

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA

January 4, 2000

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

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

- a. Board committee reports:

1. Policy Committee:

- a. Board Evaluation Set Date for Completion
 - b. Second Read of Section 504 Plan Policy

- b. Curriculum Report: Dave Hodgdon (Curriculum Director's Update)
 - c. New Business
 - d. Old Business

Review of 2000 / 2001 Revenue Estimates: Mr. Seymour
T.A.P. Profile (See Mailing)

- e. 21st Century Report
Confirmation of January 25 Meeting at Cutler
Presentation of Names recommended for the Committee Meeting on the District Goal: " Every Child in the Monadnock Regional School District will be provided a Safe, Clean, Effective Facility in Which to Learn.
 - f. Action on the Manifest
 - g. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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

7. 9:20P NON PUBLIC SESSION

8. ADJOURNMENT

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

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January 4, 2000**

**MEETING AT
Monadnock Regional High School**

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Detail of Agenda

OTHER SCHOOL BOARD BUSINESS

- 4a. Board committee reports:
 - 1. Policy Committee
 - a. Don Arguin will make recommendations about dates to complete the board evaluation
 - b. Second Read of 504 Policy passed out on 12/7 Policy Committee update
- 4b. David Hodgdon: Dr. Hodgdon will be presenting a comprehensive report on his work to date as Curriculum Director for SAU #38. This is a prelude to our January 25th meeting on "Each Child in the Monadnock Regional School District will be Engaged in a Living, Relevant Curriculum.
- 4c. New Business: Any New Business
- 4d. Old Business
 - Review of 2000 / 2001 Revenue Estimates: Mr. Seymour
 - T.A.P. Profile (See Mailing)
- 4e. MRSD 21st Century Project.
 - Confirmation of January 25 Meeting at Cutler
 - Presentation of Names recommended for the Committee Meeting on the District Goal: " Every Child in the Monadnock Regional School District will be provided a Safe, Clean, Effective Facility in Which to Learn.
- 4f. Action on the Manifest
- 4g. Correspondence/announcement.
- 5. Superintendent's Report
 - Report on T.A.P. Survey proposal. (T.A.P. Survey Enclosed)
- 6. Setting the Agenda for the January 18, 2000 Meeting
- 7. Non-Public
 - a. Support Staff Negotiations (Enclosed)
 - b. Consideration of Teacher Early Retirement Applications



SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
600 Old Homestead Highway
Swansey, NH 03446

Telephone: 352-6955 FAX: 358-6708
Monadnock Regional School District



Hinsdale School District

Winchester School District

Curtis J. Cardine, Interim Superintendent

Margaret A. Sullivan, Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Thomas Warner, Director of Technology

Kenneth R. Dassau, Assistant Superintendent

Robert A. Seymour III, Business Manager

01/03/00

To: All Members of the Senior and Junior Class of Monadnock Regional High School
From: Curtis J. Cardine, Interim Superintendent SAU 38

Dear Students:

I am writing to you because I need some data that only you can provide.

During the spring of 1999 a large group of citizens from the Monadnock Regional School District towns gathered together to look at the past, present, and future of the Monadnock Regional School District. This process was called, "Monadnock Regional School District in the 21st Century". This process has been ongoing and has resulted in the following goals for the Monadnock Regional School District.

District Goals 1999-2000

"All children in the Monadnock Regional School District will be known."

Each child in the Monadnock Regional School District will be technologically literate.

Each Child in the Monadnock Regional School District will be Engaged in a Living, Relevant Curriculum.

Every Child in the Monadnock Regional School District will be Provided a Safe, Clean, Effective Facility in Which to Learn.

Every Child's Education in the Monadnock Regional School District will be Enhanced by Family, School, and Community Involvement.

These are the goals we have set for ourselves. However, we need more information.

That's where you come in. You have experienced the Monadnock Regional School District during the past 11 – 12 years of your life.

I am asking that you give up an evening on Thursday, January 20th at 5:00 P.M. to come together as a group at the Monadnock Regional High School's cafeteria and take a look at what those 11 – 12 years have been like for you. At this time I will share a presentation about the **Monadnock Regional School District in the 21st Century** process with you. I will then ask you to participate in an activity that will look at what YOUR experience has been as a student in the Monadnock Regional School District. You are the only ones with this first hand, "What it's been like for me" experience. In order to plan for the future we need your clear picture of what the present and the recent past look like to a student going through the school right now.

Your opinions and input are very important to us. Please mark this date on your calendar and plan on attending and participating. The school district will provide a dinner that evening to those attending and we promise you an exciting time.

Sincerely,

Curtis J. Cardine, Interim Superintendent SAU 38

SCHOOL ADMINISTRATIVE UNIT NO. 38
SWANZEY CENTER
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Hinsdale School District Monadnock Regional School District Winchester School District

Curt Cardine, Superintendent
Kenneth R. Dassau, Assistant Superintendent Margaret Ann Sullivan, Assistant Superintendent
Robert A. Seymour III, Business Manager David Hodgdon, PhD, Director of Curriculum

The following excerpt is from Howard Gardner's *Intelligence Reframed* (1999) in what he calls Individually Configured Education.

The crucial ingredient is a commitment to knowing the minds - the persons-of individual students. This means learning each student's background, strengths, interests, preferences, anxieties, experiences, and goals, not to stereotype or to preordain but rather to ensure that educational decisions are made on the basis of an up-to-date profile of the student.

...Knowing the minds of students represents but the first step. Crucial thereafter, is an effort to draw on this knowledge in making decisions about curriculum, pedagogy, and assessment. (p.151-52)

Gardner, H. (1999). *Intelligence reframed: Multiple intelligences for the 21st century*. New York: Basic Books.

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
January 4, 2000
Monadnock Regional High School

CALL TO ORDER

The meeting was called to order by D. Gurian at 7:05 PM.

Ms. Gurian reminded Board members and citizens in attendance that the purpose of this meeting, as always, is to continue to keep the educational needs of children in mind. Additionally, members and citizens should remember the first District Goal 1999-2000; "All children in the Monadnock Regional School District will be known".

Present:

D. Arguin, D. Carluccio, D. Darley, D. Gurian, B. Hamill, W. Matson (7:10 PM), C. Starrett (7:14 PM), R. Thackston, C. Tolman and G. White. Also present: C. Cardine, Interim Superintendent, B. Fowler, Director of Building and Grounds, T. Warner, Technology Coordinator SAU 38, D. Hodgdon, Director of Curriculum and Instruction, D. Bell, K. Craig, D. Mousette, E. Tatro and D. Hosang.

CONSENT AGENDA:

a. Minutes of previous meeting

G. White MOVED: that the minutes of the December 21, 1999 meeting be approved.
SECONDED: C. Tolman VOTE: 8-0-0-2, unanimously approved by the Board.

CITIZEN CONCERNS:

The Chair recognized Karen Craig, Principal of Emerson Elementary School. Ms. Craig invited the Board and citizens to attend the grand opening of the newly renovated Emerson School on Sunday, January 9, 2000 from 1:00 PM to 3:00 PM. There will be a program beginning at 1:00 PM.

D. Arguin MOVED: to change the order of this meeting's agenda and move the Curriculum Report/Service Learning forward.
SECONDED: C. Tolman. VOTE: 8-0-0-2, unanimously approved by the Board.

W. Matson arrived at 7:10 PM.

CURRICULUM REPORT: Service Learning

The Chair recognized Dr. David Hodgdon. Dr. Hodgdon gave a brief overview of the Service Learning Project, a method of teaching students that involves using research for problem solving in the community. The project connects academic subjects with community activities. The District received grant money, which is monitored by S. Kessler. The money is used for teacher workshops and supplies and materials needed by students in various Service Learning projects. Dr. Hodgdon introduced Penny Avery, a 5th/6th-grade teacher at Gilsum Elementary School. Ms. Avery gave an overview of the activities in which her students are involved. At the suggestion of the Gilsum Planning Board, Ms. Avery's students became involved in the Gilsum Future Search. The Future Search involves participating in the community center planning meetings and touring the town to report on what aspects of their town students liked, what aspects they disliked and what aspects are currently at risk. Students present at the Board meeting gave a pictorial report of their activities in Gilsum. Mrs. Avery reported to Board members that the

project had touched on fifty goals in the 5th grade curriculum alone. Mrs. Avery answered several questions from Board members.

D. Gurian congratulated the students on an excellent presentation.

D. Snyder, a resource teacher at Monadnock Regional High School was introduced. Ms. Snyder gave an overview of the Kelly Farm project, a project to reclaim an area of the riverbank at the farm. Several students from the high school are involved in the project. Mrs. Snyder's students also became extremely active in the beautification projects at the high school, which were underway during the fall of 1999. She shared a picture board, which was developed by her students to promote community involvement in the beautification project, and explained how the project connected with her students' academic experiences.

C. Starrett arrived at 7:14 PM.

D. Hodgdon gave an overview of his first six months as Director of Curriculum and Instruction. He thanked the Board, teachers, Administrators and SAU staff for their support since July. Dr. Hodgdon distributed a folder of materials, which outlined some of the current efforts in place and some plans for the future. Dr. Hodgdon focused on different levels of curriculum and highlighted the multi-faceted, but connected curriculum initiatives he is facilitating and directing in the District. Dr. Hodgdon fielded several questions from the Board concerning assessment methods used to evaluate student progress. There was a lengthy discussion regarding assessment methods and this topic will be on the agenda of a future meeting.

STUDENT COUNCIL CONCERNS:

A. Bush and M. Gillespie were present to represent the Student Council at Monadnock Regional High School. Ms. Gillespie reported that the Student Council sponsored a semi-formal dance on December 12, 1999, which was very successful. There will be a Welcome to the Millennium Dance on Friday, January 7, 2000. The Student Council will sponsor a food drive dance in the late spring, which is a time of the year when food is needed. One hundred thirty students in the eighth grade will attend an AHT (American Heritage Tour) to Washington, DC, Pennsylvania Dutch country and Gettysburg.

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports

1. Communications Committee

No report as the Committee is meeting on Thursday, January 6, 2000.

2. Policy Committee

a. Board Evaluation: Set Date for Completion

D. Arguin MOVED: to accept the second reading of Policy BK, Board Evaluation.
SECONDED: C. Tolman. VOTE: 9-0-1-0, the motion is approved by the Board.

After the motion passed, Mr. Arguin asked Board members to fill out the evaluation questionnaire over the next two weeks and return it to D. Carluccio at the January 18, 2000 Board meeting (the evaluation can be done on line at NSBA.org or by hard copy). D. Carluccio will tabulate the scores and a meeting will be scheduled for the

Board to discuss the results.

b. Second Reading of Section 504 Plan Policy

D. Arguin MOVED: to accept the second reading of the Section 504 Plan policy.

SECONDED: R. Thackston. VOTE: 10-0-0-0, unanimously approved by the Board.

3. Facilities committee

a. C. Starrett requested that the Communications Committee send thank you notes to the donors involved with the football field lighting project. She reported that Mr. Seymour and Mr. Fowler are developing a warrant article regarding a land swap deal at the Gilsum building project. Mr. Fowler indicated that this land swap is not a complicated matter and should not be a problem.

b. New Business

D. Gurian recognized B. Tatro, Principal of Mt. Caesar School. Ms. Tatro indicated that early in 1999 students at Mt. Caesar decided to do 2000 good deeds prior to the year 2000. Ms. Tatro was happy to report that her students accomplished 2,165 good deeds and would be having a ceremony on Friday afternoon, January 7, 2000 regarding the accomplishment.

W. Matson reported that he had received a letter from the Swanzey/Fitzwilliam Lion's Club. Mr. Matson has been invited to a meeting of the club regarding the development of a LEO Club, a junior Lion's Club in local schools. Mr. Matson asked if it was necessary to obtain Board approval for such an activity to take place in Monadnock Schools. Mr. Cardine answered that it is usually up to the principals to sanction such activities.

c. Old Business

D. Gurian reported on behalf of the Superintendent Search Committee. The Committee will meet on Thursday, January 6, 2000 at 7:00 PM at Monadnock Regional High School. Members of all three Boards are invited and a representative of the NHSBA will be present. The purpose of the meeting is to discuss the search process with all present.

In the absence of R. Seymour, who was attending a Winchester Budget Committee meeting Mr. Cardine reported on the 2000/2001 revenue estimates. He distributed a memo from Mr. Seymour, which included a revenue estimate spreadsheet. The spreadsheet includes a change to line 1845; the Budget Committee added the \$120,000 donation from the town of Gilsum to the total appropriations for 2000/2001.

R. Thackston MOVED: to vote in the affirmative to accept \$20,919,583 as the total appropriated 2000/2001 School Budget.

SECONDED: G. White. VOTE: 9-0-1-0, the motion is approved by the Board.

Mr. Cardine indicated that meetings with the Budget Committee have been progressing very well.

There was a general discussion regarding the proposed TAP Survey. D. Carluccio gave an overview of the proposed project and some history of an earlier project. After some discussion, D. Arguin MOVED: to accept the survey process as presented.

SECONDED: C. Starrett.

Further discussion ensued. There was concern regarding parental awareness of the process and collateral materials being available to students after taking the survey. Mr. Cardine indicated that a copy of the survey would be available at the school for parents to review and a letter outlining the survey process would be sent to parents. Any student could opt out of taking the survey.

W. Matson MOVED: to amend the motion to accept the survey process as presented provided that collateral materials are available to students after taking the survey.

SECONDED: R. Thackston. VOTE: 9-0-1-0, the motion is approved by the Board.

VOTE on the original motion, 9-0-1-0, the motion is approved by the Board.

In answer to a question from the audience, D. Carluccio indicated the entire survey process takes approximately 2.5 to 3 months to complete. This includes students taking the survey, tabulation of survey results, a report being published and available and suggestions from UNH Cooperative Extension regarding areas of weakness in the results.

d. 21st Century Report:

1. Confirmation of January 25 meeting at Cutler:

C. Cardine confirmed the meeting on January 25 at Cutler School. Administrators will bring information from their teachers regarding what their definition of a student "being known" would look like and how teachers think the goal can be measured.

Mr. Cardine distributed a letter, which has been sent to all juniors and seniors at Monadnock Regional High School. The letter invites students to a meeting on January 20, 2000 from 5:00 PM to 5:45 PM at the high school cafeteria. The purpose of the meeting is to familiarize students with the 21st Century project to date and to gather opinions and input from students as to what their experiences in the District's schools have been. All Board members are invited to attend this meeting.

Mr. Cardine indicated that he would be meeting with the Monadnock Region Board of Realtors on January 29, 2000 to discuss and distribute a profile of the area. The profile will be available for potential residents of the region to review.

2. Presentation of names recommended for the Committee Meeting on the District Goal: "Every child in the Monadnock Regional School District will be provided a Safe, Clean, Effective Facility in Which to Learn":

D. Gurian read a list of names of individuals who have either volunteered or been selected by their town Selectmen to be part of the committee on the District Goal of safe, clean, effective facilities. The towns of Fitzwilliam and Troy are still not represented. Ms. Gurian indicated that she would be looking for a Board representative to sit on this committee. Mr. Cardine added that he would like people who have been part of past building committees to be kept abreast of the work of the new committee.

f. Action on the Manifest

D. Arguin MOVED: to take action on the manifest after the Superintendent's report.
SECONDED: G. White. VOTE: 9-0-1-0, the motion is approved by the Board.

g. Correspondence/announcements

Mr. Cardine read a letter of congratulations he had written to Jessica Lucas, the recent winner of a poster contest. As a result of winning the contest \$225 will be donated to Monadnock Regional High School and \$75 will be given to Ms. Lucas.

Mr. Cardine mentioned a letter he had written to the music department at Monadnock Regional High School commending them for the fine holiday show. This letter was included in the Board packet.

Mr. Cardine distributed a quote from Howard Gardner for Board members to review.

Also distributed was the proposed calendar from the Superintendent for the 2000/2001 school year. There was a short discussion of the calendar.

C. Tolman MOVED: to accept the calendar as presented.

SECONDED: G. White. VOTE: 9-0-1-0, the motion is approved by the Board.

Mr. Cardine reported that procedures for hiring and termination at the SAU office have been formalized and a purchasing process is in place. By February 2000 a complete guideline of procedures will be available for review. The guideline will include background history.

SUPERINTENDENT'S REPORT

See above, correspondence and announcements.

ACTION ON THE MANIFEST

C. Starrett MOVED: that the Board approve the manifest in the amount of \$784,317.68. (Payroll, 12/23/99, \$431,885.85; Accounts Payable, 1/04/00, \$351,531.83; Accounts Payable, 1/04/00, \$900.00).

SECONDED: D. Arguin VOTE: 9-0-1-0, the motion is approved by the Board.

W. Matson requested more time for the Board to review the manifest prior to the vote to approve. Mr. Matson also requested that the manifest be in a readable form with account information attached to each item listed.

SETTING THE NEXT AGENDA

1. Troy Elementary School assessment report
2. Board evaluations
3. Recommendations for early retirement applications

NON PUBLIC SESSION

At 9:10 PM W. Matson MOVED: that the Board enter a non-public session for the purpose of personnel issues and a legal issue.

SECONDED: R. Thackston VOTE: 10-0-0-0 by a roll call vote.

a. Personnel Contract

Ms. Gurian reported that the Support Staff Contract was not yet available for review. The proposed contract should be ready by January 6 and will be distributed at that time. The Board

will meet on Tuesday, January 11, 2000 at 7:00 PM at Monadnock Regional High School for a vote on the contract.

b. Legal Issues

There was a discussion of a legal issue.

At 10:02 PM D. Arguin MOVED: that the Board return to Public Session.
SECONDED: R. Thackston VOTE: 10-0-0-0 by a roll call vote.

ADJOURNMENT

At 10:03 PM G. White MOVED: to adjourn.

SECONDED: by W. Hamill VOTE: 10-0-0-0, the motion is unanimously approved by the Board.

Respectfully submitted,



Donna M. Hosang

MONADNOCK WARRANT ARTICLES (DRAFT) FOR 2000-2001 BUDGET

ARTICLE ONE: Shall the Monadnock Regional School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein totaling \$19,681,147.00. Should this article be defeated, the operating budget shall be \$ 19,311,151.00, 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 a revised operating budget only. NOTE: This warrant article (operating budget) does not include appropriations in ANY other warrant articles. Recommended by the School Board. Recommended by the Budget Committee.

ARTICLE TWO: To see if the Monadnock Regional School District will vote to raise and appropriate the sum of \$833,436.00 for the construction of a multi-use facility, new kitchen, restrooms, common corridor, paved parking, dining room, bus access, widened roadway, and improved site drainage at the Gilsum Elementary School. Project funding shall be \$713,436.00 from general taxation and a \$120,000 contribution to be voted upon via a Town of Gilsum warrant. This appropriation is in addition to Warrant Article One, the operating budget. Recommended by the School Board. Recommended by the Budget Committee.

ARTICLE THREE: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association which calls for the following increase in salaries and benefits:

Year	Increase
2000 – 2001	\$198,000 (Overall 2.98% Increase)

such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. The School Board recommends this appropriation. The Budget Committee recommends this appropriation.

ARTICLE FOUR: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock Support Staff Association which calls for the following increase in wages and benefits:

Year	Increase
2000-2001	\$82,000.00 (Overall 3.6% wage increase)

such sum representing the additional costs attributable to the increase in wages and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. The School Board recommends this appropriation. The Budget Committee recommends this appropriation.

ARTICLE FIVE: To see if the Monadnock Regional School District will vote to raise and appropriate up to \$125,000 to be placed in the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting and Article 6 of the 1995 Annual Meeting. This amount to be funded from the year end undesignated fund balance available on July 1, 2000. The School Board recommends. The Budget Committee recommends/does not recommend.

ARTICLE SIX: Shall the Monadnock Regional School District, if Article One and/or Articles Three and/or Four is/are defeated, authorize the governing body to call one special meeting, at its option, to address Article One and/or cost items pertaining to Articles Three and Four? Recommended by the School Board. The Budget Committee does not recommend.

ARTICLE SEVEN: To see if the Monadnock Regional School District will vote to amend the composition of and representation to the Monadnock Regional School Board to more accurately reflect the one-person/one-vote principle and to enable each member town to elect its own representative or representatives by changing the composition of the School Board from ten (10) members to fifteen (15) members as follows:

<u>Municipality</u>	<u>Population</u>	<u>Current Membership</u>	<u>Amended Membership</u>
Fitzwilliam	2,011	1	2
Gilsum	745	1	1
Richmond	877	1	1
Roxbury	248	1	1
Sullivan	706	1	1
Surry	667	1	1
Swanzey	6,236	2	6
Troy	2,097	2	2

Provided that this Amendment shall take effect with the Annual Meeting of the District in 2001, and that the original terms of office for the membership of the Board be as follows:

A. For a One Year Term:

- 1 Representative from Fitzwilliam
- 1 Representative from Richmond
- 1 Representative from Surry
- 2 Representatives from Swanzey

B. For a Two Year Term:

1 Representative from Fitzwilliam
1 Representative from Roxbury
2 Representatives from Swanzey
1 Representative from Troy

C. For a Three Year Term:

1 Representative from Gilsum
1 Representative from Sullivan
2 Representatives from Swanzey
1 Representative from Troy

After each board member serves their original term, all subsequent terms for membership will be three (3) years.

Further provided that in the conduct of School Board affairs, any one member of the board may call for a weighted vote for a question on the floor before the board in any regular or special meeting of the board, said weighted vote to be based on the population figures of the towns of the district according to the 1990 U.S. census information as follows:

<u>Municipality</u>	<u>Population Weighted Vote</u>	<u>Vote Per Member In Attendance</u>
Fitzwilliam	2.22	1.11
Gilsum	0.82	.82
Richmond	0.97	.97
Roxbury	0.27	.27
Sullivan	0.78	.78
Surry	0.74	.74
Swanzey	6.88	1.15
Troy	2.32	1.16

The population weighted vote shall be based on the 1990 U.S. census figures for the district towns until the population figures for the 2000 census are issued at which time the population weighted vote figure will be revised accordingly. In addition, the population weighted vote will be revised after the population census figures are established for each decennial census after 2000.

Recommended by the School Board. Recommended by the Budget Committee. This a petitioned warrant Article.

ARTICLE EIGHT: In concert with the Gilsum project addressed in Article Two (above) to see if the Monadnock Regional School District will vote to convey to the Town of Gilsum a small parcel of land comprised of _____ square feet situated in the Northeast corner of the present Gilsum Elementary School tract in Gilsum, as shown in Tax Map 407, Lot 137, to be added to the adjacent Gilsum Town property at Tax Map 407, Lot 134 in exchange for the conveyance by the Town of Gilsum to the Monadnock Regional School District of a small parcel of land comprised of _____ square feet situated within lot 134 to the West side of the Gilsum Elementary School tract and to authorize the Chair of the School Board to act on behalf of the District and execute a deed and any other documentation necessary to complete mutual transfers between the District and the Town of Gilsum, or take any action therein. Recommended by the School Board. Recommended/not recommended by the Budget Committee.

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

ARTICLE TEN: 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, 2000 with no change being made in the present formula for apportioning capital expenditures.

This is an article by petition. School Board recommends/does not recommend. Budget Committee recommends.

ARTICLE ELEVEN: To see if the Monadnock Regional School District will vote to transfer \$497,628.00 in school building aid, received from the state of New Hampshire, to the capital reserve fund, created under article 5 of the 1975 annual meeting of the Monadnock Regional School District, for the renovation and expansion of facilities, or take any action thereon.

This is an article by petition. The School Board recommends/does not recommend. The Budget Committee recommends/does not recommend.

TEEN ASSESSMENT PROJECT (TAP) AGREEMENT
University of New Hampshire Cooperative Extension
University of New Hampshire Cheshire County Extension
School Administrative Unit 1, 29, 38, 47, 60.
Monadnock United Way

The Monadnock United Way agrees to cooperate with the University of New Hampshire Cooperative Extension, the University of New Hampshire Cheshire County Extension and School Administrative Units 1, 29, 38, 47 and 60 to conduct a survey. The survey is designed to ask students in grades seven to twelve about their perceptions of self, family, school and community; their future aspirations, worries and concerns; and their activities, both positive and problematic.

The University of New Hampshire Cooperative Extension will:

1. Provide consultation to a steering committee to plan and implement the Teen Assessment Project in the local community
2. Provide TAP dissemination Manual. Provide the survey instrument in its most current form along with the most current TAP Survey Question Bank.
3. Provide consultation regarding the steering committee, managing the project, developing a Youth Resource Directory, localizing the survey instrument, preparing for data collection, disseminating TAP results, planning local response and evaluating TAP impacts.
4. Provide training to selected individuals on the Teen Assessment Project as needed.
5. Print the Youth Resource Directory if requested by the County Extension Office.
6. Provide a camera-ready copy of the local TAP survey instrument for duplication. Provide computer-ready answer sheets.
7. Provide a camera-ready copy of five newsletters for distribution.
8. Prepare a final written report based on data findings.

The University of New Hampshire Cooperative Extension Cheshire County will:

1. Jointly, with the Monadnock United Way TAP steering committee, determine responsibility for developing a list of local contacts and telephone numbers for the Youth Resource Directory and the TAP newsletters, parent notification, administration of the survey and dissemination of the results.
2. Modify the survey instrument to reflect local changes. (UNH Cooperative Extension will assure that suggested changes are made on the final camera-ready survey copy).
3. Develop the Youth Resource Directory and arrange for printing. This will be handed out at the time the survey is administered.

4. Receive a camera-ready copy of the local TAP survey instrument and arrange for printing and distribution. Printing and distribution will be the responsibility of Cheshire UNH Coop Extension.
5. Jointly, with the Monadnock United Way TAP steering committee and local school district discuss possible applications of the TAP survey results.
6. Report impacts of the TAP project to UNH Cooperative Extension.
7. Provide Orientation to survey administrators.

The school district will:

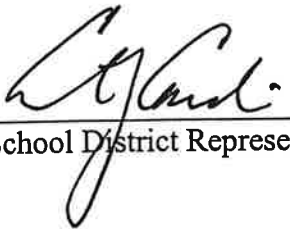
1. Schedule a date and time, encompassing a least one 45-minute period in the school day, to administer the survey to 7th through 12th grade students prior to Mach 1, 2000.
2. Receive computer-ready answer sheets.
3. Identify persons to administer the survey to assure reliable data collection. These people will attend a survey administration orientation.
4. Receive use of survey tool and technical assistance as outlined in University of New Hampshire Cooperative Extension's responsibilities. The survey tool is copyrighted. Further use must be in cooperation with University of New Hampshire Cooperative Extension.
5. Specify here if the school district signing below would _____ or would not _____ want their separate results. PLEASE INITIAL YOUR CHOICE.
6. Receive a camera-ready copy of the five-part parent newsletter series and arrange for distribution.
7. Will be responsible for distribution of parent's newsletters.
8. Grant permission to University of New Hampshire Cooperative Extension to use the data collected in technical and scholarly reports. The anonymity of the population will be maintained in all written documents.
9. Report impacts of the TAP project to Cheshire County Extension Office.
10. Provide consultation to a steering committee to plan and implement the Teen Assessment Project in the local community.
11. Provide extra No. 2 pencils and one manila envelope per classroom, with Class Identification attached to the front.

Monadnock United Way will:

1. Facilitate the formation of a broad-based steering committee representative of the community to plan and implement the Teen Assessment Project.
2. Receive a camera-ready copy of the survey and five-part parent newsletter series and arrange for printing.
3. Receive a camera-ready copy of the TAP report and arrange for printing and distribution.
4. Develop press releases regarding process and results.
5. Arrange with the City of Keene, Youth Services to apply for grant to cover printing of survey booklet and parents newsletters and to cover costs of printing final reports, as well as any mailing costs incurred.
6. Arrange with the City of Keene, Youth Services to secure printing and distribution of survey booklets, and parents newsletters.
7. Jointly, with the City of Keene receive use of survey tool and technical assistance as outlined in University of New Hampshire Cooperative Extension's responsibilities. The survey tool is copyrighted. Further use must be in cooperation with University of New Hampshire Cooperative Extension.
8. Monadnock United Way will use this information to help communities' design and coordinate services in response to the needs of our youth.

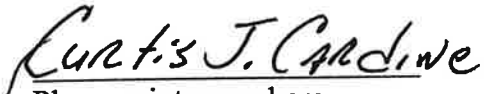
The survey will be given on late January or Early February

This agreement is executed on the 11 day of JAN 2000.



School District Representative

Cheshire County Extension Educator
4-H Youth Development



Please print name here

Please print name here

Monadnock United Way
Representative

UNH Cooperative Extension
4-H Youth Development Specialist

Please print name here

Please print name here

DRAFT: FINAL VERSION MUST BE APPROVED BY UNH COOPERATIVE EXTENSION.

January, 2000

Dear Parent:

In 1987 the Monadnock United Way conducted a region wide youth survey. In order to maintain a high quality of life for our youth, we need to constantly re-examine and adapt our youth programs and opportunities to meet current needs. The Monadnock United Way is once again spearheading a region wide Teen Assessment Project Survey. _____ School will be participating in this process on _____.

The survey was developed at the University of Wisconsin-Madison and has been reviewed and adapted to the local Monadnock Region communities by the University of Hampshire Cooperative Extension and the Monadnock United Way. The University of New Hampshire Institutional Review Board has approved surveying New Hampshire youth for this project.

The survey is designed to ask students about their perception of self, family, school and community; their future aspirations, worries and concerns; and their activities, both positive and problematic. It looks at things that most concern and worry parents. Issues such as safety, teen attitudes and worries, alcohol and other drug abuse, sexual activity, interactions with peers, parent/teen relationships and use of time are explored. Monadnock United Way will use this information to help the community design and coordinate services in response to the needs of our youth. We plan to share the results of this survey with youth, parents, and the community. In addition, research may be conducted using TAP data to enhance the understanding of youth behaviors.

This survey will be carefully administered so that no names will be collected and student anonymity is protected. No one in the school will see individual student responses. All surveys will be sent to the University of New Hampshire Cooperative Extension for tabulating.

If parents wish to review the questionnaire prior to their child's participation, it will be available prior to _____ at the your child's school, the Monadnock United office, or at the UNH Cooperative Extension office.

The participation of your child will be greatly appreciated. However, participation in the survey is optional. If you prefer that your son or daughter not participate, please contact the school prior to _____. Accommodations will be made for all youth that do not participate.

Sincerely,

Principal name
Principal full title
School name

Charlotte W. Cross
Youth Development Specialist
UNH Cooperative Extension
Moiles House, 180 Main St.
Durham, NH 03824-2536

Katherine Snow
President
Monadnock United Way
23 Center Street
Keene, NH 03431

Tap Survey Timeline

School: Monadnock

- TAP agreement signed prior to January 5, 2000
- Internal information sharing JAN First 2 weeks
- Establish school survey team by Feb 10
- Parent notification letter approved by UNH by Feb 15
- Parent notification mailed by Feb 20
- Survey exhibited Feb 15-25
- Survey team orientation by February 15
- Survey youth Late February

Monadnock United Way to provide collateral
Referral materials for students.

SCHOOL ADMINISTRATIVE UNIT No. 38



SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446

Telephone: 352-6955 FAX: 358-6708
SAU38@MONAD.NET



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Interim Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau, Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Robert A. Seymour III, Business Manager

Thomas Warner, Director of Technology

01/05/00

To: The Swanzy Selectmen
From: Monadnock Regional School District School Board
RE: Wilcox Property

At the January 4th meeting the Monadnock Regional School District listened to a proposal from the Town of Swanzy concerning a division of the property known as the Wilcox property between the Town of Swanzy and the District. As you know the ownership of this property has been in question for many years.

After deliberating the Monadnock Regional School District School Board came to the following decision.

Background for this decision:

During the course of the Monadnock Regional School District in the 21st Century process the district has decided to organize a committee to look at the district goal "All Students in the Monadnock Regional School District will be Provided a Safe, Clean, Effective Facility in Which to Learn". At the meeting you attended the composition of this committee was being discussed.

The board feels that they would like this committee to form and do their work prior to committing to a division of the Wilcox property. We anticipate that this work will be done during the remainder of this school year. While this answer certainly does not meet your needs at this juncture the board wants the town to know that after the committee makes their recommendations for resolving the district's building needs that they would be very willing to discuss this matter again. Unfortunately the town and the school are about one year apart at this point.

The board recognizes the town's need for land in Swanzy Center for their emergency facilities. They also appreciate the fact that you are on a tight schedule as you attempt to deal with your need for a police station during the next fiscal year. We ask your patience as we allow the district's committee to do their work and make its recommendations. This process bodes well for a mutually agreeable solution to both entities needs in the near future.

Thank you for your presentation and please know that the Monadnock Regional School District Board is committed to working with the town of Swanzy on this issue.

Sincerely,

Curtis J. Cardine, Interim Superintendent SAU 38

Profile of the Monadnock Regional School District Prepared for Greater Keene Board of Realtors

**Curtis J. Cardine: Interim Superintendent
Dixie Gurian: Board Chair Monadnock Regional School District**

Put in said
Blue Binder -
was handed
out at 1-18-2000
mtg

Introduction

Looking at the profiles that the real estate establishment sends out regarding the Monadnock Regional School District we recognize

On April 26, 1999 a community meeting was held at Monadnock Regional High School located in the Monadnock Regional School District, New Hampshire. This meeting was the result of several months of planning which is outlined within this report.

The groups involved in this plan held a common vision; to make "Monadnock Regional School District School a School System Prepared to Enter the 21st Century". It was and is our intention to make Monadnock Regional School District the district of choice for this area.

A diverse group of interested stake holders made up of parents, business leaders, local clergy, selectmen, teachers, administrators, special education personnel and other key community members from each town met and mapped out a plan to realize this vision during a four hour meeting on April 26, 1999. Dr. Mike Burkhart, a consultant and former professor at Antioch New England facilitated this process during an evening long planning session. All stakeholders, those present and those on the initial invitation lists have received copies of this plan and will have the chance to make revisions to it prior to publication.

Preparation for and Purpose of this Meeting

Preparation for this meeting occurred over a period of several months. Superintendent of Schools, Dr. Elaine Brigman, current board chair Dixie Gurian, board member William Hamill and Troy principal Curt Cardine met as a committee of the Monadnock School Board to set up to plan this event. This group invited Dr. Michael Burkhart to their second planning session to suggest models that would involve a large portion of key-people in the district in long term planning for the district.

The purpose of these meetings was to set in motion a revival of the enthusiasm and sense of purpose that the district had when it was founded. The team wanted to identify a core group of citizens knowledgeable about, and involved with, the district and its history. This group was brought together to generate a list of Monadnock Regional School District residents to invite to the community meeting in April of 1999. In February of 1999 a group of 75 people, who had been identified by the area's school principals and board members, came together in February of 1999. This group generated a list of citizens from all walks of life and political persuasions from the district's towns. A database of these names, over 300 individuals, was created by the school district and was used as a mailing list.

Invitations to the April Meeting

A letter of invitation was mailed to over 300 different members of the community followed up by an open invitation to the communities and individual invitations at each school.

Community Representation

A total of one hundred sixty one participants attended the meeting. These people represented a cross-section of views and backgrounds. Every town in the district was well represented at this meeting. This representation is an example of the dynamic community involvement at the Monadnock Regional School District.

This process "Monadnock Regional School District in the 21st Century" is a continuing process. Our meeting with you today is just one piece of the continuing saga of growth and improvement at the Monadnock Regional School District.

The result of this meeting has been nothing short of a rebirth of the Monadnock Regional School District. We have established the goals on the next page as goals for our district.

Goals of the Monadnock Regional School District

“All children in the Monadnock Regional School District will be known.”

Each child in the Monadnock Regional School District will be technologically literate.

Each Child in the Monadnock Regional School District will be Engaged in a Living, Relevant Curriculum.

Every Child in the Monadnock Regional School District will be Provided a Safe, Clean, Effective Facility in Which to Learn.

Every Child’s Education in the Monadnock Regional School District will be Enhanced by Family, School, and Community Involvement.

This we believe:

The School must meet the common and different needs of students to prepare them for the society in which they are to live. It is our task to assist in the development of each student so he/she will reach full capability and become a productive member of that society in which he/she is to live.

Each child is an individual, and learns at a different rate and to a different degree. Therefore, we are charged to nurture all children so they achieve their highest potential of intellectual, personal, social and physical development

History of the Monadnock Regional School District

The Monadnock Regional School District is a member district of School Administrative Unit #38. The Monadnock Regional School District is the largest of the three districts.

Member Districts SAU #38 Hinsdale School District, Monadnock Regional School District, Winchester School District

The Individual Districts....

- **Monadnock Regional School District** represents the schools in the towns of Fitzwilliam, Gilsum, Richmond, Roxbury, Surry, Sullivan, Swanzey, and Troy.
- **Hinsdale School District** represents the schools of the town of Hinsdale.
- **Winchester School District** represents the schools of the town of Winchester.

SAU # 38 took its present form in 1967 when the Hinsdale and Winchester Districts joined with the Monadnock Regional School District.

Monadnock Regional School District from 1962 - Present: Superintendents and Assistants for Monadnock Regional School District

From 1962 to the present time the structure of the SAU supporting the Monadnock Regional School District has changed significantly. These changes reflect the changing nature of the programs offered by the district and the changing educational needs of our students. This chronological presentation represents the periods each superintendent served the Monadnock Regional School District.

- 1962 – 1964 **Mr. Paul Clark- Superintendent of Schools**, Ken Hewitt: Assistant Superintendent, Dot Urqhart: Office Manager
- 1964 - 1985: **Mr. Austin Frain - Superintendent of Schools**, Ken Hewitt: Assistant Superintendent, School Psychologist: Dr. Howard Buss (Replaced by Bruce Thielen August 1978), 1980 Claude Lavoie is hired as Computer Operator for the Central Office.
- 1985 - 1988: **Mr. Roger Sundstrom**: Superintendent of Schools, Ken Hewitt: Assistant Superintendent, Bruce Thielen: Director of Special Education , Claude LaVoie: Computer Operator for the Central Office.
- 1988 - 1998: **Dr. William Wheeler:Superintendent of Schools**, Ken Hewitt: Assistant Superintendent, (Replaced by Kathy Holt in 1993), Ken Dassau replaces Bruce Thielen as Director of Special Education in September of 1989, John Menton: Hired as first Business Manager in 1988. July 1990 Mr. Tom Warner hired as Director of Technology.
- 1998 - 1999: **Dr. Elaine Brigman: Superintendent of Schools** (Assistant Superintendent title was changed in 1998 to Director of Curriculum and Instruction): Aminda Nicoloro replaced Kathy Holt in November 1998. Jed Butterfield replaced Aminda Nicoloro in February 1999 and served until July of 1999, Ken Dassau: Director of Special Education, Mr. Tom Warner: Director of Technology
- 1999 – 2000 **Mr. Curtis Cardine Interim Superintendent of Schools**, Ken Dassau became Assistant Superintendent for Student Services in 1999 (effective July 1, 1999) Dr. David Hodgdon replaced Jed Butterfield as Director of Curriculum and Instruction effective July 1999. Tom Warner: Director of Technology, Robert Seymour: Business Manager

History of Monadnock Regional School District: Individual Schools

Monadnock Regional School District was formed in 1962.

Towns represented by this district include: Gilsum, Surry, Richmond, Swanzey, Troy, Fitzwilliam, Roxbury, and Sullivan.

Note: Detail on School Enrollments and Philosophies are Included in the Sections on Size of the District and Programs

Monadnock Senior and Junior High School Founded 1962.

Principals:	1962 to 1989:	Mr. Albert Furlong
	1989 to Present:	Mr. Dan Stockwell

Monadnock Regional High School was considered the most modern high school in the State of New Hampshire in 1962. We are moving towards re-establishing this pre-eminence through our current building projects. Monadnock Regional High School offers a comprehensive education to students in grades seven through twelve.

Over the course of the years Monadnock Regional Junior / Senior High School has been added to and upgraded to accommodate the burgeoning number of students and additional programs. Our district goal, Every Child in the Monadnock Regional School District will be Provided a Safe, Clean, Effective Facility in Which to Learn.” is a focus for the committee currently being assembled to look at the district’s building needs into the first part of the 21st Century.

Elementary Education: History

At the inception of the district the towns represented in the new district consolidated their educational resources. Each town brought its current elementary facilities into the mix along with the land and resources dedicated to education in each community. There have been comprehensive building improvements made during the course of the last decade.

Troy and Emerson School (Fitzwilliam)

Troy, which had its own high school prior to 1962 converted this facility into an elementary school. Troy and Emerson School in Fitzwilliam shared a principal, Mr. Norm Evans from until September of 1994. In this year Karen Craig assumed the role of principal at Emerson and Judy Stetler (1994- 1997) was elected principal of Troy School. Mr. Curtis Cardine is the current principal of Troy School serving since September of 1997. The hiring of a separate principal for these facilities reflected the desire of each town to maintain its local identity at the elementary level. Both schools provide relatively small student populations with comprehensive elementary school programs enhanced district specialists for music, art, and physical education.

Until the mid-90s Troy remained the only facility, besides the new high school, to have a full sized gymnasium. The district is currently adding facilities to each of its elementary schools with major renovations being completed at this time in Fitzwilliam (Emerson School Project).

Surry, Gilsum, and Sullivan

Each of the elementary schools has a full time principal serving with the exception of the northern schools. Student population in Gilsum, Sullivan, and Surry are such that one principal serves all of the community schools in these towns. David Mousette is currently the principal of the northern schools. Each school has a designated assistant principal who serves in Mr. Mousette’s absence. Several additions have been made

to the facilities in the Northern Schools over the years. Gilsum is currently slated to have a major addition which will serve as a community center during the 2000-2001 school year.

Mt. Caesar, Wilcox and Cutler Schools (Swanzey)

When the district formed in 1962 Swanzey had three elementary schools functioning. Mt. Caesar and Wilcox served students in grades 1-3. Kindergarten was added to the program during the late 1980s. Cutler School served grades 4-6. From 1962 – 1980 George Armstrong was the principal at all three buildings. Mr. David Bell assumed this role in 1980. In 1985 Cutler School and Mt. Caesar / Wilcox were assigned their own principals. Cutler received major renovations in 1997-98. Additions have been made to Mt. Caesar several times during the last decade. Mrs. Lil Decoste served as principal at Mt. Caesar until the spring of 1999. Mrs. Betty Tatro is currently the principal at Mt. Caesar and Mr. David Bell is the current principal of Cutler School.

Size of the District:

Monadnock Regional High	Population: 800
Monadnock Regional Junior High	Population: 453
Mt. Caesar Elementary School	Population: 450
Troy Elementary School	Population: 186
Gilsum Elementary School	Population: 68
Cutler Elementary School	Population: 359
Surry Elementary School	Population: 42
Emerson Elementary School	Population: 209
Sullivan Elementary School	Population: 45

of Teachers Monadnock Regional School District: 201 Certified

Total Staff Monadnock:	461
Total Student Population of SAU 38:	4144
Total Student Population MRSD:	2612

Percentage of SAU Population of Students in Monadnock Regional School District: 63.038%

Approximate: 63%

Early Development Opportunities:

Monadnock Regional School District provides the member towns with a comprehensive special education program. Special needs students are served from age 3 on. The director of Special Education conducts a "Child Find" search each year to identify children who may be in need of special education services. Monadnock Regional School District has a pre-school program on site at Mt. Caesar School and Troy School provides a space for Head Start at their facility. This program serves Troy, Fitzwilliam and Richmond. Southwest Community Services provides Head Start opportunities in Swanzey at its own site located on Route 10 in Swanzey. Several of the guidance departments at the elementary level provide parenting classes and outreach programs for pre-school children.

Monadnock Regional High School: Husky Pride

Principal's Report for 1999 - 2000

To the Citizens of the Monadnock Regional School District:

The Monadnock Regional Jr/Sr High School opened the 1999-2000 school year with 1278 students registered. This is approximately the same number that was enrolled the previous year. Consequently, the core facilities remain over crowded and the hallways are congested during passing time. Plans still remain in effect to address these issues in the next 5 year plan with the hope of providing a facility that meets the needs of both the junior high and the high school.

Although space problems continue to be a concern, the efforts made by faculty, staff, students and the community give us reasons to be proud. The community support for an additional Assistant Principal, Mr. John Barth, a former guidance counselor and a Resource Officer, Mr. Wayne Kassotis, has done much to contribute to an even friendlier and educationally productive environment. The community group "Lights and Sound" committee has provided our auditorium with a state of the art facility that allows the fine arts department to improve on what was already an outstanding program. In addition, many community members and organizations contributed time and money that supported the Football Boosters Club in erecting lights on the athletic field. Both of these projects involved raising thousands of dollars.

Our students continue to be accepted at many of the finest colleges and the state wide testing indicated that the 10th grade scored among the top in the Monadnock Region.

On the following pages are listed many of the outstanding accomplishments of our students and staff. The list is by no means all-inclusive.

In summary, we thank the Monadnock communities for supporting an educational program that is positive, healthy and safe for our youth.

Respectfully submitted,

Daniel E. Stockwell, Principal

Sports at Monadnock Regional High School

Boys' Soccer	Varsity	Junior Varsity	Junior High	B Team
Girls' Soccer	Varsity	Junior Varsity	Junior High	
Field Hockey	Varsity	Junior Varsity	Junior High	
Cross Country	Varsity	Junior High		
Football	Varsity	Junior Varsity	Junior High	
Golf	Varsity	Junior Varsity		
Cheerleading	Varsity	Junior Varsity	Junior High	
Boys' Basketball	Varsity	Junior Varsity	Junior High	
Girls' Basketball	Varsity	Junior Varsity	Junior High	
Cross Country Skiing	Varsity			
Weight Room	All Students			
Wrestling				

Clubs at Monadnock Regional High School

Career Association	Equestrian Club	French Honor Society
Yearbook	DAR / Voice of America	Odyssey of the Mind
Student Council	National Honor Society	National Junior Honor Society
Key Club	F.B.L.A.	Peer Outreach
French Club	Technical Students Assn.	Granite State Challenge
Pawprint	Math Counts	Student Rotarians
Fish and Game Club	Class Officers	Jazz Band
8 th Grade Band	7 th Grade Band	Chorus
Show Chorus	Jazz Choir	Polyphonic Choir
Drama	Weight Room	

Monadnock Regional High School 10 Top Seniors 1999

Andrew Cardine, Valedictorian, is the son of Curtis and Rosanne Cardine of Swanzey. He was a member of the Odyssey of the Mind team that twice won second place at the state competition and last year represented New Hampshire at the World Finals in Orlando, Florida after placing first at the state level. His team has won four Ranatra Fusca awards for "extreme creativity", the highest award given by OM. Andrew is the vice-president of the Key Club, an active member of the National Honor Society and is a representative to the Student Council. He is also active in the Keene Kiwanis Club and the Swanzey Lions Club. Andrew is a member of the Granite State Challenge and the Technology Student Association. He plays soccer in both the fall and spring seasons. Academically, he has received the Dartmouth Book Award, the Harvard Book Award, and the Bausch and Lomb Honorary Science Award. He was named a Finalist in the National Merit Scholarship competition and scored an 800 on his math SAT. Andrew has been awarded both the Honors College Scholarship and the Fessenden-Trott Scholarship to the University of Pittsburgh, where he will be studying Mechanical Engineering and History in the fall.

Bryan Russell, Salutatorian, is the son of Josephine and J.C. Russell of Surry. He is a Student Council Representative to the Monadnock School Board, a member of the National Honor Society and the President of the Key Club. Bryan has participated in Soccer, Nordic Skiing and Track. He was a member of the Monadnock Cross-Country Ski team which won the Division 4 State Championships last winter. He was named "Most Valuable Player" for the season. Bryan is a member of the Granite State Challenge and Technology Student Association teams. He was a member of the Odyssey of the Mind team that won the state competition and traveled to Orlando, Florida last year representing the State of New Hampshire. He attended St. Paul's Advanced Studies program, where he studied Astronomy. Brian received his Eagle Scout Award and has been named a New Hampshire Scholar Athlete. In the fall, Brian will be attending St. Lawrence University in New York.

Jill A. Rumba, daughter of Richard and Lynne Rumba of Fitzwilliam, is Treasurer of the National Honor Society and member of Monadnock's Granite State Challenge team. After working on the school's yearbook committee for five years, she became editor this year where she supervised and organized the production of the 1999 yearbook. She is a member of the French Club and French National Honor Society, Peer Outreach, and Student Council. Jill has been named twice to "Who's Who Among American High School Students". She is a member of the MRHS Marching and Concert Band and Chorus and was selected to perform at the Monadnock Valley Music Festival this year. She was involved with the school's musical productions; performing two years and aiding the orchestra for three years. She is a member of her church youth group and a 12 year member of Girl Scouts. Jill has been awarded a Presidential Scholarship to the University of Vermont, where she will be attending this fall.

John Hanrahan is the son of Michael and Karen Hanrahan of Swanzey and Elizabeth Starling of Prescott, Arizona. He is the Vice President of the National Honor Society and a Student Council Representative. John is a member of the MRHS Cross-Country team and the spring track team and was a member of the Monadnock Cross-Country Ski team which won the Division 4 State Championships last winter. He was a

member of the Odyssey of the Mind team that won the state competition and traveled to Orlando, Florida last year representing the State of New Hampshire. He was named "Who's Who Among American High School Students". In the fall, John will be attending Lehigh University in Pennsylvania where he will be majoring in Computer Engineering.

Courtney L. Yardley, daughter of Steven and Jo-Anne Yardley of Roxbury, is a member of the National Honor Society, French Honor Society, and Peer Outreach. She has been an active four year member of the concert and marching bands, and has been a member of the chorus for three years. Courtney played JV softball. She was named to "Who's Who Among American High School Students" and has received the Wellesley Book Award and the Elk's Statewide Scholarship. Courtney has participated in many school orientated trips which included Montreal with the chorus, Florida with the band, France, Morocco, and Italy with the French Club, and has traveled twice to Quebec for the Winter Carnival. She has also traveled to Greece. Courtney will be attending the University of New Hampshire in the fall where she plans to major in Animal Science.

Eva Castor is the daughter of Donald and Susan Castor of Gilsum. She is a member of the National Honor Society, French Honor Society and the French Club. She has been a member of Chorus and the Concert and Marching Bands. She has competed in Cross Country, serving as co-captain her senior year, and Track and Field, attending the Class I State Championship Meet, competing in the 4 X 800. Eva was listed in "Who's Who Among American High School Students" and was a 1999 recipient of the New Hampshire High School Women's Athletic & Academic Award. She has traveled to France, Italy, Montreal, and Quebec City through school sponsored trips and has been involved in various community and school volunteer activities. Eva will be attending the University of Maine at Fort Kent in the fall majoring in French.

Kristine Bergevin is the daughter of Robert and Linda Bergevin of Surry. Kristine was a tri-captain of the Varsity field hockey team, co-editor of the yearbook, Secretary of the Student Council, a member of the National Honor Society, and Secretary of the Senior Class. She is a four-year member of the Marching and Concert Bands, Chorus, and a member of the Polyphonic Choir. She was named to "Who's Who Among American High School Spanish Students" and was a recipient of the Mount Holyoke Book Award. Kristine was awarded an Aquinas Scholarship to Assumption College in Worcester, Massachusetts, where she will be attending this fall with plans to major in Communications and Journalism.

Sarah Jane Petkiewicz is the daughter of Penny Petkiewicz and the late Louis Petkiewicz of Fitzwilliam. She has been a member of the MRHS Marching and Concert Band and Chorus and Polyphonic Choir. Sarah was in the Drama Production of "Steel Magnolias" this spring in the role of Annelle. She is a member of the French Club, the French Honor Society and is President of the National Honor Society. Sarah will be attending the University of Guelph in Ontario this fall where she is planning to major in pre-med.

Kristena A. Jones is the daughter of Alan Jones of Sullivan and Margaret Jones of Troy. She is a member of the National Honor Society and French Honor Society. She was named to "Who's Who Among American High School Students" and received an Athletic/Academic Award from the New Hampshire Commission on the Status of Women. Kristena was a four year member of the Concert, Marching and Jazz bands and a drum major of the marching band and attended George N. Parks Drum Major Academy. Kristena was selected for the Monadnock Valley Music Festival for 2 years and the first chair clarinet this past year. She has participated in Varsity field hockey, Varsity softball, KYHA Girl's Ice Hockey, KYHA Boy's Ice Hockey and was an assistant coach of the initiation Ice Hockey Program. She is a member of the Meadowood County Area Fire Department and the Sullivan Volunteer Fire Department. Kristena is planning to attend Daniel Webster College in Nashua, NH this fall where she has received a merit scholarship and plans to major in Air Traffic Control.

Michael Burns is the son of Richard Burns of Richmond and Maureen Burns of Fitzwilliam. He is a member of the National Honor Society, Future Business Leaders of America, and the French Honor Society. He threw shot put and discus for the spring track team. He is a recipient of the John F. Kennedy Book Award and was named to "Who's Who Among American High School Students". Michael will be attending the University of New Hampshire in the fall where he will study Biochemistry.

SandieRose Grant, daughter of Marianne and Donald Earl Grant Jr., is a member of the Honor Society, Key Club and the F.B.L.A. She has tutored and has been a member of the International Foreign Language for Spanish which has included two awards. SandieRose has played softball and is involved with religious activities with Cornerstone Baptist Church. In the fall, she will be attending Marymount University in Arlington, Virginia, where she plans to major in Pre-law.

Elementary Programs

Academic Programs

Academic programs at the Monadnock Regional School District's elementary schools are very strong. Each school building has a designated staff member on the district's CORE CURRICULUM TEAM which is a group of teachers, administrators and central office personnel who gather monthly to work on district wide curriculum design and implementation. In addition each school has a designated SCIENCE MENTOR teacher who is part of the districts science curriculum team

■

Wednesday, January 05, 2000

Monadnock Regional School Board

Re: Collective Bargaining Agreement

I proofed the NEA's version of the Agreement with the Support Staff for 2000/2001 and made several pen & ink changes, all of which the Union agrees with. In order to get this draft to you asap, I am mailing my annotated copy and will receive the final hard copy next week.

Highlights of the contract include:

- A strong scope of agreement statement, para 2.2 page 4
- Association pays for use of "expendables" para 4.5, page 7
- Evaluation, Article V, is not a "formal, announced in advance" process as it is with teachers. The union proposed this, we rejected it, and ended up with language that is not intrusive into management's rights and ability to observe daily.
- Holidays count for the purpose of hours worked in excess of 40, but we did not agree to sick days as counting..... that is a good thing.; 6.4A, page 10
- Money set aside for staff training (para 6.9) ; we rejected money for college courses taken as per the teachers' contract; we retain the right to decide what training support staff receives (para 6.9) and it is not appealable (para 6.9)
- We were successful in adding "if qualified" to para 6.10, last line; a subtle but important caveat.
- We rejected union proposal to lower full benefits threshold to 30 hours vice 35 hours; if we agree it would have cost approx \$300,000!
- Union proposed paid leave under Family Medical Leave Act ; we successfully rejected and said it would remain unpaid.; para 10.4 page 16
- "Paraprofessional" agreed to rather than union's proposal to classify support staff as "professional" ; again, a seemingly minor distinction that really is not.

-- Union asked for "just cause for discharge." para 11.3 and 13.4 ; we agreed to a lesser standard (i.e. "progressive discipline" ; this is huge.

-- We introduced 90 day probation period for new hires ; and we may discharge them "without an explanation and with no recourse to grievance" para 13.5 .

-- We rejected duration "evergreen" clause and successfully proposed our own (my pen and ink, para 15.1)

-- Union proposed sick bank we rejected as administratively burdensome and countered with a disability insurance..... agreed to; para 2, page 30

-- Union agreed "off scale placement of aides" when unusual circumstances call for a wage adjustment. This is something that Principals wanted and will be used judiciously..... para C (3) page28

-- Wage settlement at 3.6 percent..... when we went into mediation the union was at 5.2%..... year two we have a tentative 4% ; suggested by the mediator and that sealed the deal..... However, it will still take a warrant and voter approval for the 4% in 2001.....

These are some of the major points; a first agreement is always a challenge. I thank Bill, Dixie and Deb for their assistance. I recommend the Board ratify next Tuesday... Regards, Bob

Bob

cc: Curt and A Team

AGREEMENT

This agreement entered into this 11th Day of January 2000, by and between the Monadnock Regional School District Board, hereinafter called the "Board" and the Monadnock Support Staff Association, affiliated with the New Hampshire Education Association and the National Education Association, hereinafter called the "Association." Except as otherwise provided herein, the parties agree to negotiate subject to the provision of RSA 273-A.

*Agreement Between the Monadnock Regional
School District Board and the
Monadnock Support Staff Association*

July 1, 2000 - June 30, 2001

DEFINITIONS

SCHOOL: The term "School," as used in this Agreement, means any work location or functional division maintained by the Board where instruction or supervision as assigned by the District, as required by the State, is offered to the children enrolled in the Monadnock Regional School District.

EMPLOYEE: The term "Employee," as used in this Agreement, means a person employed by the Board as defined in Article 1, Section 1, of this Agreement.

REPRESENTATIVE: The term "Representative," as used in this Agreement, means the Association Representative(s).

PERSON: The term "Person," as used in this Agreement, means a person employed by the Board as defined in Article 1, Section 1, of this Agreement.

PELRB: The term "PELRB," as used in this Agreement, means the New Hampshire Public Employee Labor Relations Board.

BARGAINING UNIT: The Monadnock Support Staff Association as certified by the PELRB.

NON-BARGAINING UNIT: Employees of the School District who are not included in the group of employees included in the PELRB certification.

ARTICLE I RECOGNITION

- 1.1 For purposes of collective negotiations, the Board recognizes the Association as the exclusive representative of all employees of the Monadnock Regional School District as certified by the PELRB.
- 1.2 Unless otherwise indicated, the term "^{employee}employer," when used in this Agreement, shall refer to employees represented by the Association in the negotiating unit as defined in Section 1.1 of this Article 1, and reference to male employees shall include female employees.
- 1.3 Except as otherwise provided in this Agreement, or otherwise agreed to in writing between the parties, the determination of policy, the operation and management of schools, and the control, supervision, and direction of the staff are vested exclusively in the Board.

ARTICLE II SCOPE OF AGREEMENT

- 2.1 The parties understand that the Board and the Superintendent may not lawfully delegate powers, discretion and authorizations which by law are vested exclusively in them, and this Agreement shall not be construed so as to limit or impair their exclusive statutory powers, discretion and authorities. Agreements reached pursuant to Article III hereof shall not constitute a waiver of and shall not be construed in derogation of such powers, discretion and authorities.
- 2.2 The Board's personnel policies, regulations, and procedures concerning the functions, programs, methods, organizational structure, and direction of personnel which are in effect and are incorporated herein, provided that they are not in conflict with this Agreement. Such policies, regulations, and procedures may be amended by the District, provided they are not in conflict with this Agreement or modifications mutually agreed to in writing by the parties and with the understanding that this provision does not constitute a waiver of the Association's right to bargain over substantive changes in terms and conditions of employment which may result from such amendment(s), in accordance with RSA 273-A

ARTICLE III NEGOTIATION PROCEDURE

- 3.1 On or before September 1 of the prior year in which this agreement is to expire either party may initiate negotiations in accordance with RSA 273:A. The parties shall meet not later than September 15th, at which time the Association shall submit its proposals, unless another date is mutually agreed to by the parties.
- 3.2 The Negotiating Committee of the Board and the Negotiating Committee of the Association shall have authority to reach a complete agreement, subject to ratification by the Board and the qualified voting members of the Association covered by this Agreement.
- 3.3 Any agreement reached shall be reduced to writing and signed by the Board and the Association. Any agreement reached which requires the expenditure of additional public funds for its implementation shall not be binding on the Board, unless and until the necessary appropriations have been made by the Annual School District Meeting. The Board shall make a good faith effort to secure the funds necessary to implement said agreements.
- 3.4 If, after discussion of all negotiable matters, the parties fail to reach agreement, either party may declare impasse. In the event of impasse, the rules and procedures for "Resolution of Disputes" as outlined under RSA 273:A-12 shall be followed.
- 3.5 The cost for the services of the mediator and/or fact finder including per diem expenses, if any, will be shared equally by the Board and the Association.
- 3.6 Determinations and/or recommendations under the provision of Section 3.4 of this Article III will not be binding on the parties in accordance with RSA 273:A
- 3.7 If the monies to fund the economic provisions are not appropriated as provided in this Article III, Section 3.3 and/or if either party rejects the recommendations set forth in this Article III, Section 3.6, then the parties shall do the following:
 - A. The appropriate party shall notify the other party of its intent to renegotiate the provisions of this Agreement, and:
 - B. If either negotiating team rejects the neutral party's recommendations, his/her findings and recommendations shall be submitted to the full membership of the employee organization and to the Board of the public employer, which shall vote to accept or reject so much of his/her recommendations as is otherwise permitted by law.
 - C. If either the full membership of the employee organization or the public employer rejects the neutral party's recommendations, his/her findings and recommendations shall be submitted to the legislative body of the public

employer, which shall vote to accept or reject so much of his/her recommendations as otherwise is permitted by law.

D. If the impasse is not resolved following the action of the legislative body, negotiations shall be reopened. Mediation may be requested by either party and may involve the Board of the public employer if the mediator so chooses.

3.8 The parties may, by mutual agreement, pass over mediation and go directly to fact finding.

3.9 Neither party in any negotiations shall interfere with the selection of the negotiating or bargaining representatives of the other party.

ARTICLE IV ASSOCIATION RIGHTS

- 4.1 The Association will have the right to use school buildings at reasonable times, without cost, for meetings. Request for the use of buildings will be made to the Principal in advance.
- 4.2 The Association, upon request, will be scheduled on the agenda at building meetings or orientation programs as determined by the Principal to present brief reports and announcements.
- 4.3 The Association will have the right to post notices on its activities and matters of employee concern in employee workrooms and shall continue to have the use of the district mail box system.
- 4.4 Upon notification by an employee (see ^{Need correct F} Appendix ~~D~~ attached hereto), the Board shall deduct association dues and forward such deductions to the Association treasurer. The Board shall be held harmless from any and all claims in connection therewith.
- 4.5 The Association may, with permission from the Building Principal, use school equipment normally used by employees for Association activities. However, expendable material will be at the expense of the Association and shall in no event exceed the actual costs to the District as determined by the Superintendent. If the Association uses school district copiers for Association business, the Association shall log the number of copies and reimburse the District at the rate of two (2) cents per copy. Payment shall be made within thirty (30) days of using the copier and payment shall be made to the SAU 38 Business Office.
- 4.6 Rights granted to the Association under this Article IV shall not, in the judgment of the Board, be disruptive or injurious to the Monadnock education system, its students, the faculty, or administration, nor in violation of any of the provisions of this Agreement. In making judgments under this section, the Board shall not be arbitrary or capricious.
- 4.7 During the term of this Agreement, the rights and privileges set forth in this Article shall not be granted to any other bargaining agent.
- 4.8 Request under the provisions of this Article shall mean permission and shall be made to the Building Principal, or his designee. Rights exercised under this article shall be coordinated by the Building Principal or his/her designee.
- 4.9 Employees shall suffer no loss of pay in the conduct of negotiations which occur during normal working hours, or in the filing or processing of grievances under the Agreement.
- 4.10 Leave shall be granted to employees for the purpose of attending the New Hampshire Education Association Delegate Assembly Convention. This shall be limited to no more

than four (4) employees on one day per school year and no more than two (2) employees from any small elementary school. A small school is defined as any elementary school having ten (10) or fewer employees.

ARTICLE V EVALUATION

- 5.1 The parties recognize the importance and value of a procedure for assisting and evaluating the progress and success of both newly employed and experienced employees for the purpose of improving work performance, and, when work performance is below acceptable standards, to establish a record for the purposes of taking remedial and/or disciplinary action.
- 5.2 The employee will be given a copy of the written evaluation report prepared by the evaluator. Before copies are forwarded to any other administrator, the employee shall have the right to append a rebuttal. The forms will then be signed by the employee and forwarded to the administration. Such signature shall indicate only that the report has been read by the employee and in no way indicates agreement with the contents thereof.
- 5.3 The parties recognize and agree that, subject to the provision of this Article V, evaluation is a supervisory function. Any performance issue shall be brought to the attention of the employee within a reasonable timeframe, whether or not discipline will be imposed.
- 5.4 Each new employee in the Monadnock school system shall be made aware of the school district's evaluation plan and the criteria, goals, and objectives associated with it. The Association shall have the right to contribute input and to meet and confer; but in any event, the Board shall make the final determination with respect to any plan. The Board will apply the same plan throughout the district.
- 5.5 Each employee shall be entitled to access his personnel file during regular office hours upon notice to the Superintendent or his designee except in an emergency situation, in which event the information will be made available as soon as is reasonably possible.
- 5.6 The employee shall have the right to make appropriate response to any material contained in his personnel file and such response shall be made a part of the said personnel file. Reproductions of such material may be made by hand or copying machine, if available.

ARTICLE VI TERMS OF EMPLOYMENT

- 6.1 Employees who work during the academic year only shall be called school-year employees. The academic year is defined as no more than 185 days.
- 6.2 Employees who work during the academic year and whose work extends beyond the academic year shall be called extended-year employees.
- 6.3 Employees who work during the calendar year shall be called calendar-year employees.
- 6.4 Overtime compensation for employees shall be as follows:
- A. Hours worked, including ~~sick time~~ ^{Holidays}, in excess of forty (40) hours per week shall be compensated at one and one half times the employee's regular straight rate of pay.
 - B. There shall be no pyramiding of overtime pay.
 - C. In the event that the employer offers compensatory time off in lieu of overtime payment, the election of time off or pay shall be the employee's.
- 6.5 An employee shall receive a minimum of two (2) hours pay whenever he/she is called into work to handle an emergency.
- 6.6 Except for unusual circumstances, employees shall be notified of their assignments for the next year on or before May 31.
- 6.7 The Association may submit suggestions regarding the school calendar on or before November fifteenth (15th) of the preceding year. The Association may also submit suggestions in the event that the Board determines that the calendar may be modified. The Board shall have the right to establish the school calendar and to make appropriate changes at any time. Such action by the Board shall not be subject to the grievance procedures of this Agreement.
- 6.8 The District will continue its practice regarding attendance at District-sponsored workshops. The District may require an employee to attend a course or workshop at no cost to the employee.
- 6.9 (A) The Board will set aside an annual fund of \$18,000 for the purpose of funding staff development for support staff including courses and workshops which are relevant to the employee's classification.
- 6.9 (B) The request shall be made to the employee's supervisor who shall review the request with the curriculum coordinator, if appropriate.

- 6.9 (C) If the request is denied, the employee has the right to appeal the decision to the Superintendent whose decision shall be final.
- 6.9 (D) The employee must satisfactorily complete the course or workshop in order to receive reimbursement.
- 6.9 (E) Employees are encouraged to apply for reimbursement in advance of taking the course or workshop. Funds will be allocated on a first come, first served basis. In the event that all funds are not encumbered by April 15 of any year, any employee who has qualified expenses beyond \$150 may apply for additional funds. In the event that post-April 15 applications exceed funds available, those funds will be paid on a pro-rated basis.
- 6.10 (A) Vacancies and Promotions: For purposes of this Section 6.10, a vacancy shall mean any opening which the Board has decided to fill and which is covered by this Agreement. This shall include any new positions, openings due to separation from service, transfers, and promotions. In the event that two or more employees apply for a vacancy, the senior employee, if qualified, shall be given the position.
- 6.10 (B) During the school year, as soon as the Board determines if a vacancy exists, notices will be posted on the official bulletin board in each school as soon as the administration is aware of such vacancies. Such notice shall remain posted for ten (10) consecutive days, excluding Saturday and Sunday. Such notice shall contain the date of posting, job title, and the name of the person to which the application is to be submitted. After July first (1st), notices will be posted in the School Administrative Unit Office. A copy of all vacancies shall be forwarded to the Association as soon as the administration is aware of such vacancies. The Association shall be responsible for notifying the administration where to send said notices.
- 6.11 Employees shall not be required to transport students in their personal vehicles.
- 6.12 Employees shall not be required to work in unsafe or hazardous conditions.

ARTICLE VII RATES OF PAY

- 7.1 The Compensation Plan and its application are set forth in Appendix A attached hereto.
- 7.2 Employees new to the District will be paid no later than the first full district pay period that they work.
- 7.3 Employees who work during the school year will have the option to choose one of the following payment schedules, with or without credit union deductions. This provision applies only to employees who have at least two (2) years' employment in the District.
1. Twenty-two bi-weekly payments during the period of service.
 2. Twenty-two bi-weekly payments based on twenty-six pay periods. Final payment: one lump sum (balloon) payment at the end of the school year.
 3. Twenty-six bi-weekly payments during the period of service.
 4. Employees shall notify the School Administrative Unit Office, in writing, no later than August 15th, of their method of payment for the coming year. Their selection will be in effect for that school year.
- 7.4 Employees who work shifts other than first shift shall receive a shift differential in accordance with the rates set forth below:

Weekdays	\$.35 per hour
Weekends	\$.50 per hour

ARTICLE VIII INSURANCE

- 8.1 The Board agrees to maintain in effect single, two (2) person and family insurance plans as selected by the employees so long as they remain employed by the Monadnock Regional School District. Changes in the carrier may be made by mutual agreement. A summary of the benefits to be provided under said plan is set forth in Appendix B hereto. Any employee who works in a position scheduled for 17.5 hours per week or more shall receive insurance benefits.
- 8.2 For the length of this Agreement, the Board agrees to provide sufficient liability coverage so that every employee is insured up to one million dollars (\$1,000,000.00) for each incident.
- 8.3 The Board shall provide, without cost to the employee, group term life insurance in a sum of one time the employee's yearly wage up to the nearest thousand, with a minimum coverage of ten thousand dollars (\$10,000.00).
- 8.4 An employee on unpaid leave shall have the option of continuing his/her insurance coverage(s) at the group rate, provided that she/he pays the District for the appropriate premiums where such coverage is not prohibited by the carrier.

ARTICLE IX GRIEVANCE PROCEDURE

9.1 Definition

A "grievance" is a claim based upon an event or condition which affects the welfare and/or terms and conditions of employment of an employee or group of employees based upon the interpretation, application, or violation of any of the provisions of this Agreement. An "aggrieved employee" is the person or persons making the claim. All time limits specified in this Article shall mean calendar days.

9.2 Purpose

The parties acknowledge that it is more desirable for an employee and his immediately involved supervisor to resolve problems through free and informal communications. Grievances which are not satisfactorily settled in an informal way shall be reduced to writing (see Appendix E attached hereto) and referred to the following formal grievance procedure (and a copy shall be sent to the immediate supervisor).

9.3 Right of Representation

An employee covered by this Agreement shall, under this Article, have the right to have an Association representative present at any time, subject to his requesting such representation.

9.4 Time Limit

A grievance to be considered under this procedure must be initiated in writing by the employee within 45 calendar days of its occurrence, or within 45 calendar days of when the employee should have known of its occurrence.

9.5 Formal Procedure

The grievance shall state the specified alleged violation or condition with proper reference to the contract Agreement. It shall also set forth names, dates and any other related facts which will provide a sound basis for a complete understanding of any such grievance.

LEVEL A. Within seven (7) days of receipt of a formal grievance, the Building Principal shall meet with the aggrieved employee. Within ten (10) days following any such meeting the Principal shall give his/her answer in writing. If the grievance is not settled at this level, then it may be referred to Level B within ten (10) days of the receipt of an answer given at this level.

LEVEL B. Within ten (10) days of a grievance being referred to this level, the Superintendent (or his/her designee) shall meet with the participants of Level A and examine the facts of the grievance. The Superintendent shall give his/her answer within ten (10) days of any such meeting. If the grievance is not settled at this level, then within ten (10) days from receipt of the answer rendered at this level, the grievance may be referred to the School Board.

LEVEL C. The Board or committee thereof shall meet with the participants of Level B and examine the facts of the grievance. The School Board shall meet with the Association at its next regularly scheduled Board meeting following the receipt of the grievance or within thirty (30) days of the receipt of the grievance, whichever is sooner. The Board shall submit its written response within fifteen (15) days of the meeting.

LEVEL D. If the grievance remains unsettled, then the matter may be referred by the Association to arbitration. If the matter is referred to arbitration, then the parties shall apply to the American Arbitration Association to name an arbitrator under the rules and procedures then obtaining of the service. The arbitrator shall use his/her best efforts to arbitrate the grievance, but he/she shall have no power or authority to do other than interpret and apply the provision of this Agreement and he/she shall have no power to add to or subtract from, alter, or modify any of the said provisions. The arbitrator's decision shall be advisory on both parties. The parties agree to share equally in the compensation and expenses of the arbitrator.

- 9.6 Time periods specified in this procedure may be extended by mutual agreement.
- 9.7 Upon selection and certification by the Association, the Board shall recognize an Association Grievance Committee.
- 9.8 Grievance(s) of a general nature, or involving the Superintendent, may be submitted by the Association to Level B. A copy will be given to the building principal.
- 9.9 A grievance, in order to be considered further, must be forwarded to the next appropriate level within ten (10) days from receipt of the answer given at the preceding level.
- 9.10 Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits (unless extended by mutual agreement) shall permit the aggrieved person to proceed to the next level.
- 9.11 The parties agree that employees covered by this Agreement shall enjoy freedom from restraint, interference, coercion, discrimination or reprisal in presenting or appealing any personal grievance(s).
- 9.12 Grievances shall not be made a part of any employee's personnel file or used in making employment references.

ARTICLE X LEAVES OF ABSENCE

- 10.1 It is agreed that the use of leave days will be confined to purposes provided in this Article X. *from paragraph 10.1 of the previous contract of employees excluding*
- 10.2 (A) Employees shall accrue sick days according to the following:
- | | |
|---------------------------|-------------|
| Calendar year employees | 12 per year |
| Extended year employees – | 11 per year |
| School year employees – | 10 per year |
- 10.2 (B) Sick leave will be prorated according to the number of hours for which the employee is regularly scheduled.
- 10.3 Employees who become pregnant are expected to notify their principal of their expected due date at least ninety (90) days prior except in cases of emergency. The Board may request medical evidence of continued ability to perform duties adequately. Disability due to pregnancy shall be considered personal illness and shall be covered under 10.2 while the employee is actively employed by the District. Newly hired employees shall be permitted to use up to ten (10) days of leave before earning such leave in their first year of employment. In the event that the employee separates from employment before he/she earns the number of sick leave taken, the balance shall be deducted from any final paycheck.
- 10.4 (A) Employees shall be entitled upon request to ^{an unpaid} leave of absence for child-rearing purposes for a period of up to fifteen months. Such leave includes the birth or adoption of a child and shall commence with the birth of the child or when the adopted child is physically turned over to the employee (or earlier, if required by circumstances).
- 10.4 (B) Such leave will be unpaid ~~except for the portion of leave~~ which may be covered by the Family and Medical Leave Act (FMLA) and the District's FMLA Policy.
- 10.4 (C) Whenever possible, the employee requesting child-rearing leave shall notify his/her supervisor of his/her intent at least ninety (90) days prior to the date of the commencement of leave.
- 10.4 (D) The employee's position shall be held open for up to fifteen months and, upon return, he/she shall be returned to his/her former position. School year employees are encouraged to return to work at the beginning of a marking period in order to minimize disruption of the school system. If for any reason the employee's position has been eliminated while he/she is on leave, that employee shall be offered the first available position for which he/she is qualified, subject to the seniority, layoff, and recall provisions of this Agreement.

- 10.5 The Board agrees to provide a short term disability policy for each employee. A summary of the benefits to be provided under said plan is set forth in Appendix B, hereto.
- 10.6 When requested, employees shall receive bereavement leave with full pay per occurrence, as follows:

- A. One (1) day for aunt, uncle, nephew, niece, cousin, or close personal friend.
- B. Three (3) days for in-laws, grandparents, or siblings.
- C. Five (5) days for spouse, child, or parent.

The Board may extend such leave at its discretion.

- 10.7 An employee who is absent due to a work-connected illness or accident (^{worker's} ~~Workmen's~~ Compensation) shall, if requested by such employee, receive his net difference between Workmen's Compensation payments and his/her full pay at his/her applicable salary rate and such payment by the Board shall continue until any such employee has used all of his/her accumulated sick pay. Thereafter, he/she shall continue to receive only those monies paid to him/her under the provision of the ^{worker's} ~~Workmen's~~ Compensation Law of the State of New Hampshire. Amounts paid by the Board under the provisions of this Section shall be subject to usual and customary payroll deductions (taxes, et cetera). In no event shall any employee receive monies in excess of the regular net earnings to which he was entitled prior to any such Workmen's Compensation claim. Deductions to the employee's sick leave shall be pro-rated as follows: one half (1/2) day if the net difference is less than fifty percent (50%), and one (1) full day if fifty percent (50%) or more. Proration is based upon the employee's normal workday.
- 10.8 Military leave of absence shall be granted by the Board in accordance with state and federal statutes.
- 10.9 An employee called as juror will receive his/her normal paychecks and will sign over to the district his/her juror earnings.
- 10.10 An employee called to serve not more than a fourteen (14) day annual training tour of duty with the National Guard or Armed Forces Reserves will be paid the difference between his pay for such government service and the amount of earnings lost by him for reason of such service based on the employee's regular daily rate.
- 10.11 Employees will be encouraged to take ^{Paraprofessional} ~~Professional~~ and/or training days for the benefit of the school district. ~~Professional~~ days, with or without pay, shall be at the sole discretion of the Superintendent of Schools, or his designee.
- 10.12 The Board will grant three (3) paid personal leave days per year (non-cumulative) to employees to conduct important affairs which cannot be accomplished at any other time. Leave shall be granted provided the employee follows the procedure outlined below:

- E 20
- a. Employees shall submit written notice (Appendix ~~1~~ 1),
 - b. Twenty-four (24) hours notice shall be provided except in emergencies,
 - c. Days before holidays and vacations shall normally be excluded.

The intent of the parties is that personal leave shall not be used for social affairs, pleasure trips or recreation.

- 10.13 Employees who work for three continuous months without missing a day of work shall receive an earned day off which may be taken in accordance with Article XVII.
- 10.14 Leaves for any and all other reason(s), paid or not paid, shall be granted at the discretion of the Board.

ARTICLE XI SENIORITY, LAY OFF AND RECALL

11.1 No later than sixty (60) days following the ratification of this agreement, and by every September 30 thereafter, the employer shall prepare a seniority list. Seniority is defined as length of unbroken service within the bargaining unit and shall be computed from the employee's first day of work. In the circumstance of more than one (1) individual having the same first day of work, all individuals so affected will participate in a drawing to determine placement on the seniority list.

11.2 The seniority list shall be prepared by the Employer and verified by the Association. A copy of the list shall be available in all buildings of the district by November 1st of each year. A copy of the seniority list and subsequent revisions shall be forwarded to the Association.

The School Administrative Unit Office will develop a list of employees separating the staff into the following categories:

- A. Paraprofessionals: Tutors, Instructional Assistants, and Library Assistants
- B. Custodians
- C. Secretaries
- D. Maintenance

11.3 All seniority, excepting as provided below, is lost when employment is severed by resignation, retirement, ^{or} discharge, ~~for cause~~. However, seniority is retained if severance of employment is due to layoff (RIF) or approved leaves of absence. In cases of layoff, employees so affected shall retain all seniority accumulated as of the effective date of layoff or leave of absence.

11.4 (A) When the School Board makes a decision to reduce the number of employees within one or more of the bargaining unit classifications, employees within that classification or classifications shall be laid off based on their seniority as described in 11.1 above, unless a less senior employee is demonstrably more qualified than the senior employee. In the case of paraprofessionals who are tutors, the evaluation of qualifications shall include an analysis of the student's needs as set forth in the student's IEP.

11.4 (B) Employees who have previously worked in another classification shall have the option to fill a vacant position in that classification instead of being laid off. He/she shall retain the right to be recalled to their original position for twenty-four (24) months.

11.5 Recall rights shall be consistent with the criteria established for layoffs.

- A) Recall rights shall be for a period of twenty-four (24) months from the last date of employment in the district.
 - B) To be eligible for recall, each employee shall be responsible for notifying the district by certified mail, return receipt requested, of their wish to remain on the recall list. Such notice shall be postmarked between January first (1st) and March fifteenth (15th) of each year.
- 11.6 Refusal of an offer from the Employer of a like position from which the employee was laid off or failure to respond within thirty (30) days of the receipt of a written offer of a position made by the Employer shall be cause for termination of recall rights.
- 11.7 Notifications of recall shall be in writing. The notification shall be sent by certified mail to the employee's last-known address. It shall be the employee's responsibility to notify the Employer of any change of address.
- 11.8 Recalled employees shall be entitled to all benefits as provided herein.

ARTICLE XII

STRIKES AND SANCTIONS

- 12.1 The Association and the Board subscribe to the principle that differences shall be resolved without interruption of the school program. The Association, therefore, agrees that it will not sponsor or support any strike, sanction, or work stoppage, nor will the Association sponsor or support any other concerted refusal to perform work by the employees covered by this Agreement, nor will the Association sponsor or support any instigation thereof, during the life of this Agreement, nor shall the Board engage in any form of lockout against employees. The terms and conditions of this Article shall apply only to this school district.

ARTICLE XIII

MISCELLANEOUS PROVISIONS

- 13.1 If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- 13.2 The Board and the Association agree that there shall be no discrimination and that all practices, procedures and policies of the school system shall clearly exemplify that there is no discrimination in the hiring, training, assignment, promotion, transfer or discipline of teachers, or in the application or administration of this Agreement on the basis of race, creed, color, religion, national origin, sex, domicile, marital status, orientation, age, membership and/or activity in the Association.
- 13.3 Copies of the Agreement shall be printed at the expense of the Board within thirty (30) days after the Agreement is signed and presented to all employees now employed or hereafter employed by the Board.
- 13.4 No employee will be formally disciplined without being afforded prior notice of the alleged infraction, an adequate opportunity to respond and rebut the allegations, and Association representation. The District will adhere to the principle of progressive discipline, provided that lesser forms of discipline may be omitted in cases of serious misconduct. A grievance alleging a violation of this provision may be appealed in accordance with Article IX.
- 13.5 Newly hired employees shall serve a probationary period of ninety (90) days during which time an employee may be dismissed or discharged without an explanation and with no recourse to the grievance and arbitration provision. Probationary employees shall be covered by benefits and salary, except for health insurance as set forth in Appendix B.

ARTICLE XIV RETIREMENT

- 14.1 After twenty (20) or more years of service in the District, retirees shall receive \$50.00 for each year of service. Employees who are planning on retiring must notify the board of such eighteen (18) months before the day they plan to retire.

**ARTICLE XV
DURATION**

- 15.1 This agreement shall continue in full force and effect until twelve o'clock midnight, JUNE 30, 2001, and from year to year thereafter, unless written notice of a desire to reopen the Agreement is given by either party to the other by registered or certified mail on or before September 1 of any year.
- 15.2 This Agreement may be extended from time to time beyond its expiration date by written mutual agreement of the representative of the Monadnock Regional School District and the Monadnock Support Staff Association.

→ 15.1 Unless otherwise specified, this Agreement and its terms shall become effective on the date ratified and executed by the parties thereto and shall continue and remain in force and effect to and including June 30, 2001, when it shall expire unless an extension is agreed to by both parties in writing prior to such date.

ARTICLE XVI
NOTICE UNDER AGREEMENT

- 16.1 Whenever written notice to the Board is provided for in this Agreement, such notice shall be addressed to the Monadnock Regional School District Board Chairman, 600 Old Homestead Highway, East Swanzey, New Hampshire 03446
- 16.2 Whenever written notice to the Monadnock Support Staff Association is provided for in this Agreement, such notice shall be addressed to the President of the Monadnock Support Staff Association at his/her current address.
- 16.3 Either party, by written notice, may change the address to which future written notices shall be sent.

**ARTICLE XVII
HOLIDAYS AND VACATIONS**

- 17.1 (A) Employees are eligible for holiday pay at their appropriate rate pro-rated for the number of hours that they would regularly be scheduled to work.
- 17.1 (B) Calendar year employees shall receive ten (10) paid holidays and two (2) floating holidays.
- 17.1 (C) Effective July 1, 1999 school year and extended year employees shall receive Thanksgiving Day, Christmas Day, and New Year's Day as paid holidays.
- 17.1 (D) Effective July 1, 2000, school year and extended year employees shall receive eight (8) paid holidays.
- 17.1 (E) Effective July 1, 2001, school year and extended year employees shall receive ten (10) paid holidays.
- 17.1 (F) Employees who are required to work on a holiday not part of their regular schedule shall receive one and one-half (1 ½) times their appropriate straight time rate, plus their holiday pay. The Board reserves the right to pay employees in lieu of any holiday time off.
- 17.2 Calendar year employees shall be eligible for vacation pay. Employees shall earn vacation days per year at the following rates:
- 17.2 (A) Effective July 1, 1999:
- | | |
|--------------|---------|
| 0 – 8 years | 10 days |
| 8 plus years | 15 days |
- 17.2 (B) Effective July 1, 2001:
- | | |
|---------------|---------|
| 0 – 8 years | 10 days |
| 8 – 15 years | 15 days |
| 15 plus years | 20 days |
- 17.3 Calendar-year employees shall be granted vacation for times which they request, subject to the essential operating needs of the District. In making decisions regarding essential operating needs, the supervisor shall be fair and shall not be arbitrary or capricious.

- 17.4 In the event that two or more employees request vacation for the same time and essential operating needs require that an employee(s) not be granted vacation, the most senior employees shall receive vacation.
- 17.5 Employees may carry vacation over from one year to the next provided that no more than ten (10) days may be carried over in one year. However, an employee who is requested to work and who otherwise would lose vacation days shall be permitted to carry over more than ten (10) days from one year to the next.

APPENDIX A
MONADNOCK REGIONAL COMPENSATION

- A. The compensation, for purposes of the Agreement, is set forth in Appendix attached hereto.
- B. Newly-hired employees without experience, hired during the term of this Agreement, will be placed by the Superintendent at their appropriate compensation level set forth herein.
- C. Newly hired employees with experience, hired during the term of this Agreement, will be placed by the Superintendent at the same salary as all other employees then currently employed who have the same experience. Experience is defined as work experience in an equivalent position and shall be evaluated as follows:
 - 1.) In public education: year for year placement.
 - 2.) In the private sector: one (1) year placement for every two (2) years' experience.
 - 3.) Off Schedule Placement for Aides. An aide vacancy may be placed off the standard wage schedule when unusual qualifications for special education student service calls for a special wage adjustment. While the Board retains the right to assign an adjusted wage, the Board agrees to meet and confer with the Association prior to assigning the wage. Any position scheduled for off-schedule placement shall be subject to internal posting.
- D. Steps on the compensation schedule equals years of experience.
- E. Effective July 1, 2000, each employee shall have his/her current salary increased by 3.6 per cent.
- ~~F. The parties shall develop a mutually agreeable wage distribution effective July 1, 2001, whose total impact shall be 4 per cent which shall be appended to the Agreement.~~

APPENDIX B INSURANCE

HEALTH AND ACCIDENT INSURANCE

1. ~~(A)~~ The Board agrees to pay 90% of the current year's cost of the family, family BC/BS plan Blue Choice, including the so-called major medical rider and chiropractic benefits for all employees working 40 hours per week. Employees who work at least 17.5 hours per week shall receive 90% of the current year's cost of single premium and 50% of dependent coverage paid by the Board.
1. ~~AB~~ Effective July 1, 2000, the Board agrees to pay 90% of the current year's cost of the family BC/BS Plan Blue Choice, including the so-called major medical rider and chiropractic benefits, for all employees working 40 hours per week. Employees who work at least 17.5 hours per week shall receive 90% of the current year's cost of single premium and 60% of dependent coverage paid by the Board.
2. Employees may elect single, two (2) person or family coverage.
3. An employee must enroll as a member of one of the selections under the provision of B-2 above in order to be eligible for benefits or contributions set forth herein.
4. The difference between the Board's maximum contribution set forth in B-1 above and the actual cost to the Board to provide the coverage selected by an employee under B-2 above will be payroll deducted from the appropriate payroll period(s) by the Board.
5. Coverage shall be effective the first month following the 40th work day.

DENTAL

The Board agrees to pay each year 90% of the current year's Delta Dental Insurance Plan for all employees working at least 40 hours per week. Employees who work at least 17.5 hours shall receive 90% of the current year's cost of single premium and 50% of dependent coverage paid by the Board.

DISABILITY

1. Long Term Disability

The Board agrees to pay for a long-term disability insurance policy, with a 90 day waiting period, with benefits to age 65, affording 60% of pay to a maximum of \$3,500.00 per month.

2. Short Term Disability

The Board agrees to pay for a short-term disability insurance policy which begins on the eighth day of illness or the first day of an accident for a period not to exceed twenty six (26) weeks. This plan shall provide income replacement of sixty (60) per cent of an employee benefit with a maximum weekly benefit of ~~\$800~~
600.

3. In order to be eligible for either disability plan, an employee must first have exhausted his/her own sick leave.

**APPENDIX C
GRIEVANCE REPORT FORM**

Grievance No. _____ School District _____

To _____
(Name of Principal)

Complete in triplicate with copies to:

1. Principal
2. Superintendent
3. Association

School: _____

Name of Grievant: _____

Date Filed: _____

LEVEL A

Date of Grievance _____

1. Statement of Grievance (Be sure to include the specific violation or condition with proper reference to the contract agreement.)

2. Relief Sought:

Signature _____

Date _____

Answer given by Principal:

Signature _____

Date _____

Position of Grievant:

Signature_____

Date_____

LEVEL B

Date received by Superintendent_____

Answer given by Superintendent:

Signature_____

Date_____

Position of Grievant:

LEVEL C

Date submitted to Advisory Arbitration_____

Disposition of Arbitrator:

Signature_____

Date_____

**APPENDIX D
LEAVE REQUEST**

SCHOOL ADMINISTRATIVE UNIT NO. 38
MONADNOCK REGIONAL SCHOOL DISTRICT

EMPLOYEE NAME POSITION

SCHOOL _____ TODAY'S DATE _____

REQUESTING (Check one):

___Emergency ___Funeral ___Illness ___Vacation ___Professional ___Other _____

Date(s) Requested: _____

Purpose: (Please be as specific as possible. Attach descriptive material, if available)

Personal day to provide a brief reason unless too personal.

Cost(s) if any: Fee _____	What kind _____
Mileage _____	Meals _____
Lodging _____	
Substitute _____	
Other _____	Explain _____
TOTAL _____	

Funding Source: _____

EMPLOYEE'S SIGNATURE _____ Date _____

SUPERVISOR'S/PRINCIPAL'S REVIEW ___Approve ___Disapprove ___Modify
Comments: _____

SUPERVISOR'S SIGNATURE _____ Date _____

PRINCIPAL'S SIGNATURE _____ Date _____

SUPERINTENDENT'S REVIEW ___Approve ___Disapprove ___Modify
Comments: _____

SUPERINTENDENT'S SIGNATURE _____ Date _____

RETURN ALL COPIES TO SUPERINTENDENTS OFFICE; ONE WILL BE RETURNED TO YOU UPON APPROVAL
(DO NOT WRITE BELOW THIS LINE)

IN WITNESS WHEREOF the parties have executed this agreement on this 11th day of January, 2000.

MONADNOCK REGIONAL SCHOOL BOARD BY:

MONADNOCK DISTRICT EDUCATION ASSOCIATION By:

To Don Arquin and School Board Members

The purpose of this letter is to make you aware of the situation with the Troy busses. There are at least 3 people to a seat with people spilling into the aisle. When the bus turns everybody falls and smushes each other. I think this is unsafe and unsanitary (when you sit in the aisle your nose is in other people's armpits) It is very uncomfortable in these conditions.

Thank you,
Emily Carter
Grade 9

1/18/00

Dear Monadnock Board Members and Administration:

I received a letter from a 9th Grade High School Student regarding school bussing safety. In particular, the student's concern is about over-crowding on busses from the High School to Troy route. I would characterize this student as shy, and so the letter was probably sent to me, because she knew me. It was addressed to all School Board Members. A copy is attached.

I would like to turn this letter over to the Transportation Subcommittee for their review. I don't pretend to know all that is going on on school busses, but I feel it is important to not brush letters such as this one aside. I've heard stories about similar over-crowding during school sanctioned bus trips. I have my own personal issues about buss safety. For instance, there being no seat belts on school busses.

I am asking for the Board's agreement to turn this over to the subcommittee as a project. Please share with the subcommittee your opinions, if any, about what you may have heard or seen about school bussing. I feel that this is an opportunity to look at buss safety. Do we know how many students are being put on a bus? Should we take some time to interview drivers and observe what is actually happening? Do we want to talk to teachers, students and parents about bussing? I certainly hope, at minimum, the established and posted number, which specifies the safe maximum number of students for a given bus, is not being exceeded. This would apply to normal bussing routes as well as buss transportation for other school sanctioned activities such as sports events and field trips.

Lastly, I would comment that it takes a lot of gumption for a student to write a letter like this one. A certain sensitivity and care needs to be exercised when following up on concerns expressed by students so as not to intimidate the students such that they are hesitant in expressing their thoughts and feelings about issues in the future.

Respectfully,

Don Arguin
Monadnock Board Member

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
January 18, 2000

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

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

- a. Board committee reports:
 - 1. Communications Committee: Dixie Gurian
 - a. Mailer for District Meeting
 - b. Profile to Date
 - 2. Policy Committee:
 - a. Committee Report
 - b. Distribution of 504 Policy
 - c. Collection of Board Evaluations
 - 3. Facilities Committee
 - a. Report on Emerson Opening
 - b. Gilsum Project
- b. Curriculum Report: Curt Cardine: Assessment and Curriculum at Troy School 1997-2000.
- c. New Business
 - District Meeting Planning: Warrant Articles
- d. Old Business
 - Action on Warrant Articles
 - T.A.P. Profile Review of Protocol
- e. 21st Century Report
 - January 25 Meeting at Cutler
 - Building Committee Discussion
- f. Action on the Manifest
- g. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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

7. 9:20P NON PUBLIC SESSION

8. ADJOURNMENT

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

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
January 18, 2000

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.

Detail of Agenda

OTHER SCHOOL BOARD BUSINESS

- 4a. Board committee reports:
 - 1. Communications Committee
 - a. District Mailer for the Annual Meeting
 - b. Mr. Cardine will present the data in the District Profile to date.
 - 1. Policy Committee
 - a. Don Arguin will make a report on the 1/13/00 meeting of the Policy Committee
 - b. Policy on 504 punched version for your handbooks.
 - c. Check in on board evaluation
- 4b. Curt Cardine Principal of Troy School: Mr. Cardine will present an overview of curriculum, evaluation and assessment at Troy Elementary from 1997 - today.
- 4c. New Business: District Meeting - Warrant Articles Review (enclosed)
- 4d. Old Business
 - T.A.P. Profile (See Mailing Mr. Cardine will review the protocol for this survey.
- 4e. MRSD 21st Century Project.
 - Confirmation of January 25 Meeting at Cutler also Mr. Cardine will review the agenda for the Jan. 20 meeting with students.
 - Ms Gurian will present the names selected for the Committee Meeting on the District Goal: " Every Child in the Monadnock Regional School District will be provided a Safe, Clean, Effective Facility in Which to Learn. Committee size and composition will be discussed.
- 4f. Action on the Manifest
- 4g. Correspondence/announcement.
- 5. Superintendent's Report
 - Report on T.A.P. Survey proposal. (T.A.P. Survey Enclosed)
- 6. Setting the Agenda for the February 1, 2000 Meeting
- 7. Non-Public
 - a. Consideration of Teacher Early Retirement Applications

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
January 18, 2000
Monadnock Regional High School

CALL TO ORDER

D. Gurian, Chairperson, called the meeting to order at 7:07 PM.

Present:

D. Arguin, D. Carluccio, D. Darley, D. Gurian, B. Hamill (7:12PM), W. Matson (7:30 PM), C. Starrett, R. Thackston, C. Tolman (7:10 PM) and G. White. Also present: C. Cardine, Interim Superintendent, R. Seymour, Business Manager (8:15PM), K. Dassau, Assistant Superintendent of Student Services, B. Fowler, Director of Building and Grounds, T. Warner, Technology Coordinator SAU 38, D. Hodgdon, Director of Curriculum and Instruction, T. Walsh, Director of Food Service, K. Craig, D. Mousette, D. Stockwell, E. Tatro and D. Hosang.

D. Gurian welcomed meeting attendees. Ms. Gurian reminded Board members and citizens in attendance that the purpose of this meeting, as always, is to continue to keep the educational needs of children in mind. Additionally, members and citizens should remember the first District Goal 1999-2000; "All children in the Monadnock Regional School District will be known".

CONSENT AGENDA:

a. Minutes of previous meeting

G. White MOVED: that the minutes of the January 4, 2000 meeting be approved.

SECONDED: D. Carluccio VOTE: 7-0-0-3, unanimously approved by the Board.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

a. Board committee reports

1. Communications Committee: Dixie Gurian

a. Dixie Gurian: Report on ongoing projects

D. Gurian reported that the Communications Committee is currently working on a mailer to be sent to all District voters. The mailer will include highlights of the teachers' contract, an overview of the Gilsum project, all the warrant articles and a list of polling places and times for voting.

C. Tolman arrived at 7: 10 PM

W. Hamill arrived at 7:12 PM.

b. Profile to Date

C. Cardine distributed a draft of the District profile being prepared to distribute to the Monadnock Region Board of Realtors on January 27, 2000. This profile, when completed, will be available for Realtors to distribute to prospective homebuyers in the region. The profile includes an introduction, District goals, vital statistics, elementary school history and highlights the fact that Monadnock Regional High

School used to be the premier high school in New Hampshire and is striving to recapture that title. The pamphlet also includes information about high school sports programs, accomplishments, clubs and the top ten seniors. Realtors can use information in this document as selling points when marketing in the District. D. Gurian thanked Mr. Cardine for his work on the profile to date.

2. Policy Committee

a. Committee Report

There is no Policy Committee report, as the Committee did not meet during the week of January 10, 2000.

b. Distribution of 504 Policy

D. Arguin distributed final, punched copies of the 504 Policy to be inserted in Board member's Policy Books. A code needs to be added to the policy and the index needs to be updated.

c. Collection of Board Evaluations

D. Arguin collected completed Board evaluations from members. The scores will now be tallied and the Board will meet to evaluate the results.

3. Facilities Committee

a. Report on Emerson Opening

The Chair recognized C. Starrett. Ms. Starrett indicated that the Emerson Open House was a great success. Ms. Starrett asked K. Craig, Principal of Emerson, to speak about the opening program. Ms. Craig thanked the Board, Administrators, teachers and staff for their support during the building process. She indicated that the opening at Emerson drew the largest crowd of any community event in Fitzwilliam. Nearly 500 people attended the opening. Ms. Craig indicated that students at Emerson are extremely proud of their newly renovated school.

b. Gilsum Project

C. Starrett reported that the Committee met last week to discuss a land swap between the town of Gilsum and the School District. Because the school septic system is on town land (with a perpetual easement) the Committee feels that a swap is necessary. Representatives from the Committee met with the Gilsum Selectmen on January 17, 2000 to discuss the swap. The current school well is very close to the new addition, which is fine with the State as long as the quality of the water stays intact. However, a second well site is needed before the State will approve the addition. B. Fowler reported that the meeting with the Selectmen went very well. The town agrees to the land swap and will allow the second well site to be on town land with the town maintaining the site. Mr. Fowler distributed a memo to the Selectmen, Town of Gilsum from the members of the Gilsum Project Committee and MRSD Facilities Committee outlining the swap. A warrant article regarding this swap of land will be presented to voters on February 5, 2000.

b. Curriculum Report: Curt Cardine: Assessment and Curriculum at Troy School 1997-2000.

Mr. Cardine presented a report on assessment and curriculum at Troy School with results included from 1997 to 2000. He distributed a copy of the report to Board members. The

report shows Troy's efforts to implement the District curriculum and to assess student progress. Personnel at Troy School feel that site based management is a key ingredient to student success. Troy teachers and Administrators knew what the goals were and staff and students worked on the goals. The community was involved in identifying goals to be emphasized in the school. The report shows how the curriculum was implemented from September 1997 to today, using results from the California Achievement Tests to evaluate student progress. With input from teachers and the community it was decided that math and reading were key areas. It was decided that math language and skills were very important and it was felt that by increasing student understanding of math language students would understand lessons better. In the area of reading the school focused on phonemic awareness. Teachers were trained and now the support staff is being trained. Improving the school library was also a focus. Mr. Cardine walked meeting participants through all sections of the report, focusing on the results section. Between 1996 and 1999 second grade scores nearly doubled. The highest group went from 17.9% to 37.5%. Staff attributes the results to the initial work that was done. Additionally, fourth grade scores nearly doubled. The results from the 5th and 6th grade classes are not as dramatic which speaks to early intervention, as evidenced by the lower grade scores. Mr. Cardine emphasized that the District provided the school with the goals and Troy School decided what was important for Troy students. The areas of emphasis are different at each school.

7:30 PM W. Matson arrived.

Mr. Cardine answered several questions from the Board. He indicated that Dr. Hodgdon, Director of Curriculum and Instruction, and his various committees are looking at curriculum District wide. Mr. Cardine praised Dr. Hodgdon and his committees for the great work that is currently underway.

c. New Business:

D. Arguin was recognized and shared a letter that he received from a student concerning a transportation issue in Troy. Mr. Arguin also presented a letter he has written to the Board regarding the issue. After some discussion it was decided that the student's letter would be shared with Mr. Stockwell, building Principal, and referred to R. Seymour and the Transportation Committee for review. G. White and Mr. Seymour will coordinate a meeting of the Transportation Committee so that the committee can evaluate the concern and respond. W. Matson volunteered to be on the Transportation Committee as a similar concern was brought to his attention at an earlier date.

The Chair recognized T. Walsh, Director of Food Service. Mr. Walsh indicated that he would like to be named as a second signer on the Food Service Checking Account # 9374448. The purpose of the request is to allow for quick turn around of money, allowing more interest to be earned and the Department to run more efficiently.

R. Thackston MOVED: to allow T. Walsh to be a second signer on checking account #9374448.

SECONDED: W. Hamill. VOTE: 10-0-0-0, unanimously approved by the Board.

Mr. Cardine thanked Mr. Walsh for a job well done, indicating that the Budget Committee is impressed by the fact that the Food Service budget is in the black for the first time in a long time.

District Meeting Planning: Warrant Articles

D. Gurian reminded Board members that the District meeting is on Saturday, February 5, 2000 at 10:00 AM at Monadnock Regional High School. The Board will meet at 9:00 AM on that day in the Teacher's lounge to review the warrant articles and the order of the day.

C. Cardine shared a letter that he has sent to District Selectmen outlining two methods of counting votes on March 14, 2000. The first method involves towns electing to count and officiate its own votes and the second method involves the town electing the District to count and officiate its votes. All votes will be counted by hand. Mr. Cardine has requested a reply from each town by February 15, 2000.

R. Seymour arrived at 8:15 PM.

d. Old Business

1. Action on Warrant Articles

The Board reviewed the draft of the Warrant Articles. The following actions were taken:

Warrant Article One: Operating Budget. No action taken, previously approved by the Board. D. Gurian will present the article at the February 5th meeting.

Warrant Article Two: Gilsum Elementary construction project. No action taken, previously approved by the Board. C. Starrett will present the article at the February 5th meeting.

Warrant Article Three: Collective bargaining agreement between the School Board and the Monadnock District Education Association. No action taken, previously approved by the Board. D. Carluccio will present the article at the February 5th meeting.

Warrant Article Four: Collective bargaining agreement between the School Board and the Monadnock Support Staff Association. No action taken, previously approved by the Board. W. Hamill will present the article.

Warrant Article Five: Raise and appropriate up to \$125,000 to be placed in the Capital Reserve Fund. Strike "does not recommend" after "The Budget Committee recommends." G. White will present the article at the February 5th meeting.

Warrant Article Six: Authorizing the governing body to call one special meeting.

R. Thackston MOVED to approve Warrant Article Six as presented.

SECONDED: W. Matson.

There was a short discussion regarding this article. Some members feel that calling a special meeting is costly to the district while others feel that the purpose of the article is to give the District an option to call a special meeting if necessary.

VOTE: 10-0-0-0, unanimously approved by the Board.

D. Arguin will present Article Six at the meeting on February 5th.

Warrant Article Seven: Vote to amend composition of the Monadnock Regional School Board.

R. Thackston MOVED: that the School Board not recommend Article Seven.

SECONDED: G. White.

There was a discussion regarding the one-man/one vote concept. Several members were adamant that they could not support this Article. However, the article was approved last year and now has been amended as recommended by the New Hampshire School Boards Association. For this reason Board members indicated that the article should be on the warrant. Strike "This is a petitioned Warrant Article."

R. Thackston called the question.

SECONDED: G. White. VOTE: 10-0-0-0, unanimously approved by the Board.

