

Board of Education
Concord School District
January 3, 2011

Board Members Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn,
present: Kevin Fleming, Bill Glahn, Jennifer Patterson, Eric Williams, Tara
Reardon, Daisy Shampy (student representative)
Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele
Croteau

Annual Organizational Meeting

Call to Order

Superintendent Chris Rath called the meeting to order at 7:00 p.m. She seated new Board member Tara Reardon and welcomed Bill Glahn and Jennifer Patterson to their second terms as school board members. Superintendent Rath then opened the floor to nominations for president of the School Board.

Clint Cogswell nominated Kass Ardinger for president, noting that she had done an exceptional job in service to the Board last year.

The Board voted 8-0 (Ms. Ardinger abstaining) to elect Kass Ardinger as president of the School Board for 2011 (motioned by Mr. Cogswell, seconded by Bill Glahn).

Board President Ardinger thanked the Board for its vote of confidence, and opened the floor for nominations for vice president of the School Board. Ms. Ardinger nominated Mr. Cogswell as vice president.

The Board voted 8-0 to elect Clint Cogswell (Mr. Cogswell abstaining) as vice president of the School Board for 2011 (motioned by Ms. Ardinger, seconded by Jack Dunn).

Board President Ardinger opened the floor for nominations for secretary of the School Board. Eric Williams nominated Jack Dunn, noting that no one works harder than he, and that the Board would benefit by having him in a leadership position

The Board voted 8-0 to elect Jack Dunn (Mr. Dunn abstained) as secretary of the School Board for 2011 (motioned by Mr. Williams, seconded by Kevin Fleming).

Board President Ardinger opened the floor for nominations for treasurer of the School Board. Chris Casco nominated Michele Croteau, noting that her outstanding work speaks for itself.

The Board voted 9–0 to elect Michele Croteau as treasurer of the School Board for 2011 (motioned by Chris Casco, seconded by Jennifer Patterson).

Board President Ardinger opened the floor for nominations for clerk of the School Board. She nominated Roger Phillips for clerk of the School Board, and the full Board thanked him for his many years of service.

The Board voted 9–0 to elect Roger Phillips as clerk of the School Board for 2011 (motioned by Ms. Ardinger, seconded by Mr. Glahn).

Regular Monthly Meeting

Agenda Item 1. Call to Order

The meeting was called to order at 7:04 p.m.

Agenda Item 2. Approval of Agenda

The Board voted 9–0 to approve the agenda with the addition of an update on the RMS situation (water damage) and a non public session at the end of the meeting for the purpose of discussing a personnel matter (motioned by Ms. Patterson, seconded by Mr. Dunn).

Agenda Item 3. Public Comment

There was no public comment.

Agenda Item 4. Guest

Doris Ballard, new executive director of Concord TV, explained that Concord TV needs to develop its Board, and asked the School Board to appoint two voting members and one non-voting member to its Board. She noted that terms are typically two years, with a maximum of six years. She also asked the School Board for ideas and opportunities to engage teachers and students in community TV.

Agenda Item 5. Recognitions

Student representative Daisy Shampy reported that the canned food drive ended with 8700 cans from students. The Senior-directed one-act plays will be auditioned on January 5. Daisy noted that the holiday concerts were amazing shows of student talent.

Superintendent Rath noted a letter to School Board President Kass Ardinger from Steven McAuliffe, thanking her on behalf of his family for naming the new school at Kimball after Concord teacher and Challenger astronaut Christa McAuliffe. He wrote

that he hoped that "...students, teachers and administrators who pass through the new school will be inspired by her most precious lesson – ordinary people can make extraordinary contributions when they remain true to themselves and follow their dreams."

Superintendent Rath noted a letter from Gold's Gym manager Michelle Foy, who hosted a fundraiser last fall that raised \$2,300 to support Concord High School athletic programs. The Board expressed its thanks for this generous gift.

Dr. Rath highlighted a letter from Karla Roth, Director of Volunteer Services at Concord Hospital, thanking RMS art teachers Betsy Gammons and Stephanie Bednaz and the students at Rundlett for providing hand-crafted placemats for patients hospitalized over the Thanksgiving holiday.

Dr. Rath also recognized BGS teacher Matt Finney for his support of a fourth-grade student Harrison Briggs, who suffered a serious eye injury at the beginning of the school year and was out for several months. Mr. Finney stayed in touch with Harrison and his family, created a bond for the student with his class, and facilitated his return to school. The parents wrote, "Mr. Finney represents excellence in education, and the Concord School District is fortunate to have him."

Agenda Item 6. Approval of Board Minutes

Ms. Ardinger briefly reviewed the minutes of the regular monthly meeting on December 6, 2010.

The Board voted 9-0 to approve the minutes of the December 6, 2010 Board meeting with a change in one sentence from Mr. Williams (Agenda Item 11, end of first paragraph, regarding April vacation: "... classroom time in hot weather could be replaced with time in April, which is more conducive to learning...") (moved by Mr. Casco, seconded by Ms. Patterson).

Ms. Ardinger briefly reviewed the minutes of the Special Board meeting on December 15, 2010.

The Board voted 9-0 to approve the minutes of the December 15, 2010 Special Board meeting (moved by Mr. Casco, seconded by Mr. Dunn).

Superintendent Rath gave an update on the Legislative Breakfast held on December 15. Its primary purpose was to show District revenues on the federal and particularly on the state levels, so that as legislators discuss proposed legislation, they will have a clear idea of the impacts of changes on the Concord School District.

Chris Casco noted that the Board and the legislative delegation enjoyed an outstanding breakfast, with students in the Culinary Arts program preparing and cooking the breakfast. He noted the fine work of their teacher, Bob McIntosh.

Agenda Item 7 Joint Finance/Capital Facilities

Mr. Dunn gave the report of the Joint Finance/Capital Facilities Committee meeting of December 15, 2010, noting the discussion and votes for awarding of the elementary school construction bid to Harvey Construction.

The Finance Committee recommended that the Board accept the base bid of \$38,598,000 by Harvey Construction.

The Finance Committee recommended that the Board NOT accept Alternate #1, the wood chip plant at the Mill Brook Primary School (Dame-Eastman) site, in the amount of \$1,345,000.

The Finance Committee recommended that the Board accept Alternate #2, rubber tile instead of vinyl composite tile (VCT) flooring at all three new schools, in the amount of \$1,225,000, as the benefits of using the rubber tile include: rubber tile can be recycled; is estimated to last longer than twenty (20) years versus the VCT life of ten (10) years; is easier to clean and maintain; is a solid material which wears as a consistent color; and will diminish the noise level in the facilities

The Finance Committee recommended that the Board accept Alternate #3, poly vinyl chloride (PVC) roof instead of ethylene propylene diene monomer (EPDM) roofing at all three (3) new schools, in the amount of \$252,400, as PVC roofing will last longer, has a warranty of thirty (30) years, resists scratching, is more resistant to standing water and sun damage and is recommended by the Department of Education.

The Finance Committee recommended that the Board accept Alternate #4 (Curtisville Road upgrades) and Alternate #5 (Sidewalk extensions) as requested by the City engineer and the City planning board, in the amount of \$98,300. The City is to be contacted to see if state or federal funds are available to cities for road and sidewalk construction, as this type of construction is not covered under state building aid.

The Finance Committee recommended that the Board accept Alternate #8, the administration's recommendation of Siemens for the controls for the HVAC systems at all three (3) new schools, in the amount of \$569,100.

The total cost of the project, with recommended additions is \$40,742,830.

Agenda Item 8. Joint City Council/School Board

Mr. Casco gave the report of the Joint City Council/School Board Committee meeting of December 17, 2010. He described the discussion about the School District bond schedule and construction plan for the new elementary school project, alternates that the Board had approved, and the schedule of upcoming events. The committee discussed the potential of Walker School as a new police station, which would not in any case happen for a number of years. A tour of the building will take place in the near future.

Agenda Item 9. Instruction

Mr. Williams gave the report of the Instructional Committee meeting of December 20, 2010, a continuation of the discussion of heterogeneous classes in content areas of science, math, English and social studies. Concord High teachers helped committee

members understand the issue. Concord High has in the past created two different courses in a subject to accommodate students' different learning styles; while the intent was good, the creation of a lower-level class resulted in a lowering of academic standards. Teachers discussed the benefits of classes that would incorporate different learning needs in one classroom.

Agenda Item 10. Other Business

Charter Commission

Mr. Cogswell noted that the Charter Commission will meet on Thursday, January 6 and again on Thursday, January 13 in the Board room at Central (Dewey School). The Commission is required to have its preliminary report submitted in April and have a charter vote on the November 2011 ballot. The Commission has taken two straw votes: the first, that the Charter be put in the hands of Concord residents rather than with the Legislature; the second (8-1) affirming that the commission had broader powers than simply to create a charter revision process. He noted that much of the work the Commission is undertaking is legal in nature.

Rundlett Middle School water damage report

Mr. Cashman noted that a major leak in Room 314 at RMS, that ran for an estimated five or six hours, caused significant damage to eight classrooms. A single compression fitting failed, and its possible causes are improper installation or material failure. He noted that the compression fitting is a small component of the new HVAC system, showed the coupling and described it technically.

Three classrooms on the 300 level on the 2nd floor and five classrooms on the 200 level were damaged.

He noted that the first priority was to get the area dried. The second action was to make sure everything in the school was safe: wet sheetrock, carpeting, etc. The third action was to repair the damaged classrooms. The District is using Meridien Construction, the company that handled the recent HVAC project. Mr. Cashman has taken pictures and the administration had made an inventory of damaged materials for insurance purposes. He noted that investigators are investigating the notification systems that didn't work properly to find out why. Mr. Cashman thanked Superintendent Rath, RMS Principal Tom Sica and RMS Assistant Principals Ann Rines, Heather Barker and Chris Lewis for their hard work to develop a sophisticated plan to move students into other areas so that cleaning and remediation crews could do their work. School will reopen on Wednesday, January 5.

Asked if ballpark figures for total remediation have been determined, Mr. Cashman noted that Primex and another insurance carrier had both been at RMS today to assess the damage, and that the District will receive coverage under Sicard's liability insurer. He and attorney John Teague will work with both sides to determine the costs.

Mr. Cashman further noted that the when the system was commissioned, it was tested at 100 psi for a period of time with no failure (the system normally operates under 35 psi). When he meets with The Turner Group, who designed the system and called out the materials, he will ask why the sensors didn't work. He noted that the system has continuous monitoring, and that the investigating team needs to get into the system to find out when it began to fail. His first priorities are getting the school put back together, but he will then look into the detection/notification system, which senses extreme heat, and excess of water.

Agenda Item 11. Proposed Calendar of Meetings

Superintendent Rath discussed the calendar of Board meetings for January, February and March 2011, noting a series of Board work sessions to prepare a preliminary budget for a vote of the Board in March. The calendar of meetings can be found on the District's website, concordnhschools.net.

Agenda Item 14. Public Comment

There was no public comment.

The Board voted to move into nonpublic session by a roll call vote of 9-0 for the purpose of discussing a personnel matter.

The Board moved into nonpublic session.

The Board voted to move out of nonpublic session by a roll call vote of 9-0.

The Board moved out of nonpublic session.

The Board voted by a roll call vote of 9-0 to seal the minutes of the nonpublic session by RSA 91:A:3 (II), as they relate to a personnel matter and as not to do so would undermine the purpose for which the Board went into the session (motioned by Ms. Patterson, seconded by Dr. Fleming).

Agenda Item 15. Adjournment

The Board voted 9-0 (moved by Mr. Casco, seconded by Mr. Dunn) to adjourn.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Clint Cogswell, *Secretary*

Concord School District
School Board Work Session #1
FY 2011-2012 Budget Overview Presentation

Date: January 26, 2011

Board Members Present: Kass Ardinger, *President*, Chris Casco, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Larry Prince, Matt Cashman

Board President Kass Ardinger called the meeting to order at 5:33 p.m. Ms. Ardinger explained that the meeting was the first run-through of the 2011–2012 Superintendent’s proposed budget. Superintendent Chris Rath distributed copies of her presentation with a supporting memo to aid in the overview of the proposed budget.

Superintendent Rath opened her budget presentation by stating that the process for the 2011-2012 budget was excruciating for all involved, and that sacrifices had needed to be made. She stated that the administrative team had to make some very difficult decisions, causing them to look for alternative funding in some areas and to make changes in the usual ways of doing things throughout the District.

She stated that revenue shortages contributed to difficulties in the budget process. For example, even though Concord is eligible to receive an additional \$3,000,000 in its Adequacy Grant, the Governor’s Office advised the District not to plan on the funds.

Superintendent Rath explained that the budget would be best told in two (2) chapters. The first chapter includes general operating funds with proposed expenditures for FY 2011-2012 of \$62,537,530. This figure represents an increase of 1.69% from the FY 2010-2011 budget, or \$1,038,716. The major drivers of the budget increase are increases in health and dental insurance costs, employer contribution to the NH Retirement System, and salaries.

The second chapter, Superintendent Rath pointed out, refers to debt service consisting of principal and interest payments of \$6,282,637; revenue in the amount of \$3,082,636; and an impact on the local taxpayer of \$3,200,000, which was the goal set by the Board. The end result of the budgeting process is a proposed increase to the tax rate of 3.95%, or \$.48. This puts the tax rate at \$12.63 per thousand.

Superintendent Rath stated that decisions and budget strategies were strongly guided by the three District improvement goals established in June, 2010: access to curriculum; coordination of instruction; and the evaluation and modification of programs and services.

The budget strategies included:

- Reductions in personnel

- No ARRA positions added to District budget
- No new positions added unless funds were reallocated
- Moving funding for teaching assistants to Ed Jobs funds
- Funding positions using one-time Ed Jobs funds
- No funding for teacher sabbatical
- Replacing Literacy Arts period with additional Music, Physical Education; no contribution to Capital Center for the Arts
- Level-funding supply and equipment budgets,
- Increasing athletic fees at RMS and CHS
- Using reserve account funds to help offset budget increases

Superintendent Rath reported that some savings for the District have been realized, including the offset through the Elementary Project Capital Reserve of principal and interest costs for FY 2011-2012; the reduction of oil and electricity costs due to the energy conservation program; the additional savings possible from the conversion of oil heat to steam heat at RMS.

Superintendent Rath turned the presentation over to Director of Human Resources Larry Prince to present the 2011-2012 budget summary by object regarding salaries and benefits. Mr. Prince stated that reductions in staff began with looking at positions that would be vacated by retirements and by one-year contracts. The position reductions from this process included the elimination of a high school media specialist, a high school guidance counselor, 1.5 elementary classroom teachers, an administrative assistant at the Central Office and any position that was vacant in the 2010-2011 year.

Mr. Prince reported that further proposed reductions in professional staff positions included the elimination of the Assistant Principal at Conant, a part-time reading teacher at Walker, 1.5 special education teachers at CHS, a position in the Regional Technology Center at CHS and a part-time nurse position at RMS.

Mr. Prince then presented other proposed reductions of approximately 13 teaching assistants, a health assistant at Eastman, 2.5 media assistants at the elementary and middle school levels, .75 custodian and a supervisor position in the Transportation Department.

Mr. Prince stated that some positions will be funded by the use of federal funds, such as next year's Project SEE program; a percentage of a guidance counselor at RMS; and a math coach for the District. Mr. Prince also stated that the administration will propose to fund a percentage of the Director of Facilities and Planning's position and his administrative assistant's position with bond funds from the Elementary School Project.

Superintendent Rath explained that the rest of the objects in the budget would not be reviewed at that time due to time constraints, but will be addressed at future budget work sessions.

Business Administrator Croteau reviewed the different reports contained in the budget binder and asked board members to e-mail her with any questions they may have after reviewing the reports.

Superintendent Rath concluded the presentation by reviewing the budget work session schedule. She then mentioned several issues contained in the proposed budget, including increasing athletic fees, admission fees and a surcharge for ice hockey; leasing equipment; use of reserves; exploring outsourcing transportation; and a budget target amount.

Board President Ardinger asked Director of Facilities and Planning Matt Cashman to give the board an update on the water main break that affected Eastman School, and the water damage at Rundlett Middle School.

Mr. Cashman stated that the water main had been fixed and that bacteria test results were pending. Eastman School would open the next day; however, students would be drinking bottled water, if test results came back as unacceptable, as anticipated. Mr. Cashman said the City would notify him with the results that evening.

Mr. Cashman stated that he was very pleased with the speed and quality of the repair work at Rundlett Middle School. He stated that the nine (9) damaged classrooms had been completely rebuilt in sixteen (16) days and the work had been done very well.

Mr. Cashman also reported that a pipe had burst at Concord High School that day and that repairs were in progress.

The meeting adjourned at 7:07 p.m.

Respectfully submitted,

Kass Ardinger, Board President

Jack Dunn, Secretary

**Concord School District
School Board Work Session #2
FY 2011-2012 Proposed Budget**

Date: January 31, 2011

Board Members Present: Kass Ardinger, *Board President*, Chris Casco, Clint Cogswell via telephone, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Matt Cashman

Other: Mike Macri, CEA President

Board President Kass Ardinger called the meeting to order at 5:34 p.m. and welcomed board member Clint Cogswell, who attended the meeting via telephone from San Francisco, California.

Ms. Ardinger then commented that the Board's task was to delve into the details of the budget, the proposed tax rate increase of 3.95% and the ramifications of the proposed staffing cuts to the District.

Ms. Ardinger then turned the meeting over to Superintendent Chris Rath, who distributed reports for the meeting and reviewed the agenda, which consisted of comparison data, enrollment projections for 2011–2012, staff reductions, transportation, and the School Board's target percentage for tax rate increase.

Superintendent Rath began with a review of comparisons between Concord and a few other districts in New Hampshire of the cost per pupil for 2008–2009, school district tax rates for 2009–2010 and student–teacher ratios. Then Superintendent Rath reviewed the Concord enrollment projections for the elementary, middle and high schools.

She went on to discuss proposed staff reductions and referred to a report that broke down the staffing cuts into categories including Ed Jobs, capital projects, food service, reduction, retirement, RIF, vacancy and other. A discussion ensued regarding the impact the proposed staff reduction might create.

The next item on the agenda was permission for the administration to issue a request for proposal (RFP) from transportation providers to see if outsourcing the transportation of students would be more cost-effective for the District. Board members discussed pros, cons and concerns of this change, reaching consensus that issuing an RFP would be prudent, as it would provide information that will be helpful in their decision. The Board also decided to investigate other potential options, such as the possibility of using the City public transportation's trolley and buses in some capacity.

The next item on the agenda was the setting of a budget target. A discussion ensued regarding the proposed tax rate increase to date of 3.95% and whether to set a lower or higher rate. The consensus of the Board was not to set an actual percentage goal, but have the administration investigate other cuts that might be made in the budget and let any future cuts or “ins and outs” dictate any increase or decrease. Different areas in the proposed budget that might be considered for cuts were discussed. The administration was directed to present further cuts for consideration at the next Board Work Session.

The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular Monthly meeting
February 7, 2011

Board members present: Kass Ardinger, Chris Casco, Jack Dunn,
Kevin Fleming, Bill Glahn, Jennifer Patterson, Eric Williams, Tara Reardon

Absent: Clint Cogswell, Daisy Shampy (student representative)

Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:07 p.m.

Approval of Agenda

The Board voted 8–0 to approve the agenda (motioned by Chris Casco, seconded by Eric Williams).

Public Comment

There was no public comment.

Recognitions

Superintendent Rath informed the Board that CHS senior Chrisinda Lynch has been invited to apply to be selected as a candidate for a Presidential Scholar Award. This rigorous process is offered to outstanding students. The Superintendent and Board congratulated Chrisinda for her achievement and wished her the best as she moves through this process.

Dame and Eastman Schools each received a \$750 grant from the Exxon Mobil Educational Alliance to support school field trips for 2010–2011. The grants are locally facilitated by Aranco Oil Company of Concord.

A notice from DOE informed the District that the allocation for the Fresh Fruit and Vegetable programs at Dame and Broken Ground Schools has been increased for this year by another \$8,000. This program is available to all students in Title I schools, and is extremely important to children who may not always receive healthy food at home.

Several CHS students from Laurie Gordon's Civics class participated in NHPR's Socratic Exchange this month on NHPR. The topic of discussion was "Can one person be better than another?" Taylor York and Jack Kirsch began the discussion with Max Latona, Professor of Philosophy at St. Anselm College, and NHPR host Laura Knoy. Libby Greene and Mel Nelson joined the discussion, as did Bob Pingree, retired CHS English teacher. Also involved in preparation for the program were students Tyler Ford, Will Bean, Keagan Collins, Ethan LaFrance, Mohan Mondali, Louise Murphy, Leandra Rumfelt, Jackie Williams, and Emilie Muller.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the January 3 regular monthly meeting.

The Board voted 8-0 to approve the minutes of the January 3, 2011 Board meeting (moved by Bill Glahn, seconded by Jennifer Patterson).

Ms. Ardinger briefly reviewed the minutes of the Work Session on January 26, 2011. The Superintendent's proposed 2011-2012 budget came to a total of \$62.5 million – representing an increase in the general operating funds of 1.69% from the current FY 10-11 budget – a total of a little over \$1 million. Major drivers of this overall increase are increases in health and dental insurance benefits, salaries, and employer contribution to NH Retirement System.

The other part of the operating budget has to do with the amount the District is paying for the cost of bonds for capital costs. The debt service for the proposed budget year will amount to a little over \$6.2 million. The District will receive revenue for approximately \$3 million of this cost, from subsidies and from reserve funds. Another \$3.2 million to service that debt will be raised through taxes, meeting the Board's original goal when it was planning the cost of the elementary schools consolidation project.

Although there is an overall increase in the budget, many cuts are proposed to achieve the lowest possible level, including many reductions in staff, which the board will examine closely. The administration anticipates some movement of positions from District-funded to federally-funded, in order to lower the amount to be raised by taxes. The budget is posted on the district website at concordnhschools.net.

The Board voted 8-0 to approve the minutes of the January 26, 2011 Board work session (moved by Kevin Fleming, seconded by Mr. Williams).

Ms. Ardinger briefly reviewed the minutes of the Work Session on January 31, 2011, which consisted of comparison data (how CSD compares to other school districts in the state with regard to tax rates, student/teacher ratios, etc.). The Board looked at enrollment projections for 2011-2012, staff reductions, potential changes to the transportation department, and whether to set a target percentage for the tax rate increase. While there is a tax rate increase of 3.95% on the table, there did seem to be consensus that the Board not set a particular target (assuming property valuations

remain as they were last year) but would, rather, determine after a close examination of the budget whether there would be a tax increase.

The Board voted 8-0 to approve the minutes of the January 31, 2011 Board work session (moved by Mr. Casco, seconded by Dr. Fleming).

Personnel

Leave of absence

The Board voted 8-0 to approve a leave of absence for Gabriel Cohen from his 50% Technology Education position and 50% Music Teacher position to assume the full-time position of Music Teacher at Rundlett Middle School (moved by Mr. Casco, seconded by Ms. Patterson).

Administrative nomination

Donna Palley, Assistant Superintendent, \$101,150, prorated 240 days. Donna replaces Rob Prohl (prorated 240 days = \$105,526) – retirement. Budgeted at \$105,526.

Superintendent Rath noted that Donna would start in her new position on August 1. Ms. Ardinger and Mr. Williams both served on the search committee and noted that it was a very thorough search and that the search committee voted unanimously to bring Donna's candidacy forward. Mr. Williams noted that the committee met with a number of focus groups comprised of people who have worked with Donna. He said that he was impressed with her ability to work with diverse groups of people and the respect she has achieved from those with whom she works, even if she's proposing changes in the ways things are done. As DINI coordinator, Donna is also well-versed in District-wide curriculum issues.

The Board voted 8-0 to approve the administrative nomination as presented (moved by Mr. Williams, seconded by Ms. Patterson).

Staff nominations

Gabriel Cohen, Music Teacher, Rundlett Middle School, \$30,211, rate of M-9, 2nd semester only, prorated 95 days. Gabe replaces Susan Erickson (95 days at Veterans M-14 = \$47,477) – resignation. Budgeted at \$47,477.

Russell Young, Health/Physical Education Teacher, Concord School District, \$28,516, rate of B-10, 2nd semester only, prorated 92 days. Russell replaces Barbara Higgins (92 days at M-14 = \$35,923) – resignation. Budgeted at \$35,923.

The Board voted 8-0 to approve the staffing confirmations as presented (moved by Mr. Glahn, seconded by Mr. Casco).

Capital Facilities

Jack Dunn reviewed the report of the January 10, 2011 Capital Facilities Committee meeting, which had one agenda item: RMS water damage update. Mr. Cashman presented information about the extent of damage and the inventory of damaged

equipment, furniture, and supplies. He said that within three days a monitoring system will be installed, which will stop water flow after 4 minutes. All affected classrooms were back up and running within two weeks. He noted that Primex, the District insurer, will pay the bill but it is subrogated by Primex and Palmer Sicards Insurance Carrier, Hanover Group.

Mr. Cashman gave an update on construction.

Millbrook Primary – trees have been cut down in the area of the building site, and stump removal was begun today. Trees (pine and hardwoods) will go to lumber yards; bark will be used as mulch. Most of the construction fence is up. The construction trailer and electrical power will be brought to the site soon. All site deliveries are scheduled for after student drop-off and pick-up times.

Christa McAuliffe Elementary – the construction fence is up, and siding has been taken off several buildings. The first measure after the fence is up is to start hazardous abatement in the homes including asbestos shingles on the outside and any asbestos inside. The District's industrial hygienist, RPF, is watching this process closely. The demolition of homes will start mid- to late next week. Subcontractors will conduct remediation for asbestos, lead, and PCBs in the Kimball and Morrill buildings, which will require special handling. EPA notification and review, including signoffs for proper disposal, has been obtained. The insides of the buildings will be disposed of, then the buildings themselves will be demolished at the end of February or early March.

Abutter protection – as is customary within construction insurance policies, NH demolition met with each of the abutting property owners late last week to go in and videotape interior portions of foundations of abutting homes, to forestall claims of future foundation damage.

Abbot-Downing Elementary – the construction fence is up, and the construction trailer and electrical power are on the site. All site deliveries are scheduled for after student drop-off and pick-up times. RMS has been extremely helpful regarding the drop-off and pick-up process, which has been made more challenging due to the large snowbanks from recent storms.

Mr. Dunn discussed the School Board's new website that will track the elementary schools' construction in detail. The website is **concordk5project.com**.

Mr. Dunn noted that profiles of the construction team, and detailed construction schedules from Harvey Construction are posted – what will happen, and on what date. Each schedule posted is a draft, because it will change daily, but these schedules will provide a good sense of the amount of work that needs to be done in the construction of these buildings.

The website will also feature financial and status reports, a tax “customizer,” traffic plans and traffic studies, studies of the tax impact on property owners, the public policy on state building aid, historical reports, and the final approved

design, among other documents. The website is integrated with detailed software used by Harvey Construction that tracks specific construction tasks and timelines.

Mr. Cashman will post frequent camera shots to the website, and will also be featured on "Twitter." Live camera feeds are linked to the website, and pictures will be taken every 15 minutes. At the end of the construction, this will enable time-elapsd "films" of the construction of each of the new schools.

Mr. Cashman noted that his "Elementary Buzz" public TV show has started up on a regular basis. He also noted that weekly construction meetings will focus on each new school in turn.

Mr. Dunn read a statement from Cinder McNerney from First SouthWest, that indicated the Concord School Board saved at least \$10 million in costs of bonding for having gone to market to sell the bonds when it did.

Finance

In chairman Clint Cogswell's absence, Mr. Dunn reviewed the report of the January 19, 2011 Finance Committee meeting, which involved a discussion of the unreserved fund balance for the end of the year. While a budget freeze has been put in place, the unreserved fund balance is only an estimate since the fiscal year will not end until June 30. Mr. Dunn noted that the Finance Committee went into non-public session to discuss a property matter. Lastly, he noted that the entire budget is posted on the District's website: concordnhschools.net.

Communications

Jennifer Patterson reviewed Policy #514 Attendance, Absenteeism and Truancy for its second reading. Features of the policy stipulate that 10 ½ days of unexcused absences per year constitute "habitual truancy," at which point the Truant officer may file petition with the court – for CHINS.

The Board voted 8–0 to adopt Policy #514 Attendance, Absenteeism and Truancy (moved by Mr. Casco, seconded by Mr. Williams).

Other Business

In Mr. Cogswell's absence, Ms. Ardinge noted that the Charter Commission will meet this Wednesday, February 9 at Broken Ground School and again on Tuesday, February 22 in the Board room at Central (Dewey School), both at 7 p.m. The Commission is required to have its preliminary report submitted in April and have a vote on the charter prepared for the November 2011 ballot.

Larry Prince is now serving as the District's representative to the ConcordTV Board of Directors.

There was some discussion of the proposed ConcordTV contract, which is a three-way contract among ConcordTV, the City, and the Concord Board of Education. Ms. Ardinger had a question on p. 4, #i., concerning live broadcast feeds. The District does not currently have the technical capability for live feeds; it was noted that this provision in the contract is an option for the Board. Ms. Ardinger proposed additional language to page 5, 2D (1) to read "... and will allow Concord Community TV to make any renovations necessary for its operation," adding "not at Concord School District expense, and with prior approval by Concord School District" and ending with "in accordance with School Building Codes and Regulations."

The Board voted 8-0 to approve the signing of the contract with ConcordTV, with the addition of language as noted (moved by Ms. Patterson, seconded by Mr. Casco).

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for February and March 2011, and thanked Mr. Glahn for hosting the upcoming Board retreat at his law offices on Main Street. The calendar of meetings can be found on the District's website, concordnhschools.net.

Public Comment

There was no public comment.

Adjournment

The Board voted 8-0 (moved by Mr. Casco, seconded by Dr. Fleming) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

**Concord School District
School Board Work Session #3
FY 2011-2012 Proposed Budget**

Date: February 7, 2011

Board Members Present: Kass Ardinger, *President*, Chris Casco, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Matt Cashman, Larry Prince

Board President Kass Ardinger called the meeting to order at 5:33 p.m.

Superintendent Rath stated that the administration would address a number of issues and questions that had been raised by the Board. She explained that Director of Human Resources Larry Prince would discuss what the budget would look like if the administration had carried salaries and benefits from FY 2010-2011 forward with no changes; how Planned Retirement and the Veterans Salary Schedule were budgeted for FY 2011-2012; and health insurance and retirement increases. Superintendent Rath further stated that Assistant Superintendent Rob Prohl would discuss the increased costs for Medicaid administration and that Director of Facilities & Planning Matt Cashman would discuss the summer capital projects list.

Mr. Prince began by reviewing the retirement increases. Mr. Prince distributed retirement reports to the Board, stating that his figures went back to FY 2007-2008 in order to show the impact that planned retirement, severance pay for sick time and the new veteran's salary scale have on the budget.

Mr. Prince explained that the Planned Retirement program and the Veterans Salary Scale program are only available to teachers in the District due to their collective bargaining agreement. For 2010-2011 and 2011-2012 there is an overlap of the old Planned Retirement program and the new Veterans Salary Scale, which became effective in the 2009-2010 school year.

