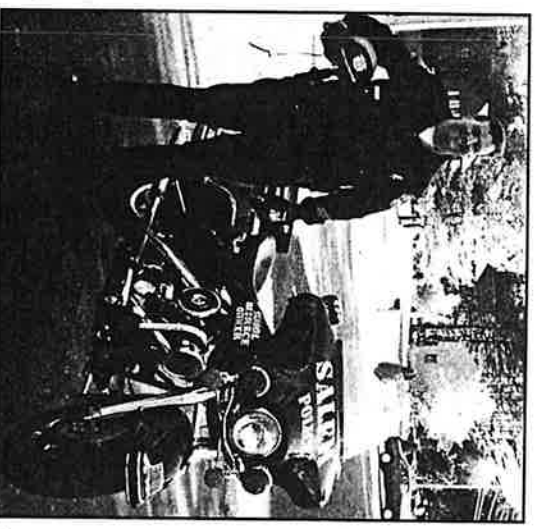
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Center for the Prevention of School Violence

WHAT HAVING A SCHOOL RESOURCE OFFICER AT YOUR SCHOOL MEANS ...



Officer Kevin Nolan of the Salem Police Department

**Starting a School Outreach Program in Your Community:
An Effective Practices Outline for the
School Resource Officer Approach**



plus

**The Ten Most Commonly Asked Questions About
School Resource Officers**

**James B. Hunt, Jr.
Governor of North Carolina**

**Linda W. Hayes
Chair
The Governor's Crime Commission**

**William R. Pittman
Executive Director
The Governor's Crime Commission**

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Starting a School Outreach Program In Your Community:

An Effective Practices Outline for the School Resource Officer Approach

Communities need to pursue comprehensive approaches to address the problem of school violence in our society because the problem both comes out of and reflects back into communities. This outline is designed to help communities in their efforts.

Part One of the Effective Practices Outline, **PLANNING A SCHOOL OUTREACH PROGRAM**, provides activities which local officials should undertake if they are interested in applying a comprehensive, multi-jurisdictional approach which is characterized by service integration. It is the basis from which a School Resource Officer program may be implemented, but it is not limited to this application. Its value is that it offers guidelines as to what an entire community can do *as a community* to address school violence.

Part Two of the outline, **IMPLEMENTING THE PROGRAM**, specifically focuses on how a school resource officer program can be conducted. It puts forth what such a program requires based upon research into the successes and failures of currently operating SRO programs. Research indicates that two factors are critical in creating a successful SRO program: the selection process which concludes with the choice of SROs and the relationship between school-site administration and the SROs.

Part Three of the outline, **INSTITUTIONALIZING THE PROGRAM**, broadens the focus back to the larger approach of the school outreach program. It is designed to help local officials maintain and potentially expand such a program so that it becomes an ongoing part of the

community's efforts to address school violence.

Note that the organization of the outline, with its broader perspectives in Parts One and Three, allows for Part Two to be tailored to programs other than SRO programs. The key premise that the outline is based upon is that whatever program is chosen, it is one that values community involvement in attempts to deal with the issue of school violence.

The Effective Practices Outline

I. PLANNING A SCHOOL OUTREACH PROGRAM

II. IMPLEMENTING THE PROGRAM

III. INSTITUTIONALIZING THE PROGRAM

I. PLANNING A SCHOOL OUTREACH PROGRAM (SOP)

A. Identify the "critical mass" of local leadership.

Our research has shown that programs which address school violence are most successful when they are an outgrowth of a community-wide approach to youth violence. This approach involves what might be described as a community-wide School Outreach Program (SOP).

Since the problem of youth violence is systemic and community wide, the organizational design needed to deal with it needs to be systemic and community wide. With this approach, school violence prevention programs must interact with other community agencies. Therefore, it is an **effective practice** for the approach to be coordinated through a community-wide task force. If a community decides to use a School Resource Officer approach, for example, this means that the SRO ideally should be located, organizationally, under a community-wide task force. In our research, we have seen the composition of this task force vary. An **effective practice** associated with the composition would be to

structure it with a group of law enforcement juvenile specialists guided by an executive board coordinated via the sheriff's department or a municipal agency and implemented by local police departments. The purpose of the task force is to provide a community-wide juvenile intervention strategy that focuses on preventing disruptive juvenile behavior in the community and enabling schools to emphasize their educational mission.