VOTE on original motion, that the School Board not recommend Article Seven.

VOTE: 8-2-0-0, the motion passes. Add "Not recommended by the School Board".

C. Starrett will present Article Seven.

Warrant Article Eight: Land swap with the Town of Gilsum for the Gilsum Building project. Strike "Recommended/not recommended by the Budget Committee".

R. Thackston MOVED: to approve Warrant Article Eight.

SECONDED: C. Starrett. VOTE: 10-0-0-0, unanimously approved by the Board.

D. Darley will present this article at the February 5th meeting.

Warrant Article Nine (Article Ten on the draft): Change formula for apportionment. Strike "School Board recommends/does not recommend. Budget Committee recommends."

Warrant Article Ten (Article Eleven on the draft): Transfer of \$497,628 in school building aid to capital reserve fund. Strike "The School Board recommends/does not recommend. The Budget committee recommends/does not recommend."

Article Eleven (Article Nine on the draft): Opinions of advisory nature.

R. Thackston MOVED: to approve Article Eleven.

SECONDED: G. White. VOTE: 10-0-0-0, unanimously approved by the Board. D.

Gurian will present Article Eleven at the meeting on February 5th.

2. T.A.P. Profile Review of Protocol

The Board discussed the T.A.P. protocol, which was included in the Board packet. Mr. Cardine fielded several questions and indicated that everything available to the City of Keene, which is mentioned in the protocol, is also available to all towns. No student will be forced to take the survey.

e. 21st Century Report

1. January 25 Meeting at Cutler at 6:00 PM.

Mr. Cardine asked that all Board members attend the January 25th meeting, if possible. The Board and Administrators will be looking at curriculum goals. Some Board members expressed concern regarding the meeting content, as they understood that the meeting was to focus on reading curriculum. Mr. Cardine indicated that reading would

be part of the discussion.

2. Building Committee Discussion

This topic was tabled until the next meeting as the committee is still being formed.

f. Action on the Manifest

W. Hamill MOVED: that the Board approve the manifest in the amount of \$1,074,833.84. (Payroll, 1/12/00, \$419,494.36; Accounts Payable, 1/14/00, \$500; Accounts Payable, 1/184/00, \$27,428.30; Accounts Payable, 1/18/00, \$627,411.18).
SECONDED: G. White VOTE: 9-0-1-0, the motion is approved by the Board.

g. Correspondence/Announcements

Mr. Cardine has received a letter from SAU 29 asking whether the MRSD Board would be interested in sharing the cost of bringing a NHSBA representative to the area to present a workshop on Special Education. After some discussion it was decided that this issue would be tabled until further information is gathered. Mr. Cardine will ask the name of the speaker and inquire as to the cost to the District.

SUPERINTENDENT'S REPORT

See above.

SETTING THE NEXT AGENDA

1. Building committee Discussion
2. Troy Busing Situation
3. Fitzwilliam Reading Report: K. Craig

NON PUBLIC SESSION

At 9:05 PM C. Starrett MOVED: that the Board enter a non-public session for the purpose of a personnel issue and a legal issue.

SECONDED: G. White VOTE: 10-0-0-0 by a roll call vote.

Interim Superintendent C. Cardine was asked to step out of the meeting during the discussion of the Superintendent Search Committee.

a. Personnel

D. Carluccio reported on the progress of the Superintendent Search Committee to date. Deborah Campbell is the person representing the NHSBA. There has been a change in committee personnel. Assistant Superintendent Ken Dassau will replace Assistant Superintendent Margaret Sullivan as a committee member. There will be several meetings on January 26, 2000 allowing district staff and community members to give input into the qualities that the final candidate should possess. Administrators and SAU staff will meet from 3:00 PM to 3:30 PM, the teachers will meet from 3:30 PM to 4:00 PM and community members will meet from 6:00 PM to 7:00 PM. D. Carluccio outlined the Committee's timeline as follows:

February 18, 2000	Deadline for applications
March 3, 2000	Applications completed
March 15, 2000	Select 6-9 semi-finalists
March 27, 28 & 29, 2000	Interviewing

March 30, 2000	Announcement of finalists (the goal is 3 finalists)
April 3-7, 2000	Committee members to make on site visits
April 12-13, 2000	Finalists to the SAU
April 13, 2000	Final interviews by SAU Board. Final choice made.
April 21, 2000	Press release announcing the new Superintendent
July 1, 2000	Employment begins

Mr. Cardine rejoined the meeting.

b. Legal Issues

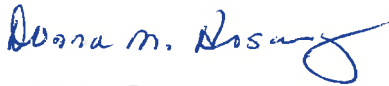
There was a brief discussion of a legal matter.

At 9:35 PM G. White MOVED: that the Board return to Public Session
SECONDED: C. Tolman VOTE: 10-0-0-0 by a roll call vote.

ADJOURNMENT

At 9:36 PM C. Tolman MOVED: to adjourn.
SECONDED: D. Arguin VOTE: 10-0-0-0, unanimously approved by the Board.

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

Curtis J. Cardine -Interim Superintendent

Margaret A. Sullivan, *Assistant Superintendent*

Kenneth R. Dassau, *Assistant Superintendent*

Robert A. Seymour III, *Business Manager*

David Hodgdon, Ph.D. *Dir. Of Curriculum & Instruction*

Thomas C. Warner III, *Dir. Of Technology*

January 14, 2000

**Ms. Mary Gaul
Uniserv Director
NEA New Hampshire
103 North State Street
Concord, NH 03301-4340**

Dear Mary,

I am pleased to inform you that on January 11, 2000 the Monadnock School Board ratified the Collective Bargaining Agreement with the Monadnock Support Staff Association. The ratification was for a two year Agreement (July 1, 2000 through June 30, 2002) with a year two wage increase of 4% and a re-opener on medical insurance.

Please find enclosed my pen and ink adjustments to the draft contract you sent me. Please make the updates and mail me a clean copy as soon as possible.

On behalf of the Monadnock School Board and the Administration, I want to thank you for your good faith negotiating. I believe we struck a workable Agreement for both parties.

Sincerely,



**Robert A. Seymour III
SAU 38 Business Manager**

**CC: School Board Negotiating Team
Interim Supt. Cardine**

Enclosed: Draft Agreement w/edits

Need copies
for School
Board Mtg

February 1, 2000

To: Curt Cardine

Re: Early Retirement Program Applications, MRSD

From: Bob Seymour *RS*

This evening the MRSB will consider early retirement applications per Article XIII of the Monadnock Collective Bargaining Agreement. I have enclosed Article XIII. Early retirement approval is *seniority based* per paragraph 13.7 of the Agreement. While the Board may approve more than (5) applications (again, per para 13.7) I do not recommend it. The spreadsheets I developed shows that approving more than (5) applications would leave the Board vulnerable to losing money.

By approving (5) applications, and hiring replacements at BA5 or lower, the Board is assured of saving approximately \$50,000 over a 7 year period and bringing new talent into the system.

It is imperative that the Administration understand that replacing these retirees with teachers at a higher than BA5 if not an option – if this is to be a financially profitable endeavor.

RECOMMENDATION TO THE BOARD:

In public session:

A Motion: I move that, in accordance with Article XIII, of the Collective Bargaining Agreement between the Board and the Monadnock Teachers, that this School Board approve the early retirement applications of :

1. Kathleen Q. Roberts
2. John L. Barry III
3. Paul Breckell
4. G. Russell Austin
5. Steven F. Houle

Said retirements to be effective July 1, 2000.

ARTICLE XIII RETIREMENT

13.1 Any full time member of the Monadnock District Education Association Bargaining Unit who is at least 55 years of age and who has had at least 20 years of service at 80% time or greater in the Monadnock Regional School District may apply for early retirement under this plan as of July 1 in the calendar year in which said member reaches age 55 or as of the first of July in any year thereafter. Said application to retire early shall be made no later than December 1 prior to the intended July 1 retirement date on a form approved by the Board. The application will be approved by the Board on or before its February meeting.

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

13.3 Said early retirement participants shall receive from said date an annual stipend in accordance with the following schedule:

Years of Service	Early Retirement Stipends as a Percentage of the Highest Year of Salary
20-22.....	30%
23-25.....	31%
26-28.....	32%
29-31.....	33%
32-34.....	34%
35 or more.....	35%

13.4 Any employee who participates in this early retirement plan shall not be entitled to any other benefits of the bargaining unit other than this stipend and the other retirement benefits mentioned in Article 13.9 and 13.10. Meaning and intending that the early retirement participant shall not be entitled to board sponsored medical/dental insurance, life insurance or other benefits provided to members of the bargaining unit; nor shall the stipend percentage be applied to the value of such benefits.

13.5 No amendments or termination of early retirement shall affect any participant then governed by its terms.

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

- a. Employee reaching normal retirement age set by the Social Security Administration.
- b. Death of an employee; in such an event, the benefits of this plan shall not vest in the employee's estate.
- c. After the employee has received seven (7) full years of the early retirement benefit.

13.7 The limit on the number eligible for early retirement in any single year will be five (5). In the event that more than five (5) apply, the plan shall be limited to the five (5) most senior applicants. The Board may, at its sole discretion, approve additional applications for the plan. Seniority shall be determined as follows:

- a. first, according to the applicants' years of service to the Monadnock Regional School District;
- b. and second, according to the age of the applicant as determined by the applicant's birth date.

13.8 The parties agree that the issue of the extension of early retirement benefits will be part of the negotiations for the successor agreement to the current contract. The continuation, expansion, reduction, or discontinuation of this benefit shall be negotiated as part of the negotiations for a successor agreement. The parties further agree that:

- a. Absent a successor agreement these applications bind the board to the benefit level specified in this agreement for the next succeeding year only.
- b. Applications may be withdrawn in the event that the benefit is altered in any way through the negotiations process. Withdrawal must be within thirty (30) days of joint ratification of the successor agreement.
- c. With the implementation of the Early Retirement Plan the Longevity Payment Plan (Article A-2) will be "frozen," meaning that the longevity stipend paid to the individual teacher will not change and as he/she retires said stipend will be deducted from the \$61,000. No other teachers will be placed into the Longevity Plan, and over time the \$61,000 will decrease to \$0.

- d. Any removal of the Early Retirement Plan from the Master Agreement will automatically mean that the Longevity Payment Plan (Article A-2) will be "unfrozen," updated, recalculated, and shall be fully reinstituted.*

13.9 After 20 or more years of service in the District, retirees shall be paid for all accumulated leave days at the rate of \$50.00 a day. Teachers who are planning on retiring must notify the Board of such 18 months before the day they plan to retire.

13.10 After 20 or more years of service in the District, retirees shall receive \$50.00 for each year of service. Teachers who are planning on retiring must notify the Board of such 18 months before the day they plan to retire.

13.11 An employee may retire in June with written notice given in the preceding January. Benefits of 13.9 and 13.10 to be paid in 18 months from the date of the notice.

13.12 After 20 or more years of service in the District, retirees shall receive \$50.00 for each year of service. Teachers who are planning on retiring must notify the board of such 18 months before the day they plan to retire.

13.13 After 20 or more years of service in the District, retirees shall be paid for all accumulated leave days at the rate of \$50.00 a day. Teachers who are planning on retiring must notify the Board of such 18 months before the day they plan to retire.

13.14 An employee may retire in June with written notice given in preceding January. Benefits to be paid in 18 months from the date of the notice.

40 Ivy Drive
Athol, Ma. 01331

November 15, 1999

Dear Mr. Cardine and the Monadnock Regional School Board,

I am writing this letter to apply for your early retirement benefit. I would like to retire school year 2000-2001.

I have taught 38 years for the Monadnock Regional School District at the Dr. George S. Emerson School.

I will appreciate your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Kathleen Q. Roberts". The signature is written in dark ink and is positioned above the printed name.

Kathleen Q. Roberts

November 25, 1998

School Board Monadnock Regional School District,

**Please be advised of my intention to retire as of July 1, 2000.
I give this notice at this time in order to qualify for any retirement,
and / or early retirement benefits available to me under the
teacher contract covering this time.**

Yours in Education,

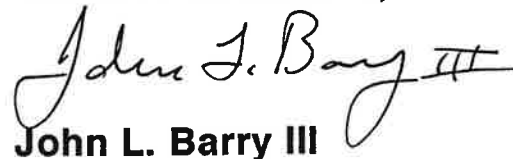
John L. Barry III

October 29, 1999

School Board Monadnock Regional School District,

**I am resubmitting this letter of retirement in order to qualify
for any early retirement benefits due under our contract.**

Yours in Education,


John L. Barry III

11/9/99

To: Monadnock Regional School Board
From: Paul Breckell

Re: Request for Early Retirement

IAW Article XIII of the 2000/2001 Collective Bargaining Agreement, please consider this my notice to retire from the District effective July 1, 2000. I have worked in the district for thirty three years. I understand I will receive thirty four percent (34%) of my salary, commencing during the 2000/2001 year for a total of seven full years and the payment terminates when i reach normal Social Security Retirement.

My request is contingent upon the lump sum payment for accumulated leave days and years of service. I am asking that this payment be included in my state retirement package.

Thank You



Paul Breckell

CC: Mr. Stockwell
Mr. Cardine

DATE: NOVEMBER 29, 1999

TO: CURT CARDINE, SUPT. OF SCHOOLS
DIXIE GURIAN, SCHOOL BOARD CHAIR
BOB SEYMOUR, BUSINESS MANAGER
DAN STOCKWELL, M.R.H.S. PRINCIPAL
ANNE NICHOLS, MATH DEPT. CHAIR
SCOTT MINICKIELLO, M.D.E.A.

FROM: RUSS AUSTIN, M.R.H.S. MATH TEACHER

THE PURPOSE OF THIS LETTER IS TO NOTIFY ALL AFFECTED PARTIES OF MY INTENTION TO RETIRE FROM TEACHING AT THE END OF THE PRESENT SCHOOL YEAR. APPROXIMATELY ONE YEAR AGO, I NOTIFIED DR. BRIGMAN AND DAN STOCKWELL OF MY INTENTIONS. THUS, I HAVE MET THE 18 MONTH NOTICE AS REQUIRED UNDER ARTICLE XII OF THE NEGOTIATED AGREEMENT.

PLEASE CONSIDER THIS LETTER TO BE A DEFINITE APPLICATION FOR THE EARLY RETIREMENT OPTION IN ACCORDANCE WITH THE RECENTLY APPROVED ARTICLE XIII OF OUR AGREEMENT BETWEEN THE MONADNOCK DISTRICT EDUCATION ASSOCIATION AND THE MONADNOCK REGIONAL SCHOOL DISTRICT.

NOTE TO BOB SEYMOUR: I AM NOW COMPLETING MY 32ND YEAR OF TEACHING AT M.R.H.S. I WILL BE 60 YEARS OLD ON JUNE 12, 2000. ONCE YOU HAVE ANALYZED THE FACTS AND FIGURES PERTAINING TO BOTH MY RETIREMENT AND MY EARLY RETIREMENT, PLEASE NOTIFY ME OF ANY BENEFITS AND / OR STIPEND TO WHICH I AM ENTITLED. THANK-YOU.

SINCERELY,

A handwritten signature in cursive script, appearing to read "Russ Austin".

G. RUSSELL AUSTIN

November 1, 1999

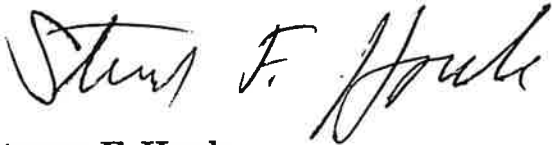
**To: Mr. Curt Cardine, Superintendent
Monadnock School Board**

After 32 years of teaching, I am requesting the Early Retirement package as of June, 1999. After being informed that I do not need an 18 month notice the first year of the contract and meeting with Mr. Seymour, I have decided to request this package.

However, if I am not accepted for the retirement package this year, please consider this as my 18 month notice to retire and become effective June, 2001.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script, reading "Steven F. Houle".

**Steven F. Houle
Monadnock Regional High School**

**cc: Mr. Daniel E. Stockwell, Principal
Mr. Gerald Kuhn, Department Chairperson**

January 7, 2000

Curt Cardine
Interim Superintendent SAU# 38
600 Old Homestead Highway
East Swanzey, N.H.

Dear Curt,

I have put my name in to be considered for the Early Retirement package. I have followed all the proper notifications and deadlines. It appears that I will be approximately sixth on the list.

I have a proposal to offer; I am willing to forego the years of service bonus (13.10) and the accumulated sick days pay (13.9), so that I might be approved for the Early Retirement package. I realize it is over seven thousand dollars that the district would be saving for these two benefits.

Thank you for your time and consideration.

Sincerely

Brenda Flint

Cc/
Bob Seymour-Business Manager
Dixie Gurian-School Board Chair

TO: Dr. Elaine Brigman

FROM: Mary Caldwell

RE: Notification of Retirement

DATE: December 16, 1998

The purpose of this letter is to inform you of my intention to retire from my position as Director of Guidance at Monadnock Regional High School at the close of the 1999-2000 school year. I am writing at this time in order to meet the 18 months notification as required in the MDEA retirement benefit article .

Please accept my sincere appreciation for the opportunity to complete 20 years of very rewarding experience at Monadnock Regional High School.

Mary N. Caldwell

cc: Mr. Daniel Stockwell

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

February 1, 2000

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

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

- A. Board committee reports:
 - 1. Communications Committee: Dixie Gurian
 - a. Reports to Local Town Papers
 - 2. Policy Committee:
 - a. Committee Report
 - b. Board Evaluation Update
 - 3. Facilities Committee
 - a. Gilsum Project
- B. Curriculum Report: Karen Craig: Assessment and Curriculum at Emerson School: Reading
- C. New Business
 - Security Grant for MRHS
- D. Old Business
 - 1. Troy Bus Report (High School)
 - 2. Superintendent Search Report
- E. 21st Century Report
 - Reschedule 1/25 Meeting
 - Building Committee Discussion
- F. Action on the Manifest
- G. Correspondence/announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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

7. 9:20P NON PUBLIC SESSION

- A. Early Retirement
- B. Personnel

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

8. ADJOURNMENT

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
February 1, 2000**

**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.

Detail of Agenda

OTHER SCHOOL BOARD BUSINESS

- 4A. Board committee reports:
 - 1. Communications Committee
 - a. Goal Reporting to Town Newspapers
Proposed distribution of news to town papers.
 - 2. Policy Committee
 - a. Committee Report
 - b. Board Evaluation Update
- 4B. Karen Craig Principal of Emerson School: Mrs. Craig will present an overview of curriculum, evaluation and assessment of Reading at Emerson.
- 4C. New Business: Any New Business
Tom Warner and Wayne Kassotis to discuss grant application
- 4D. Old Business
Troy Bus Report: Report on the High School Bus to Troy.
Superintendent Search
- 4E. MRSD 21st Century Project.
Reschedule of January 25 Meeting at Cutler
Building Committee Discussion
- 4F. Action on the Manifest
- 4G. Correspondence/announcement.
- 5. Superintendent's Report
- 6. Setting the Agenda for the February 15, 2000 Meeting
- 7. Non-Public
 - a. Consideration of Teacher Early Retirement Applications
 - b. Personnel

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
February 1, 2000
Monadnock Regional High School

CALL TO ORDER

D. Gurian, Chairperson, called the meeting to order at 7:02 PM.

Ms. Gurian reminded Board members and citizens in attendance that the purpose of this meeting, as always, is to continue to keep the educational needs of children in mind. Additionally, members and citizens should remember the first District Goal 1999-2000; "All children in the Monadnock Regional School District will be known".

Present:

D. Arguin, D. Carluccio, D. Darley, D. Gurian, W. Hamill, W. Matson, R. Thackston (at 7:15 PM), and G. White. Also present: C. Cardine, Interim Superintendent, R. Seymour, Business Manager (at 8:15 PM), K. Dassau, Assistant Superintendent of Student Services, B. Fowler, Director of Building and Grounds, D. Hodgdon, Director of Curriculum and Instruction, D. Bell, K. Craig, D. Stockwell, E. Tatro, M. Gillespie, A. Bush and D. Hosang. C. Starrett and C. Tolman were not in attendance.

CONSENT AGENDA:

a. Minutes of previous meeting

G. White MOVED: that the minutes of the January 18, 2000 meeting be approved.
SECONDED: W. Hamill VOTE: 7-0-0-3, unanimously approved by the Board.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

M. Gillespie gave a report on behalf of the Student Council. A pet food drive dance was held this week to benefit the Humane Society. Last week Greg Pratt performed his Senior Project, a one-man show portraying Harry Truman. The show was a tremendous success and all proceeds were donated to the Light, Sound and Action project.

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports

1. Communications Committee: Dixie Gurian

a. Reports to local towns papers

D. Gurian reported that the Communications Committee is preparing a series of press releases that will go out to individual town newspapers. Each press release will focus on one of the District goals. Additionally the Committee is working on a mailer that will be sent to District voters.

2. Policy Committee

a. Committee Report

D. Arguin reported that the Policy Committee had met last week. The Committee has finished Section B of the Policy manual. The Committee now has a system in place to continue reviewing the remainder of the Policy Book. The Committee is considering distributing Section B to Board members at the next meeting for review

and scheduling a time after the review to discuss the Section. Section B will be available electronically after Board review. If Board members would like the Section on disk or a hard copy the policies can be provided in either of these formats. The policies will be available electronically in each town's library after Board approval.

b. Board Evaluation Update

Mr. Arguin received seven of ten Board Evaluation forms at the last meeting. He has charted the results and will review these results with the Policy Committee prior to distribution to the Board. The results will be distributed in the next Board packet for review at the next regularly scheduled Board meeting. Any Board member who has not submitted an evaluation can still do so.

3. Facilities Committee

a. Gilsum Project

D. Darley presented the Facilities Committee report. There will be an Open House at Gilsum Elementary School on Wednesday, February 2, 2000. The purpose of this Open House is to give citizens an opportunity to review the building plans and ask questions about the project. The project architects will be present and refreshments will be served.

B. Curriculum Report: Karen Craig: Assessment and Curriculum at Emerson School: Reading

The Chairperson recognized K. Craig, Principal of Emerson School, who gave an introduction to the Emerson Curriculum/Assessment report. Ms. Craig distributed a packet of material and gave an overview of the contents of the packet. She told Board members that the focus of tonight's report would be on the reading program only. Ms. Craig stressed the fact that although student assessment is very important, it is only one piece of the puzzle, and that assessment must be balanced with teacher observation. Emerson's goal for students is reading comprehension and phonemic awareness.

Accompanying Ms. Craig were the following staff persons:

Brenda Kelly, Reading Specialist
Karen Mattson, Reading Teacher
Carla Bernier, Speech and Language Pathologist
Diane DeJong, Inclusion Facilitator (Special Educator)
Kathy Shanks, Reading Recovery Teacher

2-2-2000
SCHOOL BOARD
A-3a Gilsum
Project

Each teacher/specialist gave an overview of the their section of responsibility in the effort to meet the different needs of all students at Emerson. Also discussed were the different assessment tools used, as well as various reading programs available depending on the level of each student. The reading programs include Scott Foresman/Literature, Distar, and Focus as well as two supplemental programs, Phonological Awareness and Reading Recovery. Ms. Craig and her team described how services were determined and also reviewed reading scores of Emerson students. Ms. Craig emphasized that each student in the Emerson school is indeed known, as students must be known in order to correctly place them in a reading program.

After several questions from the Board Ms. Gurian thanked Ms. Craig and her Reading Team for the informative presentation.

R. Thackston arrived at 7:15 PM.

C. New Business

Security Grant for Monadnock Regional High School

This topic will be deferred until a future board meeting.

D. Gurian distributed a draft Board calendar listing regular meetings and other important meeting dates. Board members were asked to review the calendar and give any comments to the Chairperson. Ms. Gurian thanked Board members for their input in developing the calendar.

D. Old Business

1. Troy Bus Report (High School)

Ms. Gurian recognized G. White. Mr. White reported on a meeting held on January 31 at 5:30 PM with the Transportation Committee and a representative of Laidlaw transportation services. The focus of the meeting was the overcrowding of the high school bus that transports students from Troy to Monadnock Regional High School. Hyla Smith, Branch Manager for Laidlaw, outlined three suggested solutions to the overcrowding. The suggestions are as follows:

1. Have Fitzwilliam drivers help with the Troy high school students.
2. Run two 84 pack buses (larger than the current 72 pack buses being used) at a cost of \$25 per day.
3. Add an additional full bus for three buses picking up the Troy high school students at a cost of about \$28,000 per year.

Mr. Seymour and the Interim Superintendent are recommending option two, using two larger buses at a cost of \$25 per day.

G. White MOVED: that the Board authorize the District to approve the use of two 84 pack buses for transporting Troy students to Monadnock Regional High School at a cost of \$25 per day.

SECONDED: R. Thackston.

The discussion that followed included comments by Mr. Matson asking that the buses be monitored for a month, perhaps with assistance from Wayne Kassotis, to gather data regarding overcrowding and safety issues.

Mr. White amended his motion to state: that the Board authorize the District to approve the use of two 84 pack buses for transporting Troy students to Monadnock Regional High School at a cost of \$25 per day with the situation being monitored for a thirty day period.
VOTE: 8-0-0-2, unanimously approved by the Board.

W. Matson MOVED: to ask the Monadnock Regional High School Administration to devise a monitoring system and report the findings to the Board after thirty days.

A discussion ensued including comments from D. Stockwell, Monadnock Regional High School principal. Mr. Stockwell added that the bus drivers could take a log of students riding on given days with the data reported to Mr. Stockwell who would then present it to the Board. There was more discussion including Board members indicating that the high school administrative team could decide what is the appropriate method to monitor the overcrowding situation. K. Craig added that any delay in releasing buses from the high school delayed elementary students from arriving home on time, which could be a safety issue.

4. Superintendent Search Report

D. Carluccio reported on behalf of the Superintendent Search Committee. Ms. Carluccio told Board members that at the meeting held on January 26 there was a good representation from Administrators and teachers who gave input as to qualities that should be required of the candidate for Superintendent. No community members attended the meeting. The information from the 1/26 meeting is currently being collated and will be mailed to Search Committee members. The deadline for applications closes in two weeks and the Committee will be reviewing resumes on March 15, 2000.

E. 21st Century Report

1. Rescheduled 1/25 meeting

Unfortunately, a storm on January 25 forced the cancellation of the meeting between the Board and Administrator, which was scheduled to discuss curriculum goals. The meeting was rescheduled for Wednesday, February 9, 2000 at 6:00 PM at Cutler School. Pizza will be provided at the meeting.

2. Building Committee Discussion

C. Starrett will be the Chairperson of the Building Committee. Many community members have expressed interest in being part of the committee. C. Starrett will be reviewing the list and reporting back to the Board.

Mr. Seymour arrived at 8:15 PM.

F. Action on the Manifest

G. White MOVED: that the Board approve the manifest in the amount of \$847,391.32. (Payroll, 1/25/00, \$438,813.47; Accounts Payable, 1/28/00, \$972.52; Accounts Payable, 1/31/00, \$5,129.08; Accounts Payable, 2/01/00, \$3,694.53; Accounts Payable, 2/01/00, \$398,781.73).
SECONDED: W. Hamill VOTE: 7-0-1-2, the motion is approved by the Board.

G. Correspondence/announcements

None

SUPERINTENDENT'S REPORT

C. Cardine reported that he met with the Board of Realtors on January 27, 2000. The completed District Profile was distributed at the meeting. The profile includes a history of the District, the 21st Century report, history of each school including the annual reports, staff credentials, accomplishments of the top ten students at Monadnock Regional High School, and a list of support staff. R. Thackston thanked Mr. Cardine for the excellent presentation and indicated that the presentation was fairly well received.

Mr. Cardine announced that he would be sending a letter to the Keene Sentinel commending Greg Pratt for the excellent performance during his one-man show on Harry Truman. The three performances were given as Greg's Senior project and although the show was free, donations were accepted to benefit the Light, Sound and Action project. Mr. Cardine indicated that the performance was top rate and Greg and the Fine Arts Department should be very proud.

SETTING THE NEXT AGENDA

1. Board Evaluations
2. Distribution of Section B of the Policy Book
3. Senior Projects report
4. Approving Minutes of the Special Board Meeting held to vote on the Support Staff contract

NON PUBLIC SESSION

At 8:25 PM W. Matson MOVED: that the Board enter a non-public session for the purpose of personnel issues and a parent request.

SECONDED: R. Thackston VOTED: 8-0-0-0 by a roll call vote.

a. Parent request

Mr. Cardine read a request from a parent. There was discussion regarding the issue including input from Mr. Stockwell.

W. Matson MOVED: to deny the parent request.

SECONDED: D. Arguin. VOTE: 8-0-0-2, unanimously approved by the Board.

b. Early Retirement

Mr. Seymour distributed a packet to Board members regarding the early retirement program applications, MRSD. There was discussion regarding the information contained in the packet.

R. Thackston MOVED: to accept Mr. Seymour's recommendations regarding the early retirement program.

SECONDED: G. White. VOTE: 8-0-0-0, unanimously approved by the Board.

c. Personnel

Mr. Cardine read a resignation letter from Mr. Seymour, Business Manager, to be effective on July 1, 2000.

D. Carluccio MOVED: to accept Mr. Seymour's resignation with regret.

SECONDED: D. Arguin. VOTE: 8-0-0-0, unanimously approved by the Board.

Mr. Seymour indicated that negotiations with the teachers have begun and he would like to be part of the negotiations prior to leaving the District. That Board agreed that this was acceptable.

At 8:50 PM G. White MOVED: that the Board return to Public Session.

SECONDED: W. Matson VOTE: 8-0-0-0 by a roll call vote.

D. Carluccio MOVED: in accordance with Article XIII, of the Collective Bargaining Agreement between the Board and the Monadnock Teachers, that the School Board approve the early retirement applications of (said retirements to be effective July 1, 2000):

1. Kathleen Q. Roberts

2. John L. Barry III
3. Paul Breckell
4. Russell Austin
5. Steven F. Houle

SECONDED: R. Thackston VOTE: 8-0-0-0, unanimously approved by the Board.

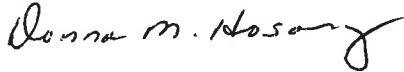
W. Matson withdrew his motion on the floor regarding the Troy overcrowding issue as the Administration has the situation in hand.

ADJOURNMENT

At 9:00 G. White MOVED: to adjourn.

SECONDED: W. Hamill VOTE: 8-0-0-2, unanimously approved by the Board.

Respectfully submitted,



Donna M. Hosang

Monadnock Regional School Board 2000 Board Evaluation Results

Board Evaluation Tool:

Survey taken from "Effective School Boards"
by Dr. Eugene R. Smoley, Jr.

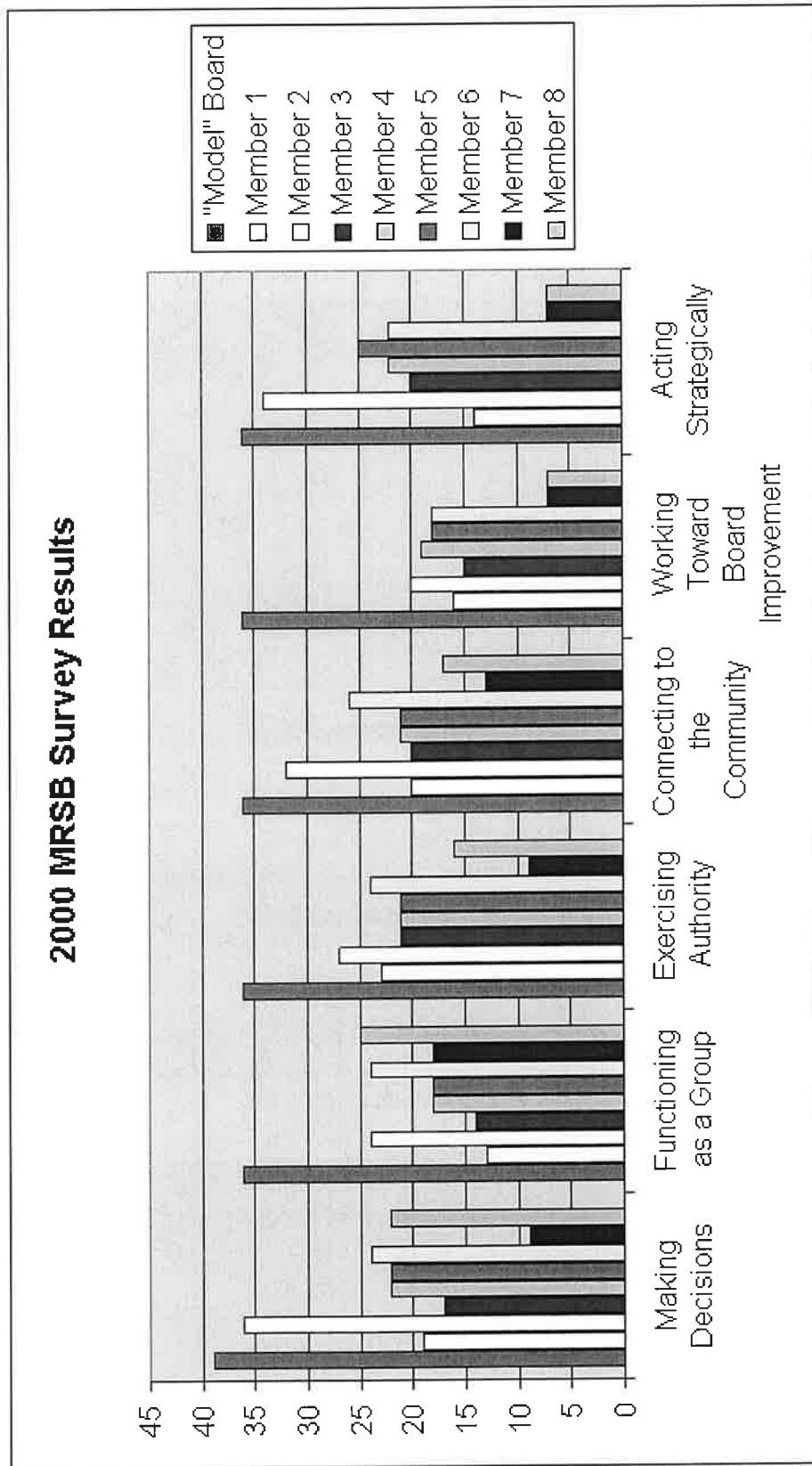
Administered By:

MRSD Policy Committee

Date:

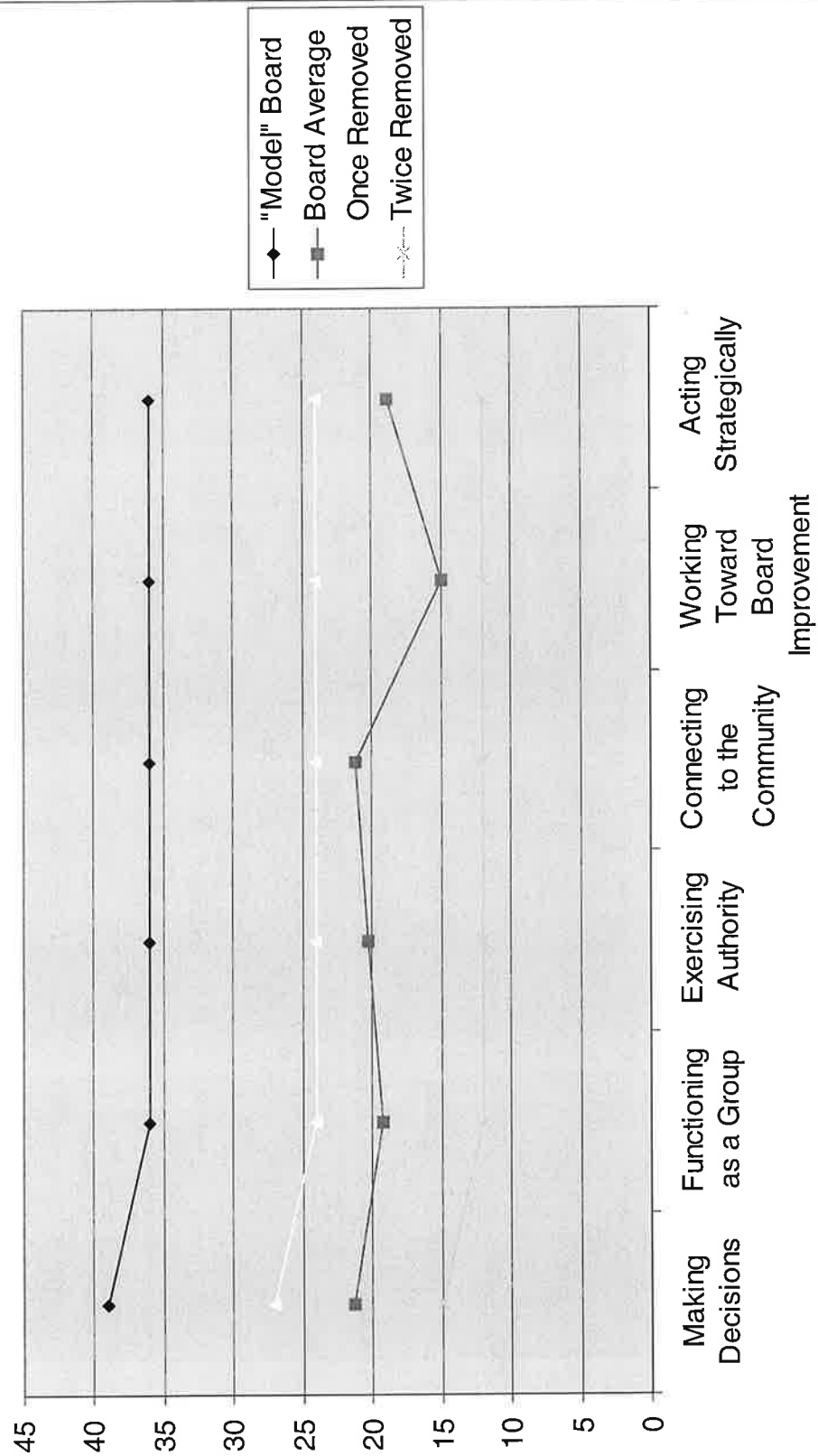
January, 2000

Monadnock Regional School Board 2000 Board Survey Results
 Chart 1 - Board Member Scores Compared to Model Board



Monadnock Regional School Board 2000 Board Survey Results
Chart 2 - Board Average Compared to Model Board

2000 MRSB 'Average Score'



Meeting: Monadnock Regional School Board to discuss Support Staff Contract
Board Members present: Don Arguin, Chrysten Starrett, Dixie Gurian, Glenn White, Bill Hamill, Deb Carluccio (by phone)
Administration: Curt Cardine, Bob Seymor
Public/(Union Representatives?): Lisa Fiske, Nancy Cummings
Meeting Date, Time, and Place: 1/11/00, 7:00PM, High School Library

Public Session:

The Chair opened the meeting at 7:45PM.

Five board members were present with one member voting by phone.

Motion by Glenn White to go into Non-public session.
A Roll Call vote was taken.

Non-public Session:

- Bob Seymor gave an overview of the process used by the Negotiations Committee for negotiating the Support Staff Contract.

- The document as presented to the Board outlines a one year contract.

- There is a tentative agreement to extend the same contract for a second year with the following variations:

 - 4% pay increase.

 - Medical Insurance would remain an open issue and subject to negotiation due to not knowing what the rates will be for next year.

The Negotiations committee recommended approval by the Board

[Motion by Glenn White to accept the contract was made and then withdrawn as it was felt that a motion on the contract should be done in public session and no motion was needed to discuss personnel in non-public session.]

Questions were asked and discussion took place on issues such as vacation time, sick days, seniority.

Bob Seymor mentioned that, at times, he discussed the practicality of items being negotiated with administration as it related to operations.

Concern was expressed by Board members about not having enough time to review the contract. It was expressed that possibly a cut-off date would be established by when information would need to be presented to the Board.

A lengthy discussion took place and opinions were expressed on how subcommittees work, how and when they should report to the Board, and the reliance of the Board on the subcommittee in terms of how much reliance is a proper balance.

Motion by Glenn White, second by Bill Hamill to go into Public Session.

Public Session:

Motion by Bill Hamill, second by Glenn White, to approve the Support Staff Contract as presented. Vote 6-affirmative, 0-no, 0-abstain.

Note: Deb Carluccio voted by phone.

Ms. Fiske asked who is responsible for getting the information on the warrant to insure that it will be there for the voters. Curt Cardine replied that it is the responsibility of the School Board and that it will be taken care of.

A copy of the warrant article covering the Support Staff Contract was handed out.

Bob Seymor added that the Budget Committee voted to recommend the contract as written for the warrant.

Motion by Glenn White, second by Bill Hamill, to adjourn. Voted 6,0,0.

The meeting was adjourned at 8:40PM.

Respectfully Submitted,

Don Arguin
Secretary, Pro Tem

NEW HAMPSHIRE SCHOOL ADMINISTRATIVE UNIT NO. 38
MONADNOCK REGIONAL SCHOOL DISTRICT
2000 - 2001 CALENDAR

	M	T	W	TH	F
AUGUST & SEPTEMBER			NTW	W	
	W	W	30	31	1
	X	5	6	7	8
(22)	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
OCTOBER	2	3	4	5	6
	W	10	11	12	13
(21)	16	17	18	19	20
	23	24	25	26	27
	30	31			
NOVEMBER			1	2	W / 45 days
	6	7	8	9	X PTC (elem)
(17)	13	14	15	16	17
	20	21	X	X	X
	27	28	29	30	
DECEMBER					1
	4	5	6	7	8
(16)	11	12	13	14	15
	18	19	20	21	22
	X	X	X	X	X
JANUARY					
	X	X	3	4	5
(20)	8	9	10	11	12
	X	16	17	18	19
	22	23	24	25	26 / 48 days
	29	30	31		

	M	T	W	TH	F
FEBRUARY				1	2
	5	6	7	8	9
(17)	12	13	14	15	16
	19	20	21	22	23
	X	X	X		
MARCH				X	X
	5	6	7	8	9
(20)	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30
APRIL					
	2	3	4	5	6 / 45 days
(15)	9	10	11	12	W PTC (elem)
	16	17	18	19	20
X	X	X	X	X	X
	30				
MAY		1	2	3	4
	7	8	9	10	11
(22)	14	15	16	17	18
	21	22	23	24	25
	X	29	30	31	
JUNE					1
	4	5	6	7	8
(11)	11	12	13	14	15 / 43 days
	W	19	20	21	22

August through January - 93 days

February through June - 88 days

188th day - June 19

August 24 New Staff Orientation
 August 25, 28, 29 Teachers' Workshops
 August 30 First Day of School (K-7)
 August 31 First Day of School (8-12)
 September 4 Labor Day
 October 9 TriDistrict Workshop
 November 3 Teachers' Workshop (K-6)
 November 10 Veterans Day

Nov. 22 - Nov. 24 Thanksgiving Recess
 Dec. 25 - Jan. 2 Christmas Vacation
 January 15 Dr. Martin Luther King Day
 Feb. 26 - Mar. 2 Winter Vacation
 April 13 Teachers' Workshop (K-12)
 April 23 - 27 Spring Vacation
 May 28 Memorial Day
 June 15 Last Day of School
 June 18 Teachers' Workshop

181 DAYS REQUIRED ATTENDANCE FOR INSTRUCTIONAL PURPOSES

Seven Teachers' Workshop Days - August 25, 28, 29, October 9, November 3, April 13, June 18

**CALENDAR IS SUBJECT TO CHANGE BY THE SCHOOL ADMINISTRATIVE UNIT 38 OFFICES
 DUE TO STORMS, EMERGENCIES, ETC.**

190 DAYS HAVE BEEN SCHEDULED

12-29-99

MONADNOCK REGIONAL SCHOOL DISTRICT
ANNUAL MEETING FIRST SESSION
FEBRUARY 5, 2000

The FIRST SESSION of the ANNUAL SCHOOL DISTRICT MEETING was held in the gymnasium of the Monadnock Regional High School on February 5, 2000. Moderator Myron Steere called the meeting to order at 10:02 AM. The Pledge of Allegiance was lead by William Hamill, Swanzey School Board representative. Mr. Steere introduced the School Board members present. Mr. Steere also introduced Kathleen Allen, Clerk, Barry Fowler, Maintenance Director, Robert Seymour III, Business Manager, William Hasbrouck, Chairman of the Budget Committee.

Mr. Steere read the call to meeting. Mr. Steere explained the process for the District Meeting. All citizens will check in and receive a pink resident card. Each warrant article will be read, discussed and voted for setting the wording for the official ballot. Each individual wishing to speak should step to a microphone to do so. The voting will be by voice vote or standing count. Mr. Steere then introduced Dixie Gurian, Chairman of the School Board and representative from Richmond.

Ms. Gurian welcomed everyone to the meeting. She explained it had been a busy year for the Board. She discussed the work on the Monadnock Regional School District in the 21st Century Process. Ms. Gurien expressed thanks to the School Board Members, a large group of citizens, the administration, teachers, staff and students for being part of the process. She cited several examples of how children had articulated the goal "All children in the Monadnock Regional School District will be known."

Moderator Steere read ARTICLE ONE.

ARTICLE ONE: Shall the Monadnock Regional School District raise and appropriate as an operating budge, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein totaling \$19,681,147.00. Should this article be defeated, the operating budget shall be \$19,311,151.00 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 a revised operating budget only.

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

Ms. Gurian, Chairman of the School Board moved the Article. Seconded.

Michael Hanrahan, Swanzey, offered the following amendment to Article One. "I move to amend Article One to add \$20,000.00 to the budget bringing the total to \$19,701,147.00 for the directed purpose of partially finding the replacement of the light and sound system in Chester Clarke Lees Auditorium." The amendment was seconded. Mr. Hanrahan spoke to the amendment. The thirty plus year old system crashed during a performance of HELLO DOLLY in 1999. There has been a grass roots movement to replace the existing system without asking the district for support. Mr. Hanrahan thanked everyone who had shown support in replacing the sound and light system. The School Board had previously approved of the project. To date, in excess of \$119,000.00 has been raised. Total cost of the project, including new rigging, is estimated to be \$160,000.00. Corporate gifts have been generous. They want to be assured of district support. Mr. Hanrahan explained his group expects to raise the final \$20,000.00 to \$25,000.00. Richard Thackston, School Board Representative from Troy explained the cost to fund this project would raise the taxes one half of one cent per thousand. He recommended the amendment be passed in the affirmative. Mr. Steer called for a vote on the amendment. The amendment as presented was voted in the affirmative. Mr. Steer reread the Article One as amended with a total of \$19,701,147.00 for the operating budget which includes \$20,000. for the replacement of the light and sound system and the rigging in the Chester Clarke Lees Auditorium. The amended article passed in the affirmative.

Mr. Steere read Article Two.

ARTICLE TWO: To see if the Monadnock Regional School District will vote to raise and appropriate the sum of \$833,436.00 for the construction of a multi-use facility, new kitchen, restrooms, common corridor, paved parking, dining room, bus access, widened roadway, and improved site drainage at the Gilsum Elementary School Project funding shall be \$713,436.00 from general taxation and a \$120,000.00 contribution to be voted upon via a Town of Gilsum warrant. This appropriation is in addition to Warrant Article One, the operating budget.
(Recommended by the School Board.) (Recommended by the Budget Committee.)

Chrysten Starrett moved the Article. Seconded. Barbara Glidden, Swanzey, requested it be clarified construction is not for classrooms. Mr. Steere agreed and reiterated construction is for gym, dining, parking, common areas. Timothy Aho, Sullivan Selectman, wanted to know what happens if Gilsum Town Meeting does not approve the \$120,000.00. Janet Fiderio, Gilsum, said Town of Gilsum has been putting money aside for years in anticipation of this project. She reminded voters the State of New Hampshire will reimburse fifty-five percent of funds expended. Timothy Aho asked what happens to the money the state reimburses. Ms Starrett answered the money goes to the general revenue fund to reduce taxes or to capital reserve depending on how the district votes. Mr. Steere added right now between \$450,000.00 and \$500,000.00 is coming in from previous projects. Timothy Aho ask to have that figure clarified and wanted to know why the figure changed from the previous year. Robert Seymour, Business Manager, answered the reimbursement this year was \$497,000.00. The State of New Hampshire refunds over five years incrementally. Dennis Boyer asked if the money can go into capital reserve. Mr. Steere answered in the affirmative and it has been done in prior years. State of New Hampshire Department of Revenue Administration has previously said funds can go to capital reserve depending on the wording of the warrant article. Mr. Steere reread the article and called for vote. The wording for Article Two as originally presented was voted in the affirmative.

Mr. Steere read Article Three.

ARTICLE THREE: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association which calls for the following increase in salaries and benefits:

Year	Increase
2000-2001	\$198,000.00 (Overall 2.98% Increase)

and further to raise and appropriate the sum of \$198,000.00 for the 2000-01 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. (The School Board recommend this appropriation.) (The Budget Committee recommends this appropriation.)

Mr. Steere explained the phrase "and further to raise and appropriate the sum of \$198,000.00 for the 2000-01 fiscal year," in Article Three was not on the original warrant. State of New Hampshire Department of Revenue Administration approved the phrase insertion and indicated the phrase must be included in the article.

William Hamill moved the Article. Seconded. Mr. Hamill stated benefits, not salaries, are the majority of the increase. Timothy Aho discussed the teacher grading system. He does not know what the phrase "overall" means. He asked if the new teachers are receiving any of the increase or is the majority going to retiring teachers. Robert Seymour answered the contract raised the base pay for new teachers. He stated the budget would have to grow 2.9 per cent to fund the contract. Timothy Aho asked a spread sheet showing the salary changes be sent to the Selectmen in each town. Mr. Seymour will comply. Mr. Steere reread article including the phrase "and further to raise and appropriate the sum of \$198,000.00 for the 2000-01 fiscal year,". The wording for Article Three as amended to include the phrase "and further to raise and appropriate the sum of \$198,000.00 for the 2000-01 fiscal year," was voted in the affirmative.

Mr. Steere read ARTICLE FOUR.

ARTICLE FOUR: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock Support Staff Association which calls for the following increase in wages and benefits.

Year	Increase
2000-2001	\$82,000.

and further to raise and appropriate the sum of \$82,000.00 for the 2000-2001 fiscal year. Such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. (The School Board recommends this appropriation.) (The Budget Committee recommends this appropriation)

Mr. Steere explained the phrase "and further to raise and appropriate the sum of \$82,000.00 for the 2000-01 fiscal year," in Article Four was not on the original warrant. State of New Hampshire Department of Revenue Administration

approved the phrase insertion and indicated the phrase must be included in the article.

William Hamill moved the Article. Seconded. Mr. Hamill explained this is the first year the staff was represented by the Monadnock Support Staff Association. This Article represents approximately a twenty-eight cent an hour increase.

Mr. Steere reread Article Four to include the phrase "and to further raise and appropriate the sum of \$82,000.00 for the 2000-01 fiscal year,". The wording for Article Four, including the phrase "and to further raise and appropriate the sum of \$82,000.00 for the 2000-01 fiscal year," as presented at this meeting passed in the affirmative.

Mr. Steere read Article Five.

ARTICLE FIVE: To see if the Monadnock Regional School District will vote to raise and appropriate up to \$125,000.00 to be placed in the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting and Article 6 of the 1995 Annual Meeting. This amount to be funded from the year end undesignated fund balance available on July 1, 2000. (The School Board recommends this appropriation.) (The Budget Committee recommends this appropriation.)

Glenn White moved Article Five. Seconded. Timothy Aho asked if these funds were part of the building aid. Mr. Steere answered this article is for any surplus funds at the end of the year. Mr. Aho wanted to know how any of these funds could be used to get relief on taxes. Mr. Steere replied the voters would need to vote no on this article in March.

Mr. Steere reread Article Five. The wording for Article Five as originally presented was voted in the affirmative.

Mr. Steere read Article Six.

ARTICLE SIX: Shall the Monadnock Regional School District, if Article One and/or Articles Three and /or Four is/are defeated, authorize the governing body to call one special meeting, at its option, to address Article One, and/or cost items pertaining to Article Three and Four? (Recommended by the School Board.) (The Budget Committee does not recommend.)

Don Arguin moved Article Six. Seconded. Mr. Arguin commented that the School Board is under obligation to present a sound fiscal plan.

Mr. Steere reread Article Six. The Moderator could not make a clear determination on the voice vote and called for a standing vote. William Hasbrock and Richard Lane were appointed Assistant Moderators. Once the standing vote was called, Moderator Steere declared the wording for Article Six as presented was voted in the affirmative.

Mr. Steere read Article Seven.

ARTICLE SEVEN: To see if the Monadnock Regional School District will vote to amend the composition of and representation to the Monadnock Regional School Board to more accurately reflect the one-person/one-vote principle and to enable each member town to elect its own representative or representatives by changing the composition of the School Board from ten(10) members to fifteen (15) members as follows:

<u>Municipality</u>	<u>Population</u>	<u>Current Membership</u>	<u>Amended Membership</u>
Fitzwilliam	2,011	1	2
Gilsum	745	1	1
Richmond	877	1	1
Roxbury	248	1	1
Sullivan	706	1	1
Surry	667	1	1
Swanzey	6,236	2	6
Troy	2,097	2	2

Provided that this Amendment take effect with the Annual Meeting of the District in 2001, and that the original terms of office for the membership of the Board be as follows:

A. For a One Year Term:

- 1 Representative from Fitzwilliam
- 1 Representative from Richmond
- 1 Representative from Surry
- 2 Representatives from Swanzey

B. For a Two Year Term:

- 1 Representative from Fitzwilliam
- 1 Representative from Roxbury

- 2 Representatives from Swanzey
- 1 Representative from Troy

C. For a Three Year Term:

- 1 Representative from Gilsum
- 1 Representative from Sullivan
- 2 Representatives from Swanzey
- 1 Representative from Troy

After each board member serves their original term, all subsequent terms for membership will be three (3) years.

Further provided that in the conduct of School Board affairs, any one member of the board may call for a weighted vote for a question on the floor before the board in any regular or special meeting of the board, said weighted vote to be based on the population figures of the towns of the district according to the 1990 U. S. census information as follows.

<u>Municipality</u>	<u>Population Weighted Vote</u>	<u>Vote Per Member in Attendance</u>
Fitzwilliam	2.22	1.11
Gilsum	0.82	.82
Richmond	0.97	.97
Roxbury	0.27	.27
Sullivan	0.78	.78
Surry	0.74	.74
Swanzey	6.88	1.15
Troy	2.32	1.16

The population weighted vote shall be based on the 1990 U. S. census figures for the district towns until the population figures for the 2000 census are issued at which time the population weighted vote figure will be revised accordingly. In addition, the population weighted vote will be revised after the population census figures are established for each decennial census after 2000. (Not recommended by the School Board.) (Recommended by the Budget Committee.)

Chrysten Starrett moved the Article. Seconded. Ms. Starrett commented this is similar to an article that was voted in the affirmative last year but was not acceptable to State School Board. Mr. Steere commented he had headed a committee of 18 people that worked on this reapportionment issue. The committee voted 18-0 to recommend increasing the size of the School Board to 15. The Committee reconvened

and the reapportionment issue was approved with the weighted vote. Members of the school board would be elected in their respective towns. William Rose, State Representative, Richmond, expressed concern the population figures were not correct for some towns. Mr. Steere answered that the State School Board requires 1990 U. S. census figures be used. Population figures will be adjusted when 2000 census figures are published. Richard Thackston removed himself from the School Board temporarily and asked to be heard as a private citizen. Mr. Thackston recommended opposition to this Article. He explained this Article takes away voting rights from the citizens of the district. Citizens in each town should vote for their representative. If members are added they should be elected as at-large representatives. He put forward the idea this Article is taxation without representation. Janet McCullough, Budget Committee member, was recognized and commented the Budget Committee has not seen this Article as presented here. She recommended the Budget Committee be informed of the origin of articles. Ms. Starrett commented this article was included on the warrant because the School Board wanted voters to have an opportunity to again consider this Article since a similar article had passed in 1999 by a large majority. Robert Beauregard, Swanzey, commented small towns want to know for whom they are voting. He recommends passing the Article in the affirmative. Jane Roberts, Fitzwilliam, said Fitzwilliam is picking up 17 per cent of the tab, have 14 per cent of the students and 10 per cent of the representation. William Hasbrouck commented the State School Board feels current representation is far from equal representation. Towns should vote for people they know. Barbara Glidden, Swanzey, asked if Article seven would now be acceptable to State School Board. Mr. Steere responded he thought so. The article was submitted to the State School Board for approval but they had not answered as of this date. An answer might be available prior to March 14 voting. The State School Board has declared the current make up of the Monadnock Regional School District School Board illegal but grand fathered.

Mr. Steere reread Article seven.

Mr. Steere declared the voice vote too close to call and requested a standing vote. Mr. Hasbrouck and Mr. Lane assisted Mr. Steere in the count. The wording for Article Seven as originally presented was voted in the affirmative by a standing vote, in favor 37, opposed 35.

Mr. Steere read Article Eight.

ARTICLE EIGHT: In concert with the Gilsum project addressed in Article Two (above), to see if the Monadnock Regional School District will vote to convey to the Town of Gilsum a small parcel of land comprised of 23,100 square feet situated in the Northeast corner of the present Gilsum Elementary School tract in Gilsum, as shown in Tax Map 407, Lot 137 to be added to the adjacent Gilsum Town property at Tax Map 407, Lot 134 in exchange for the conveyance by the Town of Gilsum to the Monadnock Regional School District of a small parcel of land comprised of 23,100 square feet situated within Lot 134 to the West side of the Gilsum Elementary School tract and to authorize the Chair of the School Board to act on behalf of the District and execute a deed and any other documentation necessary to complete mutual transfers between the District and the Town of Gilsum, or take any action therein. (Recommended by the School Board)

Dwayne Darley moved Article Eight. Seconded. Mr. Darley commented this article involves trading an equal amount of land.

Mr. Steere reread Article Eight and called for a vote. The wording for Article Eight as originally presented was voted in the affirmative.

Mr. Steere read Article Nine.

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, 2000 with no change being made in the present formula for apportioning capital expenses. (This is an article by petition.)

William Hasbrouck moved Article Nine. Dennis Poirier, Troy, commented this article reflected fairness. Wayne Bartell, Fitzwilliam, commented he was tired of talking about this issue and does not recommend this Article.

Mr. Steere reread Article Nine. Mr. Steere called for a vote. Mr. Steere declared the voice vote too close to call and requested a standing vote. Mr. Hasbrouck and Mr. Lane assisted Moderator Steere in the vote count. The wording for Article Nine as originally presented was voted in the affirmative by a standing vote, affirmative 32, negative 14.

Mr. Steere read Article Ten.

ARTICLE TEN: To see if the Monadnock Regional School District will vote to transfer \$497,628.00 in school building aid received from the state of New Hampshire, to the capital reserve fund, created under Article 5 of the 1975 annual meeting of the Monadnock Regional School District, for the renovation and expansion of facilities, or take any action thereon. (This is an article by petition.)

Mr. Thackston moved the article. Seconded. Mr. Thackston explained the Department of Revenue Administration has declared the motion not legal as written. The phrase "in school building aid, received from the state of New Hampshire" must be deleted. Mr. Thackston commented the Monadnock Regional School Board neither opposes or supports Article Ten as amended. Timothy Aho questioned if this article is providing tax relief. Mr. Steere answered these funds would increase the amount to be raised by taxes. This article would create a type of rolling building fund. Janet McCullough offered the following tax rate information.

Municipality	1999 Taxes	Projected 2000 Tax Rate	Projected 2000 Tax Rate if Article Ten is Funded.
Fitzwilliam	\$8.57	\$8.44	\$9.01
Gilsum	12.88	12.73	13.59
Richmond	10.94	11.73	12.46
Roxbury	8.62	9.72	10.33
Sullivan	14.07	15.85	16.88
Surry	7.40	7.31	7.81
Swanzey	13.69	15.13	16.10
Troy	14.62	14.89	15.93

Mr. Steere reread Article Ten deleting the phrase "in school building aid, received from the state of New Hampshire."

Mr. Steere called for a vote on Article Ten. Article Ten passed in the affirmative with the phrase "in school building aid, received from the state of New Hampshire." deleted.

Mr. Steere read Article Eleven.

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

Dixie Gurian moved the motion. Seconded. Janet McCullough questioned how the voting would be conducted this year. Mr.

Steere replied the district will not be using the method employed in 1999. The district will return to the pencil and paper ballot. Chuck Beauregard expressed disappointment with the turnout of voters. Timothy Aho requested voters present talk with their representatives. He urged exploring funding avenues other than property taxes.

It was moved and seconded to adjourn the meeting at 11:40 AM.

Respectfully submitted.



M. Kathleen Allen, Clerk

Monadnock Regional School District

	A	B	C	D	E	F	G
1							
2							
3			EMERSON PROJECT BUDGET SUMMARY				
4							
5			FROM: BARRY FOWLER, DIRECTOR, BUILDINGS & GROUNDS				
6							
7			TO: MONADNOCK REGIONAL SCHOOL BOARD				
8							
9			PLEASE FIND THE ENCLOSED EMERSON PROJECT BUDGET BREAKOUT.				
10							
11			PROJECT SUMMARY				
12			PROJECT BUDGET			\$1,897,364.00	
13							
14			MAJOR EXPENDITURES ARE:				
15							
16			MacMillan Company			\$1,742,547.00	
17							
18			Bannister & Greenberg Architects			\$89,434.00	
19							
20			Furnishings & Other			\$57,349.00	
21							
22			PROJECT FUND BALANCE			\$8,034.00	
23							
24							
25							
26			cc: Curt Cardine and Bob Seymour				
27							
28							
29							
30							
31							

Emerson Project Budget Breakdown

March 98 District Meeting Appropriation

\$ 1,897,364.00

MacMillin Company (A)

Phase I and Change Order #1	\$ 149,288.00
Phase II GMP	\$ 1,549,892.00
Change Order #1-28	<u>\$ 43,367.00</u>
	\$ 1,742,547.00

Bannister & Greenberg Architects (B)

	\$ 95,272.00
Mech. Design & Sprinkler Credit	- <u>\$ 5,838.00</u>
	\$ 89,434.00

Combined Architectural Services and Project Construction (A + B)

- \$ 1,831,981.00

Balance **\$ 65,383.00**

Other Project Expenditures (C)

A Quality	phone system	\$ 4,788.00
Massin Insurance	Builder's Risk Ins., Project Coverage	\$ 2,835.00
Adirondack Septic	septic design (Hagstrom)	\$ 1,350.00
Interstate Kitchen	kitchen design	\$ 2,110.00
Clough, Harbour Associates	site survey, boundary line adjustment	\$ 900.00
Amer Electric	temporary power to trailers	\$ 1,512.00
Green Co.	land appraisal, lease line adjustment	\$ 200.00
State of NH	kitchen plan fee	\$ 25.00
Fred's Mobile Homes	relocate portable classroom trailers	\$ 4,750.00
Signs		\$ 385.00
Equipment Environments	furnishings	\$ 4,187.00
School Specialities	furnishings	\$ 10,047.00
School Designs	furnishings	\$ 8,180.00
Staples	furnishings	\$ 370.00
J. L. Hammett	furnishings	\$ 52.00
Staples	furnishings	\$ 561.00
Contract Assembly	furnishings	\$ 575.00
Staples	furnishings	\$ 1,752.00
Kittridge Equipment	s/s sinks, tables, tray rail	\$ 6,395.00
Fixtures, Furniture, & Equip.	furnishings, library stops	\$ 153.00
Diversified Computers	computer equipment	\$ 5,825.00
Kittridge Equipment	faucets - kitchen	<u>\$ 397.00</u>

TOTAL Other Project Expenditures (C)

- \$ 57,349.00

under budget **\$ 8,034.00**

**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 5th day of February, 2000 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 amendment:

NOTICE: School District officers to be elected at the second session of the Annual Meeting of the Monadnock Regional School District on March 14, 2000 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 as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein totaling \$19,681,147.00. Should this article be defeated, the operating budget shall be \$ 19,311,151.00, 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 a revised operating budget only. NOTE: This warrant article (operating budget) does not include appropriations in ANY other warrant articles. Recommended by the School Board. Recommended by the Budget Committee.

ARTICLE TWO: To see if the Monadnock Regional School District will vote to raise and appropriate the sum of \$833,436.00 for the construction of a multi-use facility, new kitchen, restrooms, common corridor, paved parking, dining room, bus access, widened roadway, and improved site drainage at the Gilsum Elementary School. Project funding shall be \$713,436.00 from general taxation and a \$120,000 contribution to be voted upon via a Town of Gilsum warrant. This appropriation is in addition to Warrant Article One, the operating budget. Recommended by the School Board. Recommended by the Budget Committee.

ARTICLE THREE: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association which calls for the following increase in salaries and benefits:

Year	Increase
2000 – 2001	\$198,000 (Overall 2.98% Increase)

such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. The School Board recommends this appropriation. The Budget Committee recommends this appropriation.

ARTICLE FOUR: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock Support Staff Association which calls for the following increase in wages and benefits:

Year	Increase
2000-2001	\$82,000.00 (Overall 3.6% wage increase)

such sum representing the additional costs attributable to the increase in wages and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. The School Board recommends this appropriation. The Budget Committee recommends this appropriation.

ARTICLE FIVE: To see if the Monadnock Regional School District will vote to raise and appropriate up to \$125,000 to be placed in the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting and Article 6 of the 1995 Annual Meeting. This amount to be funded from the year end undesignated fund balance available on July 1, 2000. The School Board recommends. The Budget Committee recommends.

ARTICLE SIX: Shall the Monadnock Regional School District, if Article One and/or Articles Three and/or Four is/are defeated, authorize the governing body to call one special meeting, at its option, to address Article One and/or cost items pertaining to Articles Three and Four? Recommended by the School Board. The Budget Committee does not recommend.

ARTICLE SEVEN: To see if the Monadnock Regional School District will vote to amend the composition of and representation to the Monadnock Regional School Board to more accurately reflect the one-person/one-vote principle and to enable each member town to elect its own representative or representatives by changing the composition of the School Board from ten (10) members to fifteen (15) members as follows:

<u>Municipality</u>	<u>Population</u>	<u>Current Membership</u>	<u>Amended Membership</u>
Fitzwilliam	2,011	1	2
Gilsum	745	1	1
Richmond	877	1	1
Roxbury	248	1	1
Sullivan	706	1	1
Surry	667	1	1
Swanzey	6,236	2	6
Troy	2,097	2	2

Provided that this Amendment shall take effect with the Annual Meeting of the District in 2001, and that the original terms of office for the membership of the Board be as follows:

A. For a One Year Term:

1 Representative from Fitzwilliam
1 Representative from Richmond
1 Representative from Surry
2 Representatives from Swanzey

B. For a Two Year Term:

1 Representative from Fitzwilliam
1 Representative from Roxbury
2 Representatives from Swanzey
1 Representative from Troy

C. For a Three Year Term:

1 Representative from Gilsum
1 Representative from Sullivan
2 Representatives from Swanzey
1 Representative from Troy

After each board member serves their original term, all subsequent terms for membership will be three (3) years.

Further provided that in the conduct of School Board affairs, any one member of the board may call for a weighted vote for a question on the floor before the board in any regular or special meeting of the board, said weighted vote to be based on the population figures of the towns of the district according to the 1990 U.S. census information as follows:

<u>Municipality</u>	<u>Population Weighted Vote</u>	<u>Vote Per Member In Attendance</u>
Fitzwilliam	2.22	1.11
Gilsum	0.82	.82
Richmond	0.97	.97
Roxbury	0.27	.27
Sullivan	0.78	.78
Surry	0.74	.74
Swanzey	6.88	1.15
Troy	2.32	1.16

The population weighted vote shall be based on the 1990 U.S. census figures for the district towns until the population figures for the 2000 census are issued at which time the population weighted vote figure will be revised accordingly. In addition, the population weighted vote will be revised after the population census figures are established for each decennial census after 2000.

Not Recommended by the School Board. Recommended by the Budget Committee.

This is a petitioned article

ARTICLE EIGHT: In concert with the Gilsum project addressed in Article Two (above) to see if the Monadnock Regional School District will vote to convey to the Town of Gilsum a small parcel of land comprised of 23,100 square feet situated in the Northeast corner of the present Gilsum Elementary School tract in Gilsum, as shown in Tax Map 407, Lot 137, to be added to the adjacent Gilsum Town property at Tax Map 407, Lot 134 in exchange for the conveyance by the Town of Gilsum to the Monadnock Regional School District of a small parcel of land comprised of 23,100 square feet situated within lot 134 to the West side of the Gilsum Elementary School tract and to authorize the Chair of the School Board to act on behalf of the District and execute a deed and any other documentation necessary to complete mutual transfers between the District and the Town of Gilsum, or take any action therein.
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, 2000 with no change being made in the present formula for apportioning capital expenditures. This is an article by petition.

ARTICLE TEN: To see if the Monadnock Regional School District will vote to transfer \$497,628.00 in school building aid, received from the state of New Hampshire, to the capital reserve fund, created under Article 5 of the 1975 annual meeting of the Monadnock Regional School District, for the renovation and expansion of facilities, or take any action thereon. This is an article by petition.

ARTICLE 11: To listen to opinions of a purely advisory nature with regards to the conduct of school affairs for the ensuing year.

Monadnock Regional School Board

Given under our hands and seal this January 18, 2000

Donald D. Agui
Christopher Starrett
Doris Egan
W. A. Hamill

Glenn K. Galt
George W. Gault
William W. Gault
Richard W. Gault
Deborah Carluccio

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
February 15, 2000**

MEETING AT

Mt. Caesar School, Swanzy 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

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

- A. Board committee reports:
 - 1. Board Evaluations
 - 2. Communications Committee: Dixie Gurian
 - 3. Policy Committee:
 - a. Distribution of Section B of the Policy Book
 - 4. Facilities Committee
- B. Senior Projects Report
- C. Approving Minutes of the Special Board Meeting held to vote on the Support Staff contract
- D. New Business
- E. Old Business
 - 1. Superintendent Search Report
- F. 21st Century Report
- Building Committee Discussion
- G. Action on the Manifest
- H. 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

8. ADJOURNMENT

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

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
February 15, 2000**

**MEETING AT
Mt. Caesar 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.

Detail of Agenda

OTHER SCHOOL BOARD BUSINESS

- 4A. Board committee reports:
 - 1. Board Evaluations
 - 2. Communications Committee
 - 3. Policy Committee
 - a. Section B of the Policy Book will be distributed
 - 4. Facilities Committee
- 4B. Senior Projects.
- 4C. Support Staff Contract Minutes of the Special Board Meeting to be approved.
- 4D. New Business
- 4E. Old Business
 - 1. Report from search committee
- 4F. MRSD 21st Century Project
 - Building Committee Discussion
- 4G. Action on the Manifest
- 4H. Correspondence/announcement.
- 5. Superintendent's Report
- 6. Setting the Agenda for the March 7, 2000 Meeting
- 7. Non-Public Session
- Personnel

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
February 15, 2000
Mt. Caesar School

Ms. Gurian welcomed meeting attendees at 7:00 PM. Prior to calling the meeting to order Ms. Gurian introduced Greg Pratt, a senior at Monadnock Regional High School. Mr. Pratt gave an excerpt from his recently performed one-man show portraying Harry Truman. The one-man presentation is Greg's senior project. Greg has donated all of the proceeds collected at his two performances to the Light, Sound and Action Committee at the high school. Greg's presentation at the School Board meeting was inspiring and well received by all attendees.

Ms. Gurian reminded Board members and citizens in attendance that the purpose of this meeting, as always, is to continue to keep the educational needs of children in mind. Additionally, members and citizens should remember the first District Goal 1999-2000; "All children in the Monadnock Regional School District will be known".

CALL TO ORDER

D. Gurian, Chairperson, called the meeting to order at 7:30 PM.

Present:

D. Arguin, D. Carluccio, D. Darley, D. Gurian, W. Matson, C. Starrett, R. Thackston, C. Tolman and G. White. Also present: C. Cardine, Interim Superintendent, B. Fowler, Director of Building and Grounds, D. Hodgdon, Director of Curriculum and Instruction, K. Craig, D. Mousette, D. Stockwell, E. Tatro, A. Bush and D. Hosang. W. Hamill was not in attendance.

CONSENT AGENDA:

a. Minutes of previous meeting

G. White MOVED: that the minutes of the February 1, 2000 meeting be approved.
SECONDED: R. Thackston Vote: 9-0-0-1, unanimously approved by the Board.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

A. Bush reported that the Student Council recently held a successful Valentine's Dance to benefit the Humane Society. Mr. Bush announced that the boys' basketball team is doing very well and the girls' team has made the playoffs. Mrs. Green is planning a trip for students to England, Paris and the Alps. A. Bush introduced Missy Morey and Justin Gorbet, President and Vice President respectively, of the Future Business Leaders of America (FBLA). M. Morey gave a short presentation explaining the function of the FBLA, which is a student group that promotes understanding of the business world through various speakers meeting. The group raises money for scholarships and charity. Future Business Leaders of America week is celebrated February 13-19; a week to promote various FBLA activities in the State of New Hampshire.

There will be a Beach Dance on March 24 and the students extended an invitation to Board members to attend.

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports

1. Board Evaluations

Ms. Gurian asked Board members if they would be interested in attending a special Board meeting to develop goals and objectives for the MRSB based on the outcome of the Board evaluation process. After a short discussion it was decided that the Board would have a special meeting on Saturday, March 11, 2000 to discuss the evaluation. The location of the meeting will be announced.

2. Communications Committee: Dixie Gurian

Ms. Gurian reported that the Communications Committee is moving along with the Alumni Project. A list of names is currently being developed and the Committee has a person in mind to coordinate the project.

The Committee is also reviewing all current projects and evaluating what needs to be done to finish each project. Ms. Gurian mentioned that the Beautification Project would be started again in the spring. Mr. Cardine is finishing the District profile and there are plans to distribute the profile to key industries in the area, accompanied by a cover letter explaining the project. The profile, when completed, will be available electronically.

3. Policy Committee

a. Distribution of Section B of the Policy Book

Mr. Arguin distributed copies of Section B of the Policy Book. Each Board member had the option to receive Section B in the form of a hard copy, email or on a floppy disk. The Board members chose the following:

- D. Carluccio: hard copy
- C. Tolman: email
- C. Starrett: hard copy and disk
- W. Matson: disk
- G. White: hard copy and disk
- D. Darley: hard copy and disk
- R. Thackston: hard copy and email
- D. Gurian: disk

Mr. Arguin reported that the Committee has reviewed Section A and will begin reviewing Section J, student policies, at their next meeting.

Mr. Arguin mentioned that the survey on the evaluation process, which included graphs, was distributed in the Board Packet. Mr. Cardine commented that new Board members would receive a year's worth of Board minutes, a copy of both the Teachers' and Support Staff contracts and recommended books.

W. Matson indicated that the evaluation should be accompanied with a written narrative explaining the data. Mr. Cardine will ask K. Dassau to prepare a narrative report based on the evaluation findings. Ms. Gurian thanked the Committee for their efforts.

4. Facilities Committee

C. Starrett distributed a list of the persons who have agreed to serve on the 21st Century Building Committee. She indicated that there was still no representation from the Town of Troy. Mr. Cardine gave Ms. Starrett the names of two Troy citizens who might have an interest in serving.

Mr. Fowler told Board members that today he and the building architect and builders completed a final walk through of the Emerson building project. The building account will soon be reconciled. Mr. Matson requested a spreadsheet with the budgetary results. There is still no curtain on the stage, as the money for this item had to be cut from the budget. K. Craig indicated that there are several fund raising efforts in progress to try and raise the \$6000 needed for the curtain, which may be purchased in stages.

B. Senior Projects Report

D. Stockwell introduced Marlene Baldwin, a senior English teacher at Monadnock Regional High School. Ms. Baldwin gave an overview of Senior Projects, an exit requirement for all seniors to graduate from the high school. The Senior Project attempts to look at what seniors have learned over the past twelve years and consists of reading, writing, listening, speaking and viewing. The project consists of paper, product and presentation. The student chooses a topic to investigate and must show 45 hours of documented research through a documentation log. All students complete a research paper and a process paper indicating what has been learned, how the project was started and the outcomes. Teachers at the high school feel that the Senior Project is an authentic assessment of student achievement and is a link between school and the real world. Every student has a mentor who signs an agreement to work with the student throughout the project period. Ms. Baldwin distributed a packet that all juniors receive in preparation for picking the topic for their project. Ms. Baldwin told Board members that she will send out a schedule of project presentations so that members may attend presentations if they wish to.

C. Approving Minutes of the Special Board Meeting held to vote on the Support Staff Contract

C. Starrett MOVED: to approve the minutes of the special Board meeting held on January 11, 2000 to approved the support staff contract.

SECONDED: W. Matson. VOTE: 9-0-0-1, unanimously approved by the Board.

D. New Business

None

E. Old Business

1. Superintendent Search Report

D. Carluccio reported that the Search Committee is waiting for the application deadline which is February 18 (applications to go to the NHSBA). The applications will be provided for the Committee by March 3, 2000.

F. 21st Century Report: Building Committee Discussion

See above Facilities Committee Report. Mr. Cardine reported that he met with the A

Team today and started reviewing objectives. There should be an initial proposal ready by the first Board meeting in March.

G. Action on the Manifest

G. White MOVED: that the Board approve the manifest in the amount of \$863,475.67. (Payroll, 2/09/00, \$445,601.48; Accounts Payable, 2/07/00, \$64,758.55; Accounts Payable, 2/09/00, \$1,980.00; Accounts Payable, 2/15/00, \$351,135.64).
SECONDED: C. Starrett VOTE: 8-0-1-1, the motion is approved by the Board.

H. Correspondence and announcements

Mr. Cardine distributed a letter, which was sent to Greg Pratt and also published in the Keene Sentinel. The letter applauded Greg for the fine job he did with his one-man show portraying Harry Truman. Mr. Cardine also commented that the girls cheerleading team will be competing at the State Championships on Saturday, February 19, 2000, at the University of New Hampshire and that the ski team is doing very well.

SUPERINTENDENT'S REPORT

See above, Correspondence and announcements.

SETTING THE NEXT AGENDA

1. Financial Report on the Emerson Project
2. Quarterly Budget report
3. Fifteen minutes of the Music Man

NON PUBLIC SESSION

At 8:30 PM R. Thackston MOVED: that the Board enter a non-public session for the purpose of a personnel issue.

SECONDED: D. Darley VOTE: 9-0-0-1 by a roll call vote.

There was a discussion regarding a personnel issue during the non-public session.

At 9:20 PM G. White MOVED: that the Board return to Public Session.

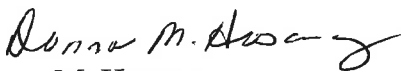
SECONDED: R. Thackston VOTE: 9-0-0-1 by a roll call vote.

ADJOURNMENT

At 9:21 PM R. Thackston MOVED: to adjourn.

SECONDED: G. White VOTE: 9-0-0-1, unanimously approved by the Board

Respectfully submitted,


Donna M. Hosang

MONADNOCK REGIONAL SCHOOL DISTRICT
ANNUAL MEETING - MARCH 14, 2000
ELECTION RESULTS

F I T Z W M	G I L S U M	R I C H M O N D	R O X B U R Y	S U L L I V A N	S U R R Y	S W A N Z E Y	T R O Y	T O T A L
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MODERATOR

M. Steere	458	109	141	39	117	37	666	302	1869
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SCHOOL BOARD

<u>Fitzwilliam</u> C. Starrett	559	78	90	35	84	28	340	219	1433
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<u>Gilsum</u> H. Livingston	0	77	0	0	0	0	0	0	77
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<u>Richmond</u> D. Gurian	301	81	156	40	90	31	395	219	1313
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<u>Swanzy</u> W. Hamill	277	29	91	36	92	30	602	229	1436
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BUDGET COMMITTEE

<u>Fitzwilliam</u> J. Tommila	27	0	0	0	0	0	0	0	27
W. Wright	12	0	0	0	0	0	0	0	12
J. Roberts	11	0	0	0	0	0	0	0	11
P. Thompson	10	0	0	0	0	0	0	0	10

<u>Richmond</u> J. Carnie	2	0	0	0	0	0	0	0	2
B. Jacobson	2	0	0	0	0	0	0	0	2
R. Lewis	2	0	0	0	0	0	0	0	2
M. Taylor	2	0	0	0	0	0	0	0	2

<u>Swanzy</u> Barbara Glidden	0	0	0	0	0	0	9	0	9
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*Let
Help!*

	FITZ	GILSUM	RICHMON	ROXBURY	SULLIVAN	SURRY	SWANZE	TROY
MODERATOR M STEERE	458	109	141	39	117	37	666	302
BUDGET COMM FITZ								
RICHMOND								
SWANZEY								
SCHOOL BRD GILSUM								
FITZWILL STARRETT K	559	78	90	35	84	28	340	219
RICHMOND GURIAN D	301	81	156	40	90	31	395	219
SWANZEY HAMELL W	277	79	91	36	92	30	602	229

MONADNOCK REGIONAL SCHOOL DISTRICT
ANNUAL MEETING - MARCH 9, 1999
ELECTION RESULTS

F I T Z W M	G I L S U M	R I C H M O N D	R O X B U R Y	S U L L I V A N	S U R R Y	S W A N Z E Y	T R O Y	T O T A L
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MODERATOR

W. Prigge
M. Steere

49	1	1	1	2	1	3	4	62
7	0	2	4	13	2	24	4	56

SCHOOL BOARD

Roxbury

G. White

295	62	89	54	100	78	418	288	1384
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Swanzy

T. Clark
L. Sicotte
C. Tolman, Jr.

165	39	36	18	44	39	267	191	799
58	11	17	3	21	13	86	55	264
162	28	69	28	56	47	333	102	825

Troy (3 Years)

R. Thackston

290	64	82	40	91	73	366	400	1406
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Troy (2 Years)

W. Mattson

291	66	79	42	97	70	378	379	1402
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BUDGET COMMITTEE

Roxbury

M. Neylan
G. White

1	0	1	1	1	0	0	0	4
0	1	0	0	0	5	0	0	6

Swanzy

B. Matteson

355	73	94	41	101	70	560	280	1574
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Troy

N. Dion

255	57	78	41	90	68	473	429	1491
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MONADNOCK REGIONAL SCHOOL DISTRICT
ANNUAL MEETING - MARCH 9, 1999
ELECTION RESULTS

WARRANT ARTICLES - RESULTS BY TOWN

<u>ARTICLE ONE</u>		340	53	48	37	90	74	435	241	1318
YES		310	51	148	26	64	61	263	245	1168
<u>ARTICLE TWO</u>		495	52	129	33	86	77	444	235	1551
YES		170	51	63	28	66	58	261	242	939
<u>ARTICLE THREE</u>		318	45	53	33	90	75	424	219	1257
YES		304	48	135	31	61	59	280	244	1162
<u>ARTICLE FOUR</u>		376	55	131	34	87	79	465	275	1502
YES		241	38	61	28	59	48	227	195	897
<u>ARTICLE FIVE</u>		217	52	63	31	85	72	412	228	1160
YES		397	43	126	24	65	56	269	230	1210
<u>ARTICLE SIX</u>		453	62	130	36	83	63	522	264	1613
YES		144	42	61	29	70	69	179	203	797
<u>ARTICLE SEVEN</u>		373	73	127	36	98	91	466	273	1537
YES		177	30	65	24	50	40	212	175	773
<u>ARTICLE EIGHT</u>		22	70	34	17	143	28	450	462	1226
YES		584	28	155	43	16	108	232	39	1205
<u>ARTICLE NINE</u>		495	76	152	43	109	95	551	338	1859
YES		93	26	39	15	43	36	148	143	543

MARCH 20, 1999

RECOUNT OF WARRANT ARTICLE EIGHT

A recount, petitioned by the Town of Fitzwilliam, on Article #8 only, was done on March 20, 1999, with Article #8 not passing by sixteen (16) votes.

MONADNOCK REGIONAL SCHOOL DISTRICT
ANNUAL MEETING - MARCH 14, 2000
ELECTION RESULTS

WARRANT ARTICLES - RESULTS BY TOWN

<u>ARTICLE ONE</u>		319	132	91	39	85	81	471	212	1430
YES		286	72	110	13	54	47	234	151	967
NO										
<u>ARTICLE TWO</u>		312	124	86	40	82	66	457	181	3481
YES		229	22	113	11	58	65	251	185	1004
NO										
<u>ARTICLE THREE</u>		292	92	87	36	74	73	446	200	1300
YES		319	52	120	16	65	57	257	165	1051
NO										
<u>ARTICLE FOUR</u>		286	91	86	37	81	67	444	195	1287
YES		316	47	118	15	57	63	256	170	1042
NO										
<u>ARTICLE FIVE</u>		293	91	95	37	87	76	457	204	1340
YES		290	41	106	11	50	54	234	154	940
NO										
<u>ARTICLE SIX</u>		250	86	91	34	65	58	403	164	1151
YES		321	47	103	15	69	67	249	188	1059
NO										
<u>ARTICLE SEVEN</u>		348	90	101	13	59	35	526	167	1339
YES		234	47	95	38	67	87	154	183	905
NO										
<u>ARTICLE EIGHT</u>		374	124	121	41	97	83	532	244	1616
YES		204	15	70	11	30	39	140	104	613
NO										
<u>ARTICLE NINE</u>		22	90	53	9	104	26	387	320	1011
YES		611	41	139	43	20	103	254	49	1260
NO										
<u>ARTICLE TEN</u>		277	93	114	37	72	69	435	204	1301
YES		248	28	70	9	42	52	290	130	869
NO										
<u>TOTAL</u>		5901	1425	1969	505	1318	1268	6877	3570	22833

march 2000

**CANDIDATES
OF THE
MONADNOCK REGIONAL SCHOOL DISTRICT**

MODERATOR

Vote for one/one year term

Myron S. Steere III 1869 ☐

☐

Write In

SCHOOL BOARD

GILSUM: (one year term)

Vote for one person

77 LIVINGSTON, NIKEN ☐
12. HASBROCK, WILLIAM

Write In

FITZWILLIAM: (three year term)

Vote for one person

BUDGET COMMITTEE

FITZWILLIAM: (three year term)

Vote for one person

27 JOHN TOMMILLA - 4-585-7756 - W-242-7774 *OK Yes*
12 WRIGHT, WINSTON - 4-585-6808
11 ROBERTS, JANE - 4-585-6612
10 Write In
PETER THOMPSON - not in phone book

RICHMOND: (three year term)

Vote for one person

2 EACH { CARNY, Jim 239-4948 *yes*
~~JACOBSEN BOB 239-6443 NO~~
~~LEWIS, RICHARD - 239-6095 NO~~
Write In
~~MAYOR, MARY ? 239-6042 NO~~

SWANZEY: (three year term)

Vote for one person

9 BARBARA GRIDGEN - 352-6156 *OK yes*
5 MYRON STEERE - ☐
3 GABLER - ☐
Write In
*1010 old Homestead
Swanzy 03446*

RICHMOND: (three year term)

Vote for one person

Chrysten Starrett 1433 ☐

Dixie Gurian 1313 ☐

☐

Write In

SWANZEY: (three year term)

Vote for one person

William A. Hamill 1434 ☐

☐

Write In

Matthew Green

ARTICLE ONE: Shall the Monadnock Regional School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein totaling \$19,701,147.00. Should this article be defeated, the operating budget shall be \$19,311,151.00, 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 a revised operating budget only.

☐ YES 1430

☐ NO 967

ARTICLE TWO: To see if the Monadnock Regional School District will vote to raise and appropriate the sum of \$833,436.00 for the construction of a multi-use facility, new kitchen, restrooms, common corridor, paved parking, dining room, bus access, widened roadway, and improved site drainage at the Gilsum Elementary School. Project funding shall be \$713,436.00 from general taxation and a \$120,000 contribution to be voted upon via a Town of Gilsum warrant. This appropriation is in addition to Warrant Article One, the operating budget.

☐ YES 1348

☐ NO 1004

ARTICLE THREE: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association which calls for the following increase in salaries and benefits:

Year	Increase
2000 - 2001	\$198,000 (Overall 2.98% Increase)

and further to raise and appropriate the sum of \$198,000 for the 2000-01 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year.

☐ YES 1300

☐ NO 1051

ARTICLE FOUR: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock Support Staff Association which calls for the following increase in wages and benefits:

Year	Increase
2000-2001	\$82,000

and further to raise and appropriate the sum of \$82,000 for the 2000-2001 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year.

☐ YES 1287

☐ NO 1042

ARTICLE FIVE: To see if the Monadnock Regional School District will vote to raise and appropriate up to \$125,000 to be placed in the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting and Article 6 of the 1995 Annual Meeting. This amount to be funded from the year end undesignated fund balance available on July 1, 2000

☐ YES 1340

☐ NO 940

Matthew Jones

ARTICLE SIX: Shall the Monadnock Regional School District, if Article One and/or Articles Three and/or Four is/are defeated, authorize the governing body to call one special meeting, at its option, to address Article One, and/or cost items pertaining to Article Three and Four?

☐ YES 1151

☐ NO 1059

ARTICLE SEVEN: To see if the Monadnock Regional School District will vote to amend the composition of and representation to the Monadnock Regional School Board to more accurately reflect the one-person/one-vote principle and to enable each member town to elect its own representative or representatives by changing the composition of the School Board from ten (10) members to fifteen (15) members as follows:

<u>Municipality</u>	<u>Population</u>	<u>Current Membership</u>	<u>Amended Membership</u>
Fitzwilliam	2,011	1	2
Gilsum	745	1	1
Richmond	877	1	1
Roxbury	248	1	1
Sullivan	706	1	1
Surry	667	1	1
Swanzey	6,236	2	6
Troy	2,097	2	2

Provided that this Amendment take effect with the Annual Meeting of the District in 2001, and that the original terms of office for the membership of the Board be as follows:

A. For a One Year Term:

- 1 Representative from Fitzwilliam
- 1 Representative from Richmond
- 1 Representative from Surry
- 2 Representatives from Swanzey

B. For a Two Year Term:

- 1 Representative from Fitzwilliam
- 1 Representative from Roxbury
- 2 Representatives from Swanzey
- 1 Representative from Troy

C. For a Three Year Term:

- 1 Representative from Gilsum
- 1 Representative from Sullivan
- 2 Representatives from Swanzey
- 1 Representative from Troy

After each board member serves their original term, all subsequent terms for membership will be three (3) years.

Further provided that in the conduct of School Board affairs, any one member of the board may call for a weighted vote for a question on the floor before the board in any regular or special meeting of the board, said weighted vote to be based on the population figures of the towns of the district according to the 1990 U.S. census information as follows:

Mark Allen

<u>Municipality</u>	<u>Population Weighted Vote</u>	<u>Vote Per Member in Attendance</u>
Fitzwilliam	2.22	1.11
Gilsum	0.82	.82
Richmond	0.97	.97
Roxbury	0.27	.27
Sullivan	0.78	.78
Surry	0.74	.74
Swanzy	6.88	1.15
Troy	2.32	1.16

The population weighted vote shall be based on the 1990 U.S. census figures for the district towns until the population figures for the 2000 census are issued at which time the population weighted vote figure will be revised accordingly. In addition, the population weighted vote will be revised after the population census figures are established for each decennial census after 2000.

☐ YES 1339 ☐ NO 905

ARTICLE EIGHT: In concert with the Gilsum project addressed in Article Two (above) to see if the Monadnock Regional School District will vote to convey to the Town of Gilsum a small parcel of land comprised of 23,100 square feet situated in the Northeast corner of the present Gilsum Elementary School tract in Gilsum, as shown in Tax Map 407, Lot 137, to be added to the adjacent Gilsum Town property at Tax Map 407, Lot 134 in exchange for the conveyance by the Town of Gilsum to the Monadnock Regional School District of a small parcel of land comprised of 23,100 square feet situated within lot 134 to the West side of the Gilsum Elementary School tract and to authorize the Chair of the School Board to act on behalf of the District and execute a deed and any other documentation necessary to complete mutual transfers between the District and the Town of Gilsum, or take any action therein.

☐ YES 1616 ☐ NO 613

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, 2000 with no change being made in the present formula for apportioning capital expenses.

☐ YES 1011 ☐ NO 1260

ARTICLE TEN: To see if the Monadnock Regional School District will vote to transfer \$0.00 in school building aid, received from the state of New Hampshire, to the capital reserve fund, created under Article 5 of the 1975 annual meeting of the Monadnock Regional School District, for the renovation and expansion of facilities, or take any action thereon.

☐ YES 1301 ☐ NO 869

Matthew Green

HATFIELD, MORAN & BARRY, P.A.
ATTORNEYS AT LAW
P. O. BOX 13, CENTRAL SQUARE
HILLSBOROUGH, NEW HAMPSHIRE 03244
(603) 464-5578
FAX (603) 464-3269

Douglas S. Hatfield
Margaret-Ann Moran
Thomas T. Barry*
Paul W. Mullen

*Also Admitted in Virginia

CONFIDENTIAL

TO: Robert Seymour, Business Administrator **FAX NUMBER: 358-6708**
FROM: Margaret-Ann Moran, Esq.
DATE: March 16, 2000
RE: Richmond School District

TOTAL NUMBER OF PAGES INCLUDING THIS COVER SHEET: 4

THIS COMMUNICATION IS CONFIDENTIAL AND IS INTENDED TO BE PRIVILEGED PURSUANT TO THE ATTORNEY-CLIENT PRIVILEGE AND THE WORK PRODUCT DOCTRINE.

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HATFIELD, MORAN & BARRY, P.A.

ATTORNEYS AT LAW

P. O. BOX 13, CENTRAL SQUARE

HILLSBOROUGH, NEW HAMPSHIRE 03244

603-464-5578

FAX 603-464-3269

DOUGLAS S. HATFIELD

MARGARET-ANN MORAN

THOMAS T. BARRY

PAUL W. MULLEN

March 16, 2000

*ALSO ADMITTED IN VIRGINIA

BY TELEFAX AND US MAIL

Mr. Robert Seymour, Business Administrator

SAU #38

600 Old Homestead Highway

Swanzey Center, NH 03446

Re: Richmond election

Dear Bob:

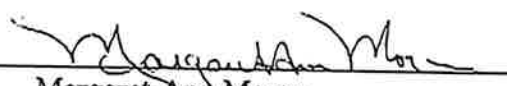
Assuming that the tie vote in the Richmond election occurred through an official ballot system, the winner is determined by lot in accordance with the process set forth in RSA 669:36. (See attached statute). RSA 671:32 states that tie votes in school district elections are handled in the same manner as in town elections. (See attached statute).

If you have any questions, please give me a call.

Sincerely,

HATFIELD, MORAN & BARRY, P.A.

By


Margaret-Ann Moran

MAM:dew

Enclosures

HATFIELD, MORAN & BARRY, P.A.
ATTORNEYS AT LAW
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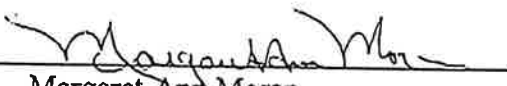
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Enclosures

669:36

ELECTIONS

ANNOTATIONS DECIDED UNDER PRIOR LAW

1. Person aggrieved

Although there was no dispute over any given ballot which required a formal ruling by the board of recount, since plaintiff was contesting the implied ruling that all ballots

counted had been legally cast and had not been altered, he qualified as a person aggrieved by a ruling of the board under this section. Nickerson v. Aimo (1970) 110 NH 848, 266 A2d 828.

Source. 1979, 4 1987.

Amendments—

669:40 No 4 conspicuous be any publis! Such notice s during which

Tie Vote

LIBRARY REFERENCES

West Key Number
Election — 238.

CJS
Election § 244.

→ 669:36 Tie Vote. In case of a tie vote at any town election, except as provided for unofficial ballots in RSA 669:60, the winner shall be determined by lot by the town clerk in the presence of the candidates who are tied if, upon notice from him, they elect to be present.

Source. 1979.

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Source. 1979, 410:1, eff. July 1, 1979.

Special Provisions for Partisan Ballot System

669:37 Nomination by Caucus. In a town which has adopted the partisan ballot system under RSA 669:12, nominations may be made by any caucus of legal voters representing a political party which at the state election next preceding polled at least 3 percent of the entire vote cast in the state for the office of governor.

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Additions to

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HISTORY

Source. 1979, 410:1, eff. July 1, 1979.

669:38 Party Regulations. Any party qualified to hold a caucus may, in convention or by its recognized political committee, make regulations concerning the manner of holding the caucus consistent with the provisions of this subdivision.

Source. 19'

669:43 shall have to be used

HISTORY

Source. 1979, 410:1, eff. July 1, 1979.

669:39 When Held. Any caucus held for the nomination of candidates for town officers shall be held not later than the sixth Friday before the town election at which such officers are to be elected.

Source. 19'

671:31

ELECTIONS

838

except that all references to towns or town clerks shall be read to refer to school districts or school district clerks.

HISTORY

Source. 1979, 321:1, eff. Aug. 21, 1979.

671:31 Reports by Clerk. The clerk of every school district, after the annual meeting, shall forthwith report the names and post office addresses of all school district officers to the commissioner of revenue administration and to the commissioner of education. If any school district officer has not been chosen or appointed at that time, the school district clerk shall promptly make like reports when such officer is chosen or appointed so that the commissioner of revenue administration and the commissioner of education shall at all times be informed of the names and mailing addresses of all school district officers.

HISTORY

Source. 1979, 321:1, eff. Aug. 21, 1979.

Post-Election Procedure

LIBRARY REFERENCES

CJS

Elections § 237.

→ **671:32 Recount; Tie Vote.** Tie votes and recounts in school district elections shall be handled in the same manner as in town elections as provided in RSA 40:4-c and 40:4-d and in RSA 669:30-669:36, except as specified herein:

I. The school district clerk shall have all the duties and powers of the town clerk;

II. The board of recount shall be composed of the school district clerk, the school district moderator, and the members of the school board; and

III. The fee for the recount shall be paid to the school district clerk for the use of the school district.

HISTORY

Source. 1979, 321:1, eff. Aug. 21, 1979. 1999, 6:1, eff. March 4, 1999.

Amendments—1999. Inserted "RSA 40:4-c and 40:4-d and in" preceding "RSA 669:30-669:36" in the introductory paragraph.

671:33 Vacancies. Vacancies among members of cooperative or area school planning committees shall be filled by the moderator for the unexpired term. The school board shall fill vacancies occurring on the school board and in all other district offices for which no other method of filling a vacancy is provided. Appointees of the school board shall serve until the next district election when the voters of the district shall elect a replacement for the unexpired term. In the case of a vacancy of the entire membership of the school board, or if the remaining members are unable, by majority vote, to agree upon an appointment, the selectmen of the town or towns involved shall appoint members by majority vote in convention. Vacancies in the office of moderator shall be filled by vote at a school meeting or election, provided that, until a replacement is chosen, the school district clerk shall serve as moderator. Vacancies occurring on the budget committee of a cooperative school district shall be filled by appointment made within 5 days by the moderator if the vacancy is called to the moderator's attention or by the chairperson of the cooperative school board if the vacancy is called to the chairperson's attention or if the vacancy is that of a member appointed by the school board.

HISTORY

Source. 1979, 321:1, eff. Aug. 21, 1979. 1997, 176:9, eff. Aug. 11, 1997.

Amendments—1997. Substituted "the moderator's" for "his" preceding "attention", "chairperson" for "chairman" preceding "of the cooperative" and "the chairperson's" for "his" preceding "attention" in the last sentence.

LIBRARY REFERENCES

CJS

Schools and School Districts §§ 114, 117.

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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

Curtis J. Cardine, *Interim Superintendent*

Margaret A. Sullivan, *Assistant Superintendent*

Kenneth R. Dassau, *Assistant Superintendent*

Robert A. Seymour III, *Business Manager*

David Hodgdon, Ph.D., *Director of Curriculum & Instruction*

Thomas C. Warner III, *Director of Technology*

March 29, 2000

Dr. Elizabeth M. Twomey
Commissioner of Education
NH Department of Education
101 Pleasant Street
Concord New Hampshire 03301

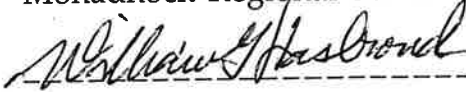
Dear Commissioner Twomey:

The application per RSA 32:11 *Emergency Expenditures and Overexpenditures*, prepared for review by the Commissioner of Education by the Monadnock Regional School Board requesting to use up to \$190,000 in unanticipated Medicaid revenue and FY 2000 year-end surplus to cover special education tuition obligations was submitted to and reviewed by the Monadnock Regional School District Budget Committee on March 29, 2000.

The Monadnock Regional School District Budget Committee approves this application and its submission to the Commissioner of Education, providing it meets all legal requirements.

Respectfully submitted,

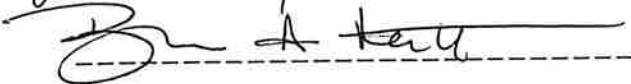
Monadnock Regional School District Budget Committee











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

Curtis J. Cardine -Interim Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau, Assistant Superintendent

Robert A. Seymour III, Business Manager

David Hodgdon, Ph.D. Dir. Of Curriculum & Instruction

Thomas C. Warner III, Dir. Of Technology

March 28, 2000

**Dr. Elizabeth M. Twomey
Commissioner of Education
NH Department of Education
101 Pleasant Street
Concord, New Hampshire 03301**

RE: Application RSA 32:11 Emergency Expenditures and Overexpenditures

Dear Commissioner Twomey:

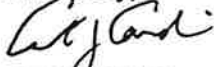
The Monadnock Regional School Board is submitting this application as required by RSA 32: 11, Emergency Expenditures and Overexpenditures. The total voted appropriation for the Monadnock Regional School District for fiscal year 2000 is \$20,620,937. The Monadnock Regional School Board has managed to meet contractual obligations and run the schools with the exception of the mandated cost associated with special education. The District has several new special education program students that require out-of-district placements in addition to obligations we were able to plan for, but were under funded.

The Monadnock Regional School District is currently faced with a special education deficit for tuition of \$190,000. I have instituted a budget freeze for FY 2000 to ensure we have the funds to meet essential student needs and contractual obligations. However, in order to meet our full special education obligations, an additional \$190,000, as mentioned above, is necessary.

Whereas this circumstance will result in an overexpenditure of the Monadnock Regional School District Budget for FY 2000 by June 30, 2000, the Monadnock Regional School Board is requesting the authority per RSA 32:11 to expend money in excess of an appropriation. The sources of revenues designated to cover the overexpenditure are unanticipated Medicaid reimbursements and any year-end surplus that might be available. This application has been submitted to, and approved by the Monadnock Regional School District Budget Committee.

Thank you for consideration of this request.

Sincerely,



**Curt Cardine
Interim Superintendent**

CC: MRSB

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

March 7, 2000

MEETING AT

Monadnock Regional High School Library

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 in the Library

Presentation: Music Man in the auditorium (We will move to this location)

1. 7:00 P CONSENT AGENDA

- a. Minutes of previous meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

- A. Board committee reports:
 - 1. Communications Committee: Ms Gurian
 - 2. Policy Committee: Mr. Arguin
 - a. Distribution of Section A of the Policy Book
 - b. Section B Second Read
 - 3. Facilities Committee: Mrs. Starrett
 - 4. Report from SAU Policies and Procedures Meeting: Mrs. Carluccio, Mr. Cardine
- B. Finance Report: Mr. Seymour
 - 1. Financial report: YTD & Feb. 2000
 - 2. Annual Audit
 - 3. Emerson Building Report: Finances
- C. New Business
 - 1. Reading Riders Program for Buses
- D. Old Business
- E. 21st Century Report
- Building Committee Discussion
- F. Action on the Manifest
- G. 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

8. ADJOURNMENT

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

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

March 7, 2000

**MEETING AT
Monadnock Regional High School Library**

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.

Detail of Agenda

The board will meet in the library and move to the auditorium for a preview of the MRHS Fine Arts Department presentation of the Music Man

OTHER SCHOOL BOARD BUSINESS

- 4A. Board committee reports:
 - 1. Communications Committee: Ms Gurian will be reporting on the upcoming projects of the communication committee
 - a. Spring beautification project
 - b. Calendar
 - c. Committee structures for alumni and 40th birthday.
 - 2. Policy Committee
 - a. Section B Read
 - b. Section A Distributed (I will e-mail a copy to anyone requesting it)

note: Next meeting Mr. Dassau will present on the Board Evaluation
 - 4. Facilities Committee: Mrs. Starrett
 - 5. SAU Policies and Procedures Report Back to Monadnock Board
 - a. Detail on the Procedures Developed this year for SAU operations, SAU Structure and Daily Operations.
- 4B. Financial Report: (All Enclosed)
 - 1. Mr. Seymour will present a year to date report and February 2000
 - 2. Annual Audit Report
 - 3. Emerson Building Report
- 4C. New Business
 - 1. Reading Riders Program
- 4D. Old Business
- 4E. MRSD 21st Century Project
Building Committee Discussion
- 4F. Action on the Manifest
- 4G. Correspondence/announcement.
- 5. Superintendent's Report
- 6. Setting the Agenda for the March 21, 2000 Meeting
- 7. Non-Public Session
Personnel

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
March 7, 2000
Monadnock Regional High School

CALL TO ORDER

D. Gurian, Chairperson, called the meeting to order at 7:02 PM.

M. Gurian welcomed meeting participants. Ms. Gurian reminded Board members and citizens in attendance that the purpose of this meeting, as always, is to continue to keep the educational needs of children in mind. Also, D. Gurian invited Board members and citizens to attend a production of The Music Man, being presented at Monadnock Regional High School on March 8th, 9th, 10th and 11th.