Planned Retirement was paid over a 3-year period, including the sick day payout. To be eligible, a teacher must have had at least 10 years of service in the District. It also was required that a teacher must retire. The Veterans Salary Scale is paid over a two-year period and there is no requirement that the recipient leave the District after this is paid. To be eligible for the Veterans Salary Scale, a teacher must have at least 17 years of service in the District. There is also no payout of sick days until the teacher leaves the employ of the District.

Mr. Prince addressed the question of what the budget would look like if the administration had carried salaries and benefits from the FY 2010-2011 budget forward to the FY 2011-2012 budget with no changes. He distributed a report comparing the budget without the changes that showed a dollar variance of \$1,877,662 and a

percentage variance of 4.97%. With the proposed staffing cuts, there is a dollar variance of \$192,828 and a percentage variance of 0.51%.

Mr. Prince indicated that the retirement increases were due to the state decreasing its contribution to the retirement system and the NHRS increasing the employers' contribution. He pointed out that the health insurance increase was not as large an increase this budget year as other employers have had, due to the District's contract with School Care, which limited its increase to 9.5%.

Assistant Superintendent Prohl distributed a report of Medicaid revenue history, which showed an increase in Medicaid revenue received after Multi State Billing (the billing company used by Waypoynt, our Medicaid administration services company) began administering the Medicaid billing for the District. This revenue increase generates an increase in the cost of the Medicaid administration by MSB. The percentage of Medicaid revenue received paid to MSB is 8.5%, which has decreased from an original rate of 9% due to more District staff entering student data into the software system. The data is then uploaded to MSB for billing. When the remaining staff who need to enter Medicaid student data into the system have the ability to do so, MSB's rate will drop to 8%.

Director of Facilities & Planning Matt Cashman distributed reports regarding the summer capital projects list, and the five- to ten-year maintenance plan for future reference. Mr. Cashman strongly recommended three projects that should be done in the summer of 2011. The biggest project is the Beaver Meadow School (BMS) roof. He stated that the roof is 25 years old and showing signs of deterioration. Three years ago a roofing company was hired to evaluate the roof at BMS and concluded then that the roof was in need of replacement as soon as the District was able to do so.

Mr. Cashman requested permission from the Board to approach the CFD and request to extend the one-year fire and safety plan to an additional year at both Rundlett Middle School and Concord High School.

President Ardinger proposed that the Board should approve Mr. Cashman's summer budget as presented, but no formal action was taken at this meeting.

Superintendent Rath previewed the agendas for the two upcoming meetings. On Wednesday, February 9, 2011, the Transportation Budget will be reviewed. On Monday, February 14, 2011, CHS Principal Gene Connolly and Athletic Director Steve Mello will attend, as the agenda is to discuss the Athletic and Co-curricular budgets.

Superintendent Rath remarked that the Booster Club meeting had been canceled and needed to be rescheduled; but would probably not be held before the meeting on Monday, February 14, 2011. It was noted that related fees should be discussed at that meeting, as well as the budgets.

The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

**Concord School District
School Board Work Session #4
FY 2011-2012 Proposed Budget**

Date: February 9, 2011

Board Members Present: Kass Ardinger, *Board President*, Chris Casco, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Matt Cashman, Larry Prince

Other: Terry Crotty, Transportation Director

Board President Kass Ardinger called the meeting to order at 5:35 p.m. and welcomed Transportation Director Terry Crotty.

Business Administrator Michele Croteau presented the proposed FY 2011-2012 Transportation budget, referencing reports distributed prior to the work session. She discussed the proposed 2011-2012 Transportation budget summary by object, and referred to the proposed 2011-2012 Transportation budget narrative to further explain each object. She stated that the salaries object showed an increase over the FY 2010-2011 salaries object of \$1,317,081, a 5.48% increase, and that the benefits object had increased \$433,961, for an 8.78% increase. The equipment object was eliminated from the proposed FY 2011-2012 transportation budget, resulting in a \$0 balance in that object. The total proposed transportation budget for 2011-2012 was shown to be \$2,343,996.49, for an increase of 1.25%.

Ms. Croteau noted that reductions were made in other areas in the proposed budget. She explained that repairs were decreased as much as possible, without compromising the safety of students. Private field trips funded by the different PTOs in the District were reduced, with the recommendation that the PTOs use other transportation providers. Transportation Director Terry Crotty added that the reason for recommending that the private field trips be outsourced was to help cut costs.

The next report was an informational report on Concord High School Student Transportation. The report was created in response to a request by the Board at the February 7, 2011 work session for the Administration to supply the number of routes, registered riders and miles per day, plus the cost per day for the transportation of CHS students. Ms. Croteau also provided supporting documents from NH State Law RSA Title XV Education Section 189: Transportation of Pupils, for additional information.

The question whether to reduce the number of bus routes was discussed. The consensus of the Board was to wait to address the possibility of bus route reductions until the elementary school consolidation has been completed.

Ms. Croteau directed the Board's attention to a Transportation Survey the Administration had sent to school district business administrators in the state to see if

those districts owned or outsourced their student transportation, which independent contractor provided services for them, how long they have contracted with their transportation provider, if those districts are satisfied with price and service, and the last time the districts went out to bid for transportation services. Seventeen district business administrators responded to the survey.

Board members requested that Ms. Croteau provide more information related to the transportation costs of Manchester, Dover, Keene and Londonderry, districts similar to the Concord School District. Also, a request was made that the Administration contact the districts that stated they were not satisfied or had problems with their transportation providers to find out the reasons for their comments.

Many of the Board members requested information to be provided for the next work session, scheduled for a discussion of the proposed FY 2011-2012 Athletics and Co-curricular budget. Their requests included: transportation costs associated with athletic events; the number of athletic events; fees and their breakdown among teams; number of bus trips per team and how, or if, post-tournament play can be reduced.

Superintendent Rath stated that she felt that most of the questions raised by the Board would be answered by Athletic Director Steve Mello's presentation at Monday evening's work session.

The meeting adjourned at 7:07 pm.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

**Concord School District
School Board Work Session #5
FY 2011-2012 Proposed Budget**

Date: February 14, 2011

Board Members present: Kass Ardinger, *President*, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Matt Cashman, Larry Prince, CHS Principal Gene Connolly, Director of Physical Education and Sport Steve Mello

Board President Kass Ardinger called the meeting to order at 5:35 p.m. and welcomed CHS Principal Gene Connolly and Director of Physical Education and Sport Steve Mello to the discussion of the proposed 2011-2012 Athletic and Co-curricular budget.

Superintendent Rath called the Board's attention to the reports that had been distributed to each Board Member and reviewed the evening's agenda, noting that the agenda for the next Board Work Session on Monday, February 21, 2011 was also included.

Superintendent Rath reviewed the Booster Club Expense Report for FY 2009-2010, which was produced in answer to a question during last year's budget process. The report listed the funds raised by those clubs that responded and how the funds were spent during that fiscal year. A discussion ensued regarding the report and the need to create a policy or guidelines for the Booster Clubs. The consensus was to emphasize that the Booster Clubs have strongly supported the District's athletic teams. The Communications Committee will continue the discussion as this issue does not currently affect the budget.

Business Administrator Michele Croteau and Steve Mello explained the proposed FY 2011-2012 Athletic and Co-curricular budget and supporting materials. Mr. Mello stated that the budget was as tight as it could be, with no extras built into it, and that it would be very difficult to cut any more in the budget without affecting programs. The Administration will research what the District pays per sport per budget item, and the number of athletes who participate in each sport.

The Board then discussed the Administration's proposed increase in athletic fees from \$60 to \$85 per high school athlete per season, and from \$60 to \$80 per middle school athlete per season. A proposed additional charge for ice rink rental per athlete in the amount of \$200 was also discussed.

Jack Dunn motioned to accept the Administration's proposal to increase athletic fees from \$60 to \$85 per high school athlete per season, \$60 to \$80 per middle school athlete per season, and charge an additional \$200 per hockey athlete for ice rink rental. Tara Reardon seconded the motion. After discussion, Eric Williams made a motion to amend Mr. Dunn's motion, increasing the \$200 hockey fee for the ice rink rental to \$350

plus the \$85 fee, making the total hockey fee \$435. Ms. Reardon seconded Mr. Williams' motion. Clint Cogswell spoke against the motion, stating that the increase might cause a student not to be able to participate in hockey due to cost. Mr. Connolly voiced concern that such a large increase might be overtaxing parents.

The Board voted 2–7 (Ms. Reardon and Mr. Williams for, all others against) (motioned by Mr. Williams, seconded by Ms. Reardon) to increase the \$200 ice rink rental fee to \$350 plus the \$85 fee, making the total hockey fee \$435.

The Board voted 9–0 (motioned by Mr. Dunn, seconded by Ms. Reardon) to accept the Administration's proposal to charge an additional \$200 to hockey athletes for ice rink rental.

Mr. Cogswell noted that the proposed increase in athletic fees from \$60 to \$85 per high school athlete per season, and from \$60 to \$80 per middle school athlete per season, had not been included in the previous vote and made a motion to have a vote on the Administration's proposed fee increase.

The Board voted 8–1 (Mr. Williams voted nay) (motioned by Mr. Cogswell, seconded by Bill Glahn) to accept the Administration's proposal to increase athletic fees from \$60 to \$85 per high school athlete per season, and from \$60 to \$80 per middle school athlete per season.

Ms. Croteau presented the next item on the agenda, projected revenues for FY 2011-2012. She explained the rationale for the various projected increases and decreases in revenue. Both she and Superintendent Rath pointed out that many projected revenues from the state are still unknown, as the state will not have its final budget until June.

Ms. Ardinger announced that the final agenda item was a non-public session to discuss property negotiations. Jennifer Patterson motioned to enter into non-public session for the purpose of discussing property negotiations pursuant to RSA 91-A:3, II (a). Mr. Cogswell seconded the motion. Ms. Ardinger then called for a roll call vote to adjourn into a non-public session.

The Board voted 9–0 by roll call to adjourn into a non-public session to discuss property negotiations.

The meeting went into non-public session at 7:20 p.m.

The Committee reconvened after a roll call vote to end the non-public session at 7:30 p.m.

The Board voted 9–0 (motioned by Mr. Glahn, seconded by Mr. Dunn) to seal the non-public session minutes, as not to do so would defeat the purpose of the non-public session.

The meeting adjourned at 7:32 pm.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

**Concord School District
School Board Work Session #6
FY 2011-2012 Proposed Budget**

Date: February 21, 2011

Board Members Present: Kass Ardinger, *Board President*, Clint Cogswell, Jack Dunn, Bill Glahn, Jennifer Patterson, Eric Williams

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Larry Prince

Board President Kass Ardinger called the meeting to order at 5:35 p.m. She noted that this was the first work session since Governor Lynch's state budget cut proposals were announced which, if implemented as proposed, will cause the District to lose approximately \$2.3 million in state funds. Ms. Ardinger noted that more difficult decisions about the School District's budget would be required as contingencies due to the State's proposed cuts.

Superintendent Rath noted that the administration would answer questions raised by Board members and then would address the Governor's proposal: what it means for Concord if implemented, and the need for a contingency plan.

The first item on the agenda, Use of Reserves, was reviewed using a spreadsheet showing the District's Expendable Trust Funds and Activity Funds for FY 2010-2011 through January 31, 2011.

Business Administrator Michele Croteau responded to a question about why the courier position and the cash reconciliation contractor position had not been cut from the budget. She explained that these two positions had been created in response to previous management letters' findings from the auditors, which noted the need for the District to tighten its internal control of cash deposits across the District and to expedite the reconciliation timeline for the cash accounts.

Assistant Superintendent Rob Prohl addressed the special education professional services costs, explaining that funds were cut from the District Budget in FY2010-2011 and charged to ARRA Funds; now these funds are being added back into the District budget, but at a lower amount. A discussion ensued regarding cutting back the use of Autism Consultant Bill White's and his staff's services. Mr. Prohl noted that Mr. White's services will be needed in some capacity in the coming years; however, the use of his staff's services has been decreasing, as CSD staff has been trained.

Mr. Prohl reported that Federal Title IV funding will end after FY 2010-2011, affecting the Drug Free Schools program at Concord High School and Rundlett Middle School. Second Start and the District jointly participate in this program – the District contributes \$5,000 per year. Due to the cessation of federal funding, Second Start

applied for and was awarded a grant for the program, but the District's contribution would now be \$24,500 in FY 2011-2012 and is projected to double in the following fiscal year. Mr. Prohl reported that the administration would look to the District's guidance counselors to fill that need as well as other options, if the District discontinues its participation in the Drug Free Schools program.

Director of Human Resources Larry Prince informed the Board that ongoing inquiries are being made regarding the District's workers compensation and life insurances to find a company that would be able to provide coverage at a lower cost.

Superintendent Rath addressed a question regarding technology emergency dialers, explaining that this term refers to the old-fashioned land lines needed for fax machines and, most importantly, for communication purposes in the case of power shortages.

Ms. Croteau reported on a question of whether there would be any benefit for the District to prepay its leases. She told the Board that there would be no benefit to prepaying any of the leases as they are short-term, and that the NORESCO lease contains a prepayment penalty due to the District's good rate. In answer to another question, she stated that the Second Start mortgage has been included in the projected revenue for FY2011-2012.

Ms. Croteau directed the Board to page 11 of the second report in Section 5 in the budget book regarding dues and fees. Due and fees were reduced in the FY 2011-2012 budget, and though the budget shows an increase of 22%, the contingencies that are part of this line make it appear to have increased from last year. The appearance of an increase is due to funds transferred during a fiscal year to the correct account line as the funds are spent, thus decreasing the contingency amount at year end. This decreased amount due to the transferred funds gives the next fiscal year's budgeted amount the appearance of a budget increase.

Superintendent Rath then summarized Governor Lynch's proposed cuts and presented a breakdown of the loss of revenue.

NHRS	(\$1,285,676)
Loss of building aid	(\$ 567,721)
Catastrophic aid	(\$ 465,000)
Driver education	<u>(\$ 52,000)</u>
Loss of revenue =	(\$2,370,897)

Superintendent Rath told the Board that the administration is developing a contingency plan and has already started a list of proposed cuts and reductions. She distributed and reviewed the list of potential reductions and cuts, but stressed that the list was not a list of recommendations but a *working list of possibilities* to be considered. She said the administration welcomed suggestions and feedback from the Board, and that additional information would be available at the next work session. A discussion ensued regarding possible reductions and cuts.

Ms. Ardinger stated that before the close of the session, she would like to address several suggestions that, since the Governor's proposed cuts were announced, the

Board should stop construction on the Elementary School Consolidation Project. Ms. Ardinger emphasized that halting the elementary school construction was not an option, as the project has been approved by the State for Building Aid; the Bonds have been sold; and the District now has the obligation to repay the Bonds whether or not construction continues.

The meeting adjourned at 7:10 p.m.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

**Concord School District
School Board Work Session #7
FY 2011-2012 Proposed Budget**

Date: February 23, 2011

Board Members present: Kass Ardinger, *Board President*, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Jennifer Patterson, Eric Williams

Board Members absent: Bill Glahn, Tara Reardon

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Larry Prince, Matt Cashman

Board President Kass Ardinger called the meeting to order at 5:35 p.m. The focus of the meeting was on initial numbers for the contingency plan and the remaining questions from the Board's list.

Board Secretary Jack Dunn reviewed a spreadsheet based on the proposed 60% State Building Aid cut's effect on the District's portion of the property tax rate. He reported that by applying funds from the Facility Purchase and Renovation Building Trust to cover this loss for the next five years, the impact on the tax rate for a \$250,000 house would be a \$37.50 increase in property taxes over five years, based on existing building valuations. He noted that the peak year would be 2014, but that many variables could change the impact on the property tax rate, including not needing to borrow the extra \$7.5 million for the Elementary School Building Project, an increase in building valuations, the sale of the decommissioned schools, and the restoration of state building aid.

Superintendent Rath presented updated reports on the Central Office administrator salaries and special education consulting services, which helped clarify the salary distribution among District, federal and bond funds.

Director of Facilities and Planning Matt Cashman discussed the Pembroke Road facility where the maintenance department is housed. He stated that the District cannot exit the lease and that the lease agreement does not expire until February 29, 2012. Due to this fact, the District must reinstate the cost of the lease in the 2011-2012 budget, which will be paid out of Mr. Cashman's contingency fund.

Mr. Cashman elaborated on an explanation discussed at the last work session on the "emergency dialers." He noted that the state mandated in Senate Bill #376 that twenty-four-hour monitoring must be present in all schools, with two analog lines, in case one line fails, from the fire panel to Capitol Fire for instant notification.

A question was posed about whether the purchase of new computers and some books could be postponed. The Board discussed the importance of instructional tools for

students. Superintendent Rath stated that the Board could postpone the purchase of new computers, but she considered them critical for the students. She noted that an analysis of book purchase requests showed justification for some to be purchased through the Instructional Fund.

The proposed elementary school club cuts were then discussed. Superintendent Rath stated that she will look at all three levels of clubs and will bring another proposal.

Superintendent Rath distributed a report on the projected impact of reducing hourly staff by 0.50 hour per day. The largest wage savings was in the educational assistant line; a discussion ensued regarding how many educational assistants would lose their health insurance benefits due to the half-hour cut. A request was made for a detailed report showing the breakdown of the cost of each educational assistant's yearly pay (with no names) showing salaries, federal FICA, health insurance, etc. The Board also requested legal counsel to be sure such cuts would be legal in light of the CEAA's collective bargaining agreement.

The outsourcing of custodians at Rundlett Middle School, Concord High School and the Central Office was discussed. Mr. Cashman was asked to provide a breakdown of the elementary schools' night custodians, and the savings that could be realized if those positions were outsourced.

It was announced that two requests for proposals (RFP) for student transportation services were received; the administration has begun to contact existing customers for their comments. As the District is in negotiation with the transportation providers, further discussion would be continued in nonpublic session.

Superintendent Rath distributed the revised proposed March Board calendar and reviewed the two-week extension of the Board work sessions and public hearings due to the Governor's proposed state budget cuts. The District budget will now be posted on March 18, 2011. The two-week extension was made possible by CEA and CAA agreeing to extend the contract issuance deadline from March 31, 2011 to April 15.

The Board discussed its desire that more members of the public attend the budget public hearings, and how to reach more citizens with dates and times of the hearings.

The Board discussed the pros and cons of the possibility of decommissioning Eastman School for the 2011-2012 school year and what its impact would be on students and the community. It was the consensus of the Board that Task Force III should be included in the discussion.

Ms. Ardinger announced that the final agenda item was a nonpublic session to discuss the proposals received for the outsourcing of custodial and transportation services. Board member Jennifer Patterson motioned to enter into nonpublic session for the purpose of discussing personnel contracts pursuant to RSA 91-A:3, II (b). Board member Chris Casco seconded the motion. Ms. Ardinger then called for a roll call vote to adjourn into a nonpublic session.

The Board voted 7-0 by roll call to adjourn into a non-public session to discuss personnel contracts.

The meeting went into nonpublic session at 6:50 p.m.

The Board reconvened after a roll call vote to end the nonpublic session at 7:30 p.m.

Ms. Jennifer Patterson motioned to have the nonpublic session minutes sealed in order to keep the session as non-public, because not to do so would defeat its purpose, but to have the minutes unsealed as soon as negotiations were completed.

The Board voted 7-0 (motioned by Ms. Patterson, seconded by Mr. Casko) to have the nonpublic session minutes sealed and to have the minutes unsealed as soon as negotiations were completed.

The meeting adjourned at 7:32 p.m.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

**Concord School District
School Board Work Session #8
FY 2011-2012 Proposed Budget**

Date: March 7, 2011

Board Members Present: Kass Ardinger, *Board President*, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Larry Prince

Board President Kass Ardinger called the meeting to order at 5:30 p.m. She noted that Superintendent Chris Rath would recap the budget to date, provide comparisons, and present contingency plans to address the projected \$2.3M loss of revenue from the state.

Superintendent Rath reviewed the budget process in the initial Board work sessions, and the cuts that had been suggested to achieve a tax rate increase of 3.95%. She explained additional cuts that the Board asked the administration to explore to further reduce the percentage of the tax rate increase. Superintendent Rath noted that there had not been a tax rate increase from the District during the last two years, as the Board was able to maintain a budget with no increases in the local tax rate. She emphasized that in January, Governor Lynch announced the state's proposed budget cuts which, if passed, would cause a revenue shortfall of \$2.3M to the District.

Superintendent Rath distributed a report to the Board showing two phases of budget cuts: one phase before the Governor's speech and one phase after. She explained the report's color coding: the "white group" comprised \$220,000, prior to the announcement of the potential state budget cuts. The "blue group" comprised cuts after the announcement of the potential state budget cuts, which included the possible early closing of Eastman School; a half-hour per day reduction of hourly staff; the outsourcing of transportation and the outsourcing of custodial second shifts at the Central Office, Rundlett Middle School and Concord High School.

Superintendent Rath noted that the administration would shortly meet with two service companies and that a request for proposal for custodial service, which will also include the second custodial shift at the elementary schools as the Board requested, was being developed.

Superintendent Rath stated that proposed additional cuts from school principals and department heads would be forthcoming for the next Board work session. Dr. Rath emphasized that the administration was not recommending any of the proposed cuts presented and that there were very few proposed cuts that will not be painful. She noted that principals and department heads were proposing additional cuts so the Board could have a wider choice of proposed items to be cut.

The discussion shifted to the proposed reduction of one-half-hour per day for hourly staff. Director of Human Resources Larry Prince distributed a report showing the projected impact of this possible reduction on hourly staff's health, dental and retirement benefits. A lengthy discussion ensued regarding the reductions affecting paraprofessionals and the possible impact on their benefits, as well as the potential impact on schools and students. The consensus of the Board was that further analysis, information and discussion regarding this proposed budget cut was required before a decision. The administration was asked to supply the Board with a report showing how many paraprofessional positions are mandatory due to IEPs and Special Education requirements.

President Ardinger reminded the Board that its original focus for the budget had been on instruction, and that this should continue to be its focus as the District works to shed its status as a District in Need of Improvement.

The Board went on to discuss CHS class registration, which had shifts but no reductions to date. Final registration results will be reported to the Board when all registrations are submitted and tabulated.

In conclusion, Superintendent Rath stated that the Board will have to make some decisions before the state budget is settled, such as the closing of Eastman School and the outsourcing of transportation and second-shift custodial services.

President Ardinger asked the Board to think about how it would like to handle the "ins" and "outs" after Wednesday night's work session and whether members would like to vote on each one item individually as presented, or in some other way.

The meeting adjourned at 6:46 p.m.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular Monthly Meeting
March 7, 2011

Board members present: Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Eric Williams, Tara Reardon, Daisy Shampy (student representative)

Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:05 p.m.

Approval of Agenda

The Board voted 9-0 to approve the agenda (motioned by Jennifer Patterson, seconded by Chris Casco).

Public Comment

There was no public comment.

Recognitions

Student representative Daisy Shampy remarked that the “remembering Christa McAuliffe” potluck dinner/reunion was a huge success, with a nice story appearing in the *Concord Monitor*. Retired teacher Phil Brown did a presentation that was very informative. NECAP scores are in and indicate a positive “bump” in overall achievement. Interviews for Saint Paul’s Advanced Studies Program are completed. Daisy noted that more and more paper “ducks” (deriving from the CHS mascot, “Mighty Duck”) are displayed on the guidance office window, recognizing seniors who have been accepted to college. The Senior One-Act plays that took place February 17 and 18 were very successful.

She noted that the District received a grant to hire a licensed clinical social worker, Annamarie DePasquale, to work with high school students to explore issues of diversity and the plight and challenges of ELL students, most of whom entered this country as refugees.

Daisy announced that the Youth Art Month Exhibition featuring artwork by Concord School District students in grades K-12 will open at the Steeplegate Mall on Tuesday,

March 10, with a reception from 5:30 to 7 p.m. The Exhibition will run from March 9 - March 30.

Superintendent Rath noted an article written by Ethan LaFrance describing a team of CHS students who traveled to the Harvard Model UN conference. Ethan wrote that this was "an unbelievable experience," both beneficial and interesting to the students.

She also noted that Kimball Walker School reported a visit in January from Governor Lynch, who spent time with 2nd grade classes. He was there to especially visit Skylar Howard, a second grader whose mother is serving in Kuwait.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the February 7 regular monthly meeting.

The Board voted 9-0 to approve the minutes of the February 7, 2011 Board meeting (moved by Eric Williams, seconded by Clint Cogswell).

Ms. Ardinger briefly reviewed the minutes of the work sessions on February 7, February 9, February 14, February 21, and February 23.

On February 7, the Board examined what the budget would look like if salaries and benefits had no changes, how the planned retirement and veterans salary scale were budgeted, the health insurance and retirement increases, and increased costs for Medicaid administration and the summer capital projects list, the most significant being the replacement of the Beaver Meadow School roof, which is 25 years old and showing signs of deterioration.

One interesting point was the overlap for 2010-2011 and 2011-2012 between old planned retirement program for CEA staff (effective in 2009) and the new veterans salary schedule. The planned retirement benefit was paid over a 3-year period, including the sick day payout. In order to be eligible, a teacher must have had at least 10 years of service in the District, and was contingent on the teacher retiring. The veterans salary schedule, which has taken the place of planned retirement, is paid over a 2-year period. To be eligible, a teacher must have at least 17 years of service. No payout of sick days is made until the teacher leaves the District, and there is no requirement that teacher retire at end of this period.

If all the salaries projected for 2011-2012 had been unchanged since last year, there would have been an increase in the budget of \$1.8 million, 4.97%. With initial proposed staffing cuts, the increase is only \$192,000, with a variance of .51%.

At its February 9 work session, the Board examined the proposed transportation budget of \$2.3 million, an increase of 1.25% over last year, and reviewed a survey of other school districts to determine whether they owned or outsourced student transportation. Seventeen districts responded; most of those outsourced student transportation.

At its February 14 work session, the Board discussed the proposed athletic and co-curricular budget, as well as a report of funds that had been raised by booster clubs and how those funds had been spent. Continued discussion of booster club funds has been referred to the Communications Committee. The Board voted to accept the administration's proposal to charge an additional \$200 per ice hockey athlete to pay for ice rink rental costs, and to increase athletic fees from \$60 to \$85 per athlete per season for CHS, and from \$60 to \$80 per athlete per season for RMS students.

At the February 21 work session, the superintendent informed the Board of the potential loss of approximately \$2.3 million in state funds if the Governor's proposed cuts are adopted in June. The superintendent provided a breakdown of loss of state revenue (increased cost of NH Retirement System of \$1.2 million, loss of building aid of \$567,000, complete loss of catastrophic aid of \$465,000, and loss of \$52,500 in state aid for driver education, a state-mandated requirement), and informed the Board that a budget contingency plan is being developed.

At the Board's February 23 work session, the administration answered questions from school board members about the contingency plan. The Superintendent proposed reducing hourly staff by .5 hours per day, outsourcing night custodial work across district, outsourcing student transportation, and the possibility of decommissioning Eastman for 2011-2012. Ms. Ardinger reminded the public that Board will proceed through the budget process, including posting the budget on March 18 and holding two public hearings. She noted that the Board received a two-week extension from CEA and CAA for issuing contracts, by April 15, so the schedule is adjusted.

Ms. Ardinger announced that the Board will hold two public hearings on March 28 at the Central Office, and on March 29 at Dame School at 5:30 p.m. The public is encouraged to attend.

The Board voted 9-0 to approve the minutes of the February 7, February 9, February 14, February 21, and February 23, 2011 Board work sessions with two changes as noted in the minutes of the February 14 and February 23 work sessions (moved by Mr. Cogswell, seconded by Tara Reardon).

Personnel

Leave of absence

The Board voted 9-0 to approve an unpaid childrearing leave of absence (moved by Mr. Williams, seconded by Jack Dunn).

Staff nominations

Adrienne Shoemaker, Teacher of the Visually Impaired, District, \$6,222, rate of 30% of B-3, second semester only, prorated 92 days. This is in addition to Adrienne's current 70% contract. Reimbursed by Manchester School District

Lisa Long, Technology Education Teacher, Rundlett Middle School, \$5,555 rate of 30% of B-1, one year only, prorated 92 days. Lisa replaces Gabe Cohen (92 days at 30% of M-

9 = \$8,777) – LOA. This is in addition to Lisa’s 70% Art teacher position. Budgeted at \$7,444

Christopher Noyes, Music Teacher, Rundlett Middle School, \$9,058 rate of 50% B- 1, prorated 90 days. Chris replaces Gabe Cohen (90 days at 50% of M-9 = \$14,310) – LOA. Budgeted at \$9,710

The Board voted 9–0 to approve the staffing confirmations as presented, with the corrections as noted by Mr. Prince (moved by Mr. Casco, seconded by Mr. Cogswell).

Coaching nominations

Jessica Boezeman, CHS Girls Spring Track Head Coach, Concord High School, \$4,052. Step 1, Group 3, 11.0%. Jessica replaces Barbara Higgins.

Clint Cassavaugh, CHS Boys Freshman Lacrosse Coach, Concord High School, \$1,842, Step 1, Group 11, 5.0%. Clint replaces Charles Swift.

The Board voted 9–0 to approve the coaching confirmations as presented (moved by Mr. Cogswell, seconded by Mr. Casco).

Capital Facilities

Jack Dunn reviewed the report of the February 16, 2011 Capital Facilities Committee, which met to discuss the construction management of the elementary school projects, including the organizational chart of related personnel, use of the School Board’s website to track the project, and Mr. Cashman’s “Cashman’s Corner” Twitter account.

Mr. Dunn gave an update on construction.

Millbrook Primary – steady progress is being made on site preparation.

Christa McAuliffe Elementary – the former SAU office, 16 Rumford Street, was taken down last week. Crews will be separating out recyclable elements such as granite, and disposing of other materials to a recycling center. 97% of the buildings that are demolished will be recycled, and all the granite is being reused. The rubble will be cleaned up over the next week and a half. Kimball will come down in late March after the final PCB cleanup in the basement.

Abbot-Downing Elementary – the Professional Development room was taken down over the winter break and a temporary wall was put up. The builder will start installing drainage and footings this week. Mr. Dunn noted that Concord TV is integrating photos of the progress of construction into its programming.

Mr. Dunn discussed the School Board’s new website that will track the elementary schools’ construction in detail. Historical documents regarding each school, as well as blueprints of the new buildings, have been posted. He discussed the possibility of PTO-sponsored “brick” fundraiser, wherein residents can have names inscribed on bricks that form some of the walkways of the new schools.

Mr. Dunn read excerpts from the Eastman historical report, developed by architectural historian Elizabeth Hengen, noting the progressive vision of Louis Rundlett, who was Superintendent from 1885-1934. Among Mr. Rundlett's recurring concerns was the need for new, up-to-date schools. In 1935, the District received federal funds to build a new school for East Concord at a cost of \$36,000, matched by the City's \$44,000. The 1870 Eastman School, the oldest still in use by the District, was severely outdated, particular its mechanical systems. The District was struggling with finances in a distressed economy, with teacher salary increases being suspended and the administration holding off on school supplies and equipment. Offsetting the financial picture was the availability of federal funds for school building. The situation for the District in 1935 is strikingly similar to the circumstances of the District in 2011.

The website is **concordk5project.com**.

Superintendent Rath noted that prior to the demolition of the 16 Rumford Street building, an old locked safe had been opened. Although it was quite moldy, a large stack of scrapbooks going back to mid-century was discovered and retrieved. Mr. Cogswell noted that there is also a large safe at Kimball School that should be opened, as well as a cornerstone (possibly with a time capsule).