There are two critical elements to the task force's effectiveness. Basic to initiating the effort is the executive board (see Attachment One for an example.). The board needs to be selected based on members' knowledge of and involvement with the juvenile problems in the county.

Secondly, members need to be able to make relevant decisions and support them with policy and resources. The ability of the task force to continue the positive influence for the long term lies with the dedicated juvenile intervention officers. Since the board is so critical, its selection must be broad based. What follows is a list of potential stakeholders plus a sequence and strategy for getting them involved in the task force:

1. Leadership in potential participating fields:
 - a. Education: school board; principals; PTA or PTOs
 - b. Law enforcement: representatives of city and/or country law enforcement agencies
 - c. Justice: judges; court counselors; district attorneys; public defenders
 - d. Youth services
 - e. Family services
 - f. Social services
 - g. Housing
 - h. Political leadership: elected and appointed officials
 - i. Business leadership
2. Conduct initial meeting of potential participants to assess needs and to ascertain community leadership support:
 - a. Create pre-implementation task force from the list of stakeholders.
 - b. Choose pre-implementation task force leader to plan and conduct pre-implementation orientation meeting(s)
 - c. Set up pre-implementation orientation meetings

- B. Conduct pre-implementation orientation meeting(s) which:
1. Establish general direction and goals of the SOP; for example, to provide our children with safe and orderly environments in which their education may take place.
 2. Establish specific objectives of the SOP: to reduce and prevent incidents of school violence and to develop operational measures of school violence. One such set of measures, which will continue to be available on a statewide basis, is the school violence survey collected by the North Carolina Department of Public Instruction (NCDPI) for all state school systems (See Attachment Two for an example of the form used to collect these measures.). These measures can serve as a **baseline** for school systems and can also be augmented by data collected at the school site; if a School Resource Officer approach is used, for example, the SRO may be responsible for collecting such data.

Because the NCDPI data document **incidents** not **perceptions** of school violence, our research suggests that an **effective practice** to institute is to do a pre-program survey of students, teachers, and administrators at the beginning of the program. Then, a post-program survey should be conducted at some other point(s) to indicate what impact the program has had. This could be at the end of the school year. These pre-post surveys can provide important longitudinal data that document the change in "school climate" produced by the program (See Attachment Three for examples of pre-post surveys.).

3. Identify potential funding strategies for the SOP. We believe that an **effective practice** is to conceptualize the approach to address school violence as part of a community-policing effort.

With a School Resource Officer approach, for example, the officer should be viewed as either the first step in or an integrated part of a community-policing program. The SRO is a decentralized police professional who has specific territorial responsibility. In addition he or she is expected to be proactive and to play roles that extend beyond simple law enforcement. Therefore, the officer is in many

ways the ultimate community police officer. This conceptual fact is important from the perspective of funding. By placing any approach, School Resource Officer or otherwise, in this context, funding opportunities at the state and federal level may become available.

4. Identify the target populations for the SOP: e.g., general school populations at high and middle school levels. **An effective practice** is to use the school climate survey to isolate the target population. Our research shows that many schools have problems associated with school violence that are not evident in incident reporting alone.
5. Identify the means to achieve the goals and objectives; for example, a School Resource Officer (SRO) program. **An effective practice** to implement is to view school violence as, simply, youth violence that occurs at school. Therefore, there are many potential programs available to address school violence.

We believe that unless a school is secure, other programs used to address school violence will not be effective in the long run. Therefore, the SRO program should serve as the foundation for school violence prevention (See Attachment Four.). Building on this program are such support programs as conflict management, peer mediation, Students Against Violence Everywhere (S.A.V.E). For additional information on these very important additions to school violence prevention contact the **North Carolina Center for the Prevention of School Violence.**

6. Identify the tasks to be undertaken by the SOP so that goals and objectives are achieved.
7. Identify the resources needed to support the identified means and tasks: money; personnel; skills.
8. Develop an organizational structure and decision-making procedures for the SOP and measures to evaluate the program. Again, these measures need to be incident and perception based.