Present:

D. Arguin, D. Carluccio, D. Darley, D. Gurian, B. Hamill, W. Matson, C. Starrett, R. Thackston, C. Tolman and G. White. Also present: C. Cardine, Interim Superintendent, R. Seymour, Business Manager, K. Dassau, Assistant Superintendent of Student Services, B. Fowler, Director of Building and Grounds, D. Hodgdon, Director of Curriculum and Instruction, D. Mousette, D. Stockwell, E. Tatso, M. Gillespie and D. Hosang.

CONSENT AGENDA:

a. Minutes of previous meeting

G. White MOVED: that the minutes of the February 15, 2000 meeting be approved.
SECONDED: C. Tolman. VOTE: 10-0-0-0, unanimously approved by the Board.

CITIZEN CONCERNS:

Mr. A. Gross addressed the Board. Mr. Gross urged the Board to consider doubling the amount of time elementary students spend in music, art and physical education. Elementary principals indicated that currently students participate in music and physical education thirty minutes per week and art one hour per week. Mr. Gross indicated that studies show that students spending more time in special subjects tend to do better academically. D. Mousette responded that the amount of special time is a negotiated item in the teacher's contract. The issue was referred to the Interim Superintendent who will gather input from administrative team members. At the next Board meeting Mr. Cardine will let the Board know when to expect information regarding the scheduling of specials.

STUDENT COUNCIL CONCERNS:

M. Gillespie reported that during the recent school vacation there were three school-sponsored trips to Europe. Students participated in a trip to Spain, a trip to four European countries and a trip to Italy. Ms. Gillespie invited Board members to attend the school production of The Music Man and indicated that the new sound system was operational. The Student Council is selling

tickets to a Harlem Rockets basketball game scheduled for March 22 at 7:00 PM at Monadnock Regional High School.

Mr. Stockwell reported on a recent article in the Keene Sentinel regarding Travis Gray, a Monadnock student about to receive his Eagle Scout award.

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports

1. Communications Committee: Dixie Gurian

Ms. Gurian reported that Joe Smith has agreed to be the Chairperson of the Alumni Committee, a committee that will prepare for the September 2002 anniversary celebration. The Communications Committee continues to work on the calendar and will soon reactivate the school beautification project.

2. Policy Committee: Mr. Arguin

a. Distribution of Section A of the Policy Book

Mr. Arguin distributed Section A of the Policy Book to Board members for their review.

b. Section B Second Read

Mr. Arguin reminded Board members that Section B of the Policy Book had been distributed at the last meeting. He offered to answer any questions about the section. The discussion on Section B will be tabled until the next meeting allowing Board members more time to review the contents.

The Policy Committee will meet on Wednesday, March 8, 2000 at 4:00 PM at the SAU building and will be reviewing information regarding the Board evaluation. This Policy Committee meeting is in preparation for a Board meeting to be held on Saturday, March 11 from 9:00 AM to 12:00 PM at the SAU office. K Dassau distributed the synopsized results of the evaluation and gave a brief overview of the contents of the distributed document. He asked that Board members review the material prior to the Saturday meeting.

3. Facilities Committee: Mrs. Starrett

C. Starrett reported that the Facilities Committee would meet on Wednesday, March 8 at 7:00 PM at the Gilsum School. The purpose of the meeting is to finalize the contract with the architect and to discuss the management of the building project. The Committee will also be reviewing the floor plan of the project.

On Thursday, March 9, 2000 the 21st Century Building Committee, newly named the Building for the Future Committee, will meet at Cutler School. This will be an organizational meeting beginning at 7:00 PM.

4. Report from SAU Policies and Procedures Meeting: Mrs. Carluccio, Mr. Cardine

Mr. Cardine distributed a binder containing the newly created SAU Policies and Procedures. Ms. Carluccio indicated that the SAU staff, as well as the administrative team had done tremendous amounts of work on the project. Ms. Carluccio thanked C. Cardine, K. Dassau, and M. Sullivan for their efforts on the project. Each Board in the SAU will have a month to review and comment on the procedure manual. The SAU Board will meet on April 19, 2000 to review the comments. Mr. Cardine outlined the contents of the binder, asking Board members to pay particular attention to the SAU Budget Formulation section. When the binder is in its final version all principals and secretaries will receive a copy. Board Members thanked the Superintendent for recognizing the need for an operational procedures manual.

B. Finance Report: Mr. Seymour

1. Financial Report: YTD & February 2000

Mr. Seymour told Board members that a quarterly report would be prepared for review on April 1, 2000 and that they can expect an end of the year report on June 30, 2000. A sample of the format was included in the Board packet.

Mr. Seymour distributed a letter to Ms. E. Twomey, Commissioner of Education, to be signed by the Board Chair. The letter indicated the District is projecting that Special Education tuition will be approximately \$150,000 over budget as of June 30, 2000. The letter asks for authority to make such an expenditure that is going to result in an over-expenditure of the total amount appropriated for all purposes. The letter asks to use unanticipated Medicaid reimbursement revenue or surplus as a direct offset to the Special Education tuition budget line. Mr. Seymour requested that Ms. Gurian sign the letter to the Commissioner of Education. The Board discussed the issue. Mr. Seymour mentioned that sending this letter is a proactive measure to keep the District's options open.

R. Thackston MOVED: that the Board Chairperson sign the letter to the Commissioner of Education, the topic of which is the projected over budget of the Special Education tuition line of the current budget.

SECONDED: C. Tolman. VOTE: 10-0-0-0, unanimously approved by the Board.

Mr. Seymour told Board members that some bills were not paid in December 1999 due to the State funding not being received on time. Vendors were apprised of the situation.

2. Annual Audit

Mr. Seymour reported that the audit report was included in the Board packet. The audit will be moved up a month next year in anticipation of the State report, which is due September 1, 2000.

3. Emerson Building Report: Finances

Mr. Seymour told Board members that D. Gurian had signed four pages of statistics regarding the Emerson Building project. The information will be presented to the State for reimbursement (this will create an additional \$210,000 of building aid revenue next year). Mr. Fowler reported that there is currently an \$8,034 fund balance for the Emerson

project, but cautioned that the report is not final. The project was managed closely and a final report should be ready for the next Board meeting.

D. Arguin MOVED: to change the order of the agenda.

SECONDED: R. Thackston.

VOTE: 9-1-0-0, the Board approves the motion.

At 8:25 PM R. Thackston MOVED: that the Board enter a non-public session for the purpose of a personnel issue.

SECONDED W. Matson. VOTE: 8-2-0-0, the Board approves the motion.

There was a short discussion regarding a personnel issue.

At 8:35 PM W. Matson MOVED: that the Board return to Public Session.

SECONDED: R. Thackston. VOTE: 10-0-0-0, unanimously approved by the Board.

C. New Business

1. Reading Riders Program for Buses

D. Gurian distributed a packet of material regarding a Reading Riders Bus program that is a fully funded program to keep children occupied on the bus. C. Cardine will invite Kevin Burke to the next Board meeting to answer any questions that the Board may have regarding this program.

D. Old Business

None

E. 21st Century Report

1. Building Committee Discussion

See above, Facilities Committee Report. Mr. Cardine added that the Administrative Team has developed objectives that will be distributed at the Board meeting on Saturday, March 11, 2000. Data is currently being collected and collated regarding how children are known and how to assess this issue.

F. Action on the Manifest

W. Hamill MOVED: that the Board approve the manifest in the amount of \$899,893.07. (Payroll, 2/22/00, \$447,754.23; Accounts Payable, 2/25/00, \$565.00; Accounts Payable, 3/07/00, \$451,573.84).

SECONDED: G. White

R. Thackston left the meeting.

VOTE: 9-0-0-1, the Board approves the motion.

R. Thackston returned to the meeting.

G. Correspondence/announcements

C. Cardine distributed information from the New Hampshire School Board's Association. Mr. Cardine also read two letters of commendation written by parents on behalf of Mrs. Unger, a teacher at Monadnock Regional High School. W. Matson recommended that the Policy

Committee address the issue of correspondence being delivered to Board members in a timely manor.

SUPERINTENDENT'S REPORT

See above 21st Century report and correspondence and announcements.

SETTING THE NEXT AGENDA

1. First reading Section A of the Policy Book
2. Second reading of Section B of the Policy Book
3. Review and Questions: SAU Procedures Binder
4. Emerson Building Project Budget: final report
5. Reading Riders Program: Mr. Kevin Burke
6. Special Subjects in the Elementary Schools: date for information to be provided to Board
7. Continuance of the Troy Bus issue

NON PUBLIC SESSION

At 8:45 PM C. Tolman MOVED: that the Board enter a non-public session for the purpose of personnel issues.

SECONDED: R. Thackston VOTE: 10-0-0-0 by a roll call vote.

- a. Personnel
The Board addressed two personnel issues.

At 9:55 PM G. White MOVED: that the Board return to Public Session
SECONDED: R. Thackston VOTE: 10-0-0-0 by a roll call vote.

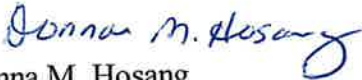
D. Carluccio MOVED: to seal the minutes of the non-public session indefinitely.
SECONDED: G. White VOTE: 9-1-0-0, the Board approves the motion.

ADJOURNMENT

At 9:56 PM G. White MOVED: to adjourn.

SECONDED: W. Matson VOTE: 10-0-0-0, unanimously approved by the Board.

Respectfully submitted,


Donna M. Hosang

MONADNOCK REGIONAL SCHOOL DISTRICT
APPOINTMENTS
2000-2001

BUDGET COMMITTEE REPRESENTATIVE SAU BOARD

CVC ADVISORY COMMITTEE

NEGOTIATIONS COMMITTEE

SICK LEAVE

NHSBA DELEGATE

COMMUNICATIONS COMMITTEE

POLICY COMMITTEE

STAFF DEVELOPMENT COMMITTEE

FINANCE COMMITTEE

FACILITIES COMMITTEE

TRANSPORTATION COMMITTEE

LEGISLATIVE REPRESENTATIVE

ADVISORY COMMITTEES

March 10, 2000

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

March 21, 2000

MEETING AT

Monadnock Regional High School Library

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 in the Library

1. 7:00 P School Board Organization (Action Required)

- a. Swearing in of Recently Elected Members
- b. Selection of the Following Officers
 - Chairperson
 - Vice-Chairperson
 - School District Clerk
 - School District Treasurer
 - Committee & Delegate Review (See List)

2. 7:30 P CONSENT AGENDA

- a. Minutes of previous meeting

3. 7:10 P CITIZEN CONCERNS:

4. 7:20P STUDENT COUNCIL CONCERNS:

5. 7:30P OTHER SCHOOL BOARD BUSINESS

- A. Board committee reports:
 - 1. Communications Committee: Ms Gurian
 - 2. Policy Committee: Mr. Arguin
 - a. Distribution of Section A of the Policy Book
 - b. Section B Second Read
 - 3. Facilities Committee: Mrs. Starrett
 - 4. Report from SAU Policies and Procedures Meeting: Mrs. Carluccio, Mr. Cardine: Feedback
- B. New Business
 - 1. Reading Riders Program Mr. Burke
- C. Old Business
- D. 21st Century Report
 - Building Committee Discussion
- E. Action on the Manifest
- F. Correspondence/Announcement.

6. 9:00P SUPERINTENDENT'S REPORT

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

8. 9:20P NON PUBLIC SESSION

- A. Personnel

9. ADJOURNMENT

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

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
March 21, 2000

MEETING AT
Monadnock Regional High School Library

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.

Detail of Agenda

The superintendent will be an ex officio chair for the meeting for the first item on the agenda. After a chair is elected the gavel will be given to the newly elected board chair for the rest of the meeting.

The board will review the various committees and their roles. Selection for committees will take place in April.

OTHER SCHOOL BOARD BUSINESS

- 4A. Board committee reports:
 - 1. Communications Committee: Ms Gurian will be reporting on the upcoming projects of the communication committee
 - a. Spring beautification project
 - b. Calendar
 - c. Alumni and 40th birthday.
 - 2. Policy Committee
 - a. Section B Second Read
 - b. Section A First Read
 - 3. Facilities Committee: Mrs. Starrett
 - 4. SAU Policies and Procedures Report Back to Monadnock Board
 - a. Review of the Procedures Developed this year for SAU operations, SAU Structure and Daily Operations. Any comments the board may have on this document.
- 4B. New Business
 - 1. Reading Riders Program: Presentation by Mr. Burke
- 4C. Old Business
- 4D. MRSD 21st Century Project
 - Collation of Every Child Known Data
- 4E. Action on the Manifest
- 4F. Correspondence/announcement.
- 5. Superintendent's Report
- 6. Setting the Agenda for the April 4, 2000 Meeting
- 7. Non-Public Session
- Personnel

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
March 21, 2000
Monadnock Regional High School

CALL TO ORDER

C. Cardine, Interim Superintendent, called the meeting to order at 7:00 PM.

Present:

D. Arguin, D. Carluccio, H. Livingston, D. Gurian, B. Hamill, W. Matson, C. Starrett, R. Thackston, and C. Tolman. Also present: C. Cardine, Interim Superintendent, R. Seymour, Business Manager, M. Steere, School District Moderator, K. Dassau, Assistant Superintendent of Student Services, B. Fowler, Director of Building and Grounds, D. Hodgdon, Director of Curriculum and Instruction, D. Bell, K. Craig, D. Mousette, D. Stockwell, E. Tatro, M. Gillespie and D. Hosang. G. White was not present.

SCHOOL BOARD ORGANIZATION

M. Steere, School District Moderator, swore in new School Board members, Helen Livingston from Gilsum, returning members, D. Gurian from Richmond, W. Hamill from Swanzey, C. Starrett from Fitzwilliam and R. Thackston from Troy.

a. Selection of the Following Officers:

Chairperson:

D. Carluccio nominated D. Gurian for Chairperson.

SECONDED: H. Livingston.

W. Matson nominated R. Thackston for Chairperson.

C. Starrett MOVED: that the vote for Chairperson be taken by secret ballot.

SECONDED: D. Arguin. VOTE: 9-0-0-1, unanimously approved by the Board.

Ballots were distributed to Board members. Mr. Steere counted the ballots. Ms. Gurian was elected as Board Chair by a vote of five to four.

Vice-Chairperson:

R. Thackston nominated D. Arguin for Vice Chairperson.

Seconded: C. Tolman.

H. Livingston moved to close the nominations.

SECONDED: W. Matson. VOTE: 9-0-0-1, unanimously approved by the Board.

School District Clerk:

W. Hamill MOVED to nominate Kathy Allen for School District Clerk.

SECONDED: D. Arguin. VOTE: 9-0-0-1, unanimously approved by the Board.

School District Treasurer:

C. Tolman MOVED to nominate Nancy Carlson as School District Treasurer.

SECONDED: H. Livingston. VOTE: 9-0-0-1, unanimously approved by the Board.

Ms. Gurian asked that members of the Board and audience introduce themselves.

Committee & Delegate Review

Ms. Gurian distributed a document regarding standing committees and asked that Board members insert the document in their Board notebooks. The document outlined annual goals for each committee. Ms. Gurian asked that Board members review the committee list and indicate to her within ten days which committee each Board member would like to serve on.

W. Matson MOVED: to enter discussion regarding the creation of an Education Committee.

SECONDED: R. Thackston.

Discussion: Mr. Tolman indicated that his perception of an Education Committee would be to oversee staff development; a committee that would provide checks and balances to hold staff accountable. Ms. Gurian asked that C. Cardine, C. Tolman and D. Hodgdon meet to define the purpose of such a committee and report back to the Board.

VOTE: 9-0-0-1, unanimously approved by the Board.

W. Matson MOVED: to end discussion regarding the creation of an Education Committee.

SECONDED: R. Thackston. VOTE: 9-0-0-1, unanimously approved by the Board.

CONSENT AGENDA:

a. Minutes of previous meeting

C. Tolman MOVED: that the minutes of the March 7, 2000 meeting be approved.

SECONDED: D. Carluccio

Discussion: Mr. Arguin indicated his discomfort at voting on minutes that had been sealed without reviewing the content of such minutes. Ms. Gurian indicated that sealed minutes are kept in Attorney Prigge's office and are available for review by Board members. After discussing the matter of sealed minutes it was decided that Ms. Gurian would invite Attorney Prigge to attend the next Board meeting to discuss the format for non-public sessions with the Board.

C. Tolman MOVED: to amend the motion to approve the minutes as presented but to table the non-public sealed minutes.

SECONDED: D. Carluccio VOTE: 9-0-0-1, unanimously approved by the Board.

R. Thackston MOVED: that the Chair bring the non-public minutes from March 7, 2000 to the next meeting. SECONDED: W. Matson. VOTE: 9-0-0-1, unanimously approved by the Board.

CITIZEN CONCERNS:

NONE

STUDENT COUNCIL CONCERNS:

M. Gillespie was present to represent the Student Council. Ms. Gillespie noted that there would be a Beach Dance on Friday, March 24 at the high school. On Wednesday at 7:00 PM the Student Council will be playing a basketball game with the Harlem Rockets. Tickets are still available. The Student Council will soon begin a candy sale, a fundraiser to raise money for the Husky Shack. This will be a main fundraiser for the group.

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports

1. Communications Committee: Dixie Gurian

Ms. Gurian reported that the Committee is currently recruiting an individual to take over the calendar project.

2. Policy Committee

a. Distribution of Section A of the Policy Book

Mr. Arguin indicated that Section A had been distributed either in the form of a hard copy or electronically.

W. Matson MOVED: to approve the first reading of Policy Book Section A.

SECONDED: R. Thackston.

(C. Tolman exited the meeting at 7:30 PM)

VOTE: 8-0-0-2, unanimously approved by the Board.

b. Section B Second Reading

Mr. Arguin indicated that at the last meeting the second reading of Section B was postponed in order to give Board members time to review the section.

D. Arguin MOVED: to accept Section B of the Policy Book as presented.

SECONDED: R. Thackston.

There was a discussion. D. Gurian gave Mr. Arguin information regarding conflict of interest and asked that the Committee review the material.

R. Thackston MOVED the question.

SECONDED: W. Matson. VOTE: 8-0-0-2, unanimously approved by the Board.

3. Facilities Committee: Mrs. Starrett

Ms. Starrett indicated that the Gilsum Project had been approved and the Committee is pressing forward with activities. The Committee will review the architect's contract one more time in anticipation of the next Board meeting.

4. Report from SAU Policies and Procedures Meeting: Mrs. Carluccio, Mr. Cardine: Feedback

D. Carluccio asked for feedback from Board members regarding the procedure manual that had been distributed at the last meeting. C. Starrett commented that she would like the list of the Superintendent Search Committee to state an SAU personnel member instead of the Assistant Superintendent from Hinsdale/Winchester. Ms. Carluccio indicated that the Committee composition was voted on and approved by

the SAU Board and that it would have to be an SAU Board decision to change the composition in the future.

(C. Tolman returned to the meeting at 7:45 PM)

W. Matson moved that the issue of the composition of the search committee for the Superintendent search (Page 9 Section 1 of the SAU Policy and Procedures Manual) be adjusted to say an SAU Staff person.

SECONDED: C. Starrett. VOTED: 9-0-0-1, unanimously approved by the Board.
This matter will be taken back to the SAU Policy and Procedures Committee.

B. New Business

The Chair recognized Mr. Matson. Due to a business conflict Mr. Matson will be unable to sit in on the interviews for the Superintendent scheduled for Monday, Tuesday and Wednesday, March 27, 28 and 29. Ms. Carluccio commended Mr. Matson for his input so far.

There was a discussion regarding this matter. Mr. Hamill indicated that he felt one less committee members was fine. Mr. Thackston told the Board that he would be glad to serve as a replacement on the Committee if he were able to commit to the entire activity list of the Committee.

C. Starrett MOVED: to approve with regret replacing Mr. Matson on the Superintendent Search Committee (designee to be Mr. Thackston if his schedule will allow participation in all activities).

SECONDED: C. Tolman. VOTE: 9-0-0-1, unanimously approved by the Board.

1. Reading Riders Program: Mr. Burke

Mr. Kevin Burke was introduced. Mr. Burke gave a brief overview of the Reading Riders program and entertained questions from the Board. He indicated that the program has been well received by students and parents in other towns. Currently Laidlaw funds the program but the governing board of the program is working with the Cheshire County Literacy Coalition to become a non-profit group under the umbrella of the Coalition. If the Monadnock Board approves the use of the program on the District buses it may be possible to gear up by the spring, or at the latest the fall of next school year. There was a discussion of the content of the newsletters. Mr. Arguin asked for a trial period with the Board approving the content of the publications.

R. Thackston MOVED: to allow the District to participate in the Reading Riders program for a trial period of not more than six months of the school year and to revisit the issue no later than the six month period with the materials to be reviewed by the Monadnock School Board (or it's designee) prior to the publications being placed on buses.

SECONDED: D. Carluccio.

VOTE: 9-0-0-1, unanimously approved by the Board. Ms. Gurian thanked Mr. Burke for attending the meeting.

C. Old Business

Mr. Seymour told Board members that he had heard from the Commissioner's office regarding the letter about the projected overspending in the area of Special Education. The letter was fine; however, the Commissioner would like an opinion from the Budget Committee. Mr. Seymour will meet with the Budget Committee next week regarding this issue.

Mr. Cardine told the Board that upon advice from the School Board Attorney all meetings would be posted. The attorney indicated that communicating by email is acceptable.

Mr. Cardine further indicated that the A Team met on March 21 and began looking at the proposal from a community member to increase the time that elementary school children spend in special subjects. This item is on the agenda for the summer retreat.

D. 21st Century Report

Mr. Cardine distributed collated data with teacher responses to questions regarding what it means to know every child and how to assess that every child will be known. He also gave Board members a list of suggested Board objectives regarding a living, relevant curriculum.

Building Committee Discussion

Ms. Starrett reported that the Building Committee would be meeting on Thursday, March 23 at 7:00 PM at Monadnock Regional High School. At this meeting Department Heads will talk to the Committee about space issues at the high school.

E. Action on the Manifest

W. Hamill left the meeting at 8:20 PM

W. Matson MOVED: that the Board approve the Manifest in the amount of \$780,982.79. (Payroll, 2/24/00, \$19,507.87; payroll, 3/07/00, \$438,847.36; accounts payable, 3/09/00, \$149,765.95; accounts payable, 3/21/00, \$32,407.26; accounts payable, 3/21/00, \$140,420.35; accounts payable, 3/21/00, \$34.00)

SECONDED: C. Tolman. VOTE: 7-0-1-2, the motion is approved by the Board.

Mr. Hamill returned to the meeting at 8:25 PM.

F. Correspondence/announcement

Mr. Cardine reported that the OM Championships (a new version of Odyssey of the Mind) was held over the past weekend at Monadnock Regional High School. Forty teams competed and three Monadnock teams will go on to the State competition and two teams on to the world competition.

Additionally, the cheerleaders won the State Championships. The girls were honored during a special lunch in the cafeteria.

The Title One program at Troy Elementary hosted a Medieval Night for parents and students.

Mr. Cardine commended students and staff at Monadnock Regional High School for a wonderful performance of The Music Man. Letters of recognition were sent to all individuals associated with the play.

SUPERINTENDENT'S REPORT

Mr. Cardine commended Dr. Hodgdon for the positive follow-up given to deserving teachers. Mr. Cardine thanked the Board and the Budget Committee for their support of the Warrant Articles.

SETTING THE NEXT AGENDA

1. Sealed Minutes from Non-Public Session of 3/07/00
2. Clarity regarding information in Non-public Sessions: Attorney Prigge
3. Discussion of Board Goals: Conduct and Management
4. Discussion on the procedures for reviewing the manifest
5. Bill sponsored by the Town of Chesterfield regarding Special Education Funding

NON-PUBLIC SESSION

At 8:45 PM C. Tolman MOVED: that the Board enter a non-public session for the purpose of personnel issues and a parent request.

SECONDED: C. Starrett VOTE: 9-0-0-1 by a roll call vote.

The Board discussed several personnel issues and a parent request.

D. Carluccio MOVED: to seal the minutes of the non-public session indefinitely.

SECONDED: W. Matson VOTE: 8-0-1-1, the motion is approved.

At 9:45 PM C. Tolman MOVED: that the Board return to Public Session

SECONDED: W. Matson VOTE: 9-0-0-1 by a roll call vote.

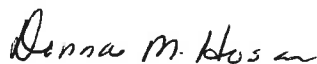
R. Thackston and W. Matson left the meeting at 9:46 PM.

ADJOURNMENT

At 9:50 PM H. Livingston MOVED: to adjourn.

SECONDED: D. Arguin VOTE: 7-0-0-3, unanimously approved by the Board.

Respectfully submitted,



Donna M. Hosang

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

April 4, 2000

MEETING AT

Cutler 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.

CALL TO ORDER AT 7:00 PM in the Library

1. 7:00 P CONSENT AGENDA

- a. Minutes of March 21, 2000 Meeting
- b. Minutes of the Annual Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

- A. Board committee reports:
 - 1. Communications Committee: Ms Gurian
 - 2. Policy Committee: Mr. Arguin
 - a. Second Reading Section A of the Policy Book
 - 3. Facilities Committee: Mrs. Starrett
 - 4. SAU Policies and Procedures Meeting: Final Updates
 - 5. Committee Assignments: Ms Gurian
- B. New Business
 - 1. Architect's Contract: Gilsum Project
 - 2. Non-Public Meeting Minutes Format Discussion
 - 3. Board Goals: Set Meeting Date and Time
 - 4. Manifest Process
 - 5. Letter to Judd Gregg Relative to Special Education Funding
- C. Old Business
- D. 21st Century Report
 - Building into the Future Update
 - Every Child in the Monadnock Regional School District Will be Known: Any comments on data shared at last meeting.
- E. Action on the Manifest
- F. Correspondence/Announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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

7. 9:20P NON PUBLIC SESSION

- A. Legal Issue

8. ADJOURNMENT

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

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

April 4, 2000

**MEETING AT
Cutler School: West Swanzey, in the Library**

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.

Detail of Agenda

Consent Agenda:

- a. Minutes of March 21 Meeting Approved
- b. Minutes of the Annual Meeting Approved

OTHER SCHOOL BOARD BUSINESS

4A. Board committee reports:

1. Communications Committee: Ms Gurian will be reporting on the upcoming projects of the communication committee
 - a. Spring beautification project
 - b. Calendar
 - c. Alumni and 40th birthday.
2. Policy Committee
 - a. Section A Second Read
3. Facilities Committee: Mrs. Starrett
4. SAU Policies and Procedures Final Review by MRSD
5. School Board Committee Assignments

4B. New Business

1. Review and Sign Architect's Contract for Gilsum Project
2. Discussion on Non-Public Meeting Minutes
3. Board Goal Setting: Discussion on Date for this Event
4. Manifest Process: Discussion
5. Board will be composing a letter supporting our representative efforts to have the Federal government fund Special Education

4C. Old Business

**4D. MRSD 21st Century Project
Collation of Every Child Known Data**

4E. Action on the Manifest

4F. Correspondence/announcement.

5. Superintendent's Report
6. Setting the Agenda for the April 18, 2000 Meeting
7. Non-Public Session
Legal

NON -APPROVED MINUTES
MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting

April 4, 2000

Cutler School, West Swanzey

CALL TO ORDER

D. Gurian, Chairperson, called the meeting to order at 7:02 PM.

Ms. Gurian reminded Board members and citizens in attendance that the purpose of this meeting is to continue to keep the educational needs of children in mind.

Present:

D. Arguin, D. Carluccio, D. Gurian, H. Livingston, W. Matson, R. Thackston, C. Tolman and G. White. Also present: C. Cardine, Interim Superintendent, K. Dassau, Assistant Superintendent for Student Services, B. Fowler, Director of Building and Grounds, D. Hodgdon, Director of Curriculum and Instruction, D. Bell, D. Mousette, D. Stockwell, E. Tatro, and M. Gillespie.
B. Hamil, C. Starrett were not present.

CONSENT AGENDA:

a. Minutes of previous meeting

G. White MOVED: that the minutes of the March 21, 2000 meeting be approved.
SECONDED: W. Matson. VOTE: 8-0-0-2, unanimously approved by the Board.

b. Minutes of Annual Meeting

G. White MOVED: that the minutes of the February 5, 2000 meeting be approved.
SECONDED: H. Livingston. VOTE: 8-0-0-2, unanimously approved by the Board.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

M. Gillespie reported that the Harlem Rockets fundraiser basketball game took place on March 22 PM at Monadnock Regional High School. The event raised \$800.00 for Therapeutic Writing. M. Gillespie also reported on Career Day and the successful start of tennis and track season.

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports

1. Communications Committee:

Ms. Gurian reported on the spring beautification program, the calendar, and the Alumni and 40th birthday projects.

2. Policy Committee:

a. Section A Second Read

Mr. Arguin distributed Section A of the Policy Book to Board members for their review. Mr. Arguin reminded Board members that Section A of the Policy Book had been distributed at the last meeting. Discussion: Policy ACE: H. Livingston asked why Ken Dassau's name was listed rather than just the title. Therefore, if a different person were to be assigned to that position it would not require change of policy.

Policy ADC: H. Livingston inquired if "grounds" were covered under the policy along with the facility as cited. Policy Committee will review these questions.

D. Arguin MOVED: to approve Section A of the Policy Book as presented.

SECONDED: G. White. VOTE: 7-0-1-2, approved by the Board.

3. Facilities Committee:

B. Fowler reported for Facilities Chair C. Starrett.

Gilsum Project: The Committee is finalizing the architect plans for review and signing. ARCAD has completed the schematic design of the building.

Sprinkler System Bidding: Barry explained the process of bidding for the Jr/Sr High School sprinkler system. Anticipated to begin with school dismissal in June.

4. Report from SAU Policies and Procedures Meeting

C. Cardine reported there had been a few changes within the organizational procedures section of the SAU Policies and Procedures manual.

He reported that ADSU has installed the personnel module. This feature will tighten up the internal controls and reduce the margin of error. All secretaries with the SAU will be trained in the feature.

The next meeting of the SAU Policies and Procedures is scheduled for April 19th at 7:00 at the Wyman House SAU conference room.

5. School Board Committee Assignments

School Board Chair D. Gurian distributed the MRSD committee appointments. The following changes occurred: D. Carluccio removed from Sick Leave Committee; T. Matson and D. Arguin added to CVC Advisory Committee; D. Carluccio requested withdrawal from Policy Committee. She proposed C. Starrett. D. Gurian will follow-up; and Dick Thackston and D. Arguin added to Transportation and Safety Committee. Revised listing of appointments will be distributed at the next meeting.

4B. New Business

1. Review and Sign Architect's Contract for the Gilsum Project

See Facilities Committee Report above by B. Fowler reported above.

2. Discussion of Non-Public Meeting Minutes

Attorney Joe Hoppock informed the Board of the reporting requirements of non-public sessions. He distributed RSA 91-A2 and the legal opinion of Orford Teachers Association v. Watson. Public meeting minutes need to indicate 4 items: names of members present; persons appearing before the board; brief description of the subject matter; and final decision. Attorney Hoppock advised the Board that non-public meeting minutes should be brief. On the issue of sealing non-public minutes, Attorney Hoppock advised the Board to "keep in mind that one day the issue could get out, and then to consider how that would effect the parties involved." How does the Board approve non-public minutes if sealed? All minutes are non-approved till Board approves. Minutes as posted are available to the public but "not-approved" till the Board meets. Non-public minutes may be reviewed and approved in non-public session. He responded to several Board questions and advised that it is a policy issue that the Board should resolve.

D. Gurian directed the administration to draft a format for the Board's approval.

3. Board Goal Setting: Discussion on Date for Event

Tuesday, May 9, 2000 6:00 at Cutler School was, the day and time set-aside for the Board's work session. R. Thackston distributed suggested goals for discussion for that day. Meeting will be posted.

4. Manifest Process: Discussion

R. Thackston distributed his thoughts on the process for the manifest as a "framework for discussion, and by no means something we need to chisel in stone now and forever." R. Thackston proposed it includes four step items: Budget amount, percentage each expenditure represents, percentage of fiscal year expired versus the percentage of budget expended, and percentage of variance of total budget. Issue was deferred to the Finance Committee for recommendation.

5. Letter for Federal Funding Support of Special Education

C. Cardine distributed a letter to C. Bass thanking him for supporting increased federal funds for special education.

4C. Old Business

1. Deb Carluccio, chair of the superintendent search committee reports on the search to date. Two finalists have been selected by the search committee: Curt J. Cardine, interim superintendent of SAU 38 and principal of Troy Elementary School, and Donn Davis, executive director of operations Portland Public Schools in Maine. Ms. Carluccio was pleased with the process and thanked the search committee members, the New Hampshire School Boards Association for their participation and assistance. In addition, she thanked Scott Tolman for providing the pre-interview meals and Dick Thackston for the use of Thackston's Century 21 office as an interview site. Deb

reviewed the process schedule for the week of April 10th. Board will make a final selection Thursday evening, April 13. Dixie reported that T. Warner would be setting an e-mail address as an additional avenue for participation of interested persons to the Board for comments on the candidates. Dixie asked if any board members were willing to act as escorts. Interested persons were to contact Dixie. Deb asked if board members would be personally available Thursday, April 13 from 4:15 to 5:00 to hear comments from the public as well.

2. Article 7 –Restructuring of the Monadnock School Board Member Representation

D. Thackston MOVED: that the School Board prepares with the aid of council an amicus curae brief and comment on the warrant article. SECONDED: G. White.
Discussion. VOTE: 7-1-0-2, motion approved by the Board.

4D. MRSD 21st Century Project

C. Cardine reported Barry Fowler did a great presentation of information for the Building into the Future committee.

E. Action on the Manifest

T. Matson MOVED: that the Board approve the manifest in the amount of \$973,221.70 (Payroll, 3/22/00, \$449,462.91; Accounts Payable, 3/23/00, \$34.00; Accounts Payable, 3/24/00, \$500.00; 3/31/00, \$600.00; 4/4/00 \$522,624.79)
SECONDED: D. Carluccio
VOTE: 6-1-1-0, the Board approves the motion.

F. Correspondence/announcements

Cardine reported to the Board on OM. Curt read a letter from Donna Hosang thanking the Board for the flowers of appreciation for her service to the Board. Curt read a letter from the NH Cooperative Extenuation on student Andrew Wood. Mr. Cardine reported on the good effort of students and staff in the completion of the TAP survey.

SUPERINTENDENT'S REPORT

Mr. Cardine reported on the NH Department of Health and Human Services audit of the SAU 38 special education Medicaid program. The auditor was pleased with the information and gave us high marks.

Mr. Cardine reported that he had stopped into the Special Education Monitoring and Improvement Process (SPEDMIP) meeting. This yearlong activity has been going well. A final report is in development.

SETTING THE NEXT AGENDA

1. Troy Transportation

NON PUBLIC SESSION

At 9:05 PM, D. Carluccio MOVED: that the Board enters a non-public session for the purpose of personnel issues.

SECONDED: H. Livingston VOTE: 8-0-0-2 by a roll call vote.

Present: D. Arguin, D. Carluccio, D. Gurian, H. Livingston, W. Matson, R. Thackston, C. Tolman and G. White. C. Cardine, K. Dassau

Discussion of the Wilcox property.

D. Gurian MOVED: to defer the issue to the Facilities Committee for recommendation to the School Board.

SECONDED: G. White VOTES: 8-0-0 -2, the Board approves the motion.

a. Personnel Nominations

C. Cardine presented lists of personnel nominees to the Board.

H. Livingston MOVED: to approve the nominations.

SECONDED: D. Carluccio VOTE: 7-1-0 -2, the Board approves the motion.

b. Student Issue

C. Cardine presented a parent request for child to remain at the Gilsum School until June 2000.

D. Gurian MOVED: to allow the student to remain at the Gilsum School until June 2000 pending parent accept responsibility of transportation.

SECONDED: G. White VOTES: 8-0-0 -2, the Board approves the motion.

At 10:02 PM, D. Carluccio MOVED: that the Board return to public session

SECONDED: H. Livingston VOTE: 8-0-0-2 by a roll call vote.

ADJOURNMENT

At 10:05 PM, S. Tolman MOVED: to adjourn.

SECONDED: R. Thackston VOTE: 8-0-0-2, unanimously approved by the Board.

Respectfully submitted,



Kenneth R. Dassau

Acting Secretary SAU 38

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

Curtis J. Cardine, Interim Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau, Assistant Superintendent

Robert A. Seymour III, Business Manager

David Hodgdon, Ph.D., Director of Curriculum & Instruction

Thomas C. Warner III, Director of Technology

March 29, 2000

The Honorable Charles F. Bass
United States House of Representatives
Washington DC

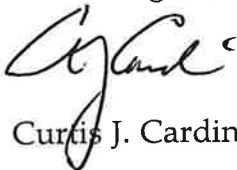
Via FAX: 202-225-2946

Dear Mr. Bass:

We just received a note from the National School Boards Association indicating your vote in support of an increase of \$2.2 billion in special education funding as part of the Budget Resolution for Fiscal Year 2001. As you know this was a very important step as the budget resolution moves through the entire House of Representatives and on to the Senate. The importance of your actions cannot be understated in that it sets the parameters for federal spending in this area for FY 2001.

We want to thank you on behalf of School Administrative Unit #38. Your affirmative vote on this important investment in education for the children in our schools is both appreciated and noticed. I know you will continue to "carry the New Hampshire banner" as you seek additional funding increases for other critical education programs like Title I when the full House considers the budget next week.

Thanks again,



Curtis J. Cardine

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA

April 18, 2000

MEETING AT

Troy School: Troy NH (Note this is a change of Venue)

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 in the Gym

1. 7:00 P CONSENT AGENDA

- a. Minutes of April 4, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

- A. Board committee reports:
1. Facilities Committee: Mrs. Starrett
 2. Set Committee Meeting Dates
- B. New Business
1. Board Vacancy
- C. Old Business
1. Reapportionment Update
 2. Troy Bus Counts HS Run 1 Month
- D. 21st Century Report
Building into the Future Update
- E. Action on the Manifest
- F. Correspondence/Announcement.

5. 9:00P SUPERINTENDENT'S REPORT

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

7. 9:20P NON PUBLIC SESSION

- A. Legal Issue
- B. Negotiations

8. ADJOURNMENT

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

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
April 18, 2000**

**MEETING AT
Troy School: Troy NH (Note this is a change of Venue)**

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.

Detail of Agenda

Consent Agenda:

- a. Minutes of April 4 Meeting Approved

OTHER SCHOOL BOARD BUSINESS

- 4A. Board committee reports:
 1. Facilities Committee: Mrs. Starrett
 2. Setting Committee Meeting Dates (Bring Calendars)
- 4B. New Business
 1. Scott Tolman's Resignation from the board has created a vacancy.
- 4C. Old Business
 1. Reapportionment Update: Discussion
 2. Troy Bus Counts
- 4D. MRSD 21st Century Project
 1. Facilities Update "Building for the Future Committee"
- 4E. Action on the Manifest
- 4F. Correspondence/announcement.
5. Superintendent's Report
6. Setting the Agenda for the May 2, 2000 Meeting
7. Non-Public Session

Legal
Negotiations

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting
April 18, 2000
Troy Elementary School

CALL TO ORDER

D. Gurian, Chairperson, called the meeting to order at 7:02 PM.

Ms. Gurian reminded Board members and citizens in attendance that the purpose of the meeting is to continue to keep in mind the educational needs of the children.

Present:

D. Arguin, D. Carluccio, D. Gurian, H. Livingston, W. Matson, B. Hamill, C. Starrett and G. White.
Also present: C. Cardine, Interim Superintendent, K. Dassau, Assistant Superintendent for Student Services, D. Hodgdon, Director of Curriculum and Instruction, D. Stockwell, and E. Tatro.
R. Thackston: not present.

CONSENT AGENDA:

a. Minutes of previous meeting

G. White MOVED: that the minutes of the April 4, 2000 meeting be approved.
SECONDED: H. Livingston. VOTE: 7-0-1-1, unanimously approved by the Board.

CITIZEN CONCERNS:

None

STUDENT COUNCIL CONCERNS:

None

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports

1. Facilities Committee:

C. Starrett, Facilities Chair reported that the committee is very busy. The committee is undertaking several inspections and anticipate presenting a report at the next Board meeting. The committee will meet next Tuesday at 5:30 in the Maintenance Shed.

2. Setting Committee Meeting Dates

Facilities Committee will meet on alternate Tuesdays with the School Board meeting.

Finance Committee will meet at 6:00 on Tuesdays prior to the start of the Board meeting.
Policy Committee also is scheduled to meet on alternate Tuesdays at 5:00 in the Wyman House.
Communications Committee meets every Thursday morning at 7:30am in the Wyman House.

4B. New Business

1. Board Vacancy

Scott Tolman has resigned from the Board. Bill Hamill stated that the protocol for replacing a Board member is to advertise the position and then interview interested persons. The chair directed the administration to advertise the position.

2. Board Officers

Under new business Don Arguin, vice -chair, requested the board chair vacate the position. Board discussed whether it was a non-public item and determined it was not. T. Mattson stated the proposal was for a change of officers. He believed the election by secret ballot was not allowable and requested the superintendent follow-up with a legal opinion. The Board Chair supported the decision to seek legal opinion.

D. Arguin MOVED: in accordance with Robert's Rules of Order asks the Chair to step down. SECONDED: C. Starrett. Discussion. Motion Amended: D. Arguin MOVED to amend the motion to read that the Vice-Chair step down also. SECONDED: C. Starrett. Discussion. G. White called the question. Vote on the Amendment: 4-3-1-1. Amendment passed. VOTE: 3-3-2-1 motion defeated.

T. Mattson D. MOVED: that an election of officers be held in accordance with RSA at the next Board meeting. SECONDED: H. Livingston. Discussion. Supt. Cardine will discuss the election with counsel. T. Mattson moved the question. Unanimous. VOTE: 5-2-0-1, motion approved by the Board.

4C. Old Business

1. Reapportionment Update

D. Gurian requested that C. Starrett who voted in the minority meet with R. Thackston to discuss the reapportionment issue. Chrysten agreed to do so.

2. Troy Bus Counts

C. Cardine distributed student bus counts. Discussion. C. Starrett spoke from her experience that 3-to-a-seat presents a dangerous situation. T. Mattson suggests asking Laidlaw to add a third bus. Issue deferred to Transportation Committee for its recommendation.

4D. MRSD 21st Century Project

1. Facilities Update "Building for the Future Committee"

C. Starrett reported the committee is "going great. All avenues are being looked at." Given the workload and issues she does not anticipate that the committee will be ready to report by the fall. The committee is meeting this Thursday at the MRHS library.

E. Action on the Manifest

Superintendent C. Cardine reported that there is no run this time. C. Cardine distributed a financial report prepared by business manager R. Seymour. T. Mattson requested a table of contents for the accounts. Curt will follow-up.

F. Correspondence/announcements

C. Cardine read a letter reporting on the Monadnock Regional Junior and Senior High School Science Department head, J. Butterfield.

SUPERINTENDENT'S REPORT

Mr. Cardine reported that as part of a Read Across America challenge he would again be in a tasteful costume for the entertainment of the Troy students.

SETTING THE NEXT AGENDA

1. Board elections
2. Reading Riders Report
3. Letter of Reapportionment

NON PUBLIC SESSION

At 8:15 PM, C. Starrett MOVED: that the Board enters a non-public session for the purpose of personnel issues. SECONDED: H. Livingston VOTE: 8-0-0-1 by a roll call vote.

Personnel

D. Stockwell reported on a Monadnock Regional Junior and Senior High School personnel issue.
C. Cardine read the resignation of R. Romanelli. Motion to accept with regrets unanimous.
C. Cardine reported on a district personnel issue.

Negotiations: Set negotiation schedule.

At 8:50 G. White MOVED to return to public session. Seconded by H. Livingston. 8-0-0-1 by roll call vote.

Update on Business Manager Search.

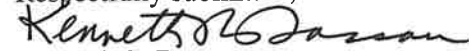
K. Dassau reported that 5 candidates have been scheduled to interview for the position of SAU 38 Business Manager. One Board member from each district will participate on the search team. Selection should be finalized by mid May.

ADJOURNMENT

At 9:05 PM, B. Hamill MOVED: to adjourn.

SECONDED: G. White VOTE: 8-0-0-1, unanimously approved by the Board.

Respectfully submitted,



Kenneth R. Dassau

Acting Secretary SAU 38



State of New Hampshire

DEPARTMENT OF SAFETY
DIVISION OF MOTOR VEHICLES
JAMES H. HAYES BLDG. 10 HAZEN DR.
CONCORD, N.H. 03305

VIRGINIA C. BEECHER
DIRECTOR OF MOTOR VEHICLES

April 11, 2000

Kevin Burke
Post Office Box 45
West Peterborough, NH 03468

Dear Mr. Burke:

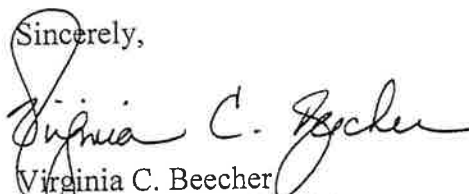
Thank you so much for sharing your Rider's Reader with us. Recently, on the show "Who Wants to be a Millionaire", the million-dollar question was: "The term computer bug was derived from what bug?" It was only from reading your Rider's Reader that I knew the answer – a moth. A gentleman won the million dollars by answering this question correctly.

I read the three issues you sent and found them to be full of interesting facts. I am sure when students are given the opportunity to read this newspaper on their school bus, they will benefit by enhancing their reading skills. Also, I foresee discipline problems decreasing when students are occupied while reading. Certainly, when a driver can concentrate on driving and not on discipline problems, the safety of pupil transportation increases.

As a former school bus driver, you know that the Department of Safety regulates school bus specifications and driver qualifications. The Department has no authority as to what material school districts provide students to read. Although the issues of your newspaper you sent for my review were excellent, I would suggest that any material you would like students to read on a school bus be approved by the local school board for content.

I wish you success with this endeavor, as it certainly appears to be a worthwhile project.

Sincerely,


Virginia C. Beecher
Director of Motor Vehicles

**Monadnock Regional School District
Committee Appointments
2000 – 2001**

Budget Committee Representative

Tom Matson

SAU Board

Dixie Gurian

Glenn White

Chrysten Starrett

CVC Advisory Committee

Don Arguin

Tom Matson

Negotiations Committee

Glenn White *

Bill Hamill

Dixie Gurian

Communications Committee

Dixie Gurian *

Deb Carluccio

Helen Livingston

Policy Committee

Don Arguin *

Deb Carluccio

Staff Development Committee

Bill Hamill

Helen Livingston

Finance Committee

Bill Hamill *

Dick Thackston

Tom Matson

Dixie Gurian

Facilities Committee

Chrysten Starrett *

Glenn White

Dick Thackston

Transportation & Safety

Glenn White *

Tom Matson

Dick Thackston

Legislative Representative

Tom Matson

NHSBA

Don Arguin

Sick Leave

Deb Carluccio

*** Chair**

April 4, 2000
D:MRSD:Board:ComAsn00

SAU NO 38 SCHOOL BOARD MEMBERS 2000 - 2001

HINSDALE

Robert Blouin

Ann Diorio

Wayne Temmen

MRSD

Dixie Gurian

Chrysten Starrett

Glenn White

WINCHESTER

Laura Aivaliotis

Harold Bigelow

Colleen Duquette

Don Nelson

Bethanne Tatro

SCHOOL BOARD MEMBERS BY DISTRICT

HINSDALE

Robert J. Blouin - 2001
65 Highland Avenue
Hinsdale, NH 03451
H - 336-5400 W - 802-254-3435
rjblouin@hotmail.com
FAX: 802-254-4999

Steve Bonnette - 2002 - *Vice Chair*
95 Plain Road
Hinsdale, NH 03451
H - 336-7077 W - 355-2900
lbonnette@cheshire.net

Ann Diorio - 2002 - *Chair*
588 Brattleboro Road
Hinsdale, NH 03451
H - 336-7022 W - 802-387-5517
putneyin@souer.net

Joseph Novick - 2003
10 Daniels Drive
Hinsdale, NH 03451
H - 336-5262
jknovick@cheshire.net

Wayne Temmen - 2003
PO Box 126, 38 High Street
Hinsdale, NH 03451
H - 336-7014 W - 802-254-9941

MRSD

Don Arguin - 2001 - *Vice Chair*
451 South Road
Sullivan NH 03445
H - 352-1130 W - 357-4255 x 2627#
barguin@monad.net

Deb Carluccio - 2001
25 Village Road
Surry NH 03431
H - 352-6327 W - 355-2002
mcarluccio@monad.net

Dixie Gurian - 2003 - *Chair*
680 Old Homestead Hwy.
Richmond NH 03470
H - 239-4080 W - 352-4209
FAX - 352-0750
Dixie@muw.org

William Hamill - 2003
P.O. Box 10505
Swanzey NH 03446
H - 352-2939 W - 352-1415
bhamill@top.monad.net

Helen Livingston - 2003
3 White Brook Road
Gilsum NH 03448
H - 352-2865
calhounfor@top.monad.net

Tom Matson - 2001
74 High Street
Troy, NH 03465
H - 242-7933 W - 423-3278
tmatson@monad.net

Chrysten Starrett - 2003
230B Old Troy Road
Fitzwilliam NH 03447
H - 585-9857
FAX - 357-5687
cstarrett@prodigy.net

Dick Thackston - 2002
PO Box 539, 14 Howe Road
Troy, NH 03465
H - 242-3676 W - 352-2223
FAX - 358-5150
c21thax@aol.com

Glenn White - 2002
340 Branch Road
Keene NH 03431
H - 352-8848 (also FAX) W - 352-3110

WINCHESTER

Laura Aivaliotis - 2001 - *Vice Chair*
230 Ashuelot Road
Winchester NH 03470
H - 239-4681 W - 239-4100
greek@cheshire.net

Harold Bigelow III - 2002
89 Scofield Mt. Road
Winchester NH 03470
H - 239-4658
bigscorner@monad.net

Colleen Duquette - 2003
63 Elm Street
Winchester, NH 03470
H - 239-8207 W - 357-3510 ext. 723
FAX - 355-1542
cduquette@monad.net
cduquette@dhhs.state.nh.us

Don Nelson - 2003 - *Chair*
375 Forest Lake Road
Winchester NH 03470
H - 239-4927 FAX - 239-8396
W - Global Voice - 800-617-3671
Mail Box 8340
Nellie@together.net

Bethanne Tatro - 2002
55 Richmond Road
Winchester NH 03470
H - 239-8646
toothyankie@aol.com

April 27, 2000

MONADNOCK REGIONAL SCHOOL DISTRICT

Vacancy

**School Board Member
from Swanzey NH
to serve out the remainder
of the term to March 2001**
(Duties covered in N.H. Statutes 197:26)

Interested Candidates should notify

Curtis J. Cardine, Superintendent
600 Old Homestead Highway
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May 10, 2000

Curtis J. Cardine, Superintendent of Schools
School Administrative Unit 38
600 Old Homestead Highway
Swanzey, NH 03446

Dear Curt:

This follows our meeting with the Policy Committee on May 9, 2000, concerning the issues surrounding the election of a board chair. Prior to the meeting, Don Arguin as chair of the Policy Committee had sent to me his outline of the events together with copies of board policies BEDD and BDC, excerpts from Robert's Rules, a copy of Doug Hatfield's letter to you of April 21, 2000 and a copy of an e-mail from Ted Comstock dated May 1, 2000. At the time of the meeting there were a couple of additional e-mails from Ted Comstock. As part of this process I also reviewed the Board's minutes of the meetings of March 21, April 4 and April 18. We also had a preliminary copy of the minutes of May 2 available at our meeting of May 9.

By way of brief review, the Board had its annual organization meeting on March 21, 2000, that being the first meeting after the annual meeting of the district. At that meeting, Dixie and Dick were nominated for the position of board chair. A motion was made to have a secret ballot, which was adopted by the Board. The vote was 5 to 4 in favor of Dixie. The Board then moved onto election of officers, and to the regular business of the evening. On April 4 the minutes of the meeting of March 21 were approved. The minutes of April 4 were approved on April 18.

At the meeting of April 18 (if not before) the issue of the original vote by secret ballot was raised. Apparently, at the time of the meeting you advised the Board that a secret ballot would not be appropriate, however, there apparently was another opinion, and the Board proceeded to vote by secret ballot. The question on April 18 was whether the secret ballot in effect made the election of March 21 "null and void". The Board passed a motion to hold an election of officers in accordance with the statutes at the next meeting and apparently to have you discuss the issue with counsel.

Subsequently, Doug Hatfield gave an opinion that matters acted upon in public session should be by open vote, but that the secret ballot did not invalidate the vote itself.

Curtis J. Cardine, Superintendent of Schools
May 10, 2000

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It is my understanding that Ted Comstock concurred in that opinion. Be that as it may, on May 2 a motion was made and seconded to hold School Board elections. At that time, you offered information to the Board based on your correspondence from Doug Hatfield and Tom Comstock as well as your conversations with me that notwithstanding the secret ballot vote, the vote of March 21 would stand. The Board voted 5 to 4 to hold elections at the meeting of May 2 with Dick Thackston being elected chair and Debbie Carluccio as vice chair.

At our meeting of May 9, 2000, I reiterated my opinion that although the original vote should not have been taken by secret ballot, I do not think a vacancy existed on May 2 to warrant a School Board election for officers. There is no question that RSA 91-A:2II provides that votes such as the one taken in public session should not be by secret ballot. However, I don't think that procedural step would "void" the process.

In our meeting, I indicated that I agreed with Doug Hatfield's opinion that the action was concluded, since it was not challenged at the time of the vote, nor at the time of the approval of the minutes at the subsequent meeting. In addition, I also indicated at the meeting of May 9 that there was not a question about the substance of the vote or the qualification of the candidates. Both candidates were duly elected representatives of the Board, and there is no question about the tally of the vote itself. I believe the ballots are still in your possession.

The School Board policy provides that the officers of the Board serve for a one year term or until their successors are chosen. It would be my opinion that this means that the officers chosen on March 21 would serve until the next organizational meeting of the Board in March 2001, and if for any reason that meeting is not held at the appropriate time, or lacks a quorum, the officers would serve until that organizational meeting does take place.

In connection with the meeting of May 9, I also reviewed the various sections of Robert's Rules of order provided by Don Arguin. There is no question that the structure and guidance given by such rules can be very helpful to a deliberative body in the conduct in its business, however, they are as the title states, rules of order. I note this in connection with Debbie Carluccio's question about section 10 pertaining to main motions that are not in order. The section quoted advised that if a main motion conflicts with, among other things, state law, adoption of such a motion would be "null and void". My response to that parallels my comments above. Although the secret ballot should have been a public vote, both candidates were otherwise qualified, and there is no question about the vote tally. Although the manner of proceeding may not have been appropriate, the substance of the action taken was certainly not in conflict with either state law or the board's policy concerning what is to take place at the organizational meeting, that is, the election of officers.

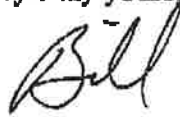
Curtis J. Cardine, Superintendent of Schools
May 10, 2000

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have been several conversations with several different Board members, as well as the meeting of May 9, I thought it would be appropriate to review the entire history as I know it, so that all Board members would have the same information at the same time.

Please let me know if you or any of the Board members have any questions.

Very truly yours,



William N. Prigge

WNP/ad

Goals for the 2000-2001 School Year for the Superintendent

Provide Staff Development Leadership for the SAU Districts

1. Develop, communicate and implement MASTER PLAN for Staff Development for the SAU Districts.
 - a. Assure that Staff Development Master Plan is completed and in place during the 2000-2001 school year.
 - b. Provide (to at least Monadnock) supervision and evaluation training for all SAU administrators.
 - c. Begin development of new supervision and evaluation model for the SAU.
 - d. Enhance and expand existing staff development activities for SAU employees.

Make the SAU Responsive to the Needs of the Constituent Districts

1. Develop, communicate and implement procedures for all SAU functions.
 - a. Develop SAU wide procedures and manual for all SAU functions
 - b. Provide training and manuals for all district administrators and secretaries on procedures.
 - c. Computerize as many functions as possible to eliminate redundancy of data entry and possibility of error.

Provide Accurate and Up to Date Financial Data to the Constituent Districts

1. Supervise overall control over financial functions of the SAU.
 - a. Beginning with the 2000-2001 budget: provide quarterly financial statement to each district.
 - b. Assure that all MS and Federal Reports are done on time and accurately. Continue to work with Department of Revenue to ensure quality control.
 - c. Hire staff and cross train all financial personnel to ensure our ability to deliver on time services to the districts.

Continue and Increase Communication Effort Within the SAU Districts

1. Increase inter-district cooperation and SAU service to all districts.
 - a. Re-establish and define role of superintendent at the SAU and district levels.
 - b. Continue SAU administrators monthly meetings (established this year).
 - c. Through Curriculum Notes, continue the transmittal of Staff Development and Curriculum information to the member districts.
 - d. Meet WITH all boards at least twice yearly at the local board level.
 - e. Organize administrative meetings for ALL district principals on shared goals and operating procedures.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

**May 2, 2000
MEETING AT**

Emerson School: Fitzwilliam NH (Note this is a change of Venue)

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.

There will be a meeting of the Monadnock Regional School District Finance Committee at 6:00 P.M. Before the Regularly Scheduled Meeting.

CALL TO ORDER AT 7:00 PM in the Gym

1. 7:00 P CONSENT AGENDA

a. Minutes of April 18, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Communications Committee: Annual Goals: Ms. Gurian
2. Facilities Committee: Mrs. Starrett
3. Finance Committee Report: Hand Out from SAU#38 Chart of Accounts: Mr. Hamill

B. New Business

1. Board Vacancy: Selection of Swanzey Representative

C. Old Business

1. Reapportionment Letter
2. Board Goals (May 9)
3. Riders Readers

D. 21st Century Report
Building into the Future Update

E. Action on the Manifest

F. Correspondence/Announcement

5. 9:00P SUPERINTENDENT'S REPORT

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

7. 9:20P NON PUBLIC SESSION

A. Negotiations

B. Personnel

8. ADJOURNMENT

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

**MONADNOCK REGIONAL SCHOOL DISTRICT
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Detail of Agenda

Consent Agenda:

- a. Minutes of April 18 Meeting Approved

OTHER SCHOOL BOARD BUSINESS

- 4A. Board committee reports:
 1. Communications Committee Annual Goals: Ms Gurian
 2. Facilities Committee: Mrs. Starrett
 3. Finance Committee Report: We will handout the chart of accounts at this time also.
- 4B. New Business
 1. Scott Tolman's Resignation from the board has created a vacancy which will be filled at this meeting. Representative from Swanzezy
- 4C. Old Business
 1. Reapportionment Letter and Discussion
 2. Board Goal Setting
 3. Rider's Readers
- 4D. MRSD 21st Century Project
 1. Facilities Update "Building for the Future Committee"
- 4E. Action on the Manifest
- 4F. Correspondence/announcement.
5. Superintendent's Report
6. Setting the Agenda for the May 16, 2000 Meeting
7. Non-Public Session
Personnel
Negotiations

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
May 2, 2000
Emerson Elementary School

CALL TO ORDER

D. Gurian, Chairperson, called the meeting to order at 7:00 PM. Ms. Gurian reminded Board members and citizens in attendance that the purpose of the meeting is the educational needs of the district children.

Present: D. Gurian, Chair, D. Arguin, D. Carluccio, H. Livingston, W. Matson, R. Thackston, B. Hamill, C. Starrett, G. White, and A. Bush, student representative. Also present: C. Cardine, Superintendent, K. Dassau, Asst. Supt., B. Fowler, Dir. of Building and Grounds, D. Hodgdon, Dir. of Curriculum and Instruction, Bob Seymour, K. Craig, D. Mousette, and D. Bell.

CONSENT AGENDA:

a. Minutes of previous meeting

D. Arguin **MOVED:** that the minutes of the April 18, 2000 meeting be approved.
SECONDED: T. Matson. **VOTE:** 9-0-0-0, unanimously approved by the Board.

- b.** C. Starrett **MOVED:** To hold Board elections. **SECONDED:** D. Thackston.
Discussion. D. Gurian asked the superintendent for the legal opinion requested at the last meeting. C. Cardine offered information from attorneys D. Hatfield, T. Comstock, and W. Prigge. C. Cardine reported that the initial secret ballot held in March which elected Board officers was not appropriate - without any parties contesting the action prior to the convening of the next Board meeting - the vote stands. H. Livingston stated that to call for a new election without a vacancy is beyond parliamentary and organizational procedures. C. Starrett called for secret ballot in March but requested new election of officers when informed the original election was in violation. Supt. Cardine responded that he had informed the Board at the time the secret ballot was requested that a secret ballot was not allowable. D. Thackston recalls C. Cardine stating so. D. Arguin does not recall hearing that information. Regardless D. Carluccio, D. Arguin, T. Matson remain uncomfortable continuing with the results of an action that was not allowable or illegal. G. White offers that it has been done in the past. Dick Thackston calls the question. Vote: 9-0-0-0.
Vote on the Motion to hold Board elections: 5-4-0-0. Motion passed.
D. Gurian stated she has enjoyed serving as Board Chair and stated her disappointment with the Board's action. D. Gurian leaves the meeting 7:42. C. Cardine acts as temporary Board Chair.
G. White leaves 7:50. B. Hamill leaves 7:54.
T. Matson **MOVED** to nominate D. Thackston as Board Chair. Seconded D. Arguin.
VOTE: 6-0-0-0. Unanimous.

C. Starrett **MOVED** to nominate D. Carluccio as Vice-Chair. Seconded D. Thackston.
VOTE: 5-0-1-0.

D. Thackston declares recess 8:20.
8:30 return to session.

CITIZEN CONCERNS:

Chair D. Thackston recognizes Tom Parker, Fitzwilliam selectman. T. Parker reports that the Town of Fitzwilliam will be conducting informational meetings to considering whether the town will remain within the Monadnock Regional School District. T. Parker stated he was reporting to the Board in an open manner and there was no predetermined outcome other than to assess the opinion of the town residents and be guided by their wishes. D. Thackston thanked him for coming to the Board.

STUDENT COUNCIL CONCERNS:

Student representative A. Bush reported on OM, Earth Day, and pledge drive activities. He encouraged all to purchase tickets to attend the junior-senior high production of "Fools." C. Starrett, Facilities Chair requested student representative A Bush to solicit student members of the Student Council to attend the District Facilities Committee bi-weekly Thursday meetings.

OTHER SCHOOL BOARD BUSINESS:

A. Board committee reports

1. **Communications Committee** - D. Carluccio reported on committee activities. C. Cardine reported on the Beautification, Alumni, Calendar, and 40th Birthday preparation activities.
2. **Facilities Committee:** C. Starrett reported installation of the sprinkler system is to start in June. The Committee has received schematics of the Gilsum project. Building -for the Future Committee (BFC) remains active. The BFC is considering several building options.

4B. New Business

1. **Counsel's Opinion** - H. Livingston requested the superintendent get an opinion from legal counsel. She requested a response to the following "Can an election take place without a vacancy?" D. Arguin reported that the Policy Committee meets with the superintendent and counsel to present a combined report to the Board. The superintendent is a member of the Policy Committee. D. Thackston requests this is the first item on the Board's consent agenda at the next meeting May 16.
2. **Board Vacancy** - Supt. Cardine read the names of four persons who have responded to the School Board vacancy notice to replace the Swanzey Board member. C. Cardine was directed to invite the four applicants to meet with Board members an hour before the next **Board meeting**. C. Cardine will invite each to meet with the

Board and will request a written statement from each stating the reasons for joining the Board.

4C. Old Business

1. Reapportionment Letter

D. Thackston requested the item be tabled for discussion at the next meeting. D. Thackston would like the item to be identified as Article 7, and not "Reapportionment".

2. Board Goals

D. Bell suggested the Board postpone the session scheduled for May 9 at the Cutler School. D. Thackston concurred. D. Carluccio requested the Superintendent hire a facilitator for the meeting. She suggested the meeting be divided in two sessions. The first session would be the facilitator and Board. The second session would be the facilitator with the Board and Administration.

3. Riding Readers

D. Thackston requested item be tabled pending presentation of materials. Superintendent will get the materials for the next meeting.

4D. MRSD 21st Century Report

C. Cardine reported C. Starrett had sufficiently updated the Board on 21st Century activities in her report earlier.

E. Action on the Manifest

C. Starrett questioned R. Seymour on two items. R. Seymour will follow-up and report.

H. Livingston **MOVED** to accept the Manifest. Seconded by D. Carluccio. Discussion:

D. Thackston requested the motion be amended be approved minus the two items.

MOVED by H. Livingston. Seconded D. Carluccio. **Vote** on amendment unanimous.

VOTE on motion unanimous.

H. Livingston **MOVED** to change the agenda item "Action on the Manifest" to "Financial Report". Seconded R. Thackston. Discussion. R. Seymour requests he be allowed to research the terminology prior to Board action. Motion withdrawn. R. Seymour to report at next meeting.

F. Correspondence/announcements

C. Cardine read a letter complimenting the MR Junior/Senior School Music program.

T. Matson asked for clarification of a letter from the City of Keene regarding an ad hoc telecommunications committee of which the district's technology director, Tom Warner was a participant. T. Warner to report at next meeting. Members of the Cheshire Technology Center Committee will be meeting May 11th.

SUPERINTENDENT'S REPORT

Mr. Cardine reported on preparations for the SAU 38 Board meeting to be held tomorrow night at the Emerson School.

SETTING THE NEXT AGENDA

1. Counsel's Opinion reported by Superintendent and Policy Committee
2. Board Goals - Supt. Cardine
3. Telecommunications/Keene update - T. Warner
4. Visit with Applicants for Board vacancy
5. Article 7 - Supt. Cardine
6. Reading Riders materials
7. Manifestation Report - R. Seymour
8. School Calendar 1999-2000
9. Monadnock Regional Junior -Senior High School Library. Status Report.

NON PUBLIC SESSION

At 9:45 PM, C. Starrett **MOVED**: that the Board enters a non-public session for the purpose of personnel and negotiations. **SECONDED**: T. Matson **VOTE**: 6-0-0-3 by a roll call vote.

Attendance: D. Arguin, D. Carluccio, H. Livingston, W. Matson, R. Thackston, C. Starrett, C. Cardine, and R. Seymour.

Personnel: C. Cardine read the resignation of D. Bell. Motion to accept with regrets. Unanimous.
Negotiations: R. Seymour reported on negotiations.

The board discussed a personnel issue.

At 10:55 D. Arguin **MOVED** to return to public session. Seconded by C. Starrett. 6-0-0-3 by roll call vote.

ADJOURNMENT

At 11:00 PM T. Matson **MOVED**: to adjourn.

SECONDED: H. Livingston . **VOTE**: 6-0-0-3, unanimously approved.

Respectfully submitted,



Kenneth R. Dassau

Acting Secretary SAU 38

in implementing its annual adjustments to CPST rates as set forth in Section III.F.4. due to regulatory lag related to the BST rate approval process.

2. TWC will not elect to file cost-of-service showings to justify BST or CPST rate levels above the level authorized by this Contract for any system subject to this Contract for the term hereof.

H. Additional Consumer Benefits.

1. Service To Public Schools.

a. TWC shall offer service connections at one outlet in 100% of the public schools (Grades K-12) located within 200 feet from the activated plant of its cable systems. Such connections will be made free of charge and as promptly as possible to all such schools requesting connections. TWC will offer such service connections to any other such public schools located within its franchised service areas at Cost. If any internal wiring installation is requested to serve additional outlets in such schools, it will be provided at TWC's Cost of materials and labor at the applicable Hourly Service Charge; provided, however, that such internal wiring will be provided without charge if TWC is able to coordinate with other comparable electrical wiring installation in cases of new construction or substantial rehabilitation of existing schools. Any such public school may elect to install its own internal wiring and to bear the cost thereof. BST and CPST service will be provided to each outlet in such schools free of any charges.

b. TWC shall offer service connections, including any requested internal wiring for additional outlets, at Cost to any private Secondary School, as defined by, and which receives funding pursuant to, Title 1 of the Elementary and Secondary Education Act of 1965, 20 U.S.C. § 241a ~~et seq.~~, and which is located within 200 feet from the

activated plant of its cable systems. BST and CPST service will be provided to each outlet in such schools free of any charges. TWC will offer such service connections to any other such private Secondary Schools located within its franchised service areas at Cost. Any such private Secondary School may elect to install its own internal wiring and to bear the cost thereof.

c. TWC will provide a free monthly educational program listing to each connected school. Additional copies of such program listings will be provided, if requested by a school, at Cost. Such educational program listing will identify and describe programming on the TWC system that is appropriate for use in the classroom and will provide suggested curriculum support ideas.

d. TWC will develop and provide to connected schools materials for teachers that explain the educational applications of TWC's broadband cable systems. The materials will include a self-explanatory notebook and video. One copy of such materials will be provided at no charge to all school districts with connected schools in franchise areas served by TWC. Additional copies of such materials will be provided, upon request, at Cost.

e. Upon successful development by TWC and Time Inc. of an on-line service for personal computers, TWC will provide each connected school with a free connection to this on-line service to the extent it is available on the local TWC cable system. Upon request, each connected school will receive one free modem and free access to the TWC/Time Inc. on-line service for use during the school year. Additional modems will be made available, upon request, at Cost. Free access to the TWC/Time Inc. on-line service will be provided through each such modem for use during the school year. In addition,

TWC will sponsor a workshop in each franchise area to educate teachers about the TWC/Time Inc. on-line service and to provide them with an opportunity for hands-on training.

f. To the extent a local franchise agreement contains an obligation to provide connections to schools as agreed to herein, TWC agrees not to seek to recover any such costs for these connections as external or other costs.

2. Home Wiring.

a. Prior to a customer's termination of cable service, TWC will not restrict the ability of a customer to remove, replace, rearrange or maintain any cable wiring located within the interior space of the customer's dwelling unit, so long as such actions do not interfere with the ability of such TWC system to meet FCC technical standards or to provide services to, and collect associated revenues from, that customer or any neighboring customer in a multiple dwelling context.

b. TWC will provide customers with a notification upon commencement of service, and annually thereafter, advising them of their rights relating to home wiring. Such notice will advise customers that they may either (i) remove, replace, rearrange or maintain the home wiring themselves, (ii) select a qualified third party contractor, or (iii) request the TWC system provide such service at standard hourly installation rates, plus materials at Cost.

c. Such notice will inform customers that if any home wiring is improperly installed or rearranged by anyone other than TWC, and any harmful or improper signal leakage occurs as a result, the customer may be held responsible for the Cost of

"Emotional intelligence: abilities such as being able to motivate oneself and persist in the face of frustrations; to control impulse and delay gratification; to regulate one's moods and keep distress from swamping the ability to think; to emphasize and to hope."
Daniel Goleman



CURRICULUM NOTES

A Collection of Notes and Comments from Dave Hodgdon

Curriculum Forum #4

Fourth Forum Scheduled for May 18

Interpersonal & Intrapersonal Intelligences

According to Daniel Goleman (1995), who wrote *Emotional Intelligence*, "Emotional literacy implies an expanded mandate for schools, taking up the slack for failing families in socializing children. . . This daunting task requires two major changes: that teachers go beyond their traditional mission and that people in the community become more involved with schools" (p. 279). As I read this assertion, I wondered about the extent to which high schools can be expected to teach young people to be emotionally literate. Isn't it our responsibility (and the expectation of the community) that we prepare them academically? Isn't that a full-time challenge for us to deal with? The answers to these questions seem deceptively simple if we compartmentalize aspects of our students and ourselves. Increasingly, however, our students are coming to us with emotional issues that we must address if we hope to teach them. Our fourth and final forum for this year on Thursday, May 18, explores emotional intelligence and our role as educators in developing healthy emotions in students.

Goleman acknowledges the groundbreaking work of Howard Gardner, on whom we focused at an earlier curriculum forum, because Gardner made it possible to credibly talk about emotions as an intelligence. He also suggests that Gardner provided a framework for his own contentions about emotional intelligence in positing the interpersonal and intrapersonal intelligences. The interpersonal intelligence is the "ability to notice and make distinctions among other individuals" and the intrapersonal intelligence is the ability to gain "access to one's own feeling self."

Both of these intelligences are evident in Goleman's conception of emotional intelligence, although he does not entirely accept Gardner's emphasis in these intelligences. Gardner focuses on "cognitions about feeling" rather than "the role of feeling in these intelligences." Goleman sees intelligence and emotions as intricately intertwined - "intelligence in the emotions" and "intelligence [that] can be brought to emotions" (p. 40).

All of us are familiar with Star Trek's Mr. Spock. A character from the planet Vulcan, Spock extols the virtues of reason over emotions. Because he has a human mother, his Vulcan nature is always warring with the human nature, with the suggestion that intelligence depends on suppressing the emotions. In the more recent version of Star Trek, the character of Data, an android, longs for emotions, which will make him fully human and capable of giving a fuller dimension to his life and superior mind. The depiction of Data and the characters that react to him suggest a more expanded view about the needs of humans and the rational being.

Goleman cites research that supports the connection between the emotional and the rational. He provides us with the research on the brain that demonstrates the evolution of the *amygdala* - "a storehouse of emotional memory" (p. 15) that captures and drives the brain. As the most primitive

Connection Between Emotional & Rational

Brain Research

part of the brain, it is capable of declaring an emotional emergency and hijacking the brain (including reasoning). Goleman suggests that we can become "passion's slaves," subject to the seduction of negative emotions such as anger, anxiety, and melancholy, if we are unable to access the self-regulatory aspects of our brains - the neocortical response, which is "slower in brain time than the hijack mechanism because it involves more circuitry" (p. 25). Thus, for debilitating worry and anxiety, for example, individuals need first to become more self-aware about the worrisome episodes or symptoms and then "to actively challenge the worrisome thoughts" (p. 69). For us, as educators, Goleman suggests, we must educate young people to control the emotional side of our brain.

Goleman underscores that there is more at stake than just enabling young people to be more emotionally literate and able to regulate the amygdala. Emphasizing emotional literacy, according to studies, also improves academic performance.

Connection – Emotions and Reason

This finding is supported by research conducted by Antonio R. Damasio. Damasio contends that we need emotions in order to reason. He supports his contention by examining the behavior of individuals who experienced brain damage which destroyed the emotional centers of the brain, but left the rational centers intact. He learned that we are no longer able to reason without the emotions. Descartes erred, according to Damasio, in establishing a dichotomy between reason and emotion - an especially grievous error because it has often guided Western thought about this relationship. The two are not only inseparable, but also reason, lauded as superior to emotions, relies on emotions to function. Mr. Spock could not be a rational person if he suppressed his emotions.

Making a Difference

Children's Emotional Development

Goleman believes that fostering emotional literacy does make a difference in young people. Although he focuses many of his examples on young children, he emphasizes the need to have a developmental program to ensure that the emotions are schooled along with cognition. He acknowledges that "with curriculum already besieged by a proliferation of new topics and agendas, some teachers who already feel overburdened resist taking extra time from the basics for yet another course" (p. 271). Rather, he is proposing that the existing curriculum be established to teach emotional lessons as they can be integrated.

Schools and Community

He believes that the schools alone cannot address this issue, but that it should be coordinated between the education community and the larger community. Emphasizing the importance of teachers' modeling emotional literacy by the way they handle their classes, he suggests that schools need to be reshaped so that "students feel respected, cared about, and bonded to classmates, teachers, and the school itself" (p. 280). This community should include mentors to support young people who are struggling emotionally and provide mechanisms for "brainstorming imaginative but potentially effective ways to handle the pressing dilemmas of high-school life, such as problems with girlfriends and how to avoid fights" (p. 281).

All at Risk

The issues Goleman asks us to grapple with are not easy ones. As educators, all of us realize the emotional issues of young people. Goleman challenges us mainly because everyone is potentially at risk. Even the most talented individuals in society, if they lack emotional intelligence, will not live up to their potential. Goleman is calling for a mandate change in our schools to address the issue of emotional literacy. What would be the costs to our programs if we invested in this particular literacy? What would be the cost to our students if we did not?

Indicators of Emotional Learning

Goleman (1995) has gathered from his research the following indicators of social and emotional learning we should foster in the schools:

EMOTIONAL SELF-AWARENESS

- ◆ Improvement in recognizing and naming own emotions
- ◆ Better able to understand the causes of feelings
- ◆ Recognizing the difference between feelings and actions

MANAGING EMOTIONS

- ◆ Better frustration tolerance and anger management
- ◆ Fewer verbal put-downs, fights, and classroom disruptions
- ◆ Better able to express anger appropriately, without fighting
- ◆ Fewer suspensions and expulsions
- ◆ Less aggressive or self-destructive behavior
- ◆ More positive feelings about self, school, and family
- ◆ Better at handling stress
- ◆ Less loneliness and social anxiety

HARNESSING EMOTIONS PRODUCTIVELY

- ◆ More responsible
- ◆ Better able to focus on the task at hand and pay attention
- ◆ Less impulsive; more self-control
- ◆ Improved scores on achievement tests

EMPATHY: READING EMOTIONS

- ◆ Better able to take another person's perspective
- ◆ Improved empathy and sensitivity to others' feelings
- ◆ Better at listening to others

HANDLING RELATIONSHIPS

- ◆ Increased ability to analyze and understand relationships
- ◆ Better at resolving conflicts and negotiating disagreements
- ◆ Better at solving problems in relationships
- ◆ More assertive and skilled at communicating
- ◆ More popular and outgoing; friendly and involved with peers
- ◆ More sought out by peers
- ◆ More concerned and considerate
- ◆ More "pro-social" and harmonious in groups
- ◆ More sharing, cooperation, and helpfulness
- ◆ More democratic in dealing with others

Damasio, A. (1995). *Descartes' error: Emotion, reason, and the human brain*. New York: G. P. Putnam's Sons.

Goleman, D. (1995). *Emotional intelligence: Why it can matter more than IQ*. New York: Bantam Books.

Staff Development Opportunities

CompuMaster Institute for Educational Development	<ul style="list-style-type: none"> ◆ Using Microsoft Office and Access - Portsmouth on June 7 and 8 ◆ Practical Strategies for Helping Struggling Readers and Writers (Grades 3-8) (Presenter: Barbara Rainey) - Boston on May 24
New England School Development Council (NESDEC)	<ul style="list-style-type: none"> ◆ Meeting the Standards through Guided Reading: Readers, Books, and Teaching, K-2 (Presenter: Dr. Irene Fountas) - The College of the Holy Cross in Worcester on May 18 ◆ Annual New England School Facilities Conference: Cutting Edge Ideas for School Design - Sturbridge, MA, on May 16 ◆ Promoting High Student Achievement through Professional Learning Communities - Hyannis, MA, on August 3 and 4
Great Source Education Group	<ul style="list-style-type: none"> ◆ Write Traits 6-Trait Instruction and Assessment - Portland, Me, from August 8 to 11
Rowe Mountain Associates	<ul style="list-style-type: none"> ◆ Connecting Voice and Touch: Moving Beyond Inclusion - Torey Pines Resort in Franconstown, NH, on May 4 and 5
Lessons in Leadership Series	<ul style="list-style-type: none"> ◆ Reinventing Work: Brand Power (Presenter: Tom Peters) - Manchester on June 14
Calvert School	<ul style="list-style-type: none"> ◆ Calvert Curriculum Council: Models for Success - Baltimore from June 12 to 16
Richard C. Owen Publishers, Inc. Educator in the Workplace Seminar	<ul style="list-style-type: none"> ◆ Literacy Learning in the Classroom - Lebanon from August 7 to 10 ◆ Developing Student Competencies by Connecting Schools and the Workplace - July 27 to 29 and August 17 at Keene State Conference
The University of New Hampshire Institute on Disability	<ul style="list-style-type: none"> ◆ Ready! Set! Not So Fast...Planning Effective Service-Learning Experiences that Connect School and Community (Morning Session)/Character Education (Afternoon Session) - Manchester on May 12 ◆ Summer Institute on Supporting Students with Autism/PDD in General Education Classes - Manchester from June 26 to 29 ◆ Tap into Language - Concord on May 17
The Society for Developmental Education	<ul style="list-style-type: none"> ◆ Using Guided Reading to Increase the Reading Achievement of Kindergartners, 1st, & 2nd Graders - Nashua on July 19; Portsmouth on July 20
Bureau of Education & Research (BER)	<ul style="list-style-type: none"> ◆ Strengthening Your Teaching of Algebraic Concepts: Moving from Hands-On Activities and Real World Investigations to Graphing Calculators (Grades 7-12) - Boston on May 16 ◆ Using GUIDED READING to Help Your Students Become Better Readers (Grades 3-6) - Manchester on July 28
Fred Pryor Seminars The Society for Developmental Education Association for Supervision and Curriculum Development (ASCD) National Study of School Evaluation	<ul style="list-style-type: none"> ◆ The Grammar and Usage Seminar - Keene on July 21 ◆ The 8th Annual National Conference on Best Looping and Multiage Teaching Practices (PreK-8) - Indianapolis from July 30 to August 2 ◆ Classroom Leadership Conference 2000 - San Diego from July 6 to 8
Creative Classrooms	<ul style="list-style-type: none"> ◆ National Conference on Improving Student Performance - Arlington Heights, IL, from June 26 to 28 ◆ Arts and the Environment - Raymond, NH, on June 10 and 11

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
May 16, 2000
MEETING AT**

Monadnock Regional Junior and Senior High School Library

*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.*

At 6:00 P.M. the board will interview 6 candidates for the position vacated by Scot Tolman from Swanzey. Selection of a board member from Swanzey to fill this position will take place at the meeting.

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

- a. Minutes of May 2, 2000 Meeting
- b. Policy Committee: Report by Superintendent and Policy Committee on Counsel's Opinion: RE: School Board Vote
- c. Vote on Board Vacancy from Swanzey

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
 - 1. Deb Stavseth: Library Report on Volumes and Needs of H.S. Library
 - 2. Telecommunications Update: Tom Warner-Agreement with Time Warner
 - 3. Jerry Kuhn and Monadnock Regional Junior and Senior High School OM Team
- C. Old Business
 - 1. Article Seven Letter to NH State Board of Education
 - 2. Riders' Readers Materials
 - 3. Last Day of School 1999-2000 Setting the Last Day
 - 4. Report on the Use of the Word "Manifest"
- D. 21st Century Report Building into the Future Update
- E. Action on the Manifest
- F. Correspondence/Announcement.

5. 9:00P SUPERINTENDENT'S REPORT

Board Goals: Mr. Cardine will Report on Progress
Obtaining a Consultant for this Activity

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

- A. Negotiations

8. ADJOURNMENT

Setting the Next Agenda

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____

Administrators have heard report from McGraw-Hill regarding use of the Terra-Nova assessment. Updated the Board on the Troy principal search. A letter has gone out to all SAU teachers about process for changing benefits. MRSD beautification efforts continue. Tom Warner is chairing the media generalist search - a hire is pending. Several Monadnock Regional School District teachers have been nominated for American Teacher Awards.

SETTING THE NEXT AGENDA

1. Student resource Officer report
2. Recording Non-Public Sessions
3. Board Election. H. Livingston **MOVED** to have someone skilled in mediation meet with the Board to resolve the issue of board chair. **SECONDED** D. Thackston. **VOTE** 7-0-1-2.
4. Funding for Destination Imagination.
5. Attorney at next meeting. D. Thackston **MOVED** to have D. Hatfield or J. Hoppock at next meeting. **SECOND** H. Livingston. **VOTE**: 7-0-1-2.

NON PUBLIC SESSION

At 9:35 PM, D. Thackston **MOVED**: that the Board enters a non-public session for the purpose of personnel and negotiations. **SECONDED**: H. Livingston **VOTE**: 8-0-0-2 by a roll call vote.

Attendance: D. Arguin, N. Carlson, D. Gurian, H. Livingston, W. Matson, R. Thackston, C. Starrett, G. White, C. Cardine, and K. Dassau.

Personnel: C. Cardine read teacher nominations. D. Gurian **MOVED** accept nominations. **SECOND** H. Livingston. **VOTE**: 8-0-0-2.

Grievance; C. Cardine reported on a grievance. A Level C grievance will be scheduled with the School Board.

Negotiations: Planning meeting with administrators scheduled for Saturday, May 20.

At 10:21PM H. Livingston **MOVED** to return to public session. **Seconded** by D. Thackston. 8-0-0-2 by roll call vote.

ADJOURNMENT

At 10:23 PM, T. Matson **MOVED** to return to adjourn. **Seconded** by G. White. 8-0-0-2 by roll call vote.

Respectfully submitted,

Kenneth R. Dassau
Acting Secretary SAU 38

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
May 16, 2000
Monadnock Regional High School

CALL TO ORDER

D. Thackston, Chairperson, called the meeting to order at 7:05PM. Mr. Thackston informed the Board members and citizens in attendance that the purpose of the meeting is to conduct the business of educating children.

Present: D. Thackston, Chair, D. Arguin, D. Gurian, H. Livingston, W. Matson, B. Hamill, C. Starrett, G. White, and A. Bush, student representative. Absent D. Carluccio. Also present: C. Cardine, Superintendent, K. Dassau, Asst. Supt., B. Fowler, Dir. of Building and Grounds, D. Hodgdon, Dir. of Curriculum and Instruction, D. Stockwell, D. Bell, K. Craig, D. Mousette, and B. Tatro.

CONSENT AGENDA:

- a. **Minutes of previous meeting**
H. Livingston **MOVED**: that the minutes of the May 2, 2000 meeting be approved.
SECONDED: D. Arguin. **VOTE**: 6-0-2-1. Approved.
- b. D. Thackston, Chair, requested a motion to move agenda items in order to hear reports from personnel. D. Arguin **MOVED** to hear reports from personnel. Seconded by: T. Matson. **VOTE**: 6-1-1-1. Approved.

OTHER SCHOOL BOARD BUSINESS

NEW BUSINESS

- a. **Library Report**: MRHS Librarian D. Stavseth distributed a handout of library budget/purchase history since 1994. Ms. Stavseth discussed the problem of updating an aging print collection with new purchases as the district has invested in technology. She reported that she believes the problem will be overcome with time and funding. The Board thanked her for the information and assured their support.
- b. **OM**: Mr. Jerry Kuhn and the MR OM Team gave a history of Odyssey of the Mind (OM) which is now called Destination Imagination (DI). Presently the district has four teams progressing towards the world competition: an intermediate team; the Troy Elementary Team; the MRHS team, and an Alumni Team. The teams have engaged in several fund-raising activities to assist their participation in the event held in Iowa. T. Matson **MOVED**: the Board approved funding \$5,300.00 for the DI trip. **SECONDED** by: B. Hamill. Discussion. C. Starrett requested a budget report at the next Board meeting. **VOTE**: 8-0-0-1. Unanimous.

- c. **Science Grant:** Science Department Head Jed Butterfield and Science teacher Sue Sciuto reported to the Board on the receipt of a \$10,000.00 grant. The grant will fund a passive-solar system that will be used to "sell" electricity but more importantly allow for integration and application of the science curriculum.

Board committee reports

1. **Policy Committee:** Superintendent Cardine distributed two documents from Attorney Prigge, plus letters from Attorney Comstock, and letters from D. Gurian and B. Hamill protesting the election of officers at the last meeting. On May 9, Supt. Cardine and the Policy Committee conferred with Attorney Prigge. Supt. Cardine reported it is Attorney Prigge's opinion that the Board cannot elect an officer without a position being vacant. Hence the election of the last meeting were not appropriate and that the election of March 21 was a valid election. D. Arguin distributed minutes of the May 9th meeting. H. Livingston **MOVED:** to accept the minutes, report of the Policy Committee, and undertake the action recommended by Atty. Prigge. That the election of March 21st was a valid election. **SECOND** B. Hamill. Discussion. D. Arguin proposed amending policy. D. Arguin distributed a document expressing concerns with actions of the Chair elected March 21st. H. Livingston calls the question. **Second.** G. White. **VOTE** on the question to accept the opinion of Attorney Prigge: 4-2-2-1. **Approved.** **VOTE** on the motion: 4-4-0-1. Tie.

T. Matson **MOVED** to proceed with the agenda. **Second** D. Arguin. Discussion. D. Thackston spoke of his intention for serving on the board and stated he believed it was in the best interest to turn the gavel over to Supt. Cardine while the issue was unresolved. Supt. Cardine accepts the gavel and assumes the position of Board chair. Call the question to proceed with the meeting agenda. **VOTE:** 6-1-1-1.
VOTE on the motion: 6-0-2-1. Motion passes.

2. **Vote on Board Vacancy from Swanzey.** T. Matson **MOVED** to nominate Nancy Carlson. **SECOND** by H. Livingston. **VOTE:** 8-0-0-1. Supt. Cardine swore in N. Carlson. (8:45 B. Hamill leaves.)

CITIZEN CONCERNS:

A citizen spoke of his concern that the Board was not following the letter of Robert's Rules of Order and cited examples.

A citizen spoke of her dismay that the Board could not resolve the issue of Board Chair. Supt. Cardine thanked both for sharing their concerns.

STUDENT COUNCIL CONCERNS:

A. Bush informed the Board that the Student Council would be holding a dance this Friday. The dance will be a fund-raiser to benefit the Community Kitchen.

Old Business

1. **Telecommunications Update:** Swanzey Selectman Mr. Bob Beauregard reported on the Time-Warner service to public schools. In summation Mr. Beauregard stated that the relationship with Time-Warner was not good.
2. **Article 7 Letter:** Supt. Cardine read a letter from the Swanzey selectmen seeking an update on the status of the warrant article. D. Thackston distributed a letter he drafted on behalf of the Board. D. Thackston **MOVED** that the Board accept the letter. **SECOND** G. White. Discussion. Agreed to change recipient to "NH State Board of Education" from "NH School Board." Letter to be sent along with letter from Supt. Cardine. **VOTE:** 3-2-3-2. Motion passes.
3. **Riding Readers**
D. Gurian will be meeting with Kevin Burke tomorrow. Students will receive a preview of the program.
4. **Setting the Last Day of School:** MRHS Principal Dan Stockwell informed the Board that eighth grade graduation is scheduled for June 21 and parents have been notified. A retirement party is scheduled for June 22. D. Thackston **MOVED** for June 21st to be the last day of school. **SECONDED** by G. White. Discussion. C. Starrett would prefer to add an additional instructional day. Mr. Cardine stated the instructional calendar for 2000-2001 is 181 days. **VOTE:** 5-2-1-2.
- E. **Action on the Manifest**
C. Cardine stated the use of the term "manifest" is a business term.
C. Starrett **MOVED** to accept the Manifests for a total of \$948,718.97. **Seconded** by G. White. **VOTE:** 7-1-1-1.
- F. **MRSD 21st Century Report**
C. Starrett reported on the efforts of the Building into Future Committee. A presentation is planned for next Thursday at the High School. The committee is considering several proposals/options: a new high school; turning existing facility into a junior high school plus office space; building onto the existing facility; K-8 in present home towns.
- G. **Correspondence/announcements**
C. Cardine read several letters. DI (OM), Fish and game, and letters supporting MRSD personnel. D. Thackston read a letter regarding transportation and asked the superintendent to follow-up. D. Thackston **MOVED** that the supt. respond to the letter and forward concerns to the Swanzey Selectmen and the State DOT. **SECONDED** H. Livingston. **VOTE:** 8-0-0-2.

SUPERINTENDENT'S REPORT

Supt. Cardine is arranging for the facilitator to assist the Board in Goal Setting activities.

Administrators have heard report from McGraw-Hill regarding use of the Terra-Nova assessment. Updated the Board on the Troy principal search. A letter has gone out to all SAU teachers about process for changing benefits. MRSD beautification efforts continue. Tom Warner is chairing the media generalist search - a hire is pending. Several Monadnock Regional School District teachers have been nominated for American Teacher Awards.

SETTING THE NEXT AGENDA

1. Student resource Officer report
2. Recording Non-Public Sessions
3. Board Election. H. Livingston **MOVED** to have someone skilled in mediation meet with the Board to resolve the issue of board chair. **SECONDED** D. Thackston. **VOTE** 7-0-1-2.
4. Funding for Destination Imagination.
5. Attorney at next meeting. D. Thackston **MOVED** to have D. Hatfield or J. Hoppock at next meeting. **SECOND** H. Livingston. **VOTE**: 7-0-1-2.

NON PUBLIC SESSION

At 9:35 PM, D. Thackston **MOVED**: that the Board enters a non-public session for the purpose of personnel and negotiations. **SECONDED**: H. Livingston **VOTE**: 8-0-0-2 by a roll call vote.

Attendance: D. Arguin, N. Carlson, D. Gurian, H. Livingston, W. Matson, R. Thackston, C. Starrett, G. White, C. Cardine, and K. Dassau.

Personnel: C. Cardine read teacher nominations. D. Gurian **MOVED** accept nominations. **SECOND** H. Livingston. **VOTE**: 8-0-0-2.

Grievance; C. Cardine reported on a grievance. A Level C grievance will be scheduled with the School Board.

Negotiations: Planning meeting with administrators scheduled for Saturday, May 20.

At 10:21PM H. Livingston **MOVED** to return to public session. **Seconded** by D. Thackston. 8-0-0-2 by roll call vote.

ADJOURNMENT

At 10:23 PM, T. Matson **MOVED** to return to adjourn. **Seconded** by G. White. 8-0-0-2 by roll call vote.

Respectfully submitted,

Kenneth R. Dassau
Acting Secretary SAU 38

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
May 25, 2000
Monadnock Regional High School

CALL TO ORDER: 5:45 as several members were late due to previous engagements.

Mr. Cardine introduced Steve Guerriero of Antioch New England (Organization and Management Chair and Consultant) as the facilitator for the evening's meeting.

Present: D. Thackston, D. Arguin, D. Gurian, H. Livingston, W. Matson, B. Hamill, C. Starrett, G. White, Absent D. Carluccio, N. Carlson. Also present: C. Cardine, Superintendent,

The purpose of this meeting was to meet with a negotiator and work on solutions for the current board impasse over the chair position.

Board members were encouraged to put forward possible resolutions to the current impasse and these options were discussed. The board worked on this item until 7:15 P.M.

After meeting with the negotiator, the board went into session with Mr. Cardine serving as chair (ex-officio) for this portion of the meeting.

A motion to bring the question to superior court (Who is the chair of the Monadnock Regional School District Board) was made by Mr. Hamill and seconded by Mr. White.

After discussion the board voted to move the question. The question failed 2-5-1-2

C. Starrett who asked about Mr. Thackston relinquishing the chair initiated discussion about the May 16 meeting. Mr. Thackston replied that he passed the gavel to the superintendent to allow the district to conduct the business of the district. He stated that he did not consider this a resignation.

C. Starrett put forth a motion she wanted in three parts to put in a temporary chair. Seconded by H. Livingston

The board discussed the Vice Chair position of Deb Carluccio and questioned whether there was a vacancy created at the April 18th meeting by Mr. Arguin amending a motion on the floor to include his stepping down as vice chair. Suggestions were made that Mrs. Carluccio be elevated to the Chair as an alternative.

The superintendent informed the board that this action was not legal and that he needed to inform the board that using Mrs. Carluccio as the chair would leave the district open to suit. Citing an upcoming hearing, signing of contracts by a valid chair, and graduation certifications as items of

potential contention. Mr. Cardine stated that he as superintendent would be forced to seek counsel with the district's attorney about who is the chair to protect the district's interests.

(Subsequent to the meeting, a reading of the Minutes of April 16 indicates that Mr. Arguin's Amendment to step down was part of a defeated motion)

The motion was withdrawn as was the second.

Motion to bring the issue to superior court by D. Thackston. Second by Tom Matson.
Discussion about the cost of this and why the board had gathered for this meeting.

Call to move the motion by Dick Thackston
Second by W. Matson.

Vote to move the question 8-0-0-2

The board directs the superintendent to bring the matter to superior court.
Vote 5-2-1-2

Motion to direct the policy committee to look at the board's election of officer's policy and bring a recommendation to the next meeting (place the item on the agenda).

Motion by C. Starrett
Second by H. Livingston
Vote 7-0-1-2

Vote to adjourn the meeting W. Matson. Second by H. Livingston
8-0-0-2.

Meeting adjourned 8:15 P.M.

Respectfully submitted,

Curtis J. Cardine, Superintendent SAU 38, Chair ex officio and Secretary ex-officio for this meeting.

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
May 16, 2000
Monadnock Regional High School

CALL TO ORDER

D. Thackston, Chairperson, called the meeting to order at 7:05PM. Mr. Thackston informed the Board members and citizens in attendance that the purpose of the meeting is to conduct the business of educating children.

Present: D. Thackston, Chair, D. Arguin, D. Gurian, H. Livingston, W. Matson, B. Hamill, C. Starrett, G. White, and A. Bush, student representative. Absent D. Carluccio. Also present: C. Cardine, Superintendent, K. Dassau, Asst. Supt., B. Fowler, Dir. of Building and Grounds, D. Hodgdon, Dir. of Curriculum and Instruction, D. Stockwell, D. Bell, K. Craig, D. Mousette, and B. Tatro.

CONSENT AGENDA:

- a. **Minutes of previous meeting**
H. Livingston **MOVED:** that the minutes of the May 2, 2000 meeting be approved.
SECONDED: D. Arguin. **VOTE:** 6-0-2-1. Approved.
- b. D. Thackston, Chair, requested a motion to move agenda items in order to hear reports from personnel. D. Arguin **MOVED** to hear reports from personnel. Seconded by: T. Matson. **VOTE:** 6-1-1-1. Approved.

OTHER SCHOOL BOARD BUSINESS

NEW BUSINESS

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2. **Vote on Board Vacancy from Swanzey.** T. Matson **MOVED** to nominate Nancy Carlson. SECOND by H. Livingston. VOTE: 8-0-0-1. Supt. Cardine swore in N. Carlson. (8:45 B. Hamill leaves.)

CITIZEN CONCERNS:

A citizen spoke of his concern that the Board was not following the letter of Robert's Rules of Order and cited examples.

A citizen spoke of her dismay that the Board could not resolve the issue of Board Chair. Supt. Cardine thanked both for sharing their concerns.

STUDENT COUNCIL CONCERNS:

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C. Cardine read several letters. DI (OM), Fish and game, and letters supporting MRSD personnel. D. Thackston read a letter regarding transportation and asked the superintendent to follow-up. D. Thackston MOVED that the supt. respond to the letter and forward concerns to the Swanzey Selectmen and the State DOT. SECONDED H. Livingston. VOTE: 8-0-0-2.

SUPERINTENDENT'S REPORT

Supt. Cardine is arranging for the facilitator to assist the Board in Goal Setting activities.

MEMO

To: Mike Steere
From: Curt Cardine
Date: May 31, 2000
Subject: Monadnock Regional School Board Meeting

Enclosed is a copy of the Agenda for the next Monadnock Regional School District Board Meeting to be held in Richmond Veterans Hall on Tuesday, June 6, 2000 beginning at 7:00 P.M. Would it be possible for you to attend this meeting as it will be necessary to install a new school board member at that time?

Also, Nancy Carlson has resigned her position as Treasurer for the Monadnock Regional School District. Kathy Allen, MRSD Clerk, has accepted the Treasurer's position.

Would you let Terry know if you cannot attend this meeting. (352-6955 ext. 101)

Thank you.

Steven P. Guerriero, Ph.D.
Organizational Consulting & Research
P.O. Box 353, Spofford, NH 03462
603.363.8006
sguerriero@monad.net

COPY

May 30, 2000

Curtis J. Cardine, Superintendent
SAU 38
600 Old Homestead Highway
Swanzey, NH 03446

Invoice

Consultation and mediation for Monadnock Regional School Board

Meetings: 5/19 Curtis Cardine
5/22 Dixie Gurian
5/22 Richard Thackston
5/23 Dixie Gurian

Facilitation: 5/25 School Board session

Fee: 1 Day @ \$1,000

Total due: \$1,000

Please remit to:

Steven P. Guerriero, Ph.D.
PO Box 353
Spofford, NH 03462-0353

Thank You.

OK Per board
JC
5/31/2000

May 10, 2000

Mr. Curt Cardine, Superintendent
S.A.U. #38
600 Old Homestead Highway
East Swanzey, NH 03446

Dear Mr. Cardine:

This letter is to inform you that Mr. Gary Kornfield has decided to assert his right to the Grievance Procedures outlined in the district's Master Agreement. He asserts this right under the "just cause" provision (Section 14.5), age discrimination (Section 14.2), and any and all other related articles. We feel there is no good or sound educational reason for requesting such an involuntary transfer. In addition, an alternative with no harm was given but was turned down (there is an opening at the high school, and it was suggested that Mr. Barrett be given that position and that Mr. Kornfield keep his). We ask that Mr. Kornfield's position at the high school be reinstated and that the District be made hold for any and all losses suffered by Mr. Kornfield because of this transfer.

Mr. Kornfield has agreed to waive the Level A and B steps of the grievance process since he has already met with both you and Mr. Daniel Stockwell, his building principal, on separate occasions. This then brings the grievance process to Level C, which calls for Mr. Kornfield to meet with the school board as outlined in the Master Agreement.

He will be represented by NEA-NH and local union representation. Please contact Ms. Mary Gaul at 224-7751 to arrange a date for such a hearing. We ask that this process be moved as fast as possible since many steps have already been looked at informally.

Sincerely,



Cheryl Kahn
MDEA President



Gary Kornfield, Teacher
Monadnock Regional High School

cc: Mary Gaul, NEA-NH
Dan Stockwell, Principal
Scott Minickiello, Building Rep

APPENDIX E
GRIEVANCE REPORT FORM

Grievance No. 1 Monadnock Regional School District 1999-2000 school year

To Dan Stockwell Complete in triplicate with copies to:
(Name of Principal)
1. Principal
2. Superintendent
3. Association

School: MRHS Name of Grievant: Mr. Gary Kornfield Date Filed: 5/3/00

LEVEL A

Date of Grievance 4/6/00

1. Statement of Grievance (be sure to include the specific violation or condition with proper references to the contract agreement): "see attached letter"
2. Relief Sought: Over turning of the transfer order that sends Mr. Kornfield to the elementary P.E. position for the year 2000-2001 and giving him his present position at the high school back.

Signature [Signature]
Answer given by Principal: [Signature]

Date 5/5/00
5/5/00

Signature _____

Date _____

Position of Grievant:

Signature _____

Date _____

Gary W. Kornfield, B.S., M.S.S.

Department of Physical Education
Monadnock Regional Junior-Senior High School
580 Old Homestead Highway, East Swanzey, New Hampshire 03446

Information For The Monadnock Regional School Board

Employment @ Monadnock Regional Junior-Senior High School

In the fall of 1987, the day before school opened, Dick Furlong, Principal of MRHS, called me and explained that one of the high school physical education teachers had suddenly quit and asked if I would be willing to interview for the position. Although I was not really looking for a full time position at the time, I agreed to interview. Later that same day, Dick Furlong called and offered me the high school physical education position, which I agreed to accept. Although it was not a condition of my employment, Mr. Furlong asked if I might be willing to coach the varsity girl's basketball team. I said I would give it a try. At no time was it ever indicated to me in any way that coaching a team was a condition of employment. At no time was it indicated to me that if I were to ever stop coaching that my position as a high school physical education teacher would be in jeopardy.

Needless to say, I would never have accepted my current teaching position at Monadnock Regional High School 13 years ago if I had been told that there was even the slightest possibility that I would or could be reassigned to teaching elementary children at other schools, in other towns, and be required to drive from town to town in my own vehicle, or travel as far from my home as Troy or Fitzwilliam!

I was never told that, as a physical education teacher, I would be held to different expectations than any other teacher or that I would be pressured regarding what I do with my own time at the end of the school day. I had always been under the impression that as long as I fulfilled my contractual obligations to teach high school physical education and did so successfully, that I would be a valued and respected employee of this district. I always thought that a teacher with my experience, expertise, and proven record of success, would certainly be viewed as an asset rather than a liability! I assumed that as long as I fulfilled my obligations the school district would fulfill theirs and treat me in an honest, ethical, and fair manner. What the Monadnock Regional School Board, Superintendent Cardine, and Principal Stockwell are attempting to do to me and my teaching career is neither honest, ethical, or fair to me or the students I serve! No one deserves to be treated in this manner.