Instructional

Eric Williams reported on the committee meeting of February 16, 2011. He asked for a vote to accept Kearsarge Regional High School as a sending district to CRTC. Kearsarge currently has options to send students to Claremont and Newport; the travel distance isn't any greater to Concord. The current footprint of the CRTC ranges from Hillsborough to Pittsfield/Deering. According to the contract, Kearsarge has allocated a percentage of students who could attend the CRTC. The committee voted 4-0 to approve this request.

The Board voted 9-0 to approve Kearsarge Regional High School as a sending district to CRTC (moved by Mr. Casko, seconded by Mr. Cogswell).

Other Business

Mr. Cogswell updated the Board on the work of the Charter Commission. The School District charter is currently controlled by the state legislature. The commission is working on a process to shift responsibility for changes to the charter to the citizens of Concord, and has put in many hours and had good discussions toward this end. The state procedure to change municipal charters is RSA 49:B; the commission has decided to use 49:B as a template and modify it to fit the needs of the Concord School District. He noted that the next meeting on Thursday, March 10 is to finalize this amendment process. Some of the remaining issues include how many people need to sign a petition to establish a charter commission, and what percentage of votes will be required to

pass ballot questions. The commission will hold a public hearing on March 24, when other issues may be raised by the public.

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for March and April 2011. The calendar of meetings can be found on the District's website, **concordnhschools.net**.

Public Comment

There was no public comment.

Adjournment

The Board voted 9-0 (moved by Mr. Cogswell, seconded by Mr. Williams) to adjourn.

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Concord School District
School Board Work Session #9
FY 2011-2012 Proposed Budget

Date: March 9, 2011

Board Members present: Kass Ardinger, President, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administration: Chris Rath, Rob Prohl, Michele Croteau, Larry Prince, Matt Cashman

Board President Kass Ardinger called the meeting to order at 5:30 p.m.

Superintendent Rath distributed a document that provided a review of the Superintendent's budget. It followed the order of the narrative that had previously been presented with the budget documents on January 26, 2011. The new document pointed out items from the narrative that were considered points of interest for the Board. For future reference, this information was referred to as the "white" budget.

Assistant Superintendent Rob Prohl provided a report explaining the reduction in Teaching Assistant positions proposed in the 2011-2012 budget. He expressed concern that it may be challenging to maintain the model of inclusion with this reduction. It is expected that the actual allocation of cuts may shift by year-end based on actual student needs at that time.

Superintendent Rath provided an update on progress regarding the evaluation of outsourcing as an option for providing student transportation. She stated that she expected to have a recommendation the following week. The budget currently includes the cost of the District continuing to provide its own transportation service in-house, with the exception that the budget does not provide for any bus replacements in 2011-2012.

A discussion ensued regarding the cuts of reading tutors and reading specialists proposed in the original Superintendent's budget. Ms. Rath stated that she would reinstate the reading tutors if at all possible.

An "off-white" document was distributed by the Superintendent and reviewed. This document contained a list of changes being proposed to reduce the amount to be raised in taxes shown on the "white" budget. These changes were considered prior to the announcement by Governor Lynch of the changes in funding included in the state's proposed next biennium budget.

The Board identified some areas marked as proposed cuts that they wished to revisit at a future meeting. The following items were highlighted on the report for that purpose:

- cut 1.0 FTE Special Education teacher at Concord High LBI: \$80,367;
- cut 6 elementary reading tutors: \$85,199;
- inclusion of \$16,000 for library software: \$16,000;

- inclusion of technology purchases proposed in addition to those projected as part of the lease-purchase: \$86,079;
- inclusion of specialized equipment: \$125,385.

Additionally, the following entry was marked on the “off-white” budget for future consideration: reinstatement of the CHS Special Education teacher with the equivalent cut in Teaching Assistants. No money was designated with this entry, as the net dollar impact of this change would be \$0. With the exception of the preceding items, the Board decided to leave the cuts as proposed.

Superintendent Rath indicated that she would present the Board with a “blue” budget at the next budget meeting to be held next Monday, March 14 at 5:30 p.m., which would show an additional list of cuts for the Board’s consideration in response to the proposed cuts in state funding for next year. The Board deliberated over how best to proceed with the budget, given the Governor’s budget proposal. A concern was raised regarding the uncertainty of the state’s budget and the need for the District to have a contingency plan, which may include issuing “pink slips” (layoffs) for some staff members. The Superintendent indicated that the document for Monday’s meeting would include a list of actual cuts that would need to be taken if the proposed decrease of \$2.3 million in state funding were to occur. The model for Monday would include the tax rate calculation, allowing the Board to see the impact of each item as decisions are made to include or exclude the Superintendent’s proposed cuts in the blue budget.

Clint Cogswell noted that some cuts need to be decided in the short term, while others can wait until a later date. He proposed presenting a budget with a 3.9% increase in the amount to be raised in taxes, in conjunction with a contingency plan to address the state’s actions.

It was requested that the Superintendent identify a priority list of the items that would come out of the contingency to be returned to the budget should there be the opportunity to reinstate some of the cuts.

The Board was reminded that, although the spreadsheet being used focused on the amount to be raised in taxes, ultimately budget adjustments would need to be separated into adjustments to revenue and adjustments to expenses for the purpose of posting total budgeted appropriations for presentation at the public hearings.

The Board continued discussion on the budget. Among the comments, the following sentiments were expressed: it was felt that there was no reason for optimism regarding possible reinstatement of funding from the State, and one course of action could be to make the cuts and hope for public input on these difficult decisions at the hearings.

The Board voted 9–0 to adjourn (moved by Tara Reardon, seconded by Chris Casko) to adjourn.

The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Michele Croteau, *Recorder*

**Concord School District
School Board Work Session #10
FY 2011-2012 Proposed Budget**

Date: March 14, 2011

Board Members present: Kass Ardinger, *President*, Chris Casco, Jack Dunn, Jennifer Patterson, Tara Reardon, Clint Cogswell, Kevin Fleming, Bill Glahn, Eric Williams

Administrators present: Chris Rath, Rob Prohl, Michele Croteau, Matt Cashman, Larry Prince

Board President Kass Ardinger called the meeting to order at 5:35 p.m. She noted that the Board would review the 2011-2012 fiscal budget.

Superintendent Rath briefly reviewed last week's meeting on the proposed January budget ("white budget") and the amendments made for the original budget. These amendments reduced the tax impact to 3.21%. The Superintendent's presentation for this meeting would focus on additional reductions of almost \$2 million to offset reductions proposed by Governor Lynch in building aid, catastrophic aid, driver education aid and \$1.2 million more in payments to the NH Retirement System, for a total of \$2.3 million. She stated that she would present the Board with options to meet its budget goal of 3.95% on the local tax rate.

Clint Cogswell wanted a review of which reserve funds had been already factored into the current budget.

Superintendent Rath pointed out the reserve funds that were used in the "white budget" included \$103,000 from the maintenance reserve to offset general maintenance; fire doors at CHS, etc., \$427,000 from the risk management (health) reserve, \$16,544 from the Instructional Trust to pay for new texts for two vocational education programs; and \$1,198,195 from the facilities trust in order to stay within the 3.2% net debt service threshold. The proposal to use these funds was not in response to the governor's proposed budget.

In response to Board comments and suggestions, the administration then included \$120,000 from the energy trust fund and \$30,000 from the remaining funds in the Rundlett HVAC project to pay for the new roof at Beaver Meadow School

Business Administrator Michele Croteau reviewed the budget document she had prepared, addressing how each colored section coincided with each of the proposed budgets.

The current year's tax rate is \$12.15. The Superintendent's proposed (white) budget assumed the assessed valuation remained flat and a \$12.63 tax rate or a 3.95% increase in the tax rate over the current year (\$43.4 million would need to be raised in taxes).

The administration then proposed amendments to the white budget that the Board requested prior to the governor's proposed budget. The revised tax rate after the amendments would be \$12.54 or a 3.21% increase the tax rate over the current year (\$43.2 million would need to be raised in taxes).

The governor's proposed budget would require funding \$1,200,000 in additional funds for NH Retirement, make up for the loss of \$465,000 in Catastrophic Aid, \$531,000 in Building Aid, and \$52,500 in Driver Education, for a total of a \$2,249,000 increase in the amount to be raised by taxes. These reductions and additional expenditures would raise the tax rate to \$13.19 or an 8.56% increase.

Superintendent Rath began the review of the "blue budget" by stating that the District had already reduced the budget by \$5 million and needed to reduce it by \$2 million more. She noted that the administration examined radical changes to the way it does business that could potentially realize savings without increasing class size.

She stated that bids to outsource night custodial service were due at the SAU office on Tuesday, March 15. A figure of \$293,000 was used in the budget until the numbers come in. This line item will be revisited at the Wednesday Board meeting.

The administration spoke with companies the previous day about outsourcing bus transportation. Superintendent Rath recommended outsourcing the special education buses only. The projected savings of \$40,000 would include not having to buy small buses (reducing 1/3 of the fleet), reduced hours worked by current staff and possible reductions in training and uniforms. Bus monitors would be provided by the contracting company. \$98,000 in revenue could be realized by selling the District's small buses to the new company, but this would likely be offset by increased unemployment and severance pay costs.

Eric Williams voiced concern about turning over control to a transportation company and especially selling the buses, which would mean there would be no going back. He stated he wasn't sure the savings were worth it and asked the Board to keep this in mind. Mr. Cogswell mentioned the savings from not needing to buy new buses. Superintendent Rath noted that the District had already cut the purchase of new buses from the budget, so the savings didn't appear as great as it normally would. Kevin Fleming suggested talking to other districts that have outsourced their transportation to see how their contracts increased after the initial five-year contract.

Superintendent Rath stated that the District spends a great deal on special education transportation and that she is concerned there isn't a good process in place to manage or control access to that transportation. She suggested that an operational change be made if this option was adopted. All special education transportation requests would come to the central office to be evaluated by the Director of Student Services. The receptionist would assume the responsibility of managing who has special education transportation, as she has previous job experience as a bus dispatcher. The reduction of

a partial mechanic would offset the reinstatement of the receptionist position. Assistant Superintendent Rob Prohl stated that operationally it makes sense to move this to the central office. Ms. Ardinger stated that she thought centralizing decision-making in general was a way to contain costs. Another \$32,000 in additional savings would be found in this category.

Superintendent Rath requested to defer the discussion on reducing hours for hourly employees until the Wednesday Board meeting. She then presented several proposed budget reductions. The Assistant Principal position at Kimball Walker would be cut, the Assessment Coordinator position would be reinstated to full-time, and the 60% Assessment Coordinator would return to a full-time teaching position, for an overall savings of \$63,000.

Superintendent Rath reported that the Board had two options on the next three proposed cuts: either close Eastman early, which would net \$180K in savings (\$200K savings in salaries offset by a \$20K increase in transportation) or make staff reductions, or reduce two elementary teachers and a portion of an elementary music teacher, which would mean fewer instrumental lessons. The elementary principals were advocating that the Board close Eastman rather than make the teacher cuts.

At RMS, it was proposed to cut a .5 physical education teacher position and a .5 technical education teacher position (students would get a study hall instead of another related class). Jennifer Patterson and Tara Reardon asked whether an art teacher was involved in these cuts. Superintendent Rath said she would need to confirm this. Ms. Patterson recommended that health classes have more physical activity if the cuts go through, and that this would need to be brought before the Instructional Committee.

Superintendent Rath reviewed the CHS staffing report. A reduction of 1 teacher position in Life Studies/Health was proposed. According to student registrations, there would be reductions in Art (.6 position) and Social Studies (.4 position), but an additional World Language teacher was needed to cover enrollment increases.

Mr. Cogswell asked how many wellness classes are mandated at the high school. Superintendent Rath reported that 1.5 credits are required in Physical Education and .5 credits in Health.

Superintendent Rath proposed reducing CHS commons administrative assistants from full-year positions to school-year positions. The Community Education administrative assistant would be included in this reduction. Two program assistants who assist the assistant principals and the receptionist position at CHS would be cut.

Cuts were proposed to co-curricular activities, including the gymnastics program, the JV cheerleading stipend for fall and winter, the girls crosscountry assistant coach and the girls indoor track assistant coach positions. At RMS, fall and spring intramurals were proposed to be cut. Ms. Ardinger questioned why the girls programs and not the boys programs were being cut, and Ms. Patterson and Mr. Williams also expressed concern about this. Superintendent Rath responded that the boys programs never had

assistant coaches, and agreed to look into why only the girls sports are being cut and come back with more information.

It was proposed that elementary club stipends be reinstated as the language in the contract about elementary club stipends states that they must be Board-funded. Superintendent Rath said that she will make her recommendations for club stipend reductions at RMS and CHS at a later meeting. Ms. Patterson mentioned that while the Board was obligated to fund the elementary stipends, it has no obligation to spend them, and Superintendent Rath reported that in the past the stipends had not been spent completely.

Mr. Prohl addressed several special education cuts. Proposed reductions included the preschool autism contract, the 3R consultant, and \$20K cut from the PT budget. He indicated that some PT services could end earlier and be picked up by District staff. The elementary school psychologist reduction would result in only one psychologist at the elementary level and would require moving the psychologist back to the Central Office. Schools would have to submit requests to Central Office and the Central Office team would determine if a child would be evaluated. It was reported that outside evaluations can be very expensive and that the District can afford to cover only a few of these, which are usually requested by parents. The District decides whether to defend its evaluation through a due process hearing or to opt for the outside evaluation. Money in the out-of-District account was level-funded but based on next year's projected placements, it was recommended that a \$20k cut be taken.

Mr. Prohl reported that the administration is aggressively trying to identify every student with a potential Medicaid number. Staff can now find out if students are Medicaid-eligible and get the Medicaid money that is due to the District. He said the administration needs to make sure that staff is filling out "X-logs" to maximize Medicaid revenue. It was suggested that a box could be added to the IEP application that parents could check if they are receiving Medicaid. Mr. Prohl suggested that Medicaid revenue could conservatively be increased by \$37K for next year. He also reported that a speech and language vacancy at RMS was not filled; a teaching assistant is used instead.

Superintendent Rath reported that Adult Education is losing state revenue, which reflects the loss in driver education funding. She said that in other areas, the Central Office was taking reductions in supplies, printing and advertising and that the Section 125 program was being brought back to the Central Office. Director of Human Resources Larry Prince explained that Section 125 covers flex spending or childcare costs. The courier service could be listed under Food Service and the District's portion could be taken out.

Eric Williams asked if the interest earned on the bond proceeds was included in the amount used in the projection of the Facility Purchase & Renovation fund. Ms. Croteau said she would look into this.

Mr. Prince reported on the Local Government Center Retiree Prescription Subsidy rebate. The application for July 2008 to June 2009 was submitted late and was denied, but an application for January 2009 to June 2009 was submitted and a rebate was

received. Local Government Center appealed on the District's behalf. The District was notified last week that the denial was repealed and it would be receiving \$50,000.

Superintendent Rath stated that this version of the blue budget restored the reading tutors, included additional separation pay for custodians and transportation, and added the cost of a consultant for Task Force III work. It was proposed that the latter two items be taken out of a reserve fund.

Superintendent Rath addressed the financing of the Concord Regional Technical Center (CRTC), which was originally covered at 75% by the state and 25% locally. This year the State funded its share at only 71%, and next year the State projected funding its share at 60%. (This translates into the state funding 45% and local districts having to fund 55%.) She had scheduled a meeting with the sending districts on Tuesday, March 15 at which she would ask whether they would be sending fewer students or picking up the extra cost. Traditionally, sending districts never lock in the number of students they are sending but the District would request that they do so.

She reported that the House Finance Committee was discussing cutting all tuition funding for vocational education. Without knowing which revenues will be cut, the entire CRTC staff may have to be "pink-slipped" until the sending districts determine how many students they will send or whether they will pick up the additional costs, and whether the House Finance Committee makes the decision to cut funding entirely. Currently, the District receives \$1 million from the state and about \$.25 million from the sending districts.

Ms. Ardinger noted that she was incensed that the state could take away the funding after strongly encouraging the District to establish the CRTC and accept students from other districts. She stated that the state's cut of this funding decimates the entire CRTC program. The Board discussion options for at least Concord students, possibly pink-slipping only portions of teachers.

The total cuts in the "blue budget" equal \$1,964,000, resulting in a tax increase of 3.95%.

Bill Glahn stated that he appreciated the administration's effort and realized that these numbers have serious consequences for residents, staff and students. Ms. Ardinger stated that a rising tax rate has its consequences also, so the Board and the administration have the responsibility to keep that in mind, too. Ms. Patterson stated how critical it is to get the community to the public hearings. Mr. Glahn stated that the School Board has been fiscally responsible but stressed that it is irresponsible to continue to cut services out of government whether at a School Board level or at the state level.

The meeting adjourned at 7:39 p.m.

Respectfully submitted,

Kass Ardinger, Board President

Jack Dunn, Secretary

**Concord School District
School Board Work Session #11
FY 2011-2012 Proposed Budget**

Date: March 16, 2011

Board Members Present: Kass Ardinger, *Board President*, Chris Casco, Clint Cogswell, Jack Dunn, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Board Member Absent: Kevin Fleming

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Larry Prince

The meeting began with a “non meeting session” of the Board at 5:30 p.m.

Board President Kass Ardinger called the meeting to order at 5:38 p.m., noting that the purpose of the non meeting was “to discuss legal advice from the District’s attorney” which, according to RSA 91:A, does not fit the definition of a “public meeting” and therefore did not require a roll call vote.

Superintendent Chris Rath distributed a spreadsheet detailing the bond payment schedule, in answer to a question requested at the last meeting about whether the interest on the bond proceeds had been included in the amount used in the projection of the Facility Purchase & Renovation fund.

Michele Croteau described the bond schedules if the District did not issue the final \$7.5 million. The schedule the Board reviewed did not include \$800,000 that the Board transferred to the Facilities Purchase and Renovation Fund at the end of 2010.

Ms. Croteau said that the Board could use the \$800,000 provided the withdrawal meets the purpose of the fund. She encouraged the Board to seek feedback from the state Department of Revenue Administration. Ms. Ardinger noted that if the funds have already been placed in the reserve, they must remain there or be used for the purpose of the fund. The administration will analyze the language establishing the fund and analyze the conditions under which the Board can access these funds.

Mr. Glahn noted that the various funds were set up for a purpose and questioned whether it was prudent to take funds that had been set aside for a specific purpose and use them now – using long-term investments to pay short-term needs.

Superintendent Rath went line-by-line through a document entitled “Concord School District – FY 2011-2012 Budget” dated March 16, 2011. This document is posted on the District website at concordnhschools.net. She noted that there were no changes in either the “white budget” or “orange budget” columns. Drawing the Board’s attention to the “blue budget,” she noted a number of changes:

- Initial proposal to outsource night custodial services (line 114): has been withdrawn. The alternative is to cut \$200,000 (5.5 custodial positions) throughout the District. The administration plans to reorganize custodial duties throughout the

buildings. Ms. Ardinger said she presumed some need for overtime and asked whether the \$200,000 cut takes this into account. Superintendent Rath noted that the intent is to set a target and meet that target; no overtime is planned.

- Outsourcing special education transportation (line 115): The administration had proposed to save \$40,000 here, but has withdrawn that proposal. Superintendent Rath noted that if the District does not outsource special education transportation, it cannot sell the buses, so the administration has withdrawn the proposal to sell the small buses as well.
- Cut a maintenance position for \$50,000 (line 117): proposed.
- Reinstate administrative assistant position (line 118): withdrawn.
- Proposal to reduce 12 educational assistant positions (line 120) for a savings of \$300,000: There are approximately 215 educational assistants in the District; 21 position cuts have been previously proposed and this is an additional 12, for a total of 33.
- Proposal to cut the assistant principal position at Kimball Walker School (line 121): no change.
- Proposal to close Eastman School (line 124): The reduction of one administrative assistant position, one section of kindergarten, one custodial position, a part-time nurse position, and supply costs, offset by the cost to transport Eastman students, would result in a net savings of about \$180,000.
- Proposal to cut PE and Tech Ed teacher positions (lines 125, 126): no change.
- Do not fill Life Studies/Heath teacher vacancy (line 127): no change.
- Change year-round administrative assistants at the high school to school-year contracts (line 128): withdrawn; instead, the administration proposes to make cuts to full-time positions. The cut of a receptionist position at the high school will be discussed in a later budget line.

In response to a question from Mr. Williams at the last work session about whether boys' and girls' sports reductions are being made evenly, Mr. Prince noted that Director of Physical Education and Sport Steve Mello initially said that it appeared that girls' sports had taken more hits, but a closer look revealed that the girls' indoor track assistant coach was cut, but the boys' indoor track did not have an assistant coach. Mr. Williams noted that his concern was not the cut in the girls' indoor track vs. the boys' indoor track, but rather whether assistant coach cuts were equitable between girls' and boys' sports.

Mr. Prince said Mr. Mello had demonstrated that the cuts that were made have the least impact on student opportunities; he enrolls approximately 25 athletes per coach. For example, he noted that the gymnastics team has had low enrollment in the last two years.

- Reductions in club stipends at CHS and RMS (lines 137, 138): the District typically spends \$160,000 on all club stipends.
- Series of special education cuts (lines 139-148): unchanged from the meeting of March 14. Autism, 3-R consultants, physical therapy contract, reducing summer school teacher, eliminating 1 school psychologist, eliminate vacant PT speech/language position, reduce Medicaid at the high school.

Ms. Patterson asked if the administration had looked at the effect on special education of a reduction of teaching assistants. Superintendent Rath indicated that the administration would find different ways of approaching the challenge; for instance, clustering students. She said the problem will require not just tinkering, but a different approach, and that the school principals are committed to trying to make it work.

- Adult education (driver education; required by the state to be offered): the state proposes to cut funding from \$52,500 to \$0. The District needs to make up the difference, either by increasing the rate charged to students or possibly contracting out that service. Superintendent Rath noted that she is skeptical about putting revenue estimates in that are uncertain. In the past driver education has been a revenue source, but is no longer.

Mr. Cogswell asked if the District could raise the cost of tuition to equal commercial providers, noting that teachers are paid per class, a scheme that assumes X number of students in each class. If student tuition is lost, the District must still pay the teacher. Superintendent Rath said there was a projected slight decrease in driver education tuition attributable to a decline in enrollment. The administration is committed to making sure \$52,500 is cut, as the legislature is proposing state aid to be cut to \$0.

Ms. Ardinger noted that if there has ever been an unfunded mandate, driver education is it. She stated that it is particularly infuriating that the state would make cuts like this, to a program that it mandates be offered by every school district.

The Board reached consensus that the District should consider outsourcing the driver education program.

It was also noted that the summer school program does not generally bring in revenue to offset expenses and the District needs to consider if there is a more cost-effective way of structuring this program.

The administration reviewed additional items in the "blue budget."

- Superintendent Rath notified the Board that since Monday, March 14, the House Finance Committee is considering taking further reductions in state support for the regional centers by significantly decreasing state subsidy to sending districts. This action would have serious implications for the number of sending school students, and revenue projections, for the Concord Regional Technical Center.

Ms. Ardinger noted that the legislature is contemplating making the cuts to sending district tuition funding in place of cuts in building aid. She commented that a higher

number of people will be affected by cuts to building aid than will be affected by cuts in sending-school aid

Mr. Glahn noted that if the District doesn't get these students, at least several programs will need to be cut, if not the entire CRTC. If the CRTC is closed, 200 CHS students would have to take additional classes at the high school.

Superintendent Rath said that the administration was considering how best to proceed with both projecting revenues, hiring staff and registering students for CRTC programs for the fall of 2011. .

Superintendent Rath posed a number of questions the administration is working to answer: how much tuition is needed to make programs work; how many seats are left for Concord students; what legal recourse is available to the District regarding the state's contract with CSD to provide a regional center; can the District sell, lease or sublet the spaces. She noted that cuts to the technical center may impact higher-risk students who are drawn to automotive or culinary programs.

Mr. Glahn suggested that, apart from the impact on CHS students, the District should closely examine the contract to determine if it provides the District with the ability to say to the state of New Hampshire that the CRTC is going out of business.

Mr. Dunn commented that the District will need to have a collaborative effort with sending schools to seek the best solutions to this problem.

Mr. Casco stated that state legislators are apparently unaware that federal funds will not be realized if the state doesn't kick in its part.

Dr. Rath indicated that the administration may not be able to issue contracts to CRTC staff at this point; she noted that the sending school districts are struggling to make this work, but that the risk to the Concord School District is much higher than to them at this point.

Mr. Williams noted that the discussion illustrated the challenge of trying to budget to a moving target, as no one knows what the legislature will do. He said he would rather not pass a budget that cuts the proposed level of teacher aides, at least not until the Board knows for sure what the legislature will do. He said that while the Board must have a contingency plan, he would rather be in the position of making cuts directly because of actual budget cuts the state eventually adopts.

Ms. Ardinger noted that the Board cannot renege on contracts that are signed and delivered, and asked Mr. Williams what he thought the Board might do if it does not assume these state cuts now (that will primarily affect staffing).

Mr. Williams stated that it would make the most sense to him to post a budget that would not reflect the Governor's proposed cuts.

Mr. Glahn noted that he did not want to make hypothetical cuts in the budget. He said that the Board cannot announce a budget now with a tax rate of X that "could be much higher;" he would rather announce a tax rate of X that "might be lower." He said there is no chance that the budget the legislature devises will be any less drastic than the

budget the governor proposed, “given the strategy they have for ‘who takes the pain.’” He suggested that the Board must assume that the Governor’s budget is far from a worst-case scenario.

Superintendent Rath continued discussing the status of “blue budget” line items:

- Reading tutors: Superintendent Rath said she hoped to restore reading tutors, but has not at this point.
- Separation pay and unemployment for custodians (lines 161-162): nothing proposed at this point.
- Consultant for repurposing schools: will fund with bond proceeds.
- Technology equipment cut at RMS (line 169): -\$11,000.
- Reduction of secretarial staff (line 170): additional staff reductions for \$70K – one CHS position, one CO position, and another unannounced.
- Reduction of remaining ½ of unaffiliated raise (line 171): this cut would affect executive secretaries, tutors, permanent subs, managers, technology staff.
- Proposal to cut three teachers (line 172): this proposal is to cut two elementary teachers, resulting in 5th grades in two schools in the range of 26-27 students each. The other full-time position cut will be split between the middle and high school. In response to a question, Superintendent Rath noted that every time a cut at RMS is made, more students are put into study halls. She noted that some electives will not be offered at CHS. She commented that class sizes can’t go too much higher.

In response to a question from Ms. Ardinger about reducing the PE requirement at CHS, Superintendent Rath said she would like the Instructional Committee to weigh in on eliminating the PE requirement.

Superintendent Rath noted in response to a question from Mr. Glahn that the total staffing impact would cut 71 out of almost 900 positions. Mr. Glahn noted that 80% of the District budget is comprised of salaries and benefits, so that when state cuts are made on the scale proposed by the governor, reductions in the budget can’t be made without affecting people.

Director of Human Resources Larry Prince clarified that the dates for issuing contracts are as follows: teacher and administrator contracts: April 15; CEOPA: May 13; all others: June 1 or beyond.

Mr. Cogswell noted that the Board could use \$800,000 that the Board had transferred at the end of 2009-2010 to the Facilities Purchase and Renovation Fund to offset some of the proposed reductions.

Ms. Ardinger proposed that the Board post this budget to get public input. She said it was critical to notify the public as soon as possible about the status of the School District budget. Mr. Dunn also indicated the Board should post this budget and let people know if they will be “pink-slipped” as soon as possible, as the job market is very bad and staff should be given as much lead time as possible to look for other jobs.

Mr. Casco noted that the CRTC staff was not included in the reduction list at this time. Superintendent Rath indicated that she will need to bring forth the plan with proposed reductions before April 15.

Mr. Glahn reminded Board members that 33–34 positions were cut from the budget to get to the tax rate increase of 3.95%, before the governor’s cuts. Superintendent Rath reminded Board members that the original budget had significant health insurance and retirement increases (\$450K) that resulted in proposed reductions.

Mr. Glahn noted that Board members should not be paid a stipend in these difficult fiscal times. He also noted that the Board has a responsibility to employees not to post a budget if the Board isn’t sure it would make these cuts, stating that he understands the Board’s interest in keeping the tax rate to 3.95%.

Ms. Reardon commented that the Board will do teachers a huge disservice by dragging the budget decision out and not letting them get out to look for jobs. She noted that there is no more money coming in for fixed-income taxpayers. She estimated there were many taxpayers in Concord saying they would not be able to pay their taxes.

Ms. Patterson said she believes that cuts to teaching positions will truly harm education in this District. She suggested the Board should post a budget that will focus people’s attention on the legislature, as well as the School Board’s public hearings.

Ms. Ardinger noted that every uptick of the tax rate may spell no medication for senior citizen on fixed incomes, or taking away money from people’s food budget. She said the best way to close this meeting is to post this budget with all the cuts and put the community on notice; otherwise, the Board would be making the choice to tax our neighbors higher and higher rates in order not to make the cuts that are demonstrated in this budget.

Mr. Glahn commented on New Hampshire’s unfair tax structure; stating that the Board annually discusses what might be the arbitrary tax increase percentage that people can live with. He said the Board has an obligation to deal with the tax side AND provide an excellent educational system. He stated that he was uncomfortable picking a purely arbitrary number (3.95%) to increase the tax rate if it would negatively affect education.

Ms. Ardinger commented that the necessity of cutting teaching assistants will force the District to examine how services are being delivered and whether there were alternative ways to deliver services.

Mr. Williams stated that he believes this budget will harm education of students, with its significant teaching assistant and teacher cuts.

Ms. Patterson commented that she and Mr. Glahn will write a piece for the newspaper as individuals and not representatives of the School Board, to publicize the budget while refraining from advocacy.

Mr. Glahn made a motion, seconded by Tara Reardon, to post the budget as presented.

Mr. Williams suggested an amendment to motion to increase the budget by \$800,000 and retaining 32 teaching assistants. There was no second to that amendment.

The Board voted 6–2, Mr. Williams and Ms. Patterson voting nay, to post the budget as presented (motioned by Mr. Glahn, seconded by Ms. Reardon).

The Board voted 8–0 (moved by Mr. Casco, seconded by Mr. Williams) to adjourn.

The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

Concord School District
School Board Work Session #12
FY 2011-2012 Proposed Budget

Date: March 21, 2011

Board Members present: Kass Ardinger, *President*, Chris Casco, Clint Cogswell, *Vice President*, Jack Dunn, *Secretary*, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Michele Croteau, Larry Prince

Board President Kass Ardinger called the meeting to order at 5:38 p.m., stating that the meeting was to review the revised version of the bond schedule and provide background for the \$800,000 that some Board members suggested using to pay for items in next year's budget. She wanted to make sure the Board followed this process so that if a proposal came up to use funds from the renovation trust fund, that they would be used in a legal manner.