9. Create administrative agreements/contracts governing the service integration which characterizes the SOP. An **effective practice** is to determine, prior to starting any approach, the contractual understanding between the parties involved, particularly law enforcement and the school board. These should be in writing! Since an effective SOP involves actors and resources that by definition are community wide, it is important that all administrative agreements/contracts be in place prior to program commencement. The classic question of how to control a geographically-disbursed operation needs to be answered. Many argue that central control is the only way; however, central control usually impedes field operations. Decentralized control leads to flexibility and greater action by the people working with children but leads to confusion and duplicated effort; how much of each is enough? Another problem is that often a juvenile case begins in a township and immediately leads to the county, across a jurisdictional line. Necessary procedures have to be followed when crossing jurisdictions. The task force needs to spell out the roles and procedures to be followed and the officer's department needs to do likewise with reference to role expectations (See Attachment Five.).
 10. Assess community support for the SOP. This can be informal in the form of a stakeholder analysis or formal by way of a community-wide survey.
 11. Develop media plan to educate community about the SOP. An **effective practice** is to involve the local media who most directly cover crime and community affairs. Their involvement early can be very important in developing community support. The task force, if possible, should have a member of the media involved in some fashion.
 12. Create action committees and assign duties to these committees to facilitate the development of B 1-11.
- C. Develop a working plan for the SOP (from B 1-12) which contains:
1. Statements of general direction and goals of the SOP.
 2. Identification of specific objectives of the SOP.
 3. Outlines of funding strategies to be pursued.

Effective Practices Outline

4. Identification of site-specific target populations.
 5. Identification of selected means.
 6. Identification of tasks and performance evaluation criteria.
 7. Delineation of needed resources.
 8. Outline of organizational structure and decision-making procedures for the SOP.
 9. Completion of administrative agreements/contracts.
 10. Assessment of community support.
 11. Media plan to be used to educate the community about the SOP.
- D. Obtain funding for SOP based upon work plan; potential sources:
1. Local funding: a sharing of the costs. Typically, costs are shared between law enforcement and the school board, but other potential sources (e.g., private funding; other local agencies) should not be overlooked.
 2. State funding: grants. Many of the programs which are now in place in North Carolina were started with grant money from the Governor's Crime Commission. A one year start-up grant is the norm with the potential for an additional year of funding. Contact the **Governor's Crime Commission** for information about these competitive grants.
 3. Federal funding: grants. Again, at this writing, the federal government has specific funding for community-policing programs which the School Resource Officer approach, for example, is an ideal candidate.
- If the federal government moves to a block grant funding method, an integrated-service-delivery SOP, involving a task force, an SRO and related school violence prevention programs would be equally strong from a funding perspective.
- E. Educate the community about the SOP in order to create community "ownership" of the SOP. This will involve implementing the media plan.
- F. Establish the implementation task force for the SOP.

II. IMPLEMENTING THE PROGRAM: A SCHOOL RESOURCE OFFICER PROGRAM

A. Choose the SROs.

The SRO needs to be interested in working with juveniles, well trained (and experienced), and well equipped. Importantly, the task force and the SROs must support each other with regular, detailed communication. The most **effective practice** is to insure that each SRO works in a service integration mode with other community agencies. This means that the SRO serves as a point from which contacts to these agencies can be initiated. Where administrators and teachers from individual schools openly share information about incidents, especially more serious incidents, such incidents can be prevented. Similarly, the SRO is more effective when he or she works directly with other community service agencies and has an open line of communication with them. This allows the SRO to be proactive and to focus "upstream" before problems reach a critical point. This demand for a close working relationship requires that these agencies be aware of the SRO and his role in the schools.

1. Determine choice process by interested parties in each jurisdiction and school site. It is important to involve all stakeholders in the choice, especially principals. An **effective practice** is to involve the principal in the SRO selection process itself.
2. Set minimum qualification standards which might address:
 - a. Degree requirements. These may need to be higher than for the department in general. However, there is no research-based reasoning to support this position. Nonetheless, the most successful SROs we observed were those with at least some college.
 - b. "Street time" minimum. An **effective practice** is to choose an experienced street officer, although a set number of years experience cannot be realistically identified for all programs. The point to emphasize is that being an SRO requires someone

who has been on the street and knows all its dimensions.

- c. **Service record.** An **effective practice** is a service record reflective of ability to work with youth. As for community policing in general, this dimension of the job is not necessarily among the typical motivations for those attracted to law enforcement in general.

- 3. **Effective Practice** Almost as critical as the cited qualifications is that the SRO be an officer who volunteers for the program. This leads to the kind of motivation which is necessary to make the program successful.