I think it is also important for me to point out, and for you to understand, one very important ingredient for any teacher's success. That important ingredient is passion. I love teaching high school physical education and have a passion for what I do. I could never have coached for 30 years and taught high school physical education for 26 years without having a passion for the job. I have no passion for teaching elementary school children, primarily because I do not enjoy teaching children of that age. My particular gifts and abilities make me uniquely suited to teach secondary school students. No experienced school administrator would ever view me as an appropriate candidate for an elementary school teaching position! Most administrators would view a teacher with my abilities and credentials as not only an outstanding candidate for a high school physical education position but as the person they would want to head the department! It probably wouldn't hurt for you to also understand that the last time I was in an elementary school classroom was twenty nine years ago (1971), during my student teaching experience. The last time I took a course in elementary education was thirty years ago!

BACKGROUND FACTS

Teaching Experience

- 26 years (1972-current) of successful experience teaching secondary school physical education, including 13 years at MRHS.
- 0 years experience teaching at the elementary level.

Administrative Experience

- 12 years successful experience as a physical education department head
- 10 years successful experience as a high school athletic director
- 1 ½ years successful experience as an assistant superintendent

Coaching Experience

- 30 years (1966-1996) of general coaching experience at various levels and a variety of sports. Retired from active coaching in 1996.
- 8 years (1987-1995) of head coaching experience at the varsity level at MRHS including: Girl's Varsity Basketball (6 years), Boy's Varsity Basketball (2 years), and Boy's Varsity Tennis (1 year). Won more basketball games than any coach in MRHS history, won the only N.H. Basketball State Championship in MRHS history (1990), twice named New Hampshire Basketball Coach-of-the-Year (1990, 1991).
- Currently volunteer my time assisting both the boy's and girl's basketball programs in a variety of ways including helping to teach various offensive and defensive techniques, presenting rules clinics and points of emphasis regarding National Federation rules, and working with individual players.
- Currently help Coach Preston with the organization of the girl's summer basketball league.

Sports Officiating Experience

- 4 years (1996-current) of experience refereeing basketball and soccer.
- Soccer – Officiated boys and girls Junior High and J.V. soccer at MRHS for two seasons (1996 & 1997).
- Basketball – Currently officiate NHIAA boys & girls varsity basketball and NCAA college basketball.
- Selected by the NHIAA as a state tournament official for the past 3 consecutive years (1998-2000).
- Currently serve as the New Hampshire representative for OWCA, the women's college basketball board of officials.
- Currently officiate girls & boys junior high basketball games at MRHS.
- Currently officiate 6 to 8 games a week during the summer at MRHS for the girls summer basketball league.
- Currently officiate 2 to 4 games a week during the summer at Keene State College for the boys summer basketball league in which the MRHS boys compete.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

June 6, 2000

MEETING AT

Richmond Veterans' Hall Located on Rte 32 South in 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.

6:00 P.M. Non-Public Session: Personnel (Hearing)

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

- a. Minutes of May 16, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: First Read of Revision to BDB Board Officers: Mr. Arguin
2. Communications Committee: Report on Activities by Ms Gurian.
3. Finance Committee: Appointment to Finance Committee

B. New Business

1. Student Resource Officer: Report on Program with W. Kassotis and Mr. Stockwell.
2. Report on Monadnock Regional Junior and Senior High School OM Team's Performance at the World Meet in Iowa.

C. Old Business

1. Article Seven Letter to NH State Board of Education: Update
2. Non-Public Minutes Recommendation from Superintendent
3. Report on Safety Concern (Letter from May 16th meeting)
4. Riders' Readers Materials

D. 21st Century Report
Building into the Future Update
Letters to Staff

E. Action on the Manifest

F. 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

8. ADJOURNMENT

Setting the Next Agenda

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
June 6, 2000
Monadnock Regional High School

6:10 PM CALL TO ORDER

Public-Hearing Session -Personnel

Present: D. Gurian, Chair, D. Arguin, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Matson, D. Thackston, G. White. Absent: C. Starrett. Also present: C. Cardine, superintendent, Atty. J. Hoppock, D. Stockwell, principal MRHS, K. Dassau, asst. supt., D. Hodgdon, dir. of curriculum and instruction, T. Warner, dir. of technology, B. Fowler, dir. of building and grounds, D. Bell, K. Craig, D. Mousette, and B. Tatro.

D. Gurian opened the public session. Gary Kornfield, teacher at Monadnock Regional High School, requested the meeting. At issue is Mr. Kornfield's objection to his transfer from his present Monadnock Regional High School physical education (PE) teaching position to an elementary PE position. Ms. Mary Gaul [title] was in attendance to represent Mr. Kornfield.

Ms. Gaul distributed bound information material to all Board members and Supt. Cardine. Ms. Gaul's stated that her presentation would be a summary of the prepared materials. Ms. Gaul summarized the objections to Mr. Kornfield's involuntary transfer to the elementary school. She stated that such transfer was due to Mr. Kornfield's declining to coach sports at the high school.

Ms. Gaul cited sections XIV.2 and XIV.5 of the district collective bargaining agreement. She believes the transfer is a grievable issue. Ms. Gaul read a history of Mr. Kornfield's career. Ms. Gaul stated that coaching is not a condition of employment. It is an extra-curricular activity. At issue is an involuntary transfer due to Mr. Kornfield's failing to accept an extra-curricular position. Ms. Gaul believes the transfer is not permissible and ill advised. Material distributed includes unsigned letters from teachers in support of Mr. Kornfield. Letters are unsigned due to fear of retaliation.

Ms. Gaul proposed the following remedy: The transfer be reversed. Mr. Kornfield return to his present position without coaching. And that Mr. Kornfield be 'made whole' - though at this point she states the issue entails no loss of dollars.

At 6:35 Mr. Kornfield spoke to the Board. He discussed his 13-year history with the district and is disturbed by the administrative decision. He urges the Board to reverse the decision.

Chair Gurian offered the administration an opportunity to respond. D. Stockwell responded that the decision is educationally sound.

Chair Gurian asked the Board if they had questions. No questions. D. Gurian asked the Board if they would like to consult with Attorney Hoppock. D. Thackston MOVES to enter non-public session to consult with Attorney Hoppock. SECOND D. Carluccio. Role call VOTE: 9-0-0-1.

6:47 Non-Public Session

Attendance: D. Gurian, D. Arguin, N. Carlson, H. Livingston, W. Mattson, R. Thackston, G. White, C. Cardine, K. Dassau, R. Seymour, W. Hamill, D. Carluccio and Attorney Hoppock.

Attorney Hoppock advised the Board on legal issues. Atty. Hoppock believes the meeting is not a hearing on a grievance as the issue is not a grievable one.

7:25 T. Matson MOVES to return to public session. SECOND D. Thackston. Role call VOTE: 9-0-0-1.

7:28 Public Hearing Session:

D. Gurian called the meeting to order and asked Attorney Hoppock to respond to Mr. Kornfield and Ms. Gaul. Atty. Hoppock stated that Article X does not apply to grievance. Section VI, IV, and XI b - there is no provision for grievance. The Board requests time to carefully read the distributed materials and will render a response at the next Board meeting. All deliberations will be in public session.

Ms. Gaul responded she believes the issue is a grievable one. Atty. Hoppock disagreed. Board will respond at the June 20 meeting.

Five teachers and one student offered additional comments in favor of Mr. Kornfield speaking against the transfer. D. Carluccio thanked the audience for their participation. She responded that the Board would make a decision in the best interest of the students.

7:47 D. Gurian closed the public hearing and opens the meeting's regular agenda. She reminded all in attendance that our purpose is service to our students.

CONSENT AGENDA:

a. Minutes of previous meeting:

G. White MOVED: that the minutes of the May 16, 2000 meeting be approved.

SECONDED: D. Thackston. VOTE: 9-0-0-1. Approved.

CITIZEN CONCERNS:

J. Young, Swanzezy resident spoke with pride of his daughter's pending graduation. He urged the Board to resolve individual differences and move forward with the management of board business.

STUDENT COUNCIL CONCERNS: None

OTHER SCHOOL BOARD BUSINESS

Board committee reports

1. **Policy Committee:** D. Arguin tabled the first reading of policy BDB Board officers explaining the committee is waiting to hear from NHSBA attorney Ted Comstock.
2. **Communications Committee:** D. Gurian reported on committee activities. A meeting is scheduled for this Thursday at MRHS Library.
3. **Finance Committee:** D. Gurian announced that board member N. Carlson will be joining the Finance Committee.
4. **Facilities Committee:** B. Fowler, director of building and grounds reported on the bidding of the MRHS sprinkler system. Project was bid at \$235,000. Project may require an additional forty to fifty thousand. B. Fowler reported on the progress of the Gilsum project.

New Business

1. **Student Resource Officer:** MRHS Resource Officer Wayne Kassotis reported on his first year at MRHS. The program to date has exceeded his expectations. He invited Board members to visit him and see the program. The position is funded for two more years. D. Carluccio commented that Officer Kassotis has done an outstanding job and thanked him for the work he has done. The Board and audience agreed and applauded Officer Kassotis.
2. **Destination Imagination (DI):** Supt. Cardine reported on the outstanding performance of the district teams at the DI World meet. First place went to MRHS; 10th place to a second team from Monadnock ; Troy Elementary 19th, and Alumni team took third!

Old Business

1. **Article Seven Letter:** Supt. Cardine reported that two letters - Richmond and Swanzey - were sent to the NH State Board of Education. Mr. Cardine will notify the Board when the item is on the state board's agenda.
2. **Non-Public Minutes:** Supt. Cardine distributed information recommending the reporting of the Board's non-public minutes. A copy of non-public minutes will be kept in a secured file within the superintendent's office.

3. **Safety Concern:** Bob Seymour updated the board concerning student safely crossing Rte. 10 en route to the Cutler School. He is not recommending the hiring of a crossing guard. W. Kassotis clarified that there are no crosswalks on state highways. T. Matson asked Mr. Seymour to write a letter to the Swanzey PD suggesting an increased presence before and after school. Mr. Seymour will write the letter. D. Gurian asked to defer the issue to the district Safety Committee.

4. **Riding Readers**

D. Gurian reported materials would be available in July.

5. **Court Decision:** Mr. Cardine distributed the Superior Court decision stating the Court's opinion that the Board chair was decided at the March meeting.

SUPERINTENDENT'S REPORT/MRSD 21st Century Report

Building into the Future Committee: Barry Fowler reported the committee is continuing to look at four building options: a new high school, new middle school, expansion of elementary schools, and expansion of existing junior high school.

Letters to staff: Supt. Cardine has sent a letter to all staff along with the district contracts.

(8:30 Atty. Hoppock leaves)

Action on the Manifest

G. White MOVED to accept the Manifest for the amount of \$1,393,037.60 . Seconded by H.Livingston. **VOTE:** 9-0-0-1.

SETTING THE NEXT AGENDA

1. Policy BDB
2. Non-Public Policy
3. Decision MRHS Personnel
4. Goals 2000 grant proposal

NON PUBLIC SESSION

At 8:45 PM, D. Thackston **MOVED:** that the Board enter a non-public session to discuss student issue. **SECONDED:** G.White **VOTE:** 9-0-0-1 by a roll call vote.

Attendance: D. Gurian, D. Arguin, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Mattson, R. Thackston, G. White, C. Cardine, K. Dassau, T. Warner, R. Seymour.

1. **Student Request:** C. Cardine read the request of a Swanzey parent requesting that her daughter be allowed to complete her Senior year, 2000-01, at MRHS without cost to the parent.

G. White **MOVED** that the student be allowed to attend her senior year at MRHS, 2000-01, without cost. Parent to provide transportation. D. Thackston **SECOND. VOTE** 9-0-0-1. **MOTION** passed.

2. **Personnel:** Media Generalist. T. Warner informed the Board of the process of hiring a media generalist. He recommended Charlotte Lesser for the position.

3. **Nominations:** Supt. C. Cardine nominated C. Lesser, Media Generalist, Carrah Fisk, special education Cutler, Jeanette D. Girard, MRHS, Dona Page, guidance MRHS, and Jennifer Rowe, Math MRHS. Supt. Cardine read the following resignation: C. Cardine, principal Troy Elementary, Tonya LeCour, and Robin Romanelli.

H. Livingston **MOVED** to accept the nominations and resignations. **SECONDED** by D. Thackston. **VOTE:** 9-0-0-1. Unanimous.

4. **Legal Issue:** Discussion of the Wilcox property. Superintendent to confer with school attorney.

5. **Negotiations:** D. Arguin withdrew from participating. R. Seymour updated the Board on Negotiations with certified staff: A planning meeting with administrators scheduled for Saturday, May 20.

9:24 PM D. Thackston **MOVED** to return to public session. Seconded by G. White. **VOTE:** 8-0-0-2 by a roll call vote.

ADJOURNMENT

At 9:26 PM T. Matson **MOVED** to adjourn. Seconded by G. White. 8-0-0-2.

Respectfully submitted,

Kenneth R. Dassau
Acting Secretary SAU 38

CONFIDENTIAL FOR BOARD MEMBERS ONLY

NON PUBLIC SESSION

At 8:45 PM, D. Thackston **MOVED**: that the Board enter a non-public session to discuss a student issue. **SECONDED**: G.White **VOTE**: 9-0-0-1 by a roll call vote.

Attendance: D. Gurian, D. Arguin, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Mattson, R. Thackston, G. White, C. Cardine, K. Dassau, T. Warner, R. Seymour.

Student Request: C. Cardine read the request of Brenda Arel, a Milford, NH parent requesting that her daughter, Kimberly, be allowed to complete her Senior year, 2000-01, at MRHS without cost to the parent. Ms. Arel has joint custody. Mr. Arel, Brenda's father is a Swanzey resident.

G. White **MOVED** that the student be allowed to attend her senior year at MRHS, 2000-01, without cost. Parent to provide transportation. D. Thackston **SECOND**. **VOTE** 9-0-0-1. **MOTION** passed.

8:53PM H. Livingston **MOVED** to return to public session. **Seconded** by D. Thackston. **VOTE**: 9-0-0-1 by a roll call vote.

CONFIDENTIAL FOR BOARD MEMBERS ONLY

NON PUBLIC SESSION

At 8:54 PM, D. Thackston **MOVED**: that the Board enter a non-public session for the purpose of personnel and nominations. **SECONDED**: G.White **VOTE**: 9-0-0-1 by a roll call vote.

Attendance: D. Gurian, D. Arguin, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Mattson, R. Thackston, G. White, C. Cardine, K. Dassau, T. Warner, R. Seymour.

Personnel: Media Generalist. T. Warner informed the Board of the process of hiring a media generalist. He recommended Charlotte Lesser for the position.

Nominations: Superintendent Cardine Cardine nominated C. Lesser, Media Generalist, Carrah Fisk, special education Cutler, Jeanette D. Girard, MRHS, Donna Paige, guidance MRHS, and Jennifer Rowe, Math MRHS. Supt. Cardine read the following resignation: C. Cardine, principal Troy Elementary, Tonya LeCour, and Robin Romanelli.

H. Livingston **MOVED** to accept the nominations and resignations. **SECONDED** by D. Thackston. **VOTE**: 9-0-0-1. Unanimous.

9:00 PM H. Livingston **MOVED** to return to public session. **Seconded** by D. Thackston. **VOTE**: 9-0-0-1 by a roll call vote.

CONFIDENTIAL FOR BOARD MEMBERS ONLY

NON PUBLIC SESSION

At 9:01 PM, T. Matson MOVED: that the Board enter a non-public session to discuss a legal issue. SECONDED: D. Carluccio **VOTE:** 9-0-0-1 by a roll call vote.

Legal Issue: Discussion of the Wilcox property. Swanzey Selectmen sent a letter to the Superintendent intimating ownership of the property. Superintendent to confer with school attorney.

9:05 PM H. Livingston MOVED to return to public session. Seconded by G. White. **VOTE:** 9-0-0-1 by a roll call vote.

CONFIDENTIAL FOR BOARD MEMBERS ONLY

NON PUBLIC SESSION

At 9:01 PM, D. Thackston **MOVED**: that the Board enter a non-public session to discuss a negotiations. **SECONDED**: D. Carluccio. D. Arguin withdraws from the meeting. **VOTE**: 8-0-0-2 by a roll call vote.

Negotiations: R. Seymour updated the Board on Negotiations with certified staff: A planning meeting with administrators occurred Saturday, May 20.

9:24 PM D. Thackston **MOVED** to return to public session. Seconded by G. White. **VOTE**: 8-0-0-2 by a roll call vote.

To: Curt Cardine
From: Betty Tatro
Re: End of year report
6/10/00

to go to Sch
Bd Agenda

This is
Correct one

In October, upon the request of board member Tolman, I reported on "my hopes and dreams and how the first two months of school had gone." What follows is an update and a report on the progress we are making.

- The staff of Mt. Caesar School is to be commended. They have been willing and eager to learn new practices as they have watched children who struggled for two or three years start to meet success in learning to read and write. All of the reading teachers, special ed. staff, and six classroom teachers have been trained in LIPS, the approach to learning letter sounds and reading developed by Lindamood Bell. Ten staff have been trained in the Seeing Stars program that helps teachers teach students who do not normally visualize words and letters in their mind. Last summer 13 teachers were trained in the Cast-a-Spell spelling program. Our test results support the feeling that this program has worked. The balance of the teaching staff, plus some instructional aides, is planning to be trained in July.
- We conducted an end of Kindergarten assessment that will help us determine which skills certain students need help learning, in the process of learning to read. This will make our instruction far more focused and more quickly effective. Next year the kindergarten teachers will be teaching students the consonant letter sounds using the LIPS approach. Prior to this the focus was on letter names. The reasoning behind the shift of focus is that letter sounds are used in learning to read more than letter names. Also many of the names have the letter sound in them.
- We re-administered the Gates-MacGinitie reading test in early May. Our over all scores have improved modestly, we now have 66% of our 2nd and 3rd graders reading on or above grade level and 33% are still below grade level. In the fall when I reported we had 55% on or above and 45% below. The best news however is that most of the students who are still below grade level made more than 6 mo. growth in 6 mo., some of them making a years growth in six months. So they are at least catching up.
- Next year we will only do standardized testing in the spring. By doing it in the fall and the spring for this first year we were able to establish a base line. We will not do reading recovery next year. It does not appear, with most students, to produce the gains we would expect from the investment of personnel resources it requires. By discontinuing Reading Recovery it frees reading teacher time to do other instruction at more grade levels. This does not however prohibit the use of Reading Recovery with occasional students who may benefit from this method.
- Our report cards have changed to reflect whether students are at/above/below grade level and clearly rate social behavior, along with these staff are also using various combinations of conferences, portfolios, and narratives.

- We fully implemented Second Step for Violence Prevention this year, including running the parenting program for the second year. We continue to feel that it teaches common language and common strategies for problem solving and anger management. Our bus write-ups are way down from around 150 last year to about 40 this year. Four students were suspended from school for one day each and eight other students in addition to the four, were sent home for the remainder of a day and allowed to return the next day to try again. The Student Support Center is accomplishing it's primary mission of freeing teachers to teach, but also, through the use of behavior plans and check ins is helping to improve overall behavior of these most difficult students.
- We were recently notified of the award, for the second year in a row, of a grant from the NH Council on the Arts. This year we will continue with the colonial theme developing colonial herb gardens in the back of the building with the assistance of a landscape architect. Last year we had Jacqueline and Dudley Laufman teach us dances indigenous to the Monadnock Region. Grade 1-3 went on the Art Walk in Keene and the FACTS (famous artists come to school) program from the Thorne Art gallery presented in 13 classrooms.
- After meeting with both parents and teachers several changes were made to the transition process between Cutler and Mt. Caesar. Feed back from students and their families has been very favorable. We also took a whole school field trip to Cutler to see the dress rehearsal of the drama club presentation. Such informal visits to Cutler will hopefully enable students to feel more accustomed to Cutler School.
- Two Girl Scouts troops who meet in our building did a spring fix up of the play structure. They built some new parts, touched up the painted areas, respread the pea stone.
- Tom Warner secured a grant that enabled us to get 27 new Gateway Computers; we are also buying printers for each computer. These machines will allow us to have both PC and MAC environments in every classroom. Staff will be trained by a variety of means, CD's, on line classes, and one to one with district staff.

Establishing Structures for a Self-Renewing School District

The Monadnock Regional School District is in the process of developing an organization defined by its self-renewing capacities. To ensure such renewal, we are employing solid research on best practices; placing curriculum, instruction, and technology at the center of our agenda; beginning to establish support for curriculum and instruction through effective, ongoing, job-embedded staff development; and seeking ways to utilize formative evaluation to enable us to make continual adjustments in our programs to ensure the improvement of student learning (Joyce, 1993). This implementation grant is designed to continue the process begun with the current Goals 2000 grant and other promising initiatives in the Monadnock Regional School District to promote school renewal for the purpose of improving student learning.

Monadnock in the 21st Century

In the Monadnock Regional School District's 1999-2000 building of community for continual school improvement, underscored in the last grant application has been the community to envision, plan, and implement the District into the 21st century. Facilitated by the Goals 2000 grant, this district initiative has brought together members, administrators, and staff members to the development of a community seeking to promote an inclusive process, developing indicators to meet these following goals evolved from this process:

*Dear Terry,
Here is a draft of the grant
for the board members.
Thanks,
Alan*

It has emphasized the initiative that we and the larger al School ended by the ers, board ed to the n this uate their progress. The

- ◆ All children in the Monadnock Regional School District will be known.
- ◆ Each child in the Monadnock Regional School District will be technologically literate.
- ◆ Each child in the Monadnock Regional School District will be engaged in a living, relevant curriculum.
- ◆ Every child in the Monadnock Regional School District will be provided a safe, clean, effective facility in which to learn.
- ◆ Every child's education in the Monadnock Regional School District will be enhanced by family, school, and community involvement.

Staff Development Master Plan

In this context SAU #38 has drafted the new staff development master plan, the features of which have benefited from the "Monadnock in the 21st Century" visioning process. It facilitated our integrating community support systems into the plan and introducing them into the schools in our district. Teacher study groups, for example, have been established through Eisenhower competitive grant funds received in April of this year and supported by the Goals 2000 grant. The study groups have become problem-solving and support structures in our

elementary schools, primarily for the purpose of addressing the needs of teachers as they implement a new science curriculum. They promote the integration of curriculum, professional development, assessment, and supervision as teachers are working together, with their principals, with the Director of Curriculum and Instruction, and with the science mentors, who are helping to oversee the process. The Monadnock Regional School District will be seeking to expand these and other support structures as close to the classroom as possible in order to enhance learning for all students through the use of grants like the Goals 2000 grant and local funds.

1999-2000 Grant Accomplishments

Science, Social Studies, and Language Arts

As staff members on the committees have been interacting with their colleagues and participating in the visioning process of the larger community, they are vigorously focusing on the necessary curricula for the district. The science mentors, funded by the Title II grant, have completed a curriculum completely aligned with the state framework, disseminated it to staff, begun training by utilizing the expertise of the high school teachers and drawing from the Montshire Museum professionals, and have been working on an assessment instrument to measure the effectiveness of the new curriculum as it is implemented in the classrooms. The Title II funding for these ongoing curricular efforts and the Eisenhower competitive grants to support study groups have been supplemented by Goals 2000 funding. The social studies committee is close to completing its aligned curriculum with a special addendum providing a New Hampshire History continuum from kindergarten through grade 6, to be disseminated to staff members early next year; a language arts committee, newly formed this year, is nearing completion of its alignment work in the area of reading. Supported by Goals 2000 funds, the social studies and language arts curriculum work will continue during the summer, along with the initial work to align the math curriculum with the state framework.

Curriculum Coordinating Team and Staff Development Opportunities

The Curriculum Coordinating Team (CCT) has been significantly involved in this community-building process and the development of structures to support the process as the group overseeing curriculum development (along with assessment and inservice support) in the district. The members of the team have actively participated in workshops and conferences (some in the district and some out), such as the assessment conference sponsored by the New England ASCD affiliates, and have secured workshop presenters to support the ongoing curriculum needs identified by the different committees, which report directly to the CCT and the Director of Curriculum and Instruction. The committee has also worked intentionally to enable smooth transitions for students between grades and buildings, particularly between grades 3 and 4 in Swanzey and 6 and 7 for the entire district.

The results of the CCT oversight has been a variety of staff development opportunities (funded by the Goals 2000 grant, the Title II and Title VI grants, and the staff development budget). Because of the needs

identified by the language arts committee and the CCT, for example, an instructor from Norwich University has offered a workshop (with the option of graduate credit) on the concept of story grammar marker, a tool to teach story narrative and comprehension. Other workshops include Cast-A-Spell; Lindamood phonological awareness; children and grief; a developmental and neurological perspective on student behavior; teaching geography through children's literature; literacy in the content areas; using functional assessment to create effective, positive behavioral support for students with challenging behaviors; meeting the needs of the gifted and talented in the regular classroom; forums on multiple and emotional intelligence and the role of coverage vs. depth in curriculum development; and training in the Second Step program in order to be proactive in addressing the social needs of our students. In addition, the School-to-Career Initiative, with the support of the CCT, has been continuing to make contacts with area businesses and support agencies to provide expanded job shadowing experiences and career development opportunities for students.

Technology Coordination

In addition, a variety of workshops focusing on computer operation and integration have been offered. They have included GPS training for elementary teachers and science teachers at the high school as well as training in Windows, the Internet, Excel Spreadsheet, Web-Page Design, and PowerPoint. The technology workshops have been part of a comprehensive technology program overseen by the SAU's Technology Coordinator and the Monadnock District's computer specialist, along with the technology mentors from each school. This cadre of teachers and administrators has expanded the availability of computers in each school through grants like Goals 2000, Title VI, and the Technology Literacy Grant as well as allocated funds from the Monadnock Regional School District budget. The training has moved to a higher level because of the availability of the equipment and software. The district is beginning to see the integration of this technology in curriculum and instruction at all levels – a process that will continue during the next several years.

District Education Improvement Plan (DEIP)

The District Education Improvement Team (DEIP) has also met to help with the planning and oversight of this grant as well as to monitor the progress of meeting the goals identified in the DEIP plan and to review the NHEIAP results. The goals that the DEIP committee particularly monitors and the Goals 2000 continues to support include the following:

- ◆ to ensure that every student is supported by an appropriate environment and policies and procedures that lead to improved students learning;
- ◆ to continuously review and revise curriculum, instruction, and assessment procedures district-wide to assure alignment with state frameworks and national standards; and
- ◆ to provide a means to increase community awareness of educational goals, plans, and activities and seek ways to improve community involvement in the schools' decision-making.

The district has been able to work toward meeting these goals through the district committees overseen by CCT and the Director of Curriculum and Instruction, the science mentors who are working to strengthen science instruction at the elementary level, the technology mentors and the Director of Technology, and the efforts of the administrators, teachers, and community members who have moved the “Monadnock in the 21st Century” initiative to the forefront and kept it going. The work of these individuals and groups have been supported in part by the Goals 2000 grant.

2000-01 Goals for Goals 2000 Grant

Because the Monadnock Regional School District has made significant strides in aligning its curriculum, planning a Comprehensive Assessment Program, developing a professional development plan that will provide ongoing support for staff members, and implementing training programs to accompany the purchase of new equipment, the District believes that it is at a point in its work where it needs to put into place structures that will enable the organization to be self-renewing, continually meeting the needs of the students in the process. The requests in this grant will continue to focus on curriculum and professional development, since work with the alignment with the state frameworks is needed, but we will increasingly be seeking mechanisms to ensure that teachers receive ongoing support through such initiatives as teacher study groups and action research teams and the training to enable them to operate effectively – all of this occurring as a result of the implementation of the curriculums.

The support for these structures will come from many sources, but particularly from the technology area. The three-year plan for technology in the Monadnock Regional School District includes the following:

- ◆ provide three networked computers in each classroom (in addition to a school-wide lab);
- ◆ support science education through the use of probes;
- ◆ support social studies, math, and science integration with GPS/digital imaging;
- ◆ offer intensive staff training and more sophisticated use of the technology mentors; and
- ◆ rewrite the district’s technology plan.

The following goals for the 2000-2001 Goals 2000 grant represent a continuation of the goals established for the 1999-2000 Goals 2000 grant, primarily because the District has recognized the progress it has been able to make with the support of the Goals 2000 grant (and the goals at its core) in planning and implementing our curriculum and making an impact on students’ learning, as evidenced by the improved performance of students on the state assessments. We want to continue this progress, while establishing the renewing structures to support that progress on an ongoing basis. The goals will enable us to continue to meet the district goals outlined in the DEIP plan, the vision for the “Monadnock in the 21st Century” process, and the new staff development master plan.

1) To improve students’ learning as evidenced by scores on the NHEIAP and MRSD assessments.

- a) By June 30, 2002, establish in conjunction with the Title II Eisenhower Math and Science grant one teacher study group in Gilsum, Surry, Sullivan elementary schools; one in Emerson and Troy elementary schools; two in the two Swanzey elementary schools (Mt. Caesar and Cutler); and two at Monadnock Regional High

School – the purpose of which will be to provide support and ongoing training and feedback for staff members as they implement new curricula by engaging in Collaborative Action Research.

- b) By June 30, 2002, provide ongoing training and support in the classroom at each school to integrate technology into the teachers' curricula and instruction in order to improve student learning – this to be accomplished through the purchase of approximately three computers for at least half of the classrooms in the district and school-wide labs in four of the seven elementary schools;
 - c) By September 30, 2001, in conjunction with the Title II Eisenhower Math and Science grant, continue to provide training to all K–6 teachers in all areas of science content and process skills (especially in the use of emerging technologies such as scientific probes and GIS/GPS technologies) and in the areas of language arts and math;
 - d) By January 30, 2002, complete a K-10 language arts continuum and aligned assessment which will help teachers to address inconsistencies between what *has* been taught and what *needs* to be taught to meet the challenges of the NH Curriculum Framework and the NHEIAP;
 - e) By June 30, 2002, complete a K-10 math continuum and aligned assessment which will help teachers to address inconsistencies between what *has* been taught and what *needs* to be taught to meet the challenges of the NH Curriculum Framework and the NHEIAP;
 - f) By September 30, 2001, provide information through newsletters, conference attendance, and in-service training, as well as common planning time, to teachers, especially at grades 7-12, on the interconnectedness of subject areas, so that all teachers are aware of and contributing to the improvement of student learning across the curriculum; (ongoing)
 - g) By September 30, 2001, continue to focus on coordination between and among all schools, so that a smooth transition is accomplished from one grade to the next and one school to the next, by supporting the efforts of the Curriculum Coordinating Team (CCT) in their learning and through the opportunity to meet and carry out the coordination in their respective schools; (ongoing)
 - h) By July 30, 2002, gain teacher and administrator support and feedback on the MRSD curriculum, instruction, and assessment to assure that all students are learning at higher levels in the content areas (English/language arts, math, science, and social studies) by engaging the entire staff (teachers and administrators) in summer curriculum meetings;
 - i) By June 30, 2001, continue to provide training and support for the implementation of “best practice” methodology in all classrooms;
 - j) By July 30, 2002, continue to expand networking connections and equipment (with a goal of three networked computers per classroom), software, and materials to improve students' technology skills, provide access to up-to-date information, and help students to learn to use technology to solve problems.
- 2) **To promote the use of educational practices in district classrooms that ensure success for all students, especially those practices that support learning for educationally disadvantaged youth.**
- a) By August 30, 2001, backed by recent research, continue to train all staff in “best practice” pedagogy and use of materials and equipment that build critical thinking skills in all students, but especially those traditionally having difficulty, and encourage collaboration with area agencies for assistance with both training and student support; (ongoing)
 - b) By September 30, 2001, in conjunction with the Title IV funding, continue to train staff in classroom management practices that promote a safe and orderly classroom environment that encourages student growth, the selection of positive and productive choices by students, and the reduction of discipline problems inhibiting learning; (ongoing)
 - c) By June 30, 2002, reestablish relations with some businesses and social support agencies and develop and improve others to help families promote their children's readiness for classroom and lifelong learning. (ongoing)

3) To encourage all students to be lifelong learners.

- a) By March 30, 2002, in conjunction with the School-to-Career Initiative, which will become a district-financed initiative, continue collaboration with area businesses and social support agencies to encourage real-life learning for students in addition to classroom opportunities;
- b) By March 30, 2002, in collaboration with area businesses and social agencies connected with the School-to-Career Initiative, continue to develop and refine policies and practices which encourage rather than discourage students who have dropped out of school to return to school to complete requirements for a high school diploma and assist those adults not presently enrolled in school, but lacking a high school diploma, to find appropriate education and training in the region to ensure lifelong success. (ongoing)

4) Explore ways to increase parental and community involvement in and support of improved student learning.

- a) By September 30, 2001, refine a reporting system for student progress that is meaningful for students and parents, ensuring that assessment is directly tied to school and district goals and state outcomes.
- b) By September 30, 2001, strengthen the utilization of web-based technologies to provide information and to seek feedback from parents, businesses, and the community on the programs, practices, and outcomes of the Monadnock Regional School District.
- c) By September 30, 2001, continue the implementation of an action plan on the priorities for the district (part of the "Monadnock in the 21st Century" project), developed as a result of the involvement of parents and community members along with teachers and administrators in the district.

Oversight of the Goals 2000 Implementation Grant

Curriculum Coordinating Team

The Curriculum Coordinating Team (CCT) remains a key component of the oversight and assessment of the Goals 2000 grant. The team meets on a monthly basis with the Director of Curriculum and Instruction to review the progress of each committee, to plan staff development activities and programs, and to remain up-to-date on the use of the Goals 2000 funds. As a representative group of teachers and administrators throughout the district at all levels, the committee is able to communicate the needs of the buildings and to act on them. All completed curriculum activities come for approval to CCT, which then hands on the curriculum to the administrators for implementation. In addition, the CCT and the administrators are the two organizations that review various plans in the district (such as the comprehensive assessment plan) and make recommendations on modifications and additions, if they are required.

During the year this year, the Director of Curriculum and Instruction has called on the CCT to assist with the planning of the opening workshop day in August, to plan and/or support other staff development activities (such as the story grammar marker workshop), and to participate in training about assessment in order to identify an appropriate norm-referenced assessment to use in the Monadnock Regional School District. The CCT makes determinations on needs based on the goals of the Goals 2000 grant and the observations by members of the issues in the district.

District Education Improvement Plan (DEIP) Committee

The District Education Improvement Plan (DEIP) Committee provides oversight of the grant from an external perspective. Facilitated by the Director of Curriculum and Instruction, the committee meets at least two times a year to review the Goals 2000 grant and to assist with its development. It also reviews annually the District's program to improve students' scores on the NHEIAP (compiled by the administration) to ensure that all of our students are being successful; recommends standards to address the results; and reports to the board and public. Its most recent meeting was held in June with an agenda to review progress toward meeting the Goals 2000 goals as well as the DEIP goals. The committee considered the progress made through the introduction and implementation of the Monadnock in the 21st Century initiative and attached the reports on this process as appendices to the DEIP. The members will continue to provide this important oversight and will work closely with the CCT and administration via the Director of Curriculum and Instruction to ensure that goals are being met in a timely fashion.

Budget Narrative

Because the funds provided by the Goals 2000 grant have been useful in moving the District forward in meeting its goals and improve students' learning, some of the Goals 2000 monies will continue to be used for activities similar to those used during the current year. As mentioned earlier, however, the intention of the District during the next two years will be to solidify the structures that will enable the school districts and individual schools to be self-renewing and thus embed the change process in the culture of the schools. This process is definitely long-term, but the Goals 2000 grant (along with other grants) can provide the support to enable the cultural transformation to occur.

In order to promote the structures for change as close to the schools as possible, we will provide stipends for a teacher study group in each of the three schools north of Keene (\$900), one in Emerson Elementary School and one in Troy Elementary School (\$600), two in each of the two larger Swanzey elementary schools (\$1,200), and two at the high school (\$600). These teacher study groups will be facilitated by the members of the Curriculum Coordinating Team, offered a small stipend to support the non-school time they normally put in to enable and promote school improvement and to work with the study groups (\$10,000) and the science mentors (funded through Title II funds).

The "Monadnock in the 21st Century" Initiative continues to be an integral part of the school district's activities. It enables the DEIP committee through Goals 2000 grant to meet its goals by drawing in a diverse population to plan, problem-solve, and provide support, the Goals 2000 funds will continue to be used to support this initiative. Meetings with the public and staff members to refine the goals and work on their implementation will continue with the facilitation of Antioch New England Graduate School consultants available to facilitate the

process (\$2,000), the ongoing training of administrators and staff members in elements of the initiative (\$4,000), and supplies and technology requests for meetings with the public and the staff (\$2,000). This initiative will surpass the timeframe of this grant.

Because of the nature of our proposal, which attempts to embed training in the structure of the school through teacher study groups, training in the operation of these groups, observation techniques, the latest curriculum background in various fields, different assessment methods, action research techniques, and much more will be made available through the use of staff in the school district and reimbursable attendance at regional, state, and national conferences. The focus of any activities will be the improvement of learning for all students, the priority in the new professional development master plan. Needed training supplies will be purchased for workshops sponsored by district personnel (\$600). Because of the anticipated implementation of the English/language arts, math, and social studies curricula during the next year and a half, training (particularly for elementary and middle school teachers) will be secured through such local venues as Keene State College, Franklin Pierce College, and Antioch New England Graduate School, as well as national consultants (\$4,800). The use of high school teachers to instruct elementary teachers on the subject of science was so successful this year that we intend to expand this model in areas such as math and social studies (\$2,000).

Summer meetings continue to be a significant part of our plan for the District, since these meetings give staff members time to explore and examine the curriculum without the same strictures of time as they experience during the year. Thus, we intend to provide support for these important grade-level and/or subject-level meetings that we believe have a positive impact on student learning (\$10,000). Neither members of the DEIP committee nor the administrative team receive stipends, but DEIP members hold regular meetings and the cost of dinner is provided (\$800). The administrative team has a retreat at the end of the school year. Since a significant focus of the retreat is the Goals 2000 grant goals and progress toward meeting them as part of their role as evaluators of the grant, the Goals 2000 funds a portion of the retreat (\$1,000).

The goals in this grant underscore the ongoing importance of technology introduction and implementation in the district. Thus, this grant is intended to continue to provide support for the efforts of the district to integrate the technology into the curriculum in order to enhance student learning and teacher use for instruction. The efforts to enable teachers to make the transition to Windows, to provide networked computers in each classroom (along with school labs), and to support the use of probes in science education and the integration of GPS/ digital imaging for math, science and social studies make the funding of technology through various sources imperative. The purchase of the technology (\$25,009.54) and a small stipend to continue to provide each school with technology support through technology mentors (\$2,600) is included. The SAU office staff will again be actively involved in the

MRSD school-improvement model by assisting with grant writing and financial management at the SAU level (\$1,633.05). We will continue to utilize funding from all sources (local, state, federal, and private) to meet the needs identified in this grant over time. The total of \$74,980.05 requested for this grant will help tremendously to establish structures in the school district that will last well beyond the term of the Goals 2000 grant.

Item	Account #		Budget
Supplies for teaching language arts, social studies, math	1100	610	\$8,000.00
Computer equipment for student use	1100	741	\$25,009.54
Teacher Study Groups	1100	110	\$2,949.54
Teacher summer meetings	2200	110	\$8,938.00
Stipends for CCT	2200	110	\$3,575.20
Stipends for teachers to teach teachers	2200	110	\$1,787.60
Technology support (technology mentors) in each building	2200	110	\$2,522.78
FICA benefits for all salary accounts	2200	220	\$1,675.35
Retirement benefits for all salary accounts	2200	232	\$650.43
Prof. Development consultants ("Monadnock in the 21 st Century" and other training, content area, classroom mgmt, etc.)	2200	390	\$10,800.00
DEIP Committee meetings (dinners)	2200	580	\$800.00
Conference and travel (staff)	2200	580	\$4,000.00
Supplies for training ("Monadnock in the 21 st Century, etc.)	2200	610	\$2,600.00
Indirect Costs	5000	800	<u>\$1,686.05</u>
Total			\$74,994.49

Project Evaluation

The evaluation of the effectiveness of this grant will be conducted by a variety of sources. As we did last year, one of our major indicators of success will be the NHEIAP state testing results. We did see improvement during this current year and will be looking to observe ongoing progress on this assessment. We particularly focus on the students in the Novice and Basic categories, because we want to see fewer students in these two categories over time. We will also measure the success of the grants by other assessments utilized in the district. These include such assessments as the California Achievement Test and the Gates-MacGinitie reading assessment (along with observation surveys provided by the reading teachers and other professionals in the school district). Multiple assessments will also be used to establish goals and determine the success of the staff development program in the district.

The CCT, DEIP committee, and administrative team will each have roles in the evaluation of the Goals 2000 grant. In addition to ongoing, formative evaluation by the CCT committee throughout the year, the CCT devotes its summer meeting to evaluating the success of the Goals 2000 grant and recommending modifications for the next year's grant. The DEIP committee is designed to provide an outside monitor on the effectiveness of the grant by focusing on the success of meeting the goals and reviewing the various assessment results. The administrative team also reviews the results and makes recommendations to the CCT and the Director of Curriculum and Instruction. An independent consultant from one of the local colleges will also be requested to assess the effectiveness of our program in meeting the needs identified in the Goals 2000 grant.

Since Teacher Study Groups are integrally involved in this grant, the staff members involved will evaluate this process. The groups will compile logs of their work and minutes of meetings will be kept. Teachers will meet with the Director of Curriculum and Instruction at the end of each year to discuss the success of the structure and to recommend adjustments. Teachers will also be asked to complete a reaction survey that will be compiled by the Director of Curriculum and Instruction and shared with the CCT, which will be overseeing the goal-setting process in the Monadnock Regional School District.

THE STATE OF NEW HAMPSHIRE
Cheshire Superior Court
12 Court Street
P. O. Box 444
Keene, NH 03431
603 352-6902

NOTICE OF DECISION

WILLIAM N PRIGGE ESQ
45 ROXBURY STREET
KEENE NH 03431

00-E-0066 Monadnock Regional School District

Enclosed please find a copy of the Court's Order dated 6/02/2000
relative to:

Court Order

06/05/2000

Stillman D. Rogers
Clerk of Court

cc: Don Arguin
Debbie Carluccio
Dixie Gurian
William Hamill
Helen Livingston
Tom Matson
Chrysten Starrett
Dick Thackston
Glenn White
Nancy Carlson

STATE OF NEW HAMPSHIRE

CHESHIRE, SS

SUPERIOR COURT

In re: Monadnock School District

00-E-0066

ORDER ON PETITION FOR DECLARATORY RELIEF

On June 2, 2000, the court held a hearing on Petition for Declaratory Relief, filed by the petitioner, Monadnock Regional School District ("Monadnock"). Upon review of the oral arguments and the relevant law, the court finds and rules as follows.

BACKGROUND

Monadnock is a cooperative school district formed pursuant to RSA 195. As a "Senate Bill No. 2" municipality, Monadnock holds its annual district meeting in early February and votes on candidates and matters pertaining to the business of the district by ballot on the second Tuesday of March. Policy BDC of the Monadnock's policy manual provides that the officers of the board shall be elected at the annual organizational meeting to serve until the next annual organizational meeting, or until a successor is elected. In the event of a vacancy in any office of the Board, the Board may vote to fill that vacancy at its next meeting.

On March 14, 2000, Monadnock conducted an annual election of officers and a ballot vote for district business. At the March 21, 2000 organizational meeting, Board members Dixie Gurian and Richard Thackston were both nominated for the position of Chairperson. Board member Starret moved that the vote for Chairperson be taken

by secret ballot, with Board member Arguin seconding. The Board voted unanimously in favor of the secret ballot vote. Only one Board member was absent.

The Board members subsequently cast their ballots and elected Dixie Gurian as Chairperson by a vote of five to four. Dixie Gurian assumed the position of Chairperson and the Board then proceeded with the regular business of the evening. The Board approved the minutes of this meeting on April 4, 2000.

At the Board's meeting on April 18, 2000, Board member Arguin argued that the March 21, 2000 secret ballot vote was contrary to RSA 91-A and therefore invalid, and requested that Dixie Gurian vacate her position as Chairperson. He also asked Superintendent Cardine to secure a legal opinion as to the validity of the secret ballot vote. Upon motion, the Board voted against requesting that Dixie Gurian immediately vacate her position. The Board then voted to have an election of officers in accordance with New Hampshire statutes at the next Board meeting.

At the next meeting on May 2, 2000, the Superintendent stated that he had been advised by legal counsel that although the secret ballot vote violated RSA 91-A procedurally, the vote itself was still valid. The Board voted at the meeting to conduct new elections by a vote of five in favor, four opposed, and Board members Gurian, White and Hamill immediately departed the meeting. Upon motion by Board member Matson, the Board then voted Board member Thackston as Chairperson on a vote of six in favor and none opposed.

Subsequently, a dispute arose regarding whether a vacancy in the Chairperson position actually existed on May 2, 2000 when the second election of officers took place. The Board members were unable to resolve this dispute despite attempts to do so, and instituted this proceeding seeking judicial determination of the Board's current Chairperson.

ANALYSIS

At the hearing, the petitioner conceded that the March 21, 2000 secret ballot vote violated RSA 91-A. The court is not persuaded, however, that the parties' interpretation is correct. Pursuant to RSA 91-A:2 (Supp. 1999), "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.**" (emphasis added). The plain and unambiguous meaning of this provision authorizes secret ballot voting in election proceedings. The court, therefore, finds that the March 21, 2000 secret ballot vote did not violate the provisions of RSA 91-A.

Even if the court were to find that the secret ballot violated RSA 91-A, the outcome of the March 21, 2000 elections would still be substantively valid. At the hearing, Board member Carluccio argued that the motion for the secret ballot vote was an improper "main motion," and thus the vote was null and void at its inception. In support of her contention, she cited policy BEDD of the Monadnock policy manual, which provides that the meetings of

the Board shall be conducted in accordance with Robert's Rules of Order, when appropriate and possible. Roberts's Rules of Order, in turn, states:

No main motion is in order which conflicts with national state or local law, or with the bylaws (or constitution) or rules of the organization or assembly. If such a motion is adopted, even by a unanimous vote, **it is null and void.**

H. Robert, Robert's Rules of Procedure, § 10 at 108 (9th ed. 1990) (emphasis added). Board member Carluccio contends that the vote was void at its inception because it violated RSA 91-A, which prohibits voting by secret ballot. Notwithstanding the issue as to the interpretation of RSA 91-A, the court finds and rules that the motion for the secret ballot vote was an incidental motion, not a main motion. As set forth in Robert's Rules of Order, "a motion to fix the method of voting (or any other detail of nomination or election procedure) is an incidental main motion if made before the election is pending, or an incidental motion if made while the election is pending." Robert's Rules of Procedure, § 45 at 430. Because the motion for secret ballot vote was made while the election of the Board officers was pending, it was an incidental motion. Board member Carluccio did not cite, nor is the court able to find, any provision in Robert's Rules of Order which renders an improper incidental motion as void at its inception. Therefore, Board member Carluccio's argument is without merit.

Finally the court notes that there have been no allegations of deceit with respect to the voting process, or that the method of voting adversely affected the result of the elections. Under these

circumstances, the court finds that to nullify the Board's vote would be to extend the provisions of RSA 91-A beyond their intended purpose. See Carter v. City of Nashua, 113 N.H. 407 (1973) (voting procedures which violated RSA 91-A did not invalidate vote because no evidence of deceit or adverse impact). For all of these reasons, the court finds that no vacancy existed on May 2, 2000 during the second set of elections. Accordingly, the court rules that Dixie Gurian is the current Chairperson of the Board.

So Ordered.

Dated: June 2, 2000

A handwritten signature in cursive script, appearing to read "John P. Arnold", written over a horizontal line.

John P. Arnold
PRESIDING JUSTICE

AGENDA PREPARATION AND DISSEMINATION

The Superintendent shall prepare all agendas for meetings of the Board. In doing so, the Superintendent shall consult with the Board.

Items to be placed in the agenda should be in the hands of the Superintendent on or before the seventh day preceding the meeting. Every Board member has the right to place items on the agenda. Items not included in the agenda may be brought before the meeting provided it is agreed to by the Board. However, the Board may choose not to deal with every agenda item.

Items of business may be suggested by any Board member, staff member, student, or citizen of the District. The inclusion of items suggested by staff members, students, or citizens shall be at the discretion of the Superintendent and Chairperson. The agenda, however, shall always allow suitable time for the remarks of the members of the public who wish to speak briefly before the Board.

The Board shall follow the order of business set up by the agenda unless the order is altered by a majority vote of the members present. Items of business not on the agenda may be discussed and acted upon if a majority of the Board agrees to consider them. The Board, however, may not revise Board policies, or adopt new ones, unless such action has been scheduled, or unless there is an emergency.

The agenda, together with supporting materials, shall be distributed to Board members at least seven days prior to the Board meeting, to permit them to give items of business careful consideration. Board Members shall be expected to read the information provided them and to contact the Superintendent to request additional information that may be deemed necessary to assist them in their decision-making responsibilities. The agenda shall also be made available to the press and others upon request.

Statutory Reference:

RSA 91-A:2, II.

Revised: November, 1999

Revised: July, 1998

NONPUBLIC SESSION

1. The following "shorthand" is not a substitute for School Board policy or the law, RSA 91-A. Always keep in mind the "preamble" and the remedy provisions (fees and/or invalidation) of RSA 91-A.

2. PURPOSES:

- A. Employee dismissal/promotion/compensation/discipline/investigation - unless employee has the right to a meeting and requests an open meeting.
- B. Employee hiring.
- C. Adverse reputation - unless person requests open meeting.
- D. Acquisition/sale/lease of property - if public discussion benefits party with interests adverse to the community.
- E. Litigation/Threatened claims.
- F. Pupils.

(In addition, consultation with legal counsel and strategy/negotiations for collective bargaining are exempt from the requirements of the statute).

3. ROLL CALL: majority vote - see note 4A.

4. CONVENIENCE: Typically, a nonpublic session would take place as it arises in the course of an agenda. For the convenience of the public, boards frequently reserve nonpublic session material for the beginning or the latter part of a meeting. That's fine, but be advised that when the nonpublic session covers 2 or more purposes, you are, in fact, in nonpublic session 2 or more times. Thus:

- A. Each specific purpose should be noted in the minutes.
- B. The individual roll call votes could be distinguished accordingly.
- C. Nonpublic session minutes should be distinguished accordingly.
- D. Minutes should be reviewed accordingly.

5. CONSENSUS: It is not appropriate to feel out a consensus, then avoid a decision on the resulting understanding. If, however, consensus naturally develops from a discussion, there is no requirement that a motion, thus decision, be made.

6. MINUTES: The minute taker will not know until the Board approves them what the minutes will be. Each decision should be recorded separately because some may/should be released and some may/should be withheld from the public. See notes 4C and 4D. The Board is encouraged to review the minutes and assess the release or non-release of each decision at the conclusion of the session. Other than a record of each motion and a decision on each motion, in my judgment, minutes of an nonpublic session would not ordinarily go further than "discussion ensued" about the purpose listed in note 2.

7. WRITTEN EVIDENCE: It is appropriate to receive written evidence in nonpublic session regarding the topic for which you are in nonpublic session. At the conclusion of a session, the Board should evaluate the release or non-release of the materials so received.

8. CONCLUSION: (a) Review each set of minutes (b) Review each decision within each set of minutes (c) Review written evidence received (d) Determine what, if anything, in (a) or (b) or (c) should be disclosed. Criteria for disclosure involves when release (1) would adversely affect reputation (2) would render ineffective the decision. Withholding requires 2/3rds vote. If not withheld, then disclosure of decisions must take place within 72 (cf. 144 for open session) hours. Notes and materials are available immediately, though during business hours.

TAKING OF NOTES/MINUTES IN NONPUBLIC SESSION

1. **Preliminary (open session):** A roll call vote is taken in open session, and this is recorded in the open session minutes. A Board often goes into nonpublic sessions for more than one reason, i.e. technically goes into two or more nonpublic sessions. A member could agree to go into nonpublic session for one reason but not for another. If that happens, the appropriate distinction should be made in the open session minutes. The minutes should reflect each purpose for going into a nonpublic session. If a member has a conflict of interest that prevents his or her participation in a nonpublic session, that should be noted in the open session minutes.

2. **Preliminary (closed session):** Ask for instructions and unless instructed otherwise, do not take notes in nonpublic session, except to record verbatim any motion that is made and to record the vote on the motion.

3. **Thick Tablet:** Bring a thick tablet with you because each and every motion should be recorded on a separate sheet of paper.

4. **Documents:** If documents are being reviewed, and there are enough of them that the Board may not recall them all to make the decision necessary in #5 below, ask the Board if you should keep a written list of the documents. This list is not necessarily part of the minutes but could be a note that is available to the public. Thus, do not hesitate to ask for a description of each document sufficient for your list. The Board can then advise how they want the document to be described on your list.

5. **Release/Withhold:** The Board should consider either throughout the session as each issue arises or at the conclusion of the session whether to release to the public (a) the notes/minutes; (b) each decision; and (c) the reviewed documents. (a) and (b) should be the same if you obeyed #2. This is why each decision is on a separate sheet of paper and why your description of a document, if put in writing, is important. If the Board does not address each decision and each document, whether listed in writing or not, remind them. In turn, each of your sheets of paper and each document would be marked accordingly, i.e. whether it is immediately available to the public or whether there is some restriction to it. A two-thirds vote is required to withhold each item.

6. **Notes:** Your notes are what you are writing during the session. Again, they would ordinarily be only the motions and the vote. Unless restricted by a two-thirds vote, each sheet of paper is immediately available during business hours to the public for review, copying, etc.

7. **Minutes:** Minutes are required for each nonpublic session. From your notes, put together the minutes. If there is more than one reason to have been in nonpublic session, then there are that many sets of minutes, despite that it seemed to be only one session. Unless instructed otherwise, if no motions were made under a topic, the minutes for that topic would simply reflect the date, those present, a discussion concerned, e.g., sale of property, and an adjournment. If motions were made, your minutes should be at least two or more sheets of paper. Thereby, of course, one sheet of paper could be released, the others withheld. In turn, each motion to be withheld should be on a separate sheet of paper because there could be differing criteria for the time of release. This criteria is not necessarily determined at the meeting, but it could result from subsequent events. Unless withheld, decisions in nonpublic session must be disclosed within 72 hours.

Relative Sections of Contract to this case:

14.2 The Board and the Association agree that there shall be no discrimination and that all practices, procedures and policies of the school system shall clearly exemplify that there is no discrimination in the hiring, training, assignment, promotion, transfer or discipline of teachers, or in the application or administration of this Agreement on the basis of race, creed, color, religion, national origin, sex, domicile, marital status, age, membership and/or activity in the Association.

14.4 Any individual contract, heretofore or hereafter executed, (see Appendix C attached hereto) between the Board and an individual teacher, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with the Agreement, it shall be considered invalid and this Agreement, during its duration shall be controlling. Teachers shall be notified as soon as known of any changes in contract assignment. If the teacher requests the Superintendent will provide an opportunity to meet and discuss the change. Every reasonable effort shall be made by the teacher and Superintendent to meet prior to the implementation of the change. In the event that the matter is not resolved, the affected teacher shall have the right to present the matter to the School Board. The decision of Board shall be final.

6.11 (B) A teacher who desires a change in grade and/or subject assignment or who desires to transfer to another building may file a written statement of such desire with the Superintendent no later than June 30th. Such statement shall include the grade and/or subject to which the teacher desires to be assigned, and the school to which he or she desires to be transferred in order of preference. In the event that a teacher disagrees with the Superintendent's decision in refusing a request for transfer or in being transferred, the affected teacher shall have the opportunity to discuss the matter with the Superintendent. In the event the discussion does not resolve the matter the affected teacher shall have the right to present the matter to the School Board. The decision of the Board shall be final.

12.8 Any transfer, assignments, or reassignments resulting from or involved with the layoff procedure will be made on the recommendation of the Superintendent and the determination of the School Board. In the event of a change of assignment or transfer as a result of the layoff procedure, the teacher involved shall be informed of such a change. In the event of such a change and upon request of the teacher, a consultation will be held.

From Contract Reduction in Force

12.2 The seniority list shall be prepared by the Employer and verified by the Association. A copy of the list shall be available in all buildings of the district by November 1st of each year. A copy of the seniority list and subsequent revisions shall be forwarded to the Association.

The School Administrative Unit Office will develop a list of teachers, separating the staff into three (3) departments:

- 1) Teachers certified by the State for teaching elementary school, (K-6).
- 2) Teachers certified by the State for teaching specific subjects, grades K-12: art, physical education, music, reading,

guidance, speech therapy, library and resource room

teachers.

- 3) Teachers certified by the State to teach high school subjects (7-12): Business, English, Foreign Language, Industrial Arts, Home Economics, Mathematics, Science and Social Studies.

12.3 All seniority, excepting as provided below, is lost when employment is severed by resignation, retirement, discharge for cause; however, seniority is retained if severance of employment is due to layoff (RIF) or approved leaves of absence. In cases of layoff, teachers so affected shall retain all seniority accumulated as of the effective date of layoff.

- A) Those non-bargaining unit members presently employed shall have their seniority grandfathered for their total years of service in the Monadnock District up to 7/1/83.
- B) Effective 7/1/83 non-bargaining unit members performing actual teaching duties shall continue to accrue seniority on a pro-rata basis; e.g. 1/2 teaching time = 1/2 year seniority.
- C) Effective 7/1/83 teachers who transfer to non-bargaining unit positions shall have a 3-year grace period during which their seniority shall be retained and they may opt to return to the bargaining unit.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
June 20, 2000
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.*

6:00 P.M. Finance Committee Meeting

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

- a. Minutes of June 6, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: First Read of Revision to BDB Board Officers, First Read of Change to : Mr. Arguin
2. Communications Committee: Report on Activities: Ms Gurian.
3. Facilities Committee: Mrs. Starrett
4. Finance Committee: Mr. Hamill

B. New Business

1. Report on NH Jobs: End of Program
2. Goals 2000 Draft (enclosed)
3. Mrs. Tatro: Year End Report on her First Year as Principal

C. Old Business

1. Personnel: Discussion
2. Non-Public Minutes Recommendation from Superintendent
3. Update on Safety Concern (Letter from May 16th meeting)

D. 21st Century Report

Building into the Future Update

E. Action on the Manifest

F. 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

B. Negotiations

C. Legal

8. ADJOURNMENT

Setting the Next Agenda

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes

June 20, 2000
Monadnock Regional High School

7:00 PM CALL TO ORDER

Present: D. Gurian, Chair, D. Arguin, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Matson, D. Thackston, G. White. C. Starrett . Also present: Atty. J. Hoppock, C. Cardine, superintendent, K. Dassau, asst. supt., R. Seymour, bus. manager, D. Hodgdon, dir. of curriculum and instruction, B. Fowler, dir. of building and grounds, Principals: D. Stockwell, D. Bell, K. Craig, D. Mousette, and B. Tatro.

D. Gurian opened the meeting by reminding the assembled that our responsibility is to serve the educational needs of the children.

CONSENT AGENDA:

Minutes of previous meeting:

G. White **MOVED:** that the minutes of the June 6, 2000 meeting be approved.
SECONDED: N. Carlson. **VOTE:** 8-0-0-1. Approved.

CITIZEN CONCERNS: None

STUDENT COUNCIL CONCERNS: None

OTHER SCHOOL BOARD BUSINESS

Board committee reports

1. **Policy Committee:** D. Arguin proposed the first reading of policy BDB Board Officers. D. Carluccio **MOVED** the Board accept the first reading of Policy BDB. C. Starrett Second. Discussion. H. Livingston asked if the change of language adding "to serve at the discretion of the majority of the board" had been approved by the NH School Board Association (NHSBA). C. Cardine responded that the policy had been reviewed by NHSBA attorney T. Comstock and that it was fine. (7:06 R. Thackston arrives)
VOTE 5-4-1-0 Motion passes.

D. Arguin proposed the first reading of policy BBA. Change item #7 - "refer complaints to the superintendent." D. Carluccio **MOVED** the Board accept the first reading of Policy BBA. R. Thackston Second. Discussion. **VOTE:** 9-1-0-0.

D. Arguin presented policy BCA "Conflict of Interest." This policy requires annual signature of the Board. Don recommends that the Board sign policy BCA-R at the July meeting. D. Carluccio added that thereafter a signature sheet would be distributed at the first meeting in March.

2. **Communications Committee:** D. Gurian reported on committee activities. Dixie reported on "a Leave Behind" effort.

4. **Facilities Committee/Building into the 21st Century:** C. Starrett reported the Gilsum project is moving along with an anticipated completion date in August. The MRHS sprinkler system work has started. The committee met with Troy teachers and did a facility walk-through to hear and see concerns.

3. **Finance Committee:** Bill Hamill reported an organizational meeting was held. The Finance Committee will reconvene in September.

New Business

1. **Jobs for NH Graduates:** C. Cardine reported that the School-to-Career (STC) program will replace Jobs for NH Graduates.
2. **Goals 2000 Grant:** Dr. Hodgdon requested the Board approve the 2000-01 Goals 2000 grant. Grant information titled "Establishing Structures for a Self-Renewing School District" had been sent to Board members. D. Carluccio **MOVED** the Board approve the submission of the grant. B. Hamill **SECOND**. **VOTE** : 10-0-0-0. Motion passes unanimously. C. Cardine commended Dr. Hodgdon on his efforts.
3. **Mt. Caesar end-of-year report:** Principal Betty Tatro submitted a report summarizing her first year as principal. Highlights include increased training in reading methodologies, full implementation of the Second Step for Violence Prevention program, and increased trips to Cutler Elementary to aid the school transition process. Mrs. Tatro commented that one highlight not reported was the last day of school field day in which 450 students participated outside with everyone getting along!
4. **Special Education Monitor and Improvement Process (SPEDMIP):** C. Cardine reported that the year long SPEDMIP within the SAU drew to a close with a final report meeting held at the Keene State College Camp facility. K. Dassau added that the final report was being drafted. A copy will be sent to the Board.
5. **District Education and Improvement Process (DEIP) –** C. Cardine reported that a meeting with the DEIP team will be held on June 27th.

Old Business

1. **Personnel:** D. Gurian asked the Board if they had questions for Attorney Hoppock, now that they had read through the information material presented by Mary Gaul on behalf of Mr. Kornfield, prior to deciding on the transfer. At 7:36 D. Thackston **MOVED** to go into non-public session. **SECOND** by G. White. **VOTE:** A unanimous roll call vote was taken. 7:55 the Board returned to open session. D. Thackston **MOVED** to return to public session. **SECOND** by T. Matson. **VOTE:** A unanimous roll call vote was taken. D. Gurian asked G. Kornfield if he wished the decision to be made in public session. G. Kornfield confirmed that he did. A student petition was presented to D. Gurian. D. Gurian reminded the party that the time for new information had closed at the last meeting. H. Livingston **MOVED** to accept the decision of April 4 and April 20 and reverse the decision to assign Mr. Kornfield to the elementary school. **SECOND** D. Arguin. Discussion. Members discussed their reaction to the

material and the decision. **VOTE:** 5-4-1-0. The motion passed. Ms. Gaul thanked the Board for the decision.

2. **Non-Public reporting format:** C. Cardine reported that the process of recording the Board's non-public sessions will be added to the SAU procedures manual. Attorney Hoppock describes a process for sealing non-public minutes. D. Carluccio **MOVED:** to seal the non-public student personnel minutes of June 6, 2000 indefinitely. **SECOND:** D. Thackston. **VOTE:** 9-0-1-0.
D. Carluccio **MOVED:** to seal the non-public personnel minutes of June 6, 2000 indefinitely. **SECOND:** D. Thackston. **VOTE:** 9-0-1-0.
D. Carluccio **MOVED:** to seal the non-public legal minutes of June 6, 2000 indefinitely. **SECOND:** D. Thackston. **VOTE:** 9-0-1-0.
D. Carluccio **MOVED:** to seal the non-public negotiations minutes of June 6, 2000 indefinitely. **SECOND:** D. Thackston. **VOTE:** 9-0-1-0.
D. Thackston **MOVED:** to seal the non-public personnel minutes of June 20, 2000 indefinitely. **SECOND:** G. White. **VOTE:** 9-0-1-0.
[8:35 Attorney Hoppock leaves]
3. **Update on Safety Concern:** C. Cardine distributed a copy of a letter drafted by D. Bell to all parents of Cutler School children. D. Gurian forwarded the issue to the Safety Committee.
4. **State Board Recommendation:** C. Cardine distributed the letter of executive summary from the NH Board of Education amending the composition of the MRSD Board. The amendment was approved with the caveat that a weighted vote occur with each Board vote. Implementation to begin March 2001.

Action on the Manifest

T. Matson **MOVED** to accept the Manifest for the amount of \$1,257,907.67. Seconded by G. White. **VOTE:** 9-0-1-0.

Correspondence/Announcement: C. Cardine reported on letter to selectmen explaining the student average daily membership rosters. C. Cardine distributed to the Board invitations to the Emerson School 6th grade graduation.

SETTING THE NEXT AGENDA

1. Policy: Second Read BBA; Signing of the ethics policy
2. Cheshire Vocational Report – D. Stockwell

NON PUBLIC SESSION

At 9:25 PM D. Thackston **MOVED:** that the Board enter a non-public session to discuss personnel. **SECONDED:** G. White **VOTE:** Unanimous by a roll call vote.

Attendance: D. Gurian, D. Arguin, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Matson, C. Starrett, R. Thackston, G. White, C. Cardine, K. Dassau, R. Seymour.
C. Cardine presented an elementary teacher's request for transfer.

At 9:31 PM D. Thackston **MOVED**: that the Board return to public session.
SECONDED: H. Livingston **VOTE**: Unanimous by a roll call vote.

At 9:32 PM D. Carluccio **MOVED**: that the Board enter a non-public session to discuss nominations. SECONDED: H. Hamill **VOTE**: Unanimous by a roll call vote.

At 9:40 PM T. Matson **MOVED**: that the Board return to public session. SECONDED: H. Livingston **VOTE**: Unanimous by a roll call vote.

At 9:41 PM B. Hamill **MOVED**: that the Board enter a non-public session to discuss personnel leave. SECONDED: G. White **VOTE**: Unanimous by a roll call vote.

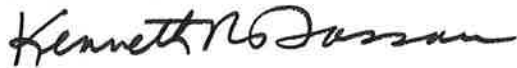
At 9:50 PM T. Matson **MOVED**: that the Board return to public session. SECONDED: H. Livingston **VOTE**: Unanimous by a roll call vote.

At 9:51 PM D. Thackston **MOVED**: that the Board enter a non-public session to discuss negotiations. SECONDED: G. White **VOTE**: Unanimous by a roll call vote.
D. Arguin leaves and G. White leaves. At 10:10 PM T. Matson **MOVED**: that the Board return to public session. SECONDED: C. Starrett **VOTE**: Unanimous by a roll call vote.

ADJOURNMENT

At 10:12 PM T. Mattson **MOVED** to adjourn. Seconded by D. Thackston. 9-0-0-1.

Respectfully submitted,



Kenneth R. Dassau
Acting Secretary SAU 38

MONADNOCK REGIONAL SCHOOL DISTRICT

Non-Public Board Meeting Minutes

June 20, 2000

Monadnock Regional High School

CONFIDENTIAL FOR BOARD MEMBERS ONLY

Attendance: D. Gurian, D. Arguin, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Matson, C. Starrett, R. Thackston, G. White, C. Cardine, K. Dassau, R. Seymour.

NON PUBLIC SESSION

At 9:25 PM D. Thackston **MOVED:** that the Board enter a non-public session to discuss personnel. **SECONDED:** G.White **VOTE:** Unanimous by a roll call vote.

Attendance: D. Gurian, D. Arguin, N. Carlson, D. Carluccio, B. Hamil, H. Livingston, W. Matson, C. Starrett, R. Thackston, G. White, C. Cardine, K. Dassau, R. Seymour.

C. Cardine presented J. Swett, an elementary teacher's request for transfer to Troy. Mrs. Tong will replace Ms. Swett at Cutler. Both principals support the transfer.

D. Thackston **MOVED:** to approve the transfer and to seal this portion of the non-public personnel minutes indefinitely. **SECOND:** H. Livingston. **VOTE:** 10-0-0-0.

At 9:31 PM D. Thackston **MOVED:** that the Board return to public session. **SECONDED:** H. Livingston **VOTE:** Unanimous by a roll call vote.

MONADNOCK REGIONAL SCHOOL DISTRICT

Non-Public Board Meeting Minutes

June 20, 2000

Monadnock Regional High School

CONFIDENTIAL FOR BOARD MEMBERS ONLY

Attendance: D. Gurian, D. Arguin, N. Carlson, D. Carluccio, B. Hamil, H. Livingston, W. Matson, C. Starrett, R. Thackston, G. White, C. Cardine, K. Dassau, R. Seymour.

At 9:32 PM D. Carluccio **MOVED:** that the Board enter a non-public session to discuss nominations. **SECONDED:** H. Hamil **VOTE:** Unanimous by a roll call vote.

C. Cardine read the nomination of Kelly Lund-Geller and the resignation of Mary Caldwell.

D. Thackston **MOVED:** to approve the nomination of Kelly Lund-Goller and resignation of Mary Caldwell with regrets and to seal this portion of the non-public personnel minutes indefinitely. **SECOND:** B. Hamill. **VOTE:** 10-0-0-0.

At 9:40 PM T. Matson **MOVED:** that the Board return to public session. **SECONDED:** H. Livingston **VOTE:** Unanimous by a roll call vote.

MONADNOCK REGIONAL SCHOOL DISTRICT

Non-Public Board Meeting Minutes

June 20, 2000

Monadnock Regional High School

CONFIDENTIAL FOR BOARD MEMBERS ONLY

Attendance: D. Gurian, D. Arguin, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Matson, C. Starrett, R. Thackston, G. White, C. Cardine, K. Dassau, R. Seymour.

At 9:41 PM B. Hamill **MOVED:** that the Board enter a non-public session to discuss personnel leave. **SECONDED:** G. White **VOTE:** Unanimous by a roll call vote.

C. Cardine read the leave request for Helen Mercer, Mt. Caesar, two days prior to Thanksgiving. Board policy does not permit leaves prior to school recess.

C. Starrett **MOVED:** to permit the leave using two unpaid days. **SECOND** D. Carluccio. **VOTE:** 6-2-2-0. Motion passed. D. Thackston **MOVED:** to seal this portion of the non-public personnel minutes indefinitely. **SECOND:** D. Carluccio. **VOTE:** 9-0-1-0.

At 9:50 PM T. Matson **MOVED:** that the Board return to public session. **SECONDED:** H. Livingston **VOTE:** Unanimous by a roll call vote.

MONADNOCK REGIONAL SCHOOL DISTRICT

Non-Public Board Meeting Minutes

June 20, 2000

Monadnock Regional High School

CONFIDENTIAL FOR BOARD MEMBERS ONLY

At 9:51 PM D. Thackston **MOVED:** that the Board enter a non-public session to discuss negotiations. **SECONDED:** G. White **VOTE:** Unanimous by a roll call vote. *D. Arguin and G. White leave.*

Attendance: D. Gurian, N. Carlson, D. Carluccio, B. Hamill, H. Livingston, W. Matson, C. Starrett, R. Thackston, C. Cardine, K. Dassau, R. Seymour.

R. Seymour reports on the tentative agreement with the teacher's union. No action requested.

C. Cardine reported on administration request for the Board to consider reopening year 2 negotiations.

At 10:10 PM T. Matson **MOVED:** that the Board return to public session and to seal this portion of the non-public negotiations minutes indefinitely. **SECONDED:** D. Thackston. **VOTE:** Unanimous by a roll call vote.

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

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

FAX TRANSMITTAL COVER SHEET

DATE: June 19, 2000

NUMBER OF PAGES: 4

TO: Curtis J. Cardine

FAX NUMBER: 358-6708

COMPANY: SAU 38

RE:

FROM: William N. Prigge

FILE NUMBER:

SPECIAL INSTRUCTIONS:

IF THERE IS A PROBLEM WITH THIS TRANSMISSION, PLEASE CALL: Alisa

ORIGINAL DOCUMENTS **WILL** ~~X~~ **WILL NOT** **FOLLOW BY MAIL.**

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GOODNOW, ARWE, AYER, PRIGGE, HOPPOCK & KANE

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WILLIAM N. PRIGGE
JOSEPH S. HOPPOCK
LARRY S. KANE

JOHN B. LOFTUS, III

JOHN R. GOODNOW (1931-1972)
KENNETH J. ARWE (1943-1987)
FRANCIS H. AYER (1948-1993)

OF COUNSEL
JOHN S. GOODNOW

June 19, 2000

Curtis J. Cardine, Superintendent
School Administrative Unit 38
600 Old Homestead Highway
Swanzy, NH 03446

Re: Non-Public Session Minutes

Dear Curt:

This is in connection with the proposed handling of non-public session minutes. Back in April when I was in Baltimore, I asked Joe to visit with the Board on this issue and discuss the handling of minutes in general, since the Board wanted to put a policy in place concerning the handling of such minutes.

As an aside, my message to Joe when he visited with the Board in April would still stand in connection with the Orford case that the minutes of any non-public session should be as brief and concise as possible, whether the minutes are published or sealed.

For the circumstances where the Board feels that non-public minutes should be "withheld" or "sealed", as I believe you are aware, 91-A:3III discusses the issue. The essence of the Board's right to keep non-public session minutes from being divulged is outlined in paragraph 2 of your proposed policy. The statute does not say which of the "options" you have to choose, however, I don't believe it would do any harm to indicate one of the two reasons if there is a vote to withhold or seal the minutes.

Generally, I think the policy you have drawn up and the parallel policy used by SAU 29 are satisfactory, however, what I have tried to do is to tighten up the procedure as to how the action is taken. Even the statute refers to the "opinion" of the majority of the members of the Board when a determination is made that the minutes no longer need to be sealed. Since the statute is not clear as to when that opinion is formed and how it gets carried out, I have simply indicated that you should have a recorded two thirds vote to seal the minutes and a simple majority vote at a regular meeting to unseal them.

In addition, I have removed the possibility that a committee could make a determination concerning the minutes. I think what should happen here is that if a

Curtis J. Cardine, Superintendent
June 19, 2000

Page 2

committee wants minutes sealed, there should be a vote by the Board to do so following the committee's meeting, and if the committee no longer feels that the minutes need to be sealed, the committee can make that recommendation to the Board, and the Board can vote by majority to make the minutes public. Although the Board may feel differently, I would prefer to see votes on these actions rather than "opinions" or "determinations". I just want to make it clear that everything occurs before a regular or duly called special meeting of the Board .

Although I have no objection to the last paragraph concerning placing the newly public minutes chronologically where they would have been if not sealed, the members of the fourth estate may have something to say about that. RSA91-A:3III does not address that issue, so I think as long as the policy is reasonable and the Board's vote is carried out, we should go with it until some higher authority says otherwise.

If you wish to review this at all before Tuesday night, please let me know.

Very truly yours,



William N. Prigge

WNP/ad
enclosure

Non-Public Session Minutes

1. All minutes of the meeting of the Monadnock Regional School District Board and its committees shall be maintained in the Superintendent's office. In addition, copies of minutes of both public and non-public sessions of the Board shall be included with information disseminated to the Board with the agenda for the next meeting, subject to certain situations where minutes of non-public meetings shall be "sealed" and "withheld" from distribution.
2. Minutes of Board meetings are public records, unless the Monadnock Regional School District Board or a committee of the Board has met in non-public session and determined by a recorded vote of at least a two thirds majority to withhold the minutes (or a portion thereof) for either of the following reasons:
 - A. That the divulgence of the information containing the minutes would likely affect adversely the reputation of any person, other than a member of the Board or a committee member, and/or
 - B. Render the proposed action discussed at the non-public session ineffective.
3. Minutes of the Board which are "sealed" under the procedure and for the reasons outlined in paragraph 2 above, will not be distributed as are public minutes, nor will they be available to the public. However, one set of such sealed minutes shall be maintained in the office of the Superintendent and one set of such minutes shall be maintained in the office of the Monadnock Regional School District Board's attorney.
4. Access to withheld minutes shall be limited to members of the Board or to the Superintendent, or the designee of the Superintendent, unless the vote to "seal" the minutes taken under paragraph 2 above, has provided that access to such minutes shall be further limited.
5. Photo copies of withheld (sealed) minutes shall be made only on a need to know basis as authorized by the Superintendent.
6. Withheld (sealed) minutes shall be made public when a majority of the Monadnock Regional School Board determines that the circumstances requiring the withholding or sealing of the minutes are no longer applicable. Upon such vote of the Board that the minutes in question no longer need to be sealed or withheld from the public, the Superintendent shall take the necessary steps to chronologically place such minutes in the records available to the public, however, such minutes will generally not be distributed unless voted by the Board that such distribution be made.

My name is Jim Young. I live in Swanzey and I am a former member of the Monadnock Regional School Board and I have a few comments for you.

I am the proud parent of a daughter who is graduating from Monadnock Regional High School in four days. She has spent the past 13 years of her life (including Kindergarten) being educated by the wonderful staff at the Gilsom Elementary School and Monadnock Regional High School. My wife and I are pleased at the quality of education she has received and are very proud of her accomplishments.

Ever since her first year of Kindergarten, her class has held the honor of being labeled as the Class of 2000. It is a recognition and a responsibility they will carry with them, along with other seniors nationwide, as the first group of students to graduate in a new millennium. The entire senior class at Monadnock has worked extremely hard to make their parents, teachers and classmates proud of their accomplishments.

Unfortunately a cloud has developed. The Monadnock Regional School Board has been in the headlines during the past few weeks with an issue that some members want to make into a federal case. Rather than focusing on the current students and faculty, you have been spending your energy and time arguing amongst yourselves and dragging Monadnock's proud name through the mud. It is time to stop bickering and take a lesson from the class of 2000. They have worked hard facing the challenges before them and are preparing for the challenges they will eventually encounter. Your job is to help prepare the classes that come after them by staying in the background and doing your job instead of slinging garbage at each other. You are here to represent the people of our eight-town district, not pursue a witch-hunt over trivial issues. However, if you persist I'm sure that the public could find incriminating and unflattering information about all you - things that are a matter of public record that all of us have access to. Who among you has a driving record, who has a criminal record, who has lost their temper and yelled at the kids in the neighborhood or who has not paid their town taxes for years. And I'll bet there are members of the public who would be interested to know why there are members of the board who do not even choose to educate their children in the Monadnock School system. I personally feel that is wrong. Our school system does an outstanding job. I'll be the first to admit that there is room for improvement. Work for the improvement, not the backstabbing. Be proud of the education that our children are receiving and stick to the business at hand.

There is a poem on this year's graduation announcement that I would like to share with you,

As our final year comes to an end
We pause to reflect upon the many memories
Which have brought us tears and joy.
We came to this place together
To learn, to grow, to share.
We do not fear the future
Because of what we have achieved
And what we will achieve.

I am immensely proud of what my daughter and her friends in this year's senior class has accomplished. They can leave Monadnock with their heads held high knowing that they have done for themselves what you, as a board, could not.

I repeat, stop dragging Monadnock down and quietly and professionally do your job the way it is meant to be done.

Thank you for your time.

Respectfully submitted,

Jim Young
189 Carlton Rd
East Swanzey, NH 03446

SCHOOL ADMINISTRATIVE UNIT No. 38

SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446
Telephone: 352-6955 FAX: 358-6708
sau38@monad.net

Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau, Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Robert A. Seymour III, Business Manager

Thomas Warner, Director of Technology

To: Monadnock Regional School District Board Members

From: Curtis J. Cardine, Superintendent SAU 38

RE: Non-Public Session Minutes

The board asked that administration look into the recording and availability of non-public session minutes. Mr. Hoppick presented a short discussion on non-public session meetings to the board this winter. Since then I have reviewed several of the areas boards' procedures for non-public session and would like to recommend the following protocol.

1. All minutes of the meetings of the Monadnock Regional School District Board and its committees shall be maintained in the Superintendent's Office. In addition, minutes of both public and non-public sessions of the Board shall be included with information disseminated to the Board with the agenda for the next meeting, subject to certain situations where minutes of non-public meetings shall be "sealed" and "withheld" from distribution.
2. Minutes are public records unless the Monadnock Regional School District Board or a committee of the Board has met in non-public session and determined by a recorded vote of at least two thirds majority to withhold the minutes (or a portion thereof) for either of the following reasons:
 - A. That the divulgence of the information containing the minutes would likely affect adversely the reputation of any person, other than a member of the Board or a committee member, and / or
 - B. Render the proposed action discussed at the non-public session ineffective.
3. Minutes of the Board which are "sealed" under the procedure and for the reasons outlined in paragraph 2 above, will not be distributed as are public minutes, nor will they be available to the public. However, one set of the withheld minutes shall be maintained in the office of the Superintendent and the Monadnock Regional School District Board's attorney.
4. Access to withheld minutes shall be limited to members of the appropriate Board, or to the Superintendent, or the Superintendent's designee, unless the vote to "seal" the minutes taken under paragraph 2 above, has provided that access to such minutes shall be further limited.
5. Photocopies of withheld (sealed) minutes shall be made on a need-to-know basis as authorized by the Superintendent.
6. Withheld (sealed) minutes shall be made public when a majority of the Monadnock Regional School District Board determines that the circumstances requiring the withholding or sealing of the minutes are no longer applicable. Upon such vote of the Board that the minutes in question no longer need to be sealed or withheld from the public, the Superintendent shall take the necessary steps to chronologically place such minutes in the records available to the public, however, such minutes will generally not be distributed unless voted by the Board that distribution be made.

Non-Public Session

1. The following “shorthand” is not a substitute for School Board policy of the law, RSA 91-A. Always keep in mind the “preamble” and the remedy provisions (fees and/or invalidation) of RSA 91-A.
2. Purposes:
 - A. Employee Dismissal / Promotion / Compensation / Discipline / Investigation – Unless employee has the right to a meeting and requests an open meeting.
 - B. Employee Hiring
 - C. Adverse Reputation – Unless person requests an open meeting.
 - D. Acquisition /Sale / Lease of Property If public discussion benefits party with interests adverse to the community.
 - E. Litigation / Threatened Claims
 - F. Pupils

(In addition, consultation with legal counsel and strategy / negotiations for collective bargaining are exempt from the requirements of the statute).

3. Roll Call: Majority Vote – see note 4A.
4. Convenience: Typically, a nonpublic session would take place as it arises in the course of an agenda. For the convenience of the public, boards frequently reserve nonpublic session material for the beginning or the latter part of the meeting. That’s fine, but be advised that when the nonpublic session covers 2 or more purposes, you are, in fact, in nonpublic session two or more times. Thus:
 - A. Each specific purpose should be noted in the minutes.
 - B. The individual roll call votes could be distinguished accordingly.
 - C. Nonpublic session minutes should be distinguished accordingly.
 - D. Minutes should be reviewed accordingly.
5. Consensus: It is not appropriate to feel out a consensus, then avoid a decision on the resulting understanding. If however, consensus naturally develops from a discussion, there is no requirement that a motion, thus decision, be made.
6. Minutes: The minute taker will not know until the Board approves them what the minutes will be. Each decision should be recorded separately because some may/should be released and some may/should be withheld from the public. See notes 4C and 4D. The Board is encouraged to review the minutes and assess the release or non-release of each decision at the conclusion of the session. Other than a record of each motion and decision on each motion, in my judgement, minutes of a nonpublic session would not ordinarily go further than “discussion ensued” about the purpose listed in note 2.
7. Written Evidence: It is appropriate to receive written evidence in nonpublic session regarding the topic for which you are in nonpublic session. At the conclusion of a session, the Board should evaluate the release or non-release of the materials so received.
8. Conclusion: (a) Review each set of minutes (b) Review each decision within each set of minutes (c) review written evidence received (d) Determine what, if anything, in (a) or (b) or (c) should be disclosed. Criteria for disclosure involves when release (1) would adversely affect reputation (2) would render ineffective the decision. Withholding requires 2/3 vote. If not withheld, then disclosure of decisions must take place within 72 hours (cf. 144 for open session) hours. Notes and materials are available immediately, though during business hours.

Instructions to Note Taker: **TAKING OF NOTES/MINUTES IN NONPUBLIC SESSION**

1. Preliminary (open session): A roll call vote is taken in open session, and this is recorded in the open session minutes. A Board often goes into nonpublic sessions for more than one reason, i.e. technically goes into two or more nonpublic sessions. A member could agree to go into nonpublic session for one reason but not for another. If that happens, the appropriate distinction should be made in the open session minutes. The minutes should reflect each purpose for going into a nonpublic session. If a member has a conflict of interest that prevents his or her participation in a nonpublic session that should be noted in the open session minutes.
2. Preliminary (closed session): Ask for instructions and unless instructed otherwise, do NOT take notes in non-public session, except to record verbatim any motion that is made and to record the vote on the motion.
3. Thick Tablet: Bring a thick tablet with you because each and every motion should be recorded on a separate sheet of paper.
4. Documents: If documents are being reviewed, and there are enough of them that the Board may not recall them all to make the decision necessary in #5 below, ask the board if you should keep a written list of the documents. This list is NOT necessarily part of the minutes but could be a note that is available to the public. Thus, do not hesitate to ask for a description of each document sufficient for your list. The Board can then advise how they want the document to be described on your list.
5. Release/Withhold: The Board should consider either throughout the session as each issue arises or at the conclusion of the session whether to release to the public (a) the notes/minutes; (b) each decision; and the reviewed documents. (a) and (b) should be the same if you obeyed #2. This is why each decision is on a separate sheet of paper and why your description of a document, if put in writing, is important. If the Board does not address each decision and each document, whether listed in writing or not, remind them. In turn each of your sheets of paper and each document would be marked accordingly, i.e. whether it is immediately available to the public or whether there is some restriction to it. A two-thirds vote is required to withhold each item.
6. Notes: Your notes are what you are writing during the session. Again, they would ordinarily be only the motions and the vote. Unless restricted by a two-thirds vote, each sheet of paper is immediately available during business hours to the public for review copying, etc.
7. Minutes: Minutes are required for each nonpublic session. From your notes, put together the minutes. If there are more than one reason to have been in nonpublic session, then there are that many sets of minutes, despite that it SEEMED to be only one session. Unless instructed otherwise, if no motions were made under a topic, the minutes for that topic would simply reflect the date, those present, a discussion concerned, e.g., sale of property, and adjournment. If motions were made, your minutes should be at least two or more sheets of paper. Thereby, of course, one sheet could be released, the others withheld. In turn, each motion to be withheld should be on a separate sheet of paper because there could be differing criteria for the time of release. This criteria is not necessarily determined at the meeting, but it could result from subsequent events. Unless withheld decisions in nonpublic session must be disclosed within 72 hours.

Simplified Version of the Preceding

1. Public Session Minutes will be released as they are written to the general public.
2. The Non-Public Session of the meeting will be recorded as Non-Public in the Public Minutes and Motions to go into nonpublic session, the reason for going into nonpublic session, and motions to go out of nonpublic session will be listed.
3. The nonpublic minutes to the board will include each sheet used to record minutes, relative information, and a motion to seal indefinitely, seal until, or leave unsealed will be taken on each item brought up in nonpublic.

Recommendation from our attorney is:

Personnel:	General Contractual Issues: Seal Until the person accepts or declines the contract. Seal indefinitely: When items discussed may cause harm to parties involved.
Pupil:	Seal indefinitely
Legal:	Seal indefinitely
Negotiations:	Seal indefinitely

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

**July 11, 2000
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 June 20, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Don Arguin
Second Read of Revision to BDB Board Officers,
Second Read of BBA
Signing of ethics policy
2. Facilities Committee: Chrysten Starrett
Gilsum School project update
MRHS sprinkler update
Water and sewer update

B. New Business

1. CVC Report: Dan Stockwell

C. Old Business

D. 21st Century Report
Building into the Future Update

E. Action on the Manifest

F. Correspondence/Announcement.

5. 9:00P SUPERINTENDENT'S REPORT

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

A. Negotiations

8. ADJOURNMENT

Setting the Next Agenda

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Non-approved minutes
Monadnock Regional School District
Board Meeting Minutes
July 11, 2000
Monadnock Regional High School

7:00 PM CALL TO ORDER

Present: D. Gurian, Chair, D. Arguin (arrived 7:20), N. Carlson, D. Carluccio, B. Hamill, H. Livingston, D. Thackston, G. White, C. Starrett.

Also Present: C. Cardine, Superintendent, K. Dassau, Assistant Superintendent, B. Fowler, Director of Building and Grounds, Larry Biron, Business Manager, Dave Hodgdon, Director of Curriculum and Instruction

Principals: Dan Stockwell, Betty Tatro.

W. Matson missing

D. Gurian asked for a moment of silence for two students who died in a car accident who attended Mt. Caesar. She then reminded the people present that we serve the educational needs of children.

CONSENT AGENDA:

Minutes of previous meeting: G. White moved that the minutes of June 20, 2000 be approved.

SECONDED: D. Thackston. Helen Livingston clarified a statement concerning a motion in the minutes.

VOTE: 8-0-0-2. Approved.

CITIZEN CONCERNS: None.

STUDENT COUNCIL CONCERNS: No representative present.

OTHER SCHOOL BOARD BUSINESS:

Board committee reports

1. **Policy committee:** Postponed discussion until D. Arguin arrived at 7:20

A. **Second read of revision to BDB Board Officers:** Superintendent Cardine passed out revision. He pointed out the language change in second sentence. D. Carluccio **MOVED** to accept D. Thackston **SECONDED**. H. Livingston finds the phrase difficult to understand. She expressed concerns that the board could have new chair simply because of one act that others disagree with. This could be very disruptive. She feels that the board needs to support a chair through the term or the atmosphere of the board could be skewed to the point where too much emphasis is on conflict with each other instead of supporting administration. She will vote no. (*D. Arguin arrives at 7:20*). D. Carluccio explained that this policy would not affect this board because it is not retroactive. It takes effect at the next annual meeting. It will provide some relief in the future if the board were in a difficult situation. N. Carlson commented that she looked at policies regarding the removal of board members. Members can't be removed. This policy would allow officers to be removed. D. Thackston would like to see this pass. It would help the board in the future. He doesn't think that this will be enacted often. He thinks this is reasonable and that the fifteen new people on this board will be reasonable. G. White said that what D. Thackston said has changed his mind and he now thinks this could be a good idea. H. Livingston expressed concern that if it passes the board needs a procedure to keep it a smooth process. Robin Mayer (a citizen attending last several meetings) pointed out that abstentions under Robert's Rules are handled two ways. Either they are not counted if a member is simply not voting or they are counted toward the majority. This board should decide how to treat abstentions as this could affect how difficult this new policy could make things if it passes. He also agrees with a need for a policy to make the new policy go smoothly. D. Arguin stated that abstentions are not counted but a majority of the board must vote. As long as majority of

board votes, it is a good vote. D. Thackston pointed out that the discussion is on passing the BDB. Policy discussion can happen but not now. The board can use the Policy Committee to create one. D. Gurian called for a vote.

VOTE: 5-4-0-1. Approved.

H. Livingston **MOVED** that a procedure be developed to make the removal of an officer a smooth process. **SECONDED:** N. Carlson. D. Thackston would also like to clarify what an abstention means. B. Hamill agrees. H. Livingston sees no fair way to remove an officer unless the people asked to do so have a reason to do so. She feels that a policy is needed to clarify how to do so. C. Starrett said that she never votes unless she has a rationale on an issue. She does not see a need for a policy on everything. N. Carlson said that although she seconded the motion, she probably would not vote yes because there has been no clarification on what constitutes a majority of the board. D. Arguin expressed that he doesn't think this will happen often. The public will hold the board accountable for its actions. Abstentions have not been counted toward the vote in the past. D. Gurian cautioned that there is a motion on the floor and asked that discussion be confined to the motion and then the board can address other issues. The discussion was called unanimously. **VOTE:** 3-6-0-1. Defeated.

C. Starrett asked that the Policy Committee research possibility of a nominating committee for board officers. B. Hamill said that this would be an unfair burden on policy committee. C. Starrett restated her request in the form of a **MOTION:** that the Policy Committee researches the possibility of a nominating committee and thoughts about that. **SECONDED:** Glenn White. H. Livingston observed that some of the current board members could be part of the new board so some members would not necessarily be new. This process might not be as difficult as it seems. Looking at how we select officers is a good idea. D. Thackston stated that the Board of Realtors allows for anyone to nominate anyone to be a candidate for a period of time. He would like to see a report. He also suggested that perhaps the board should wait a couple of weeks before electing officers. B. Hamill expressed concern that the new board members don't know each other. C. Cardine agreed with Mr. Hamill. D. Thackston sees the problem but would like a report anyway. The Policy Committee is to provide information. C. Cardine will present this to the Policy Committee. He will report at the next meeting. **VOTE:** 9-0-0-1. Approved.

B. **Second read of BBA: MOTION:** to accept by D. Arguin. **SECONDED** by D. Carluccio. **VOTE:** 8-1-0-1. C. Starrett opposed.

C. **Signing of ethics policy:** The ethics policy was passed around for board members to sign. C. Starrett asked, "What if board member disagrees with one?" C. Cardine explained that this is already a policy, board members can't object. D. Arguin explained that a request to look into conflict of interest issues led the committee to notice that this policy had not yet been followed. This is an effort to follow through. The board needs to follow up on existing policy. Normally, this would take place after elections. C. Starrett asked if other boards are asked to sign similar policies. C. Cardine responded, "yes." She then asked what happens if someone won't sign. C. Cardine explained that there really isn't anything that can be done. This is a show of good faith. NH School Boards Association recommends this policy. Nothing in here puts anyone into a difficult position. This already approved policy. C. Starrett read the final line and expressed that the ability of the taxpayers and the needs of the children need to be considered. D. Thackston expressed that he would not sign tonight.

2. **Facilities Committee:** C. Starrett. This was moved up to the first discussion to wait for D. Arguin to arrive. Facilities Committee will meet Thursday July 20, 2000 in Gilsum to finalize 7:00 architectural plans.

A. **Gilsum School project:** C. Starrett reported that the committee is still working on designs with the architect. There are a few more decisions to make. B. Fowler is hoping that bids will be taken in September. C. Starrett said that the district would use a contractor of a smaller firm. They are hoping to save \$60,000-\$80,000.

- B. **MRHS sprinkler update:** B. Fowler reported that the crews started in mid June and are about one-half done. He estimates that they will finish in January 2001. During the school year the crews will work in the evening to make impact on classes very little. He is not sure about the auditorium timeframe.
- C. **Water and sewer update:** B. Fowler reported that the Building for the Future Committee met with Swanzy selectmen and the sewer commissioner. They reviewed connections and compared figures from a few years ago and made a few revisions. A figure of \$300,000 was tossed out but it may be off by 50%. They will be looking at more accurate figures in a month. D. Thackston asked about connecting with the airport to tie into the Keene plant. Mr. Fowler explained that there is piping under the runway that could be tapped into and this would not interfere with air traffic. There was another way also.

New Business

1. CVC Report: D. Stockwell reported that there was a May 11 meeting on the CVC at Fall Mountain. They saw an animal facility, a horticulture program and an agricultural mechanics lab. They also offer a certificate program in small gas engines. The purpose of this visit was to show the committee options that can be offered within a local school. Kids do not want to leave their own school. W. Cotton explained funding for themselves and sending schools and talked about disseminating information. There is no particular way to show students what is available. Each place does it differently. Our kids have shortened periods when they attend the CVC. Tony Vargas placed first in the State Track Meet. He is an MRHS student. D. Thackston asked Mr. Stockwell if he feels that we should think about our own vocational center. Mr. Stockwell answered that we offer some vocational classes and they are all full. Kids don't like to leave their own school so they don't sign up for the CVC. G. White asked again for Mr. Stockwell's opinion on our own vocational center. Mr. Stockwell said that he feels that the district has some bigger priorities like providing for our Junior High kids. H. Livingston asked if there is a stigma associated with attending the current program. Mr. Stockwell answered that the college bound students do not attend but he doesn't think that there is a stigma for those who do attend. C. Starrett asked if kids could still take business classes at the CVC. Mr. Stockwell wasn't sure but since we offer business classes in our own building we shouldn't be sending our kids there. He added that MRHS has added additional staff and more classes will be offered in the business department. C. Cardine reported that the administration looked at many options at a recent retreat to make more classes desirable to all students. Mr. Stockwell would like to see more vocational classes offered for Junior High students. C. Starrett said that vocational space is in plans that the Building into the Future Committee is looking at. She said that the committee would like input from MRHS. Mr. Stockwell said that Mr. Kuhn would be happy to provide input. D. Arguin believes that there is a stigma for college bound kids but would like to see more college bound kids take vocational classes. C. Cardine commented that when places offer night classes, it is often professionals who take them. D. Thackston added that it is cheaper to provide shop to younger kids and creative things would also be helpful. D. Gurian thanked Mr. Stockwell and added that this is a subject that will keep coming up.

Old Business

1. C. Cardine Letter about the State board of Education action at their meeting. Every vote is a weighed vote. This means that when the new configuration for the board is implemented all votes need to be weighted in order to be legal.

21st Century Report:

Building into the Future Update:

C. Starrett reported that the committee voted to remove the K-8 option. There are other options still being looked at. These included adding on to current MRHS, building a new high school, and building a middle school. They will meet on July 27. and would like school board members to attend and provide input. It will be held at 7:00 in the library at MRHS. G. White asked that a notice be sent out. Mr. Cardine will post one. D. Carluccio asked why they dropped the K-8 option. C. Starrett explained that additions would put a big strain on communities by moving school children around. The district would need a middle school to accommodate kids.

Action to the manifest:

Biron arrived 8:23 and K. Dassau introduced him. Mr. Biron handed out the manifest report. He explained that this one is a little different format than previous ones but that it should be more helpful. He also explained how the new one is set up.

Correspondence/Announcement

C. Cardine read a letter from a parent in reference to conduct and a good job done by Mt. Caesar teachers and district guidance staff during the recent tragedy involving the death of two young students.

SUPERINTENDENT'S REPORT:

C. Cardine reported on the cost involved for the search for a Superintendent, a Principal in Troy and legal costs recently. H. Livingston asked how many candidates they have looked at in Troy. Mr. Cardine answered that there have been four but none have been attractive to the staff. He added that the district needs to look at a nurturing program for teachers to bring them into these positions. Mr. Cardine said that he would like to see official program. H. Livingston said that opportunities are there in the district. Such a program could be developed. C. Starrett said that there is a money issue. The money that such positions offer is not attractive for long term teacher to become administration. The board will talk more about this in private session. D. Gurian proposed a five-minute break and then continue with the manifest and non-public session. All agreed.

Action on the manifest continued:

\$716,350.90 D. Carluccio **MOVED** to accept the manifest. **SECONDED:** Glenn White. **VOTE:** 7-0-2-1. Passed. C. Starrett would like to see more detail. Mr. Biron said that he can give the board the transaction edit list to provide more detail next time.

D. Arguin **MOVED** that the board go into non-public session. **SECONDED:**N. Carlson. Unanimous by roll-call vote

Respectfully submitted,



Annette L. Johnson
Recording Secretary SAU 38

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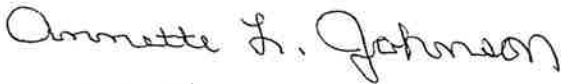
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\$716,350.90 D. Carluccio MOVED to accept the manifest. SECONDED: Glenn White. **VOTE:** 7-0-2-1.

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Respectfully submitted,



Annette L. Johnson
Recording Secretary SAU 38

NON PUBLIC SESSION

At 8:50 PM, D. Thackston **MOVED**: that the Board enter a non-public session to discuss negotiations.

SECONDED: N. Carlson **VOTE**: Unanimous by a roll call vote.

At 8:55 PM, D. Carluccio **MOVED**: that the Board return to public session. **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote.

At 8:55 PM, D. Carluccio **MOVED**: that the Board enter a non-public session to discuss personnel nominations. **SECONDED**: D. Thackston **VOTE**: Unanimous by a roll call vote. Superintendent Cardine read several nominations and one resignation. Superintendent Cardine informed the Board that David Dahl has accepted the position of interim principal of the Troy Elementary School for one year. The Board charged the administration to clarify the practice for the two principal searches occurring 2000-01. A sub-committee of the policy committee, chaired by Deb Carluccio, will meet July 25 at 5:00 PM.

At 9:17 PM C. Starrett. **MOVED**: that the Board return to public session. **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote.

At 9:18 PM, D. Carluccio **MOVED**: that the Board enter a non-public session to discuss a personnel leave request. **SECONDED**: C. Starrett **VOTE**: Unanimous by a roll call vote.

At 9:21 PM, G. White **MOVED**: that the Board returns to public session. **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote.

At 9:22 PM, G. White **MOVED**: that the Board enter a non-public session to discuss a legal issue.

SECONDED: C. Starrett **VOTE**: Unanimous by a roll call vote.

At 9:25 PM, G. White **MOVED**: that the Board returns to public session. **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote.

At 9:26 PM, N. Carlson **MOVED**: that the Board enters a non-public session to discuss a personnel issue.

SECONDED: D. Carluccio **VOTE**: Unanimous by a roll call vote.

At 9:30 PM, C. Starrett **MOVED**: that the Board returns to public session. **SECONDED**: D. Thackston **VOTE**: Unanimous by a roll call vote.

ADJOURNMENT

At 9:31 PM, G. White **MOVED** to adjourn. Seconded by N. Carlson. **VOTE**: 9-0-0-1.

Respectfully submitted,



Ken Dassau, Ed. D.

MRSB Recording Secretary Non-Public Session

New Hampshire School Boards Association
Policy Handbook Appendix

B

BBA-R	School Board Powers and Duties
BBBH-R	Recognition of Organization and Operation of the School Administrative Unit School (SAU) Board
BCA-R	School Board Member Ethics
BDD-R	Board/Superintendent Relations

School Board Powers and Duties**Statutory Authority: RSA 21-N:9, II(b)*****Ed 303.01 Substantive Duties. Each school board shall:***

- (a) Adopt policies 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 provisions of such policies provided that no teacher shall be employed who is not certified or who has not been nominated by the superintendent of schools and elected by the school board.
- (b) Adopt policies 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 financial commitments in accordance with such policy;
- (c) Provide, through documented planning and public meetings and quorum votes, accommodation for all pupils in approved schools or other facilities in accordance with state law;
- (d) Provide required transportation of students consistent with these rules and provide that all school buildings and other learning environments be maintained in a manner consistent with standards of health and safety as required by these rules;
- (e) Prepare an annual budget in accordance with RSA 32 and comply with all federal and state laws and rules;
- (f) Hold meetings for the transaction of business at least once in 2 months and shall require the attendance of the superintendent or designee. The board shall cause a written record to be kept of each meeting in accordance with RSA 91-A;
- (g) In consultation with the superintendent and in accordance with statutes and rules 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 review such programs and make public the results of such investigation;

School Board Powers and Duties

(continued)

(h) Exercise all powers and perform all duties vested in and imposed upon the school board by law or rules of the state board;

(i) Adopt a rule to ensure that there shall be no unlawful discrimination on the basis of sex, race, age, creed, color, marital status, national origin, or disability in educational programs or activities consistent with local standards which may be stricter in specific areas than the broader statewide standards;

(j) Establish a policy on sexual harassment which shall include at a minimum the elements specified below:

- (1) A statement that sexual harassment is against the law and against school district policy;
- (2) A definition of sexual harassment and give examples of actions that might constitute sexual harassment;
- (3) The names and roles of all persons involved in implementing the procedures;
- (4) A description of the process so all parties know what to expect, including time frames and deadlines for investigation and resolution of complaints;
- (5) A prohibition against retaliation toward anyone involved in a complaint;
- (6) A description of possible penalties including termination;
- (7) A requirement that a written factual report be produced regardless of the outcome of the investigation;
- (8) At least one level of appeal of the investigators recommendation;
- (9) State clearly that someone can bypass the internal process and proceed directly to the New Hampshire commission on human rights, with address and phone number, or office of civil rights, with address and phone number; and

School Board Powers and Duties

(continued)

(k) The policy required by (j) above shall:

- (1) Be written in age appropriate language; and
- (2) Be published and available in written form to all those who must comply.

Policy BBA

Revised: November, 1999

Revised: July, 1998

**RECOGNITION OF ORGANIZATION AND OPERATION OF THE
SCHOOL ADMINISTRATIVE UNIT (SAU) SCHOOL BOARD**

A. SAU SCHOOL DISTRICTS: The School District(s) of Hinsdale, Monadnock, and Winchester shall constitute SAU #38.

B. SAU BOARD: The combined school boards of the school districts.

C. VOTING RIGHTS:

"RSA 194-C:7 Representation. Every school district maintaining one or more public schools shall be entitled to 3 votes on the joint board of school administrative units, plus additional votes as provided in RSA 194-C:8. Districts not maintaining schools shall have one representative on said joint board who shall be entitled to one vote. Each school district board member present shall be entitled to have a proportionate share of the school district's votes provided that the total votes per district shall be equally divided among said district's board members present and cast as each member present decides on any issue.