Business Administrator Michele Croteau first reviewed a summary of the activity in the Facility Purchase and Renovation expendable trust fund from 2006-07 to date. The initial deposit was approximately \$2.5 million and the current balance is \$5,117,378 million. Ms. Ardinger asked Ms. Croteau to explain how the fund was originally initiated and where the initial \$2.5 million came from. Ms. Croteau stated that the initial funds were payment from the state toward funding the vocational center construction. The payment was a reimbursement to the District, which was then put aside to fund future purchases of sites and facility construction that more recently has been used for the elementary consolidation project. Bill Glahn explained that when the trust was started there was no consolidation plan in place. The reserve was maintained to effectively reflect the amount that the District was expending in debt for the 2005-06 tax year going forward. The reserve was used to keep the debt level from spiking in future tax years.

Ms. Croteau discussed the 2009-2010 plan to deposit \$1,653,000 into the reserve, the differential between the principal and interest payments for that year and the \$3.2 million goal for debt service set by the Board. The Board, instead, cut \$800,000 to help the City with its budget concerns. The Board froze the budget and looked for ways to make up the \$800,000. In October 2010, the Board reviewed the unreserved fund balance for the 2009-2010 year and reinstated \$830,000 into the Facilities Purchase and Renovation Fund.

Ms. Croteau then reviewed the bond schedule that had been used during the evaluation of the bond structure for the \$55 million. She noted the three additional

columns in the updated bond schedule that showed what the debt schedule would look like if the District did not issue the \$7.5 million remaining in authorized funding for the elementary project, and covered the expense of lost building aid of \$531,816, and then drew down on the reserves to meet the debt threshold of \$3.2 million. The projected tax impact dropped as compared to where the District thought it would be when the bonds were first planned. Ms. Ardinger pointed out that spikes in the tax rate had been reduced considerably due to not issuing the last \$7.5 million bond and by including the \$830,000 deposit.

Ms. Croteau then reviewed a third bond schedule if the \$830,000 withdrawn from the fund in 2011-12. There would be no impact in 2011-12.

Jennifer Patterson questioned whether the Board had to commit to using the reserve funds now to offset the loss of building aid, or if it could wait until the Board finalizes the budget in October. Ms. Croteau noted that funds could be moved back to the reserve in October. Ms. Ardinger addressed the fact that reserves established in the renovation trust fund could not be used legally to rehire teachers. The \$800,000 would have to be used to pay off debt, which would have the effect of lowering the tax rate.

Mr. Glahn voiced his concern that the Board needed to be careful to not simply undo \$800,000 in cuts on a short-term basis because next year the Board would be dealing with these same cuts, or making new ones. Ms. Ardinger pointed out that outstanding questions that will impact operating expenses next year include the CRTC and the Diploma Academy. She postponed any decision about votes on the budget until after the public hearings.

Ms. Patterson requested more information on the impact of the proposed teaching assistant cuts, especially to special education.

Ms. Ardinger announced that the final agenda item was a non-public session to discuss personnel issues. Mr. Glahn motioned to enter into non-public session for the purpose of discussing the teacher nomination list pursuant to RSA 91-A:3, II (b). Board member Ms. Patterson seconded the motion. Ms. Ardinger then called for a roll call vote to adjourn into a non-public session.

The Board voted 9-0 by roll call to adjourn into a non-public session to discuss personnel issues.

The meeting went into non-public session at 6:07 p.m.

The Board reconvened after a roll call vote to end the non-public session at 6:44 p.m.

Mr. Glahn motioned to have the nonpublic session minutes sealed in order to keep the session as non-public, because not to do so would defeat its purpose.

The Board voted 9-0 (motioned by Mr. Glahn, seconded by Tara Reardon) to seal the non-public session minutes, as not to do so would defeat the purpose of the non-public session.

The Board voted 9-0 (moved by Mr. Glahn, seconded by Mr. Dunn) to adjourn.

The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Kass Ardinger, *Board President*

Jack Dunn, *Secretary*

Concord School District Public Hearing
March 28, 2011

Board members present: Kass Ardinger – Chair, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Jennifer Patterson, Tara Reardon, Eric Williams, Bill Glahn – Absent

Administration present: Chris Rath, *Superintendent*, Rob Prohl, *Asst. Superintendent*, Michele Croteau, *Business Administrator*, Larry Prince, *Human Resources Director*, Matt Cashman, *Director of Facilities and Planning*

Kass Ardinger called the hearing to order at 5:33 p.m. and explained that the superintendent would make a short presentation, and then the hearing would be opened for public comments on the budget. She explained that the Board would not be answering questions or commenting, but would listen to what people had to say.

Superintendent Rath presented an overview of the budget that included the original Superintendent's proposed January budget, amendments to that budget by the Board, the effects of the proposed Governor's budget and then the current March budget proposal. The original January budget had an overall 1.69% increase from 2010-2011 or a 3.95% tax increase. After the January presentation, the Board made \$277,761 worth of cuts, bringing the tax increase down to 3.21%. The proposed Governor's budget would bring the tax increase to 8.56% if no change by the Board were made. The Board cut an additional \$2.2 million to bring the increase to the tax rate back down to 3.95%.

Superintendent Rath also noted that the District is at risk of losing tuition revenue for the Concord Regional Technical Center (CRTC). Loss of state funding would mean the sending school districts will have higher tuition costs to send students to the Center. Additionally, if the state makes the proposed cuts the districts will be at risk of losing federal grant monies, which would have a very negative affect on the District. Unfortunately, the state budget won't be finalized until June, and the Board has to pass its budget before then. She also noted that the building project was not affecting the budget and is not the reason for the dramatic cuts to the budget.

Ms. Ardinger opened the hearing for public comments.

Margaret Barry, 12 Bellflower Circle

A Title I Literacy teacher at Beaver Meadow School, Ms. Barry stated that CSD is a District In Need of Improvement in reading and the Board should not eliminate her position. She asked that the Board look at raising the tax increase to spend more for the children.

Susan Maher, 8 South Street

Ms. Maher, President of the CEAA and a teaching assistant for 18 years, with 14 years at Rundlett Middle School, represented the association. She stated that teaching assistants provide safety, supervision and help with students' educational needs, and a reduction of teaching assistants would make this difficult to implement.

Sheila Morris, Concord

Ms. Morris has been a resident of Concord for 10 years, has three children in the schools, and has been a consistent member of school PTOs for nine years. Cutting almost 1/3 of the custodians is also a dramatic reduction; they keep the schools extremely clean and safe for the students. She asked that the Board try to fund the CRTC no matter what, as it is great for students and helps them stay in school.

Tim Thompson, 22 Broadway

Mr. Thompson has two children in Concord schools, one in kindergarten and one in first grade. His autistic child has made great strides in preschool and his continued socializing using the inclusion method has helped immensely. He is afraid that cuts will ostracize special education students and have the effect of sending them back to resource rooms. He asked that the Board restore all teaching assistant positions.

Carl Heath, 288 South Street

Carl is a CHS student who attends the Graphic Arts program at the CRTC. He said that the program has been an amazing opportunity for him and if he loses this program it will greatly impact his future, noting that many students use the CRTC to head to community college or as a trade school for jobs after high school.

Alex True, Deerfield

Alex is a CHS student who attends the Graphic Arts program at the CRTC, who says the CRTC is his biggest motivation for coming to school. Noting that these are the best grades he has ever had, he asked the Board to keep the CRTC open even if state funding is cut.

Kristen Phillips, 1 Gordon Avenue

Ms. Phillips has a child at Conant and is proud of the CSD "inclusion model," believing that the teaching assistants are the lynchpins that hold the program together. She urged the Board not to cut teaching assistants. She also encouraged the audience to speak with their legislators about the impending cuts.

Nan Welch, 356 Mountain Rd. East Concord

Ms. Welch retired two years ago from teaching after 23 years with Concord. She is unhappy with the closing of Eastman school as she felt the District promised not to close the school early.

Judi Faulkner, Rumford Street

Ms. Faulkner has lived in Concord for 33 years and is retired from the Concord School District. She suggested that the Board approach the state and offer CRTC as a charter school; that the Board speak with the Concord Parks & Recreation Department about

providing middle school and freshman sports teams instead of the School District; that the Board not cut teaching assistants.

Megan DeVorsey, Cambridge Street

Ms. DeVorse's family moved to Concord because of its highly rated schools, and said that she is willing to pay higher taxes to keep quality education for Concord children.

Roger Brooks, 53 South Street

Dr. Brooks requested that the Board reinstate the \$10,000 proposed cut to the Capital Center of the Arts, stating that this would have a very small effect on the tax rate. \$2,500 is for the use of the Capital Center for student's activities, and the rest is used to reduce ticket prices for grades 1-3 to attend shows, bringing the cost to less than \$7.00 per ticket.

Eliza Richards, Concord

A 6th grader at RMS, Eliza attended Beaver Meadow School and was part of the literary arts program. She feels if Concord loses this program it will lose art inspiration for students.

Nicki Clarke, 53 South Street, Capital Center of the Arts

Ms. Clarke is the Director of the Capital Center for the Arts. She stated that the partnership between the CCA and the District serves every 1st – 3rd grader in the District, over 1,000 children. She believes that the \$10,000 is a modest investment with a big impact.

Cathy Kaplan, 14 Fairfield Drive

Ms. Kaplan has a 4th and 5th grader at BMS, fourth-generation CSD students. She asked that the literary arts program not to be cut as it helps nurture the imaginations of her children.

Inez McDermott, Concord

Ms. McDermott is a 25-year Concord resident; her children were educated in the District. She feels the proposed budget would be devastating, as students and families develop close relationships to teaching assistants. She stated that she is willing to pay more in taxes if needed.

Robert Wilson, Hopkinton

Dr. Wilson is the Chair of the Board of Trustees for the Capital Center for the Arts and had lived in Concord for 25 years, but now lives in Hopkinton. He believes the literacy arts program helps students learn about the arts and should not be cut.

Valerie Flanders, Chichester

Ms. Flanders is a teacher and former student at the CRTC. She has worked for 11 years as the Exploring Teaching teacher, and believes the CRTC has a positive impact on students, many of whom go on to become first-generation college students; she was one of them. She asked the Board to find a way to fund the CRTC.

George LeMay, Heights

Mr. LeMay has a second grader with Asperger's Syndrome, a first grader with autism (now mainstreamed) and a normal 4-year-old in preschool. He stated that ESS services and the Eastman preschool program helped his child with autism greatly, and much of that due to exceptional teaching assistants.

Michael Barry, Develle Street

Mr. Barry's son attends the CRTC culinary arts program. He strongly believes the CRTC is a stepping stone to careers for many students and should be funded.

Roy Schweiker, Chapel Street

Mr. Schweiker stated that he doesn't want taxes to go up. Concord has some of the lowest incomes in the state. He backs the closing of Eastman school if it will save money and feels the Board should cut classes that have low enrollment. Mr. Schweiker believes the Board should consider cutting more administrators, and ask the unions to give back the money which they will receive in negotiated salary increases, as these are hard times and all need to sacrifice.

Curt Whittaker, 1 Oakmont

Mr. Whittaker has two 4-year-olds going into kindergarten next year, and does not like the idea of Eastman school closing early. He also doesn't understand how such large cuts can be made and there still be a 4% increase in the budget. He stated that teachers need to contribute more and shouldn't get increases when the budget is this tough.

Victoria Su, Franklin Street

Ms. Su stated she is accepting of higher taxes if necessary to maintain high-quality education. She is a part-time reading tutor, English Language Learner tutor and a Title I Homelink tutor at Kimball Walker. She is concerned about the proposed cut of the Assistant Principal position at Kimball Walker. She feels that crises may not be handled adequately if the position is cut.

Betsy McNamara, Concord

Ms. McNamara is a 22-year resident of Concord with two children, one in 5th grade and one in 9th grade. She is unhappy with the proposed cut to the Literacy Arts program and feels the cutting of 33 aides will impact the inclusion program.

Fiona Quirk, Concord

Ms. Quirk works as an Occupational Therapist for the District, and stated that larger class sizes will negatively impact students. Teaching assistants benefit all students, and a reduction in both teachers and teaching assistants will become a safety issue. She stated that inclusion is an important model, and these cuts will hinder that model.

Erica Johnson, Cricket Lane

Ms. Johnson stated that she came to the public hearing to advocate for her son. He completed two years of private preschool before going on to public elementary school; if Eastman school closes he will have attended four schools in four years.

Maureen Redmond-Scura, Concord

Ms. Redmond-Scura has been a Concord resident since 1987 and has found that when something is cut it doesn't usually come back. She stated that cuts always hurt the poorer kids the most, and currently Concord spends less per student than Bow and Hopkinton.

Sara Stuart, Concord

Ms. Stuart has been a teaching assistant for 10.5 years, is now a student teacher in the District, and both her children have gone through the District. She feels that students will not benefit from these cuts and that the Literacy Arts program is needed.

Sandra Soucy, 91 Abbott Road

Ms. Soucy has worked for the District for 28 years as media aide; her position is slated to be cut. She said that eliminating one-third of the media services positions at RMS will have a very negative impact on the school.

Pete McNamara, 26 Emerson Road

Mr. McNamara is the Executive Director at the Auto Association of NH. He stated that funding of the CRTC is needed, as it serves as a pipeline for kids to go from high school to community college. The Auto Association works with the CRTC to provide internships, scholarships and certifications for students, as well as training for teachers. He urged the audience to contact the Legislature as it is in control of this issue.

Pia Shea, Concord

Ms. Shea is a member of the Kimball Walker PTO and feels the Kimball Walker Assistant Principal position cannot be cut. She said she is willing to pay more in taxes to help pay for education.

Danielle Llewellyn, Pleasant Street

Ms. Llewellyn stated that cutting more teaching professionals isn't going to help CSD out of being a District In Need of Improvement. She is in favor of Eastman school closing and said she is willing to pay more for her children's education.

Bill Smith, Concord

Mr. Smith is a parent of a 7-year-old with special needs, who feels that CSD has a great special education program and that the inclusion program is a model for the country. If these cuts are made, more special education students will be pushed into expensive out-of-district placements, costing four times what is currently spent.

Barbara Higgins, 133 Liberty Street

Ms. Higgins served for 21 years as a teacher in the district. She feels staff shouldn't be cut.

Jill Spenser, Concord

Ms. Spenser has three children in the District, one at Kimball Walker and two at RMS. She asked the Board not to make cuts. She is willing to pay more in taxes for education.

David Frydman, Concord

Mr. Frydman is a 20-year resident of Concord and feels that, for the sake of the students, the Board cannot make dramatic cuts. He asked the Board to put the burden on the taxpayers. He stated that the Inclusion program only works with the right amount of people and if the funding isn't there, the program won't work.

Ms. Ardinger thanked the public for its input and its patience throughout this long meeting, and adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Public Hearing on the Budget
March 29, 2011

Board members present: Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Eric Williams, Tara Reardon

Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele Croteau

Kass Ardinger called the hearing to order at 5:33 p.m. and explained that the superintendent would make a short presentation, and then the hearing would be opened for public comments on the budget. She explained that the Board would not be answering questions or commenting, but would listen to what people had to say.

Superintendent Rath presented the 2011-2012 budget with an overview of the budget that included the January budget, amendments by the Board, the proposed Governor's budget and then the current March budget proposal. The original January budget had an overall 1.69% increase from 2010-2011 or a 3.95% tax increase. After the January presentation, the Board made \$277,761 worth of cuts, bringing the tax increase to 3.21%. The proposed Governor's budget would bring the tax increase to 8.56% if no change by the Board were made. The Board cut an additional \$2.2 million to bring the tax rate down to 3.95%.

Superintendent Rath also noted that the District is at risk of losing tuition revenue for the Concord Regional Technical Center (CRTC). Loss of state funding would mean the sending school districts will have higher tuition costs to send students to the Center. Additionally, if the state makes the proposed cuts the districts will be at risk of losing federal grant monies, which would have a very negative affect on the District. Unfortunately, the state budget won't be finalized until June, and the Board has to pass its budget before then. She also noted that the building project was not affecting the budget and is not the reason for the dramatic cuts to the budget.

Ms. Ardinger opened the hearing for public comments.

Peter Rahlson of Concord is a retired RMS school psychologist who works part-time as a program assistant. He asked the School Board and administration to reframe its perspective and make a fundamental paradigm shift in terms of how it funds the positions in the district, from "How do we make cuts?" to "How can we keep all these positions?" He said the RIF and bumping process will lower staff morale, impact educational services, and pit one employee against another. He proposed shared

responsibility and shared sacrifice to find a solution to the problem, which will require collaboration among the Board, administration, unions, PTO and community at large.

Mark McLeod, a Concord resident and parent, stated that public education is the most worthwhile thing his taxes support. He said that cuts to teacher assistants will negatively affect the greatest number of students; not only the special needs students, but the students remaining in the classroom, and the teachers as well.

Carl Sargent noted that Concord has a large number of retired people, and increases in school budgets will impact them disproportionately. He suggested pushing a little higher on the number of students in a class to keep the number of classes down.

Sarah Aiken is a lifelong Concord resident with a son at BMS with an aide. She noted that a reduction in teaching assistants would impact her son, who receives speech and occupational therapy, and his ability to receive the best educational services.

Pat Croteau lives in Concord and work at BMS as paraprofessional. She asked the Board to restore all paraprofessional positions that are scheduled to be cut.

Priscilla Giles taught in Concord schools for 23 years. She feels it is important to have an aide to help with special education students, and would like to see the quality of education kept high.

Elizabeth Briggs is a parent in Concord. She said that the quality of education in Concord is in jeopardy, as there are already too few teachers and aides, and the District has one of the highest teacher/student ratios in the state. She said that, while people are in jeopardy of losing their houses because taxes are so high, she knows the Board's decisions are not easy. She's in favor of all other cuts, including closing Eastman School a year early, if it will save teaching positions.

Ethan Poulin is from Hillsboro, and a student at the CRTC in the graphic arts program. He said that his teacher, Mr. Mungovan, is inspiring him to take graphic arts up one level – to go to college. Ethan said that he has gained 9 college credits before even entering college. He said it would be a shame if the CRTC closed down.

Chuck Douglas moved to Concord from Contoocook 30 years ago and is vice chairman of the Concord Taxpayers Association. He urged the Board to make even more plans for cuts, as he believes the Legislature might make even more cuts. He suggested the Board weigh the concerns of the other people testifying, but said that big jumps in the tax rate during a recession are not a good idea.

Ms. Ardinger and Mr. Dunn replied that the risk management fund is used to offset items such as the state's downshifting of retirement costs, and the increased cost of medical insurance.

Margie Mead is a taxpayer in Concord and a special educator at CHS. She said that the CRTC can be a positive goal for students who are struggling in reading, writing, and math. She asked the Board to save the educational assistants.

Curt Whittaker asked whether a cost-benefit analysis has been done on closing Eastman, and whether the increased transportation costs been figured in. He asked if

there are any new programs being adopted in the coming year. He said the Board is proposing to increase salary and benefits by over \$1 million, and identified two culprits in the budget crisis: the costs of health care and the 5-year teacher contract. He said he thinks it's fair to ask teachers and their unions whether they could forego across the board in terms of salary and benefits increases in order to help the taxpayers.

Betty Hoadley is a long-term resident of Concord, urged the Board not to cut into the reserve funds.

She suggested analyzing the number of coaches per sport, the need for traveling soccer teams at RMS, athletic department conference/travel budget lines, and the cost of the three post-season invitational (travel) matches for school athletes.

Mrs. Hoadley suggested eliminating music lessons at RMS, and asked whether the band needs to practice every day. She suggested there is no need for a crossing guard at Dewey. She asked whether the Board had examined all the extended-year contracts, and trimmed down the guidance counseling staff. She stated that the Board should maintain the sanctity of the homeroom classroom, and noted that no staff position that assists in student reading, writing and mathematics should be cut.

She suggested the Board advertise its open enrollment policy.

Mrs. Hoadley noted that the recent union contracts (CEA, CAA and CEAA), provide pay raises of just under 8% over three years: 2.5% in the first year, 2.5% in the second year, and 2.75% in 2011-2012. She said that each employee of the District should receive a detailed list of his or her complete benefit package so they understand the real cost of their positions.

She congratulated the Board on its considerable planning over many years on the elementary school consolidation project that will result in continued avoidance of spikes and unanticipated costs in the coming years.

She stated that it is shameful that the state is refusing to hold up its end of the contractual agreements regarding CRTS, and promises of school building aid.

Ralph Willette has 3 children in Concord schools, and moved here in 2001 because the school system was so good. He said he advocated against Concord's elementary school consolidation project and thinks the schools could have been renovated at a much lower cost. He said he is more than willing to pay higher taxes if they're used responsibly. He thanked Ed Barnwell for the excellent job he's done at Dame School.

Don Jewell is a Concord resident with three boys in public schools: two at CHS, one at RMS. He commended the Board and those who spoke tonight. He said after reading a recent newspaper article, he realized how closely the Board had scrutinized every item in the budget, and stated that the problem really is these economic times. He feels one of the benefits of paying taxes is to experience sports and music events, to see how well the students are performing. On the other hand, as a property owner, he knows the tax bills are hard, and that some people won't be able to afford to keep their houses and will have to leave Concord.

Lynn Reyes, a Concord resident, has a son who is involved in special education, who has difficulty keeping up with his work and his grades. She said she is grateful for his special education teacher and his aide. She asked the Board to cut things, not people.

Steve Rothenberg is the Director of CRTC. He said it is shocking how quickly a program that has been carefully developed over 32 years of hard work, and that quite successfully serves 350 sending school 350 students and hundreds of CHS students, can be so negatively impacted in only one month.

Last month, the House said it was not going to pay the \$3,000 per student for which it has been obligated for many years. All this happened AFTER the sending school budgets had been voted on. Due to the loss of state tuition aid, the sending school districts are now in a position where they cannot commit even one student. He said the state should not make this change so quickly, giving the sending schools and the CRTC no time to adjust to this change in status.

He stated that the CRTC needs a year to adjust to the new protocol. He said that the entire community, including all the sending districts, needs some time to find a way to pay for these valuable programs.

Eric Buterbaugh has children at Dame and is extremely happy with his children's education there, noting that Ed Barnwell and the teachers work in partnership with parents. He noted that Dame has a particularly diverse population, which the community has embraced. He said that because of lack of English, these parents don't have a voice in this process and aren't aware of the coming devastating cuts. He thanked the Board for its work and said he was not quite sure what it could do to solve the budget problems, because it is dealing with what has been handed down from the state.

Jude Griffith is the VP of the Dame PTA, and stated that Dame has the most diverse school population in entire school district, and given the need for English language acquisition for these children, taking away anything from elementary reading is a mistake. She expressed concern about the student/teacher ratio and felt there should be at least one teaching assistant in every classroom. She asked what the parents could do to help the Board.

Nancy Guilbeault is a past VP of the Dame PTA, whose four children went through Concord schools. She served as a media aide paraprofessional, and worked as hard as any professional on staff during her 28 years in the District. She asked the Board to support the media paraprofessional positions, stating that she is willing to pay more in her taxes to keep these positions. She also noted that New Hampshire needs a broad-based tax to resolve the state's revenue problem.

Paul Rahlson spoke again, noting that back in the early 90s during a similar budget crisis, the unions came forward and provided support. He believes the Board, administration, and unions can solve this issue and save all the threatened positions.

Angus Boezeman said he moved to Concord a little over 30 years ago, largely because of the education system. He spoke in favor of the CRTC, stating that he had only been

able to earn a GED and never went to college, but was fortunate that when he was young he learned a trade as an apprentice. As a result, he was able to open his own business. He feels that technical education is extremely important.

Cathy O'Connor is a CHS educational assistant. She noted that in Paris, Maine, school employees from the Superintendent down to the custodian donated a day's pay to save their coworkers' jobs. She said she feels that is true "shared sacrifice," and asked whether the District could at least investigate that idea.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular Monthly Meeting
April 4, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn Jennifer Patterson, Tara Reardon, Eric Williams, Daisy Shampy (student representative)

Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:00 p.m.

Approval of Agenda

The Board voted 9-0 to approve the agenda with the following modifications: reverse the order of "Champions for Children" and "Public Comments" (motioned and amended by Chris Casco, seconded by Bill Glahn).

The Board voted 9-0 to approve the agenda with the following additional amendment: to defer "Personnel: a., b., c., d." to a special board meeting on April 11 (motioned by Jack Dunn, seconded by Mr. Casco).

Champions for Children

Superintendent Rath invited the principals to introduce the Champions for each school.

Tom Sica, Principal of Rundlett Middle School, introduced Leslie Joyner and Tina Daniels (Christine Richards was not able to be present):

"At Rundlett Middle School, three women gather around a vacant showcase, staring at the empty space. They lean toward one another, sharing hushed comments. Their heads nod and fingers point at something that remains invisible to the untrained eye. Down the hallway they move, pausing to examine a barren bulletin board. They stand in silence before the framed piece of cork as if they were viewing some magnificent piece of modern art. An exchange of whispers occurs. Suddenly, a spark of inspiration ignites into animated discussion. Their secret is hard to contain. With beaming smiles and sparkling eyes they exit the building.

“Days later, the musketeers return to Rundlett Middle School equipped with yards of fabric, brilliantly designed decorations and an assortment of photographs that would make any photojournalist jealous. Hours later, the empty showcase and barren bulletin board are transformed into works of art that capture a theme and an upcoming event. In the days and weeks that follow, students, teachers, and guests of Rundlett Middle School stop to admire the work of Leslie Joyner, “Queen of the Bulletin Boards,” Tina Daniels, “Rundlett’s own Paparazzi;” and Christine Richards, “PEG-Volunteer-Extraordinaire.” While each of these three parent-volunteers possesses her own unique gifts, they hold in common generous hearts which seek to serve, joyfully giving of their time and talent to Rundlett Middle School.

“Consistently, Leslie, Tina, and Christine bring great enthusiasm, imagination and a genuine desire to promote and celebrate the talents of our students. Each of these women possesses, in abundance, the ability to see the limitless potential that exists in the ordinary, whether it is a timid student seeking a part in a play, a yearbook in need of a thousand photos or an empty showcase waiting for a cause to celebrate. How does one transform vision into reality? For Leslie, Tina, and Christine, the answer is found in their commitment to public education and a belief in the dignity and worth of every child. It is with great pride that Rundlett Middle School presents Leslie Joyner, Tina Daniels, and Christine Richards as nominees for the 2011 Champions of Children.”

John Forrest, Principal of Beaver Meadow School, introduced Karen Knowles:

“Whether volunteering in the classroom, working the stage during a performance, or working to make our playground safe and accessible for all students, Karen Knowles’ dedication to the children of Beaver Meadow is uplifting and inspiring. She is someone who gets things done and the staff and students appreciate and enjoy her presence in our school.

“The theme of her work has been the inclusion of all students in all activities. This includes sports, our Student Actor Program (SAP), and the Beaver Meadow School playground. The results have literally been life-changing for many students. She led the crusade to make our school playground accessible to all students, including those with physical disabilities. Children in wheelchairs can now travel to every part of our beautiful playground, which includes slides built into the ground, exercise spots along a quarter-mile walking path for such things as push-ups and sit-ups, and an outdoor theatre for classrooms to use.

“Those same students can now access our stage in the Teague Theater at school because she helped push for ramps leading up to the main stage, built in to be aesthetically pleasing to blend in with the rest of the staging. As a member of the behind the scenes crew she has helped run the costume department for six years now. When students can’t provide the necessary parts for their costumes, she “miraculously” comes up with solutions, often coming from her own coffers or donations she solicits from the business community. In addition, Karen always

finds the time to chaperone field trips, volunteer in the classroom and is a vital part of the PTO at Beaver Meadow School. These are just a few of the many accomplishments Karen has achieved in the name of BMS students. She continues to work behind the scenes making the lives of Beaver Meadow families and children better. Progress happens with leadership and leadership is what she has given, as well as accessibility, to all of our students. She is a true Champion for Children and we applaud her tremendous efforts on behalf of the many children at BMS.”

Gene Connolly, Principal of Concord High School, introduced Lin Moulton:

“It is my pleasure to nominate Lin Moulton as Concord High’s Champion for Children. I cannot think of a more deserving candidate to receive such an honor in recognition of her countless hours of volunteer time spent helping children, teachers and staff in the Concord School District.

“Jim Foley, our director of bands, advises that eight years ago, when one of Lin’s daughters was a member of the sixth grade band at Rundlett Middle School, Lin immediately offered her assistance for any music department activities that might need an extra hand. At the time Jim had no idea what an important role she would play as Lin immediately jumped in, and hasn’t stopped since.

“Lin works tirelessly to assist the agenda of the music department and ensure that our students are provided for. She invests countless hours of her own time and resources without any concern other than what’s best for our students who affectionately call her, “Mama Lin.” Throughout the entire school year, “Mama Lin” is at Concord High assisting students in their most recent endeavor, regardless what it is. She does everything from decorating display cases outside of the main office, uniform fittings, planning the band cookout, making sure all students have water for band camp rehearsals and seeing that all students have a ride to Friendly’s or to their home after a Friday night football game. Band members know that “Mama Lin” is always there to help and support them with any problem, no matter how big or how small.

“And Lin’s assistance has been invaluable in other areas as well. She has created beautiful display cases outside the main office, highlighting the accomplishments of students and staff. And whether or not one of her daughters was involved, over the past several years she has provided invaluable assistance with the senior prom as well as other senior class activities.

“I can’t think of a more deserving person for the Champion for Children award.”

Mark Denoncourt, Assistant Principal of Conant/Rumford Elementary School, introduced Diane Wells:

“Foster Grandmother Diane Wells is Conant/Rumford Elementary School’s Champion for Children for 2010-2011. Diane has been a Foster grandmother in second grade at Rumford for four years and has served in the same capacity this year at Conant/Rumford. Upon arriving at school, Grammie settles into the

classroom and takes her cues from Liz Mignault, the classroom teacher, before beginning her daily tasks. In her kind and gentle manner, she regularly attends to children that need extra or special attention.

“When asked to share their thoughts about Grammie, all children first gave a broad, happy smile, then elaborated with many descriptions of her contributions to their class: typing stories, buying books for them, stuffing backpacks with take home papers, listening to children to read, as well as reading to them. And by the way, to quote a particular child, “You know, everyday she is just being nice!”

“That is not all she does for the students and Ms. Mignault. She helps Ms. Mignault with the distribution of homework and also assists in checking assignments that are turned in. She also is a wonderful support for the students who need help in mathematics, both in homework and classwork. As if this isn’t enough, her most powerful act is to write individual letters of encouragement to each child! What a wonderful act of kindness! Each child deserves such encouragement and the fact that Grammie Diane is willing and able to do it is remarkable. We would all want our children to receive such a letter.

“Lastly, when things are not going particularly well, or when she feels the need, Grammie Diane is able to provide students and teachers with much needed comic relief, making everyone laugh and smile.

“It is so important that our students develop relationships that span multiple generations. The seniors in our community have so much to offer our students. Grammie Diane fulfills this role in so many wonderful ways and as a result, she is this year’s Conant/Rumford School Champion for Children.”

Ed Barnwell, Principal of Dame and Eastman Schools, introduced Pandora Martel:

“Pandora Martel’s daughter, Nancy Siff, is the Reading Specialist for Dame and Eastman Schools. What Pandora is realizing is that she is part of the package deal that comes with Nancy’s job. Over the last 3 years, Pandora has been a regular fixture in the Dame School Reading Room: she helps organize and manage our multiple copy book collection used for Guided Reading lessons. She prepares materials for classroom instruction lessons, most recently helping to create the necessary “stuff” for Word Sorts activities. She processes and labels new books and supplies. Because of her many, many hours working “behind the scenes,” Dame School teachers and children have organized, prepared materials ready to go for the important work of teaching and learning to read. Quietly, diligently, and reliably, Pandora is a Champion for Children!”