B. Prepare the SROs.

- 1. Attend formal training programs such as the one provided by the NC Justice Academy. An **effective practice** is to send the officers in the summer prior to their school assignment. If this is not possible, have the officers attend one of the periodically held sessions during the year or, lastly, the summer after the assignment. Being an SRO should be regarded as a specialty like forensics or any other specialized field that requires unique knowledge and techniques.
- 2. Participate in internships with on-the-job SROs once the program is established. Cumberland County operates such an internship program.

C. Sign administrative agreements/contracts among interested parties. It is important that the SRO be assigned to the school full time and that the police department and school staff understand this assignment.

- 1. Tailor to specific jurisdiction and school-site
- 2. Explicitly delineate SRO responsibilities and duties:

Example: Robeson County has a document that delineates the duties and responsibilities of SROs (See Attachment Six.).

D. Integrate the SRO into the school environment.

Our research clearly shows that the SRO's influence increases in proportion to his/her integration into the school community. Initially, the relationships with students are tentative! After the SRO becomes accepted, his/her greatest single asset is his/her relationship with that 90+% of the student body who are in school to learn and who want a safe and orderly environment. They become involved in and accept ownership of the requirements for a safe school. In addition, the students can be important in assisting the SRO in impacting youth and adult violence in the larger community.

1. Define roles and proportions of time.
 - a. Law enforcement. In all probability, the officer will be most comfortable with the role of law enforcement.
 - b. Counselor. Training focused on the counselor role is a part of SRO training but is also available elsewhere. Contact the **NC Center for the Prevention of School Violence**.
 - c. Teacher. An **effective practice** is to develop or acquire a series of teaching modules in areas for which the officer will be called upon to provide classroom resource teaching; for example, traffic, drugs, etc. Such modules are provided as a part of SRO training in places like the NC Justice Academy.
2. Recognize/define role model function.
 - a. For school population. An **effective practice** is for the SRO to tailor his/her role model function to the needs of the students. This again points out that each school and student body are unique and need to be uniquely addressed.
 - b. For community. An **effective practice** is for the SRO to see his/her role model function as one that

comes from the needs of his/her community and reflects back into that community.

3. Recognize/define role as community liaison. An **effective practice** is for the SRO to develop links to community agencies and organizations. It should be noted that these community entities are not always formal social service agencies. In our research we encountered SROs working with a wide variety of community groups.
4. Provide physical space (office) and logistical support (including a Management Information System (See Attachment Seven.)).
5. Introduce and incorporate into school environment (which includes students, teachers, parents, administrative staff, PTA/PTO). An **effective practice** is to place the SRO in close proximity to the principal or administrative staff with whom he/she will need to work. The SRO needs to be integrated into the school physical communication system as well.
 - a. **Effective Practice** Before school begins, a critical step must be taken in that the principal and SRO must interact to discuss expectations and set procedures (See Attachment Eight.).
 - b. **Effective Practice** The first days of school should see the SRO introduced to the entire student body. Usually, this is done at the opening day assemblies; one school used its school television channel to accomplish this.
 - c. **Effective Practice** The first weeks of school should see the SRO introduced in a more personal setting, such as the classroom. Language arts classes usually provide access to all students.
 - d. **Effective Practice** The first months of school should see the SRO offer formal classroom presentations on the role of the SRO. Important to

emphasize in these presentations is that the students should view the SRO as a **resource** for them.

- e. **Effective Practice** The first year of school should see the SRO carrying out the roles of peace officer, counselor, and teacher in ways that best address the needs of his/her school. Our research highlights the fact that each school and student body are unique and therefore must be addressed with attention paid to this uniqueness. The first year is especially critical with reference to this in that it sets the foundation for long-term success or failure.
- f. **Effective Practice** After the first year ends, undertake a first year strategic planning and brainstorming session which involves the principal, SRO, and SRO supervisor, at a minimum. Important in this effort is the development and implementation of special **performance criteria** for the SRO (See Attachment Nine.).
- g. **Effective Practice** The SRO position should be 12 months in assignment to allow for summer training, program development, and community interaction. Training options are typically available in the summer and are critical to the SRO's professional development

The SRO's ability to develop effective school programs for security, resource teaching, and counseling require program development time

Finally, the officers need the summer to develop linkages to other community agencies. There are

many agencies necessary to bring help to youthful citizens. Without horizontal, vertical and lateral communication, efforts are fragmented.