RSA 194-C:8 Weighted Voting. In all votes regarding school administrative unit affairs, including organizing of such unit school board and selection of officers, each district shall be entitled to one additional vote for each 16 residing in that district and enrolled in schools under the administration unit. Weighted votes shall only be used upon the demand of one or more board members present and voting at a meeting. The school board members present at a school administrative unit school board meeting shall be entitled to cast the entire number of votes assigned to their school districts, provided that each representative present shall be entitled to a proportionate share of the total to be cast as provided in RSA 194-C:7.

D. POWERS AND DUTIES: The SAU Board is empowered to:

1. Elect, when necessary, a Superintendent.
2. Act upon the Superintendent's nominations for SAU professional staff.

**RECOGNITION OF ORGANIZATION AND OPERATION OF THE
SCHOOL ADMINISTRATIVE UNIT (SAU) SCHOOL BOARD**

(continued)

3. Fix the salaries of all SAU personnel.
4. Adopt a budget for the expenses of the SAU.
5. Adopt policies affecting the SAU.
6. Remove Superintendents and other administrators.

E. VACANCY ON THE BOARD: Any vacancy on the SAU Board shall be filled in accordance with the statute governing the Board of the school district of the resigned member.

F. ELECTION OF SAU PROFESSIONAL STAFF: When a vacancy occurs in the SAU professional staff, the Superintendent shall establish a screening committee, and serve as its chairperson (except if the Superintendent's position is being vacated).

G. EMPLOYMENT OF OFFICE PERSONNEL: All other SAU personnel shall be recommended for employment by their immediate supervisor and approved by the Superintendent of Schools.

H. MEETINGS:

1. Annual: The SAU Board shall meet annually between April 1 and June 1 in each year, at a time and place fixed by the Chairperson. The Board shall organize by electing the following officers:
 - a. Chairperson
 - b. Treasurer
 - c. Secretary

The Board shall elect the professional staff members for the next fiscal year and fix the salaries of all SAU personnel.

2. Semi-Annual: The SAU Board shall hold a meeting between October 15 and December 15 in each year for the purpose of preparing a recommended budget for the next fiscal year for the expenses of the SAU.

**RECOGNITION OF ORGANIZATION AND OPERATION OF THE
SCHOOL ADMINISTRATIVE UNIT (SAU) SCHOOL BOARD**

(continued)

3. Budget Hearing - Public: There shall be held within the SAU at a time and place specified by the SAU Board Chairman, a public hearing upon the recommended budget. The SAU Board shall adopt a budget, following the public hearing, for the next fiscal year. The previously stated provisions do not apply to School Administrative Units comprising only one district.
 4. Special Meetings: The SAU Board may hold special meetings at the call of the Chairperson or at the request of any one of the member school boards.
 5. Notification of Meetings and Procedure:
 - a. Except in emergencies, written notice of each shall be in accordance with RSA 91-A:2.
 - b. The public budget hearing shall be held in an appropriate facility centrally located.
 - c. An agenda shall be prepared by the Superintendent of Schools for each Board member prior to the meeting. Items will not be included for action of the SAU Board at a meeting unless submitted to the Superintendent of Schools four (4) days prior to the day of the meeting.
 - d. The SAU Board may go into non-public session by a majority vote of the members, in accordance with RSA 91-A:3.
 - e. A caucus of reasonable duration may be called by any one of the member school boards. The SAU Board will recess while individual boards are holding a caucus.
- I. ANNUAL AUDIT: The SAU Board shall authorize an audit of the SAU accounts annually.

**RECOGNITION OF ORGANIZATION AND OPERATION OF THE
SCHOOL ADMINISTRATIVE UNIT (SAU) SCHOOL BOARD**

(continued)

J. NON-DISCRIMINATION POLICY: The SAU Board does not discriminate on the basis of race, religion, color, sex, age, marital status, handicap, or national origin in the educational programs or activities which it operates and which are required by Titles VI and IX.

K. ADMINISTRATIVE AUTHORITY: The Superintendent of Schools is the chief executive officer of the School Districts and, in his absence, an Assistant Superintendent will act as deputy chief administrative officer with the same power and responsibilities as vested in the Superintendent.

School Administrative Unit #38 has its own version of this document in its Procedures Manual. This document lists the specifics of this item for SAU#38 and details the times and places for meetings in SAU#38.

Statutory References:

RSA 194-C:5

RSA 194-C:9

RSA 194-C:10

See Policy: BBBH

Revised: November, 1999

Revised: July, 1998

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

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

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

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

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

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

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

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

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

SCHOOL BOARD MEMBER ETHICS

(continued)

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

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

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

Reference: Policy BCA

Revised: November, 1999

Revised: July, 1998

BOARD-SUPERINTENDENT RELATIONS

The Superintendent will keep the Board currently informed in all areas pertaining to the operation of the schools. He/she will prepare or cause to be prepared reports to the Board to facilitate its decisions. He/she will prepare the agenda for each Board meeting and will attend all meetings and participate in all deliberations except when his contract is being considered.

He/she will administer the schools in conformity with the adopted policies of the Board, the State Board of Education, and state law, making such administrative rules and regulations as may be necessary. He/she will be ultimately responsible for all areas reporting directly to him/her which include instruction, business management, personnel, pupil personnel, technical, vocational and continuing education, employee relations, information and community services, and federal and special programs. He/she will coordinate these functions to obtain the efficient operation of schools for the benefit of the total community.

The responsibilities of the Superintendent in a cooperative climate with the Board are identified as:

<u>Board</u>	<u>Superintendent</u>
1. To select a competent, established, educational leader as Superintendent. necessary.	To administer effectively and provide the professional, educational leadership
2. To serve as a policy-making body.	To recommend sound policy and implement adopted policies by formulating and enforcing rules and regulations.
3. To allow the Superintendent to administer the schools.	To make Board policy effective through efficient Administration.
4. To exercise sound judgment in business affairs of the school corporation.	To keep the Board informed on financial matters, do sound long-range planning, and keep current expenditures within the approved budget.

BOARD-SUPERINTENDENT RELATIONS

(continued)

<u>Board</u>	<u>Superintendent</u>
5. To deal always in an ethical, honest, straight-forward, open-and-above-board manner with the Superintendent and the community.	To deal always in an honest, professional, straight-forward, open-and-above-board manner with the staff and community.
6. To provide necessary personnel within budget limitations.	To present personnel needs to the Board.
7. To approve an organizational pattern for the Administration authorization.	To make assignments for each position with the Board's
8. To take legal action required by law.	To recommend to the Board all action required by law.
9. To examine and approve an annual budget.	To recommend an annual budget with necessary supporting data.
10. To function as a Board rather than as individuals.	To deal with the Board as a whole rather than with individual members.
11. To carry on communications with members through the Superintendent. the Superintendent with the Board.	To see that the staff can have necessary communication through
12. To hold the Superintendent accountable for results.	To accept responsibility for the results.
13. To remember that schools exist for the benefit of the students and community.	To remember that schools exist for the students and community.
14. To fulfill such other duties required by regulations of the State Board of Education.	To fulfill such other duties required by regulations of the State Board of Education and state law.

Reference: Policy BDD

Revised: November, 1999

Revised: July, 1998

Elizabeth M. Twomey
COMMISSIONER
Tel. 603-271-3144



STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

June 21, 2000

Mr. Curtis Cardine
Superintendent of Schools
School Administrative Unit #38
600 Old Homestead Highway
East Swanzey, NH 03446-2310

Dear Curtis:

At its June 19, 2000 meeting the State Board of Education voted to approve the composition of the Monadnock Regional School District as adopted by the voters at the 2000 annual school district meeting, with the important caveat that the weighted-voting option must be employed for all matters subject to a school board vote.

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth Twomey".

Elizabeth M. Twomey
Commissioner of Education

EMT:PB

SCHOOL BOARD POWERS AND DUTIES

School Boards exercise all the powers and duties prescribed to them by applicable state and federal laws and rules of the State Board of Education.

Duties of Board Members Specific to Monadnock Regional School District

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 and correspondence to the superintendent for proper action and to abstain from individual counsel and action.

Regulatory References:

N.H. Code of Administrative Rules-Section Ed. 303.01

Appendix BBA-R

****Revised by Monadnock Regional School District July 11, 2000**

Revised: November, 1999

Revised: July, 1998

BOARD OFFICERS

"The officers of the School Board shall be a Chairperson, a Vice-Chairperson and a Secretary. The officers shall be elected at the annual meeting to serve at the discretion of the majority of the board or until the next annual organizational meeting. Any vacancy in any of such offices may be filled at any meeting of the Board provided that all members of the Board have been notified prior to the meeting that the vacancy will be filled at such meeting. The Superintendent is the chief executive officer and an ex-officio member of the Board and shall be the Executive Secretary ex-officio."

CHAIRPERSON:

The Chairperson shall preside at all meetings and shall not originate or second motions; however, the Chairperson shall have the right to vote on all matters before the Board. The chairperson shall consult with the Superintendent on the preparation of the agenda for each meeting, shall have authority to sign contracts and other instruments as approved by the Board in its name and on its behalf, and shall have such other powers and duties as the Board may from time to time determine.

VICE-CHAIRPERSON:

The Vice-Chairperson shall have the powers and duties of the Chairperson in his/her absence or for the duration of the disability, and such other powers and duties as the Board may from time to time determine.

SECRETARY:

The Secretary shall be responsible for Board correspondence when directed by the Chairperson.

Revised: July, 1998

**Monadnock Regional School District Revision July 11, 2000

SCHOOL BOARD MEMBER ETHICS

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

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

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

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

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

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

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

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

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

SCHOOL BOARD MEMBER ETHICS

(continued)

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

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

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

Reference: Policy BCA

ETHICS POLICY STATEMENT

The Board will adopt a member code of ethics statement and annually each member will read, review and sign a copy of the statement to indicate agreement with the statement.

Reference Appendix BCA-R

Revised: November, 1999

Revised: July, 1998

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

August 15, 2000

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 July 11, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Don Arguin
Invitation of Keene JSO to Policy Meeting on Attendance
2. Communications Committee
Painting Project
Communications to CEOs in the Area
Communications for Building Program
3. Facilities Committee: Chrysten Starrett
Gilsum School Project Update
MRHS Sprinkler Update
Water and Sewer Update

B. New Business

1. Change Orders: Barry Fowler

C. Old Business:

1. Staffing Recommendation – Specials and Others: Mr. Cardine
2. Board Objectives Update
 - a. Standardized Testing
 - b. Release Day Recommendations

D. 21st Century Report

Update on Building into the Future

E. Action on the Manifest

F. Correspondence/Announcement.

5. 9:00P SUPERINTENDENT'S REPORT

- A. Principal Hiring Committee Plan

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

- A. Legal Issue

- B. Personnel

8. ADJOURNMENT

Setting the Next Agenda

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

NON-APPROVED MINUTES
Monadnock Regional School District
Board Meeting Minutes
August 15, 2000
MEETING AT
Monadnock Regional High School

7:00 PM CALL TO ORDER

Present: D. Gurian, Chair, D. Arguin, N. Carlson, D. Carluccio, H. Livingston, D. Thackston, G. White, C. Starrett,

Not Present: Tom Matson, B. Hamill

Also Present: Betty Tatro, Principal Mt. Caesar, Dave Bell, Principal, Cutler, David Dahl, Interim Principal Troy, Larry Biron, Business Manger, Karen Craig, Principal Fitzwilliam, Dan Stockwell, Principal, MRHS

Before the opening of the meeting, Dixie Gurian announced that Ken Dassau has completed his doctoral degree (Ed D) through Nova Southeastern University. The board and Mr. Cardine presented Mr. Dassau with an engraved mirror plaque in recognition of his achievement. Refreshments were served to all present. Ken thanked the board and Superintendent Cardine for their thoughtfulness and took the opportunity to thank the many people who provided him with assistance. Among those mentioned were: Lil DeCoste, Betty Tatro, Jason Magee, Ph D, and Bernie Crowley.

1. 7:00 PM CONSENT AGENDA:

- a) **Minutes of previous meeting: motion** made by G. White to accept the minutes of the previous meeting as presented. D. Thackston **seconded** the motion. **Vote:** 8-0-0-2 unanimous

2. 7:10 PM CITIZEN CONCERNS: Two citizens came forward and asked to address the board in non-public session to discuss a concern about a student. D. Thackston made a **motion** to accept the request and enter non-public session; D. Carluccio **seconded** the motion. **VOTE: unanimous by roll call vote.**

Non-Public Session: The board went into non-public session to discuss a Student.

Return to Public Session:

Another citizen asked the board to consider adding a new bus stop. The current bus stop on that street is at the VFW. The request is to put one at the other end of Pine Street in W. Swanzey. There are young children in Kindergarten who walk to the current bus stop and it is not safe. Glenn White noted that there is a lot of traffic for that age child to be walking to a bus stop. Normally, a bus picks up the Kindergarten children at their own home. This child is at a babysitter's house. A **Motion** was made by G. White to allow the new stop and pick the child up at the babysitter's house. D. Thackston **seconded** the motion. **Discussion:** C. Starrett said that the busses should be picking them at their door even at a babysitters house. She recommends that the transportation committee look at this issue and consider making this policy. D. Arguin asked who else is on the transportation committee. D. Thackston is and he is also in favor. Dick urged concerned citizens to communicate with the board. **VOTE:** 8-0-0-2 Unanimous. Approved.

3. 7:20 PM STUDENT COUNCIL CONCERNS: no one present from student council.

4. 7:30 PM OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

- 1. Policy Committee: Don Arguin**
Invitation of Keene JSO to Policy Meeting on Attendance

The committee is currently working through the student part of manual dealing with attendance. They would like to look at being consistent with other schools and get some input from the Keene JSO. The meeting is next Tuesday night August 22, 2000.

At the last school board meeting there was a discussion about a nominating committee for board officials. Usually, a nominating committee is used for appointed boards or to invite someone to join the board. The policy committee does not believe they could form a committee in a timely manner so soon after people are elected. Mr. Arguin asked Curt Cardine if other area school boards have nominating committees. Curt answered, "No." Mr. Arguin said that the policy committee would continue to discuss this if the board wants them to. There was no request to do so.

2. Communications Committee

Painting Project

Dixie Gurian reported that the front of the MRHS building (the panels that used to be light green) were painted dark green this past Saturday by 17 volunteers. Sherwin Williams donated the paint S& S Painting provided some technical advice. On Saturday, September 9th more will be done. The job is about 25% done now.

Communications to CEOs in the area

A copy of a letter was shared with the board. D. Gurian reported that 41 people have been sent a letter detailing the district's goals for children and their, (the CEOs) participation in the community. She explained that the goal is to keep in touch with the business community on a regular basis. We want them to know our goals and ask them to post various communications in their company newsletters. The goal is to keep lines of communication open between the business community and the schools and to provide children with the education they need to become successful citizens and employees.

Communications for Building Program

The committee met two weeks ago to discuss issues around the bond issue. They will video activity in hallway and cafeteria at MRHS to give people an idea about how things flow.

3. Facilities Committee: Chrysten Starrett

Gilsum School Project Update

It is hoped that the project will break ground in September. There is no set date yet. C. Starrett said that the children will be able to watch it happen and in the past they have been so excited about projects that they even incorporate the projects in their school work.

MRHS Sprinkler Update

Some of the sprinklers are up and progress will be continuing until Jan 2001. The crews are concentrating on completing instructional areas now.

B. New Business

a) Change Orders: Barry Fowler

Barry Fowler presented a change order document to the board. It references a contract made with Superior Fire Protection Inc. and deals with the installation of the sprinkler system at MRHS. The change orders were as follows:

1. Reduction of contract base bid, waive bonds in lieu of owner holding 10% retainage for full project completion and receipt of operating certificates and state approvals.
(DEDUCT -\$10,000.00)
2. Upgrade 3 Phase electric fire pump to diesel operation and require all accessories.
ADD + \$11,423.00

3. Supply 30,000 gallon steel (epoxy coated) water storage Tank for sprinkler protection system.

ADD + \$21,450.00

This is a total increase of \$22,873.00 overall.

J. White moved a **motion** to pay in the amount of \$22,873.00 for the tank and diesel pump. D. Thackston **seconded**. The money already encumbered from last year's budget. **VOTE: 8-0-0-2 Unanimous. PASSED.**

C. Old Business

1. Staffing Recommendation – Special and Others: Mr. Cardine

In October it was agreed that we would discuss how to add staffing in the district. Mr. Cardine passed out a report outlining changes that have been discussed so far. He will bring more next time.

Dick Thackston commented that this is a good report but does not mention language programs. Mr. Cardine explained that they are not done looking at all areas yet and there will be more next time.

There is one recommendation that administration would like to follow up on right now. There is a need for a part-time music teacher and a part-time physical education teacher. They would like to combine the two to make one full-time teacher that would do both jobs. This job is in the elementary schools. D. Thackston **moved** to hire a teacher to do this job. G. White **seconded**. **Discussion:** Mr. Cardine emphasized that there is no new cost to the district. The district will not replace the resignation at Mt. Caesar. Karen Craig commented that they need someone at the end of the day to do PE with the children. It is not safe with 60 children and one teacher. Curt would like the PE department to act as a district staff and communicate to work out difficulties. We may need to give them some help too. **VOTE: 8-0-0-2. Unanimous. PASSED.**

2. Board Objectives Update

a. Standardized Testing: Mr. Cardine

In May and June the CAT Magraw and Stanford Achievement Test people came and presented their tests. The CCT team, teachers, and administrators attended these presentations. The merits of the tests were discussed at the June retreat. The committee recommends in their report: "We need to put together budget and assessment information to report out to the various constituencies. Study this year will center on picking assessments that will provide accurate; district wide assessments that show student progress and identify promising practices in the district."

b. Release Day Recommendations

The team talked about lots of options but decided on the following concerning release time for staff to work on curriculum:

1. Three days this school year
2. These days will occur in the second, third, and fourth quarters
3. Wednesday is the most practical day
4. January 10, March 14, and April 11
5. District wide training will involve ALL personnel during the first release day
6. K-12 efforts will be made in Art, PE, Music, Guidance, Special Education, Maintenance, etc.
7. Special Education Training Aides and Staff will be the first topic
8. Utilization of MENTORS to provide training and reinforcement during the regular school year.

Mr. Cardine showed a series of books for students with reading difficulties. One of the books in the series features Dan Stockwell in a true story in the series. Dan was 20 at the time and saved the life of a young man who was drowning. Dan received a Carnegie Award for Heroism as a result of the event.

While the curriculum was passed around Dixie Gurian scheduled a meeting Wednesday, September 20 at 6:00 Cutler for board administrative work session.

D. 21st Century Report

Update on Building into the Future

Chrysten Starrett said that there is not much to report. The committee will be going to all eight towns beginning in November. They will be going over long term goals and program enhancements. They want to plan 15 years

ahead. They are looking at programs of studies from other area schools and talking with teachers about future goals. The next meeting is August 24th in library at MRHS at 7:00pm.

E. Action on the Manifest

Don Arguin **moved** that the manifest be accepted as presented. Chrysten Starrett **seconded**. The amount of the manifest was \$1,152,524.02 **Vote:** 7-0-1-2 Passed. D. Thackston abstained.

F. Correspondence/Announcement

Deb went to art conference that was great. Emily Bambonis went to national youth leadership conference in Washington, DC. We are also putting in a teacher for Teacher of the year in NH.

5. 9:00 PM SUPERINTENDENT'S REPORT

a) Principal Hiring Committee Plan

Principal hiring committee proposal handed out. Helen Livingston asked, "Should candidates be sent a description of the district so that they have some background?" She added that this could be general information. Mr. Cardine explained that they do get one.

b) Curriculum work report from D. Hodgdon

Dr. Hodgdon was not able to attend the meeting this evening so he sent in a report with Mr. Cardine. The report was handed out to board members and Mr. Cardine explained it.

Dr. Hodgdon worked on the elementary school level with the teachers. The junior and senior high school level teachers worked with their department heads in English and Science.

Dr. Hodgdon reported that the elementary levels worked on Language Arts, Social Studies, Math, 2000-2001 Curriculum Plans, School to Career Committee, Staff Development Master Plan, and an Opening Workshop. The workshop will take place on August 25th beginning at 7:30 am and ending at noon.

Supt. Cardine commented to the Board that business manager Larry Biron was making great strides in reconciling the various SAU budgets and accounts and was to be commended for his performance.

6. 9:15 PM Setting the Next Meeting's Agenda

Transportation committee

Rider's Readers – Dixie Gurian

Sped MIP report - Ken Dassau

Staffing Information – Curt Cardine

Dixie Gurian asked a 5-minute break to be followed by the non-public session.

7. 9:20 PM NON PUBLIC SESSION

A. Legal Issue

B. Personnel

8. ADJOURNMENT

Respectfully Submitted,



Ann Johnson-Monadnock Regional School District Board Secretary

August 15, 2000
Monadnock Regional School District
NON-PUBLIC SESSION

7:15 D. Thackston **MOVED**: that the Board enters a non-public session to hear a student issue. **SECONDED**: D. Carluccio. **VOTE**: Unanimous by a roll call vote.

7:41 D. Thackston **MOVED**: that the Board returns to public session. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

At 8:50 PM, G. White **MOVED**: that the Board enters a non-public session to discuss personnel. **SECONDED**: D. Thackston. **VOTE**: Unanimous by a roll call vote.

Supt. Cardine reported to the Board on several personnel issues.

At 9:26 PM, D. Carluccio **MOVED**: that the Board returns to public session .
SECONDED: H. Livingston **VOTE**: Unanimous by a roll call vote.

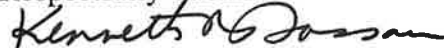
At 9:28 PM, D. Carluccio **MOVED**: that the Board enters non-public session for discussing legal issues . **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote. Supt. Cardine and Business Manager Larry Biron reported several legal issues to the Board. At 9:35 PM, D. Thackston **MOVED**: that the Board returns to public session .
SECONDED: G. White. **VOTE**: Unanimous by a roll call vote.

At 9:36 PM, D. Carluccio **MOVED**: that the Board enters non-public session for discussing a legal issue . **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote.

ADJOURNMENT

At 9:45 PM, G. White **MOVED** to adjourn. Seconded by H. Livingston. **VOTE**: Unanimous.

Respectfully Submitted



Kenneth R. Dassau, Ed. D.
Asst. Supt./MRSD Board Recorder

August 15, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

7:15 D. Thackston **MOVED**: that the Board enters a non-public session to discuss student personnel. **SECONDED**: D. Carluccio. **VOTE**: Unanimous by a roll call vote.

Present: D. Gurian, Chair, D. Arguin, N. Carlson, D. Carluccio, H. Livingston, D. Thackston, G. White. C. Starrett. Also present: C. Cardine, superintendent, K. Dassau, asst. supt.

The Board heard from parents regarding their son's medical condition. The parents requested the Board change the MRHS hat policy as a school-side accommodation for their son. The policy presently allows individual exception but the parents stated that their son would be uncomfortable knowing he was the cause of the school-wide change. The Board asked questions of the parents. The Board thanked the parents for bringing the issue to their attention. Parents leave. Supt. Cardine reported that he had met with D. Stockwell and Mr. Stockwell did not support changing the school policy. Mr. Stockwell also believed the staff would not be supportive of the change. The Board asked C. Cardine to meet with Principal Stockwell again to solicit the rationale of his response and then report to the Board.

7:41 D. Thackston **MOVED**: that the Board returns to public session. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

**August 15, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION**

CONFIDENTIAL for BOARD MEMBERS ONLY

At 8:50 PM, G. White **MOVED**: that the Board enters a non-public session to discuss personnel. **SECONDED**: D. Thackston. **VOTE**: Unanimous by a roll call vote.

Present: D. Gurian, Chair, D. Arguin, N. Carlson, D. Carluccio, H. Livingston, D. Thackston, G. White. C. Starrett. Also present C. Cardine, supt., K. Dassau, asst. supt., L. Biron, business manager. Manager, D. Dahl, interim principal, Troy.

Supt. Cardine reported to the Board the following personnel issues:

1. Leave Requests:

a. Bill Parkman, teacher at Troy Elementary School appeared to request a three-month family illness leave. The superintendent and principal support this request. D. Thackston **MOVED**: that the Board approves a leave through Thanksgiving and to seal this portion of the non-public personnel minutes indefinitely. **SECONDED**: G. White. **VOTE**: Unanimous. Mr. Parkman and Principal Dahl leave the session.

b. Supt. Cardine recommended the board approve a one-year non-paid leave for Lori Martin, teacher at Mt. Caesar. Principal Tatro would not fill the position at this time. D. Thackston **MOVED**: that the Board approve the non-paid leave request and to seal this portion of the non-public personnel minutes indefinitely. **SECONDED**: G. White. **VOTE**: Unanimous.

c. Supt. Cardine recommended the following nominations: Leslie Markowski to replace Dave Dahl as a classroom teacher (5-6). Mr. Dahl as interim principal of Troy Elementary, Joan Swett and Karen Matson as shared positions; Debbie Tong to replace J. Swett at Cutler Elementary; Cathy Ainger to replace Betsy Unger; and Katherine Sandman, guidance at MRHS to replace Mary Caldwell. D. Thackston **MOVED**: that the Board approves the nominations recommended by the superintendent and to seal this portion of the non-public personnel minutes indefinitely. **SECONDED**: G. White. **VOTE**: Unanimous.

d. Supt. Cardine reported to the Board that he had received a letter from Mary Gaul protesting the increase of wages for select support staff. Such persons are assistants who are trained by the district and employed in the autistic/pervasive developmental delay program at Troy Elementary. After hearing from C. Cardine, D. Carluccio **MOVED** that the Board support the administration on the issue of wage assignment and to seal this portion of the non-public personnel minutes indefinitely. **Seconded** by G. White. **VOTE**: Unanimous.

At 9:26 PM, D. Carluccio **MOVED**: that the Board returns to public session. **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote.

**August 15, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION**

CONFIDENTIAL for BOARD MEMBERS ONLY

At 9:28 PM, D. Carluccio **MOVED**: that the Board enters non-public session for discussing legal issues . **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote.

Present: D. Gurian, Chair, D. Arguin, N. Carlson, D. Carluccio, H. Livingston, D. Thackston, G. White. C. Starrett. Also present C. Cardine, supt., K. Dassau, asst. supt., L. Biron, business manager.

a) Larry Biron reported that representatives for the support staff had requested to reopen collective bargaining discussion in order for Blue Cross/Blue Shield health benefits to go into effect July 2000 and not 2001 as stated and approved in the agreement. Larry reported that past business manager and negotiator Bob Seymour stated that the contract was accurate reporting the start date as July 2001. Presently there are no dollars to support the change in the 2000-01 district budget. D. Thackston **MOVED** that Mr. Biron thank the group for bringing the issue to his attention but the Board will not reopen discussion and to seal this portion of the non-public minutes indefinitely. Seconded by C. Starrett. **VOTE**: Unanimous.

b) Supt. Cardine reported that the teacher collective bargaining agreement called for payment of the teacher's re-certification fee. Such a cost was \$80.00 for approximately 1/3rd of the staff (teachers). We currently have 28 requests. D. Thackston **MOVED**: that the Board dignifies the intent of the contract and to seal this portion of the non-public minutes indefinitely . **SECONDED**: H. Livingston. **VOTE**: Unanimous.

c) Supt. Cardine informed the Board that in a very recent communication with Board Attorney Prigge he was told the court review of the Wilcox case was now cancelled. D. Thackston **MOVED**: that the Board seals this portion of the non-public minutes indefinitely . **SECONDED**: H. Livingston. **VOTE**: Unanimous.

At 9:35 PM, D. Thackston **MOVED**: that the Board returns to public session . **SECONDED**: G. White. **VOTE**: Unanimous by a roll call vote.

August 15, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

Present: D. Gurian, Chair, D. Arguin, N. Carlson, D. Carluccio, H. Livingston, D. Thackston, G. White. C. Starrett. Also present: C. Cardine, supt., K. Dassau, asst. supt., L. Biron, business manager.

At 9:38 PM, D. Thackston **MOVED:** that the Board enters non-public session for discussing student personnel. **SECONDED:** H. Livingston **VOTE:** Unanimous by a roll call vote.

D. Thackston **MOVED** that the Board change the MRHS school policy to allow students to wear hats. **SECOND** H. Livingston. Discussion. Consensus to have Supt. Cardine continue to address the issue with the building administrator. H. Livingston withdraws **SECOND**. Motion dies.

At 9:45 PM, H. Livingston **MOVED:** that the Board returns to public session. **SECONDED:** G. White. **VOTE:** Unanimous by a roll call vote.

ADJOURNMENT

At 9:45 PM, G. White **MOVED** to adjourn. Seconded by H. Livingston. **VOTE:** Unanimous.

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

East Swanze, New Hampshire 03446

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

Hinsdale School District Monadnock Regional School District Winchester School District

Curt Cardine, Superintendent

Kenneth R. Dassau, EdD, Assistant Superintendent David Hodgdon, PhD, Director of Curriculum
Margaret Ann Sullivan, Assistant Superintendent Laurent Biron, Business Manager

To: Curt Cardine, Superintendent
Members of the Monadnock Regional School Board

Fr: Kenneth R. Dassau, Ed.D. *KRD*
Dt: August 17, 2000

Sb: A sincere thanks

Thank you for your generous presentation and gift at the last Board meeting. The engraved mirror in recognition of my completion of the doctor of education degree will always be a great reminder of the support I received along the way from my many SAU 38 friends and colleagues. It was very thoughtful of all of you and most appreciated!



CURRICULUM NOTES

A Collection of Notes and Comments from Dave Hodgdon

CURRICULUM

A Curriculum Model

The essential question we must ask is how to design coherent curriculum, assessment, and instruction. Curriculum is a plan for students to spend time in a certain way, *assessment* as evidence of learning, and *instruction* as the means or delivery system. Curriculum is not the textbook and *coherence* refers to how well curriculum, assessment, and instruction fit together. Coherence means creating a design for an educational course for students over time. Every teacher needs to be as concerned about the education of a young student in kindergarten as about the high school student. Ultimately, we must underscore the importance of enabling students to become self-assessors.

A curriculum concept model will have the following characteristics, according to Dr. Jacobs:

- 1) Identify the organizing center
 - consider possible draft titles (issues, themes, problems, topics, works. . .).
 - consider the approximate timeframe.
 - consider the characteristics of your specific target population.
- 2) Brainstorm associations related to the organizing center using the disciplines
 - first with teachers,
 - then with students.
- 3) Devise a set of essential questions to frame the unit as a scope and sequence
 - critical to long-term learning.
 - focused on conceptual priorities.
- 4) Generate activities and assessments under each essential question for implementation.

MAKING CONNECTIONS

Integration Serves as a Tool For Curriculum Development

Although we hear a great deal about integration, its practical meaning in the classroom and school can be vague. In light of the standards we are being asked to teach, we should examine the concept of integration of curriculum, assessment, and instruction not only in theoretical terms, but also in practical ones.

Curriculum Designs

Discipline-based

Parallel disciplines

Multidisciplinary

Interdisciplinary

Integrated day

Field-based

During the last year the three districts in SAU #38 have made progress in aligning the district curricula with the state frameworks and developing a continuum for each curriculum area. I value this standards-based approach, although I am concerned about the challenges of trying to apply standards in the classroom without their becoming so superficial that little is taught in depth.

This problem is such a perplexing and persistent one, I believe, primarily because it is a challenging one to resolve. I would contend that the problem is important for educators to grapple with,

however, so much so that I made it the focus of one of my curriculum forums (coverage vs. depth) last year. Because I believe that one of the answers to this curriculum problem is integration, I plan to devote this issue of *Curriculum Notes* and future ones to the concept of integration.

I particularly want to focus on some of the thoughts of Dr. Heidi Hayes Jacobs, whose articles and books I have read and who has been a presenter on this topic and the topic of curriculum mapping. She especially considers the role of essential questions as a method of identifying areas for integration and determining areas of greatest importance to teach. During the year I hope to further explore some of the implications of the integration concept. Should we examine more intentionally the connection between learning and assessment? If so, what is the best avenue to make this happen? What are the benefits of such integration? What are its liabilities?

These questions only begin to broach the subject of integration and assessment. I am pleased to have begun a dialogue on this topic with a few of you. I hope that we can continue to discuss these and other educational issues during the year.

I look forward to spending time visiting with you and continuing working with you during the upcoming year. I wish you a wonderful start to another school year.

Essential Questions Guide Assessment and Instruction

Developing Essential Questions

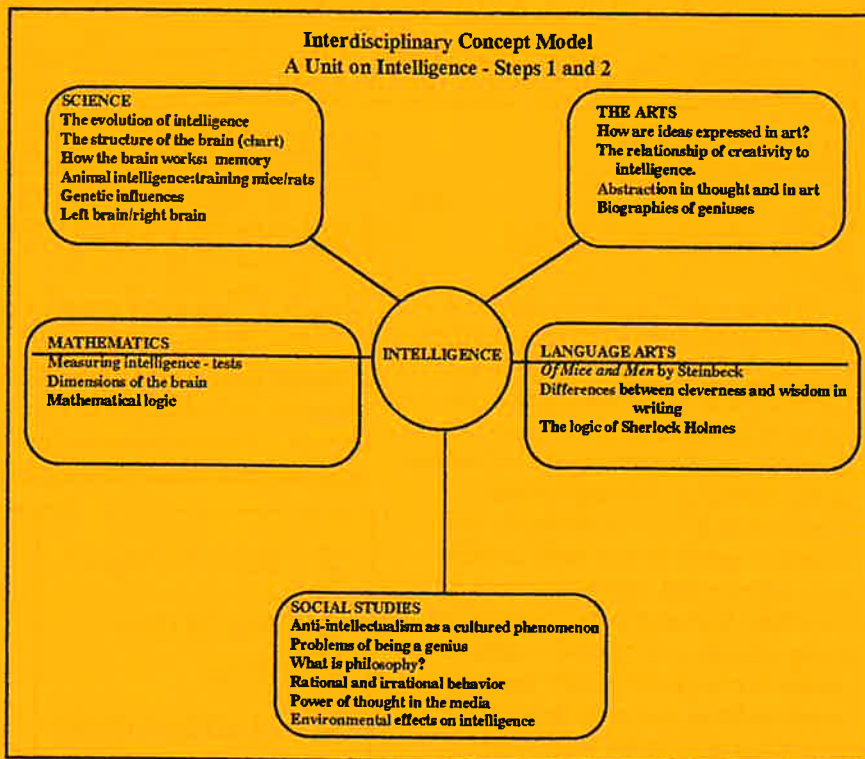
When designing a curriculum, what elements do we need to focus on? The first is the content, which may be discipline-based, interdisciplinary, or student-centered. The second is thinking processes, which need to be defined precisely. The third is assessment.

The importance of *designing essential questions* that enable us to focus our curriculum cannot be underestimated. The criteria for essential questions, which structure interdisciplinary and discipline-field based curriculum units, include the following:

- 1) They highlight conceptual priorities for your specific target population.
- 2) Fulfill learning outcomes.
- 3) Use umbrella-like language for organizing purposes.
- 4) Usually include two to five questions.
- 5) Embrace a distinct section of activity.
- 6) Are non-repetitious as much as possible.
- 7) Are a realistic set of questions for the timeframe.
- 8) Are POSTED by all participating teachers.
- 9) Connect a range of disciplines (if interdisciplinary).
- 10) Demonstrate an apparent logical sequence.
- 11) Are understandable by EVERY student.

The fundamental design question a teacher should ask is: "Given the amount of time we have to spend on this particular unit of study, what is the essence; what is essential for the learners in my care to explore?"

If we intend to study intelligence, for example, we might include the following essential



questions: "What is intelligence?" "How has intelligence evolved?" "How is intelligence measured?" "Is intelligence solely a human phenomenon?" "How will intelligence be altered?" These questions are open to investigation. They are not "why" questions, because this type of interrogative is vague. In many instances a provocative declarative statement can provide the basis for an effective essential

question, because it normally elicits multiple responses.

An everyday physics course, providing a curriculum unit on transportation safety, may design the following essential questions: "How can cars, boats, and airplanes become safer for passengers?" "How can principles of force and motion help driver effectiveness and safety?" "Are safety and speed compatible?"

Comprehensive Assessment Examined

If the essential question is the linchpin of a curriculum, assessment is a demonstration of learning derived from the essential questions and evidence of the learner's growing insight and skill. Dr. Jacobs emphasizes that it would be more appropriate to use the term "comprehensive assessment" rather than "alternative assessment," since performance assessments or portfolio

assessments should not be seen as alternatives but part of a comprehensive assessment package.

The element of assessment, which may be a tangible product or an observed performance, should fuse with the curriculum, be a developmental task, build on previous learning, provide authentic evidence of the skill and concept,

Assessment, Page 3

Assessment and Skill Development Intertwined

and provide the basis for self-assessment. We often think of assessment as evidence of knowledge acquisition, but it also demonstrates learning and provides evidence of skill and process development, conceptual insight, growth or regress over time, and the meeting of standards.

If we wish skill development to be evident in our assessments, we need to be precise. We need to place in the foreground certain things and to avoid trying to do everything at once. The coach would not say, "we're working on critical playing skills today," but rather "we're working on when and how to use the bunt." This precision provides a focus for our assessment instruments.

Assessment is certainly crucial to coherence, but coherence of the curriculum results from thoughtful integration of all of the elements of skills and assessment. *Processes* skills, which assist students in "consuming" information and

Producer-level skills, such as the analysis of the validity of primary source materials and the preparation of mock legal briefs demand corresponding assessments of position papers, musical compositions, debate arguments, critiques, etc.

Designing Rubrics

It is also useful to consider the *designing of rubrics*, which may be done with students. This designing process is a lesson in what constitutes quality, where the teacher and students declare expectations and means of self-assessment - a self-fulfilling prophecy when used in the initial stages of any student's work.

The rubric includes three design elements: standards or levels of excellence, specific criteria for assessment, and specific indicators describing what the various levels of excellence look like for each of the criteria. The *standards*

system for students to judge a product or performance, for teachers to provide clear and focused coaching to the learner, and for parents to have a communication tool. It is a system that promotes consistent and meaningful feedback over time in a building and between buildings.

If you are interested in the rubric concept, please let me know. I have several examples for various disciplines. I will also plan to devote an issue of *Curriculum Notes* to assessment, which will include a more in-depth review of rubrics.

Opening Workshop Day

I am pleased that the teachers in all of the schools in Hinsdale, Monadnock Regional, and Winchester school districts will have the opportunity to attend the presentation conducted by Murray Banks. Murray provides some valuable insights on change in schools in a humorous way. His background as an educator at many different levels enables him to tailor his program to various audiences. I look forward to hearing your reactions.

During the upcoming year I anticipate offering other staff development opportunities available to staff members in all three districts. As I did last year, any activity I sponsor or have involvement with will be open to all staff members.

The staff development master plan will be going to the SAU board for its approval in October. If you would like more information on the plan, please let me know.

I wish all of you a great year. If you have any questions about staff development, curriculum development, or assessment (or are seeking particular resources), please do not hesitate to contact me by phone or email at the SAU office. My email address is dhodgdon@monad.net.

"If we wish skill development to be evident in our assessments, we need to be precise. We need to foreground certain things and to avoid trying to do everything at once."

acquiring knowledge, require corresponding assessments demonstrating retrieval, recall, and accuracy of skill performance.

Skills that assist the learner in "producing" his or her response, insight, creation, or judgment require corresponding assessments that reflect these critical and creative skills as they are developing in the learner. *Consumer-level skills*, such as reading primary texts for relevant facts and computing an algebraic equation, demand multiple choice tests, summaries, observations, graphs reflecting data, accurate computations, etc.

incorporate degrees of quality, language or numbers, and weighting. The *criteria* include specific areas for assessment and focus areas for instruction that are clear, relevant, and age-appropriate. *Indicators* include descriptors of the level of performance for the criteria; clear, observable language; clarity to the learner; and examples for the learner. A rubric developed by the teacher (possibly in collaboration with students) tends to reduce student questions because it provides consistency, accuracy, clarity, utility, and intent.

A rubric can provide a feedback

Staff Development Opportunities

Association for Supervision and Curriculum Development

- The 2000 ASCD Conference on Teaching and Learning: Standards - Tampa, Florida, from October 22 to 24
- Learning-Focused Mentoring: Consulting, Collaborating, and Coaching for Professional Excellence - San Francisco on November 13 & 14
- Classroom Management: Winning Them Over...Not Winning Over Them - San Francisco on November 13 & 14
- Making Connections: Using Brain Research in the Classroom - Atlanta on December 11 & 12
- Leading Change for Student Results - Atlanta on December 11 & 12
- Supporting Teachers of Diverse Learners - Atlanta on December 11 & 12

Brain Connection

- The Brain Connection to Education (advances in brain research) - Atlanta from November 9 to 11

Bureau of Education and Research

- Strengthening the Achievement and Success of Your Fourth-Grade Students: Strategies That Work (by Marilyn Biech) - Boston on October 26, Portland on October 27
- Enhancing Your Effectiveness as an Elementary School Principal: Proven, Practical Strategies and Timesavers (by John Blaydes) - Portland on October 18, Nashua on October 19, Boston on October 20
- First Grade Conference (presented by experienced first-grade teachers for first-grade teachers) - November 13 and 14 in Worcester, MA
- Practical Strategies for Achieving Success with Difficult and At-Risk Students (Grades 6-12) - Boston on November 1
- What's New in Young Adult Literature (Grades 6-12) - Boston on October 31

- Successfully Using Multimedia, Internet and Other Technology Tools in the Content Areas (K-6) (by Barb Bumgardner) - Manchester on October 23, Portland on October 24, Boston on October 25

Center for Research on Evaluation, Standards, and Student Testing

- 2000 National CRESST Conference - UCLA on September 14 & 15

College Board

- The College Board Fall Counselor Workshops 2000 - Manchester on September 15, Durham on September 27, Keene on October 4
- The Centennial Forum 2000 (relating to guidance, admission, financial aid, teaching, research, professional development) - New York City from October 28 to November 1

CompEd Solutions

- The Adobe Photoshop Wow! Workshop - Manchester on November 2, Portsmouth on November 1

eSchool News

- Grants and Funding for School Technology - Philadelphia on September 14 & 15

NEA-New Hampshire

- 2000 Instruction Conference (workshops in the arts, behavior, character and citizenship, English, math, reading/literacy, school safety, science, social studies, special education, staff development, technology, and writing) - Merrimack Valley High School in Penacook, NH, on October 6

National Association of Partners in Education

- 17th Annual Symposium on Partnerships in Education: Navigating Partnerships for Student Success - Houston from November 15 to 17

New Hampshire Association for

Supervision and Curriculum Development (NHASCD) Conference Series on Restructuring for Caring and Effective Education

- Collaborative Teaming and Creative Solution Finding - Manchester on October 25
- Differentiated Instruction - Manchester on January 23
- Exchanging Dissonance for Harmony - Manchester on April 9

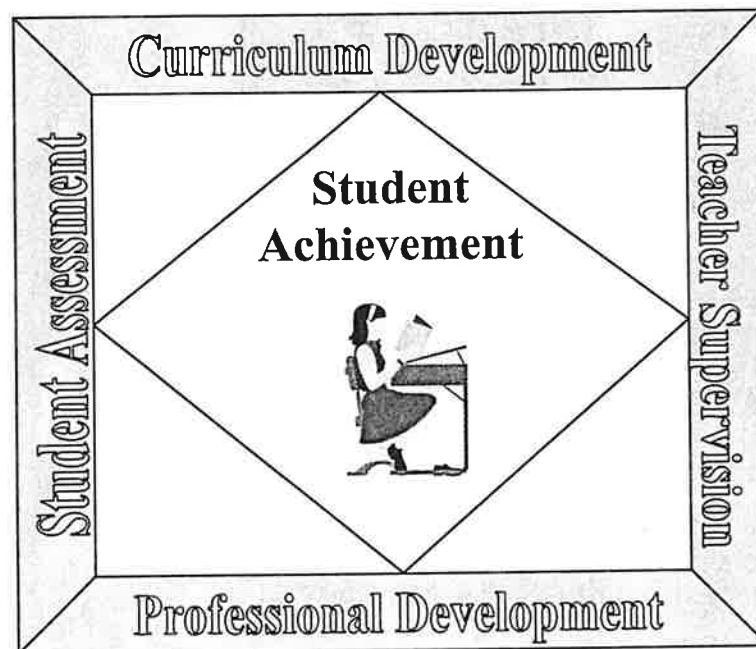
SkillPath Seminars

- How to Become a Better Communicator - Concord on October 17, Manchester on October 18

University of New Hampshire Continuing Education

- Conflict Resolution for Counselors and Educators - Durham on September 23
- Collaborative Classroom Management: An Exercise in Character and Citizenship (K-12) - Durham on September 30
- Science Experiments for Young Children (Pre-3) - Durham on September 30
- Marine Ecology for Teachers (2-12) - Portsmouth on September 30
- Motivation, ADHD, & Learning (K-12) - Durham on September 30
- Creating Dynamic Writing Workshops with NH Frameworks (K-12) - Manchester on October 7
- PowerPoint Use in the Classroom - Durham on October 7
- Intro to the Internet for Teachers (K-12) - Concord from October 18 to 25, Durham on October 21
- Math for Young Children (K-4) - Durham on October 21
- Gender Differences: Implications in K-12 Education - Manchester on October 21
- Best Practices for the Inclusive Classroom (K-8) - Durham on October 21
- Using Multiple Intelligence Theory to Enhance Curriculum (K-12) - Durham on October 28
- Conflict Resolution in the Schools - Durham on November 18

SCHOOL ADMINISTRATIVE UNIT #38



MASTER PLAN FOR STAFF DEVELOPMENT

2001 - 2007

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INTRODUCTION

The local Staff Development Committee is an advisory group, which shall prepare a master plan for the recertification of all certified staff members. Once prepared, the master plan must meet with the approval of the Superintendent of Schools, the School Administrative Unit Board, and the State Board of Education. If the master plan is disapproved by any one of the above three parties, the master plan is returned to the Staff Development Committee for modification.

The Staff Development Committee recognizes the necessity of developing a plan that will meet the ever-changing needs of both the students and professional staff and the goals of the school, district, and SAU; therefore, such a plan has to be flexible with sufficient alternatives to handle individual and institutional needs and structured to provide the professional growth for small and large groups of teachers.

All staff members are encouraged to continue beyond the minimum requirement for the three-year recertification period. The seventy-five clock hour requirement may be completed at any time during the three-year period. Recertification credit hours may not be carried over from one three-year plan to another. Professional staff members whose credentials expire in a given year shall have accrued their total clock hours requirements of approved staff development activities prior to being renominated and/or reelected to teach the following year. Clock hours accrued after renomination and/or reelection by the School Board may be counted toward the next three-year recertification cycle that will commence on July 1 of that same calendar year.

Staff members new to SAU #38 may transfer recertification clock hours accumulated in other school districts and will have a proportional amount of time to complete the remainder of the required recertification credits. Additional clock hours in specified areas may be required as a condition of employment and will be determined by the Superintendent before the issuance of a contract.

SAU #38 will provide a variety of professional development activities at little or no cost to assist staff members in meeting these requirements. In the event that local programs will not fulfill the need of a particular individual, it is the responsibility of that individual to have that need fulfilled elsewhere. The Staff Development Committee will assist each staff member, whenever possible, to meet these requirements.

The committee shall prepare an annual faculty needs assessment/professional development appraisal for SAU #38. The committee shall plan programs for recertification using the results of this document, a review of various completed forms, the proposed growth plans of staff members, and supervisors' assessments of professional development needs, to meet individual, school, district, and SAU goals.

GENERAL INFORMATION FOR DEVELOPING INDIVIDUAL STAFF DEVELOPMENT PROGRAMS

1. All staff members should familiarize themselves with the recertification requirements as outlined in this staff development manual and those of the State of New Hampshire.
2. In planning individual programs, all staff members should carefully assess their skills and competencies related to the areas in which they are working and to school, district, and SAU goals. They should be able to delineate both their strong areas and areas needing improvement.
3. Once staff members have proceeded through the self-assessment stage, they should formulate their individual goals for self-improvement as they relate to school, district, and SAU goals during the next three-year period and complete their Professional Growth Plan form.
4. Once the Professional Growth Plan is completed, all staff members should confer with their immediate supervisors. The purpose of such a conference is to reach an agreement between the staff member and the supervisor that the self-assessment was realistic and related to the staff member's professional goals and the school, district, and SAU goals.
5. The three-year plan must include a minimum of 75-clock hours unless they have two (2) or more endorsements, in which case 30 additional hours will be required for each additional endorsement. Methods of attaining the educational goals of a staff member may be any of the alternative methods described in the staff development guide. Goals should be planned carefully with the staff member's supervisors, since their approval is a necessary part of this process. For those individuals requiring more than 135 -clock hours every three (3) years, the Superintendent of Schools may submit an amended staff development plan to the Administrator of the Bureau of Teacher Education and Professional Standards to extend the period up to six (6) years, or two (2) certification periods, for that portion of the individual's staff development plan that exceeds 135-clock hours.
7. Upon completion of each out-of-district or ongoing activity (or at the end of the school year in which recertification hours for committee work is to be requested), staff members will submit a Professional Development Application/Activity Approval form. Staff members will use this form to reflect on the activity's value as it relates to their professional growth and development and has an impact on students' learning and the benefits derived from the activity.

This form will be submitted to the staff member's immediate supervisor for approval (or pre-approval in the case of ongoing activities). All Professional Development Application/Activity Approval forms are completed in triplicate - one copy for the staff member, for the immediate supervisor, and for the staff development plan. All copies must have a signature indicating approval of the supervisor. All requests for approval of activities must be submitted to the SAU office within six (6) months of the date of the activity.

If staff members are uncertain of an activity's applicability to their staff development plan and/or school, district, or SAU goals, they should request prior approval from their immediate supervisor. The supervisor will review the Professional Development Application/Activity Approval form and accept or reject hours based on the activity's application to the individual staff member's staff development plan.

8. Teachers who are employed by the district and who are teaching for the first time will formulate their goals for staff development in the fall of the school year. These goals, however, will be tentative until April 15 of the school year, at which time they may be modified or changed with the approval of the teacher's supervisors.
9. Certified staff members may add additional goals to their three-year recertification program with the approval of their supervisors.
10. Teachers who receive a probationary contract may be required to complete more than seventy-five hours in a three-year period and/or may be required to complete a pre-determined number of clock hours during that year of probation.
11. Each staff member will complete a staff development survey/ professional development appraisal annually. The results of this survey/professional development appraisal are used to support and help plan professional development activities for the ensuing year.

THE GOALS OF THE STAFF DEVELOPMENT COMMITTEE

1. Recommend a program of professional growth with sufficient alternatives so that each teacher and supervisor may improve those skills and competencies that affect the learning process and have an impact on student learning.
2. Increase the teacher's knowledge of the learning process so that each child receives an education based on his or her unique needs, interests, and abilities.
3. Develop the necessary tools to identify the educational needs of the school administrative unit, provide programs to meet those needs, and adopt instruments to assess the effectiveness of these programs.

FUNCTIONS

The functions of the Staff Development Committee may include the following:

1. To prepare the Staff Development Master Plan for all certified educators in SAU #38 and to update such a plan to meet the changing needs of the students, the teachers, and the community.
2. To conduct annually a faculty needs assessment/ professional development appraisal to be used in the planning and implementation of professional development programs. To conduct a district and student needs assessment. To review feedback from supervisors on staff members' needs to meet school, district, and/or SAU goals.
3. To plan professional development programs for staff members with the assistance of needs assessment surveys/professional development appraisals.
4. To evaluate professional development programs, make recommendations for improvement, and explore other methods of recertification.
5. To create and maintain a working relationship with other SAU Staff Development Committees, the State Department of Education, and the Council for Teacher Education.
6. To serve as an advisory board at any phase of any level in the development of professional growth programs in SAU #38.

SAU #38 STAFF DEVELOPMENT COMMITTEE

Membership

The Staff Development Committee shall consist of 20 members:

School Board Members - There will be one school board member from Hinsdale, one from Winchester, and one from Monadnock Regional School District.

<u>Teachers</u> -	Hinsdale -	One elementary, one secondary (7-12)
	Winchester -	One elementary, one secondary (7-12)
	Monadnock -	Gilsum, Sullivan, Surry - one member
		Troy and Fitzwilliam - one member each
		Mt. Caesar and Cutler - one member each
		Monadnock Regional High School - two members

Parents - There will be one parent from Hinsdale, one from Winchester, and one from Monadnock Regional. The appropriate school board will conduct the election of the parent representative.

Principals - There will be one high school principal and one elementary school principal.

Administration - There will be one representative from the SAU #38 office.

Service Personnel - There will be one service person from the SAU #38 office.

Students - There may be one voting representative on the committee. A student from each of two remaining high schools may serve as ex officio members of the committee. In case of resignation, a successor shall be elected by the peer group.

Definitions - Membership Qualifications

Students - A student is defined as a full-time student in one of the three high schools. The voting student member shall be rotated among the three high schools after each one-year term.

Service Personnel - Service personnel are defined as those persons who are certified by the State Department of Education and who provide services (i.e., art, music, reading, physical education, etc.), guidance personnel.

Vacancies - In the event of a vacancy, the SAU #38 office shall notify the appropriate peer group to elect a new member as soon as possible.

Officers - The officers of the Staff Development Committee shall consist of a chairperson, a vice-chairperson, and a recording secretary.

Terms of Office

Officers - The officers of the Staff Development Committee shall be elected for a term of one year. Elections shall take place in June or at the last regular meeting of the committee of any school year.

Members - Each member shall be elected for a term of three years with the exception of a student, who will serve one year. Immediately following the expiration of each term of office, the SAU #38 office will notify the respective peer group. The member whose term has been expired may continue to serve, or a new successor will be elected as soon as possible. In the case of a resignation, a successor shall be elected to fulfill the remaining portion of that term.

Meetings - Staff Development Committee meetings will be held on a monthly basis. Additional meetings will be held when necessary.

Responsibilities of Officers of the Staff Development Committee

A simple majority of the committee as a whole shall elect all officers.

Chairperson

- ☐ The chairperson shall be the presiding officer of the Staff Development Committee and shall conduct all meetings of the committee.
- ☐ The chairperson shall prepare an agenda to be sent to members of the Staff Development Committee in advance of the scheduled meeting.
- ☐ The chairperson shall recognize members entitled to be heard and shall put to vote all questions that arise from the proceedings.
- ☐ The chairperson shall decide all questions of order unless the chairperson prefers to submit the question to a decision of the members, at which time a simple majority shall be sufficient.
- ☐ The chairperson shall authenticate by signature all acts and proceedings of the Committee as required and shall arrange the methods by which members shall inform their peer groups.
- ☐ The chairperson has the power to limit debate on issues unless a simple majority of the members present wish to continue such debate. The chairperson may call a brief recess, if necessary, to expedite the business at hand and to allow for clarification of issues among individuals on the Committee.
- ☐ The chairperson may appoint such subcommittees as are deemed necessary with the approval of the Committee, with all reports submitted to the Committee as a whole for approval.
- ☐ The chairperson may call special meetings whenever necessary.

Vice-Chairperson

- ☐ The vice-chairperson shall preside and assume the responsibilities in the chairperson's absence. In addition, the vice-chairperson shall be in charge of public relations for the Staff Development Committee and shall make public through local news media such information as determined by the committee.

Secretary

- ☐ The secretary shall keep all minutes of the Committee, recording actions and votes taken at each meeting.

- ❑ The secretary shall record the essentials of each meeting that shall include no less than the time and place, attendance, approval or corrections of previous minutes, and motions and action taken, and time of adjournment. The secretary shall record those non-members speaking to the Committee, their concerns, and actions taken by the Committee.
- ❑ The secretary shall send minutes of each meeting to each school in SAU #38 to be posted and also to each member of the Committee.
- ❑ The secretary shall conduct any necessary correspondence.

Members

- ❑ Elected members of the Staff Development Committee are expected to attend all Staff Development Committee meetings. Members are expected to maintain communications with peer groups and the Staff Development Committee.

Communications

An effort will be made to disseminate information in as many ways as possible. The following newspapers may be used:

Greenfield Recorder, Brattleboro Reformer, Monadnock Reformer, Keene Sentinel, Monadnock Ledger, Monadnock Shopper News.

In addition, information will be posted on the SAU website and the minutes of each meeting will be posted in each of the schools in the district. Reports may also be made through local PTA organizations, advisory committees, student councils, and faculty meetings.

Workshop announcements will be faxed to each school ensuring that the information is available to all staff in a timely manner. School representatives are expected to disseminate workshop announcements as soon as possible to each staff member within the building.

Special Committees

A simple majority vote is required by the Staff Development Committee in any action recommended by a special committee.

Changes in the Master Plan

Amendments to the Master Plan MUST be adopted by a majority of the total Staff Development Committee provided that these materials have been introduced in writing at the preceding regular meeting and that copies of the proposed amendments have been distributed to all Staff Development Committee members. Amendments approved by the Staff Development Committee shall be submitted to the Superintendent of Schools, the SAU #38 board, and the State Department of Education for final approval.

STATEMENT OF PURPOSE (Requirement 1)

School Administrative Unit (SAU) #38 has established a professional development program that meets both the individual and institutional needs of the three districts comprising SAU #38. Student performance and success as revealed in a variety of school-based, district-wide, and state assessments will guide the general program.

Ongoing Training

The SAU recognizes that the training of staff must be ongoing in order to ensure that the various needs of students and the teachers who are teaching them are met. We are particularly concerned that teachers have the support they need as they modify their individual curricula to the district curriculum plans, which have been aligned with the state frameworks. The district also wishes to provide ongoing support as teachers try new and/or innovative techniques in the school or classroom to engage students who are not currently being successful in our schools.

Staff Member Involvement

A professional development model like this one involves staff members in planning, implementation, and assessment of the programs; provides a variety of activities; carefully conducts needs assessments; and offers a number of methods of delivery of the content for the teacher to assimilate. This model places a high priority on staff development as an integral part of the school program.

Developed by the SAU #38 staff development committee, this plan represents the work of a number of constituent groups. Teachers, administrators, and school board members have been involved in the process of reflecting on and helping to develop the professional development master plan for this SAU. Each of these groups is a stakeholder in the children's education and consequently in the professional development of staff members.

Goal Setting

These three groups, along with community members, have been instrumental in developing goals for the three districts. Because the SAU is comprised of three separate districts with different goals, the priorities represented by the goals in each district may be different.

GOAL SETTING (Requirement 2)

In the SAU #38 staff development master plan, the professional development goals of staff members will be connected to the goals of the individual schools and the school districts (figure 1).

The districts use the following process to establish goals that guide the direction of education:

School Goals

- a) Each school establishes goals based on students' progress on various formal and informal assessment instruments. Established cooperatively among the staff members (administrators, teachers, and instructional aides) of each school, the goals represent concerns about student progress for the entire school. Parents also provide input on these goals through the various parent organizations.

District Goals

- b) Administrators in the district and district councils discuss the individual school goals. Based on the common issues that emerge, the administrators establish a set of recommended goals, which they share with their staff members for feedback.
- c) Once these goals have been agreed to, the individual school boards with their administrators meet to review the recommendations of staff members and seek the feedback and involvement of the community to adopt a set of goals that will serve as the district goals. Because these goals are based on students' progress at the school level, they focus on the improvement of students' learning in the district.
- d) These goals then provide the educational direction for the three districts and serve as the basis for professional development plans.

SAU Goals

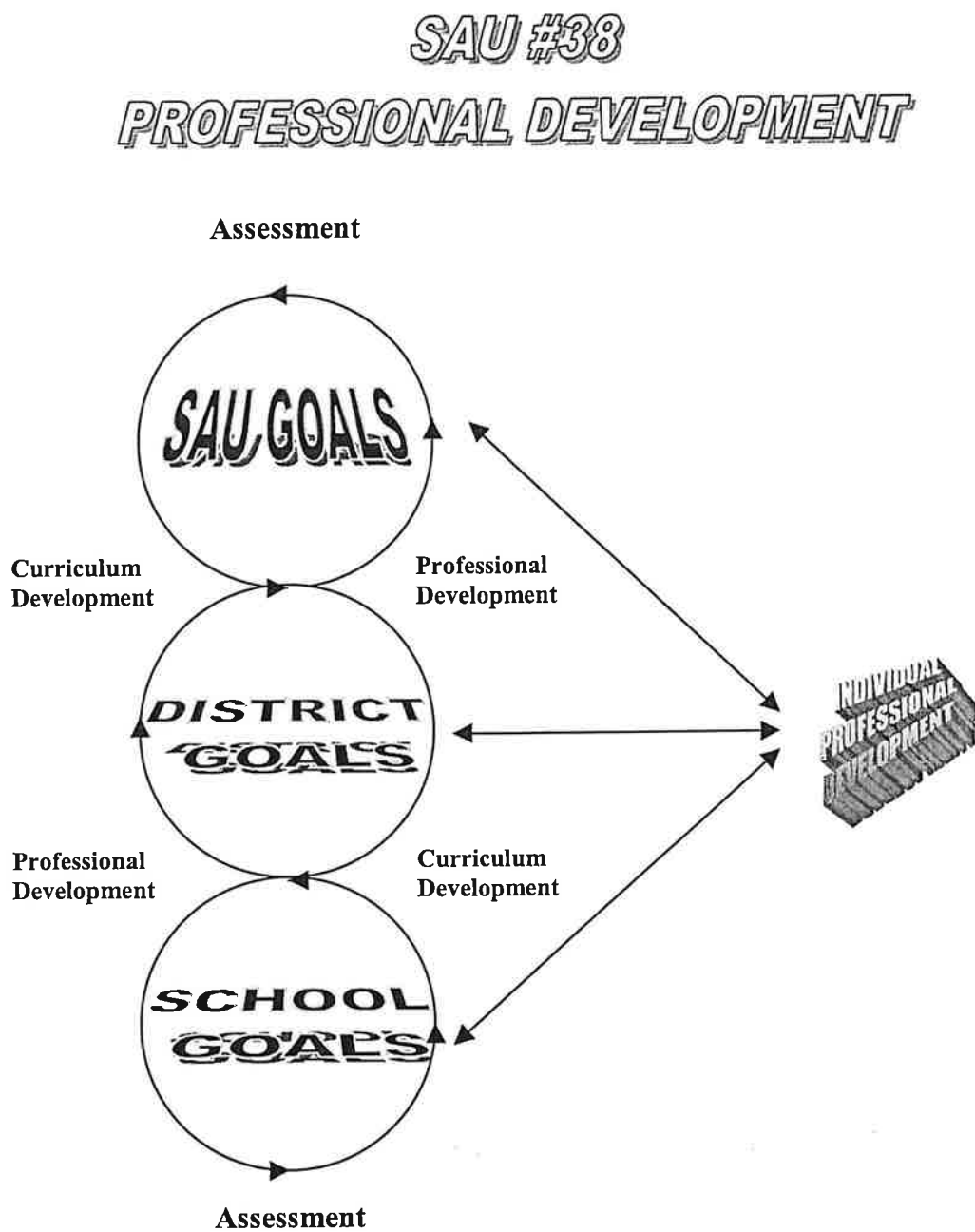
- e) The SAU #38 Staff Development Committee will establish SAU goals based on data from the three districts and input from staff members. These goals will be submitted for approval by the SAU board.

Appeal Process

- f) When a staff member's professional development goals are deemed by a supervisor not to be aligned with school or district goals, the staff member may choose to revise the goals in question, eliminate them, or appeal the decision to the next level (the Superintendent of Schools). If school or district goals are changed or expanded during a staff member's three-year recertification cycle, he or she may adjust his or her three-year plan, but will not be required to do so for the duration of the plan. The decision of the Superintendent will be final.

Commitment to Ongoing Support - In order to connect the school and district goals with staff members' three-year professional development plans and to keep the focus on continuous professional development and school improvement, the Staff Development Committee, the Director of Curriculum and Instruction, and the administrators in the individual buildings will recommend and/or plan activities that will, whenever possible, include ongoing coaching and guidance during the implementation of an initiative in the classroom setting. Professional development opportunities will be communicated to staff members via a newsletter published regularly by the Director of Curriculum and Instruction, other district-wide and SAU-wide communiqués, and messages from the principals of individual buildings.

Figure 1



IDENTIFYING STUDENT LEARNING NEEDS (Requirements 3, 4, 5)

Assessment Instruments

As part of a comprehensive assessment program, multiple assessments contribute to our understanding of the student as a three-dimensional learner and individual. The central instrument in the SAU is the state assessment. The staff, administration, school board, and the community analyze its results. Areas of concern are identified by building and district-wide staff members. Staff and administrators develop action plans to focus on for the upcoming year. In addition, work is ongoing in the four main curriculum areas to align the curriculum with the state frameworks and to assess formatively the benchmarks established at different grade levels. The assessments developed are reviewed by the curriculum committees and revised to reflect changes in the curriculum prompted by the ongoing needs of the students (figure 2).

A range and variety of instruments are also used to assess the needs of students. They include formal and informal assessments with open-ended, objective, and essay questions for diagnostic and remedial purposes. The administrative teams and the curriculum councils evaluate these instruments on a regular basis to determine if they continue to assess students' progress.

Data-Gathering Process

The data-gathering process begins at the school level, where appropriate staff members administer many of the assessments listed above. The information is compiled by these individuals or by independent groups associated with the company offering the test and then returned to the individual schools, where teams of teachers (or departments at the high schools) analyze the results and focus on goal setting and program modifications based on the data collected. The decisions at the school level are not made in isolation, but are affected by teachers' observations and experiences and district concerns. At staff meetings the staff as a whole make decisions about identified needs at that level.

Since some of the assessments are district-wide (such as the Gates-MacGinitie reading assessment and the California Achievement Test, as well as the state assessment), these results are examined collectively with the administrative team, the Director of Curriculum and Instruction, the Superintendent of Schools and/or the Assistant Superintendent for Winchester and Hinsdale School Districts, and a district council consisting of teachers and administrators to make decisions about district-wide curricular and program decisions.

Basis of Goal Setting

The collected and analyzed data, which are derived from both school and district assessments, result in specific strategies to be implemented within individual schools or throughout the district. They become the basis of measurable school and district goals, which may remain for more than one year. The expectation is that improvement of students' performance in the identified areas will not necessarily be evident immediately, but may require remediation over a period of time.

Analysis and Communication

The results of the instruments used throughout the school district at various levels are compiled and cross-referenced to determine areas of concern. The results are analyzed in each school by staff members and administrators and are shared district-wide. Parents are informed of the results and also have the opportunity to provide feedback and suggestions for improvement. The information is disseminated through the school and community newsletters and at parent conferences/open houses and parent meetings.

Use of Assessment Instruments

These instruments are used to assess the extent to which professional development activities specifically targeting particular areas are having a positive effect on student learning. In addition, anecdotal observation feedback is sought throughout the year as staff members are involved in ongoing curricular projects in the schools and districts to determine their impact on student learning outcomes. Some of the curricular work pursued in the district is long-term and the

formative assessment of the efforts may demonstrate incremental student progress. The expectation is that the district will observe continuous growth in students (as well as ongoing development among the staff engaged in these activities).

The change process that results from using indicators of student performance to drive goal-setting and staff development and then, in turn, using assessments to determine the success of the changes will be ongoing. Structures such as teacher study groups and collaborative action research will be in place to analyze issues, solve problems, and provide support for staff members as they are dealing with change. In turn, they will continually be sensitive to the need for change and apprise administrators and district councils of those needs. In addition, parents and the community members will be brought in through various forums to consider the needed changes and provide input to the staff members about the changes.

Sample Instruments Used in SAU #38

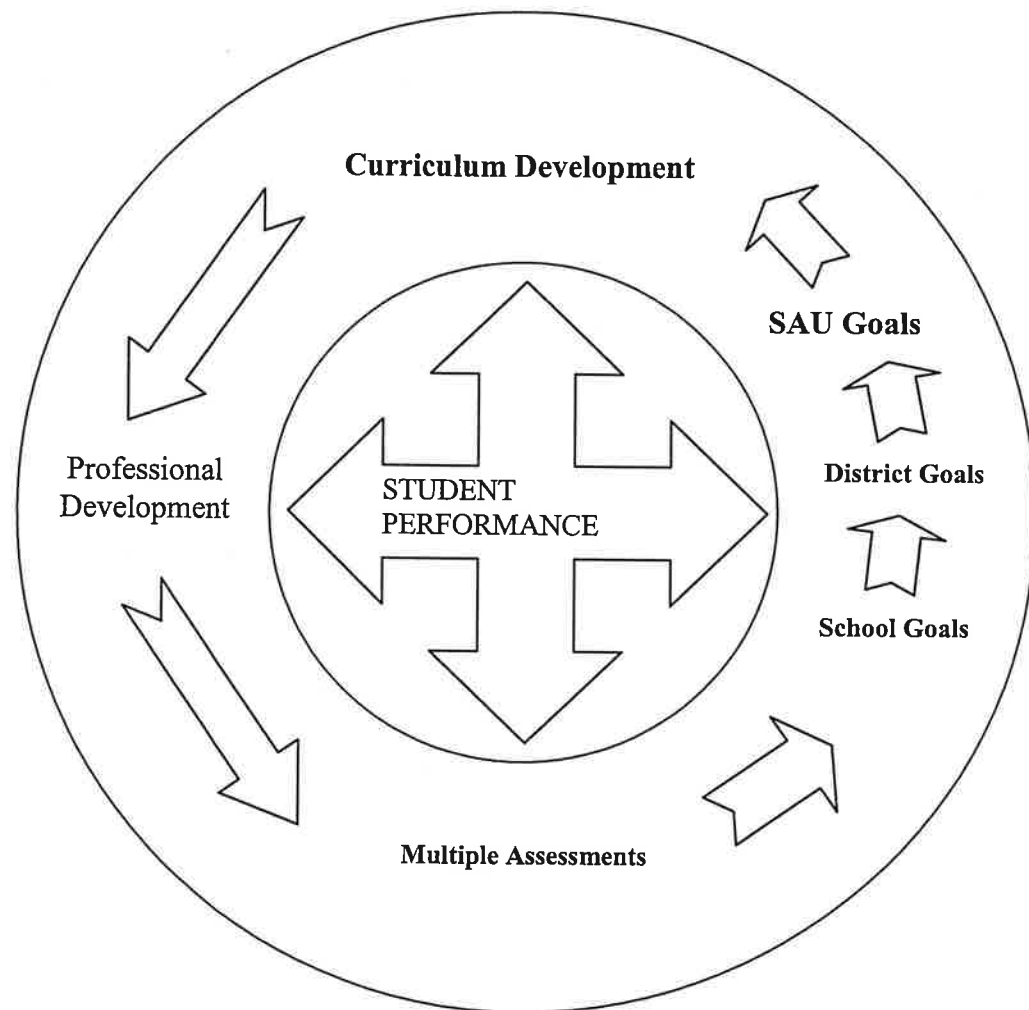
In addition to the state assessments, which each school district analyzes in light of the curriculum work the staff members have been involved with, various schools and districts utilize standardized tests (such as the California Achievement Test and the Gates-MacGinitie reading assessment), observation surveys, reading screenings, writing samples, EPSF, LAC (Lindamood Auditory Conceptualization) test, student portfolios, ASVAB tests, a senior project, and many other assessment instruments. Assessment instruments are evaluated on an ongoing basis in order to offer an effective repertoire of instruments in a comprehensive assessment program.

CURRICULUM DEVELOPMENT AND PROFESSIONAL DEVELOPMENT (Requirement 6)

In each of the three districts in SAU #38, teachers and administrators have been intentionally reviewing the district curriculum and aligning it with the standards in the state frameworks. To support this effort, assessment instruments are also being examined and/or developed to support the revised curricula to determine their effectiveness as they are implemented in the classroom.

Curriculum weaknesses will be identified through informal teacher observations and locally developed subject-area assessments, standardized student evaluations, and the state assessment. Curriculum study groups and other team structures in each building will examine the identified weaknesses and the district councils and administrative teams will be engaged in ongoing problem-solving processes. They will recommend curriculum revisions and professional development support to the Director of Curriculum and Instruction for presentation to the SAU staff development committee. The staff development committee works with district administrators, district councils, and teachers in the local buildings to develop a professional development program to address the curriculum weaknesses. Various assessments will confirm the success in remedying these deficiencies.

Figure 2



**CONCEPTUAL MODEL
OF
PROFESSIONAL DEVELOPMENT MASTER PLAN**

TEACHER COMPETENCIES (Requirement 7)

Although professional development in the subject areas is important, it is also essential to strengthen teacher competencies outlined in the core requirements in ED 610.02 of the state regulations. Teachers entering the profession are expected to have these competencies, which are refined during their years as teachers. The competencies are met through the application of the seven components (*knowledge of subject, character-and-citizenship education, professional skills, knowledge of learners and learning, knowledge of the school's role, organization, and operation, exploratory or innovative activities, and the integration of technology*).

The competencies include knowledge of the following:

- a) the processes of human growth, development, and learning throughout the lifespan;
- b) different methods of classroom management;
- c) character and citizenship development;
- d) knowledge and competencies needed to educate exceptional children;
- e) knowledge of various methods of teaching, including the assessment of student progress;
- f) knowledge of the sociological, historical, and philosophical foundations of education;
- g) knowledge of the legal rights and responsibilities of educators;
- h) knowledge of those techniques requisite for teaching those reading, communication, study and problem-solving skills essential for mastery of content;
- i) effective communication with teachers, parents, administrators, and students;
- j) the appropriate educational use and integration of technology in the classroom (including technology, such as multi-media technology, other than computers).

Teacher Competency Identification and Development

Teacher competencies are identified in a variety of ways – through such processes as the teacher supervision process (including the observations of staff members' performance), peer coaching and mentoring processes, and staff surveys provided by the staff development committee. The data gathered through formal and informal observations as well as needs surveys are reviewed by administrators at the building and district levels to determine both individual and group needs for professional development. These needs are addressed either by ongoing support of peers and administrators at the building level with support from the district via the Director of Curriculum and Instruction and the staff development committee.

The teacher, for example, may have identified deficiencies in the competency of educating exceptional children, during a self-reflection process and/or through an ongoing relationship with a mentor, a peer coach, or an administrator. The teacher and supervisor will develop a plan for strengthening the competency, the success of which may be assessed by observations of actual performance in the classroom, improved results on student exhibitions and assessments, and/or the staff members' own reflections in a log. If a competency issue is evident among a number of staff members, the administrators will work with the staff development committee to provide coaching opportunities, workshops on a variety of methodologies to teach exceptional children, and ongoing efforts to revise school and district curricula to better meet the needs of these students. Performance of the targeted student population, observations of students and teachers, and teacher surveys will determine the success of the professional development program.

THREE-YEAR PROFESSIONAL DEVELOPMENT PLANS & ACCEPTABLE ACTIVITIES (Requirement 8)

Because of the diverse professional development needs of certified staff members, it is necessary to establish a professional development plan that acknowledges differences. The state regulations specify two plans.

Plan 1

I. Process

- A) Every staff member must complete a three-year staff development plan before they will be able to earn credit hours for professional development activities. It will begin at the beginning of the three-year certification cycle and conclude in the spring of the final year of the staff member's certification cycle. Clock hours accrued after renomination and/or reelection by the School Board (no earlier than April 1) may be counted toward the next three (3) year recertification cycle, which will commence on July 1 of that same calendar year. The plan will require educators to earn a minimum of 75 hours (figure 3).
 - 1) Thirty (30) of the hours must be focused on the area of certification.
 - 2) Forty-five (45) of the hours should be connected to school and district goals, which evolve from assessments of student performance. With the approval of the staff member's supervisor, goals not directly related to school, district, or SAU goals may be included.
 - 3) Staff members are encouraged to earn hours in the area of knowledge of learners and learning.
- B) For each area of certification beyond the first one, staff members will be required to earn 30 hours beyond the 75. Thus, an educator with two areas of certification will need to earn a total of 105 hours and 3 areas a total of 135.
- C) When an educator has three or more areas of certification, she or he may petition the superintendent, who will determine if the educator warrants an extension of her or his three-year cycle, and will, if necessary, petition the state department for an extension of the educator's individual professional program.

Figure 3

First Area of Certification 30 hours	Second Area of Certification 30 hours	Third Area of Certification 30 hours
45 hours required ☞ Focus on school, district, and/or SAU goals ☞ Knowledge of Learners and Learning encouraged		

II. Activities

The hours may be earned through a variety of professional development activities (figure 4):

- A) **Ongoing Professional Development Support Activities and Projects** – The new professional development plan encourages staff members to participate in ongoing professional development activities rather than focusing primarily on workshops, conferences, and courses that tend to be more removed from the classroom and school where staff members' professional development may have an impact on student performance. These job-embedded activities will include committee work, ongoing study groups, educational peer coaching, and mentoring.

These activities will likely be connected with **curriculum development**. All staff members will be encouraged to be involved with curriculum development at the classroom-level, school level, district-level, and/or SAU-level. They are the curriculum designers working with the building administrators and the Director of Curriculum and Instruction in order to improve the curriculum for their classroom and to be aware of and understand the curriculum for the district. Staff development credit for curriculum development will be awarded to staff through involvement in ongoing, job-embedded professional development support activities and projects.

Job-embedded projects are those that occur as teachers and administrators are engaged in their daily activities and that result in increased skill and knowledge needed to assist students to perform more effectively. Such projects connect "learning to the immediate and real-life problems faced by teachers and administrators" (A New Vision for Staff Development, Sparks and Hirsh, 1997). **Job-embedded projects result from identified areas of need evolving from assessments of student performance translated into school and/or district goals.**

While working on these projects, staff members will engage in a process of sharing their learning, reflecting on their work experiences to reveal new understanding, and listening to colleagues sharing best practices while trying out new programs or planning or implementing a project. Job-embedded projects fit well with study group activities, although study groups are not required to facilitate these projects. Job-embedded projects may involve projects such as a curriculum development activity at the school level, a coaching process designed to solve issues with curriculum and/or instruction, or a mentoring project for a new teacher.

All of the activities in this general category will require the completion of a two-step proposal process. The first step will be to submit a proposal before the project begins by completing the upper portion of the proposal form, to be approved by the staff member's supervisor(s). The second step, after the individual or group work is completed, will be resubmit the proposal form with the lower portion completed.

Staff members who are working collectively (such as a study group) and would like professional development hours may complete a single proposal form for the group.

- 1) **Study Group** – Study groups for teachers and staff members may be established in buildings to address ongoing issues identified by local and district assessments of students' performance. The study groups may serve a variety of purposes – to "study the professional literature and reflect on it, engage in staff development together, use peer coaching to support [staff members'] transfer of skills and content to the workplace, and conduct a joint study of what is happening in their classrooms and to initiatives made by the faculty working as a whole" (The Self-Renewing School; Joyce, Wolf, and Calhoun; 1993).

To address issues at the school level and/or district level, staff members and/or administrators may form study groups. Topics for study groups could range from instructional methods and curriculum content to school-wide practices such as block scheduling, looping, multi-age classrooms, etc. District curriculum committees are not included under study groups. All study group projects must be accompanied by a written proposal developed by the group and must be approved by the staff members'

supervisors and/or the Director of Curriculum and Instruction, if the project is a district-level project. The results of all projects must be available to other staff members. The goals of the project must be clearly stated. Objectives, activities, and assessment procedures must accompany the project proposal.

All projects must relate to the school's and/or the district's goals, and must be designed to provide support of staff members as they work directly to improve students' performance.

- 2) ***Educational Peer Coaching*** – Teachers who are peer coaching are involved in cooperative activities with other educators that result in increased learning for both parties. The process of peer coaching is ongoing and lasts at least a year. Staff members will provide a written proposal of the peer coaching activity and document the work involved. The maximum number of hours shall be limited to 20 hours during any three-year certification period. The maximum number of hours shall be limited to 20 hours during any three-year certification period.
 - 3) ***Action Research*** – Action research is a form of disciplined inquiry that involves educators in a process of selecting a focus, collecting a data, analyzing and interpreting the data, and taking action. The research conducted in SAU #38 must focus on the improvement of student learning. It may be either collaborative or individual. The maximum number of hours shall be limited to 20 hours during any three-year certification period.
 - 4) ***Mentoring*** – When experienced educators are working with beginning educators to strengthen their job-related skills and to enable them to be more successful in the position, they are involved in mentoring the beginning teacher. This process may include an analysis of classroom activities and skills and proficiencies, the identification of strengths and weaknesses, the support of, guidance for, feedback to staff members, and the sharing of resources, insights, practices, and materials. Staff members will provide a written proposal of the mentoring activity and document the work involved. The maximum number of hours shall be limited to 15 hours during any three-year certification period.
 - 5) ***Student Teaching/Methods/Practicum*** – When teachers are working with college students involved in a methods/practicum or preparing to become teachers, they may earn hours toward recertification. Staff members will document the work involved. The maximum number of hours shall be limited to 15 hours during any three-year certification period.
 - 6) ***Committee Work*** – For the purposes of this professional development master plan, committee work is defined as district committees (such as the Curriculum Coordinating Team, a language arts committee, or a technology committee). Staff members are encouraged to participate on district committees. The maximum number of hours shall be limited to 20 hours during any three-year certification period.
 - 7) ***Exploratory or Innovative Activities*** – With the approval of the supervisor, a staff member may pursue either collaboratively or independently other job-embedded activities not identified above. Staff members may earn up to 20 hours of staff development credit for work in this area.
- B) ***Course Work, Workshops, Seminars, Etc.*** – Teachers may also work on workshops, conferences, and graduate course work. For district workshops, staff members will be required to sign the sheet at the workshop in order to document participation in the workshop. Out-of-district workshops, conferences, and coursework will require the

completion of activity approval forms. Please note the maximum number of hours available for these activities.

- 1) **Collegiate or Graduate Course Work** – In most cases, any college or university course to be considered should be a graduate course at an approved college or university. In order to receive credit, a staff member must complete the course and receive a grade of at least a 'B'. Courses should be applicable to the field of education. The maximum number of hours for each course shall be 40 hours.

Staff members working on an advanced degree must have their programs approved by the SAU #38 office prior to enrolling in a course if they are seeking to have these credits count for recertification. Courses that have not been approved in advance may not be accepted for recertification credit.

An activity form must be submitted with a transcript on completion of the course.

- 2) **Audited Courses** – An audited course must have the prior approval of the professor who, at the completion of the class, will indicate in writing to the SAU #38 office that all course requirements have been completed. A maximum of 40 hours toward recertification will be awarded. If the staff member chooses not to complete all course requirements, the professor will indicate in writing how many hours that staff member attended classes. A maximum of 20 hours can be awarded toward recertification.

- 3) **Workshops** – In-service education and workshops are those activities that are sponsored and wholly or partially subsidized by SAU #38, other SAUs, or educational institutions. Staff members will receive credit for a workshop for the number of hours in attendance.

Staff members will be required to sign an attendance sheet to document participation at district or SAU workshops. Staff members will need to complete an activity form for out-of-district workshops.

- 4) **Seminars, Institutes, Conferences** – Credit for attendance at a seminar, institute, or conference will be determined by the supervisors. The number of hours for recertification credit shall be limited to the actual number of contact hours. Staff members will need to complete an activity form for seminars, institutes, and conferences.

- 5) **Workshop Presenter** – A staff member selected to conduct an in-school workshop may receive recertification credit for the actual time of the workshop and preparation time. Preparation time will be awarded at the discretion of the supervisor. If the staff member is presenting the same workshop more than one time, he or she may request hours only for one presentation.

- C) **Other Activities** – The following activities will require prior approval by the supervisor(s). Please note the maximum number of hours available for these activities.

- 1) **Sabbatical** – Currently, sabbatical leave policies exist within SAU #38 and such policies include requirements and forms to be completed. See your district contract for additional details.

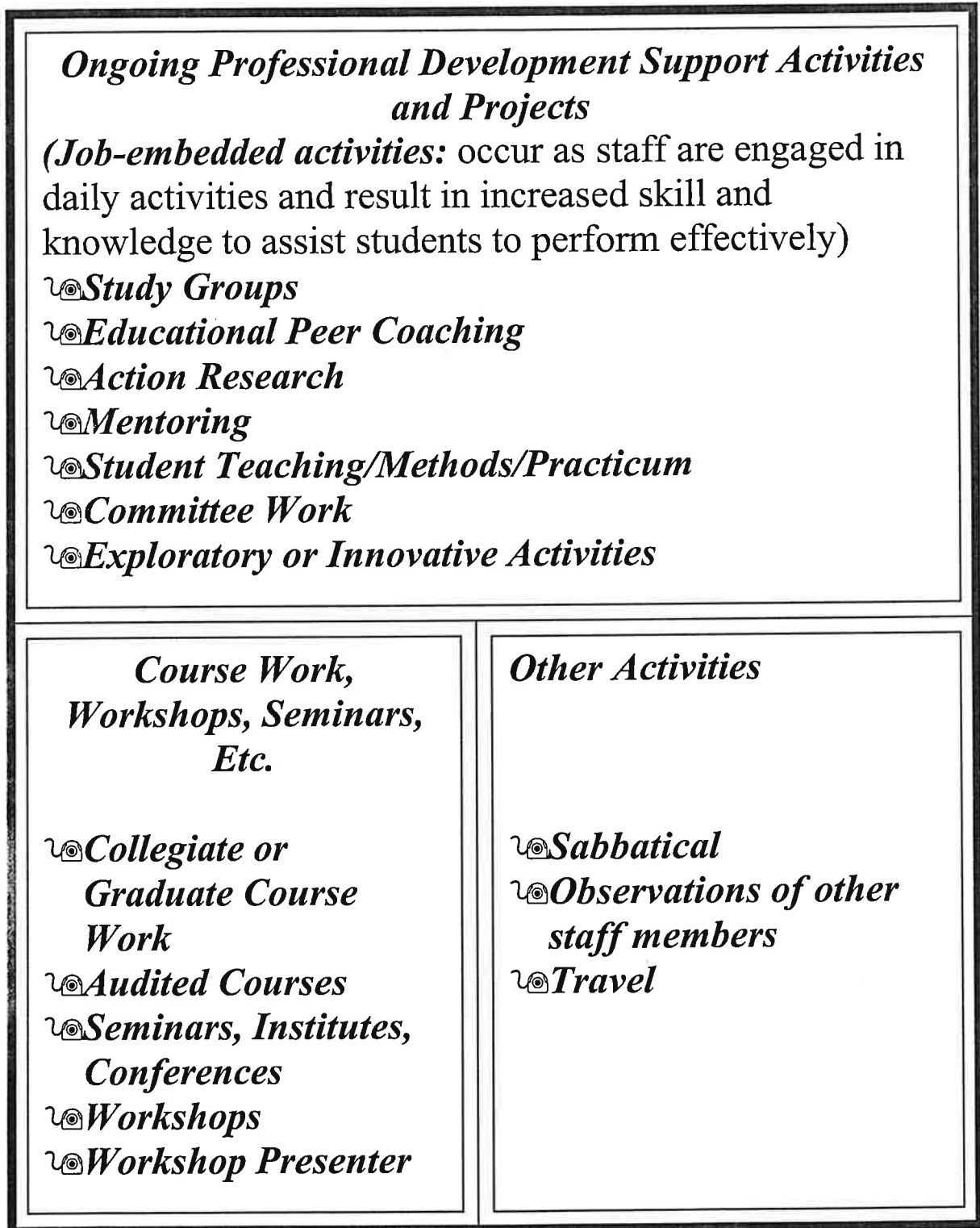
- 2) **Observations** – Staff members may earn credit for observing other staff members either in their own schools or in other schools. Only the observers may earn hours for the actual observation, although both parties may earn hours for pre- and post-observation meetings. Such observations must support the goals in the individual Staff Development plan and/or the school or district goals. Supervisors in the

buildings will approve these observations. Pre-approval by the staff member's supervisor will be required. An activity form will need to be completed.

- 3) **Travel** – In order to qualify for recertification credit, it is expected that any travel by a staff member will be conducted during vacation periods. All travel proposals should be submitted well in advance and must be approved by the staff member's supervisors. The itinerary for the proposed travel shall be included in the original proposal. The objectives must be clearly stated and an indication of how such travel relates to the teacher's professional goals and needs included. The proposal shall indicate the type of report that shall be made if it is to include other media. Upon returning, the teacher shall submit evidence of his/her experience on an activity approval form.

Staff members should indicate in the proposal the number of hours they anticipate receiving. The number of credit hours awarded the project will be determined when the project is completed, to a maximum of 20 hours during any three-year certification period.

Figure 4



Plan 2

- 1) A staff member may choose an alternative independent professional development plan. In cooperation with the staff member's supervisor, she or he will develop a comprehensive three-year plan. This plan and subsequent activities will emerge from the staff member's reflection on student needs as identified in school and/or district goals. The staff member will establish goals to be achieved during the three-year cycle, a connected program developed to meet the goals, and a plan to assess the success of the program (including assessment of students' performance).
- 2) The staff member will not be required to record hours, but should maintain an ongoing log of the progress made.
- 3) The staff member will meet with her or his supervisor(s) at the beginning of the three-year cycle to develop the plan, which will be approved by the SAU office.
- 4) He or she will then be expected to meet twice a year with supervisors to discuss the progress made.
- 5) At the end of each year the staff member will submit a document reflecting on the work she or he has been focusing on and to determine the need for modifying goals for the ensuing year.
- 6) At the discretion of the building administrator, the staff member may wish to pursue this process in lieu of the staff member's evaluation plan.
- 7) A sample model for this alternative plan is available in each school in SAU #38 and in the office of the Director of Curriculum and Instruction. Plans, however, will vary, but all of them should have an effect on student performance. The staff member is encouraged to take risks as part of this plan and to be supported by the SAU to enable the staff member to receive training and free up time for him or her to plan and implement the activity or program. If a staff member is working with other staff members to implement a comprehensive character education model, for example, she or he will need the latitude to receive traditional training through workshops, conferences, and/or courses; to oversee the planning with staff members; to visit classrooms in his or her school or other schools; to work with staff members on the implementation of the program; and to focus on the methods of evaluation.

PROVISIONS FOR INDIVIDUAL EDUCATOR GROWTH AND SCHOOL PROGRAM IMPROVEMENT (Requirement 9)

Self-assessment is an important aspect of any professional development plan. Staff members view themselves critically and make decisions based on what they learn. The process involves more than completing a single checklist, but requires an ongoing, in-depth, and reflective examination throughout the staff member's career. Self-assessment in SAU #38 is formalized through the forms for approval and evaluation of activities, the professional growth plan, and the supervisory process.

Supervision and Educator Growth

As part of the supervisory process in schools throughout SAU #38, staff members reflect on their professional growth and development on an annual basis and set goals for ongoing improvement in identified areas. In an environment of trust and confidentiality, staff members review their practices using such options as viewing or listening to audio- or videotapes of their performance, recording thoughts in a reflective journal, compiling a portfolio, and/or using other individually developed tools to examine their professional direction and instructional effectiveness.

Staff members may work on improvement in specific areas independently or in collaboration with other professionals. Peer coaching and brainstorming sessions with other professionals can be helpful. Staff members may seek advice and support from other professionals, including those outside their buildings or districts.

Improvement Plan

After staff members identify areas in need of work, they and their supervisor(s) will plan a professional development program; the district councils, the Director of Curriculum and Instruction, and the SAU staff development committee will work with the staff members and supervisors to support these professional development programs. Both teachers and administrators will be utilized to facilitate job-embedded activities and will share their experiences with staff members from throughout the district. Workshops, conferences, and/or courses will continue to be offered to support ongoing activities and individual professional development needs of staff members.

Staff Development Committee Communication

The staff development committee will communicate opportunities for professional development on a regular basis. Vehicles for communication will include flyers and district newsletters; reports from staff development committee members and staff representatives overseeing various groups (such as study groups); and communiqués on the SAU website. Opportunities for learning on-line and simulated lessons will be actively pursued and utilized.

Use of Assessment Results

Administrators at the school and district levels will compile the results of assessments as they are administered and will forward the results to the district councils and the staff development committee. The results will be tracked and used to determine the success of professional development activities over a period of time. School, district, and/or SAU goals will reflect the areas of need in order to improve students' learning.

Staff Development Funds/Time

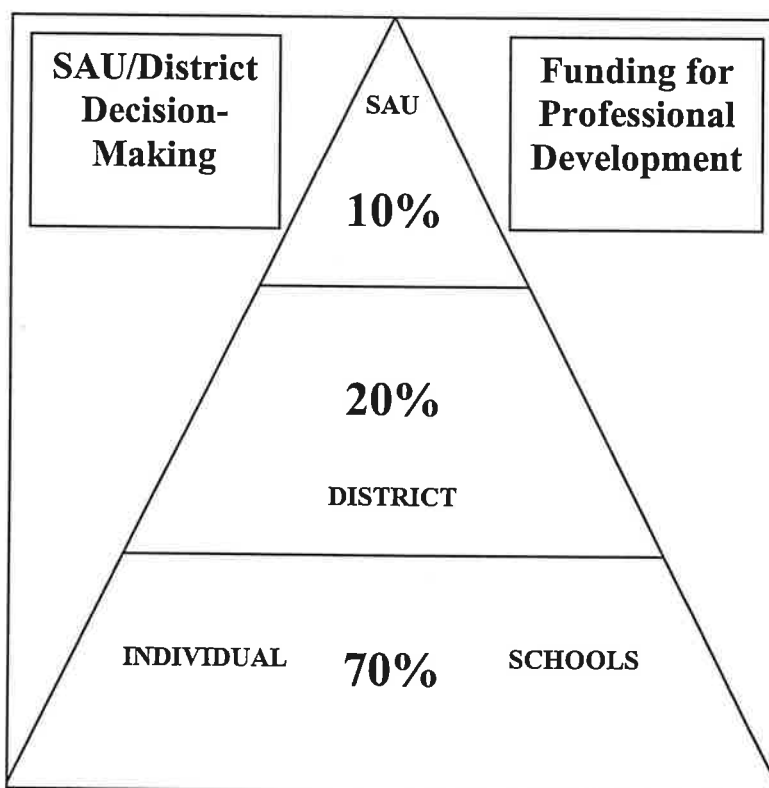
The staff development committee has funds for SAU-wide staff development activities. At the discretion of administrators, in collaboration with staff members, staff development funds available at individual schools will be allocated for job-embedded activities and workshops according to the identified needs of staff members, who work collaboratively with supervisors on the use of these funds. Since SAU #38 adheres to the philosophy of site-based management, the individual school are primarily responsible for both the decision-making process and the allocation of funds (figure 5). Staff members are also entitled by the negotiated agreement to receive reimbursement for coursework and workshops. Grant money will focus on ongoing

inservice activities in the district. Administrators and teachers (particularly those directly involved and the district teams) participate in the planning of grants and the allocation of funds.

The individual schools, school districts, and the SAU will provide time for staff members to engage in both ongoing and single-event staff development opportunities through flexible scheduling in the schools, substitute coverage, and release time. The SAU staff development committee and administrators recognize the challenge of time to pursue activities in the schools and will make it a priority to enable staff members to participate in activities to improve student learning.

Figure 5

Site-Based Management and Professional Development



KNOWLEDGE OF FIELD AND OF LEARNERS AND LEARNING (Requirement 10)

Thirty (30) hours must be earned in each area of certification. Because of the importance of this area for the success of staff members, all certified staff members will be expected to continue to remain up-to-date in their fields. In addition, staff members must also remain current in the corollary area of knowledge of the learners and learning in order to serve the students in their charge as effectively as possible.

Professional Development Goals & Supervision

Staff members will be required to include two goals on the professional growth plan: one will focus on the knowledge of the subject area(s) and the other on knowledge of learners and learning. During the ongoing supervisory process in each building, staff members will reflect on their progress in these two areas and discuss various perceptions with their supervisors at the annual conferences. Part of this process may also include staff members' researching best practices through publications, memberships, workshops, and/or coursework. Staff members are encouraged to establish partnerships or teams with other staff members in their fields of specialization (or experts in the field outside of the school district) and/or in their grade levels. The subsequent reflection on staff members' progress in these two areas may include peer comments and observations. The administrators at the building level will facilitate these partnerships and monitor their progress. They will also be watching for patterns of concern rather than isolated issues in these two areas.

Building-Level Support

Supervisors and/or staff members may believe that they need to focus on particular aspects of these two areas (as a result of the supervisory process, the staff members' self-reflection, observations by the peers and/or the supervisors, various assessments) in order to meet the learning needs of students more effectively. They, therefore, may establish peer coaches or mentors with more direction from the supervisors than the partnerships identified earlier. Supervisors themselves may also want to work to remediate areas of concern in this area. Workshops, conferences, and/or coursework may also be recommended to assist with certain areas of concern.

District Support

The administrators in the buildings will regularly update progress to the district councils and the Director of Curriculum and Instruction, who will report areas in need of support to the SAU staff development committee. Although most issues will be addressed at the building level, the district councils (with the support of the Director of Curriculum and Instruction) and the staff development committee will work with the administrators to deal with concerns. Data from various assessments throughout the year will also be tracked to determine if more intensive work on a large-scale basis needs to occur.

If, for example, assessments reveal that staff members in one grade level are struggling with the teaching of writing, building-level administrators and district teams would work with teachers in that grade level (and earlier grade levels as well) to establish a plan to incorporate support on an ongoing basis at the building level and workshops on the subject of writing and on the needs of learners as they are developing in order to address this concern. Subsequent assessments, observations by peers and supervisors, portfolios, and the completion of staff development forms are examples of tools being used to determine the effectiveness of any professional development plan.

ONGOING EVALUATION COMPONENT (Requirement 11)

The professional development master plan is founded on the premises that professional development is based on student performance and is assessed by student performance. To have an impact on student performance on an ongoing basis, the program features job-embedded activities such as teacher study groups, peer coaching, and mentoring. The process that the SAU staff development committee uses to evaluate the appropriateness, effectiveness, and implementation of the district and individual professional development plans and the connection of professional development events with student learning must keep these premises in mind.

CIPP Evaluation Model

According to Daniel Stufflebeam (1983), “the most important purpose of program evaluation is not to prove but to improve.” The CIPP model that he proposes focuses on improvement of the program and provides an effective structure for the evaluation of the staff development program.

CIPP is an acronym for the four components of the model. The ‘C’ stands for context and is designed to assess the planning decisions of the program. The ‘I’ – input evaluation – demands the examination of “studies that identify and assess the relative merits of alternative project decisions” – i.e., the decisions on the intended structure of the program. The initial ‘P’ – process evaluation – guides and assesses the implementation of the program structure and plan, and the final ‘P’ – product evaluation – serves as a tool to determine the need to continue, modify, or end the program. More often than not the final ‘P’ represents the type of evaluation – summative in nature – that we have become accustomed to in education.

This model is truly designed to be an evaluation tool for decision-makers, providing them with guidance and ongoing records. As such, each phase may lead to the next or may be recursive and thus necessitate returning to a previous one.

Context and Input Evaluation

Context and input evaluation have been the early tasks of the staff development committee. The committee reflected on the current context for professional development, the nature of staff development in the SAU, and the current concerns of staff members. From this process the committee established goals for the planning and implementation of the new staff development plan and a timeline to meet those goals. A thorough knowledge of the state requirements through readings and workshops as well as independent research of the literature available on staff development, assessment, curriculum development, and staff supervision supported this preparatory period. Both context and input evaluation will be revisited during the implementation phase of the master plan.

Process Evaluation

Much of the implementation phase of the staff development master plan requires process evaluation. In this phase the staff development committee and the Director of Curriculum and Instruction (as well as administrators and district teams) are able to gain valuable and ongoing insights into the progress and success of the implementation of the staff development plan. As they follow the plan and embedded procedures entailed in it, ongoing data is being generated to “provide guidance for modifying and explicating the plan as needed, since not all aspects of a plan can be determined in advance and since some of the initial decisions may later prove to be flawed” (Stufflebeam, 1983). The information that comes from this process evaluation can provide a visible record of the direction the staff development plan is taking, the costs incurred, and the quality of the overall effort. It will also provide direction for effective evaluation of the individual and master plan.

Documents - The process evaluation is initially engaged in throughout the year through the documentation of activities by staff members. The documentation includes an assessment of the effectiveness of the ongoing activities. The district councils and the local administrators will review the documentation and use the data to assess the extent to which the professional

activities are focusing on school and district goals. At the end of each school year the staff development committee will conduct a staff survey to evaluate the usefulness and effectiveness of all activities and programs to meet school and district goals and improve student performance. The survey will determine the value and quality of the programs and activities, their connection to school and/or district and/or SAU goals, the extent to which they have an effect on staff members' performance and student learning. This information, along with the activity forms that staff members complete, will help to identify the strengths and weaknesses of various programs and will be shared with district teams and administrators to be used along with assessment instruments to develop goals and activities (and to guide three-year plans).

Supervisory Options - During the supervisory process staff members' professional development plans will also be reviewed on an ongoing basis. A variety of instruments, which both staff members and supervisors will examine and discuss, may be used during this process. Among the options to review staff members' progress toward meeting their professional growth plans are self assessment; administrator and peer observations of the teacher's and students' performances; and/or a portfolio during the life of the plan, compiled by the staff member and including various documents and artifacts for the activities along with the assessment of the various activities. These options will be developed collaboratively between the staff members and their supervisors.

Product Evaluation

All of the documentation gathered during the process evaluation will contribute to the product evaluation – the accountability phase of the CIPP model. The district councils and the staff development committee with the technical support of the Director of Curriculum and Instruction will make judgments on an annual basis about the ability of the plan to meet the needs of professional development in the district. The data gathered will determine if the SAU will continue the implementation of the master plan as currently written or revise it. The culmination of the product evaluation will be the development of a new master plan at the end of the five-year process. The results of the product evaluation will indicate if the districts and the staff development committee will need to return to one of the earlier phases of the CIPP model for more intensive investigation.

Product Evaluation Report - A report by the Director of Curriculum and Instruction on the results of the master plan implementation will be presented to the staff development committee, whose members will share the results with staff members and administrators annually. The report will be based on the data gathered at the school level, district level, and SAU level. It will provide information from assessments, the supervisory process, various staff development artifacts and documents, and other sources. This information may be helpful to the district in developing district goals and will be utilized in the development of SAU goals. The report will use the various documents, artifacts, and feedback from staff members and administrators to determine the extent to which professional development events are connected to student learning.

Local Education Improvement Plan (LEIP) - The Local Education Improvement Plan (LEIP), known in the districts of SAU #38 as the District Education Improvement Plan (DEIP), will support this evaluation process, incorporating the goals evolving from the student assessments and the evaluation of the professional development master plan. The effectiveness of the LEIP, in part, is determined by students' performance on various assessment instruments, the effectiveness of the staff development master plan in addressing student-performance issues, and the results of the evaluation of the master plan and individual plans. The LEIP committee will review the results, adjust its goals and plans, and make recommendations on staff development programs to the staff development committee.

PROCESS TO ADDRESS CERTIFICATION OF ALL CERTIFIED EMPLOYEES, INCLUDING PARAPROFESSIONALS (Requirement 12)

All staff members, whether or not they are certified, are welcomed to participate in staff development activities in order to more effectively serve the students in their charge. Certified staff members not required to earn 75 clock hours for recertification include nurses and paraprofessionals. Nurses have a separate licensing process, but are welcomed to complete a long-range plan for staff development and to participate in pertinent activities offered in the district.

Paraprofessionals

Paraprofessionals who are seeking recertification will adhere to the following guidelines:

- 1) Each paraprofessional must earn 50 hours during the three-year recertification cycle
- 2) The 50 hours must be earned in the following seven professional development component areas (with particular focus on areas that will best serve their working with the students in their charge):
 - a) knowledge of subject;
 - b) character and citizenship education;
 - c) professional skills;
 - d) knowledge of learners and learning;
 - e) knowledge of the school's role, organization, and operation;
 - f) exploratory or innovative activities
 - g) integration of technology in the school.
- 3) At the beginning of the paraprofessional's three-year cycle, she or he will meet with the teacher(s) supervising the paraprofessional and the principal to develop a three-year recertification plan. That plan will be approved by the principal and updated as needed.
- 4) The plan will be reviewed during the supervisory process. Its success will be determined by the extent to which it enables the staff member to perform his or her duties effectively and supports the learning of the students she or he is involved with.
- 5) Paraprofessionals may avail themselves of any activities (including job-embedded activities) available to other staff members.