Ed Barnwell, Principal of Dame and Eastman Schools, introduced John Cole (her grandson) and Dawn Morris (her daughter), accepting the award for the Eastman School Champion for Children Pat Tollenger:

“Pat Tollenger’s daughter, Dawn Morris, teaches first grade at Eastman School this year after a fair number of years at Dame School. When Dawn transferred to Eastman this year, so did her Mom! Pat had a distinguished career as a second

grade teacher in Amherst, NH., then became a regular volunteer in Dawn's classroom ever since. When not in sunny Florida, Pat makes Dawn's classroom a regular part of her "retirement" routine. As a veteran teacher, Pat is able and willing to step into any role: providing lesson plan ideas, working with struggling or discouraged learners in ways that boost their sense of self and accomplishment, chaperoning field trips, teaching small group follow-up lessons, helping students get from here to there. When signing in at the Office, Pat is always cheerful, happy to be back in a school, and appreciative of the hard work her daughter and the rest of us are doing. Pat has a special affinity for refugee children, and for discouraged and disenfranchised children.

"I have had a mind to nominate Pat before for this recognition in prior years, but this event always takes place when she is recharging down south. I didn't want to miss the chance to thank her for her years of contributions at Dame and Eastman School, so I thank her for being a Champion for Children in her absence, and will share our appreciation with her when she returns north to New Hampshire."

Sue Noyes, Principal of Kimball Walker School, introduced Rebecca Bliss:

"Rebecca Bliss has quietly and consistently volunteered at Kimball Walker in many different capacities ever since her oldest son started kindergarten at Kimball six years ago. When the two schools consolidated in the fall of 2009, she became a calming and supportive presence in both buildings. She is always volunteering and can be seen regularly in our buildings; she is described by staff as 'unassuming, and just helping out without seeking attention.'

'I was just thinking about how I was going to do math activities today, and I thought about Rebecca Bliss. Last year, when her son was in my class, she faithfully came in to volunteer weekly in our class and facilitated math games. She was so reliable and helpful and a great encouragement to kids and teachers alike!'

"The list of ways that Rebecca supports the children of Kimball Walker is a long one.

- She has volunteered at Krypto Club, leading games and helping students learn the rules. She is active in the Language Club and always volunteers to chaperone field trips.
- Rebecca has popped countless bags of popcorn, a Wednesday tradition in both buildings.
- She has served as chair of the enrichment committee, which funds and supports extracurricular activities for students.
- Most recently Rebecca has taken the role of PTO co-treasurer, a position she fills with sincerity, thoughtfulness, and diligence. In her role as co-treasurer, Rebecca organizes the Hannaford/Shaws gift card program and handles all the special accounts managed by the PTO, working closely with the ACE afterschool program and others.

- She is also an essential voice on the PTO board always sharing thoughtful reasoning.
- This year, she worked at the White's Park Winter Carnival Fundraiser. Despite the fact that she had already committed to hosting a birthday party for her son, and despite a snowstorm the day before, she still baked something and got it there!
- Rebecca believes in making kids strive for excellence. She insists that her own kids challenge themselves, and go the extra mile, and she supports that work throughout our school, which is why Rebecca Bliss is the Kimball Walker 2011 Champion for Children."

Recognitions

Student representative Daisy Shampey noted that the graduation committee is up and running. Many seniors are finalizing their plans for next year as college admissions decisions come in. The school hosted a successful jazz concert last week. \$3,800 was raised in two days from a school-wide bake sale to assist the family of CHS senior Kaytlynn Jacobs-Brett, whose mother died in a very recent car accident. \$500 of this was donated by the senior class.

Students in the CRTC health science, construction, culinary and information technology programs recently won outstanding state awards, and will attend national competitions in Kansas and California.

Superintendent Rath noted a letter from the NH Charitable Foundation informing the District that the Lenita Bofinger Art Fund has been established by Paul Bofinger and his daughter Lise (a teacher at CHS) to promote art education in the Concord School District.

Public Comment

Laura Bonk of Concord read aloud a letter she had written the School Board regarding the School District budget situation. She suggested that the 2009-2012 Master Agreement between the CSD and the CEA be modified in two ways in order to preserve teaching positions: that the veterans salary schedule be eliminated to save up to \$400,000, and that teachers should forego salary and step increases for 2011-2012, with the resultant savings used to issue contracts to additional teachers and teaching assistants.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the March 7 regular monthly meeting.

The Board voted 9-0 to approve the minutes of the March 7, 2011 Board meeting with one change (moved by Mr. Glahn, seconded by Kevin Fleming).

Ms. Ardinger said that, in the interest of time, she would not review the minutes of the March 7, March 9, March 14, March 16, and March 21 Board work sessions, but noted that these can be found on the District website and copies can be obtained from Central Office.

The Board voted 9–0 to approve the minutes of the March 7, March 9, March 14, March 16, and March 21 Board work sessions (moved by Clint Cogswell, seconded by Mr. Casko).

Ms. Ardinger said that, in the interest of time, she would not review the minutes of the March 28 and March 29 public hearings, but noted that these can be found on the District website or obtained from the Central Office. She remarked that 35 individuals testified at the public hearing on March 28 and 21 individuals on March 29, a jump from the prior two years, during which no one spoke at the public hearings on the budget.

The Board voted 9–0 to approve the minutes of the March 28 and March 29 public hearings (moved by Tara Reardon, seconded by Mr. Cogswell).

Personnel

Coaching nominations

Patrick Casey, Boys Track Assistant Coach, Concord High School, \$2,394, Step 2, Group 9, 6.5%. Patrick replaces Zach Emerson.

James Klobucar, Girls Track Supplemental Coach, Concord High School, \$2,210, Step 1, Group 9, 6.0%, Jim replaces Ember Stokes.

Stuart Kremzner, Boys Track Assistant Coach, Concord High School, \$1,473, Step 3, Group 13, 4.0%. Stuart replaces Nicholas Zeras.

Nicholas Zeras, Girls Assistant Track Coach, Concord High School, \$2,578, Step 3, Group 9, 7.0%. Nick replaces Kristen Houghton.

Alicia Bordonaro, Girls Track Head Coach, Rundlett Middle School, \$1,842, Step 1, Group 11, 5.0%. Alicia replaces Jessica Boezeman

Skye Butman, Girls Track Assistant Coach, Rundlett Middle School, \$737, Step 1, Group 14, 2.0%. Skye replaces Kindra Lansburg.

John Fraser, RMS Boys Track Head Coach, Rundlett Middle School, \$2,210, Step 3, Group 11, 6.0%. John replaces Brian Huckins.

Emily Marston, Boys Track Assistant Coach, Rundlett Middle School, \$737, Step 1, Group 12, 2.0%. Emily replaces Christopher Lane

The Board voted 9–0 to approve the staffing nominations as presented (moved by Mr. Glahn, seconded by Eric Williams).

Joint Finance / Capital Facilities

Jack Dunn reviewed the report of the March 23, 2011 Capital Facilities Committee meeting. The agenda was to discuss the financial management of the construction process, including payment processing, monthly budget summaries, and monthly budget detail and review a construction update via slideshow. Mr. Dunn noted that each expense is detailed down to the penny.

Mr. Cashman gave an update on construction:

Mill Brook Primary – an extensive amount of foundation has been poured.

Christa McAuliffe Elementary – Kimball School has been taken down “to the granite level.” By next week, the site will be prepped and ready to pour foundation. Where the Morrill School had been, foundations have been poured and will be backfilled next week.

Abbot-Downing Elementary – due to the frequent snowstorms in March, less progress has been made on this site.

Other Business

Mr. Cogswell noted that the Charter Commission will meet on Wednesday, April 6 in the Board room at Central (Dewey School), at 7 p.m. There will not be public comment at that meeting. The Commission is required to submit its preliminary report in April and have a vote on the charter prepared for the November 2011 ballot. The Charter Commission may also meet on Thursday, April 7 in the Board room at Central (Dewey School), at 7 p.m. to complete its work. Meetings are open to the public, and televised on Concord TV.

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for April 2011. The calendar of meetings can be found on the District’s website, concordnhschools.net. A joint meeting of the Finance and Instructional committees will review a plan on the future of the CRTC on April 6. The special board meeting on April 18 will be moved to just after the Communications meeting on April 11, as the District may be able to hire some CRTC teachers after the meeting on April 6.

Public Comment

Mr. Ron Rayner of Concord testified that, in light of the very generous contract teachers received a year-and-a-half ago, he would hope they would consider foregoing their pay raise this coming year, in order to save other teacher and paraprofessional jobs. He suggested that, if the majority of teachers were asked to support this idea, he thought they would. He said that his comments were directed at the union, and stated that it should avoid the perception of always presenting a roadblock. He noted the symbolism of the CAA and School Board foregoing their raises and stipends, and in

that way giving something back to the community, and challenged the teachers' union to also stand out in this community. He said that resentment to unions around the country is becoming overwhelming, and suggested that union leadership take a vote among its teachers to see if this idea is something they could support.

Adjournment

The Board voted 9–0 (moved by Mr. Glahn, seconded by Mr. Dunn) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Special Board Meeting
April 4, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 5:30 p.m.

Superintendent Rath provided a summary of public comments from the public hearings of March 28 and 29, which included:

- Strong support and value for inclusion model, and concern that reduction of teaching assistants may signal a change in that philosophy.
- Support for the partnership with the Capital Center for the Arts and the literacy arts program.
- Concerns about closing Eastman, particularly if class sizes change, but tempered by the acknowledgement that cost savings may require its early closing.
- Concern about cutting teachers' ability to support inclusion, with the reduction of teaching assistants.
- Support for reading tutors at the elementary level.
- Concern about cutting the assistant principal at Kimball Walker School.
- Some parents were willing to pay more in taxes to reinstate cuts.
- Citizens were concerned about increasing property taxes.
- Suggestions from citizens and some staff that staff forego raises, or donate a day's pay to save their colleagues' jobs.
- Most commenters understood that the construction project was not driving tax increases or causing disruption with the loss of other state aid.
- Lack of opposition to the use of reserve funds.
- Strong support for the Capital Region Technical Center programs from students, particularly. CRTC Director Steve Rothenberg noted that the proposed change in state funding came about too quickly for the Concord School District and sending districts to adjust to the changing model.

- Several speakers noted the unknowns facing the District at this time regarding CRTC: the number of students who will be attending given the loss of state tuition/ transportation commitments; the possibility of the “adequacy grant” remaining flat; the Diploma academy is on the table; catastrophic aid proposed to be cut completely; no information yet about federal grants (including IDEA, Carl Perkins, Title I, Title II).
- It was noted that the legislature is downshifting expenses to local communities, beginning with Gov. Lynch’s proposed budget. The biggest share of this is the downshifting of employer contributions to the NH Retirement System.
- The District needs to find additional funds for unemployment benefits for those staff who are part of a reduction in force.

In consideration of this public input, the Superintendent proposed to withdraw \$830,000 to further offset debt service payments. Additionally, the Superintendent proposed to reinstate some budget cuts, with a balance of \$429,052 going into the Superintendent’s contingency. This would allow flexibility to consider reinstatement of some items in the future, once the state’s budget is finalized. Her comments on this latest budget included:

1. The reduction in the number of paraprofessionals signifies no change in the District’s philosophy of inclusion; rather, the administration proposes to examine how best to use its resources. The reduction of 24.34 aides (from 165.65 to 140.26), while significant, can be accommodated with the use of a new tool from the NHSAA that provides guidance on making decisions about how to determine when a child needs paraprofessional support services. In addition, special education law mandates that paraprofessionals be supervised by certified special education teachers, among other requirements.
2. The latest budget will reinstate the literacy arts partnership with CCA, with preparation and follow-up on these performances becoming part of the District’s regular program instead of a special class.
3. Eastman School will be closed one year before the original date, realizing a net savings of \$180,000.
4. Two elementary teacher positions will be reinstated, plus .5 RMS art and .5 CHS math positions.
5. The reading tutors will be reinstated.
6. The Kimball Walker Assistant Principal and Assessment Coordinator position will be reinstated for 2011-2012 only.
7. The administration is developing a proposal to save what is possible of the CRTC, at least for CHS, which may mean that class sizes may be small. Once it is established what can be provided for Concord students, the District would invite sending school students to attend, although with the state budget undetermined and sending school budgets already set, those numbers will be unknown for a

period of time. If the Board approves this plan, some contracts may be issued to CRTC teachers.

8. The administration proposes to add \$2,300 for the cost of transporting students to CCA events.

The administration proposes to withdraw an additional \$400,00 from the Risk Management Reserve Fund to apply to the costs of the NH Retirement System to further lower the tax rate, resulting in an anticipated 2.95% tax increase.

There was much discussion about the use of reserve funds.

Ms. Croteau noted that the Department of Revenue Administration requires that the Board vote withdrawals from reserve funds as “a sum certain,” although that can be “up to a specified amount.” The Board must vote on each reserve account separately.

Based on the Superintendent’s proposal, Ms. Ardinger made the following motion (“the original motion”):

That the Board raise and appropriate the sum of \$74,646,037 to adopt the budget for fiscal year 2011-2012 as posted on March 18, 2011 and subsequently modified by vote at the Special Board meeting held on April 4, 2011 inclusive of the following transfers to existing expendable trust funds:

Vocational Capital Reserve Fund for an amount up to \$205,512;

And also inclusive of the following withdrawals from expendable trust funds to fund appropriations:

Facilities Purchase & Renovation Expendable Trust up to	\$2,560,011
Instructional Trust for an amount up to	\$16,544
Risk Management Expendable Trust of	\$827,000
School Buildings and Renovation Expendable Trust of	\$103,000
Capital Budget – Balance of QSCB funding for RMS HVAC up to	\$30,000
Energy Expendable Trust up to	\$120,000

In response to a question from Mr. Glahn about why the Board needs to withdraw \$830,000 and put \$429,052 into the Superintendent’s contingency now rather than leaving it in the fund until June, Ms. Croteau noted that to do otherwise would impact the anticipated tax rate. Ms. Ardinger noted that further changes to the budget will require 7 out of 9 vote.

Mr. Cogswell noted that he is in favor of budgetary action that supports inclusion, the CRTC, and the Diploma Academy.

Ms. Patterson noted that this proposal allays many of her concerns, noting that one of her priorities is to do whatever possible to avoid teacher layoffs. She said she would like to see a .5 PE position and .5 Tech Ed position reinstated at RMS. A citywide school, whatever changes are made at RMS affect all students at that grade level. One

result of the current budget is the loss of physical activity during the day for RMS students. She approved of the reinstatement of art positions, preserving opportunities for multiple exposures through the course of the year. She noted that Tech Ed plays a similar role to CRTC at Rundlett with its hand-on curriculum, which she feels is critically important for students at this level.

Amendment #1.

Ms. Patterson made a motion to amend the original motion and reinstate a .5 Tech Ed position and a .5 PE position at RMS, while keeping the contingency where it is. Mr. Casco seconded the motion.

Mr. Dunn noted his preference to accept the Superintendent's proposal as is; knowing that state and federal funding are uncertain, putting dollars in reserve gives the Board flexibility.

Ms. Reardon said that if this motion benefited all the students in the District, she'd be in favor of it, but that it would benefit a select group of students.

Ms. Patterson replied that PE does affect the majority of students at RMS, except in 7th grade, where there's a scheduling issue with World Languages.

Mr. Casco noted that the restoration of the .5 PE teacher position would help to address the problem of childhood obesity. He noted that a few years ago, the District had 4 Tech Ed teacher positions and now there are nearly none. He said that the District has purchased computers/tech equipment, but this equipment will go unused without a teacher to provide instruction.

Mr. Williams noted that he will vote in favor of the motion, as it is critical to maintain physical education opportunities, and very important to have technical education.

Mr. Glahn noted that he will vote against the motion; while these are valuable programs, he doesn't think this particular restoration is as important as other cuts that have been made.

Mr. Cogswell noted that while there are many items he would like back in the budget, as the City is trying to come in below a 3% increase in the tax rate, he will vote against this motion. He commented that by keeping a reserve and building in a significant contingency, the School Board has covered its bases and can revisit the question in June.

Dr. Fleming noted that he will vote in favor of the motion, as the issue probably will not be revisited. His personal view is that health and physical education considerations are important enough to be put back in the budget now.

The Board voted 4-5 (Ms. Reardon, Mr. Glahn, Mr. Cogswell, Ms. Ardinger and Mr. Dunn voted nay) to amend the original motion and reinstate a .5 Tech Ed position and a .5 PE position at RMS (motioned by Jennifer Patterson, seconded by Chris Casco).

The Board returned to consideration of the original motion.

In response to questions from Mr. Williams and Mr. Casco, Superintendent Rath noted that the administration's intent is to comply with IEPs, but that the assignment of one-on-one aides will be reexamined. One of the intents of an IEP is to help children become independent over time, and these plans are dependent on the needs of a particular child, which could include personal care, physical activities, or instructional support. It is important to determine the nature of the disability, whether an emotional or physical disability. A child who is independent but requires a certain kind of curriculum may or may not require a one-on-one aide. The District hasn't done this in a centralized way, which explains the proliferation of one-on-one aides.

Mr. Cogswell, noting that IEPs are renewed every year, indicated that there is time to implement a new philosophy. He noted that parents about part of the IEP team and that there is a "due process" to be followed if parents are dissatisfied with the plan.

Mr. Casco cautioned the administration about rewriting IEPs to fit this budgetary cut, noting that if absolutely necessary, some of these positions can be put back in.

Mr. Glahn noted that his two main concerns are with paraprofessionals and the CRTC. He said that the CRTC problem is being foisted upon the District by the State, with the proposal to cut sending school tuition. He said he values inclusion, and that if a one-to-one aide is required for a student's individual education plan, the District would be in violation of state/federal law if one is not provided. He noted an approximately 15% cut in paraprofessionals providing special education, of which the Board shouldn't assume apply only students with one-to-one aides.

Ms. Ardinger noted that the Board recently received an offer from CAA (Concord Administrators Association, which includes principals and administrators; not including unaffiliated staff or administrators at Central who will not receive pay raises) to decline salary raises scheduled for FY 2011-2012, totaling \$54,000.

Amendment #2.

Ms. Ardinger made a motion to amend the original motion and acknowledge and accept the CAA's generous offer to decline their salary increases for the next budget year that total \$54,000, and to add that amount to bottom line. Mr. Glahn seconded the motion.

Mr. Casco noted that this action is an almost unheard of, tremendous show of leadership, and that he could not commend CAA members enough to have the courage to stand up and do this. He stated that members of the CAA are setting the best possible example for this District.

The Board voted 9-0 to amend the original motion and accept, with appreciation, the offer from the CAA to decline their pay raises for next year (motioned by Kass Ardinger, seconded by Bill Glahn). This amendment will be added to the overall motion.

Mr. Glahn said that pay (stipends) is an issue of leadership for the Board as well, and asked what could be done if individual Board members wish to decline stipends for this year.

Amendment #3.

Mr. Casco moved to amend the original motion and restore the CHS gymnastics team, to be paid for by way of the Board declining its stipends. Ms. Patterson seconded the motion.

Mr. Casco noted that the Board received a compelling email from a parent of an athlete on the CHS gymnastics team. He said that the team's cost is just under \$9,000, and that this team represents these athletes' only chance to represent CHS. The team was initially recognized as an interscholastic sport by the Board, giving these students the ability to compete for CHS. He said the stipends would bring the program back at least for a year.

Mr. Casco withdrew his amendment at that time in favor of Mr. Glahn's proposed motion.

Amendment #4.

The Board voted 9-0 to amend the original motion and decline the payment of stipends to School Board members, to be put back into the FY 2011-2012 budget, for a total of \$9,000 (motioned by Mr. Glahn, seconded by Ms. Patterson). This amendment will be added to the overall motion.

Amendment #5.

Mr. Casco motioned to amend the original motion and reinstate the CHS gymnastics team. Ms. Patterson seconded the motion.

Mr. Casco said that this is the most difficult of the last five budgets since he has been on the Board. Noting that no one serves on the School Board for the stipend they receive and that the \$9,000 put back into the budget may not make a huge difference, it is nonetheless a show of good faith.

Mr. Glahn said that, while it is good to have programs that are off the "central" sports agenda, there are not enough students involved to justify the expense. That said, he recognizes the value of wearing the CHS uniform and providing students with opportunities to advance their gymnastic careers.

Ms. Reardon said she agreed with Mr. Glahn but also thought the aforementioned letter was extremely compelling, and that the points that were raised could be part of a bigger discussion of childhood obesity.

Mr. Cogswell noted that the parent's letter and video were significant and impressive but that, with a gymnastics coach salary of \$3,400 and overall cost over \$8,000, he prefers to make decisions based on what actions affecting all the children in the District, and will abstain on this vote.

Mr. Casco noted that this budget heavily impacts athletics by raising fees and removing assistant coaches, changes that hurt girl sports more than boys' sports. He

said the team deserves one more year, after which the Board should discuss the team's long-term value.

Ms. Ardinger noted that, in a year in which such deep, significant cuts to academics are being made, she feels this is not an appropriate add-on to the budget that represents a nearly 3% tax increase. She said that there are only six students in the program, and that the Board should not overturn an administrator's decision to cut this sport.

In response to a question from Dr. Fleming about whether the low number is constant, CHS Principal Gene Connelly noted that six students on this team is a lower number. Mr. Williams suggested that the Instructional Committee study participation in this sport.

Mr. Dunn noted that the Board has an obligation to staff, administration, and the public, and that it must continue the budget process in the next two months.

The Board voted 4-5 (Mr. Casco, Mr. Cogswell, Dr. Fleming and Ms. Patterson voted yea) to amend the original motion and reinstate the CHS girls' gymnastic team to the budget (motioned by Mr. Casco, seconded by Ms. Patterson).

The Board voted 9-0 on a side motion to recess and reconvene (motioned by Mr. Glahn, seconded by Ms. Patterson)

The Board reconvened and took up the original motion, modified by the amendments approved prior to the recess. The revised motion reads:

That the Board raise and appropriate the sum of \$74,583,037 to adopt the budget for fiscal year 2011-2012 as posted on March 18, 2011 and subsequently modified by vote at the Special Board meeting held on April 4, 2011 inclusive of the following transfers to existing expendable trust funds:

Vocational Capital Reserve Fund for an amount up to \$205,512;

And also inclusive of the following withdrawals from expendable trust funds to fund appropriations:

Facilities Purchase & Renovation Expendable Trust up to	\$2,560,011
Instructional Trust for an amount up to	\$16,544
Risk Management Expendable Trust of	\$827,000
School Buildings and Renovation Expendable Trust of	\$103,000
Capital Budget – Balance of QSCB funding for RMS HVAC up to	\$30,000
Energy Expendable Trust up to	\$120,000

Mr. Glahn noted that the motion includes all of the adjustments to the budget posted on March 18, 2011. Mr. Dunn noted that after tonight, any changes to the budget will require a 2/3 vote of the Board to pass. Ms. Ardinger noted that the "anticipated" tax rate (given that this is a preliminary budget) of \$12.49/thousand, a 2.8% increase, over \$12.15 rate, based on flat assessed value.

Mr. Williams asked about the average cost of an educational assistant, and how much flexibility the Board would have with the contingency of \$400,000.

Mr. Prince noted that an average salary for a 7-hour-per-day educational assistant position is about \$35,000, and that roughly 12 positions with a base salary of \$29,500 could be reinstated through this reserve.

Ms. Patterson asked whether the \$400,000 contingency would be held to specifically address reinstatement of teaching assistant positions, the CRTC, and the Diploma Academy.

Mr. Dunn noted that the use of reserve funds offset the tax rate by 5.46%. He further stated that he will be a staunch defender to replenish reserves.

In answer to a question about contract deadlines, CEAA President Sue Maher noted that its contract deadline is June 1. Mr. Prince noted that the CEOPA deadline is May 15.

In response to a question on a report about the use of teaching assistants, Mr. Prohl noted that additional work was needed on that report, which examines the most efficient way to deploy the educational assistants, after which it would be brought to the CHS faculty.

Mr. Williams noted that, if the contract deadline is June 1, and the School Board may be waiting for state budget results until the end of June, it may not be possible to realistically deal with the contingencies.

Ms. Patterson noted that she intends to vote against this budget, as it does not go far enough, in her opinion, to restoring enough positions, although she applauded the administration's hard work in developing the budget and proposing several levels of contingencies.

The Board voted 7–2 (Mr. Williams and Ms. Patterson voted nay) to accept the abovementioned original motion with amendments (motioned by Mr. Glahn, seconded by Dr. Fleming.)

Adjournment

The Board voted 9–0 (moved by Mr. Casco, seconded by Dr. Fleming) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular monthly meeting
May 2, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams
Absent: Board member Jack Dunn, Daisy Shampy (student representative)
Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:00 p.m.

Approval of Agenda

The Board voted 8-0 to approve the agenda (motioned and amended by Tara Reardon, seconded by Jennifer Patterson).

Champions for Children

Superintendent Rath invited Susan Lauze, Principal of Broken Ground School, to introduce Beverley and Wendell Minnigh, Broken Ground Schools' 2011 Champions for Children:

Beverley and Wendell Minnigh began volunteering with the English Language Learners at Rumford School through the RSVP (Retired Senior Volunteer Program) six years ago. Their involvement grew over the years from reading classic fairy tales and listening to these students read aloud once a week to becoming active members of the ELL programming. They have helped with afterschool tutoring, chaperoned field trips, provided summer supports for children, assisted families and staff with completing paperwork for community activities and helped with the coordination of family nights. This year with the ELL program for students in grades 3-5 moving to Broken Ground School, Beverly and Wendell never missed a step. They simply offered their support to our school community. Each week they arrive with warm smiles to brighten the day. As they enter Ellen Kenny's class, they almost need to brace themselves as students greet them with hugs and energetic glee. They have formed supportive caring relationships with our students and staff. Beverly and Wendell have

stepped up to help students new to Concord and their families make connections – truly demonstrating the adage that it “takes a village.”

Distinguished Educators

Superintendent Rath read Susan Lauze’s nomination of Christina Rousseau, Broken Ground School’s 2011 Distinguished Educator:

Christina Rousseau is an outstanding role model for the Broken Ground School staff with regard to developing positive home-school partnerships to address students’ academic progress as well as their personal development. She takes the initiative to visit families, arrange for transportation, and makes regular phone calls to parents to encourage this relationship. Christina is the leader at BGS in organizing systems to make sure that all students feel valued and cared for within the school community. For example, she has provided training to staff about being “silent mentors” and has matched numerous students with individual staff members to promote social, emotional and academic development. She lends a patient, non-judgmental ear to staff as they work to problem-solve various challenges they face. Christina is always willing to tackle new challenges, with a positive attitude and a smile.

Christina is seen as a leader at BGS in developing positive behavioral support plans that assist students in actively participating in their classroom programs with peers. She is a team player, who readily accepts these challenges with a positive attitude, creative ideas, and flexibility. She is also a key member of the school’s Crisis Team. Whether dealing with students’ challenging behaviors or supporting students and staff at traumatic times, Christina is always there with her calm and supportive demeanor.

As the BGS counselor, Christina networks with community agencies like the Junior Service League, Mayhew Program, Boys and Girls Club, Girls Inc., and the Friends Program to arrange for scholarships and other supports to allow students participation in extracurricular programs and summer camps. She is always willing to lend a hand to support students during after-school activities like jump rope club as a volunteer. Christina definitely goes above and beyond to insure that our students have enrichment opportunities. For example, last summer she helped transport a student to and from baseball camp in Manchester even though it meant delaying her own family’s vacation a bit. She has taken the time to visit students at Camp Mayhew during the summer and always checks in on students at key times even after they have moved on to Rundlett Middle School.

Christina has been an important member of the BGS School Improvement Team. She consistently offers the team unique perspectives on the diversity of our school’s families- encouraging us to think outside our own experiences to include all families. She is a key member of the School Crisis Team and takes on a leadership role with the Administration in the management of the Student

Support Room. Christina serves on the District Committees for the Homeless, 504, and SSR services. This past year she took a leadership role in developing the process and paperwork for investigating bullying complaints and has trained staff in this important procedure.

One of Christina's greatest strengths is her consistent, ongoing communication with others across the district to insure that all students' needs are addressed. She regularly confers with other counselors as students' transition to other schools or when family issues like serious illness, a house fire or other tragedies occur to make sure that support is available to all. She regularly talks with educational assistants at BGS to help them with individual students as well as to offer ideas for addressing challenges that occur on the playground or in the cafeteria. She is conscientious about checking in with staff – keeping a pulse on the overall climate and needs of the building.

Christina develops positive working relationships with parents at Broken Ground. She is the key contact for a number of our families who need to have regular contacts made. Christina will do whatever it takes - whether that means meeting a parent at Dunkin Donuts, providing transportation, or doing a home visit. Her sense of humor, care for others and willingness to listen, have helped many families begin to trust and engage in constructive conversations with the school staff.

Assistant Superintendent Rob Prohl read Principal Gene Connolly's nomination of Christopher Makris, one of Concord High's 2011 Distinguished Educators:

Without question, Chris Makris is one of the best teachers at Concord High. As a Concord alumnus, Chris has walked in the shoes of his students, which gives him unique and valuable insight into their lives at Concord High.

Even those students who are not thoroughly engaged in all of their CHS classes rave about Mr. Makris, who inspires them with his love of teaching and untiring commitment to the success of each and every one of them. Simply put, his students love him, and not just because he is often mistaken for the fifth Beatle.

Chris's caring, empathetic nature extends beyond the classroom to everybody in Concord High as well as his lifelong Concord community. He is extremely perceptive and has a diagnostician's ability to assess how people around him are feeling. If he has a hint that someone is having a bad day or knows that they are going through a difficult period, he's quick to provide tension-breaking humor, a comforting hug or whatever it takes to brighten and enrich the lives of those who have the good fortune of being around him.

Chris is a teacher's teacher and bleeds the Crimson Tide of Concord High School. He clearly deserves to be recognized as an outstanding educator.

HR Director Larry Prince read Principal Connolly's nomination of Jodie McLaughlin, one of Concord High's 2011 Distinguished Educators:

In today's world, the role of the school counselor has expanded and requires the wearing of multiple hats. Since coming to Concord High School from the realm of higher education just two short years ago, Jodie McLaughlin has risen to the top as a dedicated, caring, and compassionate advocate for students. Her contributions to the Concord High School community extend outside the office and classroom to the co-curricular arena as she coaches the girls cross country team. She has built trusting relationships with students, parents and colleagues and is the consummate team player.

Positive, calming and non-judgmental, she is always at the ready to lend a helping hand wherever one is needed. Always willing to go the extra mile, Jodie has accompanied students to the hospital and to court, mediated with their teachers and peers, taught them to communicate more effectively with their parents, and helped them to understand that making mistakes is part of growing up. Her commitment to working with all students is exemplary.

In the short period of time that she has been at Concord High, Jodie has already made impressive contributions. She is an outstanding candidate for recognition as a Distinguished Educator.