- h. **Effective Practice** The first year should evolve into assignment to a particular school for a minimum of three years. Although there is no research which specifically addresses this, such an assignment offers stability and allows the SRO to go through high school with a given tenth grade class.

III. INSTITUTIONALIZING THE PROGRAM

- A. **Effective Practice** It is critical to hold **ongoing** meetings of the task force and all other interested parties to keep communication lines open.

- B. **Effective Practice** The four "e's" need to be focused upon: evaluation; environment; efficiency; effectiveness. Use of some type of MIS, such as the one discussed in Attachment Seven, will aid this effort.

- 1. **Evaluation** of the program is a key in the institutionalization process because it oftentimes will provide the facts which are necessary to move the program into permanent existence. Such evaluation may focus on **process** or **impact**. Process evaluation involves examining program activities; for example, the number and type of counseling sessions which the SRO conducts (See Attachment Ten.).

Impact evaluation involves **tracking** of data about the program's impact on school violence incidents. If possible, such tracking should be done daily, weekly, monthly, quarterly, and annually (See Attachment Eleven.). Minimum measures for interested parties (SROs and other intervention officers, courts, schools, county, state) need to be decided and documentation procedures established. The task force should review the data periodically to maintain an ongoing overview of the process and make any necessary adjustments to keep the program directed toward the goal of helping children obtain their education in safe

and orderly environments. One **effective practice** is to design measures from those currently collected over time. An example of such measures would be those required by the NCDPI school violence survey (See Attachment Two.). If measures other than those required by statute are to be collected, they need to be standardized early, tied into an MIS plan (such as the one described in Attachment Seven) and clearly related to measures of program efficiency or effectiveness.

It is important is to recognize that incident data may actually show increases in the number of incidents during the early stages of the program. This occurs because there may be an increase in the detecting and reporting of such incidents. It is therefore critical that enough **program history** be established before the incident data are used to measure the impact of the program. Ideally, pre-program incident data should be available as a baseline for comparison and at least two years of program history should have occurred prior to formal evaluation.

2. **Environment** refers to information collected about "school environment" or "school climate." Surveys of interested parties (for example, students and teachers) should be conducted to gauge the level of school violence which exists in any given school as **perceived** by those interested parties. Additionally, questions about the program and its impacts may be asked to add to the evaluation of the program. Ideally, such surveys should be undertaken before the program begins (as discussed in I.B.2), but if this is not done, post-program surveys can be designed and implemented to measure perceived program impact (See Attachment Twelve for examples of post-program only surveys.).
3. **Efficiency** focuses on the efficient use of resources. Judging any program's efficiency should be undertaken with focus upon how the program addresses the unique needs of the students and schools involved. SROs who are permanently assigned to schools, for example, are seen as being assigned to "where the action is" in many communities. For this reason, this is an efficient exercise of law enforcement resources.

Additionally, instead of school personnel relying on 911 calls and potentially slow response by law enforcement because of the rural locations of some schools, SROs have the capacity to immediately handle situations that arise. Not only will they immediately respond, they may prevent incidents from occurring.

4. Effectiveness may be thought of as overall "program effectiveness" or effectiveness with reference to specific stakeholders. A program's overall effectiveness may be measured in terms of whether or not the goal of the program is being met. Programs implemented to address school violence should be judged in terms of meeting the goal of providing our children with safe and orderly environments in which to obtain their education. Incident data and survey results discussed previously in this outline (III.B.1 and III.B.2) aid in this process.

Effectiveness with reference to specific stakeholders should focus on costs associated with some standard output. This approach in many instances will lead to information which addresses the issue of **cost savings** associated with the program. Assigning SROs to schools is seen as a source of cost savings for the juvenile justice system and, by extension, taxpayers. Such savings come in the areas of costs saved through a reduction in the number of juvenile cases because of the preventive nature of the SRO approach; costs saved by way of improved petition quality which results from knowledge the SRO obtains via his/her school assignment; and costs saved because of reductions in training school admissions which occur, again, because of improved SRO knowledge (For more information concerning this approach, contact the **NC Center for the Prevention of School Violence**).

- C. Pursue media plan to maintain and generate support for SOP.
- D. Acquire funding.
 1. The second year of funding may be attainable via grant. An **effective practice** is to begin planning for permanent funding as early as possible.