GLOSSARY

- **Action Research** – Action research (collaborative or individual) is a form of disciplined inquiry that involves educators in a process of selecting a focus, collecting a data, analyzing and interpreting the data, and taking action.
- **CIPP Evaluation Model** – This comprehensive evaluation model provides program evaluation from the inception of a project or program and continues throughout the life of the program. Its strength is that it focuses on both formative and summative evaluation of the program. ‘C’ stands for Context, ‘I’ for Input, ‘P’ for Product, and ‘P’ for Process.
- **Committee Work** – For the purposes of this professional development master plan, committee work is defined as district committees - such as the Curriculum Coordinating Team, a language arts committee, or a technology committee.
- **District Councils** – Each district will have a district council. These councils consist of staff members and administrators from each building. They are involved in the development and evaluation of professional development activities, review assessment results, and work with administrators to develop curriculum.
- **Educational Peer Coaching** – Peer coaching is cooperative activities between educators that result in increased learning for both parties.
- **Job-Embedded Activities** – These activities occur as teachers and administrators are engaged in their daily activities and that result in increased skill and knowledge needed to assist students to perform more effectively. Ongoing activities such as study groups, mentoring, educational peer coaching, and curriculum development would be examples of these activities.
- **Mentoring** – When experienced educators are working with beginning educators to strengthen their job-related skills and to enable them to be more successful in the position, they are involved in mentoring the beginning teacher.
- **Study Group** – Study groups for teachers and staff members may be established in buildings to address ongoing issues identified by local and district assessments of students’ performance.

SCHOOL ADMINISTRATIVE UNIT 38

PROFESSIONAL GROWTH PLAN

Name of Teacher: _____ School: _____

Inservice Period: July 1, 20__ to June 30, 20__ Area(s) of Certification: _____

The staff development program requires that each staff member, with the assistance of his or her supervisor, prepare a three-year recertification plan. The plan will serve as a guide for professional growth and may be modified as school, district, and/or personal needs change.

A minimum of seventy-five (75) clock hours of professional growth during the three years of the recertification cycle is required. Forty-five (45) hours should be directly applicable to school, district, and/or SAU goals available at the time the professional growth plan is being developed. The forty-five (45) hours are required regardless of the number of areas of certification. For each area of certification, the individual must earn at least thirty (30) clock hours. Please include at least one goal for each additional area of certification (in addition to the ones established on this form).

GOAL NO. 1: Knowledge of Subject or Field of Specialization (4-digit certification number: ____ / ____ / ____ / ____)

Applicable School, District, and/or SAU Goal(s)

GOAL NO. 2: Knowledge of Learners and Learning

Applicable School, District, and/or SAU Goal(s)

GOAL NO. 3

Applicable School, District, and/or SAU Goal(s)

GOAL NO. 4

Applicable School, District, and/or SAU Goal(s)

GOAL NO. 5

Applicable School, District, and/or SAU Goal(s)

Staff Member's Signature

Supervisor's Signature

Central Office Administrator's Signature

School Administrative Unit No. 38

Professional Development Application/Activity Approval

Name _____ School/Program _____ Date _____

(This form must be completed for all out-of-district and some district activities, as specified in the master plan. If a staff member needs prior approval for an activity, as indicated in the master plan, he or she will fill out Section A and submit it for approval to the Principal. Upon completion of the activity, he or she will complete the remainder of the form within six months and submit it to the Principal, who will forward it to the SAU Office.)

Section A

Title and description of activity: _____

What goals in your professional growth plan and/or other school/district/SAU goals is this activity designed to meet? _____

Information to be completed for prior approval only

Estimated Clock Hours Inclusive Dates Location

Principal _____

Date _____

Section B

Benefits derived from the activity and plan for student learning: _____

I found this activity worthwhile (circle one). Agree – 5 – 4 – 3 – 2 – 1 – Disagree Explain.

If staff member is asking for credit in the area of certification, please specify certification area and number of hours.

☐ Knowledge of Subject or Field of Specialization: _____
Area of certification | No. of hours

Actual Approved Number of Hours Actual Date(s) of Activity
(see staff development master plan)

Staff Member _____ Date _____

Principal _____ Date _____

Central Office _____ Date _____

Annotated Bibliography

Birchak, B., Connor, C., et al. (1998). Teacher study groups: Building community through dialogue and reflection. Urbana, IL: National Council of Teachers of English.

The subtitle of this book written for English teachers, but useful for all educators, underscores the role of teacher study groups in enabling dialogue and reflection among teachers. The authors acknowledge the challenges of finding time to be reflective and engage in meaningful conversations in the educational setting; they contend that study groups provide a forum for these important activities to occur. The book explores the nature and formation of study groups, their organization and facilitation, and the issues members of the groups may confront.

Bonstingl, J.J. (1992). Schools of quality: An introduction to total quality management in education. Alexandria, VA: ASCD.

This introduction to total quality management emphasizes the role that TQM can play in establishing processes for continuous improvement of individuals and the schools. The second edition of this book provides examples of the use of TQM to improve student learning and professional development for staff members. The "Five Personal Practices of Quality," according to Bonstingl, include 1) leadership, 2) partnership, 3) systems thinking and systems action, 4) process orientation, and 5) constant dedication to continuous improvement.

Callan, M.F., and Hall, G.C. (1985). Staff development. Bloomington, IN: Phi Delta Kappan.

This collection of articles is part of an exemplary practice series sponsored by the Center on Evaluation, Development, Research (CEDR). The articles focus on staff development as a means of improving schools. The authors adhere to the idea that staff development should be an integral part of the school environment rather than solely a series of single-event training sessions. The articles in the book are organized under four separate sections – 1) designing effective staff development programs, 2) exemplary staff development practices (further divided into general practices; writing, reading, and math; teachers training teachers; and administrator training), 3) evaluating staff development programs, and 4) implementing staff development into the school culture. Although some of the research in this collection is dated, the concepts support the staff development master plans being developed in the state of New Hampshire.

Danielson, C. (1996). Enhancing professional practice: A framework for teaching. Alexandria, VA: ASCD.

Charlotte Danielson provides a framework for teaching that incorporates four domains – 1) planning and preparation, 2) classroom environment, 3) instruction, and 4) professional responsibilities. The domains are not mutually exclusive, but in practice are interrelated. Each of the domains is divided into a number of components. The framework may be useful as a structure for mentoring programs or evaluation models establishing criteria for effective teaching. Danielson's work has particular applications for those trying to define the components to be identified in knowledge of the subject and in the area of learning and learners.

Dillon-Peterson, B. (1981). Staff development/organization development. Alexandria, VA: ASCD.

This 1981 ASCD yearbook includes several articles that consider the need to support teachers as they engage in the change process necessary for growth in the individual and institution and to provide a system that will allow for change to occur. The authors connect staff development and organization development, propose effective staff development designs and methods to evaluate, and create an ideal staff development model for the future.

Joyce, B. (1990). Changing school culture through staff development. Alexandria, VA: ASCD.

Going beyond the contentions of the 1981 yearbook, the 1990 yearbook highlights a variety of authors who are calling for a significant change in education – to be effected through staff development. The articles examine the knowledge base in the areas of staff development and the building of productive cultures; the changing role of the shareholder in North American and in England, Wales, and Australia; and district initiatives that provide opportunities to learn "the curious complexities of cultural change."

Joyce, B., and Showers, B. (1988). Student achievement through staff development. New York: Longman.

Bruce Joyce and Beverly Showers, foremost scholars in the area of professional development and the concept of coaching during the professional development process, have proposed a system for staff development that will not only ensure a continuous high level of professional growth in individuals, but will also improve student achievement and learning. The system contributes to school improvement and provides more effective curriculum and instruction. The authors explore the central role of curriculum and instruction in the school environment (promoted through study groups, peer coaching, and leadership councils), the bottom line of student growth, the coaching of teaching, good practice, the evaluation of staff development programs, finding time to embed staff development in the workplace, and teacher preparation.

Joyce, B., Wolf, J., and Calhoun, E. (1993). The self-renewing school. Alexandria, VA: ASCD.

The authors of this short exposition focus on the renewal of the individual and the educational institution by recreating the school and district as an academy, in which the culture of the school is focusing and generating a self-renewing organization for the improvement of student learning. This useful book for educators encourages all staff members to be involved in action research through such activities as study groups and peer coaching. The action research is intended to improve the institution and student learning, both goals of the staff development master plan.

Levine, S.L. (1989). Promoting adult growth in schools: The promise of professional development. Boston: Allyn and Bacon.

Sarah Levine from the Harvard Graduate School draws together the research and practice in the two areas of professional development and adult development to provide a model for professional growth in schools. She begins by providing portraits of teachers and an examination of the context for development, considering both the phase theories and the stage theories of adult development, putting theory into practice by looking at the portraits she developed earlier in the book, and considering the role of the principal and the school environment. She concludes by highlighting promising practices in writing, individual and group supports, and organizational supports. This book provides an effective foundation for examining professional development, adult development, and their connections for both teachers and administrators.

Saphier, J., and Gower, R. (1997). The Skillful Teacher: Building Your teaching skills. Acton, MA: Research for Better Teaching, Inc.

This book has been perennially used in schools to provide a focus for new and veteran teachers to improve their teaching skills. The authors focus on three key concepts – 1) regarding teaching as a whole, 2) recognizing multiple instructional approaches, and 3) the matching of the approach to the appropriate context. The broad areas discussed in the book include management, instruction, motivation, and curriculum.

Sparks, D. and Hirsh, S. (1997). A new vision for staff development. Alexandria, VA.: ASCD.

Results-driven education, systems thinking, and constructivism influence the new vision for staff development that the authors are supporting in this book. The vision connects individual and organization development and regards it as ongoing throughout the career of the staff member. It also assumes that all members of the organization, not just teachers, will be involved in this ongoing professional development process. The authors explore job-embedded learning (important in the SAU #38 staff development plan), spreading responsibility for staff development, and the role of staff development in reform efforts.



Did you notice how much better MRHD looks now?

Would you like to help finish the job?

Then join us for: Painting 2000, Part II

It's time to get rid of ALL the tacky turquoise on the other three sides of
Monadnock Regional High School.

We're looking for volunteers who can help us, sand, prime and paint on

Saturday, September 9 from 8:00AM - ?

We'll provide all the supplies (if you have a hand sander, bring that) plus
snacks and a lunch.

Hope you can make it and let Dixie know at 239-4080
if you can.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
September 5, 2000
MEETING AT**

Monadnock Regional Junior and Senior High School Library (NOT ROXBURY!)
*The public is encouraged to attend MRSD Board meetings. Comments are welcome during the
"Citizen Concerns" portion of the agenda. Input on other agenda items is welcome upon
recognition by the Board Chairman.*

At 6:15 the Finance Committee of the Monadnock Regional School District Board Will Meet

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

a. Minutes of August 15, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Don Arguin
Policy Update and Recommendations
2. Communications Committee: Dixie Gurian
Painting Project September 9th.
Communications for Building Program
3. Facilities Committee: Chrysten Starrett
Gilsum School Project Update
MRHS Sprinkler Update
Water and Sewer Update
4. Transportation Committee: Policy on Kindergarten Bus Pick Up.

B. Curriculum Report: Dr. Hodgdon : Opening Day/Summer 2000

C. New Business

1. Deferred Maintenance, Summer 2000: Barry Fowler

D. Old Business:

1. Master Staffing Plan: Draft Report: Mr. Cardine Discussion on
Materials Passed Out 8/15/2000 and New Material.
2. Riders Readers
3. Special Education SPED MIP Report: Mrs. Doloff, Dr. Dassau
4. Master Plan 2001-2007 for SAU#38 Districts: Dr. Hodgdon

E. 21st Century Report

Update on Building into the Future

F. Action on the Manifest

G. Correspondence/Announcements

5. 9:00P SUPERINTENDENT'S REPORT

A. Principal Hiring Committee Plan:
Approval of Procedure Passed Out at
August 15 Meeting.

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

8. ADJOURNMENT

Setting the Next Agenda

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
September 5, 2000
MEETING AT
Monadnock Regional High School**

CALL TO ORDER AT 7:00 PM

Present: D. Gurian, Chair, D. Arguin, D. Carluccio, H. Livingston, G. White, B. Hamill, Tom Matson

Not Present: D. Thackston, C. Starrett, N. Carlson

Also Present: Betty Tatro, Principal Mt. Caesar, Karen Craig, Principal Emerson, David Hodgdon, Director of Curriculum, Ken Dassau, Assistant Superintendent SAU#38, David Dahl, Interim Principal Troy Elementary School, Larry Biron, Business Manager SAU #38, Barry Fowler, Director of Buildings and Grounds, David Bell, Principal Cutler Elementary School, D. Fetchin, Dave Mousette, Principal Northern Schools, Dan Stockwell, Principal MRHS

1. 7:00 P CONSENT AGENDA

A. Minutes of August 15, 2000 Meeting

G. White **moved** that the minutes of the August 15, 2000 meeting be accepted as presented. H. Livingston **seconded** the motion. There was no discussion. **Vote: 7-0-0-3 Approved.**

2. 7:10 P CITIZEN CONCERNS

There were no concerns brought forward from the public.

3. 7:20 P STUDENT COUNCIL CONCERNS

MRHS Student Council Representatives Erin Pinney and Breanna (Buzz) Sullivan introduced themselves to the School Board members and the public in attendance. Erin explained that she is a senior this year and been here since Jr. High. She and Buzz should be here for every meeting to bring up concerns from the Student Council and discuss what's happening within their committee. There are not too many concerns right now since school just started. Homecoming is next weekend and will include a bonfire Friday night. The dance will have a DJ. The Husky House is done and will open tomorrow night. The Student Council is working on thanking the community for their support. They also want to thank maintenance staff for all the hard work they do inside and outside the buildings all year round. The school could not operate without them. Students are also grateful for the new rule allowing water bottles in class. A citizen asked how students get involved in Student Council. They explained the process and also that anyone can attend meetings.

4. 7:30 P OTHER SCHOOL BOARD BUSINESS

A. Board Committee Reports:

1. Policy Committee: Don Arguin

Policy Update and Recommendations

The Policy Committee looked at the hat issue at school. Currently it is a rule that hats are not to be worn inside the school. The Committee decided not to change the current policy. No hats will be allowed within the school. The administration was not in favor of change either. The Policy Committee discussed that this is not an education-based issue but they felt that it

was important. The board can still grant exceptions when appropriate. Deb Carluccio added that the conversation and discussion was good. It was not an easy decision. The Committee saw merits on both sides.

2. Communications Committee: Dixie Gurian

The second CEO letter has been sent to area businesses to keep them informed of the district's goals. Dr. Hodgdon's newsletter was also included.

A combination Parent-Student Handbook and School Event Calendar was published at MRHS. Deb Snyder and Anne Johnson put it together. Max Houle helped with the handbook portion. It was passed out to each student.

Communications for Building Program

The Painting Project will continue with more painting on September 9th.

3. Facilities Committee: Barry Fowler

Gilsum School Project Update

The bid documents will be advertised in Keene Sentinel in the next two weeks. There are four contract arrangements for this project. The district would like to attract some smaller businesses in the area to bid on this project.

MRHS Sprinkler Update: Barry Fowler

The Sprinkler Project is about 45% complete. Instructional areas are mostly done.

Water and Sewer Update: Barry Fowler

He has received information for the school district to connect with the Keene sewer system. The cost is around \$470,000. He will meet with them tomorrow night.

4. Transportation Committee: Policy on Kindergarten Bus Pick Up

Mr. Cardine reported that he has looked through policy and didn't find anything in writing pertaining to the issue of picking Kindergarten children up at houses other than their residence. He has not found a policy or procedure on this. He will bring the issue to the Transportation Committee. G. White is on that committee and would recommend moving forward on this issue.

B. Curriculum Report: Dr. Hodgdon: Opening Day/Summer 2000

Dr. Hodgdon passed out copies of his report on progress with curriculum. Mr. Cardine said that it would be done. The opening day workshop went well and staff came out upbeat. The keynote speaker was Murray Banks and the topic was "The Challenge of Change." Helen Livingston would like to see dates on all documents given to the board.

After the workshop meetings were held to discuss the SAU #38 Professional Development Plan. Professional Development has new guidelines now and is more difficult to stay on top of. The state would like many aspects integrated into a plan. SAU goals, District goals, and School goals all must be considered and wrapped into an individual's professional development.

Dr. Hodgdon explained a handout which showed how the goals for the district will be met and how these goals are integrated in a plan which includes elements of staff development, mastery of elements, integration, curriculum alignment, continuity, and consistency (K-12) in language arts, math, science and social studies, assessment, and staff support. All of these elements will help the district create a successful program for students and staff alike. The curriculum work this past summer focussed on three areas: language arts, social studies, and K-6 New Hampshire History. Math was focused on by a new committee. Science is furthest along. He will show details at a later date. It was a very productive summer. Helen Livingston asked if he has considered a day care program for teachers' children. He said that it would be a good idea. In the past kids who are connected have taken care of each other.

C. New Business

1. Deferred Maintenance, Summer 2000: Barry Fowler

The maintenance staff worked on many summer projects. In next few months they will be submitting plans for maintenance projects that have been deferred in the past for the 2001-2002 year. One area worked on this past summer was placement and refurbishment of the

portables from Emerson. They were moved to MRHS and were ready within a few hours of school opening. The cost was \$17,000.00 in materials. They also turned two classrooms to four within the MRHS building, extended storage in the maintenance building, provided on-site storage in Troy, storage for computers at MRHS and filled two on-site containers at Emerson and MRHS. They will be adding petroleum storage at two sites. The sprinkler system was worked on at MRHS. Electrical work was done at Troy to upgrade power capabilities. Emerson reclaimed the parking lot and will resurface it this month. District funds were used to help with four positions to help this summer at MRHS. Work on some projects used to be done by students in summer youth work programs. This year there was no funding for that program and the work had to be done by the maintenance staff.

D. Old Business

1. Master Staffing Plan: Draft Report: Mr. Cardine: Discussion on Materials Passed Out 8/15/2000 and New Material.

Mr. Cardine passed out copies of his report on the Master Staffing Plan from the Building into the Future Committee. This plan covers recommendations for adding staff and changing how we teach over the next few years. It included staffing at Monadnock Regional Junior and Senior High School (Teachers and courses), Course offerings at Monadnock Regional Junior and Senior High School, typical New Hampshire high school course offerings, courses Monadnock Regional Junior and Senior High School would like to offer, current staffing – room utilization at Monadnock Regional Junior and Senior High School, current room needs at Monadnock Regional Junior and Senior High School, future room needs at Monadnock Regional Junior and Senior High School, and a map of MRHS. Mr. Cardine is very excited about the plans for the technical education department. The premise of each teacher having his/her own classroom was presented as one possible way of looking at building needs. The Building into the Future Committee is planning building needs to allow our students to succeed in the 21st century. This document will be presented to Building into the Future Committee on September 7, 2000. Deb Carluccio encouraged the committee to look at tying in the community benefits of space when students are not using the buildings. Mr. Cardine said that he would do that. He can also tie in training for adults in things like technical education as well. Tom Matson questioned the need for every teacher to have his or her own classroom. Mr. Cardine answered that it is important to be able to personalize their space. Teachers can't do that if they move. Environment also teaches. Things that are displayed around the room by an individual teacher enhance the learning experience. Tom stated that one room per teacher seems high. Mr. Cardine answered by stating that is one way to look at it. Student-teacher ratio might provide different numbers. Having three advanced students with one teacher is also important as we must provide for our gifted students as well as our special education students. One on one is often the best way in some circumstances. This is not a waste of space. It will be a big change. A citizen spoke up and stated that she feels that in order to compete with world language and economy requirements, MRHS is currently deficient. They offer just two foreign language subjects and they are not required for graduation. Many schools offer and require more foreign languages.

2. Riders Readers

Dixie Gurian – Will be receiving newsletters at the end of the month. Will see in next packet

3. Special Education SPED MIP Report: Dr. Dassau

Dr. Dassau gave out copies of an outline explaining the Special Education Monitoring and Improvement Process. He explained that in the past people from the state would come from state to review sped files for discrepancies. Now it is an improvement process. The MRSD/SAU IDEA Team Participants were: David Bell/Cutler Elementary School, Paula Baldwin/Monadnock Regional High School, Eileen Breckell/MRSD LD Specialist, Catherine Croteau/SAU Preschool Coordinator, Melissa Pitti/Mt. Caesar Elementary School, Molly Gray/Parent, MRSD, Jennifer Dolloff/ Special Education Coordinator, Jason

Magee, Ph.D./School Psychologist, David Hodgdon, Ph.D./ Director of Curriculum, Dr. Kenneth R. Dassau/Assistant Superintendent, SAU 38, Nancy Brogden/NH DOE/SERESC. The team focused on one question, "How well do regular and special education staff collaborate to meet the academic, social/emotional, behavioral, and physical needs of students?" Surveys were taken from parents, staff, and 9th grade special education students. There was an MRSD town forum. There was a building compliance review done by the Department of Education and a case study was done at each building. From this process came goals to help improve our process. Then, a summary and a plan of action. As a result of this process, SAU 38 has received approval for special education programming until June 30, 2005. Not all schools receive the five-year approval. Helen Livingston asked why the northern schools were not included in his report. Dr. Dassau explained that they were but some documents are still being worked on. William Hamill stated that he wished that this information had been passed out early so that the board members could have reviewed it. It was just finished today and Dixie Gurian pointed out that it could be discussed further at the next meeting.

4. Master Plan 2000-2007 for SAU #38 Districts: Dr. Hodgdon

Dr. Hodgdon will be taking this plan to the SAU Board in October. He wanted each board member on each school board to see this. It is the new staff development master plan. Re-certification requirements have changed for teachers. Teachers with one area of certification under the old plan had to have 50 hours for certification, they will now need 75 hours. Within their area of certification they used to need 20 hours. They will now need 30 hours. Some of the hours must be connected to the SAU goals. They should be connected to assessment of student performance. Goals can be job-embedded and ongoing in the workplace, there is less emphasis on workshops, conferences and coursework. Everyone's goals are now connected. The school, the district and the teacher must work together to establish the goals and tie them together. The SAU goals are difficult to develop because the three districts have different priorities. Tom Matson asked who oversees teacher staff development? Dr. Hodgdon explained that the Principal of the school oversees it. Mr. Matson asked, "How do you accurately assess job embedded products?" It is harder but they can be monitored. When a plan is proposed it is then reviewed and approved or disapproved by the SAU. Part of that process is looking at how it can be monitored. Each plan must have prior approval to do them from the administrator and the process must have an impact on students that will also improve the teacher as well. An assessment will be done. Each plan is measured in actual hours of participation. Deb Carluccio asked how this is tracked. The teacher and principal or supervisor keeps copies of the form for approval. She also asked, "Why doesn't SAU keep a copy to tie in their goals?" Mr. Cardine answered that they are looking at this on an SAU level, but would like detail in the report about courses and qualifications. They would like to create a database to track all of this information. They need a better tool for looking at the future. It will be a big job.

E. 21st Century Report

Update on Building into the Future

Mr. Cardine talked again about the document outlining the goals of the district for the master-staffing plan, which includes recommendations for buildings as well. The report looks at junior high renovations and new high school. The plan will be going to each of the eight towns in November. The meetings will be held the week before and after Thanksgiving. They will be on Monday through Thursday, the 13th in Gilsom, the 14th in Sullivan, the 15th in Surry, the 27th in Fitzwilliam, and the 30th in Swanzey. The purpose of the visits is to get input and feedback from townspeople.

F. Action on the Manifest

The total manifest amount is \$977,762.16. Embedded in there is payroll in the amount of \$586,902.76. There are 356 Invoices. Tom Matson **moved** that the manifest be accepted as presented and approved for payment. Helen Livingston **seconded**. **Vote: 7-0-0-3 Unanimous. Passed**

G. Correspondence/Announcements

Mr. Cardine received a letter from the New Hampshire Department of Transportation. They are going to review the safety of elementary students crossing Route 10 without adult supervision to Cutler Elementary School. Mr. Cardine would like the Transportation Committee to look into this issue. Don Arguin **moved** that this be done. Deb Carluccio **seconded**. **Discussion:** Mr. Bell said that the issue has been looked at but nothing has been done about it. The students can ride the bus if they choose, but they do not. We need to see how many students these issue effects. Lots of discussion and letter writing. No physical action taken as yet. **VOTE: 6-0-1-3 passed** G. White abstained.

5. 9:00 P SUPERINTENDENT'S REPORT

A. **Principal Hiring Committee Plan:** The plan for this was passed out at the last meeting. Mr. Cardine explained that we need to act if they wish to follow it. Approving this plan would establish this as protocol and make it part of procedures. Deb Carluccio **moved** to accept this plan. Don Arguin **seconded** **VOTE: 7-0-0-3 unanimous. Passed.**

Workshop recommendations were made last time. Bill Hamill **moved** that the recommendations be accepted. D. Arguin **seconded**. **VOTE: 6-0-1-3 passed.** G. White. Abstained.

Do we need to have school board approval to accept kids within the district to our building? Deb Carluccio remembers that the Superintendent could approve such moves. The superintendent is researching this item.

Approval of Procedure Passed Out at August 15 Meeting

6. 9:15 P Setting the Next Meeting's Agenda

Bus contract issues transportation (share thoughts before meeting)

Delegate Assembly Items

Riders readers

5 minute recess then nonpublic session

7. 9:20 P NON PUBLIC SESSION

ADJOURNMENT

Respectfully Submitted,



Anne Johnson

September 5, 2000

Monadnock Regional School Board

Public Session

9:15 CORRESPONDENCE

Supt. Cardine distributed letters from T. Parent, and K. Snow regarding the United Way Fund raising campaign. At issue was the United Way relationship with the Boy Scouts of America. Board Chair D. Gurian temporarily withdrew as chair and handed the gavel to Vice-Chair D. Arguin. Letters were treated as an informational item. No Board action taken.

Non-Public

9:25 H. Livingston **moved** that the Board enters a non-public session to discuss student personnel. **SECONDED**: D. Carluccio. **VOTE**: Unanimous by a roll call vote.

1. The Board heard a request for enrollment from a non-resident parent. The Board asked the superintendent for further information.

2. The Board granted permission for a student to complete her senior year at MRHS.

10:15 D. Carluccio **moved** that the Board returns to public session. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

10:16 G. White **moved** that the Board enters a non-public session to discuss personnel. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

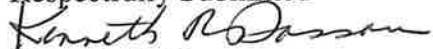
Supt. Cardine read the three nominations and a letter requesting a medical leave. Board approved the nominations and leave request.

10:21 G. White **moved** that the Board returns to public session. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

Motion to Adjourn

At 10:22 PM, B. Hamill **moved** to adjourn. Seconded by H. Livingston. **VOTE**: Unanimous.

Respectfully Submitted



Kenneth R. Dassau, Ed.D.

Asst. Supt/MRSD Board Recorder

September 5, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

9:25 H. Livingston **moved** that the Board enters a non-public session to discuss student issue. **SECONDED**: D. Carluccio. **VOTE**: Unanimous by a roll call vote.

Present: D. Gurian, Chair, D. Arguin, D. Carluccio, H. Livingston, G. White, T. Matson, B. Hamill. Also present: C. Cardine, superintendent, K. Dassau, asst. supt., L. Biron, bus. manager

1. The Board heard a request from Mr. Smith. Mr. Smith is a resident of Alstead and his daughter attends Fall Mtn. Regional HS. Mr. Smith asked the Board if his daughter could attend MRHS. After discussion the Board asked Supt. Cardine to contact the Fall Mtn. Superintendent to consider enrollment under either manifest educational hardship or the superintendent agreement. Mr. Cardine will then contact Mr. Smith. Given more information the Board will plan a response to Mr. Smith no later than the next regular scheduled Board meeting.

2. Supt. Cardine read a letter from a parent requesting her foster-daughter complete her senior year at MRHS. The foster parent resides in Keene. The student had previously attended MRHS. D. Carluccio **moved** that the Board approves the student's attendance at MRHS for her senior year and to seal this portion of the non-public minutes indefinitely. **SECONDED**: H. Livingston. **VOTE**: Unanimous.

10:15 D. Carluccio **moved** that the Board returns to public session. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

September 5, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

10:16 G. White **moved** that the Board enters a non-public session to discuss personnel. SECONDED: H. Livingston. **VOTE:** Unanimous by a roll call vote.

Present: D. Gurian, Chair, D. Arguin, D. Carluccio, H. Livingston, G. White, T. Matson, B. Hamill. Also present: C. Cardine, superintendent, K. Dassau, asst. supt., L. Biron, bus. manager.

Supt. Cardine read the following nominations:

Lisa Phillips, special education at Mt. Caesar'
Marlene Baldwin,
Karen Mattson,

Supt. Cardine read a letter requesting a leave request for Kathy Hanson. This request is supported by her supervisor Tom Walsh. D. Carluccio **moved** that the Board approve the three nominations and one leave request and to seal this portion of the non-public minutes indefinitely. SECONDED: H. Livingston. **VOTE:** Unanimous by a roll call vote.

10:21 G. White **moved** that the Board returns to public session. SECONDED: H. Livingston. **VOTE:** Unanimous by a roll call vote.

Motion to Adjourn

At 10:22 PM, B. Hamill **moved** to adjourn. Seconded by H. Livingston. **VOTE:** Unanimous.

Respectfully Submitted



Kenneth R. Dassau, Ed.D.

Asst. Supt/MRSD Board Recorder

DEVELOPING TEACHER STUDY GROUPS FOR SCIENCE AS A PROFESSIONAL DEVELOPMENT MODEL

In 1997 the Monadnock Regional School District was awarded a Title II competitive grant to fund science mentors in the district. As representatives from each elementary school, these individuals were selected by their principals and expected to make a commitment to participate in most of the workshops in the district, attend a regional conference in science content or science instructional practice, share this information with other school mentors, and then to work with all teachers in their own schools to put this new information into classroom instructional practice. During the spring of 2000 we requested and received funding from the Eisenhower competitive grant to expand a science-support program (including the science mentors) in order to institutionalize an ongoing, nurturing environment for professional development in the district by establishing teacher study groups.

SCIENCE MENTOR WORK

The science mentors have met on a monthly basis since 1997 to align the district science curriculum with the state frameworks, consider methods of supporting staff members as the revised curriculum is introduced, purchase a science textbook, advise on technology applications, and develop an instrument to assess the science curriculum. Science mentors continue to attend workshops and conferences, and are committed to disseminating what they have learned to the staff members in their buildings.

The science mentors have distributed the revised curriculum to the teachers and have established a series of workshops for elementary teachers offered by various high school teachers on the topics of electricity, magnets, simple machines, rocks and minerals, waves and sounds, weather, food chains, light, and the solar system. At each workshop a science teacher presented on his or her given topic for the first hour and a science mentor facilitated a discussion on the implications of the topic for the elementary classroom teacher. These workshop opportunities will continue during the upcoming year.

The science mentor concept offers a model for staff development for staff members, since peers are providing ongoing science support for teachers. It encourages a larger emphasis on job-embedded learning, since it attempts to connect "learning to the immediate and real-life problems faced by teachers and administrators" (Sparks and Hirsh, 1997); it also emphasizes content knowledge and an element of collective participation.

We attempted to move the science support program to its next level through the competitive grant, a process which will continue during the upcoming year. By extending the program, we expected to increase the collective participation of all staff members, provide ongoing support for teachers as they seek to implement the science curriculum, and create a program for continuous improvement that would serve as a model for professional development in the district (that is to say, a model for institutionalizing individual and school improvement).

TEACHER STUDY GROUPS

We created pilot teacher study groups in each school similar to the one suggested by Joyce, Wolf, and Calhoun (1993) in *The Self-Renewing School*. The study group consisted of four (4) members in each school and was facilitated by the science mentor in that school. The science mentors continued to serve as the study group for the district. The group did "study the professional literature and reflect on it, engage in staff development together, use peer coaching

to support their transfer of skills and content to the workplace, and conduct a joint study of what is happening in their classrooms and to initiatives made by the faculty working as a whole” (Joyce, Wolf, and Calhoun, 1993).

Using this model, teachers had the opportunity to begin to engage in collaborative action research – what Oja and Smulyan (1989) regard as “engag[ing] teachers in all aspects of the research process as they study their classrooms or schools.” Through the collaborative action research process, staff members participate in ongoing professional development and help to improve the practices of the school as revealed in the performance of students.

One of the initial tasks to study in the teacher study groups was the implementation of the district curriculum in order to solve problems that teachers were facing as they are teaching science in the elementary classrooms. More specifically, the group focused on the results of the curriculum maps that all elementary teachers completed and on the development of science lessons to support various aspects of the district curriculum. The science lessons were designed to meet the needs of all of our students.

In addition, the teacher study groups, along with the science mentors and the Director of Curriculum and Instruction, reviewed and assessed the science curriculum maps teachers had worked on throughout the year. The study group members helped to facilitate meetings with staff members on the curriculum maps and their implications.

CONCLUSION

The establishment of teacher study groups is a logical direction for the district to head, particularly in light of the new Professional Development Master Plan being developed by the SAU #38 staff development committee, and they will continue throughout the upcoming year. The groups will enable us to provide a lasting structure to continuously support staff members - identifying their professional development needs, working with staff to implement curriculum, offering peer support groups, ensuring a group that will be constantly engaged in problem solving, and encouraging teachers to continually be reviewing their instruction and the written curriculum as it is affected and affects students’ learning.

REFERENCES

- Joyce, B., Wolf, J., and Calhoun, E. (1993). The self-renewing school. Alexandria, VA: ASCD.
- Oja, S.N. and Smulyan, L. (1989). Collaborative action research: A developmental approach. London: The Falmer Press
- Sparks, D. and Hirsh, S. (1997). A new vision for staff development. Alexandria, VA.: ASCD.

NEW HAMPSHIRE SCHOOL BOARDS ASSOCIATION

PROPOSED RESOLUTIONS

FROM THE *NHSBA* BOARD OF DIRECTORS

to the

2000 DELEGATE ASSEMBLY

OCTOBER 28, 2000

NEW HAMPSHIRE SCHOOL BOARDS ASSOCIATION

PROPOSED RESOLUTIONS FROM THE *NHSBA* BOARD OF DIRECTORS

to the

2000 DELEGATE ASSEMBLY

OCTOBER 28, 2000

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NEW HAMPSHIRE SCHOOL BOARDS ASSOCIATION
Concord, New Hampshire • Incorporated 1946

1999 Resolutions
Recommended For Re-Adoption

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt **Items 1 through 13** as a "block." Individual items within the "block" motion will not be discussed. However, the Chair will recognize any Delegate who requests that one of these items be removed from the "block" motion and be considered separately. The request will not be subject to debate and does not require a second.

1. **NHSBA** supports the utilization of public funds solely for public school purposes as determined by the local school boards. (1991)
2. **NHSBA** proposes that the state fully fund all state education aid formulas before the funding of any other state obligation. (1994)
3. **NHSBA** supports legislation which prohibits binding arbitration in matters of teacher non-renewals. (1998)
4. **NHSBA** believes that the phrase "terms and conditions of employment" as used in collective bargaining shall not include the content and administration of any professional and performance standards governing hiring, evaluation, discharge, promotion, demotion, transfer, layoff, and recall of school personnel. Any such professional and performance standards in force currently shall be null and void upon the expiration date of a current collective bargaining agreement. (1998)

*New Hampshire School Boards Association
1999 Resolutions Recommended for Re-Adoption - Continued*

5. **NHSBA** supports reducing the threshold for determining the local share of a catastrophic aid special education placement to 2 times the state average elementary and secondary costs of general education. (1998)
6. **NHSBA** supports legislation which excludes public schools from being designated as neutral ground for visitation purposes for children of parents undergoing a divorce procedure by legal or other administrative orders. (1998)
7. **NHSBA** supports legislation to lower the mandated 2/3-majority vote for passing a bond article to 60% for all school districts. (1997)
8. **NHSBA** supports legislation amending RSA 32:10 I-d to read: Any amount appropriated at the meeting under a special warrant article may be used only for the purpose specified in that article and shall not be transferred except as authorized by a 2/3 vote of all the voters present and voting at an annual or special school district meeting. (1999)
9. **NHSBA** urges the U.S. Congress to appropriate funds sufficient to fully fund the e-rate. (1998)
10. **NHSBA** urges the U.S. Congress to appropriate funds to pay 40% of the cost of educating handicapped children, as required by PL 101-476, and to fully fund any additional requirements in the area of special education and to provide financial impact statements. (1990)
11. **NHSBA** believes that testing for grades 3, 6, and 10 should continue to be given in May with appropriate and immediate steps being taken to assure that these test results are received by school districts no later than the following September 1. (1998)

*New Hampshire School Boards Association
1999 Resolutions Recommended for Re-Adoption - Continued*

12. **NHSBA** calls on the State Board of Education to immediately initiate a comprehensive study of all teacher training programs at New Hampshire colleges and universities to assure that such institutions are offering quality and relevant training programs preparing individuals for careers as teachers and/or administrators in New Hampshire's public schools. (1998)
13. **NHSBA** believes that the current student promotion programs should be expanded to include locally determined standards of achievement, which must be met prior to the issuance of a high school diploma. (1998)

1999 Resolutions
Recommended For Re-Adoption
with Amendment

Strikethrough	deleted language
<u>Underlined</u>	additional language

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt **Item 14** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

14. **NHSBA** supports legislation to amend RSA 189:9-a by deleting "said suspension shall not begin until the next day following the day notification of suspension is sent to the pupil's parent or legal guardian" and adding "~~said suspension shall begin upon notification of suspension to the parents or legal guardian.~~" language which allows for the immediate suspension of a student. (1998)

Rationale from the Board of Directors:

RSA 189:9-a allows for the suspension of a student's rights to ride in a school bus when the student fails to conform to the reasonable rules and regulations promulgated by the school board. Current law requires the suspension to be delayed until the next day. This change seeks to allow for an immediate suspension when disruptive or violent behavior continues to be displayed by the student.

New Hampshire School Boards Association
1999 Resolutions Recommended for Re-Adoption with Amendment - Continued

Strikethrough	deleted language
<u>Underlined</u>	additional language

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriaance, Chair of the Advocacy Committee, to adopt **Item 15** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

15. **NHSBA** proposes that the state develop a fair and equitable ~~mechanism to~~ fully fund income tax plan dedicated solely to education for the purpose of fully funding a constitutionally adequate education for all students in the state. (1998)

Rationale from the Board of Directors:

NHSBA has a long history supporting "fair and equitable" solutions to school funding issues. The Association has actively worked on "fair and equitable" distribution formulas for foundation aid and other state funding concerns. The recent legislative debates concerning potential solutions to the Claremont lawsuit have brought attention to defining an "adequate" education. **NHSBA** has been active in supporting realistic funding levels of adequacy which more closely resemble the actual cost of an education as currently provided by New Hampshire school districts. The state revenue projections indicate a significant shortfall in revenue when compared to the state's educational and non-educational program needs. An appropriate resolution to Claremont will require a new source of state money based on an equitable tax. **NHSBA** should take a position on how this money will be raised, and the Board believes that an income tax, which is based on an individual's ability to pay (wealth), is the most equitable solution. Furthermore, an income tax is a stable and reliable source of revenue and exports some of the burden to the Federal government since it is deductible from the individual's federal income tax.

*New Hampshire School Boards Association
1999 Resolutions Recommended for Re-Adoption with Amendment - Continued*

Strikethrough	deleted language
<u>Underlined</u>	additional language

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt **Item 16** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

16. **NHSBA** supports ~~legislation requiring~~ mediation before moving to due process in special education matters. (1998)

Rationale from the Board of Directors:

NHSBA fully supports RSA186-C:23, Alternative Dispute Resolution, which states, "the use of these informal resolution procedures is strongly encouraged ..." to settle differences of opinion regarding the provision of special education prior to proceeding to a due process hearing. Utilization of mediation is more timely, less confrontational, allows the parties to participate in the decision, and can result in significant cost savings in comparison with a formal due process hearing.

New Hampshire School Boards Association
1999 Resolutions Recommended for Re-Adoption with Amendment - Continued

Strikethrough	deleted language
<u>Underlined</u>	additional language

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt **Item 17** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

17. **NHSBA** urges the Tax Equity and Efficiency Commission to consider including an income measure, as well as property wealth and tax effort measures, in the formula to address the fairness and efficiency of distributing funding for public education. (1999)

Rationale from the Board of Directors:

The Tax Equity and Efficiency Commission was established to study issues relating to tax fairness, proportionality, efficiency, and complexity regarding funding public education. **NHSBA** believes that the distribution of monies for public education should be sensitive to the ability of a local community to raise funds. Indicators of a community's ability to raise money should include measurements of income, property wealth, and local tax effort.

New Hampshire School Boards Association
1999 Resolutions Recommended for Re-Adoption with Amendment - Continued

Strikethrough	deleted language
<u>Underlined</u>	additional language

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt **Item 18** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

18. **NHSBA** supports efforts to enact legislation which would require notification to school districts of ~~certain~~ restraining orders related to a student's behavior ~~and of certain legal actions previously taken against juvenile offenders.~~
(1999)

Rationale from the Board of Directors:

NHSBA believes that school officials should be provided with as much information as possible in order to provide for the safety of all students and staff. Therefore, **NHSBA** supports legislation requiring the notification to school districts of any restraining orders for students in those schools.

New Hampshire School Boards Association
1999 Resolutions Recommended for Re-Adoption with Amendment - Continued

Strikethrough	deleted language
<u>Underlined</u>	additional language

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriaance, Chair of the Advocacy Committee, to adopt **Item 19** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

19. **NHSBA** supports legislation which would allow a ~~Senate Bill 2 or House Bill 141~~ school district to authorize one additional district meeting to consider a bond. (1999)

Rationale from the Board of Directors:

NHSBA believes the state should not prohibit local citizens from considering pending bond issues beyond an initial meeting if it is believed to be necessary by the elected representatives of the local citizenry.

*New Resolutions Submitted by the **NHSBA** Board,
Recommended for Adoption*

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt **Item 20** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

20. **NHSBA** supports the continued ability for Cooperative School Districts to adopt apportion formulas based on locally determined factors.

Rationale from the Board of Directors: The **NHSBA** believes that this statement asserts the best way to maintain the stability of local Articles of Agreements and preserve the existing Cooperative School Districts.

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt **Item 21** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

21. **NHSBA** supports Building Aid at a level of 55% for all School Districts in the State for bonds.

Rationale from the Board of Directors: The **NHSBA** proposes this Resolution to assure School Districts that all will have the same opportunity for obtaining the funding necessary to provide quality educational facilities for their students.

*New Hampshire School Boards Association
New Resolutions Submitted by the NHSBA Board,
Recommended for Adoption - Continued*

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt Item 22 as presented below. The motion to adopt requires a second and debate on the motion will be in order.

22. **NHSBA** supports legislation mandating School Board Member training during the initial year of service as a local School Board Member.

Rationale from the Board of Directors: The importance of School Board Member training in any effort to improve our schools cannot be overstated. Currently, there are 15 other states in the country requiring School Board Member training as a condition of continued service on a local School Board. During the past year, the New England School Development Council (NESDEC) conducted extensive research on School Board and Superintendent leadership. Its report, *Thinking Differently: Recommendations for 21st Century School Board/Superintendent Leadership, Governance, and Teamwork for High Student Achievement*, affirms that "state-mandated continuing education of school leadership teams will help ensure that all board members and superintendents are prepared for the job at hand, are aware of its challenges, and are clear about the mission."

*New Hampshire School Boards Association
New Resolutions Submitted by the **NHSBA** Board,
Recommended for Adoption - Continued*

Note to the Delegates: A motion will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, to adopt **Item 23** as presented below. The motion to adopt requires a second and debate on the motion will be in order.

23. **NHSBA** urges the Legislature to review the practices, decisions, and potential bias against public employers by the PELRB.

Rationale from the Board of Directors: School Boards need to restore a level playing field in employee/employer relations.

Resolutions Submitted by Local School Boards

Note to the Delegates: Since it is the recommendation of the **NHSBA** Board of Directors to NOT ADOPT this proposed Resolution, no motion of any kind will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, concerning Item 24 as presented below. Any Delegate may make a motion concerning this Resolution which will require a second and which will be open for debate by the Assembly. Since this Resolution was submitted in a "timely" manner, a motion and second and debate on the motion will be in order.

24. **Resolution Submitted by the Governor Wentworth Regional School Board:**

NHSBA supports the efforts of the Parents Television Council to oppose violence and vulgarity on television as well as other media and urges school boards throughout New Hampshire to seek local support for controlling the exposure of children to this type of programming.

Rationale submitted by the Governor Wentworth Regional School Board:

None

Committee Recommendation to the Board of Directors: Not Adopt

Rationale from the Board of Directors:

This is a parental issue.

New Hampshire School Boards Association
Resolutions Submitted by Local School Boards - Continued

Note to the Delegates: Since it is the recommendation of the **NHSBA** Board of Directors to NOT ADOPT this proposed Resolution, no motion of any kind will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, concerning Item 25 as presented below. Any Delegate may make a motion concerning this Resolution which will require a second and which will be open for debate by the Assembly. Since this Resolution was submitted in a "timely" manner, a motion and second and debate on the motion will be in order.

25. **Resolution Submitted by the Lincoln-Woodstock Cooperative School Board:**

NHSBA resolves that the New Hampshire State Legislature solve the educational funding crises in a fair and equitable manner throughout the state and, further, that *per capita* income be considered as the basis for further funding and, furthermore, that all education monies so raised be distributed to school districts for the sole purpose of educational funding.

Rationale Submitted by the Lincoln-Woodstock Cooperative School Board:

The Lin-Wood Cooperative School Board believes that the current educational funding based on property values is inherently unfair as it pits community against community. It lowers education standards in some communities while not necessarily raising them in others. Further, the *per capita* income in both donor and receiver towns has not been adequately addressed. Many donor towns have low *per capita* incomes while receiver towns have high *per capita* incomes. In addition, the monies raised through education taxes should be dedicated solely to education and should be distributed to individual school districts -- not towns.

Committee Recommendation to the Board of Directors: Not Adopt

Rationale from the Board of Directors: These issues have been addressed in Resolutions # 1, # 2, #15, and # 17.

1999 Resolutions

Recommended to be Dropped

Note to the Delegates: Since it is the recommendation of the **NHSBA** Board of Directors to DROP the following Resolutions, no motion of any kind will be made at the Delegate Assembly by **NHSBA** First Vice-President Paula Adriance, Chair of the Advocacy Committee, concerning **Item 26 - 29** as presented below. Any Delegate may make a motion concerning any of these Resolutions which will require a second and which will be open for debate by the Assembly. Since these Items are existing Resolutions, a motion and second is sufficient to bring the Resolution to the floor.

The suggestion by the Board of Directors to drop a Resolution is generally prompted by the purpose of keeping the Association's legislative initiatives as focused as possible to allow us to concentrate on the most critical problems needing to be addressed. This is accomplished by eliminating language which either (1) reflects a change in priorities on legislative action we choose to initiate [Item 27], (2) was the subject of state or federal legislative or administrative action since the last Delegate Assembly [Item 28], or (3) is addressed in another Resolution or Statement of Belief [Items 26 and 29].

26. **NHSBA** urges the State Board of Education to review its Rules to require mediation or other alternative dispute resolution procedures at the local level prior to requesting due process at the state level. (1998)
27. **NHSBA** supports legislation which will amend RSA 189:14 (a) to read: Any teacher who has a professional standards certificate from the State Board of Education and who has taught for one or more years in the same school district shall be notified in writing before May 15 if that teacher is not to be renominated or reelected. (1996)
28. **NHSBA** supports the formation and operation of two or more school districts under RSA 194:21 (Joint Maintenance Agreement) and supports only legislation which preserves or clarifies the enabling nature of said statute. **NHSBA** further supports the generic granting of building aid in the same formula as a cooperative district. (1998)
29. **NHSBA** supports and encourages local-based programs to encourage reading in the home and in the classroom. (1999)

1999 Resolutions
Recommended to be Moved to the
NHSBA Policies, Resolutions, and Statements of Belief

Note to the Delegates: *NHSBA* policy allows for the movement of a Resolution to the ***NHSBA Policies, Resolutions, and Statements of Belief*** document once that Resolution has been adopted by three consecutive sessions of the ***NHSBA*** Delegate Assembly. Once entered into the *Policies, Resolutions, and Statements of Belief* document, Resolutions are considered as "Standing Resolutions" and are not annually reviewed by the Delegate Assembly. No action is needed on the following Resolutions.

30. ***NHSBA*** supports a call for continuous legislative review of all state actions which may have resulted in unfunded mandates and in *de facto* unfunded mandates. (1997)
31. ***NHSBA*** supports legislation which limits the power and jurisdiction of the State Board of Education under RSA 21-N: 11 to solely and exclusively a procedural review of local school board decisions. (1996)

SCHOOL ADMINISTRATIVE UNIT NO. 38



SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446
Telephone: 352-6955 FAX: 358-6708
sau38@monad.net



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent
David Hodgdon, Ph.D., Director of Curriculum and Instruction

Kenneth R. Dassau., Assistant Superintendent
Laurent J. Biron Business Manager

Thomas Warner, Director of Technology
September 6, 2000

Stanley Becker
22 Pako Ave
Keene, NH 03431

Dear Stanley:

At their regularly scheduled board meeting of September 5, 2000 the Monadnock Regional School District School Board voted to allow your foster daughter, Carmella Hicks, to complete her senior year at Monadnock Regional Junior and Senior High School.

We wish you and your new family addition well! Thank you for the interest you and your wife have taken in this student. She is fortunate to have found you.

Please let me know how Carmella does this year.

Sincerely,

Curtis J. Cardine, Superintendent SAU 38

cc: Dan Stockwell
Monadnock Regional School District Board Members

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

September 19, 2000

MEETING AT

Monadnock Regional Junior and Senior High School Library

*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.*

At 6:15 the Finance Committee of the Monadnock Regional School District Board Will Meet

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

a. Minutes of September 5, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Don Arguin
Policy Update and Recommendations
2. Communications Committee: Dixie Gurian
Report on Painting Project
Communications for Building Program
3. Facilities Committee: Chrysten Starrett
Gilsum School Project Update

B. Curriculum: Dr. Hodgdon : Science Curriculum-Teacher Study Groups

C. New Business

1. Delegate to the NH School Board's Convention: Review of
Convention Proposed Resolutions: Enclosed

D. Old Business:

1. Transportation Contract Negotiations

E. 21st Century Report

Update on Building into the Future

F. Action on the Manifest

G. Correspondence/Announcements

5. 9:00P SUPERINTENDENT'S REPORT

Discussion of Staffing Data Presented Sept. 5, 2000

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

8. ADJOURNMENT

Setting the Next Agenda

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
September 19, 2000
Monadnock Regional High School

7:00 PM CALL TO ORDER

Present: D. Gurian, Chair, D. Arguin, N. Carlson, B. Hamill, H. Livingston, G. White, W. T. Matson (7:21). Student representatives: B. Sullivan, B. Young.

Not Present: D. Thackston, C. Starrett, and D. Carluccio

Also Present: C. Cardine, Superintendent, K. Dassau, Assistant Superintendent, L. Biron, Business Manager, D. Hodgdon, Director of Curriculum and Instruction, B. Fowler, Director of Building and Grounds, Principals: D. Stockwell, D. Bell, K. Craig, D. Dahl, D. Mousette, and B. Tatso.

Chair D. Gurian opened the meeting reminding everyone that our first responsibility is to serve the educational needs of the children.

CONSENT AGENDA

Minutes of previous meeting:

H. Livingston **MOVED:** that the minutes of the September 5, 2000 meeting be approved.

SECONDED: G. White. **VOTE:** 6-0-0-4. Approved.

CITIZEN CONCERNS: None

STUDENT COUNCIL CONCERNS: B. Sullivan reported that a dance will be held 6 October to benefit the Monadnock Humane Society.

OTHER SCHOOL BOARD BUSINESS

Board committee reports:

1. **Policy Committee:** D. Arguin reported that the policy committee is reviewing and updating Section J. Upon conclusion that section will be presented to the Board for adoption of the revisions.

2. **Communications Committee:** D. Gurian reported on committee activities. The committee continues to be active leading the district beautification efforts. Persons interested in volunteering should let Chair Gurian know.

3. **Facilities Committee:** B. Fowler, director of building and grounds reported that progress continues on the installation of the high school sprinkler system. Bids for the Gilsum Project are to be in by 13 October. On 16 October the Facility Committee will meet to review submissions and award a contract shortly thereafter.

CURRICULUM REPORT: D. Hodgdon, director of curriculum and instruction, distributed a list of district members working as science study group members and science mentors. D. Hodgdon introduced Barbara Arguin, chair of the science mentors and study group. B. Arguin described the activities of the group to date and introduced Ann Killeen and Mary Thompson, teachers at Emerson Elementary School. They described the science activities at Emerson and presented a sample lesson on the selected topic of genetically engineered foods. B. Arguin concluded the presentation and summarized the science committee will continue to support district teachers. She thanked D. Hodgdon for his on-going efforts to the group.

New Business

Review of Convention Proposed resolutions. NHSBA delegate D. Arguin asked Board members to read the proposed resolutions for the 2000 Delegate Assembly scheduled for October 28, 2000. It was agreed to decide all resolutions receiving Board approval/support at the 3 October Board meeting.

Old Business

1. **Transportation contract negotiations.** Transportation Chair G. White asked Cutler principal D. Bell to speak to the Rte. 10 issue. D. Bell shared letter to Swanzey Chief E. Sargent. All students crossing Rte. 10 do have access to the school bus. G. White proposed an annual letter from the Board be sent to all parents urging safety consideration for students crossing Route 10. T. Matson asked about using crossing guards. L. Biron explained that the training and remuneration of crossing guards is the responsibility of the local police departments and not that of the school district. T. Matson **MOVED:** that the Board direct the superintendent to form a school/administrator/parent/teacher/community task force to address the concerns of pedestrians going to and from schools and give recommendation(s) to the Board. H. Livingston **SECOND.** **VOTE:** 5-1-1-3. Motion **PASSES.** Negotiation preparation will take place at the Transportation Committee meeting scheduled for 6:00, 26 September following the Policy Committee meeting.

2. **Riders Readers.** Chair Gurian distributed materials. Discussion of materials tabled till next meeting.

21st Century Report: Supt. Cardine reported that the committee will be meeting Thursday night (9/21/00). The committee will view the Keene High School (KHS) video used by the Keene School District to promote the successful passage of the KHS renovation project. C. Cardine distributed a current article from the School Board Journal (SBJ) on Middle Schools. T. Matson asked if the committee is using such information prior to taking a position or making a recommendation on a specific building proposal. D. Gurian asked Dr. R. Marrar, Building into the Future Committee member to summarize the committee's effort to date. Dr. Marrar reported the committee has not solicited any research but is operating in a fact-finding mode in its meeting with district communities. T. Matson suggested that more information such as the SBJ article be given to the committee. C. Cardine will distribute the article to the committee.

Action on the Manifest: G. White **MOVED** to approve the manifest in the amount of \$953,610.87. H. Livingston **SECOND**. **VOTE:** 6-0-1-3. Motion **PASSES**.

Correspondence/Announcements:

1. C. Cardine read a letter thanking Sherwin-Williams Paint and S&S Painting of West Swanzey for their donation to the painting project at the high school.
2. C. Cardine read a letter from Ann Killeen. Ms. Killeen wrote to acknowledge the positive efforts of the Board in renewing a sense of pride at MRHS. She stated her admiration for the work of our Athletic Director Ellen Cronin.

SUPERINTENDENT'S REPORT: C. Cardine elaborated on the staffing data distributed at the last Board meeting. He informed the Board of new hires in music, art, physical education, and media-generalist.

Next Meeting's Agenda:

1. NHSBA Resolutions.
2. Transportation Committee Report
3. Pedestrian/Safety Committee Report
4. Riders Readers
5. Finance Committee Report
6. United Way/Boy Scout/Building Use

Non-Public Session

At 8:40 PM, G. White **MOVED:** that the Board enters a non-public session for the purpose of personnel and legal issues. **SECONDED:** H. Livingston **VOTE:** 7-0-0-3 by a roll call vote. C. Cardine reported to the Board on a personnel leave status, a request to use the Sick Bank, two nominations, and confirmed a tuitioned student enrolled under the area superintendent agreement of educational hardship. All action approved by Board.

8:50 D. Arguin **MOVED:** that the Board returns to public session. **SECONDED:** H. Livingston. **VOTE:** Unanimous by a roll call vote.

8:51 G. White **MOVED:** that the Board enters a non-public session to discuss a legal issue. **SECONDED:** H. Livingston. **VOTE:** Unanimous by a roll call vote. C. Cardine reported on a property action by the school attorney.

8:53 D. Arguin **MOVED:** that the Board returns to public session. **SECONDED:** G. White **VOTE:** Unanimous by a roll call vote.

T. Matson requested that the Board chair caution Board members from directing negative comments toward other Board members during discussion. Chair Gurian responded she would do so.

Motion to Adjourn

At 8:56 PM. H. Livingston **MOVED** to adjourn. Seconded by T. Matson. **VOTE:**
Unanimous.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "KR Dassau". The signature is written in a cursive, flowing style.

Kenneth R. Dassau, Ed. D.
Asst. Supt./ MRSD Board Recorder

September 19, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

At 8:40 PM, G. White **MOVED**: that the Board enters a non-public session for the purpose of personnel and legal issues. **SECONDED**: H. Livingston **VOTE**: 7-0-0-3 by a roll call vote.

Present: D. Gurian, Chair, D. Arguin, N. Carlson, B. Hamill, H. Livingston, G. White, T. Matson, C. Cardine, K. Dassau, L. Biron.

Personnel:

1. Leave Status: C. Cardine reported on the leave status of B. Parkman.
2. Sick Bank Request: C. Cardine recommended Board bringing forward a request to the Sick Bank committee. Action approved by Board.
3. Nominations: C. Cardine nominated C. Powell, phys. ed. and Ms. S. Mousette, p/t music. Action approved by Board.
4. C. Cardine distributed a letter to the Board confirming a student enrolled at MRHS under the area superintendent agreement of educational hardship between Fall Mountain and MRSD.

H. Livingston **MOVED**: that the Board approve the personnel action and to seal this portion of the non-public minutes indefinitely. **SECONDED**: G. White. **VOTE**: Unanimous.

8:50 D. Arguin **MOVED**: that the Board returns to public session. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

September 19, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

8:51 G. White **MOVED**: that the Board enters a non-public session to discuss a legal issue. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

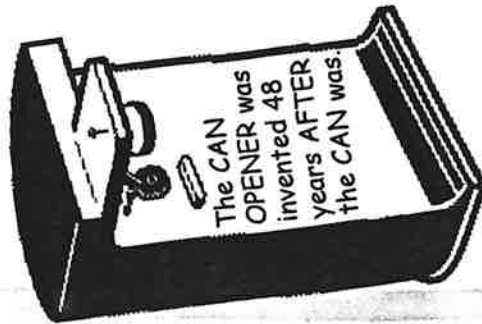
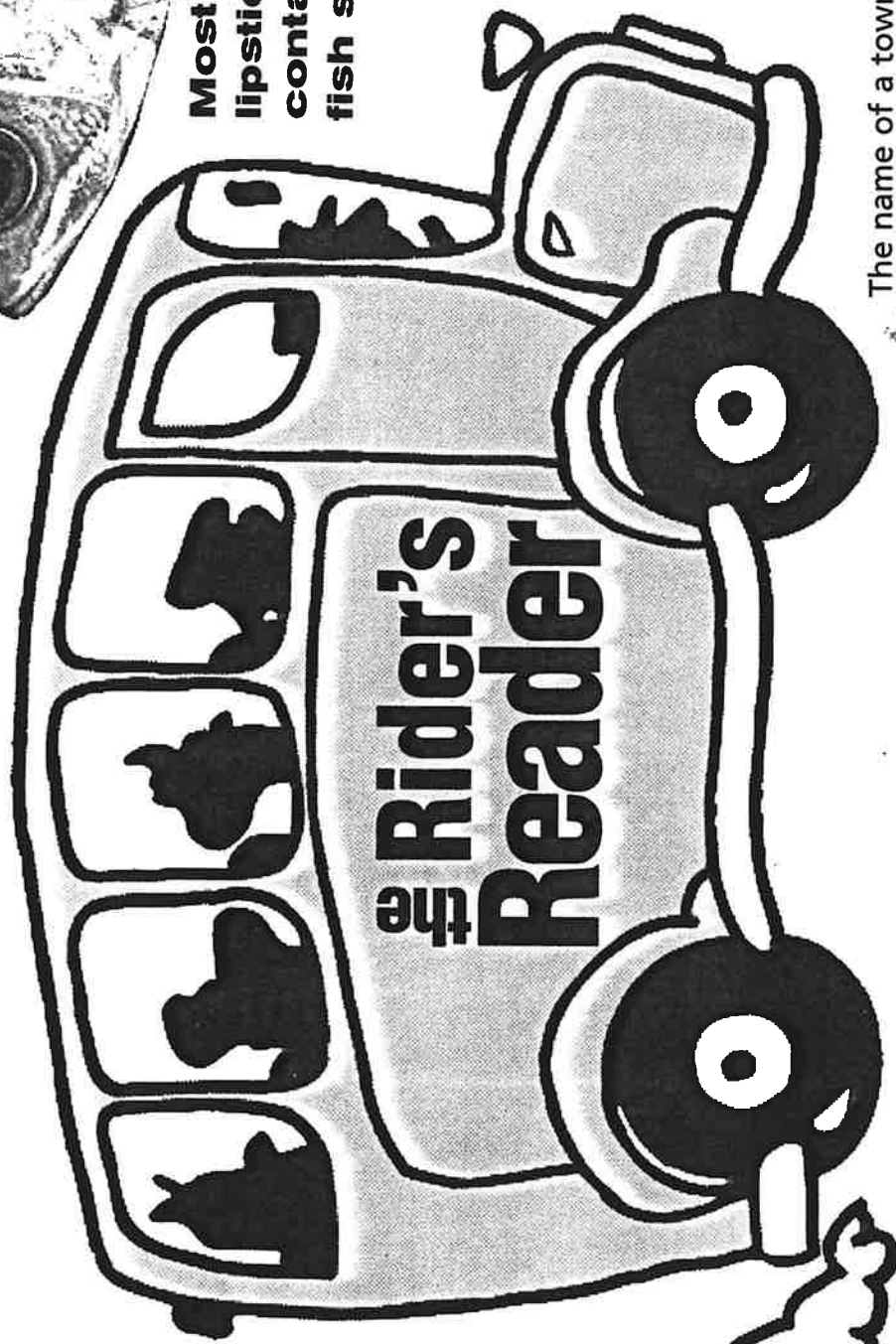
Present: D. Gurian, Chair, D. Arguin, N. Carlson, B. Hamill, H. Livingston, G. White, T. Matson, C. Cardine, K. Dassau, L. Biron.

Wilcox Property. C. Cardine read a letter from Attorney Prigee informing the Board of his motion-to-dismiss the action of the Swanzey Selectmen. Informational item. No Board action.

8:53 D. Arguin **MOVED**: that the Board returns to public session. **SECONDED**: G. White **VOTE**: Unanimous by a roll call vote.



When he didn't wear a pocket watch, George Washington used a small sundial to tell the time.



Most lipstick contains fish scales.



The name of a town in Texas

DING DONG



It sounds like you spell it

OX-E-MORE-ON

It is spelled

OX-Y-MORON Look inside for what it is...

SCHOOL ADMINISTRATIVE UNIT NO. 38



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Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent
David Hodgdon, Ph.D., Director of Curriculum and Instruction

Kenneth R. Dassau Ed.D., Assistant Superintendent
Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology
September 21, 2000

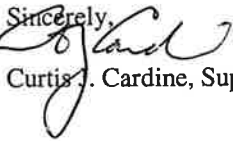
To: All Monadnock Regional School District Area Selectmen and Police Chiefs
From: Monadnock Regional School District School Board and Curtis J. Cardine, Superintendent SAU 38
RE: Safety Concerns

The Monadnock Regional School District Board and administration has started to take a serious look at pedestrian safety issues at our district's elementary and high school sites. I have directed each principal to put together information on the number of children that they have walking home from school. In addition to this data we are looking at situations where students have to cross major thoroughfares.

In the very near future we will be putting together a task force to look at the information we have gathered. At that time the district would like to work with the towns' police and selectmen to identify locations where children are at risk and research the best ways to ensure our children's safety on their walks to and from school.

Betty Tatro, the principal at Mt. Caesar School in Swanzy will be coordinating this effort along with the safety director for the district and the superintendent. Thank you in advance for any help you may be able to give us relative to this project.

Sincerely,


Curtis J. Cardine, Superintendent SAU 38

cc: Elizabeth Tatro: Principal of Mt. Caesar School
Monadnock Regional School District School Board ✓
Monadnock Regional School District Area Police Departments
NH Department of Safety
Monadnock Regional School District Area Selectmen
Monadnock Regional School District Administrators

Number FUN

1 2 3 4 5 6 7 8 9

1 Making a one is lots of fun.

2 Around and back on a railroad track - two, two, two.

3 Around a tree and around a tree, that's the way we make a three.

4 Down and over and down once more, that's the way we make a four.

5

Fat Mr. Five goes down and around; put a hat on top and see what you've found.

6

A line and a loop. Mr. Six rolls a hoop.

8

Make an S and don't be late. Hurry back up and make an eight.

9

A loop and a line makes a nine.

10

A one and an O make a ten, you know.

All the numbers appear below. Can you find them?

Full-grown grizzly bears can bite through a 1/2 inch of steel.

.....
People getting married at Disney World can have Goofy as a wedding guest (for an extra \$375.00).
.....



The average American consumes 87 hot dogs a year.

The world's termites outweigh humans 10 to 1.



In 1900, the average American drank 14 sodas a year. Today, it's 556.

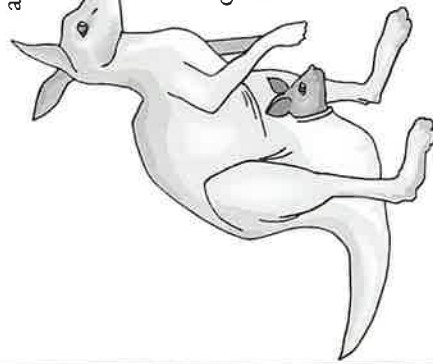
Words... words... words...

Kangaroo

In 1770, when Captain James Cook was exploring Australia (the site of the recent Olympic games), he saw an animal he had never seen anywhere else in his travels. Cook

asked a native tribesman,

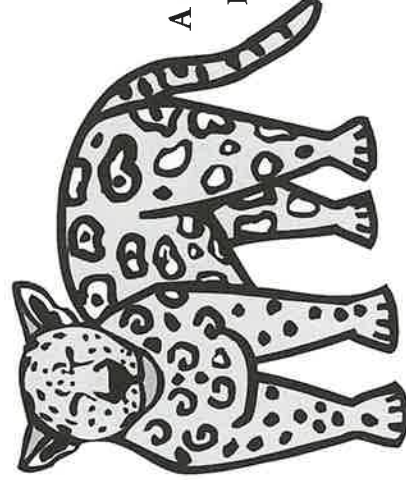
"What is the name of that animal?" The tribesman said, "Kangaroo." His answer might have meant, "I don't know." No one knows for sure, but today, that funny animal with the big hop and a pocket in its tummy is known world-wide as a kangaroo.



Question: Do male kangaroos have a pouch?

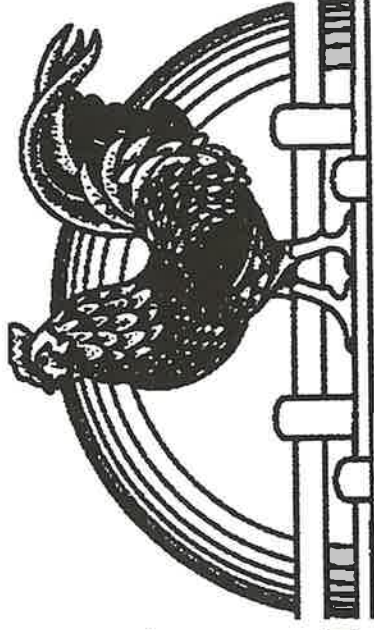
Where did that word come from... Kindergarten

It came from a German educator by the name of Friedrich Froebel and it means "children's garden." He said, "It should be a place that cultivates a child's normal aptitude for exercise, play, imitation, and construction - just like playing in a garden."



A word by mistake... Leopard

It was once wrongly believed that the leopard was a cross between a "leo" (a lion) and a "pard" (a white panther); hence, the name "leopard."



Q: Who were Snoopy, Dippy, Flabby, Woeful, and Blabby?

A: Five other names considered for the seven dwarfs.

(More) Oxymorons

- Plastic Glasses
- Peace-Keeping Missiles
- Jumbo Shrimp
- Light Heavyweight
- Unofficial Record
- Full-Price Discount

Court-room comedy (*It happened!*)

Judge: The charge here is theft of frozen chickens. Are you the defendant, sir?
Defendant: No sir, I'm the guy who stole the chickens.



The average caterpillar has 2,000 muscles in its body; the average human, less than 700.

If aircraft carriers ran on gasoline, they would get about 6 inches to the gallon.

The average kid eats 15 pounds of cereal a year.



At 90 degrees below zero, your breath will freeze instantly and fall to the ground.

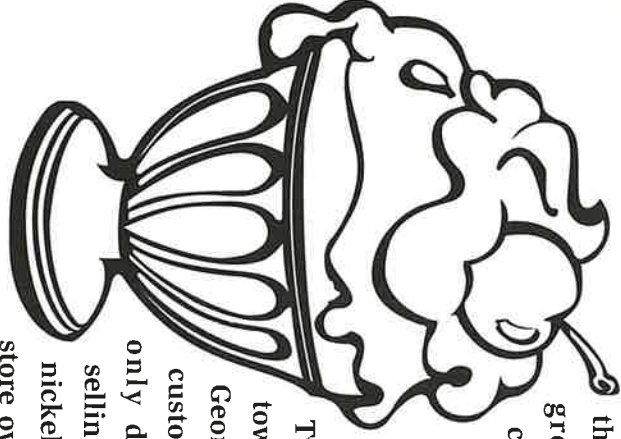


The earth is round. FACT? Well, not really. At the equator (around the middle), it's about 42 miles greater than around the north and south poles (top and bottom).

How it got its name

"The Ice Cream Sundae"

In the 1890s at E.C. Berner's Ice Cream store in Two Rivers, Wisconsin, Mr. Berner sold a dish of vanilla ice cream to a boy named George Hallauer. George saw a bottle of chocolate syrup



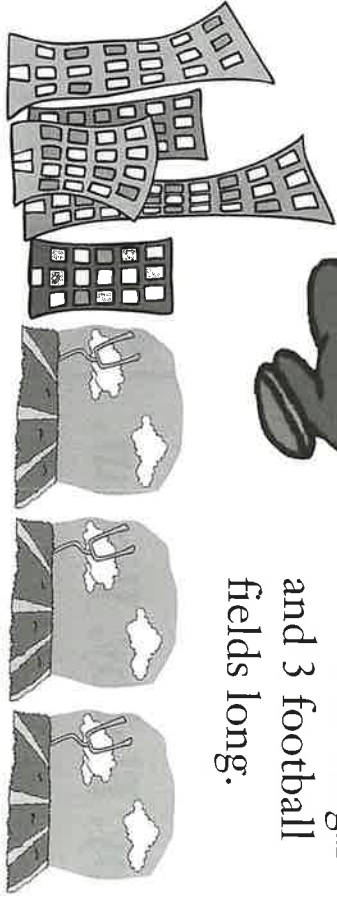
that was used for sodas and had a great idea. "Put some of that chocolate syrup over the ice cream," he said. Berner complied. Other customers tried it and liked it. Soon the combination became popular in Two Rivers and spread to other towns, including Manitowoc, where George Giffy began offering it to the customers of his ice cream store. The only drawback was the expense of selling both syrup and ice cream for a nickel. So Giffy and the other ice cream

store owners got together and decided to sell this dessert for a nickel on Sundays only. Shortly afterward a little girl came into Giffy's store and said, "I want a nickel's worth of ice cream with stuff on it." Giffy explained that he sold it for a nickel only on Sundays. "Then," said the girl, "this must be Sunday, because I want that kind." The joke went around and soon the new dish was commonly called a "Sunday." An unknown merchant changed the spelling to "Sundae" to make it more "fancy."

The flea is a world champion high jumper. The mighty mite can leap 80 times its own height and 150 times its length.



If you could do that, you would be able to leap over a building 50 stories high and 3 football fields long.



Send any suggestions you have for the next issue to:

RIDER'S READER
P.O. Box 58 • Dublin, NH 03444
or e-mail: ridereader@monad.net

This publication and its entire contents are solely the responsibility of Kevin Burke, P.O. Box 58, Dublin, NH 03444

MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
October 3, 2000
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 September 19, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Don Arguin
Policy Committee Update
2. Communications Committee: Dixie Gurian
Communications for Building Program
3. Facilities Committee: Chrysten Starrett
Gilsum School Project Update
4. Finance Committee Report: Deferred Maintenance, Audit Update,
Oil Contract 2000-2001
5. Transportation Committee Report

B. Curriculum: Surry School Tour of Environmental-Habitat Projects

C. New Business

1. Delegate to the NH School Board's Convention: Review of
Convention Proposed Resolutions: Enclosed

D. Old Business:

1. Pedestrian Safety Report: Mr. Cardine, Mrs. Tatro
2. District Relationship with Outside Groups Using Facilities
3. Riders Readers (Corrected First Page Enclosed)

E. 21st Century Report

Update on Building into the Future

F. Action on the Manifest

G. Correspondence/Announcements

5. 9:00P SUPERINTENDENT'S REPORT

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

8. ADJOURNMENT

Setting the Next Agenda

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

Non-approved Minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
October 3, 2000
Surry Elementary School

PRESENT: D. Gurian, Chair, D. Arguin, G. White, D. Thackston, D. Carluccio, C. Starrett, Student Representatives: B. Sullivan, B. Young

NOT PRESENT: N. Carlson, B. Hamill, H. Livingston, W. T. Matson

ALSO PRESENT: S. Minickiello, MRHS Teacher, Union Rep for Teachers, C. Cardine, Superintendent, SAU 38, Barry Fowler, Director of Buildings and Grounds, Student Representatives: B. Sullivan, E. Pinney, Dr. K. Dassau, Assistant. Superintendent SAU 38, L. Biron, Business Manager, Principals: W. O'Connell, B Tatro, D. Stockwell, K. Craig, D. Bell, D. Fetchin, Administrative Intern and teacher

Due to not being able to achieve a quorum of members, only limited items will be discussed. D. Gurian explained, no voting but discussion and reports will be given. The chair complimented the many citizens in attendance for coming.

1. CONSENT AGENDA

- (a) **Minutes of September 19, 2000 Meeting** – unable to vote due to lack of quorum

2. CITIZENS CONCERNS: none

2. STUDENT COUNCIL CONCERNS:

Friday, October 6th at 6:00 AM there will be a coat drive for the Salvation Army.

A local radio station will be at Monadnock to cover the event.

From 7:30-11:00 PM the same night there will be a dance at MRHS. Both School Board members and other adults at the meeting were invited to attend or chaperone the dance.

A Boston radio station (94.5) has offered to DJ a Dance and this is always a popular event.

The Husky House is up and running. On October 14th Band Boosters will help out.

4. 7:30 PM OTHER SCHOOL BOARD BUSINESS

a) Board committee reports:

1. Policy Committee: Don Arguin

Policy Committee Update

Progress was made in the student section at the last meeting. They will finish the student section next time. They talked to the Transportation committee about contracts and future policies and how to present those to the transportation company. D. Carluccio pointed out that policies are available online on the web site.

2. Communications Committee: Dixie Gurian
Communications for Building Program

The committee is working on a handout for people attending open houses. It will list all projects happening. Painting will take place Saturday on the sign boards to be displayed in the towns, and the committee will also be doing some small projects at the high school. Signs will be updated with accomplishments of local students regularly.

3. Facilities Committee Chrysten Starrett
Gilsum School Project Update

Opening bids will be accepted on October 13th. On the 16th there will be a meeting to award the bid at 7:00 at Gilsum. The sprinkler system is on schedule at MRHS. They need to move a tank system but this can be done within the current budget. The ventilation system is up and going in Troy. The electrical system for it is also in place.

4. Finance Committee Report: Deferred Maintenance, Audit Update, Oil Contract 2000-2001- Larry Biron

Three lists have been prepared of deferred maintenance projects. They are available at the SAU office if anyone would like to see them. Insurance inspectors checked out things at MRHS today.

The auditors are here now.

Cheshire oil received the oil bid. All tanks filled.

5. Transportation Committee Report- G. White

At their last meeting the Transportation committee talked about the fact that the busses do not all have seatbelts. They also need to know how many children are on each bus, etc. July 1st is the date for the new contract. Curt – Troy children have two 84 person busses. Will check it out and decide if we need another bus. Curt checked out recent accident in Winchester. Laidlaw did very well in handling the situation.

b) Curriculum: Surry School Tour of Environmental-Habitat Projects

Before the meeting began a tour of the Environmental-Habitat projects was conducted by W. O'Connell. The students here at Surry Elementary School have worked hard in all the grades on this project. Many areas of instruction and research have gone into it.

c) New Business

1. Delegate to the NH School Board's Convention: Review of Convention's Proposed Resolutions Enclosed

Unable to discuss due to lack of quorum.

d) Old Business

1. Pedestrian Safety Report: Mr. Cardine, Mrs. Tatro

Mr. Cardine passed out a handout with data on how many walkers there are at each elementary school in the district. It also pointed out where and how these children approach the schools. He then introduced D. Fetchin. He did some research concerning the liability of districts in these situations. He did this by contacting local lawyers. Mr. Fetchin passed out a report explaining that "school officials have a common-law duty to anticipate foreseeable dangers and to take the necessary precautions to

protect students.” Chrysten Starrett asked, “How many children cross state highways?” C. Cardine said that he will get that information.

2. District Relationship with Outside Groups Using Facilities

D. Gurian reported that Tom Matson was not here but he definitely had opinions on this subject. She asked the board if they wished to discuss this issue now or wait until Tom could be here. They decided to will wait until he is here.

3. Rider’s Readers

D. Gurian passed out copies of two issues. She said that there is a new person on board to ferret out errors.

e) 21st Century Report

Update on Building into the Future

The timeline for allowing towns to provide input on money and building projects are under way. The committee wants input from the towns before they decide the best way to go. A presentation will be done to the school board first. S. Minickiello asked if the committee will present one or more than one proposal at the completion of the project . C. Starrett answered that there will be only one. It will be well thought out.

f) Action on the Manifest

\$758,998.07 is the total manifest amount and payroll of \$7,032.26. There are 319 Invoices and 200 Vendors. The board is unable to vote on the manifest due to the lack of a quorum. All members present signed the manifest so that it could be processed and vendors paid.

Correspondence/Announcements

A copy of the School Board News was given to the board.

5. SUPERINTENDENT’S REPORT

Mr. Cardine reported that there has been a great deal happening lately. He has been involved in the following list of activities:

- Letters on pedestrian safety
- Insurance survey. Mr. Biron is looking at saving money. The staff feeling listened to.
- Safety district wide is being looked at.
- Contract with bus service being worked on.
- Updated Average Daily Membership reports.
- Forms for SAU 38 are online and available to staff
- Auditing budgets – auditors are happy with the information they have been seeing. Mr. Cardine praised the good work being done by Mr. Biron and his staff.
- Met with teachers at the high school on making things work there with the shortage of space.
- Policy work is being done
- Attendance Policies at Elementary schools are being standardized.
- SAU schools visited
- Review of newest Teacher observations. Feedback being provided to teachers
- An architect is to come in on proposals by Building into the Future committee
- Testing – 4th set of standardized tests have been presented and we are awaiting pricing. We will choose one by the end of November. We are looking at more consistent tools being used. This should be accomplished at the next meeting.

6. Setting the Next Meeting's Agenda

Update on Audit – report

Proposed resolution

District relationship with outside groups

7. NON PUBLIC SESSION- Not held due to lack of quorum.

8. ADJOURNEMENT – Since this meeting was informational only, official adjournment was foregone.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Anne Johnson".

Anne Johnson: Secretary

Planning Session September 2000 District Goals 1999-2000

All Children in the Monadnock Regional School District will be known

New Objective

- 1. Full Assessment of a child's needs early on for all students**

Examples We See the Board and Schools Demonstrating

- a. Less use of suspensions at Monadnock Regional Junior and Senior High School.
- b. Children are feeling valued by their teachers and their environment. They notice the physical changes to the buildings.
- c. Knowing children's need is driving our curriculum
- d. Monadnock Regional Junior and Senior High School students who are suspended twice are met with to look at why by the superintendent.
- e. We know their academic needs so well and are providing parallel programs that are appropriate.
- f. We are looking at providing more staff and choices for children.
- g. Recognition nights
- h. Morning meetings
- i. Recognition programs to towns.

Each Child in the Monadnock Regional School District will be Engaged in a Living, Relevant Curriculum.

Board Objectives Related to this Goal:

- 1. Monadnock Regional School District will work to provide a release day for staff to work on the district's curriculum.**
- 2. By the 2001-2002 school year the Monadnock Regional School District will utilize a norm referenced test as one part of a comprehensive assessment system for the district.**

Examples We See the Board and Schools Demonstrating

- a. Several front page articles showing children engaged in a living relevant curriculum at our schools during the past few weeks.
- b. Service learning projects throughout the district
- c. School to Career is part of the regular budget now
- d. Curriculum development process in 4 major subject areas has been made. Dramatic forward progress this summer.
- e. Release days are scheduled for 3 days this school year to allow teachers time to plan together.
- f. Testing program presentations have been made. Selection of a testing program is well underway and will be in place in the fall of 2001.
- g. Greater connection between elementary and high school curriculum through cross training of staff and subject area courses offered by high school staff to the elementary staff.
- h. Book it program
- i. Objectives developed that will allow consistent assessment of students from grade to grade and school to school.
- j. K-12 curriculum development will be matched with a standardized district wide assessment.
- k. Significant changes in all aspects of our curriculum.

District Goals 1999-2000
(Derived from work on the Monadnock Regional School District in the 21st Century Process)

Each child in the Monadnock Regional School District will be technologically literate.

New Objectives

1. Increase the Monadnock Regional School District's connectivity to the NET.
2. Increase the amount and diversity of technical education K-12.

Examples We See the Board and Schools Demonstrating

- a. Internet access has increased by 50% (Quality Connections)
- b. Obvious increases in students' ability to access information on line.
- c. More elementary computer labs exist than one year ago.
- d. PC from Apple switch is in full swing with more PCs and laptops available at each site.
- e. Web pages expanded to communicate students' work.
- f. Increased connections between the curriculum and technology.
- g. Homework is available on line at some sites.
- h. 27 Gateways and printers installed at Mt. Caesar this year.
- i. More training available to staff.
- j. PC Lab at High School
- k. Networked computer access to internet in EVERY room.
- l. Curriculum project involves heavy use of technology.
- m. Technology education being expanded to elementary level
- n. Science probes and measurement tools purchased to supplement Science Curriculum.

Every Child in the Monadnock Regional School District will be Provided a Safe, Clean, Effective
Facility in Which to Learn.

Examples We See the Board and Schools Demonstrating

- a. Completed Emerson Project
- b. Work with Gilsum on upcoming construction project
- c. Painting and cleanups
- d. Building into the Future Committee Work on Monadnock Regional Junior and Senior High School Crowding
- e. Plantings at all schools
- f. Deferred maintenance being budgeted for
- g. Recycling in Troy and Surry, soon to be districtwide
- h. Schools appear cleaner and neater
- i. Positive influence of Officer in the Schools (Wayne)
- j. Troy has a staff committee that works on the grounds
- k. Increased administrative attention to existing facilities and keeping them up.
- l. Attention to deferred maintenance is important, water quality, filters for air, buried tanks

**Every Child's Education in the Monadnock Regional School District will be Enhanced by Family,
School, and Community Involvement.**

Examples We See the Board and Schools Demonstrating

- a. **Parents, teachers, aides, and administrators meet during the summer to implement effective programs for special education students and they WORK!**
- b. **Combined PTO and Volunteer programs**
- c. **PTOs in Surry ask teachers what they need and provide it**
- d. **The Dog House Project**
- e. **Lighting outside for Football Games**
- f. **Increased attendance at events**
- g. **Lights, Sound and Action**
- h. **Learning nights at each school**
- i. **Troy staff commits to continue community involvement**
- j. **Volunteer efforts at all schools**

The evening's discussion shifted to the issue of Special Education during the final ½ hour. Since this meeting Dr. Dassau and I have met several times and there has been discussion with individual principals around this issue. It would be a good use of our time during a follow up session to this meeting to work on a vision for special education services in the district and come to agreement on a direction the board and administration would like to go in this area. November is probably a poor month for this as the building into the future committee will be meeting in the area towns at this time. I will bring this item up at the meeting on October 17th.

Respectfully submitted,

Curtis J. Cardine, Superintendent SAU 38



SCHOOL ADMINISTRATIVE UNIT No. 38

SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446

Telephone: 352-6955 FAX: 358-6708
SAU38@MONAD.NET



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Thomas Warner, Director of Technology

Kenneth R. Dassau, Assistant Superintendent

Robert A. Seymour III, Business Manager

October 18, 2000

To: Mary Gaul NEA NH
From: Curtis J. Cardine, Superintendent SAU 38

RE: Your Letter of September 19

Dear Mary:

The Monadnock Regional School District Board has asked me to set up a hearing on Grievance 02-00 regarding vacation time for hourly employees for the first board meeting in December.

December 5, 2000 at 6:00 PM Wyman House (SAU#38 Office) would be the date and the hearing would precede the board meeting.

We have no objection to waiving the time limits as you indicated in your letter. This is a hard time of year to schedule!

Sincerely,

Curtis J. Cardine, Superintendent SAU 38

CC: Barry Fowler
Larry Biron
Monadnock Regional School District Board

Nancy C.
Deb C.
Jelen L.
Bill H.

FYI - From 11/7/2000 Board mtg.



NEW HAMPSHIRE SCHOOL BOARDS
INSURANCE TRUST

DATE: November 3, 2000

TO: Curtis Cardine, Supt.
School Admin Unit 38

FROM: NHSBIT Board of Directors:
Raymond Raudonis, Chair; *Superintendent, Pelham/Windham*
M. Katharine Fuller, Vice Chair, *Franklin School Board*
Paul Partenope, Treasurer; *Superintendent, Northumberland/Stark/Stratford*
Elizabeth Hustis, *John Stark School Board*
Thomas McDonald, *Business Administrator, Hampstead/Timberlane*
Clair Snyder, *Somersworth School Board*
Dr. Richard Lalley, *Superintendent (ret.), Amherst/Mont Vernon/Souhegan Cooperative*

NHSBIT 1999-2000 Annual Report

As we complete NHSBIT's 21st year of service to NH school districts, we invite you to share this edition of the Annual Report with your Business Official, and with Board Members at your next board meeting.

We are proud of what our members have created by their participation in NHSBIT programs. As each program grows, we look for ways to improve our services to support excellence in school administration. This year, we have added discounts for districts in both the Workers' Compensation pool, (CFNH) and NHSBIT's P/C GROUP. We look forward to continued expansion of benefits through our merger with CFNH to form PRIMEX³. We ask for your support of this new venture by putting the merger to a vote of your school board(s), if you have not already done so.

If any of your districts are not currently members, please look over the savings others are sharing, and the advantages they get from having NHSBIT as a resource. Unemployment Compensation and P/C GROUP members are receiving dividends on their contributions averaging 40% and 30% respectively.

Our staff would be happy to provide your district(s) with application assistance. Please call for further information. As always, we welcome your comments and suggestions, and hope you will let us know what we can do to meet your risk management needs.

Enclosures

SCHOOL ADMINISTRATIVE UNIT NO. 38



SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446
Telephone: 352-6955 FAX: 358-6708
sau38@monad.net



Hinsdale School District

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Kenneth R. Dassau Ed.D., Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

To: All Monadnock Regional School District Board Members

From: Curtis J. Cardine, Superintendent SAU 38

Chrysten Starrett: Chair Monadnock Regional School District Building Into the Future Committee

RE: Meeting Wednesday, November 8, 2000 at 7:00 P.M.

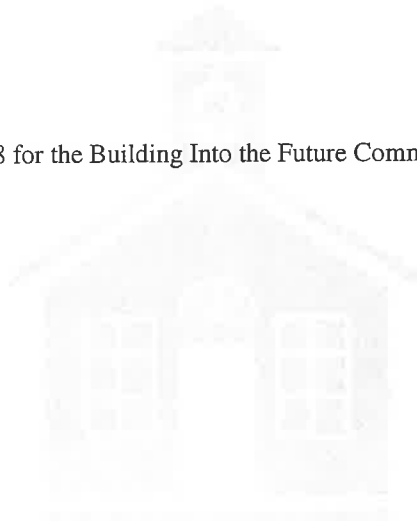
The enclosed agenda announces a special meeting of the Monadnock Regional School District Board to preview the November building presentations to member towns.

Your attendance would be appreciated.

Sincerely,

A handwritten signature in cursive script, appearing to read "C. Cardine".

Curtis J. Cardine, Superintendent SAU 38 for the Building Into the Future Committee



**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
Wednesday, November 8, 2000
MEETING AT**

Monadnock Regional High School Library

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

7:05 Presentation to the Board of the Building Into the Future Committee's presentation to the member towns.

ADJOURNMENT

SCHOOL ADMINISTRATIVE UNIT NO. 38



SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446
Telephone: 352-6955 FAX: 358-6708
sau38@monad.net



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent -
David Hodgdon, Ph.D., Director of Curriculum and Instruction

Kenneth R. Dassau Ed.D., Assistant Superintendent
Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

To: All Monadnock Regional School District Board Members
From: Curtis J. Cardine, Superintendent SAU 38
Chrysten Starrett: Chair Monadnock Regional School District Building Into the Future Committee

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Curtis J. Cardine, Superintendent SAU 38 for the Building Into the Future Committee

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

Wednesday, November 8, 2000

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Monadnock Regional High School Library

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Hinsdale School District

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Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

October 3, 2000

To: Monadnock Regional School District School Board

From: Curtis J. Cardine, Superintendent SAU 38 and Elizabeth Tatro: Principal of Mt. Caesar School

Data from Monadnock Regional School District Elementary Schools on Pedestrian Traffic at the Local Level

<u>SCHOOL</u>	<u>Number of Walkers</u>	<u>Issues</u>
Gilsum Elementary	13	11 come up the back path (safe) 2 cross Route 10
Surry Elementary	6	4 come on back roads (safe) 2 walk down Route 12A
Sullivan Elementary	0	0
Swanzy Mt. Caesar	2	2 come from development behind school (safe)
Swanzy Cutler	50	Children choosing to cross Route 10
Emerson	4	3 come from back roads (safe) 1 travels a main road School has sent letter to the walkers.
Troy Elementary	60-70	Issue: Crossing Common Area: Marked walkways exist with safety signs

Letters have been sent to all selectmen and town police departments about this issue. I will be soliciting input tonight.

Respectfully submitted,

Curtis J. Cardine, Superintendent SAU 38

Betty Tatro: Principal of Mt. Caesar School

Terry,

For Monadnock School Board Meeting for October 17th, 2000.

Discussion relative to holding a public hearing to accept unanticipated revenues from the Monadnock PTO in the amount of \$10,000. Funds will be used to complete the stage lighting project for Cutler School. Need to know if the Board is amenable to holding a public hearing on the subject so we can add the \$10,000 to the appropriations for this year.


Larry

10-13-2000

Larry,

This is all set with Curt. He says there is no need to redo the Agenda. You may mention this at manifest approval time.

Sorry for the mix up.

Terry

17.3 Calendar-year employees shall be granted vacation for times which they request, subject to the essential operating needs of the District. In making decisions regarding essential operating needs, the supervisor shall be fair and shall not be arbitrary or capricious.



Dixie Guerian
Chairperson, Monadnock Reg. School Board
C/O Curtis Cardine, Superintendent
SAU 38
600 Old Homestead Highway
Swanzey, NH 03446

September 19, 2000

Dear Dixie:

Enclosed is a grievance filed on behalf of the maintenance and custodial workers of the district. The Association is not satisfied with the response at the Superintendent's level (received on September 11), and is submitting the grievance to the Board level.

I know how busy this time of year is for the school community. Since I do not know if my negotiations schedule will permit me to attend the next Board meeting, I have no objection to waiving the time limits so that we may schedule a meeting at a mutually convenient time. Please feel free to call me so that we can discuss dates for the hearing.

Thank you.

Sincerely,

Mary E. Gaul
UniServ Director

Cc. N. Cummings
file

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

Curtis J. Cardine - Superintendent

Margaret A. Sullivan, *Assistant Superintendent*

Kenneth R. Dassau, Ed.D, *Assistant Superintendent*

Laurent J. Biron, *Business Manager*

David Hodgdon, Ph.D. *Dir. Of Curriculum & Instruction*

Thomas C. Warner III, *Dir. Of Technology*

September 6, 2000

Mary E. Gaul, Uniserv Director
103 North State Street
Concord, NH 03301-4340

Re: Your Letter of August 24th, 2000

Dear Mary,

We have considered your level two request concerning the vacation requests for the maintenance and custodial support staff at Monadnock Regional School District.

The services the maintenance and custodial support staff are considered mission essential during the school year and extended vacations are not authorized. Extended vacation time is defined as being on vacation for longer than a two-day period.

Sincerely,



Curtis J. Cardine
Superintendent

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

600 Old Homestead Highway
Swanzey, New Hampshire 03446
Phone: (603)352-9099 Fax: (603)352-8835

July 20, 2000

Mary E. Gaul, Uniserv Director
NEA New Hampshire
103 North State Street
Concord, New Hampshire 03301-4340

Re: Grievance # 02-00, Monadnock Regional School District.

Dear Mary,

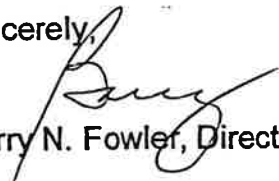
With regard to your latest correspondence directed to Mr. Curt Cardine, Superintendent SAU # 38, please note that I was unaware of any mutually agreed to extension of deadlines and was not aware that I delayed the process due to an appointment in Concord. In any event, please note the following position statement with regard to the grievance.

The Buildings and Grounds Department policy regarding vacation leave per my March 20th memorandum to each Department employee reflects current and accepted practices in an Operations and Maintenance organization within an educational environment. The work of individuals within the Buildings and Grounds Department here at Monadnock Regional School District provide an essential operating service to the occupants of all facilities daily during the instructional year. By not providing this daily service we compromise the health, safety and well being of all individuals and the safe operation of our building systems.

Per our discussions of June 5th, consideration of vacation requests during the instructional year would be limited to short duration.

I believe that this formal response mirrors our collective discussions of the fifth of June.

Sincerely,


Barry N. Fowler, Director Buildings and Grounds MRSD

cc: Curt Cardine, Superintendent SAU # 38
Larry Biron, Business Manager, SAU # 38
Nancy Cummings, Association President
File

July 14, 2000

Curt Cardine
Superintendent
SAU #38
600 Old Homestead Highway
E. Swanzey, N.H. 03446-2310

Dear Curt:

Enclosed please find a grievance filed on behalf of the custodial and maintenance staff of the Monadnock Regional School District. We are dissatisfied with the response from Barry Fowler.

Perhaps Mr. Fowler is unaware that the Association agreed to mutually extend the deadlines for filing a grievance until after the parties met informally to try and resolve the issues. For several reasons that meeting was postponed several times, the last time at Mr. Fowler's request, since he had an appointment in Concord. Please note that section 9.6 of the Agreement allows for a mutual agreement to waive the timelines. The grievance was filed when the informal attempt to resolve the matter was unsuccessful. It was filed within 45 calendar days of June 7, the date of the meeting. In addition, any new complaint from an individual regarding a denial of leave would begin another 45-day time frame.

As I will be providing representation, please address correspondence to me, sending a copy to Association President Nancy Cummings.

Thank you.

Sincerely,



Mary E. Gaul
UniServ Director
Monadnock Region

/rlm
Enc.

C: N. Cummings
B. Fowler

file
BC: B. Goodrich

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

600 Old Homestead Highway
Swanzey, New Hampshire 03446
Phone: (603)352-9099 Fax: (603)352-8835

July 11, 2000

Mary E. Gaul, Uniserv Director
NEA New Hampshire
103 North State Street
Concord, New Hampshire 03301-4340

Re: Grievance # 02-00, Monadnock Regional School District.

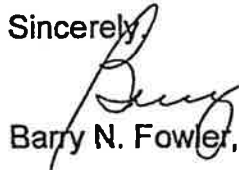
Dear Mary,

In response to your correspondence and attachment, please note that the time limit to file said grievance had expired per Article IX, section 9.4.

As per your request, I will forward a copy of this response to Association President Nancy Cummings at 329 West Hill Road, Troy, N.H., 03465

Thank you.

Sincerely,



Barry N. Fowler, Director, Buildings and Grounds MRSD

cc: Curt Cardine, Superintendent SAU # 38
Larry Biron, Business Manager SAU # 38



July 3, 2000

Mr. Barry Fowler
Monadnock Regional School District
600 Old Homestead Highway
East Swanzey NH 03446-2310

Dear Barry:

Enclosed please find a grievance filed on behalf of the Custodial and Maintenance Staff regarding vacation.

As I will be providing representation, please address correspondence to me, sending a copy to Association President Nancy Cummings at 329 West Hill, Troy, N.H., 03465.

Thank you.

Sincerely,

Mary
Mary E. Gaul
UniServ Director

/rlm
Encs.

C: N. Cummings
C. Cardine
- File

Bcc. B. Goodrich

APPENDIX C
GRIEVANCE REPORT FORM

Grievance No. 02-00 Monadnock School District

To Barry Fowler
(Name of ~~Principal~~ Supervisor)

Complete in triplicate with copies to:

1. Principal
2. Superintendent
3. Association

School: District-wide

Name of Grievant: Custodians,
Maintenance Personnel

Date Filed: July 3, 2000

LEVEL A

Date of Grievance June 7, 2000

1. Statement of Grievance (Be sure to include the specific violation or condition with proper reference to the contract agreement.)

SEE ATTACHED

2. Relief Sought:

- 1.) Comply with the contract;
- 2.) Cease arbitrary, capricious, and unfair restriction of vacation;
- 3.) Make employees whole for all losses suffered.

Signature Mary E. Gaul for
Monadnock Support Staff Assoc.
Answer given by Principal: Supervisor

Date July 3, 2000

Signature _____

Date _____

Position of Grievant:

Signature _____

Date _____

LEVEL B

Date received by Superintendent _____

Answer given by Superintendent:

Signature _____

Date _____

Position of Grievant:

LEVEL C

Date submitted to Advisory Arbitration _____

Disposition of Arbitrator:

Signature _____

Date _____

1. Statement of Grievance

On March 20 the Director of Buildings and Grounds issued a memo restricting all vacations over one (1) day in length to dates when school is not in session. The District and the Association agreed to discuss the memo. That meeting was finally scheduled for June 5 and was postponed until June 7. The Director did not agree to change the content or application of his memo.

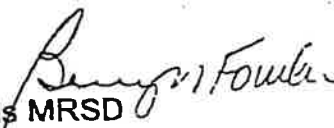
The Association alleges that his memo is arbitrary and capricious and unfair. It alleges that the Director's assertion that the only time that essential operating services are provided is during the school year is unfair, arbitrary, and capricious. It is counter to long-standing past practice and industry practice.

This violates Article 17.3, 17.4, Article 10.13, and all other appropriate articles.

**MONADNOCK REGIONAL SCHOOL DISTRICT
DEPARTMENT OF BUILDINGS AND GROUNDS**
600 Old Homestead Highway, Swanzey, NH 03446
Phone: (603) 352-9099 Fax: (603) 352-8835

March 20, 2000

To: All Buildings and Grounds Staff
From: Barry Fowler, Director, Buildings and Grounds MRSD



Re: Vacation leave departmental policy

Please take note of the following vacation leave policy as it pertains to hourly operations and maintenance personnel, whether they be school year, extended year or calendar year employees:

Vacation leave is to be requested via the MRSD Leave Request Form which is a triplicate form. All school offices and the Buildings and Grounds office maintains a supply of the form. Forward the completed request to the Buildings and Grounds office for review and approvals prior to scheduling or making arrangements for the time(s) requested.

The Buildings and Grounds Office Clerk will review leave accruals to determine availability of time and the Director will review the dates, duration and leave balance within the review process. As all building custodians and district maintenance staff provide essential operating services throughout the school district during the established instructional year, extended periods of vacation leave requested during the instructional period will not be considered for approval. However, extended requests for vacation leave (over 1 day per week) will be considered for approval as follows:

- School extended holiday periods
- Winter recess
- Spring Recess
- Last week of June through last week of August

* consideration for approval shall be based on the operating needs of the building and the district for the time of the request i.e., required coverage for building operating hours through the periods noted above.

All requests will be promptly reviewed and returned to the requestor.

CC: Curt Cardine, Interim Superintendent SAU 38
Robert Seymour, Business Manager SAU 38
All Building Principals

19 September 2000

COPY

Meg Baker
DRA
Municipal Services Division
PO Box 487
Concord NH 03302-0487

Re: Article 10 Monadnock Regional School District
Annual Meeting First Session February 5 2000

Dear Ms Baker:

I have reviewed my original notes of the discussion of the above described article. I find I made an error in the minutes I originally submitted. Article 10 was amended and \$497,628.00 was deleted from the article. I apologize for the error and hope this letter will correct it.

Should you have further concerns about this matter, please contact me. The best time to reach me during is during business hours. My telephone number is 603 352-1013 and fax is 603 357-9847. I can also be reached at home. My number is 603 847-9774.

Sincerely,

M. Kathleen Allen, Clerk
Monadnock School District

CC: ☒ Curtis J. Cardine, Superintendent
☒ Laurent J. Biron, Business Manager

MONADNOCK REGIONAL SCHOOL DISTRICT
ANNUAL MEETING FIRST SESSION
FEBRUARY 5, 2000

The FIRST SESSION of the ANNUAL SCHOOL DISTRICT MEETING was held in the gymnasium of the Monadnock Regional High School on February 5, 2000. Moderator Myron Steere called the meeting to order at 10:02 AM. The Pledge of Allegiance was lead by William Hamill, Swanzey School Board representative. Mr. Steere introduced the School Board members present. Mr. Steere also introduced Kathleen Allen, Clerk, Barry Fowler, Maintenance Director, Robert Seymour III, Business Manager, William Hasbrouck, Chairman of the Budget Committee.

Mr. Steere read the call to meeting. Mr. Steere explained the process for the District Meeting. All citizens will check in and receive a pink resident card. Each warrant article will be read, discussed and voted for setting the wording for the official ballot. Each individual wishing to speak should step to a microphone to do so. The voting will be by voice vote or standing count. Mr. Steere then introduced Dixie Gurian, Chairman of the School Board and representative from Richmond.

Ms. Gurian welcomed everyone to the meeting. She explained it had been a busy year for the Board. She discussed the work on the Monadnock Regional School District in the 21st Century Process. Ms. Gurien expressed thanks to the School Board Members, a large group of citizens, the administration, teachers, staff and students for being part of the process. She cited several examples of how children had articulated the goal "All children in the Monadnock Regional School District will be known."

Moderator Steere read ARTICLE ONE.

ARTICLE ONE: Shall the Monadnock Regional School District raise and appropriate as an operating budge, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein totaling \$19,681,147.00. Should this article be defeated, the operating budget shall be \$19,311,151.00 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 a revised operating budget only.

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

Ms. Gurian, Chairman of the School Board moved the Article. Seconded.

Michael Hanrahan, Swanzey, offered the following amendment to Article One. "I move to amend Article One to add \$20,000.00 to the budget bringing the total to \$19,701,147.00 for the directed purpose of partially finding the replacement of the light and sound system in Chester Clarke Lees Auditorium." The amendment was seconded. Mr. Hanrahan spoke to the amendment. The thirty plus year old system crashed during a performance of HELLO DOLLY in 1999. There has been a grass roots movement to replace the existing system without asking the district for support. Mr. Hanrahan thanked everyone who had shown support in replacing the sound and light system. The School Board had previously approved of the project. To date, in excess of \$119,000.00 has been raised. Total cost of the project, including new rigging, is estimated to be \$160,000.00. Corporate gifts have been generous. They want to be assured of district support. Mr. Hanrahan explained his group expects to raise the final \$20,000.00 to \$25,000.00. Richard Thackston, School Board Representative from Troy explained the cost to fund this project would raise the taxes one half of one cent per thousand. He recommended the amendment be passed in the affirmative. Mr. Steer called for a vote on the amendment. The amendment as presented was voted in the affirmative. Mr. Steer reread the Article One as amended with a total of \$19,701,147.00 for the operating budget which includes \$20,000. for the replacement of the light and sound system and the rigging in the Chester Clarke Lees Auditorium. The amended article passed in the affirmative.

Mr. Steere read Article Two.

ARTICLE TWO: To see if the Monadnock Regional School District will vote to raise and appropriate the sum of \$833,436.00 for the construction of a multi-use facility, new kitchen, restrooms, common corridor, paved parking, dining room, bus access, widened roadway, and improved site drainage at the Gilsum Elementary School. Project funding shall be \$713,436.00 from general taxation and a \$120,000.00 contribution to be voted upon via a Town of Gilsum warrant. This appropriation is in addition to Warrant Article One, the operating budget.