Superintendent Rath read Principal Connolly's nomination of Timothy Beaulieu, one of Concord High's 2011 Distinguished Educators:

Tim Beaulieu is a member of the Concord High School faculty and teaches math. Tim is an outstanding teacher and always puts kids first. His teaching style is based on what is best for kids and he makes class fun and interesting for all students. He is constantly looking for different ways to help students understand math and he never gives up. Mr. B, as the students call him, is well liked by students, and I have had many requests from students to have him as a teacher. Tim has high expectations for all of his students and expects all students to do their best in his class.

In addition, Tim is also well respected by the faculty of Concord High and is an active member in the committee work of the math department. Tim is always willing to help when needed and has participated in many faculty committees. I personally enjoy working with Tim on a committee as he always has great ideas to share and is a good listener. Tim has a great sense of humor and likes a good joke whether it is one played on him or one he plays on someone else.

Tim Beaulieu is one of the bright young stars of the Concord High faculty, having demonstrated his mastery of mathematics in the classroom as well as his outstanding kickball skills at the faculty picnic. It is an honor to be on his team, whether at school or on the playing field. Tim is most deserving of being called a Distinguished Educator in the Concord School District.

Superintendent Rath read Principal Susan Noyes' nomination of Heidi Fyfe, Kimball Walker School's 2011 Distinguished Educator:

Heidi Fyfe came to Concord in 1988 as a Kindergarten teacher at Walker School. In 2002, Heidi became the reading specialist at Kimball School. Heidi was on the committee that researched and developed the Comprehensive Literacy Framework for our elementary schools and was a teacher trainer during the implementation years of the framework. For the past three years, Heidi has been the Kimball Walker reading specialist, expanding her work with teachers and students from both communities. At the same time, both Kimball and Walker became schools in need of improvement in reading, which sharpened our focus on literacy and our need for literacy support.

Heidi was a member of our first SINI committee and helped build the plan that was foundational to Kimball Walker professional development. She is still on that committee and also works faithfully on the parent outreach sub-committee. She has run parent work shops modeling and teaching parents how they can support their children in reading at home. This year, Heidi and members of the committee went to Jennings Drive and met with parents there. Immediately following April vacation, Heidi will be teaching reading at the Jennings Drive Community Center two afternoons a week for our students who need that extra instructional time but can't stay after school.

Over the past three years, Heidi has expanded her effectiveness in working with classroom teachers and supporting their learning in guided reading, writing, and the new word sorts program. She is an integral part of our monthly collaborative meetings—looking at data and developing learning goals for struggling students. She always offers to help and support the needs of the classroom teachers in their efforts to meet the needs of kids. From January into March this school year, Heidi taught an extra leveled literacy group at Walker to provide support that was needed across town. When the need arose, there was no hesitation—she would do what needed to be done for the kids. Her daily schedule is full from the beginning to the end of the day with either working in the classrooms with teachers or providing a second tier of instruction for many of our students.

Heidi's belief in people and her commitment to service extends well beyond the confines of her job. She is known to make birthday cupcakes for students who don't have them, so they can share with their classmates at snack time. She works outside of her school day to help students with class projects - even purchasing the supplies they might need. Heidi is always willing to give of herself, both financially and otherwise. She donates to the Kimball Walker holiday fund each season and then does the shopping for many of the students on the list. Heidi is an advocate for children and adults in the greater community. For years, she has volunteered at the cold weather shelter from December through March and has supported children and families through difficult times.

The role of the reading specialist is not always an easy role. There is the demand to take on some responsibility for training your colleagues and peers in an area of expertise. Sometimes that is an uncomfortable balancing act for all involved. Heidi has grown in her ability to support classroom teachers and to help them

continue to improve literary instruction in an environment where all are working together, collaborating, and planning in the best interest of kids.

Kimball Walker School, the Concord School District, and the greater Concord community are fortunate to have such an intelligent, skilled and compassionate educator. It is a privilege to honor Heidi Fyfe as Distinguished Educator.

Assistant Superintendent Prohl read Principal Tom Sica's nomination of Nancy Emery, one of Rundlett Middle School's Distinguished Educators:

Nancy Emery has been a member of the Rundlett Middle School faculty for 15 years. Over the course of her teaching career in the Concord School District, she has taught Latin to both middle and high school students. She has proven herself an exceptional educator committed to the needs of all students. Nancy's classroom is a place where students discover, not only the beauty and power of language, but also the joy of learning: "Non scholae sed vitae discimus" (we Learn not for school, but for life). Nancy is an excellent role model for students. She epitomizes the district's goal to develop life-long learners.

For most students, their first formal study of a world language occurs at the middle school level. Nancy's enthusiasm and passion for the subject matter that she teaches is contagious. Nancy is a gifted teacher who works to develop lessons and units of study that challenge and engage students. Students in her class acquire the necessary understanding and confidence to pursue the study of world language.

Never self-serving, Nancy focuses her energies on what is best for students. If you were to ask a student about what kind of teacher Ms. Emery is, you would hear a variety of positive comments. However, the common thread among the statements of all students would be a description of a teacher who cares deeply, not only about what students learn, but also about how they learn.

Nancy also goes out of her way to keep parents up-to-date on the progress of their children. As students prepare to transition from middle to high school, Nancy acts as a guide and resource helping families to understand the various pathways that are available to students as they pursue the study of world languages.

Her knowledge of how students learn promotes not only a positive classroom environment, but also professional discussion among her peers. In a graceful and unassuming manner, Nancy encourages teachers to strive for excellence through the powerful example of her strong work ethic and high expectations that she has established for herself. Her dedication and commitment to students and to teaching have earned the respect of and esteem of her colleagues.

Nancy has served as a member of the RMS Transition Team, served as a member of the CHS Steering Committee, assisted in the development of World Language Competencies and is an active member of the World Language Department. Her ability to listen and to understand differing viewpoints, in a

calm thoughtful manner, promotes professional discussion and builds consensus.

Superintendent Rath read Principal Sica's nomination of Laura Ernst, one of Rundlett Middle School's Distinguished Educators:

If you are uncertain as to the benefits of studying a foreign language, find some time to visit one of Frau Ernst's German classes – it won't be long before you have developed a desire to study the language and plan a trip to Germany! Laura Ernst has worked as a classroom teacher at Rundlett Middle School for 15 years. Some say she works magic in the classroom. Her students and colleagues might provide testimony to support that statement, but they would also speak of a teacher who gives tirelessly of herself and takes sheer delight in seeing her students learn. Over the course of her teaching career in the Concord School District, Laura has traveled many miles between Rundlett Middle School and Concord High School, teaching German to both middle and high school students.

Laura is an extraordinary teacher. Even if you do not teach a world language, you will learn something of what it means to be an excellent teacher by visiting her classroom. Students who have had the opportunity of studying German with Frau Ernst build lasting relationships with a teacher who is committed to her profession and cares deeply for them. After studying German with Laura, students obtain more than the ability to speak, to read and to write German. They leave Laura's class with an appreciation and respect for another culture.

Laura is a teacher who takes time to know her students well. In addition to serving as the Advisor of the German American Partner Program (GAPP), she has promoted a variety of events that encourage students to advance their understanding of German outside the classroom. Who else could get a class of twenty-five middle school students to attend a German dinner at the high school and have them sing a German rendition of the Dr. Pepper song?

Laura works to build positive connections for students in the middle school who are preparing to enter high school. At both the middle and high school, Laura has helped to infuse an appreciation for German culture by creating inter-disciplinary opportunities for teachers and students. As a result of her many efforts, guest speakers – artists, musicians, authors, and educators – have broadened our understanding of what it means to be a citizen of the world.

Laura has served as the Advisor of the German American Partner Program (GAPP), served as CSD Mentor for new teachers, served as the advisor of the German National Honor Society, and assisted in the development of World Language Competencies.

HR Director Mr. Prince read Principal Sica's nomination of Tracy Renaud, one of Rundlett Middle School's Distinguished Educators:

Tracy Renaud has worked as a classroom teacher at Rundlett Middle School for 13 years. She is a highly regarded teacher who gives generously of her time and talent to the members of the school community. During the past school year, Tracy assumed a new position at Rundlett Middle School as the Title I Math Instructor. Her classroom experience, coupled with her indefatigable commitment to excellence, has infused new life into the program. Tracy has the highest of expectations for all students, and her students embrace those expectations. She exudes professionalism, and is always willing to go the extra mile.

Tracy is an exceptional teacher who is motivated by a strongly held conviction that all students can learn. She dares to ask the question that, when answered, places the greatest demand upon a teacher: What can I do to help my students learn? Tracy's response to this question guides her interactions with each student that she teaches. Whether that student is struggling to understand a math concept or unsure of how to solve an equation, Tracy is there to listen, to guide and to teach with an abundance of patience and creativity. If a teaching strategy does not work for one student, Tracy will discover a new way of reaching that individual. Tracy's expertise and passion for helping students grow in their understanding of mathematics is a gift that she shares generously with others.

Tracy is a teacher who leads by way of example. In both formal and informal settings, Tracy has assisted other teachers in understanding the school's curriculum and utilizing more effective methods of assessment. Her passion for teaching and learning are key ingredients that help to create a positive learning environment for students.

Tracy has attended a variety of training sessions in the use of Performance Pathways. She shares this knowledge with her colleagues in a humble and generous manner. She has worked to make student assessment data accessible to teachers in a way that fosters professional discussion and promotes student learning.

Although standing in the limelight is not a place where Tracy would ever choose to be, she has made formal presentations to the staff at faculty and department meetings. Her voice is one that gains the attention of our faculty because people know that it comes from one who is filled with insight and integrity.

Tracy is a teacher who knows her students. Her genuine interest in the lives of her students and concern for their progress in class help to personalize a large middle school. Whether through her work in the Title I Program or the extra time that she gives to students outside the formal classroom setting, Tracy demonstrates her on-going commitment to serving the students of our school community.

Tracy has served as a member of the RMS SINI Team, a member of the Math Intervention Team, assisted in the development of Title I summer programs, and served on the Move-Up Committee whose work focuses on the development and implementation of transition programs for incoming sixth grade students.

Recognitions

Superintendent Rath recognized several notable achievements:

- Kass Ardinger sent a letter to teacher Paul Bourassa and his students at Kimball Walker School, who run the Kimball Walker News Network media show, congratulating them for putting together a show for Concord TV.
- Kindergarten teacher Jill Shaw has been recognized with an Educator of the Year award by the Pineconia Grange.
- Former CHS student and star basketball player for the San Antonio Spurs and former CHS valedictorian Matt Bonner has accepted the senior class invitation to be its Commencement Speaker this June.
- National Merit Scholarship program finalists have been announced, including CHS seniors Libby Greene and Calvin Maldonaro. Letters of commendation have been received by seniors Chrysinda Lynch, Ethan Curry, and Charlie Arsenault. In addition, seven juniors have been invited to participate in the 2012 National Merit program, including Noah Bunnell, Keagan Collins, Laura Coughlin, Ellen Finch, Jillian Lanney, Charles Shirley and Lyndsay Ulin.

Public Comment

There was no comment.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the April 4 regular monthly meeting.

The Board voted 8–0 to approve the minutes of the April 4, 2011 Board meeting with one change (moved by Bill Glahn, seconded by Clint Cogswell).

Ms. Ardinger briefly reviewed the minutes of the April 11 Special Board meeting, at which the Board approved a number of staff nominations.

The Board voted 8–0 to approve the minutes of the April 11 special board meeting (moved by Ms. Reardon, seconded by Eric Williams).

Personnel

Administrative nomination

Superintendent Rath presented the nomination of Cheryl Halley as Principal of Dame School. Mr. Cogswell commented that Ms. Halley fit *all* the criteria the search committee set for her.

Cheryl Halley, Principal, Dame School, \$84,236, step II. Cheryl replaces Ed Barnwell (Step IV = \$97,525) – retirement. Budgeted at \$100,207

The Board voted 8–0 to approve the administrative nomination as presented (moved by Mr. Glahn, seconded by Chris Casko).

Staff nominations

Rebecca Malloy, Science Teacher, Concord High School, \$19,377 rate of 40% of M+30-3, one year only. One-year-only for Curriculum Facilitator. This is in addition to Rebecca's 60% continuing contract. Budgeted at \$20,286

Marilyn Salagaj, Science Teacher, Concord High School, \$58,282, rate of B-10. New position through reallocation. Budgeted at \$50,714

Nancy Wiggin, Mathematics Teacher, Concord High School, \$29,368 rate 40% of M-14 one year only. One-year-only for Curriculum Facilitator. Budgeted at \$20,286

Michelle Myrdek, Classroom Teacher, Broken Ground School, \$73,421 rate of M-14. Michelle replaces Rachel Carter (M-7 = \$55,256) – LOA. Budgeted at \$55,256

The Board voted 8–0 to approve the staff nominations as presented (moved by Mr. Glahn, seconded by Mr. Williams).

Joint Instructional / Finance Committee

The April 6, 2011 joint Instructional/Finance Committee meeting report was given on April 11, and the minutes accepted by the Board at that time.

Communications

Ms. Patterson gave the report of the April 11, 2011 Communications Committee meeting. The agenda item was a discussion of booster club fund raising.

Well-attended meeting; many people who had been involved in the Booster Clubs. The Committee discussed draft regulations it was seeing for the first time; some of the issues will be discussed again at a future later. The two main issues were: consistency of handling of finances, and the potential for booster clubs to reimburse coaches or assistant coaches and the protocol for those activities. Director of Physical Education and Sport Steve Mello assured the committee that no individual is working with students as a coach without his personal input and approval. Booster clubs provide much-appreciated uniforms and support for our student athletes.

Capital Facilities

Ms. Patterson gave the report of the April 13, 2011 Capital Facilities Committee meeting. The agenda item was a discussion of colors for the new elementary schools. They will be colorful, beautiful schools – murals and mosaics. Colors in certain areas and less color in other areas. Walls – light, bright, with sunlight.

The Capital Facilities Committee meeting for May will involve discussion of external colors for the elementary schools.

Mr. Cashman gave an update on construction, commenting that progress at all three sites is going very well. Water and sewer has been run to the inside of all three buildings. Steel will soon be brought onto the sites and the crews will begin erecting in May and June, finishing by July. Masonry will follow in June, and all three buildings will be sealed and weathertight by the fall. To date, \$5.7 million of the \$62.5 million budget has been spent, representing 9.14% of the District's financial commitment. He said that progress at each site is measured at this point by the amount of concrete poured:

Mill Brook Primary – the foundation is 80% complete and will be complete by mid-May.

Christa McAuliffe Elementary – the foundation is 62% complete and will be completed by mid-May. The steam line will be brought in over the summer.

Abbot-Downing Elementary – the foundation is 93% complete and will be completed by mid-May. The steam line will be brought in over the summer.

Other Business

Mr. Cogswell noted that the Charter Commission met on April 18. The Commission's initial report has been sent to the Secretary of State, the Commissioner of DOE and the Commissioner of Revenue. The Commission addressed four main issues:

1. Method of changing charter so it can be moved from the Legislature to Concord voters. The Commission is using a modification of RSA 49:B for the amendment procedure.
2. If someone puts a motion onto the ballot to change a piece of the charter, a 60% vote is required to pass.
3. Procedure to use to initiate another Charter Commission.
4. Question of whether to arrange school board elections by ward or ward cluster, or at-large.

The commission will meet with its attorney, Mr. Dan Crean, on May 4 in a nonpublic session. The commission will hold a public hearing on its preliminary report on Thursday, May 12 at 7 p.m. at the Central Office.

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for May 2011. The calendar of meetings can be found on the District's website, concordnhschools.net.

Public Comment

There was no public comment.

Adjournment

The Board voted 8-0 (moved by Mr. Glahn, seconded by Mr. Casko) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular monthly meeting
June 6, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming (late arrival), Bill Glahn, Daisy Shampy (student representative)

Board members absent: Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:00 p.m.

Approval of Agenda

The Board voted 5–0 to approve the agenda (motioned and amended by Chris Casco, seconded by Jack Dunn).

Public Comment

There was no public comment.

Recognitions

Retirees

Superintendent Rath recognized 17 District employees retiring at the end of the school year:

From Broken Ground School:

Jeanne Torpey retires from the District with 23 years of service teaching 4th graders at Broken Ground School. Jeanne graduated from Plymouth State in 1973 with a BS in Elementary Education and a minor in Social Studies and from Notre Dame in 1991 with a Masters Degree in School Counseling. Prior to coming to Concord, Jeanne taught Grade 2 at East Kingston Elementary School and Grade 3 at Thornton Central School.

Pamela Drypolcher retires this year after spending 14 years teaching 4th graders at Broken Ground School. Pamela graduated from New England College in 1970 with a BA in Education. Prior to coming to the Concord School District, Pamela taught Kindergarten at Bow Memorial School and Grade 1 at Henniker Elementary

School.

From Beaver Meadow School:

Christine Lebrun began her career with the District in 1983 teaching Readiness at the Garrison School. In 1987 Chris moved to Beaver Meadow and in 1994 she began teaching Kindergarten, where she remained until her retirement this year. Christine received the Distinguished Educator Award in 2004-2005. She graduated from Mount St. Mary's College in 1973 with a BA in Elementary Education and a Minor in Early Childhood and from Antioch University in 1990 with an MA in Education. Prior to coming to Concord, she taught Grades 1 and 2 at Webster Elementary School and Grade 1 at Loudon Elementary School.

Susan Robichaud joined the District in 1986, teaching Grade 1 at the Garrison School. In 1987 she moved to Beaver Meadow School and taught Grades 1 and 2 for 16 years. In 2003, Susan moved to a 4th grade classroom and is retiring from that position. She received the Distinguished Educator Award in 1998-1999. Susan also received an Education Law Award from the Bar Association for a program she developed. Only 6 awards of these awards are given out nationally each year and hers was the only award given at the elementary school level. She also developed a curriculum for 4th graders on the NH Court System which has lead to serving on a state wide committee developing civics education. Susan graduated in 1973 with an AA in Music & Literature and a minor in Social Studies from Auburn Community College, in 1976 with a BE in Elementary Education and a minor in Social Studies from Arizona State University and in 1990 with an MA in Education from Antioch University. Before coming to Concord, Susan taught Grade 1 at Madison Vista School in Phoenix.

From Concord High School:

Elwood Carter started working for the District in 1987 as a guidance counselor at Rundlett Middle School where he remained through 2005, except for a brief, one-year stop at Concord High School. In 2005, Elwood moved to Beaver Meadow School and stayed until this current school year when he moved to CHS. Elwood graduated from University of Maryland in 1973 with a BA in German and a minor in Psychology and from Ball State University in 1975 with an MA in Counseling. Before coming to the District, Elwood worked for the US Government, the Henniker School District as the Director of Guidance K-12 and Merrimack Valley in Guidance Grades 5-7.

Cynthia Davis has spent all of her 27 years of service to the District at Concord High School teaching mathematics. She graduated from the University of Vermont in 1976 with a BS in Mathematics. Prior to coming to the District, Cynthia taught at Hartford High School and Taunton High School.

Aino Elliot has served a little over 16 years with the District as an Instructional Aide at Concord High School. She graduated from Keene State in 1961 with a B.Ed in Elementary Education. Prior to her tenure with Concord, she taught in

Hopkinton, Grades 1 and 2 in Middletown, Grade 1 in Melrose, and Grade 2 at Dame School.

Jari Hastings-McNamee has spent her entire 32-year professional career in the District teaching Home Economics, Life Studies, Wellness and Health at Concord High School. In 1995-1996, she received the Distinguished Educator Award. Jari graduated from Keene State in 1978 with a BS in Home Economics.

Harriet Kraybill joined the District in 1991 and has taught mathematics at Concord High School ever since. She received the Distinguished Educator Award in 1996-1997. Harriet graduated from Beaver College in 1968 with a BA in Mathematics.

Barbara Thomas joined the District in 1995 as a Media Specialist at Concord High School and served in that capacity for 16 years. She graduated in 1973 from Assumption College with a BA in History and a minor in Education and in 1995 from Simmons College with an MS in School Library & Information Science. Before coming to Concord, Barbara taught Grades 5-8 at St. Paul's in Wisconsin, was a Media Generalist in the Pittsfield/Pembroke District and at St. Paul's in Concord and was a K-12 Librarian in the Hillsboro-Deering District.

John Wheeler retires from the District with 23 years of service – all at Concord High School as a Vocational Education teacher in Auto Technology. Prior to coming to Concord, John worked as a mechanic at Carpenter Ford and at Grappone Ford.

Linda Fowler started her 24 year career with the District in the Receptionist position at Rundlett Junior High School in 1987. She moved to Concord High School in 1995, changed to a secretarial position in 1996 and is retiring from CHS as the Administrative Assistant for Special Education. In 2009-2010, she received the Champion for Children Award. Linda graduated in 1968 from Briarwood Secretarial School.

From Dame School:

Ed Barnwell has served the District for 30 years, starting as the Principal at Rumford School in 1982 and then taking over the Principal positions at Dame and Eastman Schools in 1985. Ed established the Dame Family Center on the Heights in 1995. In 2009-2010, Ed received the Bob Silva Service Award which is given to a District employee who has done an outstanding job of serving Concord students. Ed graduated from Dartmouth College in 1973 with a BA and from Harvard University in 1981 with an Ed.M. in Education.

Leigh Walls has spent 23 years teaching Kindergarten and Grade 1 students at Dame School. In 1997-1998, she received the Distinguished Educator Award. Leigh graduated from Duke University in 1973 with a BA in Psychology and a minor in Elementary Education and from the University of Maryland in 1982 with an MEd in Reading. Before coming to Concord, Leigh taught Grade 6 in Fort Myers, Grade 4 and Kindergarten at the Maret School and worked as a K-4 Librarian also at the Maret School.

From Rundlett Middle School:

Carlos Ardon has worked for the District since January 1997. He began his service at Concord High School working first on the 3rd shift and then on the 2nd shift as a custodian. In 2002 he moved to Rundlett Middle School where he served until his retirement.

From Conant School:

Marian Richard began her career at the District in the 70's as an educational assistant at Eastman School and then at Garrison School. After finishing her degree, she came back to the District in 1990 as a Permanent Substitute teacher. In 1993, she moved to Rumford School where she taught Grades 1 and 2 until the 2010-2011 school year when she moved to Conant School and taught 1st grade. Marian graduated from Notre Dame in 1987 with a BA in Elementary Education and a minor in Early Childhood. Prior to coming to Concord, Marian worked at the NH Community Center Preschool.

From Rumford School:

Robert French started working for the District in 1996. He is retiring from the position of Head custodian at Rumford School.

From the Transportation Department:

David Gallagher has been driving a school bus for the District for nearly 15 years. For 12 years he drove the Girls Lacrosse team to their games, been a big bus route driver, and driven Special Needs buses. In recent years David has been mentoring newer drivers in student management skills and even helped with some formal training sessions. He graduated from Providence College in 1963 and later became a manager in the insurance industry working for Blue Cross/Blue Shield for over 20 years.

From the Central Office:

Linda Labbe served the District for almost 35 years as a Special Education Administrative Assistant. Before coming to Concord, Linda worked at New Hampshire Hospital.

Rob Prohl served the District for almost 23 years, starting in 1988 as the Director of Pupil Personnel Services and taking over the Assistant Superintendent position in 1998. Rob graduated in 1967 with a BA in Economics and a minor in Government from St. Lawrence University, in 1971 with an MA in Education from City College, in 1979 with a MEd in Special Education from the University of Vermont and in 1980 with a CAGS in Administration and Planning, also from the University of Vermont. Prior to his tenure at the District, Rob worked in K-8 Special Education at Chittendon East, as Administrator/Special Education for the Winooski School District, as an Instructor at Simmons College, and as Administrator/Special Education at SAU #43.

Kass recognized student Board representative Daisy Shampy for her commitment to the work of the School Board and her dedication to the high academic standards of

Concord High School. She wished Daisy well as she heads off to the University of Alabama, and presented her with a gift certificate and a congratulations card from the Board.

Daisy thanked the School Board. She reported that the girls lacrosse team is competing in the Class L championship game at SNHU tonight. She noted that the undergraduate awards ceremony was that same night, and the senior awards ceremony will be Wednesday. Two other CHS sports teams are still in contention for their respective titles.

Superintendent Rath had several recognitions:

- On behalf of Counselor Dick Patten and the Pineconia Grange, Chris presented citizenship awards to Matt Cashman and Board member Jack Dunn.
- She noted that CHS teacher Jane Voth-Palisi has been selected as a Claes Nobel Scholar of Distinction, nominated for outstanding dedication and commitment to excellence by one of her students, senior Garrett Stuart.
- Rupert and Martha Harrison, who live at Havenwood, wrote a letter to the Concord Monitor saying that they were impressed with the children who live across the street from their cottage, as they wait for their bus in the morning. She sent her congratulations to the children of Dame School for their good behavior
- CHS senior Mel Nelson wrote a "Twilight" parody submitted to the WBZ Radio Challenge. She recorded the winning drug-free PSA, which is slated for broadcast this summer. Mel will attend Champlain College next year.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the May 2 regular monthly meeting.

The Board voted 5-0 to approve the minutes of the May 2, 2011 Board meeting (moved by Bill Glahn, seconded by Clint Cogswell).

Personnel

Administrative nominations

Robert Belmont, Director of Student Services, Concord School District, \$105,000.

The Board voted 5-0 to approve the administrative nominations as presented (moved by Mr. Glahn, seconded by Chris Casko).

(Board member Kevin Fleming arrived.)

Andrea Elliot, Assistant Principal, Concord High School, \$96,879 Step IV. Andrea's position was on hold. Budgeted at \$96,879

The Board voted 6-0 to approve the administrative nominations as presented (moved by Mr. Glahn, seconded by Chris Casko).

Leaves of absence

Karolyn Wurster requested a child-rearing leave, and Linda Stuart requested a leave to continue as math specialist.

The Board voted 6–0 to approve the administrative nominations as presented (moved by Mr. Cogswell, seconded by Kevin Fleming).

Staff nominations

Linda Stuart, Elementary Math Specialist, District, \$66,610 rate of B-13

one year only. Linda has requested a leave of absence from her classroom position to continue as math specialist. Budgeted at \$66,610

Meeta Brown, Special Education Coordinator, Concord High School, \$75,693 rate of M+30-14. Meeta replaces Donna Palley (M-14 = \$73,421) – resigned to accept Assistant Superintendent position. Budgeted at \$73,421

Kimberly Hannon, Cosmetology Teacher, Concord High School/CRTC, \$51,471 rate of B-7. This replaces previous nomination. Budgeted in Perkins

John Hubbard, Building Technology Teacher, Concord High School/CRTC, \$21,981. rate of 33% of B-13. This is in addition to John’s previously nominated 67% building technology position. Budgeted at \$21,981

Thomas Mungovan, Graphic Arts Teacher, Concord High School/CRTC, \$38,648 rate of 67% of B-9. This is in addition to Tom’s 33% graphic arts position. Budgeted at \$38,648

Miguel Pires, Mathematics Teacher, Concord High School, \$46,929 rate of B-5. Miguel replaces Harriet Kraybill (M-14 = 73,421) – planned retirement. Budgeted at \$50,714

John Ryan, Criminal Justice Teacher, Concord High School, \$49,192 rate of 67% of M-14. John replaces Michelle Myrdek (67% of M-14 = \$49,192) – transfer to Broken Ground School classroom teacher position. Budgeted at \$49,192

Elizabeth York, English Teacher, Concord High School, \$15,139 rate of 20% of M+30-14. This is in addition to Beth’s 80% English teacher position. Budgeted at \$10,143

Laura Ahern, Classroom Teacher, Beaver Meadow School, \$46,929 rate of B-5. Laura replaces Gretchen Castaldi (B-13 = \$66,610) – resignation. Budgeted at \$66,610

Michele Cernuda, Classroom Teacher, Beaver Meadow School, \$56,012 rate of B-9. Michele replaces Susan Robichaud (M-14 = 73,421) – planned retirement. Budgeted at \$50,714

Brittany O’Bryant, Classroom Teacher, Broken Ground School, \$40,117 rate of B-2. Brittany replaces Linda Stuart (B-13 = \$66,610) – LOA to District Math Specialist. Budgeted at \$66,610

The Board voted 6–0 to approve the staff nominations as presented (moved by Mr. Glahn, seconded by Mr. Casko).

Summer hiring

Mr. Prince asked the Board to endow the administration with the authority to hire over the summer months. The interviews are conducted by the Assistant Superintendent or Director of Human Resources, and the Superintendent.

The Board voted 6–0 to allow the administration to hire over the summer months, with the Board to confirm these hires at a later date (moved by Mr. Casko, seconded by Mr. Glahn).

Instructional Committee

As chairman Eric Williams was absent, committee member Chris Casko gave the report of the May 9, 2011 Instructional Committee meeting. There were three agenda items:

Project SEE director LuAnne Pigeon and BGS teacher Mary Wilke described the science curriculum: Planets and the Moon.

The second agenda item was to hear an update on AYP scores. DINI Coordinator Donna Palley reviewed sanctions applied when a school does not “make AYP” over a number of years, and restructuring plans that would then be required.

The third agenda item was a discussion of a possible CHS schedule change from an 8-period day to a 7-period day, which included whether graduation requirements should also be changed, other learning opportunities beyond a 7-period day and additional options. The decision was made not to change the schedule for next year.

The Board voted 6–0 to approve the motion to transfer up to the amount of \$18,572.00 from the Instructional Trust to the General Fund for the purpose of ordering 16 “Planets and Moons” kits for the Project SEE Program (moved by Mr. Casko, seconded by Mr. Dunn).

Negotiations

Mr. Glahn noted that the Negotiations Committee met on May 23 and June 1. The meetings focused on issues that the Board considers important for negotiations. The team (administrators and Board members) has been determined. He noted that he hopes the relationship between the Board and the teachers will provide a fruitful and speedy outcome.

Capital Facilities

Mr. Dunn gave the report of the May 18, 2011 Capital Facilities Committee meeting. The agenda item was to discuss the exterior colors of the new buildings, a financial report and a construction update. He showed slides of the exterior colors. The original cupola at Conant will be restored and placed on top of the new Abbot-Downing School. The original entrance to the Kimball School will be used in the new Christa McAuliffe School.

He also discussed the interior mosaic themes for the three new schools.

Mr. Cashman gave an update on construction:

Mill Brook Primary – will begin the steel process next Wednesday (June 15). The District is working through issues to bring a firewall between Mill Brook and Broken Ground Schools.

Christa McAuliffe Elementary – four truckloads of steel were received today. The erection process is to start tomorrow. The North Spring Street side will finish by August. In three weeks, the masons will come to “chase the steel around the building.”

Abbot-Downing Elementary – Erection of steel was begun last week; the process will take another four weeks. The gymnasium and kindergarten wings are already built out. In two weeks, the masons will begin to “chase the steel around the building.” the roof work will start in August.

Mr. Cashman took Paul Bourassa’s Kimball class to all three sites – with hardhats – last week. He also met with students and showed them blueprints and described the sequence of construction. He reported that there will be a final “topping-off” ceremony during which the final beam will be painted white. He said he will notify parents in order to get a good turnout for this ceremony over the summer.

Other Business

Charter Commission Update

Mr. Cogswell noted that the Charter Commission is working through one of a number of roadblocks, including looking for the legislature to approve an amendment to an existing bill to allow the Commission to do what it needs to do for the Concord School District charter. The Commission will have a series of votes on June 13 to finalize its report and recommendation. The Commission has a number of contingency plans.