2. Permanent funding. Local support will be critical in the process of acquiring permanent funding. The previously suggested four "e's" which are designed to demonstrate the impact of the program comprise an **effective practice** to be followed toward this end.
- F. Continue training of program actors. Special attention should be given to diversity concerns in the training of program participants (See Attachment Thirteen.). With SROs, continued training may occur at the NC Justice Academy, for example, or through professional SRO organizations. Contact the **North Carolina Association of School Resource Officers** or the **National Association of School Resource Officers** for information.
- G. Expand the program.
1. To all high schools.
 2. To middle schools.

An **effective practice** is to determine early in the program's development where to first allocate resources. With SROs, if a limited number are available, consider where to allocate them through needs assessment surveys or by looking at incident data broken down by school. In many communities we studied, middle schools had more school violence problems than high schools and therefore expansion to middle schools seems to be the next logical and effective step.

The Ten Most Commonly Asked Questions About School Resource Officers

An outgrowth of the workshops we have participated in during our research is the list which follows. It reflects the most commonly asked questions about School Resource Officers with responses based upon the research we conducted.

1. How should the SROs be selected and what qualifications should the SROs meet?

Our research suggests that the most successful SRO situations are ones in which the selection process reflects a coordinated effort among interested parties. Law enforcement and school board officials, and most importantly, principals should have input. Screening of applicants and interviewing should take place, and selection should be based upon requirements of some college, a minimum amount of "street time," and a service record which reflects work with youth. Additionally, officers considered for selection should be those who demonstrate a desire to be SROs; in other words, they should be volunteers for the assignment and should not be forced into it.

2. Should SROs wear uniforms and carry guns?

There is wide variation in approach with reference to dress but not wide variation concerning guns, although opinions vary intensely on the issue of guns and it is likely to be one of the first questions raised when an SRO program is suggested.

In our research, we found SROs who always dress in uniform, some who always dress in civilian clothes, and many who dress in uniform some days and civilian clothes other days. This choice in most instances is determined by law enforcement officials and the specific SROs and principals who are involved. Many times the unique needs of a particular school will dictate the approach. Schools which have a problem with trespassers are likely to have SROs who wear uniforms as a means of deterrence. Likewise, our research demonstrates that if the SRO is spending a lot of time at a middle school, he or she will find the uniform to be useful in working with younger students. With older students, it may sometimes be viewed as a barrier. In either case, we found

The Ten Most Commonly Asked Questions About SROs

that the more critical question to address concerns **who** is wearing the uniform not what the person is wearing.

The issue of carrying guns is one that always receives attention. The variation in approach here is not as great as with uniforms. In almost all instances that we researched, we found SROs carrying weapons; only one was encountered in which the officer did not. The reasoning here was that the principal did not want him to and would have refused the SRO's assignment to his school were he to be required to carry a weapon. This highlights the type of input principals expect with reference to SROs being placed in their schools. It also illustrates that there is concern about allowing **any** weapons on campus, even those in the hands of SROs.

The SROs' responses to this issue tend to be two-fold. First, the point is made that street officers are not required to remove their weapons when responding to 911 calls at schools; therefore, there is no rational reason why they should be required to "check them at the schoolhouse door" because they are SROs. Second, some have made the sad but telling point that they do not want to be unarmed and, as a consequence, have their effectiveness reduced in a circumstance in which the presence of weapons is increasing.

Overall, the SROs view their guns as part of their uniform. Not everyone else holds the same view. This difference in viewpoint will have to be confronted and addressed in any SRO program.

3. How does the SRO approach fit with other programs, such as conflict management, peer mediation, and S.A.V.E., which are designed to address school violence?

SROs provide a foundation for other programs which are designed to address school violence (See Attachment Four.). SROs can help coordinate these efforts and have been particularly active in Students Against Violence Everywhere (S.A.V.E.) chapters in North Carolina.

4. What are the three most critical factors in the successful conduct of an SRO program?

Three factors are key to a successful program. The SRO assignment, first, must be a **voluntary** one. If not, the officer will not have the kind of motivation that the job requires.

The Ten Most Commonly Asked Questions About SROs

This relates to the second key: that the selection process be one that involves law enforcement, school board officials, and, most critically, principals. This will allow the issue of expectations concerning the SRO's duties and the skills needed to accomplish those duties to be addressed early.

The issue of expectations leads to the third key to success: the relationship between the SRO and the on-site administration, especially the principal. This relationship needs to be defined early. Expectations from both perspectives need to be identified. And the relationship itself, in terms of procedures or how the SRO and principal plan to interact, needs to be sorted out. In our research, we found some situations in which these procedures were formal and some in which they were informal and most where they were a combination of the two. The key, again, is that the procedures, along with expectations, be defined early.