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

2-2-2000
MRS D WARREN
ARTICLE

Chrysten Starrett moved the Article. Seconded. Barbara Glidden, Swanzey, requested it be clarified construction is not for classrooms. Mr. Steere agreed and reiterated construction is for gym, dining, parking, common areas. Timothy Aho, Sullivan Selectman, wanted to know what happens if Gilsum Town Meeting does not approve the \$120,000.00. Janet Fiderio, Gilsum, said Town of Gilsum has been putting money aside for years in anticipation of this project. She reminded voters the State of New Hampshire will reimburse fifty-five percent of funds expended. Timothy Aho asked what happens to the money the state reimburses. Ms Starrett answered the money goes to the general revenue fund to reduce taxes or to capital reserve depending on how the district votes. Mr. Steere added right now between \$450,000.00 and \$500,000.00 is coming in from previous projects. Timothy Aho ask to have that figure clarified and wanted to know why the figure changed from the previous year. Robert Seymour, Business Manager, answered the reimbursement this year was \$497,000.00. The State of New Hampshire refunds over five years incrementally. Dennis Boyer asked if the money can go into capital reserve. Mr. Steere answered in the affirmative and it has been done in prior years. State of New Hampshire Department of Revenue Administration has previously said funds can go to capital reserve depending on the wording of the warrant article. Mr. Steere reread the article and called for vote. The wording for Article Two as originally presented was voted in the affirmative.

Mr. Steere read Article Three.

ARTICLE THREE: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock District Education Association which calls for the following increase in salaries and benefits:

Year	Increase
2000-2001	\$198,000.00 (Overall 2.98% Increase)

and further to raise and appropriate the sum of \$198,000.00 for the 2000-01 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. (The School Board recommend this appropriation.) (The Budget Committee recommends this appropriation.)

Mr. Steere explained the phrase "and further to raise and appropriate the sum of \$198,000.00 for the 2000-01 fiscal year," in Article Three was not on the original warrant. State of New Hampshire Department of Revenue Administration approved the phrase insertion and indicated the phrase must be included in the article.

William Hamill moved the Article. Seconded. Mr. Hamill stated benefits, not salaries, are the majority of the increase. Timothy Aho discussed the teacher grading system. He does not know what the phrase "overall" means. He asked if the new teachers are receiving any of the increase or is the majority going to retiring teachers. Robert Seymour answered the contract raised the base pay for new teachers. He stated the budget would have to grow 2.9 per cent to fund the contract. Timothy Aho asked a spread sheet showing the salary changes be sent to the Selectmen in each town. Mr. Seymour will comply. Mr. Steere reread article including the phrase "and further to raise and appropriate the sum of \$198,000.00 for the 2000-01 fiscal year,". The wording for Article Three as amended to include the phrase "and further to raise and appropriate the sum of \$198,000.00 for the 2000-01 fiscal year," was voted in the affirmative.

Mr. Steere read ARTICLE FOUR.

ARTICLE FOUR: To see if the Monadnock Regional School District will vote to approve the cost item included in the collective bargaining agreement reached between the Monadnock Regional School Board and the Monadnock Support Staff Association which calls for the following increase in wages and benefits.

Year	Increase
2000-2001	\$82,000.

and further to raise and appropriate the sum of \$82,000.00 for the 2000-2001 fiscal year. Such sum representing the additional costs attributable to the increase in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. (The School Board recommends this appropriation.) (The Budget Committee recommends this appropriation)

Mr. Steere explained the phrase "and further to raise and appropriate the sum of \$82,000.00 for the 2000-01 fiscal year," in Article Four was not on the original warrant. State of New Hampshire Department of Revenue Administration

approved the phrase insertion and indicated the phrase must be included in the article.

William Hamill moved the Article. Seconded. Mr. Hamill explained this is the first year the staff was represented by the Monadnock Support Staff Association. This Article represents approximately a twenty-eight cent an hour increase.

Mr. Steere reread Article Four to include the phrase "and to further raise and appropriate the sum of \$82,000.00 for the 2000-01 fiscal year,". The wording for Article Four, including the phrase "and to further raise and appropriate the sum of \$82,000.00 for the 2000-01 fiscal year," as presented at this meeting passed in the affirmative.

Mr. Steere read Article Five.

ARTICLE FIVE: To see if the Monadnock Regional School District will vote to raise and appropriate up to \$125,000.00 to be placed in the Capital Reserve Fund created under Article 5 of the 1975 Annual Meeting and Article 6 of the 1995 Annual Meeting. This amount to be funded from the year end undesignated fund balance available on July 1, 2000. (The School Board recommends this appropriation.) (The Budget Committee recommends this appropriation.)

Glenn White moved Article Five. Seconded. Timothy Aho asked if these funds were part of the building aid. Mr. Steere answered this article is for any surplus funds at the end of the year. Mr. Aho wanted to know how any of these funds could be used to get relief on taxes. Mr. Steere replied the voters would need to vote no on this article in March.

Mr. Steere reread Article Five. The wording for Article Five as originally presented was voted in the affirmative.

Mr. Steere read Article Six.

ARTICLE SIX: Shall the Monadnock Regional School District, if Article One and/or Articles Three and /or Four is/are defeated, authorize the governing body to call one special meeting, at its option, to address Article One, and/or cost items pertaining to Article Three and Four? (Recommended by the School Board.) (The Budget Committee does not recommend.)

Don Arguin moved Article Six. Seconded. Mr. Arguin commented that the School Board is under obligation to present a sound fiscal plan.

Mr. Steere reread Article Six. The Moderator could not make a clear determination on the voice vote and called for a standing vote. William Hasbrock and Richard Lane were appointed Assistant Moderators. Once the standing vote was called, Moderator Steere declared the wording for Article Six as presented was voted in the affirmative.

Mr. Steere read Article Seven.

ARTICLE SEVEN: To see if the Monadnock Regional School District will vote to amend the composition of and representation to the Monadnock Regional School Board to more accurately reflect the one-person/one-vote principle and to enable each member town to elect its own representative or representatives by changing the composition of the School Board from ten(10) members to fifteen (15) members as follows:

<u>Municipality</u>	<u>Population</u>	<u>Current Membership</u>	<u>Amended Membership</u>
Fitzwilliam	2,011	1	2
Gilsum	745	1	1
Richmond	877	1	1
Roxbury	248	1	1
Sullivan	706	1	1
Surry	667	1	1
Swanzey	6,236	2	6
Troy	2,097	2	2

Provided that this Amendment take effect with the Annual Meeting of the District in 2001, and that the original terms of office for the membership of the Board be as follows:

A. For a One Year Term:

- 1 Representative from Fitzwilliam
- 1 Representative from Richmond
- 1 Representative from Surry
- 2 Representatives from Swanzey

B. For a Two Year Term:

- 1 Representative from Fitzwilliam
- 1 Representative from Roxbury

- 2 Representatives from Swanzey
- 1 Representative from Troy

C. For a Three Year Term:

- 1 Representative from Gilsum
- 1 Representative from Sullivan
- 2 Representatives from Swanzey
- 1 Representative from Troy

After each board member serves their original term, all subsequent terms for membership will be three (3) years.

Further provided that in the conduct of School Board affairs, any one member of the board may call for a weighted vote for a question on the floor before the board in any regular or special meeting of the board, said weighted vote to be based on the population figures of the towns of the district according to the 1990 U. S. census information as follows.

<u>Municipality</u>	<u>Population Weighted Vote</u>	<u>Vote Per Member in Attendance</u>
Fitzwilliam	2.22	1.11
Gilsum	0.82	.82
Richmond	0.97	.97
Roxbury	0.27	.27
Sullivan	0.78	.78
Surry	0.74	.74
Swanzey	6.88	1.15
Troy	2.32	1.16

The population weighted vote shall be based on the 1990 U. S. census figures for the district towns until the population figures for the 2000 census are issued at which time the population weighted vote figure will be revised accordingly. In addition, the population weighted vote will be revised after the population census figures are established for each decennial census after 2000. (Not recommended by the School Board.) (Recommended by the Budget Committee.)

Chrysten Starrett moved the Article. Seconded. Ms. Starrett commented this is similar to an article that was voted in the affirmative last year but was not acceptable to State School Board. Mr. Steere commented he had headed a committee of 18 people that worked on this reapportionment issue. The committee voted 18-0 to recommend increasing the size of the School Board to 15. The Committee reconvened

and the reapportionment issue was approved with the weighted vote. Members of the school board would be elected in their respective towns. William Rose, State Representative, Richmond, expressed concern the population figures were not correct for some towns. Mr. Steere answered that the State School Board requires 1990 U. S. census figures be used. Population figures will be adjusted when 2000 census figures are published. Richard Thackston removed himself from the School Board temporally and asked to be heard as a private citizen. Mr. Thackston recommended opposition to this Article. He explained this Article takes away voting rights from the citizens of the district. Citizens in each town should vote for their representative. If members are added they should be elected as at-large representatives. He put forward the idea this Article is taxation without representation. Janet McCullough, Budget Committee member, was recognized and commented the Budget Committee has not seen this Article as presented here. She recommended the Budget Committee be informed of the origin of articles. Ms. Starrett commented this article was included on the warrant because the School Board wanted voters to have an opportunity to again consider this Article since a similar article had passed in 1999 by a large majority. Robert Beauregard, Swanzey, commented small towns want to know for whom they are voting. He recommends passing the Article in the affirmative. Jane Roberts, Fitzwilliam, said Fitzwilliam is picking up 17 per cent of the tab, have 14 per cent of the students and 10 per cent of the representation. William Hasbrouck commented the State School Board feels current representation is far from equal representation. Towns should vote for people they know. Barbara Glidden, Swanzey, asked if Article seven would now be acceptable to State School Board. Mr. Steere responded he thought so. The article was submitted to the State School Board for approval but they had not answered as of this date. An answer might be available prior to March 14 voting. The State School Board has declared the current make up of the Monadnock Regional School District School Board illegal but grand fathered.

Mr. Steere reread Article seven.

Mr. Steere declared the voice vote too close to call and requested a standing vote. Mr. Hasbrouck and Mr. Lane assisted Mr. Steere in the count. The wording for Article Seven as originally presented was voted in the affirmative by a standing vote, in favor 37, opposed 35.

Mr. Steere read Article Eight.

ARTICLE EIGHT: In concert with the Gilsum project addressed in Article Two (above) to see if the Monadnock Regional School District will vote to convey to the Town of Gilsum a small parcel of land comprised of 23,100 square feet situated in the Northeast corner of the Gilsum Elementary School tract in Gilsum, as Lot 137 to be added to the adjacent Gilsum Tax Map 407, Lot 134 in exchange for the Town of Gilsum to the Monadnock Region a small parcel of land comprised of 23 situated within Lot 134 to the West side Elementary School tract and to authorize the School Board to act on behalf of the District deed and any other documentation necessary to complete mutual transfers between the District and the Town of Gilsum, or take any action therein. (Recommended by the School Board)

MRSO
WARRANT ON
GILSUM LAND
SWAP

Dwayne Darley moved Article Eight. Seconded. Mr. Darley commented this article involves trading an equal amount of land.

Mr. Steere reread Article Eight and called for a vote. The wording for Article Eight as originally presented was voted in the affirmative.

Mr. Steere read Article Nine.

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, 2000 with no change being made in the present formula for apportioning capital expenses. (This is an article by petition.)

William Hasbrouck moved Article Nine. Dennis Poirier, Troy, commented this article reflected fairness. Wayne Bartell, Fitzwilliam, commented he was tired of talking about this issue and does not recommend this Article.

Mr. Steere reread Article Nine. Mr. Steere called for a vote. Mr. Steere declared the voice vote too close to call and requested a standing vote. Mr. Hasbrouck and Mr. Lane assisted Moderator Steere in the vote count. The wording for Article Nine as originally presented was voted in the affirmative by a standing vote, affirmative 32, negative 14.

Mr. Steere read Article Ten.

ARTICLE TEN: To see if the Monadnock Regional School District will vote to transfer \$497,628.00 in school building aid received from the state of New Hampshire, to the capital reserve fund, created under Article 5 of the 1975 annual meeting of the Monadnock Regional School District, for the renovation and expansion of facilities, or take any action thereon. (This is an article by petition.)

Mr. Thackston moved the article. Seconded. Mr. Thackston explained the Department of Revenue Administration has declared the motion not legal as written. The phrase "in school building aid, received from the state of New Hampshire" must be deleted. Mr. Thackston commented the Monadnock Regional School Board neither opposes or supports Article Ten as amended. Timothy Aho questioned if this article is providing tax relief. Mr. Steere answered these funds would increase the amount to be raised by taxes. This article would create a type of rolling building fund. Janet McCullough offered the following tax rate information.

Municipality	1999 Taxes	Projected 2000 Tax Rate	Projected 2000 Tax Rate if Article Ten is Funded.
Fitzwilliam	\$8.57	\$8.44	\$9.01
Gilsum	12.88	12.73	13.59
Richmond	10.94	11.73	12.46
Roxbury	8.62	9.72	10.33
Sullivan	14.07	15.85	16.88
Surry	7.40	7.31	7.81
Swansey	13.69	15.13	16.10
Troy	14.62	14.89	15.93

Mr. Steere reread Article Ten deleting the phrase "in school building aid, received from the state of New Hampshire."

Mr. Steere called for a vote on Article Ten. Article Ten passed in the affirmative with the phrase "in school building aid, received from the state of New Hampshire." deleted.

Mr. Steere read Article Eleven.

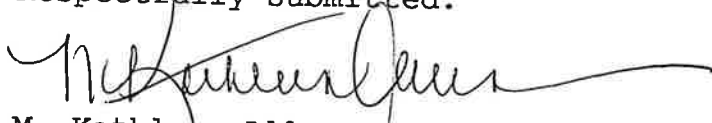
ARTICLE ELEVEN: To listen to opinions of a purely advisory nature with regards to the conduct of school affairs for the ensuing year.

Dixie Gurian moved the motion. Seconded. Janet McCullough questioned how the voting would be conducted this year. Mr.

Steere replied the district will not be using the method employed in 1999. The district will return to the pencil and paper ballot. Chuck Beauregard expressed disappointment with the turnout of voters. Timothy Aho requested voters present talk with their representatives. He urged exploring funding avenues other than property taxes.

It was moved and seconded to adjourn the meeting at 11:40 AM.

Respectfully submitted.



M. Kathleen Allen, Clerk

Monadnock Regional School District

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
October 17, 2000
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.

The Monadnock Regional School District Board Finance Committee will meet at 6:30 P.M.

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

- a. Minutes of September 19, 2000 and October 3, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Don Arguin
Policy Committee Update
2. Communications Committee: Dixie Gurian
Communications for Building Program
Community Boards Celebrating Monadnock Regional Junior and Senior High School Student Achievement
3. Facilities Committee: Chrysten Starrett
Gilsum School Project Update

B. Curriculum: Dr. David Hodgdon & Sue Sciuto: Solar Panels at Monadnock Regional Junior and Senior High School

C. New Business

1. Delegate to the NH School Board's Convention: Review of Convention Proposed Resolutions: Enclosed Last Mailing
2. Wayne Kassottis: School Resource Officer: Update on Program

D. Old Business:

1. Pedestrian Safety Update
2. Data on Objective Setting Meeting at Cutler from September
3. District Relationship with Outside Groups Using Facilities
4. Vote on Riders' Readers
5. Information on Children Crossing Highways to Catch Buses

E. 21st Century Report

Update on Building into the Future

F. Action on the Manifest

G. Correspondence/Announcements

5. 9:00P SUPERINTENDENT'S REPORT

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

A. Personnel

8. ADJOURNMENT

Setting the Next Agenda

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

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
October 17, 2000
Monadnock Regional High School

7:00 PM CALL TO ORDER

Present: D. Gurian, Chair, D. Arguin, N. Carlson, H. Livingston, C. Starrett D. Thackston, G. White. **Student Representatives:** B. Sullivan, E. Pinney. **Absent** D. Carluccio, B. Hamill, and T. Matson. **Also present:** C. Cardine, Superintendent, K. Dassau, Asst. Supt., L. Biron, Business Manager, D. Hodgdon, Director of Curriculum and Instruction, D. Stockwell, Principal MRHS B. Fowler, Director of Building and Grounds, D. Bell, K. Craig, D. Mousette, B. Tatro.

1. CONSENT AGENDA:

a. Minutes of previous meeting:

G. White MOVED: that the minutes of the 19 September 2000 and 3 October 2000 meeting be approved. SECONDED: H. Livingston. **VOTE:** 6-0-1-3. Approved.

2. CITIZEN CONCERNS: None

3. STUDENT COUNCIL CONCERNS: B. Sullivan informed the Board of the following day's field hockey game against Hanover. E. Pinney reported on a costume dance fundraiser.

4. OTHER SCHOOL BOARD BUSINESS

Board committee reports

1. Policy Committee: D. Arguin presented and reported on Section J of the MRHS Policy Manual. Policies identified with a double asterisk (**) indicate it is a Monadnock policy. All others are adopted from the NH School Board Association Policy Manual. A first read will occur at the next Board meeting. Discussion. H. Livingston asked why knives were not included in the Dangerous Weapons (JICI) policy and suggested it be added. D. Arguin responded a definition of "weapons", which includes knives, is located in the Appendix policy (JICD-R). H. Livingston asked what, if any; implications may result from a child exempted from immunization due to religious reasons per the policy JLCB Immunizations of Students. D. Arguin responded that health and medical policies were presently under review by the district registered nurses and district pediatrician. K. Dassau would follow-up on this specific issue. No further discussion. A first read will occur at the next Board meeting on 7 November.

2. Communications Committee: D. Gurian reported on committee activities. She distributed the "green book" [Curt real book title?]. Copies to residents will be distributed through local post offices and town offices. Discussion of bulk mailing. Supt. Cardine will follow-up with a bulk mailing. The committee is organizing volunteers to paint district town signboards to be used to recognize student achievement.

3. **Facilities Committee:** C. Starrett reported that she had hoped to bring a bid for approval on the Gilsum project to the Board. However, the committee has extended the bid period till 23 October. D. Thackston MOVED to authorize the MRSD Facilities Committee to select a vendor and proceed with the construction project. The selection process will include input from the Gilsum Committee members but the decision will be that of the MRSD Facilities Committee. G. White SECOND. **VOTE 7-0-0-3.** MOTION passed.

B. Curriculum Report- D. Hodgdon briefly reported on the state assessments reporting the high school had a "strong" performance and district results were "respectable". An in-depth presentation will occur at the next Board meeting. D. Hodgdon reported on Second Step Curriculum training. The following persons participated in the training: Ann Anderson, Chip Baker, Lynn Speckman and Marie Szymcik from Cutler. Maurine Henry, Adrienne Noel and Carol Simonds from Gilsum. Joanne Crowder, Anne Killeen, Greg Lent and Mary Thompson from Emerson. And Beaudry-Torrey, Nancy Frazier, Robin Gilson and Jane Johnson from Mt. Caesar. Lucinda Lowell, and Peg Saunders from Sullivan, Bill O'Connell and Pat Small from Surry School. Lori Evans, Kathy Marrotte, Jessica Smack, and Pat Swingle from Troy.

C. New Business

1. NH School Board Proposed Resolutions. The Board agreed to review each resolutions and make a "recommendation" to the attending delegate rather than a "requirement". This approach would give the attending delegate latitude should additional information be presented at the Delgate Assembly. D. Arguin recommended proceeding by approving the resolutions in a block sequence. Board agreed. Resolutions #1-#13. Block accepted. Resolutions #14-#20. Resolution #14. Board does not support change to Resolution allowing immediate bus suspension. Approve #15-#20 with discussion of #15 and #19. Resolutions #21-#30. Block approved with discussion of items #22 and #24. Resolutions #25-#31. Approved. Chair Gurian solicited member to attend.

2. **Student Resource Officer:** MRHS Resource Officer Wayne Kassotis presented his first annual reported. By all accounts the first year was a success and the second year is indicating the same. Swanzey Police Chief Eric Sargent called Officer Kassotis "a tremendous asset to the force and the school community." C. Starrett stated she has "heard only positive comments." The Board thanked Officer Kassotis for his report and his performance.

3. **Fitzwilliam Meeting.** C. Starrett reported that she had attended an educational meeting held in Fitzwilliam. The next meeting is 23 November.

D. Old Business

1. **Pedestrian Safety Update.** Troy principal D. Dahl reported the number of students walking to school is down from prior years. Supt. Cardine has discussed transportation routes and procedure with Laidlaw Transportation. Supt. Cardine will follow up with new information/concerns on the following stops - Old Troy Rd. and Rte. 119, Old Homestead Highway in Richmond, and Vessel

Rock Rd. in Gilsum. Supt. Cardine will also ask Laidlaw representative to request drivers to instruct students not to cross highway to the bus until the bus has stopped.

2. Data on Board Objective Setting. Supt. Cardine distributed a summary of the objective setting meeting of administrators and the Board. A follow-up meeting will occur in January.

3. District Relationships with Outside Groups. Supt. Cardine distributed the Board policies on facilities use. Presently there is no restriction toward any groups wishing to use district facilities. D. Arguin requested that the topic be placed on a future Board agenda. Agreed.

4. Riders' Readers. D. Arguin MOVED to accept the Riders' Readers program. G. White SECOND. Discussion. H. Livingston expressed her concern with the accuracy of some of the material information. VOTE: 7-0-0-3. Unanimous. D. Gurian explained the first issue will be the Halloween issue but it will not be available for Board discussion prior to distribution. D. Thackston MOVED to trust the distributor of the publication. C. Starrett SECOND. VOTE. Unanimous.

5. Information on Children Crossing Highways: Issue discussed with Pedestrian Safety agenda item D1 above.

E. 21st Century Report. C. Starrett reported on the initiatives to date. Next meeting scheduled for 6 November. Supt. Cardine has prepared a Power Point presentation. *Presentation to the Board on November 6th at the High School Library.*

F. Action on the Manifest. G. White MOVED to accept the Manifest for \$887,485.93. Seconded by H. Livingston. VOTE: 6-0-1-3. L. Biron reported that the Monadnock audit will begin on Thursday 10/19 and continue through the following week. Cutler Lighting Project. L. Biron requested the Board approve a PTO loan to complete the Cutler Lighting Project. The loan would be repaid through next year appropriations. Board discussed the request and agreed they were legally bound not to accept the offer. Supt. Cardine will review the issue after the audit.

G. Correspondence Announcements. Supt. Cardine reported on the following: Amos Fortune; Teacher of the Year nominee J. Kuhn; Granite State Challenge. MRHS outscored Milford. Program airs 11 December; Service Learning trail built by R. Dunn; MRHS Band Concert.

5. SUPERINTENDENT'S REPORT. Supt. Cardine reported on the following: Terra Nova selected as district-wide standardized test; SAU Policy manual completed for distribution at the SAU Board meeting 18 October; Supt. Cardine attended the NHSBA Law Conference; Building-Into-the Future Power Point presentation set; Elementary School Attendance policy distributed; Improvement of student use of language noted at MRHS.

SETTING THE NEXT AGENDA

1. Policy Section J
2. State Assessment

3. Building-Into-the Future Power Point presentation
4. Transportation
5. Audit Summary

NON PUBLIC SESSION RSA 91-A:3

At 9:40 PM, C. Starrett MOVED: that the Board enters a non-public session to discuss student personnel. SECONDED: H. Livingston **VOTE:** Unanimous by a roll call vote. Attendance: D. Gurian, **Chair**, D. Arguin, N. Carlson, H. Livingston, C. Starrett D. Thackston, G. White. C. Cardine, K. Dassau. 9:55PM D. Arguin MOVED: that the Board return to public session. SECONDED: H. Livingston. **VOTE:** Unanimous by a roll call vote.

9:56 PM C. Starrett MOVED: that the Board enter a non-public session to discuss a legal issue. SECONDED: H. Livingston **VOTE:** 7-0-0-3 by a roll call vote. In attendance with the Board: C. Cardine, K. Dassau, and D. Hodgdon. 10:05 PM H. Livingston MOVED: that the Board return to public session. SECONDED: G. White. **VOTE:** Unanimous by a roll call vote.

10:05 PM D. Arguin MOVED: that the Board enter a non-public session to discuss a legal issue. SECONDED: H. Livingston **VOTE:** 7-0-0-3 by a roll call vote. In attendance with the Board: C. Cardine, K. Dassau. **10:20 PM** C. Starrett MOVED to return to public session. Seconded by G. White. **VOTE:** Unanimous by a roll call vote.

10:20 PM D. Arguin MOVED: that the Board enter a non-public session to discuss a legal issue. SECONDED: H. Livingston **VOTE:** Unanimous by a roll call vote. In attendance with the Board: C. Cardine, K. Dassau. **10:23 PM** C. Starrett MOVED to return to public session. Seconded by G. White. **VOTE:** Unanimous by a roll call vote.

10:23PM D. Arguin MOVED: that the Board enter a non-public session to hear a staff nomination. SECONDED: H. Livingston **VOTE:** Unanimous by a roll call vote. In attendance with the Board: C. Cardine, K. Dassau. **10:25 PM** N. Carlson MOVED to return to public session. Seconded by G. White. **VOTE:** Unanimous by a roll call vote.

10:25 PM G. White MOVED: that the Board enter a non-public session for purposes of personnel discussion. SECONDED: D. Arguin. **VOTE:** Unanimous by a roll call vote. In attendance with the Board: C. Cardine, K. Dassau. **10:27 PM** N. Carlson MOVED to return to public session. Seconded by D. Arguin. **VOTE:** Unanimous by a roll call vote.

ADJOURNMENT

At 10: 27 PM, H. Livingston MOVED to adjourn. Seconded by G. White. Motion Approved.

Respectfully submitted,

Kenneth R. Dassau, EdD
Acting Secretary MRSD Board

**October 17, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION**

CONFIDENTIAL for BOARD MEMBERS ONLY

NON PUBLIC SESSION

At 9:40 PM, C. Starrett **MOVED**: that the Board enters a non-public session to discuss a student personnel issue. **SECONDED**: H. Livingston **VOTE**: Unanimous by a roll call vote. Attendance: D. Gurian, **Chair**, D. Arguin, N. Carlson, H. Livingston, C. Starrett D. Thackston, G. White. C. Cardine, K. Dassau

1. **Student Request**: A parent requested to continue her son's placement at Mt. Caesar while she is seeking residence within the district. Request supported by building principal. D. Thackston **MOVED** that the student be allowed to remain at Mt. Caesar through 2000-01, without cost to parent due to manifest educational hardship. Parent to provide transportation and to seal this portion of the non-public minutes indefinitely. G. White **SECOND**. **VOTE** Unanimous. **MOTION** passed. Supt. Cardine to do 60-day follow-up report to Board.

9:55 PM D. Arguin **MOVED**: that the Board returns to public session. **SECONDED**: H. Livingston. **VOTE**: Unanimous by a roll call vote.

October 17, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

9:56 PM C. Starrett **MOVED**: that the Board enters a non-public session to discuss a legal issue. **SECONDED**: H. Livingston **VOTE**: 7-0-0-3 by a roll call vote.
Attendance: D. Gurian, **Chair**, D. Arguin, N. Carlson, H. Livingston, C. Starrett D. Thackston, G. White. C. Cardine, K. Dassau, D. Hodgdon.

D. Hodgdon reported on a due-process decision of a home-schooling issue.

10:05 PM H. Livingston **MOVED**: that the Board returns to public session.
SECONDED: G. White. **VOTE**: Unanimous by a roll call vote.

October 17, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

10:20 PM D. Arguin MOVED: that the Board enters a non-public session to discuss a legal issue. SECONDED: H. Livingston **VOTE**: Unanimous by a roll call vote.

Attendance: D. Gurian, **Chair**, D. Arguin, N. Carlson, H. Livingston, C. Starrett, D. Thackston, G. White. C. Cardine, K. Dassau

Supt. Cardine reported on the Wilcox building.

10:23 PM C. Starrett MOVED to return to public session. Seconded by G. White.
VOTE: Unanimous by a roll call vote.

October 17, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

10:05 PM D. Arguin MOVED: that the Board enters a non-public session to discuss a legal issue. SECONDED: H. Livingston **VOTE:** 7-0-0-3 by a roll call vote.

Attendance: D. Gurian, **Chair**, D. Arguin, N. Carlson, H. Livingston, C. Starrett D. Thackston, G. White. C. Cardine, K. Dassau

Supt. Cardine reported on the request for a grievance hearing by support staff. Hearing scheduled for 5 December. Supt. Cardine to draft letter informing support staff.

10:20 PM C. Starrett MOVED to return to public session. Seconded by G. White.
VOTE: Unanimous by a roll call vote.

October 17, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

10:25 PM G. White MOVED: that the Board enters a non-public session for purposes of personnel discussion. SECONDED: D. Arguin. **VOTE:** Unanimous by a roll call vote. Attendance: D. Gurian, **Chair**, D. Arguin, N. Carlson, H. Livingston, C. Starrett D. Thackston, G. White. C. Cardine, K. Dassau

Supt. Cardine read a request for long-term disability. Board approved.

10:27 PM N. Carlson MOVED to return to public session. Seconded by D. Arguin. **VOTE:** Unanimous by a roll call vote.

October 17, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION

CONFIDENTIAL for BOARD MEMBERS ONLY

10:23 PM D. Arguin MOVED: that the Board enters a non-public session to hear a staff nomination. SECONDED: H. Livingston **VOTE**: Unanimous by a roll call vote.
Attendance: D. Gurian, **Chair**, D. Arguin, N. Carlson, H. Livingston, C. Starrett D. Thackston, G. White. C. Cardine, K. Dassau

Supt. Cardine nominated Susan Kessler as the district School-to-Career Coordinator. G. White MOVED to accept the nomination and to seal this portion of the non-public minutes indefinitely. SECONDED: H. Livingston **VOTE**: Unanimous.

10:25 PM N. Carlson MOVED to return to public session. Seconded by G. White.
VOTE: Unanimous by a roll call vote.

SCHOOL ADMINISTRATIVE UNIT NO. 38



SWANZEY CENTER
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sau38@monad.net



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau Ed.D., Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

To: Members of the Monadnock Regional School District School Board
From: Curtis J. Cardine, Superintendent SAU 38
Dixie Gurian: Monadnock Regional School District Board Chair

RE: Shortened Agenda for November 7, 2000

Dear Board Members:

The agenda enclosed has been modified to shorten the November 7, 2000 meeting. The reason for a shorter meeting is that election night is on the same night as the board meeting. Also, we will be meeting again on the 8th for the Building Into the Future presentation.

At this meeting I will be asking you to set a date for the first 2001-2002 budget review.

Sincerely,

Curtis J. Cardine, Superintendent SAU 38



**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
November 7, 2000
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 October 17, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. **Board committee reports:**

1. Policy Committee: Don Arguin
First Reading Section J
2. Finance Committee: Auditor's Report

B. **New Business**

C. **Old Business:**

1. Update on School Bus Crossings (Mr. Cardine)

D. **21st Century Report**

Update on Building into the Future

E. **Action on the Manifest**

F. **Correspondence/Announcements**

5. 9:00P SUPERINTENDENT'S REPORT

A. **Budget Review: Set Date**

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

A. **Personnel**

8. ADJOURNMENT

Setting the Next Agenda

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

Burd 10/17

Instructions For Use of the Improper Language Summons

Steps in Discipline Sequence

Assuming this happens outside the teacher's classroom and applies to the same student.

1. First Time: "On the spot" verbal warning/acknowledgement response to improper language usage.
 2. Second Time: Some form of discussion/warning/explanation teacher to student *why* language is inappropriate.
 - Could be during school or after.
 - A summons mailed home to inform parent that student has been reprimanded for using improper language. (See Pad) Form has four copies: student, parent, teacher, vp
 - This form could be addressed and filled out by the student during the "discussion"
 3. Third Time:
 - Teacher Detention
 - 2nd summons mailed home
 4. Fourth Time:
 - Referral issued (administrative consequence: Detention hall, SS, Student Court, Suspension)
-
- Should coincide with some form of social curriculum campaign.
 - a. Posters
 - b. Involve student council
 - c. Student Court
-

Additional Comments:

- These forms are expensive do not misplace them.
- We all need to do this or it won't work. When one person does not enforce this policy, it makes everybody else's job harder.

10/3/00

THERE HAS BEEN SOME CONFUSION AS TO WHAT THE NEW "LANGUAGE"
PROCEDURE IS. HERE IS A COPY I RECEIVED FROM MR. BARTELS.

Doy

SCHOOL ADMINISTRATIVE UNIT NO. 38



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Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

To: Monadnock Regional School District Board
From: Curtis J. Cardine, Superintendent SAU 38

RE: Bus Runs and Pick Ups on Highways

TROY RUN

The situation on the Troy run remains a problem.

Cheshire Laidlaw has quoted me \$159.65 per day for a third bus for the AM and PM runs. This would make a much less crowded situation in the morning and afternoon and would allow the run time to be cut. It would also have the added benefit of cutting the wait and ride time down at the elementary school in Troy.

I am recommending that we add this bus. Laidlaw would need a lead in time of about a month from the time we put it in service to hire and train the driver and re-route the runs. This would get us up and running prior to the snow season if we act now.

HIGHWAY CROSSINGS

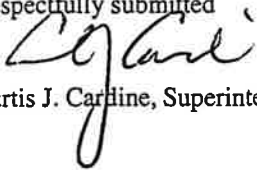
The following locations are places (state roads) where a bus waits as children cross to board.

Scott Pond at 119
Dunlop on 12
20 Old Homestead (32)
Granite Hill and 32
Katie Lane (32)
1375 Old Homestead (32)
779 Old Homestead (32)
343 Old Homestead (32)
Tully Brook and 119
571 on 12
Vessel Rock Rd and 10
Perry Lane and 10
Houghton Pt and 32
Hackler Drive and 32
Cantlin and 12A
Kempton Rd on 10

Cranberry Hill and 12
Old Troy Rd and 119
44 Old Homestead (32)
568 Old Homestead (32)
1312 Old Homestead (32)
Activity Rd (32)
685 Old Homestead (32)
325 Old Homestead (32)
638 on 119
443 on 10 in Gilsum
33 on 12
West St and 10
Page Ct and 32
1051 Rte 12 A
678 on 12A
Pine Acres on 10

Blue Trailer near Troy Diner on 12
Bullock Rd and 32
56 Old Homestead (32)
Warmac Rd (32)
Hale Hill (32)
807 Old Homestead (32)
Fish Hatchery and (32)
West Lake Rd and 119
Twinkle Town and 12
Belvedere Rd and 10
Pinnacle Ski and 9
Forest Ave and 10
Highland Circle and 32
Malcolm Rd and 12 A
Riverbend Apts on 10

Respectfully submitted


Curtis J. Cardine, Superintendent SAU 38

Planning Session September 2000 District Goals 1999-2000

All Children in the Monadnock Regional School District will be known

New Objective

- 1. Full Assessment of a child's needs early on for all students**

Examples We See the Board and Schools Demonstrating

- a. Less use of suspensions at Monadnock Regional Junior and Senior High School.
- b. Children are feeling valued by their teachers and their environment. They notice the physical changes to the buildings.
- c. Knowing children's need is driving our curriculum
- d. Monadnock Regional Junior and Senior High School students who are suspended twice are met with to look at why by the superintendent.
- e. We know their academic needs so well and are providing parallel programs that are appropriate.
- f. We are looking at providing more staff and choices for children.
- g. Recognition nights
- h. Morning meetings
- i. Recognition programs to towns.

Each Child in the Monadnock Regional School District will be Engaged in a Living, Relevant Curriculum.

Board Objectives Related to this Goal:

- 1. Monadnock Regional School District will work to provide a release day for staff to work on the district's curriculum.**
- 2. By the 2001-2002 school year the Monadnock Regional School District will utilize a norm referenced test as one part of a comprehensive assessment system for the district.**

Examples We See the Board and Schools Demonstrating

- a. Several front page articles showing children engaged in a living relevant curriculum at our schools during the past few weeks.
- b. Service learning projects throughout the district
- c. School to Career is part of the regular budget now
- d. Curriculum development process in 4 major subject areas has been made. Dramatic forward progress this summer.
- e. Release days are scheduled for 3 days this school year to allow teachers time to plan together.
- f. Testing program presentations have been made. Selection of a testing program is well underway and will be in place in the fall of 2001.
- g. Greater connection between elementary and high school curriculum through cross training of staff and subject area courses offered by high school staff to the elementary staff.
- h. Book it program
- i. Objectives developed that will allow consistent assessment of students from grade to grade and school to school.
- j. K-12 curriculum development will be matched with a standardized district wide assessment.
- k. Significant changes in all aspects of our curriculum.

District Goals 1999-2000

(Derived from work on the Monadnock Regional School District in the 21st Century Process)

Each child in the Monadnock Regional School District will be technologically literate.

New Objectives

- 1. Increase the Monadnock Regional School District's connectivity to the NET.**
- 2. Increase the amount and diversity of technical education K-12.**

Examples We See the Board and Schools Demonstrating

- a. Internet access has increased by 50% (Quality Connections)
- b. Obvious increases in students' ability to access information on line.
- c. More elementary computer labs exist than one year ago.
- d. PC from Apple switch is in full swing with more PCs and laptops available at each site.
- e. Web pages expanded to communicate students' work.
- f. Increased connections between the curriculum and technology.
- g. Homework is available on line at some sites.
- h. 27 Gateways and printers installed at Mt. Caesar this year.
- i. More training available to staff.
- j. PC Lab at High School
- k. Networked computer access to internet in EVERY room.
- l. Curriculum project involves heavy use of technology.
- m. Technology education being expanded to elementary level
- n. Science probes and measurement tools purchased to supplement Science Curriculum.

Every Child in the Monadnock Regional School District will be Provided a Safe, Clean, Effective Facility in Which to Learn.

Examples We See the Board and Schools Demonstrating

- a. Completed Emerson Project
- b. Work with Gilsum on upcoming construction project
- c. Painting and cleanups
- d. Building into the Future Committee Work on Monadnock Regional Junior and Senior High School Crowding
- e. Plantings at all schools
- f. Deferred maintenance being budgeted for
- g. Recycling in Troy and Surry, soon to be districtwide
- h. Schools appear cleaner and neater
- i. Positive influence of Officer in the Schools (Wayne)
- j. Troy has a staff committee that works on the grounds
- k. Increased administrative attention to existing facilities and keeping them up.
- l. Attention to deferred maintenance is important, water quality, filters for air, buried tanks

**Every Child's Education in the Monadnock Regional School District will be Enhanced by Family,
School, and Community Involvement.**

Examples We See the Board and Schools Demonstrating

- a. Parents, teachers, aides, and administrators meet during the summer to implement effective programs for special education students and they WORK!
- b. Combined PTO and Volunteer programs
- c. PTOs in Surry ask teachers what they need and provide it
- d. The Dog House Project
- e. Lighting outside for Football Games
- f. Increased attendance at events
- g. Lights, Sound and Action
- h. Learning nights at each school
- i. Troy staff commits to continue community involvement
- j. Volunteer efforts at all schools

The evening's discussion shifted to the issue of Special Education during the final 1/2 hour. Since this meeting Dr. Dassau and I have met several times and there has been discussion with individual principals around this issue. It would be a good use of our time during a follow up session to this meeting to work on a vision for special education services in the district and come to agreement on a direction the board and administration would like to go in this area. November is probably a poor month for this as the building into the future committee will be meeting in the area towns at this time. I will bring this item up at the meeting on October 17th.

Respectfully submitted,

Curtis J. Cardine, Superintendent SAU 38

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Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

Tuesday, October 17, 2000

To: Monadnock Regional School District Board
From: Curtis J. Cardine, Superintendent SAU 38

RE: Access to School Facilities

I attended the NHSAA Law Conference today and the issue of discrimination came up during one of the sessions.

Anticipating the discussion of the use of our facilities by outside groups I have included all pertinent policy and the goals and philosophies that we have and / or do operate under.

Included in this packet is Policy AC, ACE, ACD and the Goals of the Monadnock Regional School District current and previous. These all relate to your goals, philosophy and your policies on discrimination.

I have also included

The following from Jon Meyer Esquire may be of help to you in making decisions:

Our discrimination policy applies to US making sure we do not discriminate, NOT outside groups.

EQUAL ACCESS ACT Related information:

A copy of the EQUAL ACCESS ACT relevant to this discussion will be at the meeting. I can have copies made for anyone who may desire one.

Under the Equal Access Act there is case law in New York around a Religious Organization who used the schools. The group required that the leader of the group be a member of the religious group. This was upheld.

The Boy Scouts right to free association in their case brought to the Supreme Court effectively establishes their right to do so.

From the CASE:

Petitioners are the Boy Scouts of America and the Monmouth Council, a division of the Boy Scouts of America (collectively, Boy Scouts). The Boy Scouts is a private, not-for-profit organization engaged in instilling its system of values in young people. The Boy Scouts asserts that homosexual conduct is inconsistent with the values it seeks to instill. Respondent is James Dale, a former Eagle Scout whose adult membership in the Boy Scouts was revoked when the Boy Scouts learned that he is an avowed homosexual and gay rights activist. The New Jersey Supreme Court held that New Jersey's public accommodations law requires that the Boy Scouts admit Dale. This case presents the question whether applying New Jersey's public accommodations law in this way violates the Boy Scouts' First Amendment right of expressive association. We hold that it does.

Mr. Meyer and the attorneys at the conference concur that at the secondary level (which is what the Equal Access Act applies to for schools) that any outside group can use the facility.

COMMUNITY USE OF SCHOOL FACILITIES

When not in use for school purposes, school buildings and grounds or portions thereof may be used for adult education, discussion, religious, civic, social, recreation, entertainment purposes, and such other purposes that promote the welfare of the community, including use as registration and polling places for voters.

No person, group, or organization has any vested right to use school property; but the right to use the property for any lawful purpose is subject to approval by the School Board.

Accordingly, the Board will establish detailed regulations, including rental fees, pertaining to the public use of school facilities.

May 4, 1993

COMMUNITY USE OF SCHOOL FACILITIES

1. The use of school buildings, grounds, equipment and facilities will be authorized by the Principal in conformity with the following regulations governing their use as approved by the Board.
2. Requests for the use of school facilities will be made at the office of the Principal at least 14 days prior to the date of use.
3. The use of school facilities for school purposes, meetings of pupils, entertainments given by pupils, meetings for the benefit of teachers, meeting and entertainment by teachers; clubs, alumni associations, parent-teacher associations and other organizations affiliated with the schools have precedence over all others. Requests for school facilities for school programs must be cleared with the building principal, should the nature of the request so justify.
4. School-related groups, as indicated in (3) above, will be permitted reasonable use of school facilities.
5. All activities must be under competent adult supervision approved by the principal of the building involved. In all cases, an assigned school employee will be present. The group using the facilities will be responsible for any damage to the building or equipment.
6. Groups receiving permission are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the Principal.
7. Groups receiving permission are responsible for the observance of county and state fire and safety regulations at all times.
8. The use of alcoholic beverages, profane language, or gambling in any form is not permitted in school facilities. Smoking within the building is not permitted.
9. The Board will cooperate with recognized agencies, such as the Red Cross and Civil Defense, and will make suitable facilities available without charge during community emergency or to prepare for civil defense.
10. Liability insurance will be required for all outside groups given permission to use school facilities. Organizers of any activity not under the direct supervision of a school employee must provide a certificate of insurance endorsed to name the district as an additional insured.

11. The Board will approve and periodically review a fee schedule for use of facilities.
12. In situations where there is no cost to the district, or in situations where a mutual exchange of facilities is possible between the school district and the organization, rates may be modified or eliminated by the Superintendent. In situations where extended usage for a long period of time is required, rates may be set at a contract price.
13. The Board reserves the right to cancel any permission granted.

May 4, 1993

USE OF SCHOOL FACILITIES FOR VEHICLES

Pursuant to the protection of school property, no school property is to be used for the operation of unauthorized vehicles; for example, mini-bikes, all terrain vehicles, go-carts, skate boards, and snowmobiles unless authorized by the School Board or its agents.

May 4, 1993

USE OF SCHOOL BUILDINGS FOR RELIGIOUS PURPOSES

Any group with a religious affiliation will not be allowed to utilize school facilities and/or interact with students during the regular school day. Applications for use by religious groups shall be approved by the Superintendent.

May 4, 1993

NONDISCRIMINATION

The District shall not discriminate in its education programs, activities or employment practices on the basis of race, color, national origin, age, sex, sexual orientation, religion or handicap under the provisions of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1967, and Title IX of the Education Amendment of 1972, and Section 504 of the Rehabilitation Act of 1973. Any person having inquiries concerning the District's compliance with the regulations implementing these laws may contact the Superintendent of Schools.

Statutory Reference:

RSA 354-A:7.

Appendix: AC-R

Revised: July, 1998

**PROCEDURAL SAFEGUARDS
NONDISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY**

The District provides the following Notice of Procedural Safeguards to parents/guardians, and handicapped persons, as required by 34 C.F.R. Sections 104.7, 104.8, 104.22 (4) (f), and 104.36 of the Regulations implementing Section 504 of the Rehabilitation Act of 1973.

The District does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its programs and activities.

The District provides a grievance procedure with appropriate due process rights. **Assistant Superintendent: Ken Dassau** is the designated employee, charged with coordinating efforts to comply with Section 504. The parent/guardian of handicapped students or any handicapped person may use the grievance procedure established by the Board.

Grievance Procedure: As the parent/guardian of a handicapped student or as a handicapped person, you have the right to notify the above designated employee with your complaint.

The designated employee will make an initial response to the complainant within ten (10) days of receipt of complaint. The parties will attempt to work out their differences promptly and equitably informally. A written record of the resolution of the complaint should be made within ten (10) working days of completion.

If that effort fails, you may (a) request that the Board places this matter on its agenda or (b) notify the Superintendent of the complaint. Either request shall be delivered to the above-cited the complaint. You may be represented by anyone of your choosing, may present information through documents and other evidence and witnesses, and may examine witnesses presented by the School District.

Within ten (10) working days of either of the above options, a written record should be made of the decision.

PROCEDURAL SAFEGUARDS
NONDISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY
(continued)

Section D Procedural Safeguards: As required by Section 104.36, as the parent/guardian of a student, who because of handicap needs or is believed to need special instruction and related services, you have the right, with respect to any action regarding identification, evaluation, and placement to:

1. Notice of referral/identification, evaluation, and placement process, with appropriate consent form.
2. Examine all relevant records.
3. At an impartial hearing, at any time, with respect to any actions regarding identification, evaluation, or placement of persons who need or are believed to need special education and related services, an opportunity for participation by you and representation of counsel as provided under the Individuals with Disabilities Education Act.
4. A review process.

Reference

34 C.F.R.

Sections 104.7, 104.8, 104.22 (4) (f), and 104.36 of the Section 504 Regulations.

Revised: July, 1998

PHILOSOPHY OF THE SCHOOL DISTRICT

The Board will develop a mission statement for the District and the Board should review and revise the statement annually.

Goals and Mission of the Monadnock Regional School District

All children in the Monadnock Regional School District will be known.

Each child in the Monadnock Regional School District will be engaged in a living, relevant curriculum.

Each child in the Monadnock Regional School District will be technologically literate.

Each child in the Monadnock Regional School District will be provided a safe, clean, and effective facility in which to learn.

Every child's education in the Monadnock Regional School District will be enhanced by family, school and community involvement.

The Mission of Troy Elementary School is to strive to educate our students:

- In a safe and respectful environment with high academic standards.
- Where the school, home, and community will work together to promote our children's social, emotional, physical, and academic development.
- Who will be able to apply their knowledge and skills.
- To be lifelong learners while increasingly taking ownership and responsibility for themselves.

Troy Elementary School adopted the Mission Statement above in the fall of 1997. This statement drives our work. Decisions about curriculum, programs, hiring, and our interactions with the community, students and each other are measured against one standard, "Does this practice reflect the ideals set out in our Mission Statement?"

MONADNOCK REGIONAL SCHOOL DISTRICT GOALS

The Monadnock Regional School District focuses all efforts on three cognitive and two affective goals that 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

BASIC BELIEF STATEMENTS OF MONADNOCK REGIONAL SCHOOL DISTRICT

THE BASIC BELIEF STATEMENTS GUIDING THE EDUCATION OF STUDENTS ARE:

- A. The school's business is "Teachers Teaching and Students Learning".
- B. Almost all students are capable of learning the prescribed curriculum.
- C. People grow from their strengths.
- D. Principals are the instructional leaders of the school.

BOARD GOALS 1998-99

The Monadnock School Board has set the following goals for themselves for 1998-99.

1. The first part of the paper is devoted to the study of the properties of the function $f(x)$ defined by the equation

$$f(x) = \int_0^x \frac{1}{1+t^2} dt, \quad x \in \mathbb{R}.$$

It is well known that this function is the arctangent function, i.e.,

$$f(x) = \arctan x, \quad x \in \mathbb{R}.$$

The second part of the paper is devoted to the study of the properties of the function $g(x)$ defined by the equation

$$g(x) = \int_0^x \frac{1}{1+t^4} dt, \quad x \in \mathbb{R}.$$

It is well known that this function is the function $g(x)$ defined by the equation

$$g(x) = \frac{1}{3} \arctan \frac{x}{\sqrt{1+x^2}} + \frac{1}{6} \arctan \frac{x^3}{1+x^2}, \quad x \in \mathbb{R}.$$

The third part of the paper is devoted to the study of the properties of the function $h(x)$ defined by the equation

$$h(x) = \int_0^x \frac{1}{1+t^6} dt, \quad x \in \mathbb{R}.$$

It is well known that this function is the function $h(x)$ defined by the equation

$$h(x) = \frac{1}{5} \arctan \frac{x}{\sqrt{1+x^2}} + \frac{1}{10} \arctan \frac{x^3}{1+x^2} + \frac{1}{10} \arctan \frac{x^5}{1+x^2}, \quad x \in \mathbb{R}.$$

Finally,

we have

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 educational needs.

Goal 2: Continue support of the efforts to improve facilities through the completion of the "Five Year Facilities Plan" approved by the voters at the March, 1994 District meeting, through building maintenance and a custodial care program to upgrade the appearance and longevity of the district facilities. Develop a second "Five Year Facilities Plan" which will be submitted to the voters at the Annual Meeting.

Goal 3: Encourage staff to serve as life-long learner models to community, parents, and students.

Goal 4: Continue to upgrade the media/information system.

Goal 5: Continual improvement of communication and interaction with the communities and businesses.

Goal 6: Develop a District database of historical information that will provide a basis for making decisions.

Goal 7: Obtain money for schools and programs for non-district funds.

Goal 8: Review the feasibility of extending the length of the school day and/or number of teacher/pupil contact days.

MONADNOCK REGIONAL SCHOOL DISTRICT WORKPLACE SKILLS

The Monadnock Regional School District expects that all students will gain the following workplace skills as part of every educational program in which they participate. These skills are equally important for the classroom, the sports field, and the theater productions, and will enable students to be better workers, citizens, and family members in the future.

1. Adjusting to work situations
2. Being neat and clean in appearance
3. Being dependable
4. Following instructions
5. Maintaining safety standards
6. Getting along with others
7. Giving an honest day's work
8. Knowing how to use materials and equipment
9. Knowing operating procedures
10. Knowing your strengths and weaknesses
11. Locating information
12. Maintaining good health
13. Being loyal to your group
14. Thinking for yourself
15. Being on time
16. Using time and materials wisely
17. Working as a team member



Monadnock District DEIP (DISTRICT EDUCATIONAL IMPROVEMENT PLAN) Goals

The Monadnock Regional School District: District Educational Improvement Plan lists the following six goals for the School District.

1. The first part of the report is devoted to a general

description of the situation in the country and the

main problems which are facing the country.

2. The second part of the report is devoted to a

description of the situation in the country and the

main problems which are facing the country.

3. The third part of the report is devoted to a



1. Provide appropriate Staffing and Staff Support to enhance student learning.
2. Ensure that an appropriate environment and policies and procedures that lead to improved student learning support every student.
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 building principal monitors the school's progress toward meeting the goals stated in the previous segment of this guide and reports progress and achievements to the superintendent and the board at regular intervals.

Monadnock District Educational Improvement Plan



PRELIMINARY GLANCE

AT THE 1999-2000 RESULTS

OF

**THE NH EDUCATIONAL IMPROVEMENT AND
ASSESSMENT PROGRAM**

FOR

MONADNOCK REGIONAL SCHOOL DISTRICT

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER

600 Old Homestead Highway

Swanzy, NH 03446

Telephone: 352-6955 FAX: 358-6708

Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau, Ed.D., Assistant Superintendent

David G. Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent Biron, Business Manager

Thomas C. Warner, Director of Technology

NEWS RELEASE

"The results of the state assessment were respectable in the Monadnock district," according to Dr. David Hodgdon, Director of Curriculum and Instruction, in a statement to the Monadnock school board. "We were particularly pleased with the high school results. It is a tribute to the hard work and dedication of all of our staff that we scored so well at the tenth-grade level."

The Monadnock testing results were released on Wednesday. Last year's Monadnock students showed gains in third-grade math (a more significant gain than the state) and sixth-grade language arts, science, and social studies.

Dr. Hodgdon pointed out that it is always a challenge to interpret the state assessment results because we can't track the same students over time. "We look for patterns when we analyze them. Has there been a steady improvement in our scores? Are we above or below the state level? Do we particularly see gains in areas where we have placed a special emphasis on curriculum work?"

The Monadnock Regional School District has been intentional about aligning the district curriculum with the state frameworks and developing a continuum throughout the grade levels. "We have implemented a new science curriculum this year and particularly focused on training in science for elementary teachers last year," Dr. Hodgdon pointed out. "The instruction by the high school science teachers for elementary teachers, workshops like the one from the Montshire Museum, and teacher study groups focusing on this topic in each elementary school should result in improved testing scores."

The sixth-grade science results showed a decrease in the number of students at the novice level and an increase in the number of students in the basic level. This pattern is positive, although the district anticipates greater gains as the new curriculum is fully implemented.

SAU #38 Superintendent Curtis J. Cardine was especially impressed with the performance of the tenth-grade students. "In every subject tested our students performed above the state average and showed improvement over previous years. We were pleased with the results and credit our students, teachers, and administrators for their efforts with curriculum and instruction."

In language arts the district saw an increase in both the advanced and proficient from last year (3 percentage points in the proficient and 8 percentage points in the advanced). All of the areas showed decreases in the novice areas and increases in the basic area. Science also saw a 5 percentage point gain at the advanced level and social studies a 9 percentage point gain at the proficient level.

Dr. Hodgdon explained that "the district is excited about the progress the staff is making with curriculum and instruction and look forward to even stronger results during the next several years as each curriculum area is completed and in place in our schools."

Monadnock Regional School District**Language Arts (Grade 3)****11/1/00**

Advanced	97-98	98-99	99-00	Cumulative
District	5	5	5	5
State	8	8	9	8
Proficient	97-98	98-99	99-00	Cumulative
District	22	27	22	24
State	26	31	29	29
Basic	97-98	98-99	99-00	Cumulative
District	35	34	37	35
State	37	36	37	37
Novice	97-98	98-99	99-00	Cumulative
District	36	32	36	35
State	26	22	22	23

Monadnock Regional School District
Language Arts (Grade 6)
11/1/00

Advanced	97-98	98-99	99-00	Cumulative
District	7	4	5	5
State	5	4	6	5
Proficient	97-98	98-99	99-00	Cumulative
District	23	21	23	22
State	23	22	23	23
Basic	97-98	98-99	99-00	Cumulative
District	44	38	43	42
State	41	42	39	41
Novice	97-98	98-99	99-00	Cumulative
District	24	36	27	29
State	28	30	30	29

Monadnock Regional School District
Language Arts (Grade 10)
11/1/00

Advanced	97-98	98-99	99-00	Cumulative
District	6	5	13	8
State	8	4	7	6
Proficient	97-98	98-99	99-00	Cumulative
District	32	29	32	31
State	32	27	27	29
Basic	97-98	98-99	99-00	Cumulative
District	34	34	30	33
State	35	40	37	37
Novice	97-98	98-99	99-00	Cumulative
District	20	21	20	20
State	18	24	24	22

Monadnock Regional School District
Mathematics (Grade 3)

11/1/00

Advanced	97-98	98-99	99-00	Cumulative
District	4	6	6	5
State	10	9	9	9
Proficient	97-98	98-99	99-00	Cumulative
District	28	27	23	26
State	29	29	31	30
Basic	97-98	98-99	99-00	Cumulative
District	39	34	32	35
State	36	38	36	37
Novice	97-98	98-99	99-00	Cumulative
District	27	31	39	32
State	23	23	22	23

Monadnock Regional School District**Mathematics (Grade 6)****11/1/00**

Advanced	97-98	98-99	99-00	Cumulative
District	4	5	4	4
State	5	4	4	4
Proficient	97-98	98-99	99-00	Cumulative
District	21	20	18	20
State	21	21	23	22
Basic	97-98	98-99	99-00	Cumulative
District	42	35	42	40
State	41	42	39	41
Novice	97-98	98-99	99-00	Cumulative
District	32	39	34	35
State	31	30	32	31

Monadnock Regional School District
Mathematics (Grade 10)
11/1/00

Advanced	97-98	98-99	99-00	Cumulative
District	6	9	7	7
State	4	5	7	5
Proficient	97-98	98-99	99-00	Cumulative
District	15	23	25	21
State	19	20	20	20
Basic	97-98	98-99	99-00	Cumulative
District	45	31	39	35
State	35	35	36	35
Novice	97-98	98-99	99-00	Cumulative
District	25	27	23	25
State	36	35	33	35

Monadnock Regional School District**Science (Grade 6)****11/1/00**

Advanced	97-98	98-99	99-00	Cumulative
District	3	2	2	2
State	2	2	3	2
Proficient	97-98	98-99	99-00	Cumulative
District	11	12	14	12
State	14	12	15	14
Basic	97-98	98-99	99-00	Cumulative
District	33	30	38	34
State	36	36	35	36
Novice	97-98	98-99	99-00	Cumulative
District	53	55	43	50
State	46	49	46	47

Monadnock Regional School District
Science (Grade 10)
11/1/00

Advanced	97-98	98-99	99-00	Cumulative
District	4	3	8	5
State	3	2	3	3
Proficient	97-98	98-99	99-00	Cumulative
District	18	24	23	22
State	17	17	18	17
Basic	97-98	98-99	99-00	Cumulative
District	38	33	37	36
State	35	37	36	36
Novice	97-98	98-99	99-00	Cumulative
District	30	31	26	29
State	40	40	39	40

**Monadnock Regional School District
Social Studies (Grade 6)**

11/1/00

Advanced	97-98	98-99	99-00	Cumulative
District	4	4	2	3
State	4	5	4	4
Proficient	97-98	98-99	99-00	Cumulative
District	15	18	17	17
State	21	20	20	20
Basic	97-98	98-99	99-00	Cumulative
District	40	34	40	38
State	37	36	37	37
Novice	97-98	98-99	99-00	Cumulative
District	41	43	38	41
State	36	37	37	37

Monadnock Regional School District
Social Studies (Grade 10)
11/1/00

Advanced	97-98	98-99	99-00	Cumulative
District	3	4	4	4
State	3	2	2	2
Proficient	97-98	98-99	99-00	Cumulative
District	13	18	27	19
State	13	16	16	15
Basic	97-98	98-99	99-00	Cumulative
District	39	34	34	36
State	31	33	34	33
Novice	97-98	98-99	99-00	Cumulative
District	35	34	30	33
State	46	44	44	45

Monadnock Regional School District - Grade 3
Mean-Scaled Scores (11/1/00)

Language Arts	97-98	98-99	99-00	Cumulative
District	246	249	247	247
State	252	254	254	253

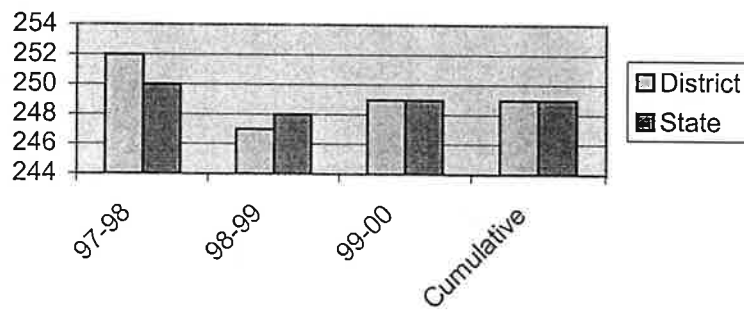
Year	District	State
97-98	246	252
98-99	249	254
99-00	247	254
Cumulative	247	253

Math	97-98	98-99	99-00	Cumulative
District	250	252	247	250
State	254	254	255	254

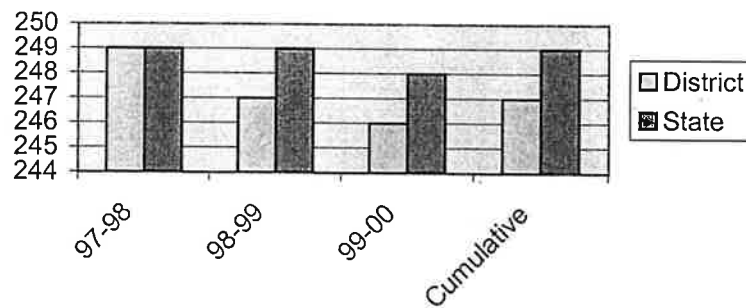
Year	District	State
97-98	250	254
98-99	252	254
99-00	247	255
Cumulative	250	254

Monadnock Regional School District - Grade 6
Mean-Scaled Scores (11/1/00)

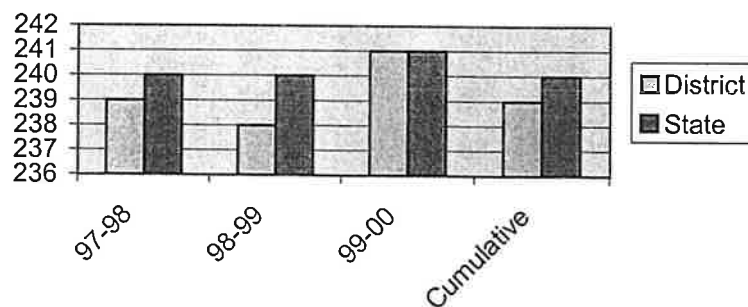
Language Arts	97-98	98-99	99-00	Cumulative
District	252	247	249	249
State	250	248	249	249



Math	97-98	98-99	99-00	Cumulative
District	249	247	246	247
State	249	249	248	249

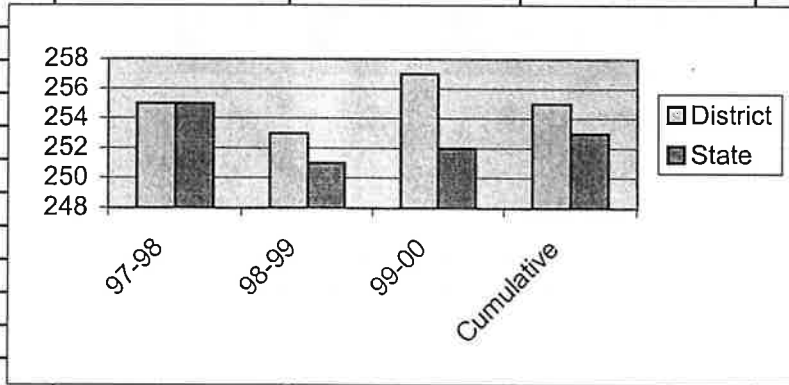


Science	97-98	98-99	99-00	Cumulative
District	239	238	241	239
State	240	240	241	240

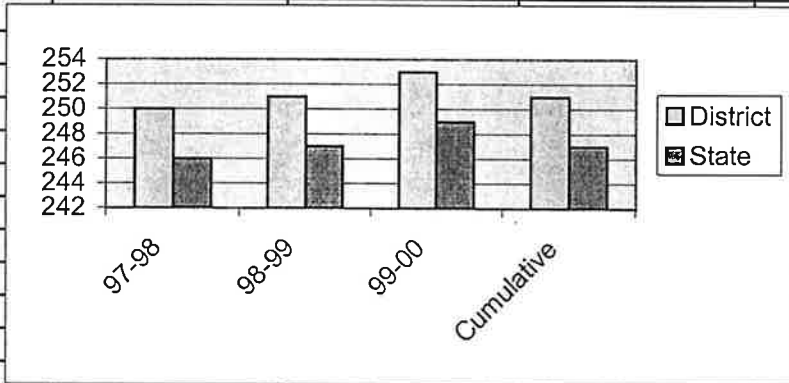


Monadnock Regional School District - Grade 10
Mean-Scaled Scores (11/1/00)

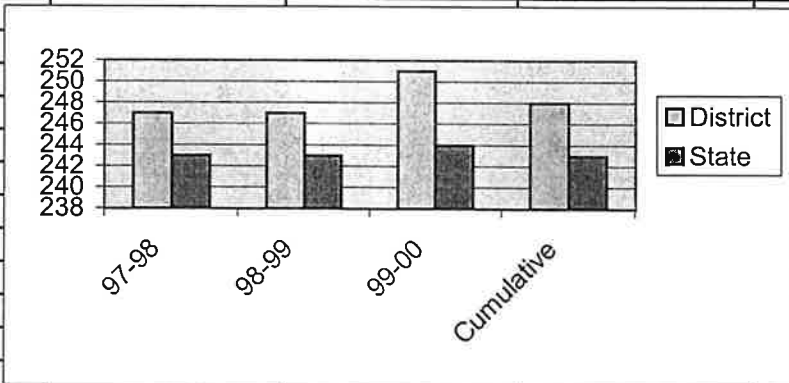
Language Arts	97-98	98-99	99-00	Cumulative
District	255	253	257	255
State	255	251	252	253



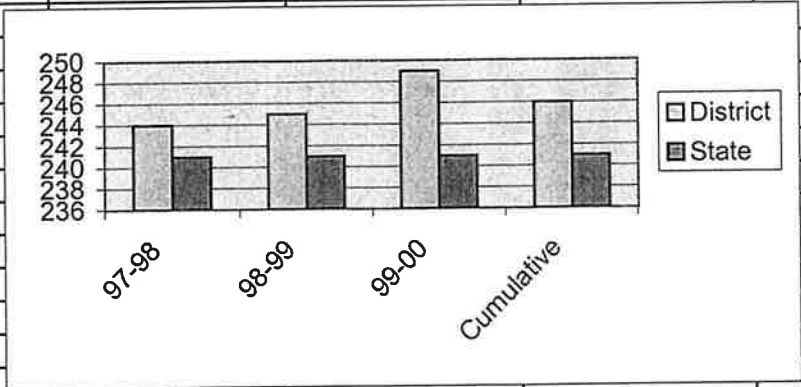
Math	97-98	98-99	99-00	Cumulative
District	250	251	253	251
State	246	247	249	247



Science	97-98	98-99	99-00	Cumulative
District	247	247	251	248
State	243	243	244	243



Social Studies	97-98	98-99	99-00	Cumulative
District	244	245	249	246
State	241	241	241	241



SCHOOL ADMINISTRATIVE UNIT NO. 38



SWANZEY CENTER
600 Old Homestead Highway
Swansey, NH 03446

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sau38@monad.net



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

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David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

To: All Monadnock Regional School District Board Members

From: Curtis J. Cardine, Superintendent SAU 38

Kristen Starrett: Chair Monadnock Regional School District Building Into the Future Committee

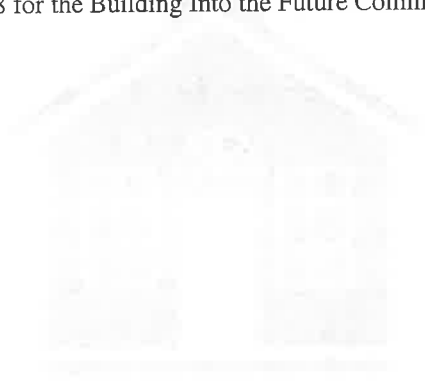
RE: Meeting November 6, 2000

The enclosed agenda announces a special meeting of the Monadnock Regional School District Board to preview the November building presentations to member towns.

Your attendance would be appreciated.

Sincerely,

Curtis J. Cardine, Superintendent SAU 38 for the Building Into the Future Committee



**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA**

November 6, 2000

MEETING AT

Monadnock Regional High School Library

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

7:05 Presentation to the Board of the Building Into the Future Committee's presentation to the member towns.

ADJOURNMENT

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
November 7, 2000
Sullivan Elementary School

Present: D. Gurian, **Chair**, D. Arguin, T. Matson, D. Thackston, G. White, C. Starrett (7:10).
Student Representative: B. Sullivan and E. Pinney. **Absent** D. Carluccio, N. Carlson, H. Livingston, and B. Hamill. **Also present:** C. Cardine, Superintendent, K. Dassau, Assistant Superintendent, L. Biron: Business Manager, D. Hodgdon, Director of Curriculum and Instruction, principals K. Craig, D. Mousette, B. Tatro, D. Stockwell, and B. Fowler, Director of Building and Grounds.

D. Mousette welcomed the Board to the Sullivan School. He complimented all of the Northern Schools staff for their excellent efforts on behalf of children. He then reported that teacher Lucinda Lowell had received a Teacher of the Year award from The Harris Center. T. Matson asked D. Mousette about outdoor equipment at the Sullivan School. D. Mousette responded there is a need to upgrade some equipment.

7:10 PM CALL TO ORDER

1. CONSENT AGENDA:

a. Minutes of previous meeting:

G. White **MOVED:** that the minutes of the 17 October 2000 meeting be approved. **SECONDED:** D. Thackston. **VOTE:** Unanimous. Approved.

2. CITIZEN CONCERNS: D. Washburn, Sullivan Selectman, asked about the district's financial status. L. Biron responded that the adequacy grant money will be expended before the district begins sending bills to the towns.

3. STUDENT COUNCIL CONCERNS: B. Pinney thanked Superintendent Cardine and Board Chair Gurian for their costumed participation and attendance at the Halloween Dance fundraiser. B. Pinney announced a food drive would begin next week. Contributions of non-perishable items may be dropped off at the school.

4. OTHER SCHOOL BOARD BUSINESS

A. Board Committee Reports

1. Policy Committee: D. Arguin reported on the progress of the policy committee. D. Arguin **MOVED** to accept the revised Section J of the MRHS Policy Manual for a first read. **SECOND** by D. Thackston. No discussion. **VOTE:** Unanimous. D. Arguin reported that Section G will be distributed at the next Board meeting and a first read will follow at the 5 December meeting.

2. Finance Committee: L. Biron reported on the district audit. A deficit for the last school year exists. L. Biron spoke of several operational recommendations related to the audit that will be implemented. Accounts will be created at the building level to localize the review of expenditures. Department of Revenue requires Board signatures on the MS-25 document.

T. Matson thanked Mr. Biron for his report but stated that he believed that the Board expected Mr. Biron and the SAU and district administrators to address and resolve the financial difficulties of the past and move forward. L. Biron responded that was his intent. L. Biron stated that the administration has not taken nor recommended any specific action to date, such as a budget "freeze". Such action will be determined after the 2000-2001 budget is entered. L. Biron will present recommendations at a future meeting. D. Gurian read the official ballot for the merger between NH School Board Insurance Trust and Compensation Funds of NH into an organization to be called, "PRIMEX". After an explanation of the issue by Mr. Biron, G. White MOVED to accept. SECOND T. Matson. Discussion. VOTE 5-0-1-4. Motion approved.

B. New Business

D. Arguin stated that some items had been removed from the evenings agenda and expressed his disappointment with the decision to do so. Chair Gurian stated she took the action due to the national and state election activities. D. Arguin asked that the Board chair review committee assignments and provide the Board with an update of committee members. Chair Gurian agreed to speak with Board members individually prior to the next meeting.

C. Old Business

Superintendent Cardine distributed a letter from Laidlaw Transportation. He reported action had been taken in response to the safety concerns on 710 Old Homestead Highway. A copy of the letter from the NH Department of Transportation regarding this issue will be brought to the next meeting.

D. 21st Century Report. Superintendent Cardine reported a Building into the Future facilities presentation is scheduled for the Board on 8 November. R. Marra will act as moderator during the presentation.

E. Action on the Manifest. D. Arguin MOVED to accept the Manifest for the amount of \$936,074.01. Seconded by G. White. VOTE: 4-0-2-4.

F. Correspondence Announcements. Superintendent Cardine reported on the following:

1. Regional Advisory Committee of the Cheshire Vocational Center is scheduled for 14 November at 7:30.
2. Keene Sentinel letter to the editor recognizing the efforts of teacher Phil Crotto and MRHS principal D. Stockwell. C. Cardine spoke of the national recognition the district received due to

D. Stockwell's appearance on the Oprah Winfrey show and actor Danny Glover's television special titled "Courage". Congratulations and thanks were extended to principal Stockwell!

5. SUPERINTENDENT'S REPORT. Superintendent Cardine requested the board meet on Saturday, November 18 for a budget review of the 2001-2002 budget with district administrators. The meeting will be held in the library from 9:00 am till 12:00pm in the high school library.

SETTING THE NEXT AGENDA

1. Second Read Policy Section J
2. Auditor's Report - L. Biron
3. Board Committee Assignments
4. Hockey Club
5. Home-Schooling
6. Curriculum Report
7. Summary of statewide testing results

NON PUBLIC SESSION RSA 91-A:3

At 8:10 PM, C. Starrett **MOVED**: that the Board enter a non-public session to discuss personnel issues. **SECONDED**: D. Thackston **VOTE**: Unanimous by a roll call vote.

Attendance: D. Gurian, **Chair**, D. Arguin, T. Matson, D. Thackston, G. White, C. Starrett, C. Cardine, K. Dassau, D. Hodgdon. 8:45 PM D. Thackston **MOVED**: that the Board return to public session. **SECONDED**: G. White. **VOTE**: Unanimous by a roll call vote.

D. Arguin asked for clarification of any budgetary impact an additional bus would have as recommended by the Transportation Committee. C. Cardine to follow-up and report.

ADJOURNMENT

At 8:50 PM, C. Starrett **MOVED** to adjourn. Seconded by T. Matson. Motion Approved.

Respectfully submitted,



Kenneth R. Dassau, EdD
Acting Secretary MRSD Board

**November 7, 2000
Monadnock Regional School Board
NON-PUBLIC SESSION**

CONFIDENTIAL for BOARD MEMBERS ONLY

NON PUBLIC SESSION RSA 91-A:3

At 8:10 PM, C. Starrett **MOVED**: that the Board enter a non-public session to discuss personnel issues. **SECONDED**: D. Thackston **VOTE**: Unanimous by a roll call vote. Attendance: D. Gurian, **Chair**, D. Arguin, T. Matson, D. Thackston, G. White, C. Starrett, C. Cardine, K. Dassau, D. Hodgdon.

The Board heard the following information:

1. Home Schooling Hearing. D. Hodgdon reported on the outcome of a home-schooling hearing. D. Hodgdon leaves at 8:25.
2. Support Staff Contract. Hearing scheduled for 5 December.
3. Student tuition request. T. Matson moved to approve request without tuition for remainder of the year. Parent to provide transportation. Seconded by C. Starrett. Discussion. Motion withdrawn. Superintendent Cardine to follow-up and report.
4. Staff Nominations. Superintendent Cardine nominated Becky Heywood, Cutler and M. Pratt, maintenance Monadnock Regional. C. Starrett moved to accept. Second by T. Matson. Vote unanimous. K. Stark nominated as Board recording secretary. Motion to accept by T. Matson. Second by G. White. Approved with 2 abstentions.

8:45 D. Thackston **MOVED**: that the Board return to public session. **SECONDED**: G. White. **VOTE**: Unanimous by a roll call vote.

MEMO

To: MRSD Board Members
From: Mr. Cardine
Date: November 16, 2000
Subject: Confidential information

This packet is background information concerning this parent's request to speak to the board.

This is confidential information not to be shared with anyone.

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446

Telephone: 352-6955 FAX: 358-6708
sau38@monad.net

Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau, Ed. D. Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent J. Biron, Business Manager

Thomas C. Warner, Director of Technology

TO: MRSD Board Members
FROM: Dave Hodgdon *DH*
RE: Former home-schooling parent presentation
DATE: November 15, 2000

Since we will be hearing from a former home-schooling parent in open session at the next school board meeting, I would like to provide some background on the issues about which this parent will be speaking to you. I believe that it is important for you to know the context of this parent's situation before the meeting.

The parent has two daughters, one at the elementary school level and the other at the junior high school level. She had been providing education for her children at home since she came to New Hampshire at the end of the summer of 1999. She provided the appropriate paperwork required by law when she started the home schooling program for her daughters in 1999.

I forwarded to the parent in early June of 2000 a letter that I sent to all parents. It reminded her that she is required by RSA 193-A:6 to submit an annual educational evaluation documenting "the child's demonstration of educational level commensurate with the child's age and ability." At the same time I forwarded the form that outlines the notification requirements and materials specified in RSA 193-A:5. According to the "Procedures for the Operation of Home Education Programs" under Ed 315.03 (d), this notification must be provided on an annual basis, since home education programs remain in effect for one year.

When I did not hear from the parent, I sent a reminder on July 17, 2000. I informed her that the program for the upcoming year would be placed on probation according to Ed 315.06 (f) unless I received the evaluation of her children's educational progress. On August 22, 2000, I notified the parent that her children's program would be placed on probation and informed her that, unless we received the notification and accompanying material by September 1, 2000, I would be contacting the school principals that her children would be enrolling in school.

Following this last correspondence, the mother both faxed and sent a letter informing us that she would not be providing either the home schooling notification and materials or the evaluation. She stated that she does not believe the state or the district has the right to approve books, the curriculum, or the evaluation of her children. She cited the U.S. Constitution and God as reasons for not providing such material.

After consulting with the state, we submitted a request to the Commissioner of Education, Dr. Elizabeth Twomey, for a hearing based on Ed 315.18 on the Due Process Hearing Procedure. The hearing notification, which was sent to both Curt and the parent on October 2, 2000, indicated the date of the hearing on October 12, 2000. Curt and I attended the hearing, but the parent did not. The hearing officer subsequently notified both the parent and Curt that the home education programs for the two children were terminated.

On October 23, 2000, Curt sent a letter to the parent informing her that, since the children's home schooling programs had been terminated, the children were required to enroll in their respective schools by November 1, 2000. The parent responded with a letter that restated her original objections to home schooling, denied that her children were subject to the home schooling law, questioned whether or not due process was followed, and rejected the argument of compulsory attendance of children between the ages of 6 and 16. The RSA applying to compulsory attendance is indicated in 193.1, I, which states that "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." Home education is an exception as long as the parent is following the specified laws.

Since these children's home education programs have been terminated by the state of New Hampshire, the children are required to attend our public schools unless the parent opts for a private school. We have no discretion on a home schooling program for these children at this point. The parent may appeal the decision to the New Hampshire Supreme Court within 30 days, but the time for that appeal appears to have lapsed, since the decision was made on October 13. We can certainly listen to the parent's grievances, but the only recourse that the parent has is to contact the state of New Hampshire.

I am currently dealing with 55 students involved with home schooling (and several others pending) in the Monadnock Regional School District – an increase of more than 50 since 1991. These parents are generally cooperative and have maintained a positive relationship with me. Because of the way the home education laws are written, I believe it is important to work with the parent to secure the required materials that will enable the children to have successful educational experiences. It is rare that the school district would feel compelled to ask the state for a hearing that might result in the termination of a home schooling program.

If you have questions, please feel free to contact Curt or me. I hope this information is helpful to you.

SCHOOL ADMINISTRATIVE UNIT NO. 38



SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446

Telephone: 352-6955 FAX: 358-6708
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Kenneth R. Dassau Ed.D., Assistant Superintendent
Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

November 15, 2000

Tracey Graffam
PO Box 72
Troy, NH 03465

Thank you for your letter of October 31, 2000.

You are on the agenda for the November 21, 2000 meeting of the Monadnock Regional School District Board. I understand that you wish to speak to the board in public session relative to your desire to home-school your children. This venue restricts the response that the administration will have as we are bound by confidentiality rules. You will be asked for the record to reassert that you are discussing your children in non-public session of your own volition.

I have directed the principal at Troy School and the Assistant Principal at Monadnock Regional Junior and Senior High School to wait until this date before reporting your children as truant under RSA 193-A.

I appreciate the argument you have put forth in your letters. However, your only recourse to a situation you believe to be unconstitutional is to take the matter to the NH Supreme Court. We, the local school district, do not make the rules regarding compulsory education. We are however called upon to obey the law as it has been interpreted by a hearing officer.

I look forward to meeting you on November 21.

Sincerely,

Curtis J. Cardine, Superintendent SAU 38

cc: Commissioner of the New Hampshire Department of Education
Monadnock Regional School District Board
Dr. David Hodgdon: Director of Curriculum Monadnock Regional School District
Mr. David Dahl: Principal of Troy School
Mr. Dan Stockwell: Principal of Monadnock Regional Junior and Senior High School

Tracey Graffam
PO BOX 72
Troy, NH 03465
10/31/2000

Mr Cardine,

As I stated in my last letter, I consider this matter concluded as I am sure that you would not be involved in infringing on my constitutional rights. I do not understand your insistence in hampering the happiness of a family that contributes not only to the state of NH but the community as well. There are a few points to make you aware of in addition to the ones stated in my previous letter that basically declared I believe RSA 193-A unconstitutional and therefore cannot apply to the citizens of NH.

Your letter of 10/23/2000 stated the you were informed, by a Hearing Officer, that the home schooling programs of Brooklyn and Bayleigh Graffam were not in compliance with RSA 193-A and have been terminated.

There are no "home schooling programs" for my children as of 8/1/2000. You may be aware of that as Mr Hodgdon stated that SAU #38 did not receive any Home Education Notification Forms. I did not desire to initiate a home education program (Ed 315.03a). Therefore there are no programs to terminate and again, RSA 193-A has no significance to me or my children. In accordance with Ed 315.03 g, I assume that you did not notify the commissioner that there was any such program for my children.

Assuming that there was a Home schooling program and assuming that RSA 193-A wasn't a blatant violation of a person's unalienable rights, I am sure that you would choose to follow due process law. I am sure that you would not want to be party to only picking and choosing the parts of the law that would benefit you-the very law (your interpretation of it) that you are trying to enforce!

Since a hearing officer cannot make a decision in this case without first having a hearing, whatever letter you may have received informing you of that would be null and void! According to Ed 315.18 (c) to initiate a due process hearing would require "The order of notice to be sent to the parties to the hearing certified mail, return receipt requested no later than 20 days prior to the first day of oral hearings."

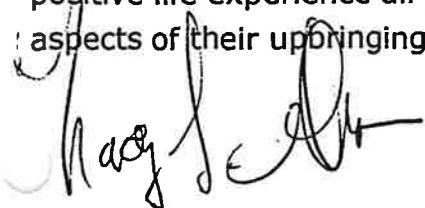
Such a notice would also include the authority for the hearing as well as proposed action, date, place and time etc. (I have enclosed this particular set of "laws" since you are unfamiliar with them) Since no such notice was made by your department in accordance with ED 315.18, I conclude that no hearing was set to take place or would have taken place to render such a decision from a hearing officer.

If such a hearing had taken place, and the outcome was one that you state in your letter, I would have 30 days in which to appeal ED 315.19, so for you to write to me that my children are expected to enroll by 11/1/00 gives the appearance that you have taken authority that is not yours. I would think as one who appears to be adhering to the "law" that you would familiarize yourself with it and would not want to be a party to violating justice.

You also stated "all children under the age of 16 are required by state law to attend school." I believe that is incorrect. First, There is not a NH law that states anything about a child under age 6 in regards to school. **Also, I would like you to provide me with the source of your statement "required by state law to attend school" as I have been unable to find that under the education laws.** Obviously you, the SAU #38 and the DOE of NH has taken upon yourself to interpret the law accordingly to your own agenda which I can only conclude would be a financial one. Receiving money from the tax payers for children who are not in attendance or utilizing the public school system.

This letter serves to call attention not only to discrepancies in the SAU #38 district's interpretation of the law, which you are trying to apply to my situation, but to the letters you/SAU #38 have sent as well, since they do not apply to me or my family and are considered by us to be harassment. I would like to think you now realize you have made an error and would not want to harass a family that has come to know this region of NH as their home.

Be assured that Brooklyn and Bayleigh have and will continue to have a positive life experience all year as they are free to be nurtured in all aspects of their upbringing in a safe, loving environment.



Tracey Graffam

Ed 315.18 Due Process Hearing Procedure.

(a) If a due process hearing is required under these rules and pursuant to RSA 193-A:7,III the commissioner shall immediately schedule a due process hearing with an impartial hearing officer.

(b) Within 10 days of the commissioner's request for a hearing the hearing officer shall begin the hearing process by issuing an order of notice which shall:

(1) Identify the parties to the hearing, which at a minimum shall include the child and/or parent and as applicable the resident district superintendent, nonpublic school principal or the commissioner of education;

(2) Briefly summarize the subject matter and identify the issues to be resolved;

(3) Specify the statutory authority for the hearing and for the proposed action, and identify any applicable board rules;

(4) Specify the date and address for submission of written materials;

(5) Specify the date, time and place of the first day of oral hearings; and

(6) Direct that a verbatim recording and exhibits be made available for all parties, and that such verbatim recording be made part of the record for the appeal.

(c) The order of notice shall be sent to the parties to the hearing by certified mail, return receipt requested, no later than 20 days prior to the first day of oral hearings.

(d) Any party to the hearing may be represented by counsel at the hearing and any prehearings scheduled by the hearing officer.

(e) Subject to the rules and statutes governing such hearings, the hearing officer shall:

(1) Schedule and hold hearings;

(2) Regulate and control the course of hearings;

(3) Rule on petitions of intervention pursuant to RSA 541-A:17;

(4) Administer oaths or affirmations;

(5) Determine the order of proof, so that the party with the burden of proof shall present its evidence first;

(6) Receive relevant evidence;

(7) Take official notice of facts which are of common knowledge and notoriety;

(8) Dispose of procedural requests, including those of the participants or those made on his own motion;

(9) Hold prehearing conferences;

(10) Examine parties or witnesses;

(11) Consider and evaluate facts and evidence in order to make findings of fact or law;

(12) Cause a complete record of any proceeding to be made; and

(13) Take any other action, consistent with applicable statutes, rules and the interests of justice, necessary to conduct and complete the proceeding in a fair and timely manner.

(f) The hearing officer shall not, while the hearing is pending, communicate with any party involved in the hearing concerning any issue in the hearing without prior notice to all parties and an opportunity for them to participate.

(g) Upon request of any party, or upon his own motion and with agreement of all parties, the hearing officer shall schedule one or more prehearing conferences prior to the commencement of formal proceedings.

(h) Matters which may be considered at informal conferences include, but are not limited to the following:

- (1) Offers of settlement;
- (2) Stipulation of the issues;
- (3) Stipulations or admissions as to issues of fact or proof;
- (4) Limiting the number of witnesses;
- (5) Setting a schedule for discovery;
- (6) Recommendations to the hearing officer concerning procedures which may be changed or tailored to suit the needs of particular parties and their circumstances; and
- (7) Any other matters which may aid in the disposition of the proceeding.

(i) Upon good cause shown, including but not limited to illness, accident or death of a family member, the hearing officer shall continue the hearing and reschedule it for a date later than that shown in the order of notice but in no case shall the continuance be granted for more than 15 days. Notice of the continuance shall be made in writing to all parties except that if the continuance is granted less than 3 days before the scheduled hearing date, notice shall be made by telephone followed by notice in writing.

(j) Any party, who has been served notice in accordance with this chapter, who fails to appear and who fails to obtain a continuance from the hearing officer prior to the scheduled time of the hearing, shall have a decision rendered against her/him if the interests of justice will be served by such action.

(k) Within a reasonable time, but in any event no less than 5 days before the hearing, the parties shall give notice to the hearing officer and each other of the character of the evidence to be presented at the hearing. Such notice shall state whether or not new evidence, the same evidence, or legal argument will be presented at the hearing.

(l) Each party may offer such evidence as it desires, but irrelevant, immaterial, or unduly repetitious evidence will be excluded. The hearing officer shall determine the relevance of the evidence offered; and the introduction and admissibility of evidence shall be governed by RSA 541-A:18.

(m) In accordance with RSA 193-A:7,I, in order to be granted acknowledgment of notification, the parent at such hearing shall establish by a preponderance of evidence, and the hearing officer shall so find, that both the parent and home education program shall comply with RSA 193-A:4,I and RSA 193-A:5,II.

(n) For an order of termination to be issued for a program which has been acknowledged, the resident district superintendent, nonpublic school principal or the commissioner of education shall have the burden of proof that the parent or the home education program has failed to or cannot provide the child with the minimum course of study as required by RSA 193-A:4,I.

(o) The hearing officer shall render a decision within 10 days pursuant to the provisions of RSA 193-A:8. The decision shall list the pertinent facts found by the hearing officer. The decision shall take effect immediately unless an appeal is made pursuant to Ed 315.15. A copy of the decision shall be mailed by certified mail, return receipt requested, to all parties named in the order of notice.

Ed 315.19 Appeal of Decision. In accordance with RSA 193-A:8, II the parent or the commissioner may appeal the decision of the hearing officer to a court of competent jurisdiction within 30 days of the decision. Pending appeal, the home education program shall continue.

Elizabeth M. Twomey
COMMISSIONER
Tel. 603-271-3144



STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

October 2, 2000

Mr. Curtis Cardine
Superintendent of Schools
600 Old Homestead Highway
Swansey, NH 03446

Ms. Tracey Graffam
15 Mill Street
Troy, NH 03465

Re: Brooklyn G./Monadnock Regional School District – HE 00-002
Bayleigh G./Monadnock Regional School District – HE 00-003

Dear Superintendent Cardine and Ms. Graffam:

Enclosed is a copy of the Hearing Officer's decision in regards to the above referenced matter.

Please be advised that either party may appeal the Hearing Officer's decision pursuant to RSA 193-A:8 II which states:

"Following such order, the parent or the commissioner may appeal the decision of the hearing officer to a court of competent jurisdiction. Said notice of appeal shall be filed within 30 days of such decision by the hearing officer. Pending appeal, the home education program shall continue."

If you have any questions, please don't hesitate to contact me at 271-2299.

Sincerely,

A handwritten signature in black ink, appearing to be "SFB", with a long horizontal line extending to the right.

Stephen W. F. Berwick
Clerk of Hearings

Elizabeth M. Twomey
COMMISSIONER
Tel. 603-271-3144



STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, N.H. 03301
FAX 603-271-1953
Citizens Services Line 1-800-339-9900

October 2, 2000

Mr. Curtis Cardine
Superintendent of Schools
600 Old Homestead Highway
Swanzey, NH 03446

Ms. Tracey Graffam
15 Mill Street
Troy, NH 03465

Re: Brooklyn G./Monadnock Regional School District - HE 00-002
Bayleigh G./Monadnock Regional School District - HE 00-003

Dear Superintendent Cardine and Ms. Graffam:

In accordance with Home Education Rules, Ed 315.18, Due Process Hearing Procedure, a due process hearing has been requested regarding Brooklyn and Bayleigh's home education program.

In order to complete this process, as required by Ed. 315.18, a hearing has scheduled for the following date and time:

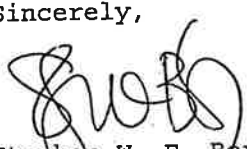
Hearing: October 12, 2000; 1-3 p.m.

The hearing will take place at the New Hampshire State Department of Education, 101 Pleasant Street, Concord, NH 03301.

The Hearings Officer assigned to this case is: S. David Siff, Esquire.
All future correspondence concerning this case should be submitted directly to the Hearings Officer:

S. David Siff, Esq.
Six Chapel Street
Concord, NH 03301

Sincerely,


Stephen W. F. Berwick
Clerk of Hearings

*Monday may be difficult,
Curt. How about
Tuesday?
Thanks,
David*

*David,
See me on this
Curt*

Ed 315.18 Due Process Hearing Procedure.

- (a) If a due process hearing is required under these rules the commissioner shall immediately schedule a due process hearing with an impartial hearing officer.**
- (b) Within 10 days of the commissioner's request for a hearing the hearing officer shall begin the hearing process by issuing an order of notice which shall:**
 - (1) Identify the parties to the hearing, parties at a minimum shall include the child and/or parent and as applicable the resident district superintendent, nonpublic school principal or the commissioner of education;**
 - (2) Briefly summarize the subject matter and identify the issues to be resolved;**
 - (3) Specify the statutory authority for the hearing and for the proposed action, and identify any applicable board rules;**
 - (4) Specify the date and address for submission of written materials;**
 - (5) Specify the date, time and place of the first day of oral hearings; and**
 - (6) Direct that a verbatim recording be made available for all parties, and exhibits, and that such verbatim recording be made part of the record for the appeal.**
- (c) The order of notice shall be sent to the parties to the hearing by certified mail, return receipt requested, no later than 20 days prior to the first day of oral hearings.**
- (d) Any party to the hearing may be represented by counsel at the hearing and any prehearings scheduled by the hearing officer.**
- (e) Subject to the rules and statutes governing such hearings, the hearing officer shall:**
 - (1) Schedule and hold hearings;**
 - (2) Regulate and control the course of hearings;**
 - (3) Rule on petitions of intervention pursuant to RSA 541-A:17;**
 - (4) Administer oaths or affirmations;**
 - (5) Determine the order of proof, the party with the burden of proof shall present its evidence first;**
 - (6) Receive relevant evidence;**
 - (7) Take official notice of facts which are of common knowledge and notoriety;**
 - (8) Dispose of procedural requests, including those of the participants or those made on his own motion;**
 - (9) Hold prehearing conferences;**

- (10) **Examine parties or witnesses;**
 - (11) **Consider and evaluate facts and evidence in order to make findings of fact or law;**
 - (12) **Cause a complete record of any proceeding to be made; and**
 - (13) **Take any other action, consistent with applicable statutes, rules and the interests of justice, necessary to conduct and complete the proceeding in a fair and timely manner.**
- (f) **The hearing officer shall not, while the hearing is pending, communicate with any party involved in the hearing concerning any issue in the hearing without prior notice to all parties and an opportunity for them to participate.**
- (g) **Upon request of any party, or upon his own motion and with agreement of all parties, the hearing officer shall schedule one or more prehearing conferences prior to the commencement of formal proceedings.**
- (h) **Matters which may be considered at informal conferences include, but are not limited to the following:**
- (1) **Offers of settlement;**
 - (2) **Stipulation of the issues;**
 - (3) **Stipulations or admissions as to issues of fact or proof;**
 - (4) **Limiting the number of witnesses;**
 - (5) **Setting a schedule for discovery;**
 - (6) **Recommendations to the hearing officer concerning procedures which may be changed or tailored to suit the needs of particular parties and their circumstances; and**
 - (7) **Any other matters which may aid in the disposition of the proceeding.**
- (i) **Upon good cause shown, including but not limited to illness, accident or death of a family member, the hearing officer shall continue the hearing and reschedule it for a date later than that shown in the order of notice but in no case shall the continuance be granted for more than 15 days. Notice of the continuance shall be made in writing to all parties except that if the continuance is granted less than 3 days before the scheduled hearing date, notice shall be made by telephone followed by notice in writing.**
- (j) **Any party, to whom notice has been served in accordance with this chapter, who fails to appear and fails to obtain a continuance from the hearing officer prior to the scheduled time of the hearing, shall have a decision rendered against him if the interests of justice will be served by such action.**

- (k) Within a reasonable time, but in any event no less than 5 days before the hearing, the parties shall give notice to the hearing officer and each other of the character of the evidence to be presented at the hearing. Such notice shall state whether or not new evidence, the same evidence, or legal argument will be presented at the hearing.
- (l) Each party may offer such evidence as it desires, but irrelevant, immaterial, or unduly repetitious evidence will be excluded. The hearing officer shall determine the relevance of the evidence offered; and the introduction and admissibility of evidence shall be governed by RSA 541-A:18.
- (m) In order to be granted acknowledgement of notification, the parent at such hearing shall establish by a preponderance of evidence, and the hearing officer shall so find, that both the parent and home education program shall comply with RSA 193-A:4,I and RSA 193-A:5,II.
- (n) For an order of termination to be issued for a program which has been acknowledged the resident district superintendent, nonpublic school principal or the commissioner of education shall have the burden of proof that the parent or the home education program has failed to or cannot provide the child with the minimum course of study as required by RSA 193-A:4,I.
- (o) The hearing officer shall render a decision within 10 days pursuant to the provisions of RSA 193-A:8. The decision shall list the pertinent facts found by the hearing officer. The decision shall take effect immediately unless an appeal is made pursuant to Ed 315.15. A copy of the decision shall be mailed by certified mail, return receipt requested, to all parties named in the order of notice.

Ed 315.19 Appeal of Decision.

The parent or the commissioner may appeal the decision of the hearing officer to a court of competent jurisdiction within 30 days of the decision. Pending appeal, the home education program shall continue.

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION

In Re: Bayleigh G./Monadnock Regional School District
HE # 00-003

HOME EDUCATION DECISION PURSUANT TO RSA 193-A:7, III

A letter dated September 24, 2000, from Curtis J. Cardine, Superintendent of Schools for SAU # 38, was sent to Dr. Elizabeth Twomey, Commissioner of Education for the State of New Hampshire. The letter stated:

In accordance with RSA 193-A:7 on Hearing; Notice and Procedure, Paragraph, the Monadnock Regional School District is notifying you, as the Commissioner of Education, that a Parent of two home-schooled children is not complying with RSA 193-A:5, II on Notification Requirements and RSA 193-A:4, I on Home Education; Defined; Curriculum Required.

Stephen Berwick, Clerk of Hearings, received the request from Mr. Cardine on September 26, 2000. Mr. Berwick scheduled a hearing and sent notice dated October 2, 2000, to Parent at 15 Mill Street, Troy, NH 03465, and the Superintendent of Schools for SAU # 38. The hearing was scheduled for October 12, 2000, at 1:00 in the New Hampshire Department of Education, 101 Pleasant Street, Concord, NH. No request for a due process hearing at any other location was received.

Present at the New Hampshire Department of Education on October 12, 2000, at 1:30 pm, were Curtis Cardine, Superintendent of Schools for SAU # 38, and David Hodgdon, Director of Curriculum and Instruction for SAU # 38. Parent was not present. The hearing was tape recorded. Pursuant to the Code of Administrative Regulations, Ed 315.18, a due process hearing was to be held. No party present requested a prehearing.

The September 24, 2000, letter from Mr. Cardine was read into the record as the notice of the issue. Parent is alleged to be home schooling Bayleigh G., without compliance with the requirements of RSA 193-A. Reference was made to the letters of Dr. David G. Hodgdon, dated June 2, 2000, July 12, 2000, August 22, 2000, and September 21, 2000, copies of which are in the hearing file. According to Mr. Cardine and Dr. Hodgdon, Parent's only response was an undated letter to Mr. Hodgdon, which states, "I am responding to your letter dated 8/22/2000." (Copy of this

letter is also in the hearing file.) From the Parent's letter, it is evident that Parent had received Dr. Hodgdon's August 22, 2000, letter. Parent was not present to allege any dispute with those written documents, or the correct statutory requirements or procedures.

Mr. Cardine and Dr. Hodgdon stated on the record that the only response to the letters cited above was the one letter from Parent cited above. The letter from Parent seems to clearly state an intention to disregard the efforts of the school district to obtain any cooperation or compliance with the requirements of RSA 193-A. There was no request for a formal hearing. There being no objection to the above documents and no objection to a finding based upon Parent's apparent lack of intention to comply with the requirements of RSA 193-A, that finding is entered.

DECISION

Parent has written her intention to disregard the requirements of RSA 193-A, regarding requirements of home schooling, and not appeared to contest the offer of proof in this matter, therefore the Hearing Officer finds that Tracey G., Parent of Bayleigh G., a home school student, has failed to comply with the requirements of RSA 193-A and the home education program for Bayleigh G. is terminated.

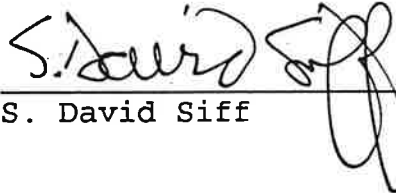
So Ordered,

October 13, 2000



S. David Siff, Hearing Officer
6 Chapel Street
Concord, NH 03301-4303

I certify that on the above date, I mailed a copy of this document to Parent at 15 Mill Street, Troy, NH 03465, and the Superintendent of Schools at his address of record.



S. David Siff

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION

In Re: Brooklyn G./Monadnock Regional School District
HE # 00-002

HOME EDUCATION DECISION PURSUANT TO RSA 193-A:7, III

A letter dated September 24, 2000, from Curtis J. Cardine, Superintendent of Schools for SAU # 38, was sent to Dr. Elizabeth Twomey, Commissioner of Education for the State of New Hampshire. The letter stated:

In accordance with RSA 193-A:7 on Hearing; Notice and Procedure, Paragraph, the Monadnock Regional School District is notifying you, as the Commissioner of Education, that a Parent of two home-schooled children is not complying with RSA 193-A:5, II on Notification Requirements and RSA 193-A:4, I on Home Education; Defined; Curriculum Required.

Stephen Berwick, Clerk of Hearings, received the request from Mr. Cardine on September 26, 2000. Mr. Berwick scheduled a hearing and sent notice dated October 2, 2000, to Parent at 15 Mill Street, Troy, NH 03465, and the Superintendent of Schools for SAU # 38. The hearing was scheduled for October 12, 2000, at 1:00 in the New Hampshire Department of Education, 101 Pleasant Street, Concord, NH. No request for a due process hearing at any other location was received.

Present at the New Hampshire Department of Education on October 12, 2000, at 1:15 pm, were Curtis Cardine, Superintendent of Schools for SAU # 38, and David Hodgdon, Director of Curriculum and Instruction for SAU # 38. Parent was not present. The hearing was tape recorded. Pursuant to the Code of Administrative Regulations, Ed 315.18, a due process hearing was to be held. No party present requested a prehearing.

The September 24, 2000, letter from Mr. Cardine was read into the record as the notice of the issue. Parent is alleged to be home schooling Brooklyn G., without compliance with the requirements of RSA 193-A. Reference was made to the letters of Dr. David G. Hodgdon, dated June 2, 2000, July 12, 2000, August 22, 2000, and September 21, 2000, copies of which are in the hearing file. According to Mr. Cardine and Dr. Hodgdon, Parent's only response was an undated letter to Mr. Hodgdon, which states, "I am responding to your letter dated 8/22/2000." (Copy of this

letter is also in the hearing file.) From the Parent's letter, it is evident that Parent had received Dr. Hodgdon's August 22, 2000, letter. Parent was not present to allege any dispute with those written documents, or the correct statutory requirements or procedures.

Mr. Cardine and Dr. Hodgdon stated on the record that the only response to the letters cited above was the one letter from Parent cited above. The letter from Parent seems to clearly state an intention to disregard the efforts of the school district to obtain any cooperation or compliance with the requirements of RSA 193-A. There was no request for a formal hearing. There being no objection to the above documents and no objection to a finding based upon Parent's apparent lack of intention to comply with the requirements of RSA 193-A, that finding is entered.

DECISION

Parent has written her intention to disregard the requirements of RSA 193-A, regarding requirements of home schooling, and not appeared to contest the offer of proof in this matter, therefore the Hearing Officer finds that Tracey G., Parent of Brooklyn G., a home school student, has failed to comply with the requirements of RSA 193-A and the home education program for Brooklyn G. is terminated.

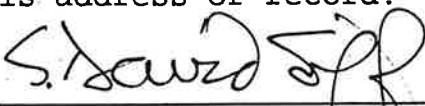
So Ordered,

October 13, 2000



S. David Siff, Hearing Officer
6 Chapel Street
Concord, NH 03301-4303

I certify that on the above date, I mailed a copy of this document to Parent at 15 Mill Street, Troy, NH 03465, and the Superintendent of Schools at his address of record.



S. David Siff

THE MONADNOCK HOCKEY CLUB

BYLAWS

DESCRIPTION AND FUNCTION OF THE ORGANIZATION

The mission of our organization is to provide Monadnock School District eligible students with the opportunity to play competitive hockey. The organization will organize and manage one or more teams of high school age youth. The teams will be restricted as to the number of players by league rules, and as determined by Monadnock Hockey Club Board of Directors. Team selection shall be solely determined by the Monadnock Hockey Club coaching staff, which shall be appointed by and report to the Board of Directors.

BOARD OF DIRECTORS AND BOARD MEETINGS

The Monadnock Hockey Club shall be governed by a Board of Directors consisting of seven Directors from which shall be elected the following officers: President, Vice President, Treasurer, Secretary, Fundraising Manager, and Scheduler. At the annual meeting, held each April, the Club shall elect from its membership persons to fill vacancies created on the Board of Directors. For the next year, Beginning in 2003, three Directors will be elected for three years, three Directors for two years, and one Director for one year. Thereafter, Directors will be elected for three years. Past Directors shall be eligible for reelection. The immediate past President shall automatically become ex-officio member of the Board of Directors for the subsequent year, if he or she is not reelected to the Board, but shall not have the power to vote.