Waiver of Policies #413, #755 and #812.3 for Friendly Kitchen fundraiser

Mr. Glahn asked for assurance that the District has a certificate of liability to name the District as an additional insured for the purpose of sponsoring this fundraiser.

The Board voted 6–0 to waive Policies #413 and #755 for a one-night event, a fundraiser event to raise money to rebuild the Friendly Kitchen facility after its destruction by fire (moved by Mr. Cogswell, seconded by Mr. Glahn).

Mr. Glahn asked that the administration take a second look at the staffing pattern for this event to see if it can be reduced. He said he has no problem with the use of facility, but wants the administration to be careful about extra costs. He said the Friendly Kitchen provides a service to people in the community who definitely need it.

The Board voted 6–0 to waive the custodial and food service set-up fees for a fundraiser event to raise money to rebuild the Friendly Kitchen facility after its destruction by fire (totaling about \$1,750; the District’s contribution to the

effort) with the contingency that the administration will look into reducing the cost by way of having fewer staff involved (moved by Mr. Cogswell, seconded by Mr. Casko).

Date of July 2011 meeting

The Board voted 6–0 to establish the date of the July meeting as Monday July 11, 2011 (moved by Mr. Glahn, seconded by Mr. Casko).

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for June 2011. The calendar of meetings can be found on the District's website, concordnhschools.net.

Graduation is on June 18 at 10:30 a.m. at Memorial Field (ceremony will be in at CHS with bad weather

Public Comment

There was no public comment.

Adjournment

The Board voted 6–0 (moved by Mr. Casko, seconded by Mr. Dunn) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular monthly meeting
July 11, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams
Administrators: Chris Rath, Rob Prohl, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:00 p.m.

Approval of Agenda

The Board voted 9-0 to approve the agenda (motioned by Chris Casco, seconded by Jack Dunn).

Public Comment

There was no public comment.

Recognitions

Superintendent Rath noted a thank-you to Kimball Walker students and their art teacher Liz McBride for artwork that was displayed on the board room walls this year.

She read a letter from the NHIAA on behalf of the hockey committee recognizing both girls and boys CHS hockey teams for no game disqualifications, and good sportsmanship. She noted that a great deal of work goes on behind the scenes ensuring that our students play at the highest level of sportsmanship.

Superintendent Rath noted that there are 425 students in summer school programs this year, including ELL, special education, Title I, autism, and extended learning for preschoolers. This number exceeds that of previous years. The administration has chosen to use much of our Title I money in support of these programs.

Kass Ardinger noted that, in future, at least three of the District schools will have dehumidified air that will make it much easier to attend schools in hot weather.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the June 6 regular monthly meeting.

The Board voted 9–0 to approve the minutes of the June 6, 2011 Board meeting (moved by Eric Williams, seconded by Clint Cogswell).

Personnel

Leaves of absence

Larry Prince presented leave requests from a Dame teacher requesting a half-year leave from her kindergarten position, from Tom Crumrine requesting a 60% leave to continue working as Assessment Coordinator, and from Mark Denoncour requesting a leave from his teaching position to continue his responsibilities as Assistant Principal of Conant Rumford School. The latter leave request is needed to facilitate a possible vote later in the meeting to restore funds to the budget to continue this position.

The Board voted 9–0 to approve the leaves as presented (moved by Mr. Casko, seconded by Mr. Dunn).

Decisions on one administrator and one teacher confirmation were deferred to later in the meeting, after the anticipated vote on changes to the budget.

Staff confirmations

Thomas Crumrine, Assessment Coordinator, District, \$38,149 rate of 60% of B-12, one year only. Tom has requested a leave of absence from 60% of his high school science teacher position. Tom replaces Chris Demers (60% of M-14 = \$44,053) – LOA to Kimball Walker Assistant Principal. Budgeted at \$44,053

Natalie Eliason, Science Teacher, Concord High School, \$34,969, rate of 60% of B-10, one year only. Natalie replaces Thomas Crumrine (60% of B-12 = \$38,149) – LOA to Assessment Coordinator. Budgeted at \$38,149

Melissa List, Mathematics Teacher, Concord High School, \$40,117 rate of B-2, one year only. Melissa replaces Amy Bourgeois (M-8 = \$57,526) – LOA. Budgeted at \$57,526

Jane Cogswell, Out-of-District Special Education Coordinator, Concord High School, \$29,368 rate of 40% of M-14 one year only. Jane replaces Karen Arnold (40% of M-14 = \$29,368) – transfer to Elementary Occupational Therapist

Maura Oliphant, English Teacher, Concord High School, \$59,796 rate of M+30-8. Maura replaces Renee MacNeil (M-10 = \$62,068) – resignation. Budgeted at \$62,068

Theresa Van Cise, Spanish Teacher, Concord High School, \$33,304 rate of 80% of M-1. Redistribution of FTE's. Budgeted at \$36,938

Gordana Varagic, ELL Teacher, Concord High School, \$41,630, rate of M-1. Gordana replaces Edward Bui (B-2 = \$40,117) – resignation. Budgeted at \$40,117

The Board voted 9–0 to confirm the staff hires as presented, with the exception of Mark Denoncour, Caroline McKenny and Jane Cogswell (moved by Bill Glahn, seconded by Kevin Fleming).

The Board voted 8–0 (Mr. Cogswell abstained) to confirm the nomination of Jane Cogswell (moved by Mr. Glahn, seconded by Jennifer Patterson).

Coaching confirmations

Elizabeth Allen, CHS Girls JV Soccer Coach, Concord High School, \$2,649, Step 3, Group 9. Elizabeth replaces John Gilbert

Rachel Dennis, CHS Girls Freshman Soccer Coach, Concord High School, \$1,892, Step 1, 5.0%. Rachel replaces Elizabeth Allen

Eliza Timbas, CHS Girls JV Field Hockey Coach, Concord High School, \$1,892, Step 1, Group 11, 5.0%. Eliza replaces Elizabeth Roy

The Board voted 9–0 to confirm the coach hires of Elizabeth Allen and Rachel Dennis (moved by Mr. Williams, seconded by Dr. Fleming).

The Board voted 8–0 (Dr. Fleming abstained) to confirm the coaching hire of Eliza Timbas (moved by Mr. Dunn, seconded by Mr. Williams).

Instruction and Curriculum

Mr. Williams gave the report of the July 6, 2011 Instructional Committee meeting. The first agenda item was a request from the administration to withdraw Rundlett Middle School from the NEASC accreditation process. The committee voted unanimously to approve this request.

The committee heard from Principal Tom Sica about implementation of the PBIS approach at RMS. PBIS is a middle school program not dissimilar to the Responsive Classroom approach at the elementary schools. PBIS includes social skills as part of middle school students' school experience, and its implementation requires a minimum 80% vote of teachers. RMS teachers voted with 83% support for this initiative. Mr. Sica also described this year's RMS budgeting process that had extensive involvement of the staff.

The committee reviewed a study of special education at CHS that was performed by a consultant. The report suggested five areas for improvement: 1. Class composition: Some special ed students will be scheduled for classes manually versus alphabetically. 2. Percentage of special education students at CHS: The consultant felt 20% to 22% was a relatively high percentage. Students receiving more intensive interventions at early grades may help to reduce the percentages at the high school level. 3. Programming: The consultant suggested reorganizing CHS by placing four special education programs at different commons at CHS. Administrators unanimously disagreed, noting that it did not make sense to consolidate each of the special education programs into separate commons. 4. Staffing: This suggestion focused on the challenges of

teaching assistants being pulled from classrooms and from one student to another. Going forward, assistants will work with only one case manager's students. 5. Use of data: The consultant suggested that high school staff are not using available data adequately to track students. The administration felt this perception was inaccurate, as all staff are trained in the state's *Performance Tracker* software.

The committee also directed the administration to poll parents about the possibility of eliminating the April vacation week to end the school year earlier. The survey will also examine students' internet accessibility to determine whether the district could eliminate makeup for snow days by providing online activities that students are required to complete.

Finally, the committee reviewed agenda items for the upcoming months.

No actions of the committee required a Board vote.

Negotiations

Mr. Glahn noted that the Negotiations Committee, which met three times in June, continues to identify issues that will be significant and important for the District and the CEA. He said the Committee hopes for a short and productive process that will begin in the fall.

Capital Facilities

Mr. Dunn gave the report of the June 15, 2011 Capital Facilities Committee meeting. The committee interviewed the consultant for Task Force III's mission to determine disposition of decommissioned buildings. The final cost was \$133,500. The consultant's assessment process will take six months. He noted that the District had originally received two submittals but that one firm withdrew.

In response to a question from Ms. Patterson about the role of Task Force III, Superintendent Rath noted that Task Force III will be part of the public input portion of the process. Public meetings will also be part of this process.

The committee voted unanimously to recommend to the full board the hiring of Castagna Consultants for the Alternate Use of Buildings Project and to shepherd Task Force III.

Mr. Williams suggested an amendment to the motion arising out of the Capital Facilities Committee action, to add the words "at a cost not to exceed \$133,500" at the end of the statement.

The Board voted 9-0 to approve the amendment to the motion to add the words "at a cost not to exceed \$133,500" at the end of the original motion (moved by Mr. Cogswell, seconded by Mr. Williams).

The Board voted 9-0 to approve the selection of Castagna Consultants to provide services to assist the District in determining alternate use of

buildings and to shepherd the work of Task Force III at a cost not to exceed \$133,500 (moved by Mr. Cogswell, seconded by Mr. Williams).

Mr. Dunn noted that the District is currently at \$11.2 million of the \$62 million construction budget.

Mr. Cashman gave an update on construction:

Mill Brook Primary: The firewall is 90% completely and will be finished by the end of this week. Steel detailing will continue for the next two weeks. The parking lot is in place and will be paved by start of school. The South Curtisville Road paving will start next week.

Christa McAuliffe Elementary: The construction crew is continuing to detail steel. Completion of the steel frame will conclude in another week, after which the floors on the upper decks will be poured. The elevator shaft will be finished this week. Masons are continuing to build out exterior part of gym. The “white beam” will be put into place this Thursday (July 14).

Abbot-Downing Elementary: The cupola was successfully removed from the Conant School building. It will be refabricated onsite. The “white beam” is in place, and the steam line from the back of RMS across the two driveways is being finished.

Community meetings are scheduled for

- July 26 from 5 to 6:30 – McAuliffe
- July 27 5 to 6:30 – Abbot-Downing
- July 28 5 to 6:30 – Mill Brook

Finance

Mr. Cogswell gave the report of the June 22 and June 29, 2011 Capital Facilities Committee meetings. On June 22, the committee met to discuss the Food Service program and required adjustments due to a change in federal regulations. The bottom line is that the District will have to raise the CHS lunch price by \$.25 and St. John’s School lunch price by \$.10.

The Board voted 9–0 to follow the committee’s recommendation to raise the price of lunch, by start of school, at CHS by \$.25 and the price of lunch at St. John’s School by \$.10 to comply with federal food lunch regulations (moved by Mr. Cogswell, seconded by Dr. Fleming).

Ms. Croteau noted the extent to which the food service program will support the general fund, and described the need for authorization to transfer up to \$45,000 from the food service program to the general fund for the 2010 – 2011 budget, to cover indirect costs.

The Board voted 9–0 to transfer up to \$45,000 in indirect costs from the food service budget for FY 2011 ending June 30 (moved by Mr. Cogswell, seconded by Mr. Dunn).

Ms. Croteau described the required transfer of funds from the general fund to the food service program to pay off the outstanding debt (up to \$3,500) to cover negative balances for FY 2010-2011 ending June 30, 2011.

The Board voted 9–0 to transfer up to \$3,500 from the general fund to the food service program to cover negative balances for the fiscal year ending June 30, 2011 (moved by Mr. Cogswell, seconded by Mr. Dunn).

Mr. Cogswell reviewed the June 29 committee meeting, at which recommendations by the superintendent to adjust the budget for the school year were discussed. He noted that there is news from the state that the district will be receiving some funding from the state that it did not think would be forthcoming. The budget adjustment would also result in a reduced tax rate increase, from 2.8% to 1.89%, and restored some positions.

Ms. Croteau noted that the projected tax rate included .44% in increased property valuation, a number provided by the City.

Ms. Ardinger commented on the increased district revenue from the state and the reinstatement of enrollment revenue from sending school districts for CRTC. She said that as-yet-undetermined Carl Perkins funds amounts may cover the cost of the cosmetology teacher.

Superintendent Rath noted that the budget still contains a worst-case scenario for retirement funding (about \$1.2 million), and said that it is important to remember that the school district budget was developed and approved based on worst-case scenarios.

Operating Budget for FY 2011 – 2012

The Board voted 9–0 to rescind the motion approved at the Special Board meeting held at 5:30 p.m. on 4/4/2011 to raise and appropriate the sum of \$74,583,037 to adopt the budget for fiscal year 201 –2012 inclusive of the fund transfers which were approved within said vote and further, that the School Board vote to raise and appropriate the sum of \$75,559,990 to adopt the budget for fiscal year 2011–2012 as discussed at the Finance Committee meeting held on June 29, 2011 inclusive of the following transfers to existing expendable trust funds (motioned by Mr. Cogswell, seconded by Ms. Patterson):

	<u>7/11/11 proposed</u>	<u>4/4/11 vote</u>	<u>Change</u>
<i>Vocational Capital Reserve</i>	\$ 154,134;	\$205,512	(\$51,378)
<i>fund for an amount up to</i>			

and also inclusive of the following withdrawals from expendable trust funds to fund appropriations:

<i>Facilities Purchase & Renovation</i>	\$1,992,291	\$2,560,011	(\$567,720)
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<i>Expendable Trust up to</i>				
<i>Instructional Trust for an</i>	\$ 16,544		\$ 16,544	-0-
<i>amount up to</i>				
<i>Risk Management</i>	\$ 827,000		\$ 827,000	-0-
<i>Expendable Trust</i>				
<i>School Buildings and Renovation</i>	\$ 103,000		\$ 103,000	-0-
<i>Expendable Trust</i>				
<i>Capital Project – Balance of QSCB</i>	\$ -0-		\$ 30,000	(\$30,000)
<i>funding for RMS HVAC up to</i>				
<i>Energy Expendable Trust up to</i>	\$ 140,000		\$ 120,000	\$ 20,000

Resulting Total Appropriation for 2011–2012 to adopted budget after 7/11/2011 vote as proposed:

	<i>Superintendent's</i>	<i>Posted MS26</i>	<i>Amended</i>	<i>Proposed</i>	<i>Change</i>
<i>General Fund</i>	<i>1/26/11</i>	<i>3/18/11</i>	<i>4/4/11</i>	<i>7/11/11</i>	
<i>Operations</i>	\$62,537,531	\$61,847,372	\$62,614,372	\$63,916,914	\$1,302,542
<i>(excluding debt service)</i>					
<i>Operations -</i>	\$ 6,282,636	\$ 6,282,636	\$ 6,282,636	\$ 6,282,636	-\$0-
<i>Debt Service</i>					
<i>Transfer to</i>	<u>\$205,512</u>	<u>\$ 205,512</u>	<u>\$205,512</u>	<u>\$ 154,134</u>	<u>\$ (51,378)</u>
<i>Vocational Capital Reserve</i>					
<i>Total General Fund</i>	\$69,025,679	\$68,335,520	\$69,102,520	\$70,353,684	\$1,251,164
<i>Food Service Fund</i>	\$ 1,657,496	\$ 1,657,496	\$ 1,657,496	\$ 1,653,955	\$ (3,541)
<i>Grant Fund</i>	\$ 3,823,021	\$ 3,823,021	\$ 3,823,021	\$ 3,552,351	\$ (270,670)
<i>Capital Project Fund</i>	\$ 275,279	-\$0-	-\$0-	-\$0-	-\$0-
<i>Total appropriations</i>	<u>\$74,781,475</u>	<u>\$73,816,037</u>	<u>\$74,583,037</u>		<u>\$ 976,953</u>
<i>After adoption of proposed budget 7/11/2011</i>				<u>\$75,559,990</u>	

The Board re-visited the question of two confirmations based on the outcome of the above vote.

Administrator confirmation

Mark Denoncour, Assistant Principal, Conant School, \$80,732, Step IV, one year only.
Mark continues in this one-year-only-assignment. Budgeted at \$79,634

The Board voted 9–0 to approve the administrative nomination as presented (moved by Mr. Cogswell, seconded by Dr. Fleming).

Caroline McKenny, Mathematics Teacher, Rundlett Middle School, \$52,984 rate of M-6. Reinstatement of middle school teacher position. Budgeted at \$50,714

The Board voted 9–0 to approve the staff nomination as presented (moved by Tara Reardon, seconded by Dr. Fleming).

Other Business

Charter Commission Update

Mr. Cogswell noted that the Charter Commission completed its final report, and that he had emailed the final report to Board members. He said that in November, voters will find two items on the ballot: 1. a question whether to approve the changed charter, that has within it a process for changing the charter. Passage of this item will require a simple majority vote. 2. a question on the issue of electing school board members by ward, which will require a 60% vote for passage. Clint described the process that would be followed if this amendment passes.

He also noted that the school board has the task of educating the community on exactly what this means. Ms. Ardingler noted that Charter Commission chairperson Betty Hoadley is scheduled to give a formal presentation on the Charter at the September Board meeting.

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for July and August 2011. The calendar of meetings can be found on the District's website, concordnhschools.net.

Public Comment

There was no public comment.

Adjournment

The Board voted 9–0 (moved by Dr. Fleming, seconded by Mr. Dunn) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular monthly meeting
August 1, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Bill Glahn, Eric Williams

Board members not present Jack Dunn, Kevin Fleming, Jennifer Patterson, Tara Reardon

Administrators Donna Palley, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

Board President Kass Ardinger called the meeting order at 7:00 p.m. and welcomed Donna Palley as the District's new Assistant Superintendent. Donna was attending in place of Superintendent Rath.

Approval of Agenda

The Board voted 5-0 to approve the agenda (motioned by Chris Casco, seconded by Eric Williams).

Public Comment

There was no public comment.

Recognitions

Assistant Superintendent Donna Palley noted several recognitions:

- The Greater Concord Chamber of Commerce has awarded business grants to four CSD faculty members: Kathy Furlong (BMS 4th grade teacher, for a NH History Project called "New Hampshire from Stagecoach to Space"), Fiona Quirk (BGS teacher; after school newspaper for 4th and 5th graders), and RMS teachers Tracy Renaud and Howie Leung (for the Middle School Ambassadors Program).
- A letter from Librarian Amy Kraemer of the Fuller Public Library in Hillsboro thanking Nancy Keane of RMS for her generosity in sharing her knowledge with the wider library and school community.
- A letter from parent Jane Pauley thanking Deb McNeish and her staff for their excellent management of Conant during the school construction project this year.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the July 11 regular monthly meeting.

The Board voted 5–0 to approve the minutes of the July 11, 2011 Board meeting (moved by Mr. Williams, seconded by Mr. Cogswell).

Personnel

Leaves of absence

Larry Prince presented leave requests from Karolyn Wurster, Melissa Huckins (child rearing leave), Melissa Noyes, Tracy Renaud, Melissa St. Pierre.

The Board voted 5–0 to approve the leaves as presented (moved by Mr. Casko, seconded by Mr. Williams).

Staff confirmations

Melissa Nadeau, Special Education Teacher, District, \$28,157 rate of 60% of B-5. Melissa replaces Charlene Minor (60% of M-7 = \$33,154) – resignation. Budgeted at \$33,154

Scott Mayotte, Automotive Technology Teacher, Concord High School, \$56,012 rate of B-9. Scott replaces John Wheeler (B-13 = \$66,610) – retirement. Budgeted at 50,714

Judell Schlachter, World Language Teacher, Concord High School, \$30,883 rate of 60% of B-7. This is a new position. Budgeted at \$30,428

Melanie Avlas, Special Education Teacher, Rundlett Middle School, \$40,117 rate of B-2. Reinstated to entitled position due to reinstatement of Elementary Psychologist position. Budgeted at \$40,117

Malgorzata Borawska, School Psychologist, Rundlett Middle School, \$52,984 rate of M+30-5. Transfer due to reduction of one elementary psychologist position. Reinstated to entitled position due to reinstatement of Elementary Psychologist position. Budgeted at \$52,984

Dawn Florino, Reading Specialist, Rundlett Middle School, \$72,665 rate of M+30-13. Previously Federal Funds. Budgeted at \$75,693

Melissa McCaffrey, Classroom Teacher, Rundlett Middle School, \$59,796 rate of M-9, one year only. Melissa replaces Dawn Florino (M+30-13 = \$72,665) – transfer to Reading Specialist position. Budgeted at \$59,448

Sarah McCarthy, Language Arts Teacher, Rundlett Middle School, \$20,701 rate of M-1, 1st semester only, prorated 91 days. Sarah replaces Melissa Huckins (91 days at M-9 = \$29,735) – LOA. Budgeted at \$29,735

Tracy Renaud, Title I Mathematics Teacher, Rundlett Middle School, \$35,197 rate of 50% of M-13, one year only. Tracy is requesting a 50% leave of absence from her full-time classroom teacher position. Federal Funds

Jessica White, Classroom Teacher, Rundlett Middle School, \$37,846 rate of B-1, one year only. Jessica replaces Tracy Renaud (M-14 = \$73,421) – LOA. Budgeted at \$73,421

Tara Schroder, School Psychologist, Elementary, \$62,068 rate of M+30-9. Reinstated to entitled position due to reinstatement of Elementary Psychologist position. Budgeted at \$62,068

Laura-Beth Ulwick, Classroom Teacher, Conant Rumford School, \$55,256 rate of M-7, one year only. Laura-Beth replaces Mark Denoncour (M+30-14 = \$75,693) – LOA to Assistant Principal. Budgeted at \$50,714

Heather Hepburn, Classroom Teacher, Kimball Walker School, \$40,117 rate of B-2, one year only. Heather replaces Melissa Noyes (B-12 = 63,582) – LOA to Title I teacher position. Budgeted at \$63,582

Melissa Noyes, Title I Teacher, Kimball Walker School, \$63,582 rate of B-12, one year only. Melissa has requested a leave of absence from her classroom teacher position. Federal Funds

Mr. Prince presented a final confirmation of a recent hire: Dana Furst, Special Education Teacher, Kimball Walker School, \$44,658 rate of B-4. Dana replaces Nora LeDuc – retirement 2008. Budgeted at \$50,714

The Board voted 5–0 to confirm the staff hires as presented (moved by Bill Glahn, seconded by Mr. Cogswell).

Capital Facilities

Mr. Cogswell gave the report of the July 13, 2011 Capital Facilities Committee meeting, during which the potential use of the Stable building as a media center was discussed. The building dates to the start of the 20th century and has sat empty for over 20 years. Members of the community, led by Van McLeod, are developing a vision to turn this building into a media center, to include ConcordTV and other projects important to the district. Mr. Cashman estimated a cost of up to \$100,000 for an architectural feasibility study. The Committee advised the group to return with a plan, including procedures for how to raise funds. This group will make a presentation to the Board at a later date.

Mr. Cashman gave an update on construction: the projects are three weeks ahead of schedule on all three schools. Three consecutive meetings at the neighborhood schools were held last week. Construction is concentrating on interior partitions and decking on second floor except for Mill Brook, which will be done this week. The roof work will begin in two to three weeks, tracking to be weather-tight for the fall of this year. To date, \$13.5 million has been spent on all three projects, representing 21.62 % of total. Construction meetings are held every Tuesday.

Ms. Ardinger noted that it was a thrill to be able to walk through the buildings with abutters and surrounding neighbors. Everyone seems excited by the progress as people can start to see what they'll look like.

Communications

Chris Casco gave the report of the July 18 committee meeting. The agenda was to discuss two policy issues. First was a suggested amendment to Policy 424.4 Leaves of Absence for Professional Study/Travel, to be distinguished from other types of leaves with some amount of pay. The committee unanimously recommended forwarding this revised policy to the full Board for its first reading.

Mr. Williams asked about the language in the current policy: "time spent on leave may be considered the equivalent of teaching experience for salary schedule advancement ...," noting that this not referred to in the proposed revision. He felt this language should be clarified.

Mr. Glahn noted that the current policy almost requires the step increase absent some showing that the teacher would not be entitled to it; the current draft leaves it to the discretion of the District to decide whether the experience is sufficient to allow that step increase, which is a measure of discretion best left to the District. He suggested the Communications Committee could add language along the lines of "Time away from the district for professional leave does not necessarily lead to an increase in salary."

Mr. Williams noted that this policy covers professional study for leaves of absence, and asked whether the Communications Committee had discussed other leaves such as childrearing. Mr. Prince noted that childrearing is in the CBA and conforms to a federal statute. Mr. Williams asked whether there is any room in the CBA for longer notice for childrearing requests to accommodate recruitment and hiring of staff replacement.

Mr. Glahn noted that, while many of these policies require the approval of the Board, no standard for how they are approved exists. He suggested the Committee look at whether the Board should approve these leaves, or whether they should be left to the discretion of the Superintendent.

A new policy regarding Anti-Idling was also presented for a first reading. The policy is important as it conforms to the CHPS (Collaborative for High Performance Schools) requirements, adding to points in that process. The policy confirms what is already done in practice. There was discussion about signage and what could be done to encourage all vehicles to not be idling outside buildings.

Mr. Williams remarked that the policy is well-written and noted that the "culture change" for vehicles on school property that are not school vehicles will take some time. Signs will help.

Negotiations

Mr. Glahn noted that the Negotiations Committee met in July and has three meetings scheduled in August, to discuss contract and Board's views. By the time negotiations start in the fall, the issues will be identified and ready to be presented.

Other Business

Date of September 2011 meeting

The Board voted 5–0 to establish the date of the September Board meeting as September 6, 2011 (moved by Mr. Casco, seconded by Mr. Cogswell).

Proposed Calendars of Meetings

Assistant Superintendent Palley discussed the calendar of Board meetings for August 2011. The calendar of meetings can be found on the District's website, concordnhschools.net.

Public Comment

There was no public comment.

Adjournment

The Board voted 5–0 (moved by Mr. Casco , seconded by Mr. Glahn) to adjourn.

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular monthly meeting
September 6, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Jennifer Patterson, Tara Reardon, Eric Williams

Board members absent: Bill Glahn

Administrators: Chris Rath, Donna Palley, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:00 p.m.

Approval of Agenda

The Board voted 8-0 to approve the agenda (motioned by Clint Cogswell, seconded by Chris Casco).

Public Comment

There was no public comment.

Recognitions

Superintendent Rath recognized the retirement of Frank Houghton. Mr. Houghton began his tenure in the Concord School District as custodian at Walker School in 1975. He later served as head custodian at Concord High School, finishing his career after many years at Beaver Meadow School. Dr. Rath noted that he has been a very kind and faithful employee over many years. The School Board thanked Mr. Houghton for his long and dedicated service to the school district.

Presentation by Elizabeth Hoadley, Chairperson, Concord School District Charter Commission

“Being a member of the Concord School District Charter Commission was like taking part in a case study in law or government, as the members worked through a number of challenges toward the goal of producing an acceptable amendment process for the school district charter. First, we had to figure out the intent of House Bill #1497. Then we had to figure out the scope of our authority as we tried to answer the mandate. Finally we had to tiptoe through a veritable mine field of statutes, rules, practices, but essentially no precedents because, as you know, this

school district is unique – in several ways. There were no precedents for the Concord situation.

“For the first two or three meetings we organized ourselves, created rules for our own meetings, came to consensus on questions we needed to answer, discussed how and when there would be public input, determined our time table, studied the existing statutes, and took some tentative steps toward producing the required amendment process. We had discussions about how and when we would communicate our work and our progress to the Concord community. We used the district’s website as our main communication tool. Thank you for that help.

“We met twice or more every month from November to June. We had public input at almost every meeting, except a couple designated as work sessions or those in preparation for a report submission. We heard from the public by letter, by e-mail, by personal testimony, and by written testimony. The public input was thoughtful, usually relevant, civil and always well intentioned. The Commissioners appreciated the input and the way in which it was delivered. We held one public hearing after the preliminary report was submitted by its April deadline to the Attorney General, the Commissioner of the Department of Revenue and the Secretary of State.

“We are most indebted to the assistance of Linden Jackett, the district support person; to Mike Laurent, who taped our meetings; and to Roger Phillips, Clerk of the School District. Without them, we simply could not have functioned as efficiently. You should also know that Clerk Phillips will be working with the City Clerk to prepare the school ballot with the Commission-generated questions. Further, Janice Bonenfant, the City Clerk is more than willing to distribute any voter education materials developed ... as she anticipates questions from voters concerning this year’s school ballot.

“As required, we hired an attorney to, among other tasks, attest to the lawfulness of our Preliminary Report. He was engaged prior to the submission of that first report. Dan Crean has had considerable experience as a municipal attorney and had worked in Legislative Services at the State House as well. His varied and appropriate background, his patience, his thoroughness and his attention to our needs made this a fortunate hire for the Commission and for the entire district.

“Without boring you with all the details of our work, suffice to say the job got done. We had some bad moments when it was discovered that the district would be subject to every-two-year board member elections because our exemption to have annual elections would be repealed with the repeal of the old charter. Some fancy footwork and great cooperation from a number of legislators – both from Concord and out of Concord – saved the day. This district will continue to have annual elections. You need to know that another exemption may also fly away, that of the Board of Education’s right to appoint the district treasurer. But the good news is that it might be restored in similar fashion to the annual elections of

members. That legislative work, however, should be started soon. Yes, another task for someone.

“These are the essential pieces that you should know tonight. On the ballot in November will be Question One. It will ask voters if they wish to approve the amendment process created by the Charter Commission so that the CSD charter AND a process to amend it will exist and only Concord voters will have control over it. If the answer is “Yes” to question one at the majority level ... then no longer will Concord citizens need to go to the Legislature to make any kind of change to its own school charter. The charter and its amending process will take effect on its passage.

“There will be a second question on the ballot. It involves ward district or ward cluster voting. In this scenario, Wards 1-4 will make up a district. Wards 5, 6 and 7 would make up another district. Wards 8, 9, and 10 would make up the last district. Question two asks the voters if they want to have at-large voting in 2012 followed by district voting in 2013 and 2014 before repeating the cycle. This question needs a 60% threshold for passage. This concept got both a lot of research and a lot of public input – both for and against the process.

“Let me digress for a minute and explain the two different voting thresholds. The proposed charter calls for a higher threshold – 60% of votes – on any amendment – regardless of its origination. Amendments can start with you, the Board, or through a citizen petition process. These are relatively quick and easy methods of changing the charter, so many of the Commissioners felt that because origination was “easier,” then the passage standard should be “harder or higher.” For example, it requires no fewer than 1000 and no more than 2000 valid signatures on a petition to have that petition process start. And it takes only 6 of 9 board members to initiate an amendment. On the other hand, the more difficult process of change coming out of a Charter Commission, has a simple majority of votes for approval. The thinking here was that having an election of members who then debate, take public input, and decide was a “harder and more demanding” process, thus requiring a less stringent threshold. You surely know that there are people in this community, in addition to the two on the Commission who submitted a minority report, who oppose that 60% threshold for the passing of amendments only.

Some notes of interest or clarification from our adventures:

1. With a 6 out of 9 vote, the School Board can put forth an amendment to the charter.
2. With a 6 out of 9 vote, the School Board can create a call for a Charter Commission election.
3. The School Board must organize an election of a Charter Commission if the public petitions to have that done.