5. What role does a community task force play with reference to the SRO approach?

We encountered wide variation with regard to the role played by "task forces" or other organizing entities in our research (Note that the term "task force" is one that some communities find unsettling.). In some places, the role was an early one, primarily involved with needs assessments associated with program initiation. In places such as Robeson County, which was the focus of our research, the task force was critical to program initiation and also critical to program maintenance (See Attachment One for the composition of the Robeson County task force's executive board.).

The critical role the task force fills, overall, is as a coordinating mechanism which allows for communication between and among all interested parties in the community. In many places, it provides a forum for open dialog. In some, it provides some means through which evaluation of program impact may be undertaken.

6. How do the relationships between SROs and their principals impact the way SRO programs work?

These relationships are most important if success in the form of providing safe and orderly educational environments is to be achieved. The expectations of each need to be explicitly defined. In our research, we found that schools in which these expectations were not made explicit were likely to have less positive SRO situations. Conversely, when expectations were identified early and communication concerning those expectations was ongoing, more positive SRO situations existed. Overall, the relationship between the two sets the tone for what is achieved.

The Ten Most Commonly Asked Questions About SROs

7. How is the distinction between "school discipline" and more serious incidents determined?

In some instances the distinction is clear. For example, where a "zero tolerance" policy towards weapons exists, choices are clear. The problem arises when the distinction between "school discipline" and more serious incidents is not clear. In these situations, the understanding of expectations which must exist between the principal and the SRO comes into play. The principal needs to keep in mind that the SRO is not the school's vice principal for discipline and the SRO needs to understand that his or her role as an SRO is, first and foremost, defined in terms of his or her law enforcement function.

8. What performance evaluation procedures should be used for SROs?

The procedures that are typically used by the law enforcement officials are usually the ones used; however, our research found that those involved thought these procedures were inadequate. Although likely to be determined greatly by what those procedures are, the performance evaluation, at a minimum, needs to involve both the SRO's law enforcement supervisor and principal. Attachment Nine offers examples of forms which may be useful in this process.

9. How should the SROs be used during school vacations, particularly summer school?

The SRO assignment should be a year-round one. Breaks during the school year may be used for security reviews of the schools or to address other site-specific needs. Summer should be reserved for similar activities as well as for training and professional development. Although increasingly SRO training is being held throughout the year, training in the summer does not remove the SRO from the school environment. Additionally, both the North Carolina Association of School Resource Officers and the National Association of School Resource Officers hold their annual meetings during the summer. These provide opportunities for the professional enhancement of the SRO.

The Ten Most Commonly Asked Questions About SROs

10. What role should the SROs play in extra-curricular activities and how should they be compensated for their involvement?

Most of the SROs which we encountered were heavily involved in their schools' extra-curricular activities. Involvement in anti-violence activities, such as S.A.V.E., is common as is involvement with other school clubs. This is viewed as part of the assignment and usually does not entail added compensation.

Often, SROs work security for school sporting events. Such work, because it occurs outside the hours of the typical school day, normally leads to additional compensation for the SROs. The amount and the handling of the additional compensation is usually site specific.

DESIGNATION OF REPRESENTATIVE PURSUANT TO RSA 193:13

The undersigned School Board, by its Chairperson duly authorized, does hereby designate and appoint the Superintendent of Schools then in office as its lawful and authorized representative for the purpose of continuing suspensions of students for a period in excess of ten (10) days as provided and set forth in RSA 193:13-B. The authority and designated grant herein shall continue until such time as it shall be revoked by a duly recorded vote of the School Board. The School Board does hereby ratify and affirm any action taken by the Superintendent pursuant to this authority subject to any rights of appeal or review as set forth in RSA 193:13.

In addition, pursuant to RSA 193:13 IV, the Board authorizes the Superintendent to recommend to the School Board the modification of any expulsion that has been voted by the Board pursuant to Paragraphs II and III of RSA 193:13. The recommendation of the Superintendent shall include any extenuating or unique circumstances which should be considered by the Board in evaluating the request for modification.

Dated this 14 day of December, 1998

MONADNOCK REGIONAL SCHOOL DISTRICT
By its Duly Authorized Chairperson of the School Board