The Board shall be responsible for the activities and day to day operation of the Club.

The Monadnock Hockey Club membership shall meet annually, prior to the end of April, for the purpose of the election of the Board for hearing reports of the Board, and for conducting any other business which may brought before the membership.

Voting shall be by private ballot, with the Vice President and Secretary charged with counting the ballots.

Board meetings shall be held monthly, and special meetings shall be called by the President as needed.

Board meetings shall be governed by Roberts Rules of Order

All Board meetings are open to members of the Club, who may address the Board by invitation of the Board only.

Minutes are to be written and filed of all Monadnock Hockey Club meetings.

Board decisions shall be decided by a majority vote of Board members present at called meetings.

A Quorum of the Board shall consist of five members.

The Board may appoint any individual to a vacated or unfilled position.

CONFLICT OF INTEREST

- Any possible conflict of interest on the part of any member of the Board, shall be disclosed, in writing, to the Board and made a matter of record through an annual procedure and also when the interest involves a specific issue before the Board. Where financial transaction involving a board member exceeds five hundred dollars (\$500) but is less than five thousand dollars (\$5,000) in a fiscal year, a two-thirds vote of the disinterested directors is required. Where the transaction involved exceeds five thousand dollars (\$5,000) in a fiscal year, then a two-thirds vote of the disinterested directors and publication in the required newspaper is required. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting, and the actual vote itself. Every new member of the Board will be advised of this policy upon entering the duties of his or her office and shall sign a statement acknowledging, understand of and agreement of this policy. The board will comply with all requirements of New Hampshire law in the area and the New Hampshire requirements are incorporated into and made a part of this policy statement.

DUTIES OF OFFICERS

- President:** The President shall officially preside at all meetings; be the chairperson of the Board; shall, with the Treasurer, co-sign all checks over \$100; and shall cast a vote only to break a tie.
- Vice President:** The Vice President shall succeed to the office and powers of the President in his or her absence, or for the remainder of his or her term, if vacated for any reason. In the event of such a vacancy, the Board shall elect a successor to the post of Vice President. In the absence of either the President or the Treasurer, the Vice President shall co-sign all checks over \$100.
- Treasurer:** The Treasurer shall have charge of all the finances of the Monadnock Hockey Club. He/she shall report on the finances at all Board meetings and shall have available a written report of the financial transactions and the status of the finances at the Annual Meeting. The Treasurer will also be responsible for maintaining insurance for the Monadnock Hockey Club and be authorized to co-sign checks. The Treasurer is authorized to sign all checks under \$100.

Secretary	The Secretary shall attend to all correspondence for The Monadnock Hockey Club, keep detained minutes of all Board and General meetings, keep records as necessary, and shall correspond on behalf of The Monadnock Hockey Club with the Board's consent.
Fundraising Manager	The Fundraising Manager shall be responsible for identifying, organizing, coordinating, and supervising all activities relating to raising capital for The Monadnock Hockey Club. He/she is also responsible for targeting and committing prospective sponsors and other local businesses and organizations for contributions.
Scheduler	The Scheduler will act as a liaison between the Board of The Monadnock Hockey Club and appropriate personnel at ice facilities for obtaining and allocating sufficient ice time to support practice, games, clinics, tournaments, etc. The Scheduler shall also be responsible for coordinating with other hockey associations to accomplish scheduling for all required league games, both home and away.
Parent Liaison	The Board of Directors may choose to appoint a parent liaison, whose responsibility it shall be to hear concerns and questions from players' parents, and forward those concerns to the Board. This person shall not be a member of the Board, but a disinterested party, acting as a middleman to discourage various parties from seeking out Board members singly, and to insure that Board members answer a parent's concern with one voice.

AMENDMENTS

These bylaws may be amended by a three fourths vote of the membership voting at any regular or special meeting.

NOTICE OF MEETINGS

Monthly meetings of the Board of Directors shall be held on a regular basis at times and places established by the Board. Special meetings of the Board shall be held upon 24 hour advance notice to all Board members either verbally or in writing upon the concurrence of two Board members. The President or Secretary shall be responsible for notice of said meeting.

Special meetings of the full membership shall be called by majority vote of the Board of Directors, whereupon 10 days advanced notice of the time, date, and place of said meeting shall be given the membership. The President or Secretary shall be responsible for giving said notice.

COMMITTEES

From time to time the Board of Directors may appoint, from the membership, such committees as it may deem appropriate to carry out the business of the club and may appoint a Chairman of each committee as constituted to report on a regular basis to the Board.

YOUTH PARTICIPANTS

Youth participants in the programs of the Club shall be any students eligible to attend school in the Monadnock Regional School District, be in grades 9 through 12, be 19 years or younger as of September 1st and chosen to participate in the particular program by the coaching staff.

All such participants shall abide by the rules and regulations for participation and shall be subject to suspension or dismissal from participation in the Club programs for violating the reasonable rules and regulations as set forth by the Board of Directors.

All youth participants shall observe the following general principles of behavior and conduct as set forth by the New Hampshire Interscholastic Athletic Association and Monadnock Regional High School

All youth participants shall be required to sign a statement prior to participation, acknowledging that they understand that their participation in the program of The Monadnock Hockey Club is a privilege and not a right and therefore they fully recognize that they may be suspended or terminated from the Club program for violation of the rules and regulations set forth by the Club. In Addition all youth participants and their parent or legal guardian may be asked to sign such other forms the Board of Directors may deem appropriate such as insurance forms, waivers of liability, or such matters.

The procedure for a youth participant's suspension or terminations shall parallel the procedure set forth by Monadnock Regional High School

PARTICIPANT FINANCE OBLIGATION

Each youth participant who is selected to participate in the programs of the Club shall be charged a fee as determined by the Board of Directors, which is intended to cover the participant's share of the costs of his/her participation. If a participant is unable to meet the financial obligation of membership, he or she may apply to the Board of Directors for financial aid. The process for financial aid is laid out in The Monadnock Hockey Club guidelines.

MEMBERSHIP

Any person 18 years old or older, who is a resident of a municipality within the Monadnock Regional School District shall be eligible for membership in the Monadnock Hockey Club upon application to and acceptance by the Board of Directors, who shall admit new member by majority vote of the Board based upon a reasonable set of criteria established by the Board, which criteria shall include at a minimum the following:

1. All applicants for membership shall be of good moral character.
2. Shall have a commitment to youth hockey.
3. Shall agree to support the club by participating in fund raising events or by paying an assessment fee to be determined by the Board of Directors.
4. Shall pay an annual membership fee as determined by the Board of Directors.
5. Shall abide by USA Hockey and Monadnock Hockey Club guidelines.

If a member does not abide by the USA Hockey/Monadnock Hockey Club guidelines, which specify expected conduct, the following process will be followed:

First infraction – Member will be notified that behavior is unacceptable and must cease immediately. Any Board Member or team official who is witness to such an infraction shall notify the Board of Directors who shall draft and issue the warning.

Second infraction – A second infraction in a playing season by the same member shall exclude him/her from attending any Monadnock Hockey Club game or function for the remainder of the season.

This ruling shall be subject to appeal to the Board of Directors upon written request within 10 days of receiving a written notice of a second infraction. If this conduct continues the Board of Directors will be forced to terminate the member from the Club.

DIRECTORS AND MEMBERS LIMITED LIABILITY

The Club shall indemnify and hold harmless its members, officers, directors, trustees, employees, volunteers, or any other person acting on behalf of and with the consent of the corporation from any liability for such person's actions while carrying on the work of the corporation. This indemnity and hold harmless provision shall not apply to the illegal, willful, or malicious acts of any person, whether engaged in the work and mission of the corporation or not. Further, this provision shall not apply to independent contractors engaged on behalf of the corporation.

Monadnock High School Hockey Club Proposal

Mission: To expand the possibilities for Monadnock Regional High School students with respect to winter athletic experiences. This will be accomplished by establishing a Monadnock Regional High School Hockey Club. This club will be funded and supported by the parents of the students involved.

Funding Plan: A group of parents who have been actively involved in youth hockey organizations within NH and Ma have been meeting to develop a Monadnock High School Hockey Club that is sponsored by MRHS. This club will be established as a not for profit group and fund raising will be accomplished by a Booster Club specifically designated for hockey. All parents of students in the Hockey Club will be involved in the Booster Club. All proceeds of the fund raising will go to the Hockey Club. Any additional expenses incurred by the Hockey Club will be paid by the parents of students involved in the Hockey Club in the form of tuition.

Designated fund raising Activities:

1. Golf Tournament
2. Christmas Tree Sale
3. Cheshire Ice Arena Snack Bar
4. Discount Card
5. Dances
6. Hockey Tournament
7. Raffles
8. Business Sponsors
9. Car Wash
10. Soda Sales
11. Admission Fee

It is our feeling that the Hockey Club must prove its sustainability before consideration by the School Board for MRHS Team status.

Student Participation:

All students living in the Monadnock School District are eligible to tryout for the club. The Head Coach will have the ultimate responsibility to designate the students participating in the club. A recent roster evaluation of Keene Youth Hockey reveals the following number of Monadnock HS eligible students participating in the KYHC program.

Age	Number of students
-----	--------------------

6-9	19
10-11	10
12-14	18
15-16	4

It is felt that these numbers indicate the sustainability of the program. Of note is that the program would also like to have several student managers participate in the club. This involvement by students other than the athletes will broaden the interactions within the school community

Home Ice Rink:

The Cheshire Ice Arena has been contacted and there is 5 am ice time available for 3-5 practices/week. The cost has been determined to be less than \$65/hr. If new opportunities arise within the area and the practice hours are more convenient and cost is comparable practice ice will be switched to that facility. All attempts will be made to play home games in the same facility.

Level of Play and Schedule

The Hockey Club plans to enter a team for the school year 2001-2002 at the Junior Varsity level. There is a JV league within the State of NH that can be entered into with little difficulty. This will allow the most students available to start up the program and allow it to continue as it matures into a Varsity Team. The scheduling will be done by the MRHS Athletic Director so as to avoid scheduling conflicts with other school athletic activities. The Hockey season typically starts late November and ends March 15

Busing

Busing costs to away games will be born by the Hockey Club. Considerations will be made to have Laidlaw Bus Company make the Cheshire Ice Arena a bus stop to pick up students if an early morning practice occurs. However it may be more feasible to have Laidlaw Bus Company provide a specific bus to pick up the students from the Ice Arena and transport them to the High School. Cost to the Hockey Club would be \$90/week. It has been determined that the average cost for bus transportation to games is approximately \$300/game.

Club Leadership

The Hockey Club will designate leaders based on the legality of setting up a not for profit group. The executive officers of that leadership group will appoint and evaluate the Head Coach. At a time when the Hockey Club becomes a School team the Head Coach will be designated in the fashion that the school dictates.

Insurance

In our investigation of insurance options it is our understanding that there is a possibility that Monadnock High Schools Insurance policy exists as an umbrella policy and there would be no additional cost to the school district. If this is in fact not the case the Hockey Club could easily obtain insurance through USA Hockey, which provides this service at minimal cost to organizations. Approximately \$25/skater.

Expenses

The initial year expenses will significantly exceed any following year expenses because of certain one-time costs. Our budget plan shows the initial year cost to be approximately \$21,400. This is a reasonable estimate based on our knowledge of hockey program needs and is very close to the expenses generated by the Keene High School Hockey Team.

SCHOOL ATTENDANCE

CROSS REFERENCES

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 adequate education grants under RSA 198:41.

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. 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. 1999, 17:42, eff. April 29, 1999; 39:1, eff. July 10, 1999.

Amendments--1999. Paragraph I(c): Chapter 17 substituted "adequate education grants under RSA 198:41" for "RSA 198:27-37" in the second sentence.

Paragraph IV: Chapter 39 deleted "at least 60 days prior to withdrawal" following "charge of such child" at the end of the third sentence and deleted the former fourth sentence.

--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.

Contingency; constitutional amendment; reenactment of laws. 1999, 17:57, eff. April 29, 1999, provided: "If voters of the state adopt an amendment to the New Hampshire Constitution which substantially relates to the role of the general court in determining the nature and means for funding public education, then the provisions of this act not relative to the education property tax shall be without effect as of July 1 following such adoption.

"If such constitutional amendment is adopted, the provisions of this act relative to the education property tax shall be without effect as of April 1 following such adoption.

"If such constitutional amendment is adopted, the rate of the real estate transfer tax in RSA 78-B:1, I shall revert to the rate imposed by section 32 of this act, unless specifically amended or repealed by an act of the legislature.

"Upon the proclamation of the adoption of such constitutional amendment, the director of legislative services is authorized to make changes to the Revised Statutes Annotated mentioned above."

Annotations

It is no answer to charge under this section that equivalent supervised instruction is being given by a private tutor. In re Davis, 114 N.H. 242, 318 A.2d 151 (1974).

Cited. 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, 139 N.H. 708, 662 A.2d 272 (1995);

Claremont Sch. Dist. v. Governor, 142 N.H. 462, 703 A.2d 1353 (1997).

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 full-time attendance and further that the attendance at more than one school may include attendance at a nonpublic school provided that the school district and the state board of education have given prior approval to the detailed dual enrollment agreement, which is to be effectuated for this purpose.

II. Nonpublic or home educated, resident students shall be eligible to attend curricular, public school courses subject to local board policy.

History

Source. 1969, 356:1. 1994, 130:1, eff. July 22, 1994.

Amendments--1994. Designated existing provisions of the section as par. I and added par. II.

193-A:4. Home Education; Defined; Curriculum Required.

I. Instruction shall be deemed home education if it consists of planned and supervised instructional and related educational activities, including a curriculum and instruction in science, mathematics, language, government, history, health, reading, writing, spelling, the history of the constitutions of New Hampshire and the United States, and an exposure to and appreciation of art and music. Home education shall be provided by a parent for his own child, unless the provider is as otherwise agreed upon by the appropriate parties named in paragraph II.

II. The department of education, resident district superintendent, or a nonpublic school shall work with parents upon request in meeting the requirements of this section.

History

Source. 1990, 279:3, eff. July 1, 1991.

§ 193-A:5. Notification and Other Procedural Requirements.

A parent may provide home education to a child or children at home, subject to the following requirements:

I. Any parent commencing a home education program for a child, for a child who withdraws from a public school, or for a child who moves into a school district shall notify the commissioner of education, resident district superintendent, or principal of a nonpublic school of such within 30 days. Subject to the provisions of RSA 193-A:7, I, the commissioner of education shall acknowledge in writing that the parent shall be permitted to initiate a home education program for a child enrolled in a public or nonpublic school if the program meets the minimum definitional and educational requirements as provided in RSA 193-A:4, I and paragraph II of this section.

II. Notification made by the parent pursuant to paragraph I shall include a list of the names, addresses, and birth dates of all children who are participating in the home education program and a list of the subjects to be taught each child in accordance with RSA 193-A:4, I. A description of such subjects shall also be provided which shall include:

- (a) The name of an established correspondence school used, if any;
- (b) The name of an established commercial curriculum provider used, if any;
- (c) A table of contents or other material which outlines the scope of and instructional sequence for each subject, or both; and
- (d) A list of textbooks or other instructional materials used.

III. Written notice of termination of a home education program shall be filed by the parent with the commissioner of education, and, in addition, the resident district superintendent or

nonpublic school principal within 15 days of said termination.

IV. Subject to the provisions of RSA 193-A:7, I, the commissioner of education, resident district superintendent, or nonpublic school principal shall acknowledge receipt of notification within 21 days of such receipt.

History

Source. 1990, 279:3, eff. July 1, 1991. 1996, 222:1, eff. Aug. 9, 1996.

Amendments--1996. Paragraph I: Rewrote the former first through third sentences as the first sentence.

§ 193-A:6. Records; Evaluation.

I. The parent shall maintain a portfolio of records and materials relative to the home education program. The portfolio shall consist of a log which designates by title the reading materials used, and also samples of writings, worksheets, workbooks, or creative materials used or developed by the child. Such portfolio shall be preserved by the parent for 2 years from the date of the ending of the instruction.

II. The parent shall provide for an annual educational evaluation in which is documented the child's demonstration of educational progress at a level commensurate with the child's age and ability. The child shall be deemed to have successfully completed his annual evaluation upon meeting the requirements of any one of the following:

(a) A certified teacher or a teacher currently teaching in a nonpublic school who is selected by the parent shall evaluate the child's educational progress upon review of the portfolio and discussion with the parent or child. The teacher shall submit a written evaluation to the commissioner of education, resident district superintendent, or nonpublic school principal;

(b) The child shall take any national student achievement test, administered by a person who meets the qualifications established by the provider or publisher of the test. Composite results at or above the fortieth percentile on such tests shall be deemed reasonable academic proficiency. Such test results shall be reported to the commissioner of education, resident district superintendent, or nonpublic school principal;

(c) The child shall take a state student assessment test used by the resident district. Composite results at or above the fortieth percentile on such state test shall be deemed reasonable academic proficiency. Such test results shall be reported to the commissioner of education, the resident district superintendent, or nonpublic school principal; or

(d) The child shall be evaluated using any other valid measurement tool mutually agreed upon by the parent and the commissioner of education, resident district superintendent, or nonpublic school principal. The results shall be reported by the parent or the testing agency to such appropriate official.

III. The commissioner of education, resident district superintendent, or nonpublic school

principal shall review the results of the annual educational evaluation of the child in a home education program as provided in paragraph II. If the child does not demonstrate educational progress for age and ability at a level commensurate with his ability, the commissioner, superintendent, or principal shall notify the parent, in writing, that such progress has not been achieved. The parent shall have one year from the date of receipt of the written notification to provide remedial instruction to the child. At the end of the one-year probationary period, the child shall be reevaluated in a manner as provided in this section. Continuation in a home education program shall be contingent upon the child demonstrating at the end of the probationary period educational progress commensurate with his age and ability. The parent of a child who fails to demonstrate such progress at the end of the probationary period shall be notified by the commissioner that the parent is entitled to a hearing as provided in RSA 193-A:7, III and IV and that the program will be terminated absent a finding for continuation pursuant to such hearing. Upon a finding that the program should be terminated, the child shall be reported by the commissioner or nonpublic school principal to the appropriate resident district superintendent, who shall, if necessary, take appropriate action to ensure that compulsory attendance requirements are met.

History

Source. 1990, 279:3, eff. July 1, 1991.

§ 193-A:7. Hearing; Notice and Procedure.

I. Prior to the acknowledgment of notification as provided in RSA 193-A:5, I, if the commissioner has written and substantiated information which strongly implies that a home education program will not meet the requirements of RSA 193-A:4, I and RSA 193-A:5, II and that, based on such information, the commissioner decides to withhold acknowledgment, he shall immediately schedule a due process hearing as provided in paragraph III. In order to be granted acknowledgment of notification by the commissioner, the parent at such hearing shall establish, and the hearing officer shall so find, that both the parent and the home education program will comply with RSA 193-A:4, I and RSA 193-A:5, II.

II. After acknowledgment of notification as provided in RSA 193-A:5, I, if the commissioner has written and substantiated information which would justify an order of termination pursuant to paragraph IV, and, based upon said information he intends to seek termination of such program, he shall request a hearing as provided in paragraph III.

III. A parent shall be entitled to a due process hearing pursuant to paragraphs I and II which shall be conducted by an impartial hearing officer appointed by the commissioner of education. Notice of such hearing shall be provided within 10 days of the request for such hearing, shall include a brief summary of the material facts, and shall be sent to each parent and each instructor of the child known to the commissioner. The hearing shall occur within 30 days of the date of such notice. Upon request, the hearing officer shall conduct the hearing at a location near the site of the home education program.

IV. In order to terminate a program, the hearing officer shall find at the hearing at least one

of the following:

(a) The parent has failed to comply with the requirements of this chapter; or

(b) The parent or the home education program has substantially failed to or cannot provide a child with the minimum course of study as required by RSA 193-A:4, I.

History

Source. 1990, 279:3, eff. July 1, 1991.

§ 193-A:8. Order; Appeals.

I. Subsequent to a hearing conducted in accordance with RSA 193-A:7, I or II, the hearing officer shall enter an order within 10 working days which shall order either the continuance or termination of the home education program under scrutiny. Such order shall take effect immediately. A copy shall be given to the appropriate superintendent of schools, who shall, if necessary, take appropriate action to ensure that compulsory attendance requirements are met.

II. Following such order, the parent or the commissioner may appeal the decision of the hearing officer to a court of competent jurisdiction. Said notice of appeal shall be filed within 30 days of such decision by the hearing officer. Pending appeal, the home education program shall continue.

History

Source. 1990, 279:3, eff. July 1, 1991.

§ 193-A:9. Liability Limited.

The resident school district, the board of such district, and any employees of the resident school district associated with a child who is receiving home education in accordance with this chapter, are not liable in damages in a civil action for any injury, death or loss to person or property allegedly sustained by that child, his parent, or any other person as a result of the child's receipt of home education, including but not limited to, any liability allegedly based on the failure of the child to receive a free appropriate or adequate public education.

History

Source. 1990, 279:3, eff. July 1, 1991.

§ 193-A:10. Home Education Advisory Council.

I. There is established the home education advisory council comprising 12 members. Members of the council shall be appointed by the commissioner of education from persons

named as follows:

(a) Six members nominated by home educator associations organized within New Hampshire.

(b) Two members nominated by the department of education.

(c) One member nominated by the New Hampshire School Administrators Association.

(d) One member nominated by the New Hampshire School Boards Association.

(e) One member nominated by the New Hampshire School Principals Association.

(f) One member nominated by the nonpublic school advisory council established by the board of education pursuant to RSA 21-N:9, II(f).

II. The duties of the council and the terms of office of its members shall be prescribed in accordance with rules proposed by the commissioner of education and adopted by the state board of education pursuant to RSA 541-A.

III. The chair of the council shall be elected by the council members from the home educator membership on the council. All vacancies on the council shall be filled in the same manner as that of the original appointment.

History

Source. 1990, 279:3, eff. July 1, 1990.

Helen Whiting Livingston

Box 309 Gilsum, NH 03448

Ms. Dixie Gurian, Chair
Monadnock Regional School District Board
E.Swanzey (Center), NH 03446

November 20, 2000

Dear Dixie:

It is with real regret that I submit my resignation from the School Board effective immediately.

Next week I will have a surgical procedure which will be followed by about two months' worth of rather debilitating post operative treatment. Essentially I expect to be out of commission into the month of February.

There is much to be done in the near future which will make service on the School Board very challenging. I wish I could be there on the ground with the rest of the Board. Alas.

With warm regards to the Board and staff, and to you,

Most sincerely,

A handwritten signature in blue ink, appearing to read 'H. Livingston', with a stylized flourish at the end.

Helen W. Livingston

Copy to: Curt Cardine. Supt.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
November 21, 2000
MEETING AT**

Monadnock Regional High School Library

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.

There will be a meeting of the FINANCE COMMITTEE at 6:30 in the Library

CALL TO ORDER AT 7:00 PM (Note: Action Items are indicated by an *)

1. 7:00 P CONSENT AGENDA

a. Minutes of November 7, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS: Parent of Homeschooler

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Don Arguin
Second Reading Section J *
2. Communications Committee: Dixie Gurian
3. Facilities Committee: Chrysten Starrett: Gilsum Project
4. Finance Committee: Auditor's Report *

B. New Business

1. Selection of Monadnock Representative to Superintendent's
Evaluation Team

C. Old Business:

1. Hockey Club Report
2. Committee Assignments

D. Curriculum Report: State Testing Report Dr. Hodgdon

**E. 21st Century Report
Update on Building into the Future**

F. Action on the Manifest

G. Correspondence/Announcements

5. 9:00P SUPERINTENDENT'S REPORT

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

A. Personnel

B. Negotiations

8. ADJOURNMENT

Setting the Next Agenda

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

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
November 21, 2000
Monadnock Regional High School

Present: D. Gurian, **Chair**, D. Arguin, T. Matson, D. Thackston, G. White, C. Starrett, N. Carlson; **Student Representatives:** B. Sullivan and E. Pinney; **Absent:** D. Carluccio, H. Livingston, W. Hamill; **Also present:** C. Cardine, Superintendent, K. Dassau, Assistant Superintendent, L. Biron, Business Manager, D. Hodgdon, Director of Curriculum and Instruction, B. Fowler, Director of Buildings and Grounds, E. Cronin, Athletic Director; **Principals** D. Dahl, B. Tatro, D. Stockwell, Doug Fetchin, Administrative Intern.

7:05PM CALL TO ORDER

1. CONSENT AGENDA: Minutes of previous meeting:

G. White **MOVED:** that the minutes of the November 7, 2000 meeting be approved.
SECONDED: D. Thackston. **VOTE:** Unanimous. Approved.

2. CITIZENS CONCERNS:

Denise Mayfield and Donna Dick, parents of MRHS students ask the board to approve establishment of a new **MRHS Swim Team**. Proposal submitted. T. Matson **MOVED** to accept their report and table the proposal until hockey club proposal is reviewed.
SECONDED: D. Arguin. C. Cardine replies that the biggest issue is liability. E. Cronin stated that the Swim Team would not be an NHIAA sport, compares it to gymnastics and wrestling, and asks the board to support the proposal. Discussion. C. Starrett suggests taking the issue under consideration at the next meeting. T. Matson **WITHDRAWS MOTION**, D. Arguin **WITHDRAWS SECOND**.

3. STUDENT COUNCIL CONCERNS:

Student Council held a dance last Friday to benefit the Community Kitchen, raising \$200.00 to help needy families at Thanksgiving. The Student Council will be hosting a Semi-formal dance on December 22, 2000, and extends invitations to all school board members to attend. On behalf of the Student Council, B. Sullivan and E. Pinney wish the board a Happy Holiday.

4. OTHER SCHOOL BOARD BUSINESS:

A. Board Committee Reports:

1. **Policy Committee:** D. Arguin **MOVED** to accept the second reading of Section J, C. Starrett **SECONDED**. **VOTE:** Unanimous. Approved.
2. **Communications Committee:** D. Gurian reported on communication efforts around the building project.

3. Facilities Committee: C. Starrett reported on the status of the Gilsum project. Contract awarded to Louder & Sons for site work.

4. Finance Committee: L. Biron, Clukay completed audit and will report further at next meeting. Requesting signatures of the board to forward to the DRA for tax formulation.

B. New Business:

1. Selection of Monadnock Representative to Superintendent's Evaluation

Team: Each of the 3 districts must have representatives on this team. Ann Diorio represents Hinsdale, Laura Aivaliotis, Winchester. D. Gurian asked D. Thackston, W. Hamill and C. Starrett to represent MRSD. D. Arguin MOVED to amend list to include: D. Thackston, C. Starrett and N. Carlson. SECONDED by T. Matson. Unanimous. Approved.

2. D. Gurian read resignation letter from H. Livingston, board representative from Gilsum, effective immediately due to health reasons. G. White recommended that J. Calhoun be asked to complete her term. D. Thackston recommended that the board advertise the position. D. Arguin agrees to advertise the position. D. Gurian requests that Superintendent Cardine advertise the position.

3. C. Cardine reads the letter of resignation of Myron Steere, District Moderator. C. Cardine to advertise.

C. Old Business:

1. Jan Barry, President of the **Monadnock Hockey Club**, requests the sanctioning of the hockey club as a MRHS club sport, as winter athletic opportunities at MRHS are limited. Based on current enrollment numbers in the Keene Hockey Club, they are projecting the following numbers of players: 2001 – 20 players, 2002 – 30 players, 2003 – 34 and 2004 – 49. Their proposal includes practicing 2-3 times per week at 5AM at the Cheshire Arena. All expenses are to be encumbered by parents of players, with extensive fundraising. They are asking to be sanctioned as a club, not asking the district for any money. E. Cronin supports the proposal. D. Arguin expressed concerns about the legalities of the board sanctioning a not-for-profit organization. E. Cronin replies that the kids are interested in being called Huskies and wearing the Monadnock colors. D. Caruso states that the reason for sanctioning by the board is to be affiliated with the district. D. Thackston MOVES that a second reading take place at the next meeting. D. Stockwell asked if the club would function under the direction of E. Cronin as AD for issues such as early dismissal? J. Barry replies that they would follow the guidelines of other MRSD athletics. T. Matson questioned whether this is a club or team? Discussion followed. E. Cronin supports calling it a club to start. D. Gurian asked that the Administration review the proposal and give a recommendation to the board. D. Thackston MOVED: that the proposal for the hockey club be reviewed by C.

Cardine and D. Stockwell and brought before the board on 12/5/00. SECOND: T. Matson. **VOTE:** Unanimous. Approved.

2. **Committee Assignments:** C. Cardine distributed committee assignment lists. C. Starrett requests for additional members for facilities committee – D. Arguin and N. Carlson. Discussion of committee assignments. D. Gurian would requests minutes of May 3rd meeting to clarify committee nominations. D. Arguin solicits additional member for policy committee. D. Thackston proposes that chair of the committee should be selected from within the committee. D. Arguin supports idea. Current policy states that committee members be nominated by the board. C. Starrett asked about right of refusal to participate on an assigned committee. C. Starrett expressed her concerns about committee memberships. D. Arguin supports. D. Gurian asks that the item be tabled for until all concerned board members are in attendance. D. Thackston asks for clarification of policy regarding committees appointing their own chair. D. Gurian proposes adding N. Carlson and D. Arguin to facilities committee and to table discussion of committee chairs until policy is reviewed. C. Cardine read the amended subcommittee list. MOTION to accept D. Thackston, SECOND: G. White. **VOTE:** 4-2-1-2. D. Arguin MOVED to appoint D. Gurian, D. Thackston and T. Matson to an ad hoc committee to prepare for the March 2001 transition to a 15 member board. SECOND: N. Carlson. No discussion. **VOTE:** 7-0-0-2. Approved.

3. **Safety Committee Report:** C. Cardine reported on the installation of signs at various bus stops. He stated that the district should be sending a letter to the Department of Transportation stating that the board would like signs at all three sites identified as hazardous. A letter for the board is to be written by the superintendent to the DOT and will be sent. (A copy to the district's NH Senator, Tom Eaton will also be mailed).

D. Curriculum Report – State Testing Report Dr. Hodgdon: D. Hodgdon reported on the district's performance on the state wide testing with positive gains at the high school level and steady gains in grades 3 and 6. Area of interest was science given the district's investment in this area over the last 2 years. T. Matson inquired about reasons for improvements. Is staff development responsible for these improvements or do we just have a smarter group of kids? C. Cardine reports that the 3 year plan for staff development that has just been approved by the state is a "quality control" piece that has been implemented. D. Thackston asked if testing district wide is uniform. D. Hodgdon replied that we are "not there yet, but are moving in that direction". D. Hodgdon has applied for and received a service learning grant. D. Gurian expresses accolades to D. Hodgdon.

E. 21st Century Report – Update on Building into the Future: C. Cardine reported that the committee has met successfully in the Northern towns. The committee will be meeting in the Southern tier towns during the week of November 27th.

F. Action on the Manifest: T. Matson MOVED: to approve the manifest in the amount of \$1,560,802.99. SECOND: G. White. **VOTE:** 5-0-2-2. Approved.

G. Correspondence/Announcements: Mr. Cardine presented an article about Elizabeth Priest, a senior at Monadnock Regional Junior and Senior High School, from the Monadnock Shopper. The article presented a picture of a very involved citizen student to the public and was highly favorable to the Monadnock Regional Junior and Senior High School program.

Tyler Croteau, a seventh grader from Monadnock Regional Junior and Senior High School, is competing at the U.S. Olympic Center in Colorado Springs in the sport of gymnastics.

A copy of Amos Fortune written by a teacher at Monadnock Regional Junior and Senior High School was presented to the board.

The NH State Champion Cheerleaders from Monadnock Regional Junior and Senior High School were acknowledged.

5. SUPERINTENDENT'S REPORT: The superintendent reported on the following activities:

- a. Evening meetings with the towns on the Building to the Future and preparation of all documents and presentations for these meetings.
- b. Preliminary data sent to Cutler and Troy on Principal Selection: Advertising to begin in January.
- c. Final survey of all elementary Schools for the districts' deferred maintenance recommendations is completed.
- d. Contact with bus service provider Regarding the Troy-High School Run Resolution via Van and 2 – 83 Passenger Buses. Cost to be provided at the December meeting.
- e. Correspondence with Richmond Selectmen on ADM and upgrade of ADM procedures
- f. Check in with ALL SAU#38 principals on implementation of SAU#38 Manual.
- g. Audit of all budgets in the SAU#38 unit.
- h. Presentation of building data to date to high school seniors on November 20th.
- i. Policy work with Policy Committee on Section G (Completed all Edits)
- j. ALL SAU#38 schools visited by Superintendent (ALL DISTRICTS) Some 2-3 times in this two week interval.
- k. Visits with HS Students with more than one Suspension from School.
- l. Review of newest teacher, and veterans, observations from HS Math, English, and Social Studies Department.
- m. Pricing of bond Issues and architectural Study.
- n. Ken Dassau has worked on Jen's Replacement.

6. SETTING UP THE NEXT MEETING'S AGENDA:

Swim Club
Audit
Hockey Club

D. Gurian calls for 5 minute recess before non-public session 8:54PM.

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
November 21, 2000
Monadnock Regional High School

NON PUBLIC SESSION RSA 91-A:3

At 9:05 PM, T. Matson **MOVED**: that the Board enter a non-public session to discuss personnel issues. **SECONDED**: D. Thackston **VOTE**: Unanimous by a roll call vote.

Present: D. Gurian, Chair, D. Arguin, N. Carlson, T. Matson, D. Thackston, C. Starrett,
Also present: C. Cardine, Superintendent, K. Dassau, Assistant Superintendent

At 9:25 D. Arguin **MOVED**: that the Board return to public session. **SECONDED**: N. Carlson.
VOTE: Unanimous by a roll call vote.

ADJOURNMENT

At 9:25 PM D. Arguin **MOVED** to adjourn. Seconded by N. Carlson. Motion Approved.

Respectfully submitted,

Kenneth R. Dassau, EdD

Kenneth R. Dassau, EdD *MB*

Asst. Superintendent

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting Minutes

November 21, 2000

Monadnock Regional High School

CONFIDENTIAL for BOARD MEMBERS ONLY

NON PUBLIC SESSION RSA 91-A:3

At 9:05 PM, T. Matson **MOVED**: that the Board enter a non-public session to discuss personnel issues. **SECONDED**: D. Thackston **VOTE**: Unanimous by a roll call vote.

Present: D. Gurian, Chair, D. Arguin, N. Carlson, T. Matson, D. Thackston, C. Starrett,
Also present C. Cardine, Superintendent, K. Dassau, Assistant. Superintendent, B. Tatro for items #1 and 2.

Superintendent Cardine reported on the following student personnel issues:

1. Parent request for student to continue at Mt. Caesar. Both Superintendent Cardine and Principal Tatro do not support the request. T. Matson **MOVED**: that the Board accepts the recommendation of the superintendent and principal. **SECOND**: D. Thackston. **VOTE**: Unanimous.
2. Request for student to continue enrollment at Mt. Caesar. Supt. Cardine recommended continued enrollment of student for an additional 30 days. T. Matson **MOVED**: that the Board accepts the recommendation of the superintendent. **SECOND**: D. Thackston. **VOTE**: Unanimous.
3. Attendance: Asst. Principal D. Gagne is following up on a student who was dropped as having moved but the office has not received any request for records to date.
4. Home Schooling Hearing. Parent will attend on December 5, 2000.

Superintendent Cardine reported on the following personnel issues:

1. Resignation of H. Washburn.
2. Grievance hearing of hourly employees on December 5, 2000.
3. Support Staff. Superintendent Cardine reported on support staff salaries. He requested the Board allow him to prepare a salary adjustment for support staff report to the Board. After discussion request approved.
4. Distributed information on student expelled March of 2000. Further information will be reported in non-public on December 5, 2000.

At 9:25 D. Arguin **MOVED**: that the Board return to public session. **SECONDED**: N. Carlson. **VOTE**: Unanimous by a roll call vote.

SCHOOL ADMINISTRATIVE UNIT NO. 38



SWANZEY CENTER
600 Old Homestead Highway
Swanzey, NH 03446
Telephone: 352-6955 FAX: 358-6708
sau38@monad.net



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau Ed.D., Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

November 28, 2000

To: Monadnock Regional School District Board Members

From: Curtis J. Cardine, Superintendent SAU 38

RE: Appeal of Suspension

Dear Board Members:

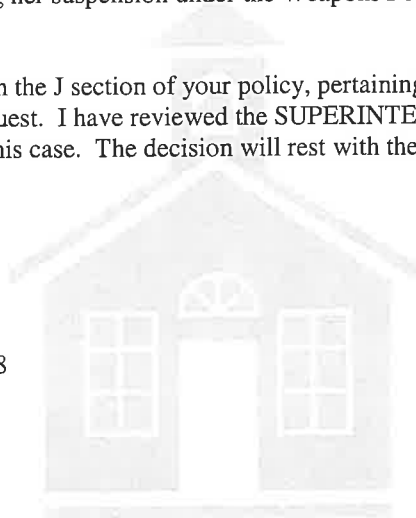
At the November 21, 2000 meeting of the Monadnock Regional School District School Board you received a request from Mrs. Doubleday and Lena regarding her suspension under the Weapons Policy JICI of the Monadnock Regional School District.

I have enclosed the relative sections, from the J section of your policy, pertaining to this case. At the next board meeting, you will be considering this request. I have reviewed the SUPERINTENDENT'S prerogatives in this matter and find that none of the items apply to this case. The decision will rest with the board at your December meeting.



Sincerely,

Curtis J. Cardine, Superintendent SAU 38



DANGEROUS WEAPONS ON SCHOOL PROPERTY

Dangerous weapons, such as, but not limited to, firearms, explosives, incendiaries, martial arts weapons (as defined in RSA 159:24), electronic defense weapons (as defined in RSA 159:20), clubs, billies, metallic knuckles or containers containing chemicals such as pepper gas or mace, or the use of any object as a weapon are not permitted on school property, on school vehicles or at school-sponsored activities. Student violations of this policy will result in both school disciplinary action and notification of the police. Suspension or expulsion from school could result.

In addition, any Student who is determined to have brought a firearm (as defined by 18 US 921) to school will be expelled for not less than one year (365 days). This expulsion may be modified by the Superintendent upon review of the specific case in accordance with other applicable law.

Weapons under control of law enforcement personnel are permitted.

All Students will receive written notice of this policy at least once each year.

Statutory & Regulatory References:

RSA 193-D

RSA 193-13

Ed. 317

Appendix: JICD-R

Revised: November, 1999

Revised: July, 1998

ADMINISTRATIVE PROCEDURE TO ACCOMPANY POLICY JICI-R
APPENDIX A

As expelled pupil has the right to request a review of the expulsion prior to the start of each school year.

A request for review should be directed by the pupil to the Superintendent of Schools and should be received by the Superintendent on or before August 15. The request shall set forth each and all reasons why the pupil's right to attend school should be reinstated. Of particular importance would necessarily be such information as might convince school authorities that the conduct which led to the expulsion would not be repeated.

The Superintendent of Schools or Assistant Superintendent and the Principal or an Assistant Principal at the applicable school shall direct written recommendation to the Board with a copy to the pupil.

13 of 14

NHSBA APPENDIX

JICD-R

ADMINISTRATIVE PROCEDURE TO ACCOMPANY POLICY JICI-R

APPENDIX A

(continued)

The expulsion may be continued: the pupil may be reinstated without conditions; or the pupil may be required to meet certain conditions prior to reinstatement. A code of conduct and consequences may be established for a reinstated pupil which are more strict than for the general student population.

ADMINISTRATIVE PROCEDURE TO ACCOMPANY POLICY JICI-R

APPENDIX B

The mandatory 12-month expulsion from school for bringing or possessing a firearm in a safe school zone may be modified on a case-by-case basis in the sole discretion of the Superintendent of Schools in the following situations:

1. The Superintendent determines that possession of the firearm was inadvertent in that another person had left the firearm in the pupil's vehicle; and the pupil had not noticed that s/he was bringing the firearm within the safe school zone; or

2. The Superintendent determines that the pupil intended to use the firearm for sport immediately before or after school and had no intention to display the firearm to other students.

3. The pupil is in the fifth grade or lower grade and the Superintendent determines that the pupil did not properly understand the dangers of firearms when the firearm was brought to school.

4. The Superintendent determines that the firearm was not loaded; and that no ammunition was reasonably available; and that the pupil had no intention to display the firearm to other students.

Reference Policies: IHBA & JICD

Revised: November, 1999

Revised: July, 1998



SCHOOL ADMINISTRATIVE UNIT No. 38

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Swanzy, NH 03446

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Hinsdale School District

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David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent Biron, Business Manager

Thomas Warner, Director of Technology

11/27/00

To: Heather Gigliello

From: Curtis J. Cardine, Superintendent SAU 38

RE: Your selection as the NH State Coordinator for the National Council of Teachers of English
Promising Young Writers Program (Boy, what a BIG TITLE!)

Heather:

It seems like I am writing to you a lot lately. If it is not to compliment you on your observations, it is about honors like this one. We are delighted that others recognize the outstanding staff at Monadnock Regional Junior and Senior High School.

We, SAU#38 and the Monadnock Regional School District Board, are very proud of you for this achievement. Please accept our congratulations and appreciation. We do notice!

Sincerely,

Curtis J. Cardine, Superintendent SAU 38

cc: Monadnock Regional School District Board
Dan Stockwell
Rick Allen



NEW HAMPSHIRE ASSOCIATION TEACHERS OF ENGLISH

Monadnock Regional High School
580 Homestead Highway
Center Swanzey, NH 03446

Dear Mr. Stockwell,

It is with great pleasure that I inform you that a member of your staff is the New Hampshire State Coordinator for the National Council of Teachers of English Promising Young Writers Program for eighth grade students. Heather Gigliello coordinates this program which has been established to stimulate and recognize students' writing talents and to emphasize the importance of writing skills among eighth-grade students.

It is a compliment to you and your school district that a member of your staff is as fully vested in students' writing, in this state as well as the nation. We commend both you and Heather.

Sincerely,

Kim Lindley-Soucy
Kim Lindley-Soucy
Corresponding Secretary

c Curt Cardaine, Superintendent



SCHOOL ADMINISTRATIVE UNIT NO. 38

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Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

November 27, 2000

To: Monadnock Regional School District Board Members

From: Curtis J. Cardine, Superintendent SAU 38

RE: Committee Appointments and Election

The Committees of the Monadnock Regional School District Board were voted in as follows:

Budget Committee

Tom Matson

CVC Advisory Committee

Tom Matson

Sick Leave

Deb Carluccio

Communications Committee

Dixie Gurian

Deb Carluccio

Staff Development Committee

Bill Hamill

Facilities Committee

Chrysten Starrett

Dick Thackston

Glenn White

Nancy Carlson

Don Arguin

Legislative Representative

Tom Matson

SAU#38 Board

Chrysten Starrett

Don Arguin

Bill Hamill

Dick Thackston

Negotiations Committee

Dixie Gurian

Bill Hamill

Glenn White

NHSBA Delegate

Don Arguin

Policy Committee

Don Arguin

Deb Carluccio

Finance Committee

Bill Hamill

Dixie Gurian

Tom Matson

Dick Thackston

Nancy Carlson

Transportation and Safety

Don Arguin

Dick Thackston

Glenn White

Attn: Terry Batt

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

*Faxed
3:50*

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

FAX TRANSMITTAL COVER SHEET

DATE: December 4, 2000

NUMBER OF PAGES: 3

TO: Curtis J. Cardine

FAX NUMBER: 358-6708

COMPANY: School Administrative Unit 38

RE: Monadnock Support Staff / *ANNUAL MEETING*

FROM: William N. Prigge



FILE NUMBER:

SPECIAL INSTRUCTIONS:

IF THERE IS A PROBLEM WITH THIS TRANSMISSION, PLEASE CALL: Alisa
ORIGINAL DOCUMENTS WILL WILL NOT FOLLOW BY MAIL.

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GOODNOW, ARWE, AYER, PRIGGE, HOPPOCK & KANE

PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

45 ROXBURY STREET

P. O. BOX 505

KEENE, NEW HAMPSHIRE 03431-0505

TELEPHONE (603) 352-0222

FAX (603) 352-5571

WILLIAM N. PRIGGE
JOSEPH S. HOPPOCK
LARRY S. KANE

JOHN B. LOFTUS, III

JOHN R. GOODNOW (1931-1972)
KENNETH J. ARWE (1943-1987)
FRANCIS H. AYER (1948-1993)OF COUNSEL
JOHN S. GOODNOW

December 4, 2000

Curtis J. Cardine, Superintendent of Schools
Student Administrative Unit 38
600 Old Homestead Highway
Swanzey, NH 03446

Dear Curt:

For your information, I am enclosing a copy of the American Arbitration Association Notice of Hearing for January 16, 2001 at 10:00 a.m. Dixie may have shipped her copy along to you or you may have received hers directly, but in the event that didn't happen I thought you ought to have your own special edition.

On an unrelated issue, I am assuming that the schedule for posting, publication, etc. has been established for budget committee and annual meeting dates. If you happen to have a copy of that final schedule would you mind having Terry forward that along to me? I would just like to compare it with some minor changes that were made by the legislature last spring to make sure that any necessary adjustments can be made well in advance. Most likely the changes won't affect us, however, it is usually better to find those things out ahead of time.

We will plan to be in touch with you concerning the support staff matter in the next several weeks.

Very truly yours,


William N. PriggeWNP/ad
enclosure

November 29, 2000

Mary E. Gaul
Monadnock Region Director
TEA - New Hampshire
103 North State Street
Concord, NH 03301

William N. Prigge
Goodnow, Arwe, Ayer, Prigge, Hoppock & Kane
45 Roxbury Street
P.O. Box 505
Keene, NH 03431

Re: 11 390 01967 00
Monadnock Support Staff Association
-and-
Monadnock Regional School District

Grievance: Proper salary placement of aides.

NOTICE OF HEARING

PLEASE TAKE NOTICE that a hearing in the above-entitled arbitration will be held pursuant to the rules of American Arbitration Association as follows:

PLACE: Monadnock Regional School District
SAU #38
600 Old Homestead Highway
E. Swanzey, NH 03446

DATE: January 16, 2001

TIME: 10:00 A.M.

BEFORE: Allan S. McCausland, PhD

Please attend promptly with your witnesses and be prepared to present your proofs.
If either party is going to seek the arbitrator's signature for a subpoena, the Association must receive this request at least seven days in advance of the hearing in order for it to be processed.

James R. Minton
ADMINISTRATOR
Direct Dial: (617) 695-6023

jrm/nhm
cc: Dixie Guerian

NOTICE: The arbitrators have arranged their schedule and reserved the above date(s) based on the advice of the parties. Therefore, every effort should be made to appear on the date(s) scheduled. In the event that unforeseen circumstances make it impossible to attend the hearing as scheduled, a party requesting a postponement should obtain the agreement of the other party. If there is no mutual agreement, the arbitrator(s) will make a determination. All requests for postponements must be communicated to the Case Administrator (not the arbitrator). There should be no communication between the parties and the neutral arbitrator other than at oral hearings. Postponements are subject to an AAA fee assessment, as set forth in the Rules. In some instances, postponements are subject to cancellation fees by the arbitrator. Any party wishing a stenographic record must make arrangements directly with a stenographer and notify the other parties of such arrangements in advance of the hearing.

SCHOOL ADMINISTRATIVE UNIT NO. 38

SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446

Telephone: 352-6955 FAX: 358-6708
SAU38@MONAD.NET

Monadnock Regional School District

Hinsdale School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Thomas Warner, Director of Technology

Kenneth R. Dassau Ed.D., Assistant Superintendent

Laurent Biron, Business Manager

December 5, 2000

To: Monadnock Regional School District Board
From: Curtis J. Cardine, Superintendent SAU 38

RE: Troy Bus Run

Dear Board Members:

For the past few weeks Cheshire Laidlaw has been running a van in Troy to alleviate the crowding on the High School afternoon bus run.

The van is based in Troy, (driven by the day janitor at Troy School) and meets the high school bus as it enters town. This van delivers the children who live on the outskirts of town allowing the large buses to concentrate on deliveries that are within close proximity of each other. An added benefit of this situation is that the big buses arrive at Troy Elementary school on time allowing all bus students to leave at the same time.

The cost to continue this service past Wednesday, December 6 will be \$75 per day as the run takes approximately 2 hours of driver time each day and the van.

The cost for the remainder of this year would be \$8850. (\$75 x 118 days remaining).

Respectfully submitted,

Curtis J. Cardine, Superintendent SAU 38

**LAIDLAW EDUCATION SERVICES**

49 WHITTEMORE FARM ROAD, WEST SWANZEY, NEW HAMPSHIRE 03469 TEL. (603) 352-2303 FAX (603) 352-9488

December 04, 2000
Re: Van route in Troy

Curt Cardine
SAU# 38
600 Old Homestead Hwy.
Swanzy, NH 03446

Dear Curt Cardine,
Subject: Bus Stop

Curt, per our conversation over the Troy High school student's transportation in the afternoon, I have had a van pick up the high school students from the big bus and take them home. This allows Bus 553 to pick up at the elementary school on time, without high school students on board (per request of David).

This afternoon van route is approximately 2 hours from start to finish and would cost \$75.00 per afternoon per day.

I will continue this until 24 hours after the School Board Meeting in case you would like to add the van to the contract. I can be available if you or the board has any questions.

If you have any questions please, feel free to contact me at 603-352-2303 ext. 16.

Sincerely,

A handwritten signature in black ink that reads "Hyla R. Smith". The signature is written in a cursive, flowing style.

Hyla R. Smith
Branch Manager
Laidlaw Education Service

cc: file

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
December 5, 2000
MEETING AT**

Monadnock Regional High School Library

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.M. Non-Public Hearing

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

- a. Minutes of November 21, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Mr. Arguin: Passing out of Section G First Reading Section G *
2. Communications Committee: Ms. Gurian
3. Facilities Committee: Mrs. Starrett: Report on Gilsum Project
2. Finance Committee: Auditor's Report

B. New Business

C. Old Business:

1. Hockey Club Report from Administration *
2. Swim Club Report
3. Update on School Bus Crossings Mr. Cardine (letter to State of NH)

D. 21st Century Report

E. Curriculum Report: Solar Project at Monadnock Regional Junior and Senior High School: Sue Sciutto

F. Action on the Manifest*

G. Correspondence/Announcements

5. 9:00P SUPERINTENDENT'S REPORT

A. Budget Review: Set Date

B. Set Date for Next Board Planning Session

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

A. Personnel

B. Student Issue

8. ADJOURNMENT

Setting the Next Agenda

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

* Indicates an item requiring board action

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
December 5, 2000
Monadnock Regional High School

Present: D. Gurian, Chair, D. Arguin, T. Matson, D. Thackston, G. White, C. Starrett, N. Carlson, D. Carluccio, W. Hamill. **Also present:** C. Cardine, Superintendent, K. Dassau, Assistant Superintendent, L. Biron, Business Manager, D. Hodgdon, Director of Curriculum and Instruction, B. Fowler, Director of Buildings and Grounds; Principals D. Dahl, B. Tatro, D. Stockwell, K. Craig, D. Mousette; Doug Fetchin, Administrative Intern.

Dixie Gurian welcomes the public and administration to the School Board Meeting.

7:05PM CALL TO ORDER

1. CONSENT AGENDA: Minutes of previous meeting:

C. Starrett **MOVED:** that the minutes of the November 21, 2000 be amended to read in section 4. A. 3. Facilities Committee: Contract awarded to Louder & Sons for site work and general construction. **SECONDED:** D. Arguin
VOTE: 8-0-1-0. Approved.

D. Arguin **MOVED** to alter agenda and move Hockey Club and Solar project up in the agenda. **SECONDED:** C. Starrett. **VOTE:** Unanimous. Approved.

2. CITIZENS CONCERNS: None

3. STUDENT COUNCIL CONCERNS: None

4. OTHER SCHOOL BOARD BUSINESS:

C. Old Business: Hockey Club Report from Administration: D. Stockwell distributed a revised copy of the by-laws and reviewed changes with the board. D. Stockwell strongly supports the club and recommends that it be accepted under the umbrella of MRHS and as a non-profit organization for fund raising. C. Starrett asks if a player has to be cut from the team, who has the final overall say? D. Stockwell replies that the HS Administration will have this authority, but would look to the coaches first for reasons. He stated that the Administration would have control over this club in the same way it does over any other club or team at MRHS. L. Biron stated that if a club is a MRHS sanctioned activity, they would be covered under MRHS insurance policies. D. Thackston **MOVED:** to accept the club. **SECONDED:** T. Matson. D. Arguin concerned about the legalities of sanctioning a not-for-profit organization. D. Stockwell replied that all MRHS sports and clubs are non-profit. **MOTION amended:** To accept club as a non-profit organization under MRHS umbrella. **VOTE:** Unanimous. Approved.

D. Curriculum Report: Solar Project at MRHS: S. Sciuto and J. Butterfield: J. Butterfield reported that they were successful in acquiring a \$10,000 grant to be part of the Solar on Schools Project and solar panels have been installed outside of the auditorium. J. Butterfield introduced S. Sciuto, Science teacher at MRHS, coordinator of the solar program. S. Sciuto played a 5-minute Power Point presentation "Monadnock Goes Solar". S. Sciuto explained that the anticipated savings is approximately \$150 per year, but the primary goal is not financial, but to educate the students and community about the use of alternative energy sources.

Return to Board Agenda:

A. Board Committee Reports:

1. **Policy Committee:** D. Arguin distributed updated version of Section G. T. Mattson asks C. Cardine if criminal background checks are done before a teacher is hired. C. Cardine responds that they are. D. Thackston MOVES: to approve the amended section G. SECONDED: D. Carluccio. Discussion. D. Arguin solicits additional member for Policy Committee. VOTE: 8-0-1-0. Approved.
2. **Communications Committee:** D. Gurian is working on the Building into the Future plan. D. Gurian spoke of the planned presentation to community groups in the district, and thanked Betty and Bruce Tatro for their work on finishing the sign boards.
3. **Facilities Committee:** C. Starrett passed contracts to the Board Chair for signature. Project is ready to begin as soon as contracts are signed.
4. **Finance Committee:**

- a. **Auditors Report:** L. Biron, Business Manager reported that the Auditor's Report has been signed. No questions about the Auditor's Report.

b. Deficit:

Discussion on issues that resulted in the reported deficit of 1999-2000 budget and what would be done to address the deficit. Discussion of a warrant article to cover the \$571,000 deficit for the March district meeting and the effectiveness if passed. C. Cardine reported that they are working with administration to halt unnecessary spending or hiring in order to try to cover as much of the error as possible, but that the exact amount of the deficit must still be in the warrant article. D. Thackston asked C. Cardine to explain the plan in place to attempt to cover the deficit. C. Cardine reported that a current 00-01 expenditure report has been run and this fiscal year's budget will be watched carefully to address the deficit to the best of the administrator's ability. T. Matson questioned the manifest that they are being asked to sign at this meeting. C. Cardine responded that these items were all purchased before Nov. 7th. D. Thackston asked Supt. Cardine to lead him through a history of what caused the 99-00 deficit, and where the money came from to pay these bills. L. Biron responded that when he came to the district that the budget column on the reports was inflated by 2 million dollars because special projects had been entered in the operating budget as well as in the special projects arena. D. Thackston asked L. Biron to explain the deficit warrant article and the impact it would have on the district's towns and ultimately the taxpayers. L. Biron responded that it would probably be reflected in the December tax bill. D. Arguin asked what communication is taking place with the administrative team to have an understanding of what spending is acceptable. C. Cardine responded that four administrative team meetings have taken place. D. Arguin asks if we are going to look for reductions in spending and how we are going to do it. C. Cardine responded that a financial projection is being done for the remainder of this fiscal year and should be ready in a day or so. L. Biron reported that we need to encumber the funds for the expenses that must be paid according to contract, debt services and other fixed costs. Once these items are encumbered, we will review the bottom line, reconvene the A Team and review the items that are still open. Of a \$19,187,147 operating budget, the 500,000 deficit represents 3%. D. Gurian asks when the A Team will have a recommendation. L. Biron responds that they should have recommendations by the next board meeting. T. Matson asks if there's a clause in the contracts that would allow for layoffs in an emergency situation. C. Cardine – will have to check the contract. C. Starrett asks which accounts were overspent. C. Cardine responded that it was discovered this spring that the Special Education out of district placements was substantially over. C. Starrett reminds the board of a \$300,000 deficit two years ago, had to bring it before the voters, telling them "this won't happen again, and here we are two years later, and it's even worse than before". C. Cardine responds that a lot of procedures have been put into place that were not there two years ago. D. Thackston expresses concerns about the manifests and feels that the way they are presented is wrong. He would like to review this over the next several meetings. He feels he would like clarification of what % of the budget these manifests represent. He feels that the numbers have no meaning as they are presently presented. T. Matson asks – should SAU personnel be bonded for errors and omissions insurance. C. Cardine responded that currently only treasurers require bonding but that he will look into it. C. Starrett – At what point can administrators be held accountable? C. Cardine responded that there has been a change of personnel. T. Matson states that there have been a number of flags as warning. T. Matson spoke with the district treasurer and she stated that a number of checks have bounced. T. Matson would like to hear from the district treasurer at the board meetings, and be kept up to date regarding the financial health of the district. C. Cardine refers to the SAU policy book, and the last two pages of the book, referring to safeguards that are in place now.

that were not in place before. L. Biron reports that there was a new accounting system last year that was not fully employed. The budget this year is now fully loaded, has been verified four times, and the bottom line is absolutely correct.

Expenditure Report: L. Biron distributed copies of the 00-01 expenditure to date report. C. Starrett asked how Hinsdale and Winchester budgets stand. L. Biron responds that Hinsdale is ok, and Winchester has a slight deficit. He reports that none of the budgets were loaded into the system properly, a major issue in what created the problem. The district was operating with approximately 2 million dollars more than it actually had; therefore there were no flags to alert anyone.

2001-02 Budget: L. Biron distributed a revised copy of the 2001-02 proposed budget.

Playground Repair Issues: D. Thackston asked about maintenance at Troy School's playground. PTO of Troy School called seeking pea stone at a cost of \$75.00 for the materials. B. Fowler reports that these projects are on-going and "hopefully we can take care of it before the snow flies". C. Starrett reports that deferred maintenance is a list of things that need to be done at all schools, and the facilities committee will prioritize the list for completion. D. Arguin reports that some playgrounds have been shut down and repairs must be a priority. L. Biron states that these are at the top of the list. D. Dahl indicates that the \$75 is for the cost of the materials to lay down around the wooden play structure, and staff is willing to assist in trucking it in and will stay after school to get it spread. T. Matson wants to know why this wasn't done during the summer. B. Fowler – that particular playground was called off due to more pressing issues at the time. T. Matson – more pressing issues? B. Fowler answers – educational facilities. T. Matson replies that he understands.

B. New Business: None

C. Old Business:

1. Swim Club: Denise Mayfield distributes new swim club proposal and asks the board to approve a MRHS Swim Club, to be self-funded for the first two years. T. Matson MOVED: to ask D. Stockwell to review proposal and bring recommendations to the next meeting. SECONDED: D. Arguin. D. Mayfield states that time is an issue at this point. D. Stockwell recommends sanctioning as a club. T. Matson WITHDRAWS MOTION, SECOND by D. Arguin. T. Matson MOVES: to approve sanctioning of a MRHS Swim Club pursuant to review and approval by D. Stockwell. SECONDED by C. Starrett. VOTE: Unanimous. Approved.

2. Update on School Bus Crossings – Mr. Cardine discussed a positive response to the district's request for a sign at 710 Old Homestead Highway in Richmond. The State Highway Department responded on the day the letter was received. Tom Eaton also sent a note to the district expressing his ability to help if that were needed. Mr. Cardine distributed letters. C. Cardine and D. Dahl update the status of the bus problems in Troy. Currently there are two 83 passenger buses that transport children from the high school to Troy. Upon arrival in Troy the buses are met by a van which takes the children in outlying sections of Troy home. The bus company has asked for \$75 more per day to pay for the van. Discussion. D. Thackston MOVES to continue transfer program at \$50 a day with negotiations to be conducted with Cheshire Laidlaw. SECONDED: N. Carlson. VOTE: 8-1-0-0. Approved.

D. 21st Century Report: C. Cardine distributed letters regarding 3 early release days, January 10, 2001, March 14, 2001 and April 11, 2001, for the purpose of curriculum implementation.

E. Action on the Manifest: D. Carluccio MOVED: to approve the manifest for the amount of \$428,568.23. SECONDED: T. Matson. D. Thackston asked what happens if we do not approve the entire manifest? L. Biron responds that those bills do not get paid. VOTE: 7-0-1-1. Approved.

F. Correspondence/Announcements: Heather Gigliello was awarded recognition as the NH State Coordinator for the National Council of Teachers of English Promising Young Writers Program.

SUPERINTENDENT'S REPORT:

A. Budget Review: Set Date: Monday and Tuesday 12/11 and 12/12 are Budget Committee meetings. C. Cardine proposes 12/13/00 at 7PM for School Board to meet to review the budget. C. Cardine will present for Emerson and Troy, as K. Craig and D. Dahl cannot be present at this meeting. OK'd for 12/13/00 at 7PM.

B. Set Date for Next Planning Board Session: In anticipation of transition to a 15 member board. Discussion of ad hoc committee. T. Matson MOVED to invite D. Arguin to the ad hoc committee. SECONDED: Richard Thackston
VOTE: Unanimous. Approved. Date for meeting will be in January

6. SETTING UP THE NEXT MEETING'S AGENDA:

Manifest

Second read – Section G

Swim Club

D. Gurian calls for 7 minute recess before non-public session 8:55 PM.

Respectfully Submitted,

A handwritten signature in blue ink, reading "Kathleen Stark". The signature is written in a cursive, flowing style.

Kathleen A. Stark
Secretary, MRHS School Board

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
December 5, 2000
Monadnock Regional High School

NON PUBLIC SESSION RSA 91-A: 3

At 8:55 PM, C. Starrett **MOVED**: that the Board enters a non-public session to discuss student and personnel issues. **SECONDED**: D. Arguin **VOTE**: Unanimous by a roll call vote.
Present: D. Gurian, Chair; D. Arguin; N. Carlson; D. Carluccio; B. Hamill; T. Matson; D. Thackston; C. Starrett. Also present C. Cardine, Superintendent; K. Dassau, Assistant Superintendent; D. Stockwell, MRHS principal.

At 10:20 D. Carluccio **MOVED**: that the Board return to public session. **SECOND**: T. Matson. **VOTE**: Unanimous by a roll call vote.

ADJOURNMENT

At 10:21 PM D. Arguin **MOVED** to adjourn. Seconded by C. Starrett. Motion Approved.

Respectfully submitted,



Kenneth R. Dassau, EdD
Assistant Superintendent

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting Minutes

December 5, 2000

Monadnock Regional High School

CONFIDENTIAL for BOARD MEMBERS ONLY

NON PUBLIC SESSION RSA 91-A:3

At 8:55 PM, C. Starrett **MOVED**: that the Board enters a non-public session to discuss student and personnel issues. **SECONDED**: D. Arguin **VOTE**: Unanimous by a roll call vote.

Present: D. Gurian, Chair; D. Arguin; N. Carlson; D. Carluccio; B. Hamill; T. Matson; D. Thackston; C. Starrett. Also present C. Cardine, Superintendent; K. Dassau, Assistant Superintendent; D. Stockwell, Principal.

Student issue. Chair Gurian introduced the family of Lena Doubleday. Lena was in attendance with her mother and sister Ariel. Ariel requested the Board consider an early re-admittance of Lena to Monadnock Regional High School from her present yearlong expulsion status. The requested date for re-admittance being January 29, 2001. Such date being the beginning of the third academic quarter. Several Board members asked questions of Lena. Lena responded. The Board had questions for Mr. Stockwell regarding possible ramifications of an early reentry. 9:35 the Doubleday family left the meeting in order for the Board to deliberate. D. Thackston **MOVED** that the Board readmit the student on 29 January for a probationary period subject to the principal's supervision and review and report to the Board on her academic and social performance and any other relevant issues to the Board. T. Matson **SECOND**. Discussion. D. Arguin referred to the school board policy requiring a written recommendation from the superintendent prior to action. C. Starrett suggested postponing the decision pending written recommendation from the superintendent and principal. D. Carluccio supports C. Starrett's comments. D. Thackston **TABLES** original motion. C. Starrett moves to postpone the reentry decision pending written recommendation from the superintendent and principal. D. Carluccio **SECONDS**. **VOTE**: Unanimous.

In other personnel issues Superintendent Cardine:

1. Read the resignation request of teacher Bev McCulla effective 2002. C. Starrett **MOVED** to **NOT** accept the resignation of this respected and loved teacher. **SECOND**. D. Thackston. **VOTE**: Unanimous.

2. Read a letter of resignation from Jan Parsons, secretary at Mt. Caesar Elementary School. Information item. No action required.

3. Read a letter requesting an unpaid leave (January 9 through January 13) for Jodi Poirier, Title I reading aide at Emerson. D. Arguin **MOVED** to accept. **SECOND** D. Thackston. **VOTE**: Unanimous.

4. Presented the request for the MTA representative to meet with the Board outside of the grievance procedure. Request denied. Superintendent Cardine directed to inform the representative to pursue the grievance process as outlined in the collective bargaining agreement.

5. Distributed a letter from the school attorney relative to the Wilcox property.

At 10:20 D. Carluccio **MOVED**: that the Board return to public session. **SECOND**: T. Matson.
VOTE: Unanimous by a roll call vote.

for Dec 19 Sch Bd Agenda

Please Post

Monadnock Regional School District

Public Notice

The Monadnock Regional School District's School Board Facilities Committee members will meet on Tuesday, December 19, 2000 at 6:00 p.m. in the Library at Monadnock Regional High School.

Agenda: On going projects

12/8/2000

MRSD

SCHOOL ADMINISTRATIVE UNIT No. 38



SWANZEY CENTER
600 Old Homestead Highway
Swansey, NH 03446
Telephone: 352-6955 FAX: 358-6708
sau38@monad.net



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau Ed.D., Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

December 8, 2000

Ms Mary E. Gaul
UniServ Director, Monadnock Region
NEA New Hampshire
103 North State Street
Concord, NH 03301-4340

Dear Mary:

This letter is written in regard to the hearing relative to the grievance 02-00 you originally filed on July 3, 2000 (enclosed).

The Monadnock Regional School District School Board has asked me to convey the following message. The board feels that the services of the maintenance and custodial support staff are mission essential during the school year and extended vacations. The Monadnock Regional School District Board agrees with the Monadnock Regional School District Administration's reasoning on this issue.

Sincerely,

Curtis J. Cardine, Superintendent SAU 38
for the Monadnock Regional School District Board

cc: Barry Fowler
Monadnock Regional School District Board

APPENDIX C
GRIEVANCE REPORT FORM

Grievance No. 02-00 Monadnock School District

To Barry Fowler
(Name of Principal) Supervisor

Complete in triplicate with copies to:

1. Principal
2. Superintendent
3. Association

School: District-wide

Name of Grievant: Custodians,
Maintenance Personnel

Date Filed: July 3, 2000

LEVEL A

Date of Grievance June 7, 2000

1. Statement of Grievance (Be sure to include the specific violation or condition with proper reference to the contract agreement.)

SEE ATTACHED

2. Relief Sought:

- 1.) Comply with the contract;
- 2.) Cease arbitrary, capricious, and unfair restriction of vacation;
- 3.) Make employees whole for all losses suffered.

Signature Mary E. Gaul for
Monadnock Support Staff Assoc.
Answer given by Principal: Supervisor

Date July 3, 2000

Signature _____

Date _____

SCHOOL ADMINISTRATIVE UNIT No. 38



SWANZEY CENTER
600 Old Homestead Highway
Swanzy, NH 03446

Telephone: 352-6955 FAX: 358-6708
sau38@monad.net



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

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December 8, 2000

Ms Mary E. Gaul
UniServ Director, Monadnock Region
NEA New Hampshire
103 North State Street
Concord, NH 03301-4340

Dear Mary:

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The Monadnock Regional School District School Board has asked me to convey the following message. The board feels that the services of the maintenance and custodial support staff are mission essential during the school year and extended vacations. The Monadnock Regional School District Board agrees with the Monadnock Regional School District Administration's reasoning on this issue.

Sincerely,

Curtis J. Cardine, Superintendent SAU 38
for the Monadnock Regional School District Board

cc: Barry Fowler
Monadnock Regional School District Board

APPENDIX C
GRIEVANCE REPORT FORM

Grievance No. 02-00 Monadnock School District

To Barry Fowler
(Name of Principal) Supervisor

Complete in triplicate with copies to:

1. Principal
2. Superintendent
3. Association

School: District-wide

Name of Grievant: Custodians,
Maintenance Personnel

Date Filed: July 3, 2000

LEVEL A

Date of Grievance June 7, 2000

1. Statement of Grievance (Be sure to include the specific violation or condition with proper reference to the contract agreement.)

SEE ATTACHED

2. Relief Sought:

- 1.) Comply with the contract;
- 2.) Cease arbitrary, capricious, and unfair restriction of vacation;
- 3.) Make employees whole for all losses suffered.

Signature Mary E. Gault for
Monadnock Support Staff Assoc.
Answer given by Principal: Supervisor

Date July 3, 2000

Signature _____

Date _____

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
December 19, 2000
MEETING AT**

Monadnock Regional High School Library

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.M. Facilities Committee
6:30 P.M. Finance Committee Meeting

CALL TO ORDER AT 7:00 PM

1. 7:00 P CONSENT AGENDA

- a. Minutes of December 5, 2000 Meeting

2. 7:10 P CITIZEN CONCERNS:

3. 7:20P STUDENT COUNCIL CONCERNS:

4. 7:30P OTHER SCHOOL BOARD BUSINESS

A. Board committee reports:

1. Policy Committee: Mr. Arguin: Second Reading Section G *
2. Communications Committee: Ms. Gurian
3. Facilities Committee: Mrs. Starrett: Report on Gilsum Project

B. New Business

1. Report on Aspiring Principals & Teachers project with KSC and Big Picture

C. Old Business:

1. Report on Troy Van cost and high school buses to Troy
2. Manifest Discussion – Larry Biron
3. Gilsum Board Member (if candidates are available)

D. 21st Century Report: Tying district goals to observations & visit to the Met School in Rhode Island.

E. Curriculum Report: Dr. David Hodgdon: Curriculum brochures

F. Action on the Manifest*

G. Correspondence/Announcements

5. 9:00P SUPERINTENDENT'S REPORT

A. Set Date for Next Board Planning Session

6. 9:15P Setting the Next Meeting's Agenda

7. 9:20P NON PUBLIC SESSION

A. Personnel

B. Legal Issue

C. Student Issue

8. ADJOURNMENT

Setting the Next Agenda

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

* Indicates an item requiring board action

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
December 19, 2000
Monadnock Regional High School

Present: D. Gurian, Chair, D. Arguin, T. Matson, D. Thackston, C. Starrett, N. Carlson, W. Hamill, W. Husted (8:25PM). **Absent:** D. Carluccio, G. White. **Also present:** C. Cardine, Superintendent, K. Dassau, Assistant Superintendent, L. Biron, Business Manager, D. Hodgdon, Director of Curriculum and Instruction, B. Fowler, Director of Buildings and Grounds; Principals D. Dahl, B. Tatro, D. Stockwell; Doug Fetchin, Administrative Intern.

Dixie Gurian welcomes the public and administration to the School Board Meeting.

7:05PM CALL TO ORDER

1. CONSENT AGENDA: Minutes of previous meeting:

D. Gurian MOVED: that the minutes of the December 5, 2000 meeting be accepted. SECONDED: D. Thackston
VOTE: 7-0-0-0. Unanimous. Approved. C. Starrett added "good job" to K. Stark for these minutes.

2. CITIZENS CONCERNS: Student Christian Bridges states that the student council was told by Mr. D. Smith that they would need more chaperones at dances than they have previously had. D. Stockwell states that the question of chaperones was never presented to him. D. Stockwell adds that the guidelines for chaperones are written in the handbook, that there was only one chaperone at the last dance, and he asked Mr. Smith to be sure that adequate chaperones are at the dances. A student representing the representatives from student council informed the board that there is a semi-formal dances on Friday night, and solicits the board for chaperones. T. Matson suggested asking parents to chaperone dances rather than just teachers.

3. STUDENT COUNCIL CONCERNS: Nicky Dunn, a student council representative, asks school board members to chaperone Friday night's semi-formal dance.

4. OTHER SCHOOL BOARD BUSINESS:

A. Board Committee Reports:

1. **Policy Committee:** D. Arguin MOVES to accept Section G second read. SECOND: D. Thackston. Discussion – none. VOTE: Unanimous. Accepted. D. Arguin added an update of the committee's progress.
2. **Communications Committee:** D. Gurian reported that they were snowed out last week and did not meet, but they are working on the action plan for the Building into the Future committee. They are preparing a press release for local papers to remind people of important dates that are coming up in Feb/March.
3. **Facilities Committee:** C. Starrett reports that ground breaking took place yesterday (Mon. 12/18/00) in Gilsum, and regular updates will be given the to Board. In addition, due to the current deficit issue, the committee has halted the MRHS sprinkler project. To continue will require \$150,000 to be included in the 2001/2002 budget. Bid has been awarded to Superior. D. Thackston MOVES that the Board direct the Facilities Committee to void the balance of the sprinkler project. SECONDED: D. Arguin. Discussion – none. VOTE: Unanimous. Approved.
4. **Finance Committee:** W. Hamill reports that this budget is properly funded, and recommends that the Board support this proposed budget.

B. New Business: Report on Aspiring Principals & Teachers project with KSC and Big Picture: C. Cardine introduced David Hill and Tom Maguire to introduce the Aspiring Principals program through Keene State College. David Hill explains his role in starting the KSC Professional Educators Development Center, and introduces Tom Maguire to explain the Aspiring Principals program. Mr. Maguire explains that this program defines what a distinguished principal

is and helps schools find principals within their own district, training principals in an intensive one-year program. He further explains that they are authorized by the Big Picture Co as representatives in this area through KSC. T. Matson asked if this program would be on going. What is the commitment from KSC? T. Maguire responds that this program will be dependant on the "buy in" from local districts to be sure that they are committed to the concepts of the program, that the best and most effective way to train leaders is from within, and the best way to keep the best people in your district is to give them the affirmation and the support to grow professionally within your district. He further responds that there are no guarantees but that he and David Hill are dedicate to reforming the way things are done, as they feel the current way is not working. T. Matson asks how many districts do they need to buy into this program. T. Maguire responds only one. C. Cardine explains the Big Picture Company, and how they would fund half of the cost to educate through the Aspiring Principals program, and there may be other resources for the other half. D. Arguin asked about policy on teachers taking a year off, with or without pay, cost of substitutes or student teaching. C. Cardine states that this is an informational item on the board's "event horizon", and that there could be substantial funding behind this. Will further report on item D on agenda. D. Thackston clarifies that they are not looking for a motion or approval by the board, but this is just a presentation, and he feels this is a great idea. Tom Maguire states that KSC is ready for July 1, 2001.

C. Old Business:

1. 2001/2002 Budget Final Review: D. Gurian explains process of budget review and asks the board to meet again next week for preparation to vote on the proposed budget, which must be done by 1/02/01. Warrant articles must be prepared by 1/09/01. L. Biron reviewed the amended budget proposal for 2001/2002, and distributed revised 12/18 copy. L. Biron explained changes; substantial decreases on some lines (\$974,000), bottom line \$22,950,658. 2001/2002 budget represents a 13.9% increase over 2000-2001 budget. D. Thackston MOVES to approve budget as presented (version 4). SECONDED W. Hamill. Discussion: C. Starrett states that she is not comfortable voting on the budget without an opportunity to review it. D. Arguin agrees and would like to see a pie chart that L. Biron suggested. D. Gurian prefers another meeting and chart before voting on budget. L. Biron reports that the 2000-01 budget had 3.1M for Special Education and the 2001-02 budget has 4.58M for Special Ed, a 4.6% increase. C. Starrett asked administration to go back and see where they could cut from the budget, C. Cardine replied that they are looking at deferred maintenance. D. Thackston asked for explanation of the 13.9% increase and does it have anything to do with the \$571,000 deficit. C. Cardine replied no, that the deficit would be presented in full as a warrant article. **VOTE** on motion: 2-5-0-0. Motion defeated. Special meeting to discuss budget Wednesday, December 27th at 6PM at the SAU#38 BoardRoom.

2. Report on Troy van costs and high school busses to Troy: C. Cardine reported on negotiations with Laidlaw, and states that Laidlaw was cordial and will to continue the plan with no additional cost to the district. C. Cardine asks for a letter of thanks from the board. D. Arguin expressed his concern about the bus from the high school to Troy. C. Cardine spoke with Laidlaw about this and was told there are 53 kids on one bus and 52 on the other – plenty of room. Students who are going to Troy can also take a bus that goes on to Fitzwilliam, and be dropped off at the Troy Common. D. Arguin asked if Troy bus is full, will the driver instruct students to take the Fitzwilliam bus? C. Cardine replied yes. D. Arguin asked is the high school could communicate this as an announcement to the students. D. Stockwell replied that they would.

3. Manifest Discussion: L. Biron presented the process for developing and approving the manifest. D. Thackston is concerned that he would like to know where the budget is at line by line when they are signing the manifest. Discussion. D. Gurian asked L. Biron if he would present a year to day expenditure report monthly. D. Thackston reiterates that he just wants a report that states percentages of what is left in the budget before they sign off on the manifest. Discussion. L. Biron explained that their system flags a line if it's going to be overextended, but if an item has been promised and the administration still wants this item to be purchased, than they can move appropriations from one line to another line to cover this item, but this requires board approval and documentation in the minutes. As long as the bottom line is not exceeded, money can be moved to different lines, but it must be approved and documented, as the auditors review the minutes to see if these changes have been authorized. C. Starrett asked about previous manifests being much more detailed. L. Biron offers to present the transaction report, which is very detailed and long. D. Gurian asked if the process being discussed is in the SAU Procedures Manual. C. Cardine replied yes. A January expense report will be presented.

4. Gilsum Board Member: Wayne Husted has expressed interest in serving out H. Livingston's term as the representative from Gilsum. D. Thackston would like to interview prospective candidate in a non-public session. C. Starrett states that they cannot hold a board member discussion in a non-public session. T. Matson asked to have the candidate introduce himself and say a few words about his background. He has a BA and MS in severe special education; currently a workers comp vocational specialist, teaches sign language and is a licensed auctioneer. He is willing to serve out the remainder of H. Livingston's term, and will assess the situation at the end of the term. T. Matson MOVES to nominate Wayne Husted to serve remaining term as representative from Gilsum. D. Thackston SECONDED. **VOTE:** Unanimous. Approved. C. Cardine swears in W. Husted as a member of the MRSD School Board.

D. 21st Century Report – tying district goals to observations and visit to the Met School in Rhode Island: C. Cardine reports on the Big Picture and the Met School in Rhode Island. C. Cardine distributes materials for review, and gives websites (glef.com) to visit. C. Cardine is excited with the opportunity to work with Dr. Littky, and plans to try to get Dennis Littky to come visit. C. Cardine notes article in Sentinel regarding test scores conflicts with the vision from the community stating that one vision be "Headline: Monadnock Scores in the Top on NH Testing", and that the article stated that this was not applicable. Board suggests a visit from Dennis Littky.

E. Curriculum Report: Dr. David Hodgdon distributes curriculum brochures, a tool for parents to understand what teachers are doing in the classroom. Goal is to make copies using Goals 2000 grant money and have distributed to parents of all students in the district. D. Gurian calls this a "four star moment" and expresses her appreciation to D. Hodgdon. T. Matson comments to D. Hodgdon that "this is fantastic, and I think you're the greatest", and recommends adding a suggested reading list by grade level.

F. Action on the Manifest: W. Hamill MOVED to approve the manifest in the amount of \$635,210.79. SECONDED: D. Arguin. **VOTE:** 5-0-3-2. Approved.

G. Correspondence/Announcements: C. Cardine reports on Jerry Kuhn as runner up for teacher of the year. D. Gurian proposes a reception for Jerry prior to a board meeting to recognize his accomplishments. Letter from Tom Eaton.

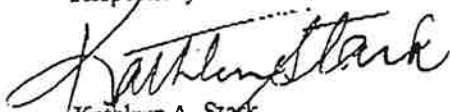
SUPERINTENDENT'S REPORT: January meeting with Board and Administrators Tuesday 1/23/01 at Cutler, reception for Jerry Kuhn will be prior to the board meeting Tuesday, 1/16/01 at 7PM.

6. SETTING UP THE NEXT MEETING'S AGENDA:

Warrant Articles
Budget (2001-2002)
Section C

D. Gurian calls for 10 minute recess before non-public session 8:50 PM.

Respectfully Submitted,


Kathleen A. Stark
Secretary, MRHS School Board

Non-approved minutes
MONADNOCK REGIONAL SCHOOL DISTRICT
Board Meeting Minutes
December 19, 2000
Monadnock Regional High School

NON PUBLIC SESSION RSA 91-A:3

At 9:05 PM, D. Thackston **MOVED**: that the Board enters a non-public session to discuss a legal issue, and student and personnel issues. **SECONDED**: C. Starrett. **VOTE**: Unanimous by a roll call vote. Present: D. Gurian, Chair; D. Arguin; B. Hamill; T. Matson; D. Thackston; C. Starrett; W. Husted. Also present: C. Cardine, Superintendent; K. Dassau, Assistant Superintendent; D. Stockwell, MRHS principal.

At 9:22, C. Starrett **MOVED**: that the Board returns to public session. **SECOND**: T. Matson. **VOTE**: Unanimous by a roll call vote.

ADJOURNMENT

At 9:23 PM D. Arguin **MOVED** to adjourn. Seconded by T. Matson. Motion Approved.

Respectfully submitted,

Kenneth R. Dassau Ed. D.

Kenneth R. Dassau, Ed D *mb*
Assistant Superintendent

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting Minutes

December 19, 2000

Monadnock Regional High School

CONFIDENTIAL for BOARD MEMBERS ONLY

Non-approved minutes

MONADNOCK REGIONAL SCHOOL DISTRICT

Board Meeting Minutes

December 19, 2000

Monadnock Regional High School

NON PUBLIC SESSION RSA 91-A:3

At 9:05 PM, D. Thackston **MOVED**: that the Board enters a non-public session to discuss a legal issue, and student and personnel issues. **SECONDED**: C. Starrett. **VOTE**: Unanimous by a roll call vote.

Present: D. Gurian, Chair; D. Arguin; B. Hamill; T. Matson; D. Thackston; C. Starrett; W. Husted. Also present: C. Cardine, Superintendent, K. Dassau, Assistant Superintendent, D. Stockwell, MRHS principal.

Student issue. D. Stockwell spoke to the Board regarding Lena Doubleday's reentry. A written recommendation for Superintendent Cardine and Mr. Stockwell was given to the Board. D. Thackston **MOVED** that the Board readmit the student on 29 January. B. Hamill **SECOND**. Discussion. T. Matson proposes amending motion to state simply The Board accepts the recommendation of the superintendent and principal. D. Thackston **AMENDS** motion. B. Hamill **SECONDS**. Discussion: C. Starrett states the Board determined the action and the Board should therefore be the acting party. D. Thackston **AMENDS** motion: Moves to amend its earlier decision and readmit the student on 29 January 2001 as recommended by the superintendent and principal. And to seal this portion of the non-public personnel minutes indefinitely" **SECOND** B. Hamill. Discussion. T. Matson **MOVES** the question. **VOTE**: 5-2-0-3.

VOTE on the motion: Unanimous. Board chair will review rule procedure for calling the question and will report to the Board. D. Stockwell leaves 9:15.

In other personnel issues Superintendent Cardine:

1. Read a letter of requesting a sabbatical leave from Nancy Gagne. Superintendent Cardine presented as an information item. No action required. Will report to the Board at a later date.
2. Reviewed letter sent to M. Gaul. Board members received copies.
3. Distributed a letter from the school attorney relative to the Wilcox property.

At 9:22, C. Starrett **MOVED**: that the Board returns to public session. **SECOND**: T. Matson. **VOTE**: Unanimous by a roll call vote.

**MONADNOCK REGIONAL SCHOOL DISTRICT
SCHOOL BOARD AGENDA
Wednesday: December 27, 2000
MEETING AT
SAU#38 Board Room**

We will be bringing food for a working session because of the early time.

CALL TO ORDER AT 6:00 PM

- 1. 6:00 PM 2001-2002 Budget Work (final work prior to January 2 vote on budget)**
- 2. Adjournment**

Why consider alternative solutions?

In April of 1999 the district brought together a diverse group of individuals as part of the Monadnock Regional School District in the 21st Century process. I have highlighted areas from the "vision areas" of the report from the Monadnock Regional School District in the 21st Century process that apply to this issue.

Vision Areas

(Current Issues Affecting Education in the District from the Mind Map are Headings in BOLD)
Visions for the future from the meeting are listed below. A "*" indicates that the vision was shared by more than one group.

Problem: Schools Have to Deal With Social Issues, Lack of Funding

Class Size Visions

- **Lower Student Teacher Ratio, Class Size******
- **Guidance to Student Ratio Reduced*****
- **Smaller Schools, No Portable Classrooms****
- **No Overcrowded Classrooms*****
- **Special Needs Means EVERYONE, All Students*******
- Equal Opportunity among the Elementary Schools
- **Reduce Down Time for Children**
- **Longer Class Periods**

Teachers – Staffing Visions

- Merit Raises to Encourage Growth, Excitement, Continuing Education and Devotion to Students***
- Positive Attitudes, Admit Problems and Work on Them*
- Trained Support Staff
- Teacher Reviews: Done Often, Review, Coach and Supervise. Remove Non-Performing Staff Members**

Separate Junior and Senior High School Visions

- Separate 7th and 8th Graders, Includes K-8 Option*****
- Fewer Grades at High School*****
- Middle School of 6th, 7th and 8th Graders*****
- Less Crowding, No Warehousing, No Need for Study Halls*****
- Clean, Attractive Facilities**
- **Teaching Occurs In and Out of Building Spaces***

Other Visions

- **Sufficient Materials and Textbooks, Teach and Structure for Excellence Rather than Adequacy******
- "Headline: MRHS Students Score Tops in State Assessment"
- Social Services Available at School*
- **Utilize Community and Family Connections So Schools Aren't Trying to Do it All****

Extra-Curricular Visions

- More Intramural Sports and Activities for Children Who Don't Make Teams *****
- Local Schools Are Community Centers – After School Programs, Year Round Use*****
- Lessons during the Bus Ride, Better Busing****

Substance Abuse Prevention Visions

- Schools Are Drug Free: Strong Prevention Programs***
- Parents Patrol Halls and Bathrooms

A Vision for Values in MRSD in the Next Century

- Student Sensitivity to Each Other, Respect Diversity***
- Anti-Bullying, Less Intimidation & Violence Conflict Resolution, Peer Mediation*****
- *A Place Where Children Can Grow, Ask Questions, Mature Physically, Emotionally and Intellectually*****
- *Students Accountable for Their Actions and Learning****
- *Children are Cooperative and Respectful, Respect is Mutual Between Staff, Children and Community, Safe School Environment******
- *Build Stronger Work Ethic: Children Help Keep Grounds and School Clean**
- *Community Service a Mandatory Part of Learning*****
- *Develop Sense of Community*****

Visions for: Sensitivity to Children's Developing Creativity

- *More Authentic Experiences, Hands on Performance Based******
- *Personalization: Each Child is known by AT LEAST One Adult, Mentoring, and Team Approach******
- *Children are Excited About What They are Learning and Know Why They are Learning the Material Presented*****
- *Curriculum is Available to All as Wanted and Needed by Students Rather Than Fitting into Their Schedule, Expanded Course Offerings****
- *Basic Curriculum Review, Curriculum is Coordinated Across Subjects, Alternatives*****
- *Students Empowered***
- *Less Student Apathy, Students are Eager, Motivated, and Purposeful***
- *Student Involvement in School and Out, Students Involved in Decision-Making**
- Better Start for Elementary Children*

Visions to Deal with Changes in Family Structure, Pace of Life Fragments Family Life

- Early Intervention for Parents and Children**
- *Return of Parental Role to Parents******
- *Families need to be Places Where Children are Listened to***
- *Teach Life Skills at School**
- Good Nutrition At School

Visions to Deal with Rapid Technological Advances: Technology, Change From Manufacturing to Information Services, Media Coverage

- *Better Access and Increased Emphasis on Technology Resources, Internet Access******
- *Job Shadowing and Apprenticeships, Learning about Salaries and Life Expenses, Local Business Involved in Schools******
- *Computer Based Training, Assignments and E-mail Using Net.*
- *Better Guidance for Future Areas of Possible Employment, Realistic View of Jobs Available and Skills Needed to Interview and Find Employment****

Lack of Faith in Political Process "This included Changes in How Teachers Teach and Discipline Children and Potential Litigation Being Factored into Decision Making" The Vision...

- Make Consequences Stick – Forget litigation: if student breaks the law, have the consequence stick.
- *More Teaching – Less Discipline, Proactive Discipline ***

These vision areas sparked these goals:

District Goals 1999-2000

(Derived from work on the Monadnock Regional School District in the 21st Century Process)

“All children in the Monadnock Regional School District will be known.”

Each Child in the Monadnock Regional School District will be Engaged in a Living, Relevant Curriculum.

Each child in the Monadnock Regional School District will be technologically literate.

Every Child in the Monadnock Regional School District will be Provided a Safe, Clean, Effective Facility in Which to Learn.

Every Child’s Education in the Monadnock Regional School District will be Enhanced by Family, School, and Community Involvement.

In a nutshell this is what the MET school is about.

The Met began in September 1996 as a bold new school, with a student-teacher ratio of 13:1, high standards, and strong parent involvement. The Met has 100+ students at each of its two campuses. In the next few years, the Met will open 4-6 new campuses - serving 100+ students each - and a commons with state-of-the-art athletic and technology centers. Seventy-five percent of students come from Providence while the remaining twenty-five percent come from other communities in Rhode Island.

At the Met, each student works with an advisor, a parent or guardian, and a workplace mentor to design a personalized curriculum based on the student's interests. Students work at internships in community businesses and organizations two days each week, learning academic skills through real-world problem solving.

The Met curriculum aims to empower students to take charge of their learning, to provide opportunities for students to gain skills and knowledge necessary to achieve success beyond high school, to foster a community of respect and responsibility, and to encourage students to become life-long learners.

Sounds like our goals doesn't it?

SCHOOL ADMINISTRATIVE UNIT NO. 38



SWANZEY CENTER
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Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau Ed.D., Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

January 2, 2001 For Discussion about Board Sub-Committee on a 15 member board.

Town	Population from 1990 Census	Current Membership	Membership in March of 2000
Fitzwilliam	2,011	1	2
Gilsum	745	1	1
Richmond	877	1	1
Roxbury	248	1	1
Sullivan	706	1	1
Surry	667	1	1
Swanzy	6,236	2	6
Troy	2,097	2	2
Total	15,577	10	15

Weighted Votes on ALL Votes

Town	Population Weighted Vote	Vote Per Member in Attendance
Fitzwilliam	2.22	1.11
Gilsum	0.82	0.82
Richmond	0.97	0.97
Roxbury	0.27	0.27
Sullivan	0.78	0.78
Surry	0.74	0.74
Swanzy	6.88	1.15
Troy	2.32	1.16
Total	15	

Terms

- A. For a One Year Term:
1 Representative from Fitzwilliam
1 Representative from Richmond
1 Representative from Surry
2 Representatives from Swanzy
- B. For a Two Year Term:
1 Representative from Fitzwilliam
1 Representative from Roxbury
2 Representatives from Swanzy
1 Representative from Troy
- C. For a Three Year Term
1 Representative from Gilsum
1 Representative from Sullivan
2 Representatives from Swanzy
1 Representative from Troy

After each board member serves their original term, all subsequent terms for membership will be three (3) years.

The original article (article 7 – 2000 District Meeting) read:

Further provided that in the conduct of School Board affairs, any one member of the board may call for a weighted vote for a question on the floor before the board, said weighted vote to be based on the population figures of the towns for the district according to the 1990 U.S. Census information. (See Chart). The population weighted vote shall be based on the 1990 U.S. census figures for the district towns until the population figures for the 2000 census are issued at which time the population weighted vote figure will be revised accordingly. In addition, the population weighted vote will be revised after the population census figures are established for each census after 2000.

The State Board of Education ruled that in order to implement this article ALL votes must be weighted votes.

Questions that have been asked about this include:

For a quorum to be present is it the number of board members or the votes they represent that counts?

Answer given: The votes represented make the quorum. In order to have a quorum you need enough votes to represent a simple majority of the VOTES. In other words a count of the vote potential represented needs to come to a number greater than 7.5 (a simple majority under our current policy BEA).

NHSBA Policy

BEA

REGULAR BOARD MEETINGS

Unless otherwise altered by Board action, regular meetings of the Board shall be held at the building of the School District on the 1st and 3rd Tuesday of each month in a handicapped accessible location, beginning at 7:00 p.m. (with the exception of the months of July and August).

All regular meetings shall be open to the public and the press.

All changes of regular meetings from normal dates shall be advertised at least 24 hours prior to the date of the meeting.

Special meetings shall be held at the call of the Chairperson or upon the written request of at least 40% of the School Board.

A majority of the Board shall constitute a quorum.

Since community involvement in the educational process requires knowledge of that process, it will be the policy of the Board that all facts and information kept or prepared on the activities of the public schools, except confidential information as exempted by law, will be considered public information.

Any citizen may, with proper care, during office hours and subject to such regulations as the Superintendent may prescribe, have access to and inspect the public records of the public schools.

School Board meetings will adjourn no later than 10:00 p.m. Meetings may be extended by a vote of the Board.

Statutory Reference:

RSA 91-A

Revised: November, 1999

Revised: July, 1998

Various permutations give a majority in excess of 7.5 represented votes including several with less than 8 members.

Example: All members from Swanzey show up (6.88 total votes) and the member from Gilsum (.82): Total Votes 7.7 a majority.

Question: Do all votes have to be weighted. ANSWER: YES

Question: What effect does this have on a motion and a seconded motion? Example: The Surry and Roxbury members make a motion and second it. Does the fact that this is only a block of 1.1 mean this can't happen?

I don't believe that making a motion requires you to have the voting power to do this. I would interpret this as anyone on the board CAN make and second a motion.

Question: How will we tally votes?

A grid needs to be devised that automatically tallies the votes. I hope to have an example ready by February.

Question: How will the minutes reflect the votes?

All votes will be represented by their total tally and represented as mixed numbers utilizing decimals.

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Summary of the Current Problem:

The **1998-99** Budget was audited in August and September 1999. An audit is conducted each year in the district. We believe this budget (**1998-99**) was built correctly (salaries, benefits, and all other areas). We believe this was the last budget (prior to the current proposal for **2001-2002**) that was built correctly. The superintendent met with the Department of Revenue, Officials from the NH State Department and representatives of the auditing between December 1999 and May of 2000 while to review the November (**1998-99 budget**) audit report. This budget, (**1998-99**), was balanced.

- In July 1999 the business manager changed from the previous accounting software to a new one.

1999-2000 Budget Deficit:

The auditor's report of November 2000 showed a deficit in the amount of \$571,000 in the **1999-2000** budget. This deficit was not apparent from various reports nor during the 1999-2000 school year as the amount for the Emerson Project had been loaded into the budget in two Fund areas. One area that was a trouble spot in the **1999-2000** budget was out of district special education costs. A specific report was requested for this area in March of 2000. The report requested was generated by the business manager using Excel. The superintendent notified the budget committee of this deficit in March 2000 and the committee met and approved overspending this area in March as required by statute. The Board requested permission to use unanticipated revenue from Medicaid to offset this over-expenditure.

When the deficit came to light in November 2000 an analysis of the **1999-2000** budget by the current business manager and the superintendent was done to determine what factors were responsible for the budget being overspent. It became clear during this analysis that the **1999-2000** budget had been built incorrectly in several key areas. These included: salaries, medical insurance, benefits, and special education (programs and transportation). An analysis of the **2000-2001** budget ensued. Each and every account was reviewed and projected forward to the end of this fiscal year, June 30, 2001. This analysis indicates that the current budget was also incorrectly constructed during the budget process in the fall of 1999. Errors in construction of the SAU#38 budget and other district's budgets were also discovered.

All of the **2001-2002** school year budget has been built from a zero base. That is we have built the budget without using data from the previous budgets. A substantial part of the increase in the **2001-2002** budget reflects these corrections. During the past two years the district has changed key managerial personnel, fully implemented the accounting system, and formally adopted written procedures. These changes were made in order to ensure the integrity of the accounting procedures being used in this office.

Steps taken to date:

A complete overhaul of the budgeting process has taken place with all cost centers and accounts clearly delineated.

These actions have been taken:

Hiring Freeze: No new positions will be authorized for the Monadnock Regional School District.

Replacements: Any position that comes open will be left unfilled unless it is mission critical.

Supplies and Equipment: Only items critical for day to day operations will be purchased. Schools should share resources in cases where one site needs supplies that another may have on hand.

Projects: Any projects that can safely be deferred to July 2001 should be delayed.

Staff members have been apprised of the fact that this deficit exists. Cooperation and team efforts to prevent costly placements are being maximized at each site.

All State Agencies that are in a position to assist us have been fully notified. We are meeting with representatives of the Department of Education in January to discuss options.

A thorough analysis of our position has been done. We have gathered data on added revenues (to offset the deficit), capital reserves available, and special reserves (special education reserve (created 1995)).

Projects that can be shut down have been.

The Department of Revenue has assisted us in determining the courses of action open to us. We will review these with you.

Policies and Procedures are now formalized and printed.

Staffing Additions to the Business Office are included in the SAU#38 budget for 2001-2002. The current size of all of the budgets being handled in this office for all districts is over \$32,000,000.

SCHOOL ADMINISTRATIVE UNIT No. 38



SWANZEY CENTER
600 Old Homestead Highway
Swansey, NH 03446

Telephone: 352-6955 FAX: 358-6708
sau38@monad.net



Hinsdale School District

Monadnock Regional School District

Winchester School District

Curtis J. Cardine, Superintendent

Margaret A. Sullivan, Assistant Superintendent

Kenneth R. Dassau Ed.D., Assistant Superintendent

David Hodgdon, Ph.D., Director of Curriculum and Instruction

Laurent J. Biron, Business Manager

Thomas Warner, Director of Technology

Summary of the Current Problem:

The **1998-99** Budget was audited in August and September 1999. An audit is conducted each year in the district. We believe this budget (**1998-99**) was built correctly (salaries, benefits, and all other areas). We believe this was the last budget (prior to the current proposal for **2001-2002**) that was built correctly. The superintendent met with the Department of Revenue, Officials from the NH State Department and representatives of the auditing between December 1999 and May of 2000 while to review the November (**1998-99 budget**) audit report. This budget, (**1998-99**), was balanced.

- In July 1999 the business manager changed from the previous accounting software to a new one.

1999-2000 Budget Deficit:

The auditor's report of November 2000 showed a deficit in the amount of \$571,000 in the **1999-2000** budget. This deficit was not apparent from various reports nor during the 1999-2000 school year as the amount for the Emerson Project had been loaded into the budget in two Fund areas. One area that was a trouble spot in the **1999-2000** budget was out of district special education costs. A specific report was requested for this area in March of 2000. The report requested was generated by the business manager using Excel. The superintendent notified the budget committee of this deficit in March 2000 and the committee met and approved overspending this area in March as required by statute. The Board requested permission to use unanticipated revenue from Medicaid to offset this over-expenditure.

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December 15, 2000

(Sent by fax and first class mail)

Mr. Curt Cardine
Superintendent, SAU 38
600 Old Homestead Highway
E. Swanzey, NH 03446-2310

Dear Curt:

The MDEA is requesting that some time be reserved on the Agenda of the January Board Meeting so that we may address an issue the Association believes to be of educational importance.

The Association would like to make a presentation regarding alternatives for scheduling of physical education opportunities at the elementary level. The Association is in support of providing these opportunities at every elementary level, including kindergarten, in ways that would be equitable and safe for the District's students.

The presentation itself would take about 20 minutes, and we would be pleased to answer any questions posed by the Board or by you.

Please let us know the time and place of the meeting as well as the point at which you would like us to speak. I would appreciate it if you would provide this information to both Scott and me.

Thank you.

Sincerely,

Mary E. Gaul
UniServ Director
Monadnock Region

/rlm

C: Scott Minickiello
Dixie Guerian
file

GOODNOW, ARWE, AYER, PRIGGE, HOPPOCK & KANE

PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

45 ROXBURY STREET

P. O. BOX 505

KEENE, NEW HAMPSHIRE 03431-0505

TELEPHONE (603) 352-0222

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WILLIAM N. PRIGGE
JOSEPH S. HOPPOCK
LARRY S. KANE

JOHN B. LOFTUS, III

JOHN R. GOODNOW (1931-1972)
KENNETH J. ARWE (1943-1987)
FRANCIS H. AYER (1948-1993)

OF COUNSEL
JOHN S. GOODNOW

December 19, 2000

Curtis J. Cardine, Superintendent of Schools
Student Administrative Unit 38
600 Old Homestead Highway
Swansey, NH 03446

Re: Wilcox School Case

Dear Curt:

For your information, I am enclosing a couple of notices from the court. One deals with the rather inconsequential after the fact acknowledgment that the schedule of the trial for the weeks of December 11th or December 18th has been continued. It was accompanied by a notice of an additional trial management conference on February 22nd and potentially a court hearing during the weeks of March 19th or March 26th. This is for the Board's information. No action is necessary at this time.

Both the court clerk and Attorney Fernald have raised the issue of mediation again. If this is something the Board wants to explore, we are certainly willing to do so, however, my concern is that mediation might try to deal with who gets to use the building and when rather than the issue of whether these petitioners have any claim to the building what-so-ever. We have taken the position right along through the two different cases that the building belongs to the district, and that if the former Swansey School District or those that are petitioning on its behalf at this point in time would be entitled to anything it would be the tax adjustment provided for by statute, not a divesting of title from the School District and a vesting of title back in the Swansey School District. Our problem is that in the various court proceedings in the past, the decisions have either avoided or danced around this issue, which has unfortunately prolonged the litigation rather than hitting it head on.

At all events, if the Board wants to have discussions with the petitioners on behalf of the Swansey School District, please let me know.

Curtis J. Cardine, Superintendent of Schools
December 19, 2000

Page 2

Obviously, this correspondence and the comments in it are confidential and for the Board's review only.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Bill", written in dark ink.

William N. Prigge

WNP/ad
enclosure

THE STATE OF NEW HAMPSHIRE
Cheshire Superior Court
12 Court Street
P. O. Box 444
Keene, NH 03431
603 352-6902

NOTICE OF COURT TRIAL

WILLIAM N PRIGGE ESQ
45 ROXBURY STREET
KEENE NH 03431

00-E-0059 Charles R. Beauregard, Jr., Robert A. Beauregard, et al RSA:

The Court will conduct a TRIAL MANAGEMENT CONFERENCE in this case at the Superior Court in Keene on: February 22, 2001 at 11:30am.

COURT TRIAL shall occur during the week(s) of:
03/19/2001; 03/26/2001

Trial counsel, or parties if unrepresented, shall appear at the Trial Management Conference; clients shall appear at the conference or be available for contact by telephone. Counsel and clients shall be prepared to discuss and effectuate settlement and, if necessary, conduct of the trial.

Counsel shall file all pre-trial motions, including motions in limine, at least ten days prior to the Trial Management Conference.

Counsel shall file witness lists and exhibit lists at the Trial Management Conference.

All pending motions shall be heard at the Trial Management Conference, or, if necessary, at another time set by the court.

Please advise clients, witnesses, and others that it is a class B felony to carry a firearm or other deadly weapon as defined in RSA 625:11,V in a courtroom or area used by a court.

12/14/2000

BY ORDER OF THE SUPERIOR COURT
Stillman D. Rogers
Clerk of Court

cc: Beth R. Fernald, Esq

THE STATE OF NEW HAMPSHIRE

Cheshire Superior Court

12 Court Street
P. O. Box 444
Keene, NH 03431
603 352-6902

NOTICE OF DECISION

WILLIAM N PRIGGE ESQ
45 ROXBURY STREET
KEENE NH 03431

00-E-0059 Charles R. Beauregard, Jr., Robert A. Beauregard, et al RSA:

Please be advised that on 12/11/2000 Judge Arnold made the following order relative to:

Motion to Continue ; Granted
(TO CONTINUE TRIAL SCHEDULED WEEKS 12/11/00 AND 12/18/00)

12/14/2000

Stillman D. Rogers
Clerk of Court

cc: Beth R. Fernald, Esq