4. The School Board must organize an election of a Charter Commission ten years from now, in 2021.
5. Questions on the ballot that come from the work of a Charter Commission require a majority vote for passage.
6. Questions on the ballot that come via an amendment process – whether it came from a citizen petition or from the school board – require a 60% approval vote.
7. The School District has all the records from the Charter Commission’s work. The Commission has asked that the website remain up until at least after the November election.
8. The costs to hold this Charter Commission have been reviewed by the superintendent and paid by the business administrator. There were just three areas of costs: 1) It had two published public notices in the Concord Monitor for a cost of \$58. 2) It had to pay two staff members for their work. This cost was \$2,796 and that included FICA and other mandated contributions on their behalf. And lastly, it had costs for the Commission’s attorney amounting to \$4,690 for all the work that Dan Crean did for our group. He had to research and affirm that our final work was a legal document and did not conflict with state or federal law. Following the preliminary report model created by Commissioner Ardinger, Attorney Crean assembled the final report with direction from and decisions made by the entire Charter Commission. Some of this was tedious and demanding work. All of this work had far-reaching implications and he was meticulous in his knowledge of both substance and form. Mr. Crean also served as the liaison between our group and the three state offices. He was unflappable as we approached crunch time, the due date for the report. In round numbers, it cost the Commission \$7,545 to complete its work in a legal, orderly and open fashion. The record of the expenditures is available for your examination.

Moving on from expenditures and back to the list of things you should know ...

9. Any Charter Commission member in the future will be required to report his/her campaign contributions and expenditures.
10. The School District is responsible for voter education when any question is put on the school ballot.
11. The Charter Commission has wrapped up its work and officially dissolved on August 20, 2011.

I must add that I was happy to be part of the Commission. There were nine members, four of them attorneys. Each one of them contributed greatly to our process and we were so fortunate to have them, their ideas, their experience with the legislative processes and the statutes as well as their general expertise. But, the thanks don’t stop there. Each member contributed. One did a great deal of

research on other charters and at the Secretary of State's office. Another offered to help keep the public reference book at the library so that library patrons could read commission records there as well as online. Other members served to keep our compass straight as they had had experiences in education that were germane to our process. Everyone shared the goal of getting the charter under local control. We had our differences, but we worked and waded through them. Yes, I was pleased to be part of that group and its work. And so we are done. The ball is in your court now..."

After several questions from board members, Ms. Ardinger thanked Mrs. Hoadley for her dedication to the District and her important work on the Charter Commission.

Superintendent Rath also noted a recognition sent in by Barbara Jobin, the District's staff member working at Concord Hospital in Project Search, a program for students finishing high school in a work environment. Concord Hospital is one of the recipients of the NH Employment Leadership Award this year, for its participation with Project Search. The award is presented each year to an employer that demonstrates a commitment to the skills and contributions that people with disabilities bring to their work force and that have adopted inclusive employment practices. She thanked Concord Hospital for being a partner in this program. Ms. Ardinger mentioned that Barbara Jobin would be very happy to give any Board member a tour of the program.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the August 1 regular monthly meeting.

The Board voted 8-0 to approve the minutes of the August 1, 2011 Board meeting (moved by Mr. Casco, seconded by Mr. Cogswell).

Personnel

Leaves of absence

Larry Prince presented several leave requests, including a medical leave for 60%, a medical leave for the year, and two professional leaves.

The Board voted 8-0 to approve the leaves as presented (moved by Mr. Cogswell, seconded by Mr. Dunn).

Staff confirmations

Patrick Casey, Health Teacher, Concord High School, \$4,390, rate of 10% of M-2. Patrick replaces Alicia Bordonaro (10% of M-2 = \$4,390) – resignation. This is in addition to Patrick's 70% Health teacher and 20% Peer to Peer teacher position. Budgeted at \$4,390

Kaileen Chilauskas, Literacy Coach, Concord High School, \$14,684, rate of 20% of M-14. one year only. Kaileen has requested a leave of absence from 20% of her full-time English teacher position. Federal Funds

Tyler Ingram, English Teacher, Concord High School, \$29,671. rate of 70% of B-3. one year only. Tyler replaces Elizabeth York (60% of M+30-14 = \$45,416) – LOA and 10% one year only for Curriculum Facilitator. This is addition to Tyler's 20% continuing ROPE teacher position. Budgeted at \$50,487

Heather Ouellette-Cygan, English Teacher, Concord High School, \$12,111 rate of 20% of B-11 one year only. Heather replaces Kaileen Chilauskas (20% of M-14 = \$14,684) – LOA. This is in addition to Heather's 60% English teacher position. Budgeted at \$14,684

Karolyn Wurster, Exploring Teaching, Concord High School, \$18,234 rate of 33% of M-7, one year only. Karolyn replaces Michele Cernuda (33% of B-9 = \$18,484) – transfer to Beaver Meadow School. Budgeted at \$18,484

Elizabeth York, Special Education Reading Teacher, Concord High School, \$45,416 rate of 60% of M+30-14, one year only. Beth has requested a leave of absence from 40% of her full-time English teacher position. Budgeted at \$30,428

Susan Carlson, Mathematics Teacher, Rundlett Middle School, \$48,443 rate of M-4, one year only. Susan replaces Karolyn Wurster (M-7 = \$55,256) – LOA Budgeted at \$57,526

Gabriel Cohen, Technology Education Teacher, Rundlett Middle School, \$18,620 rate of 30% of M-10, one year only. 50% position was cut; reinstated at 30%. This is in addition to Gabe's 70% music teacher contract. Superintendent's Contingency

Nancy O'Keefe, Special Education/Literacy Teacher, Broken Ground School, \$23,087 rate of 50% of M-3, one year only. This is in addition to Nancy's 50% Special Education teacher position. Nancy replaces Melissa St. Pierre (20% Veteran Master's - 24 yrs = \$18,672) – LOA to Title I Teacher; and 30% Title I Literacy Teacher. 20% budgeted at \$14,684. 30% Federal Funds

Melissa St. Pierre, Title I Literacy Teacher, Broken Ground School, \$18,672 rate of 20% of VM-24 yrs, one year only. Melissa is requesting a leave of absence from 20% of her Speech-Language Pathologist position. Federal Funds

Jill Boisvert, Special Education Teacher, Conant School, \$40,117 rate of B-2, one year only. Jill replaces Laura-Beth Ulwick (M-7 = \$55,256) – LOA to classroom teacher. Budgeted at \$55,256

Kerstin Dumas, Classroom Teacher, Conant School, \$40,117, rate of B-2, one year only. Kerstin replaces Bruce Blau (M-14 = \$73,421) – resignation. One year only as a placeholder for Linda Stuart - LOA to Math Specialist. Budgeted at \$73,421

Nancy Bannon, Classroom Teacher, Dame School, \$62,068, rate of M-10, one year only. One year only as placeholder for Rachel Carter – LOA. New position funded by Superintendent's Contingency

Kerry Barton, Kindergarten Teacher, Dame School, \$25,736, rate of 50% of B-7, one year only. Kerry replaces Laura McKenna (50% of M-7 = \$27,628) – LOA. Budgeted at \$27,628

Laura Patterson, Special Education Teacher, Kimball Walker School, \$34,516. rate of 60% of M-8, one year only. Laura replaces Laurie Owen (60% of M-13 = \$42,236) – LOA. Budgeted at \$42,236

Mr. Casco asked what impact this hiring has had on the Superintendent's contingency. Superintendent Rath noted that the contingency is down to approximately \$32,000 and that when the Board reviews its final budget in October, the administration will bring forward any changes it believes are urgent.

There was some discussion about positions that had been cut in the first budget and partially restored in the budget revision, and the determination that a part-time position would be one-year-only for now. There were several other questions regarding speech and language pathology positions and individuals filling those positions.

The Board voted 8-0 to confirm the staff hires as presented (moved by Eric Williams, seconded by Jennifer Patterson).

Coaching confirmations

Amanda Bacher, Girls JV Volleyball Coach, Concord High School, \$2,460 Step 3, Group 11. Amanda replaces Shawn Clougherty

Stacy Boudrias, Girls Varsity Ice Hockey Coach, Concord High School, \$5,677. Step 1, Group 2, 15.0%. Stacy replaces Thomas Ackerson

Devon Rabun, Girls JV Soccer, Concord High School, \$2,271. Step 1, Group 9. 6.0%. Devon replaces Elizabeth Allen

Bonnie Proulx, Girls Field Hockey, Rundlett Middle School, \$1,892. Step 1, Group 11, 5.0%. Bonnie replaces Maegan Johnson

William Savage, Girls B2 Soccer Coach, Rundlett Middle School, \$2,082, Step 2, Group 11, 5.5%. Bill replaces Alicia Bordonaro

Christine Shea, Girls Volleyball Head Coach, Rundlett Middle School, \$1,892. Step 1, Group 11, 5.0%. Christine replaces Kristen Curran

Tara Reardon had a question about having only one coach for the Rundlett Cross Country team: in the case of a student being seriously injured and the coach being the only person authorized to seek medical help, both teams are thus compromised. The superintendent said she would take another look at the second coaching position, that had been cut.

The Board voted 8-0 to confirm the coach hires as presented (moved by Mr. Casco, seconded by Tara Reardon).

Capital Facilities

Mr. Dunn gave the report of the August 17, 2011 Capital Facilities Committee meeting. The agenda was to discuss the summer projects and the new school construction. The roof replacement at Beaver Meadow, budgeted for \$150,000 came in at \$139,000. The final year of the life safety improvement requirements at CHS and RMS was completed ahead of the deadline of 2012, at a cost of \$70,000. HMFH made a presentation on murals and colors in the new schools. The committee also discussed Eastman playground equipment and the Abbot-Downing fencing.

Mr. Cashman gave an update on construction of the new Mill Brook Primary, Christa McAuliffe Elementary, and Abbot-Downing Elementary schools, noting that the District is \$16,937,000 into the \$62.5 million project, representing 27.08% of the total. Exterior framing is at 100%, masonry at 25%, roofing at 40% and interior partitions at 75%. Mechanical equipment is delivered and in place at all three schools. Ductwork has begun in the interiors of the schools and the windows will be installed in about two weeks. The buildings will be weathertight by November 1.

The neighborhood meetings had very good turnout, with good questions. The neighbors are positive about the open communication with Mr. Cashman and the administrator, despite the inconvenience and disruption at the construction sites.

Mr. Dunn gave an update on the work of Task Force III: Mike Castagna has put up a website: concordnhreuseproject.com. He has met with school board members, Task Force III members and the Chamber of Commerce and plans meetings with City officials, the Heritage Commission, zoning, planning and conservation officials, and awaiting response from the Mayor and City Council. Existing systems at all five buildings are in the process of being assessed. "Listening sessions" are being scheduled at the end of September and beginning of October. Mr. Castagna's report will be completed by February 2012.

Instruction

Mr. Williams gave the report of the August 22, 2011 Instructional Committee meeting. The first agenda item was a discussion of the single U.S. History course proposed to begin in 2012.

The committee discussed the challenges of teaching ELL Civics classes given the different levels of English competency. CHS staff asked for more flexibility.

Principal Connolly described the need for the high school to offer 2 semester courses (1 credit) of Earth Science, now a state requirement for school approval. The high school administration will propose course descriptions to the Instructional Committee in the fall.

The committee discussed the criminal justice and other course offerings at CRTC. Mr. Williams noted the excellent work of CRTC director Steve Rothenberg, including potential courses in agriculture, landscaping and forestry. He will meet again with the committee for further discussion.

The committee discussed a calendar survey initially proposed to end the April vacation period, as well as other calendar issues the Board may want to have public input on. In light of discussion of extended school days and extended school year, the committee thought all of these items should be included in a community survey.

The committee discussed the high school schedule, as part of increasing the course credit requirement from 21 to 24 credits. About half of CHS students will earn 24 or more credits before they graduate.

The Board voted 8–0 to approve the expenditure of \$3,422.44 for instructional materials for 5th grade social studies materials from the Instructional Trust Fund (moved by Mr. Williams, seconded by Mr. Casko).

The Board voted 8–0 to approve the offering of one level of US History and Economics beginning in the fall of 2012 (moved by Mr. Williams, seconded by Mr. Casko).

Negotiations

In chairperson Bill Glahn's absence, Ms. Ardinger noted that the Negotiations Committee met three times in August. The committee is scheduled for a number of meetings in September and is working diligently on preparing for the upcoming teacher contract negotiations.

Other Business

There was some discussion whether to change the calendar of meetings with fewer but longer meetings, or include some early morning meetings.

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for September and October 2011. The calendar of meetings can be found on the District's website, concordnhschools.net.

Public Comment

A former Concord resident now living in Massachusetts spoke to the Board regarding his request under 91-A for minutes he presumed existed of several personnel-related meetings he claimed had taken place between the Superintendent and other individuals. Mr. Williams indicated that meetings with staff or others are not public meetings and that minutes would not be kept for meetings of that kind. Board President Kass Ardinger indicated that resolution of this type of matter should be sought through the courts.

Adjournment

The Board voted 8-0 (moved by Mr. Casco, seconded by Mr. Dunn) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education, Concord School District
Regular monthly meeting
October 3, 2011

Board members Kass Ardinger, Chris Casco, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Board members absent: Clint Cogswell

Administrators: Donna Palley, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:00 p.m.

Approval of Agenda

The Board voted 8-0 to approve the agenda (motioned by Tara Reardon, seconded by Eric Williams).

Public Comment

There was no public comment.

Recognitions

Board President Kass Ardinger introduced student representatives Peter Rouvalis and Ethan LaFrance, both seniors at Concord High School. Peter has been involved in student government at the high school, and Ethan noted that he looks forward to learning more about the work of the School Board.

Peter noted that there is a great deal of interest among students regarding the proposed change from an 8-period to a 7-period daily schedule. He also thanked Lowes for its community service project refurbishing the courtyard at CHS, which now looks significantly better. Ethan noted the student response to the act of vandalism in the community several weeks ago, with many students attending rallies. A Youth Leadership Summit is being planned for October 22, that will feature Chastity Lord, director of the Chicago inner-city youth mentoring project called the Posse Foundation. He also talked about a new mentoring project organized by assistant principal Adam Osburn and science teacher Tom Crumrine to pair juniors and seniors with freshmen who may benefit from extra tutoring.

Assistant Superintendent Donna Palley noted a letter from Stephen and Claire Michlovitz thanking Matt Cashman and School Board members for their facilitation of

a fence that has been erected along the Broken Ground School property line adjacent to their home, that helps ameliorate the effects of the construction project just next door.

Approval of Board minutes

Ms. Ardinger briefly reviewed the minutes of the September 6 regular monthly meeting.

The Board voted 7-0 (Bill Glahn abstained as he was not present at the September 6 meeting) to approve the minutes of the September 6, 2011 Board meeting (moved by Mr. Casco, seconded by Jennifer Patterson).

Personnel

Leave of absence

Larry Prince presented a professional leave request from Jocelyn Small from her 80% speech language pathologist position.

The Board voted 8-0 to approve the leave as presented (moved by Mr. Casco, seconded by Mr. Williams).

Staff confirmations

Joseph Messineo, Internetworking Teacher, Concord High School, \$18,392 rate of 33% of B-10, prorated 175 days, one year only. Joe replaces Gary Hendley (33% of B-13, prorated 175 days = \$21,020) – resignation. Budgeted at \$21,020

Colleen Lehman, Kindergarten Teacher, Dame School, \$16,958, rate of 50% of B-1, prorated 164 days. Colleen replaces Usha Bailey (50% of B-13, prorated 164 days = one year only, \$29,847) – resignation. Budgeted at \$29,847

The Board voted 8-0 to confirm the staff hires as presented (moved by Bill Glahn, seconded by Jack Dunn).

Recruitment report

Mr. Prince presented the annual report on teacher recruitment, developed to gauge the effectiveness of various types of advertising and provide feedback to the Board. He noted that all jobs are posted on the district website and also on “edjobsnh.com” and Craig’s List. Although the District occasionally advertises in the newspaper, few actual hires result from those ads. He also discussed teacher hiring statistics within this report. Very few exit survey responses were received.

Joint City Council/School Board

Mr. Casco gave the report of the *September 16, 2011* Joint City Council/School Board meeting. At that meeting, consultant Michael Castagna presented his charge to City representatives: firstly, determining the present condition of the buildings that will

become vacant once the new schools open and what kinds of re-use they can accommodate, including costs; secondly, obtaining citizen and stakeholder input. He discussed various events designed to elicit input from the community, including "Listening Sessions" scheduled for September 27 and 29, and October 4, 6 and 11. There was some discussion about the possibility of covenants placed on the properties to prevent uses contrary to the Board's and the City's purposes. There were no action items at the meeting.

Negotiations

Bill Glahn noted that the Negotiations Committee met three times in September: on September 12, September 19, and September 26, and October 3. The committee continues to work diligently on preparing for the upcoming teacher contract negotiations. On October 19 the District and CEA negotiating teams will meet to exchange proposals, at which time negotiations will begin in earnest.

Other Business

Donna Palley talked about plans for the District professional development day on October 7, with the theme "All Students All the Time." 28 workshops will be offered, almost all presented by District staff. Fifteen refugee and immigrant high school students will share their experiences on a panel during a potluck lunch, which will also include a Burundian drum and dance group. After lunch the teachers will go to their own buildings to continue focused workshops.

Michele Croteau asked the Board to pass a resolution to update the authorization of several District administrators to sign state and federal grant forms on behalf of the Board, a requirement of the DOE. Those administrators are Superintendent Rath, Assistant Superintendent Donna Palley, Business Administrator Michele Croteau, and Director of Student Services Robert Belmont.

The Board voted 8-0 to authorize Superintendent Christine Rath, Assistant Superintendent Donna Palley, Business Administrator Michele Croteau, and Director of Student Services Robert Belmont to approve and sign grant forms OMB Forms 1, 3 and 4 originating from Concord School District, on behalf of the Board (moved by Ms. Patterson, seconded by Mr. Casko).

Proposed Calendars of Meetings

Board president Kass Ardinger discussed the calendar of Board meetings for October 2011. The calendar of meetings can be found on the District's website, concordnhschools.net.

Public Comment

There was no public comment.

Adjournment

The Board voted 8-0 (moved by Mr. Casco, seconded by Dr. Fleming) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

**Concord School District
Special Board Meeting Minutes**

Date: October 24, 2011

Board members present: Kass Ardinger, *President*, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon

Board member(s) absent: Eric Williams

Administrators: Chris Rath, Matt Cashman, Michele Croteau, Larry Prince

President Kass Ardinger called the Special Board meeting to order at 6:30 p.m., stating that the purpose of the Special Board meeting to hold a public hearing regarding the budget for fiscal year 2011-2012 and to vote on the Finance Committee's recommendations regarding the budget and projected for tax rate. President Ardinger turned the meeting over to Business Administrator Michele Croteau to review the current FY 2011-2012 Budget and the proposed changes.

In the process of reviewing and summarizing the proposed changes to the FY 2011-2012 Budget, Business Administrator Croteau stated that the final FY 2010-2011 Unreserved Fund Balance turned out to be \$ 2,329,930; \$311,580 greater than the \$2,018,360 that was anticipated and budgeted in the FY2011-2012 Budget. She went on to explain the proposed use of the Unreserved Fund Balance as follows:

- Apply \$167,300 to cover a revenue reduction in Catastrophic Aid
- Apply \$4,000 to cover a proposed fund shortage in the Building Renovation & Maintenance Reserve changing the withdrawal from \$103,000 to \$99,000
- Increase the FY 2011-2012 appropriations by \$133,000; \$100,000 to increase the Superintendent's contingency for FY 2011-2012, and \$33,000 to transfer funds to the Risk Management Reserve Fund.
- The remaining balance of \$7,280 to be applied toward a reduction in tax rate calculation in November 2011.

Ms. Croteau explained how the real growth in City valuation and the market decrease in valuation affect the tax rate. She described how the current proposed tax rate of \$12.39 was obtained using the City's estimate in 0.44% real growth valuation. The initial projection of \$12.39 was increased to \$12.40 due to a decrease in the State portion of the amount to be raised in taxes. The projected tax rate remains at \$12.40 when incorporating the changes proposed above and adjusting for a decrease in real valuation growth from 0.44 % to 0.37%. When adjusting for the decline in market value which is just over 4%, the resulting tax rate is projected to be \$12.98.

After an opportunity for public comment, and there being none, the School Board agreed to close the public comment section of the Special Board meeting at 6:44 p.m.,

and to proceed with voting on the Finance Committee's recommended changes to the FY 2011-2012 Budget.

President Kass Ardinger began the next section of the Special Board meeting at 6:44 p.m., stating that its purpose was to vote on the Finance Committee's recommendations to finalize the 2011-2012 budget for tax rate setting. President Ardinger also noted that there was no need to further discuss the budget before voting, as it had been thoroughly reviewed and discussed at the Finance Committee meeting, previously held that evening.

Finance Committee Chair Clint Cogswell moved that the School Board vote to increase fiscal year 2011-2012 appropriations for the General Fund by \$133,000; \$100,000 in the Superintendent's contingency and \$33,000 as a transfer to the Risk Management Expendable Trust fund. This will increase the total approved appropriations for the General Fund to \$70,490,106 and with appropriations for all funds totaling \$75,696,412.

The Board voted 8 - 0 (motioned by Clint Cogswell, seconded by Jack Dunn) to approve the motion as stated to increase the FY 2011-2012 appropriations.

Finance Committee Chair Clint Cogswell moved that the School Board vote to reduce the withdrawal from the School Buildings Renovation & Maintenance expendable Trust Fund from \$103,000, as previously approved by the School Board on 7/11/2011, to \$99,000.

The Board voted 8 - 0 (motioned by Mr. Cogswell, seconded by Bill Glahn) to approve the motion as stated to reduce the withdrawal from the School Buildings Renovation & Maintenance Expendable Trust.

As there was no other business, President Ardinger called for a vote to adjourn the meeting.

The Board voted 8 - 0 (motioned by Mr. Cogswell, seconded by Jennifer Patterson) to adjourn the Special Board meeting.

The meeting adjourned at 6:48 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Michele M. Croteau, *Recorder*

MMC/srr

Board of Education, Concord School District
Regular monthly meeting
November 7, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Kevin Fleming, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Administrators: Chris Rath, Donna Palley, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:00 p.m.

Approval of Agenda

The Board voted 9-0 to approve the agenda (motioned by Eric Williams, seconded by Jack Dunn).

Public Comment

There was no public comment.

Recognitions

Superintendent Rath introduced Doris Ballard, Executive Director of ConcordTV to address the Board. Ms. Ballard thanked Bob McIntosh of the CRTC Culinary Arts Program for his help setting up the videotaping of cooking episodes. The class is using video for presentation and job interviews. She noted that ConcordTV is developing a monthly program to include the police department and the CHS resource officer. She also noted that ConcordTV staff took a tour of the new elementary schools, and thanked Assistant Superintendent Donna Palley for asking that ConcordTV tape some of the teacher workshops at the beginning of the year. Ms. Ballard announced the first annual "CHS video scavenger hunt" in December.

She noted a live community-wide "telefest" scheduled for Sunday April 15 from 12 – 6 pm, called "Love Your Community," which will feature 8-minute episodes throughout the day. The episodes will feature members of the community, the city and the school district, including material on the new elementary schools, which will have 6 – 8

segments. She thanked the Board for helping to get ConcordTV connected with the school community.

Superintendent Rath also noted a letter from Mark Beauchesne of NH Fish & Game thanking teacher Patty Jared and her AP Statistics class for their work analyzing some 500 survey results from a sporting expo hosted by the department. She further noted a letter from Debra Krajcik of DOE to Director of Student Services Bob Belmont, informing us that our application to the agency to be one of the tutoring agencies under Title I has been accepted. Superintendent Rath pointed out a note to Matt Cashman from US District Court Chief Judge Steven McAuliffe, thanking him for a tour of the emerging Christa McAuliffe Elementary School. She recognized a nice thank-you from Mr. Belmont thanking Best Buy for its generous donation of over \$600 of school supplies for the District's students. Superintendent Rath also noted a thank-you letter from CHS principal Gene Connolly to Lowe's Hardware store for its extensive grounds improvement project at the CHS courtyard.

Approval of Board minutes

Ms. Ardinger asked for a motion to approve the minutes of the October 3 regular monthly meeting.

The Board voted 9-0 to approve the minutes of the October 3, 2011 Board meeting (moved by Chris Casco, seconded by Jennifer Patterson).

Ms. Ardinger briefly reviewed the minutes of the October 24 Special Board meeting. This Special Board meeting was a public hearing on the budget for fiscal year 2011-2012 and a vote on the budget and projected tax rate, but no member of the public attended. The final FY 2010-2011 Unreserved Fund Balance was \$2,329,930; \$311,580 greater than the \$2,018,360 that was anticipated. The administration proposed to apply \$167,300 to cover a revenue reduction in Catastrophic Aid; apply \$4,000 to cover a proposed fund shortage in the Building Renovation & Maintenance Reserve (changing the withdrawal from \$103,000 to \$99,000); increase the FY 2011-2012 appropriations by \$133,000 (\$100,000 to increase the Superintendent's contingency for FY 2011-2012 and \$33,000 to transfer funds to the Risk Management Reserve Fund); and apply the remaining balance of \$7,280 to a reduction in tax rate calculation in November 2011. Real growth in City valuation and market decrease in valuation affect the tax rate. The current proposed tax rate of \$12.39 was obtained using the City's estimate in 0.44% real growth valuation. The initial projection of \$12.39 was increased to \$12.40 due to a decrease in the State portion of the amount to be raised in taxes. The projected tax rate would remain at \$12.40 when incorporating the changes proposed above and adjusting for a decrease in real valuation growth from 0.44 % to 0.37%. When adjusting for the approximately 4% decline in market value, the resulting tax rate was projected to be \$12.98. The School Board voted unanimously to increase fiscal year 2011-2012 appropriations for the General Fund by \$133,000; \$100,000 in the Superintendent's contingency and \$33,000 as a transfer to the Risk Management Expendable Trust fund. This increased the total approved appropriations for the General Fund to \$70,490,106,

with appropriations for all funds totaling \$75,696,412. The School Board voted unanimously to reduce the withdrawal from the School Buildings Renovation & Maintenance expendable Trust Fund from \$103,000, as previously approved by the School Board on 7/11/2011, to \$99,000.

The Board voted 9–0 to approve the minutes of the October 24, 2011 Special Board meeting with one correction as noted (moved by Kevin Fleming, seconded by Mr. Casko).

Personnel

Staff confirmation

Scott Lane, Criminal Justice Teacher, Concord High School, \$29,020 rate of 67% of B-10, prorated 136 days. Scott replaces John Ryan (136 days @ 67% of M-14 = \$36,558) – resignation. Budgeted at \$36,558

The Board voted 9–0 to confirm the staff hire as presented (moved by Tara Reardon, seconded by Jack Dunn).

Coaching confirmations

Jessica Boezeman, CHS Girls Indoor Track Head Coach, Concord High School, \$3,217, Step 2, Group 6, 8.5%. Jessica replaces Kristen Houghton

James Klobucar, Boys Indoor Track Head Coach, Concord High School, \$3,217, Step 2, Group 6, 8.5%. Jim replaces Zach Emerson

William Whitcher, Alpine Ski Supplemental Coach, Concord High School, \$1,135, Step 1, Group 13, 3.0%. Bill replaces Sarah Moeckel

Joseph Bruns, Boys Basketball A Team Head Coach, Rundlett Middle School, \$2,271, Step 3, Group 11, 6.0%. Joe replaces Scott Drapeau

Jessica Campbell, Girls Basketball B Team Head Coach, Rundlett Middle School, \$1,892, Step 1, Group 11, 5.0%. Jessica replaces Allyson Daniels

Jennifer Hallee, Girls Basketball A Team Head Coach, Rundlett Middle School, \$2,271, Step 3, Group 11, 6.0%. Jennifer replaces Dan Gauthier

Mark Paveglio, Boys Basketball B Team Head Coach, Rundlett Middle School, \$2,271, Step 3, Group 11, 6.0%. Mark replaces James Harvey

Tara Reardon had a question whether it was unusual for an AD from one middle school be the head coach at another school. After discussion, it did not appear that he was still acting as AD.

The Board voted 9–0 to confirm the coach hires as presented (moved by Mr. Glahn, seconded by Mr. Dunn).

Instruction

Mr. Williams gave the report of the October 17, 2011 Instructional Committee meeting. The first agenda item was a discussion of two new courses at the high school: one for astronomy and one for earth science, which are required by the State. The committee voted unanimously to recommend to the Board that these two courses be approved.

The Committee reviewed the annual enrollment report. The number of entering kindergartners, 284, is smaller than in the past. Anecdotally, it appears that some parents may have been keeping their kindergartners at home or in private kindergartens until the new schools are completed. There was some discussion of middle school enrollments.

The Board voted 9-0 to approve the offering of one level of Earth Science and one level of Astronomy beginning in the fall of 2012 (moved by Mr. Williams, seconded by Jennifer Patterson).

Finance

Mr. Cogswell gave the report of the October 24, 2011 Finance Committee meeting, noting that the school board budget was passed back in April, but the Board could not officially approve the final budget until the City received the property valuations in September and set the tax rate in November. The final budget was nearly identical to the budget passed in April.

Negotiations

Mr. Glahn reported on the meetings of the Negotiations Committee on October 3, October 5 and October 12, 2011. There are five negotiating sessions scheduled between now and December.

Communications

Ms. Patterson gave the report of the October 26, 2011 Communications Committee meeting. Three policies were discussed.

Policy #424.2 Unpaid Leaves of Absence had gone back to the Committee for changes, and came to the Board for its first reading. Ms. Patterson noted some of the salient features of the revised policy. In response to Mr. Glahn's question whether 60 days would be sufficient time to find the right replacement for the teacher on leave, it was determined that the choice to grant a leave would be left to the discretion of the administration. Ms. Patterson noted that this would provide flexibility for a teacher to take advantage of an unexpected opportunity. After discussion, the Board asked the administration to reconsider whether 60 days allows enough time to find a replacement teacher.

Policy #450 Teacher Performance and Evaluation came before the Board for a first reading. This policy is in response to a recent state law, which refers to evaluation

procedures contained in collective bargaining agreements that may be in place. The policy defines teachers to include principals, assistant principals, librarians and guidance counselors, as well as teachers. Mr. Casco made a suggestion to strike the RSA language from the policy and replace "Teacher means" with "Teacher shall mean". Superintendent Rath noted that a written evaluation procedure for principals and assistant principals will be brought to the Communications committee for review.

Policy #713 Anti-Idling came before the Board for a second reading. This policy is important because it is part of the District's effort to achieve certification in the CHIPS system for an additional 3% of building aid.

The Board voted 9-0 to adopt Policy #713, Anti-Idling (moved by Ms. Patterson, seconded by Mr. Casco).

Capital Facilities

Mr. Cashman gave an update on construction of the new Mill Brook Primary, Christa McAuliffe Elementary, and Abbot-Downing Elementary schools, noting that the District is \$20.5 million into the \$62.5 million project, representing 33% of the total. Construction is still ahead of schedule on all three schools, and all three schools will be weather tight this week, after which drywall can be hung. The Kimball Arch will be installed this month: the forms were pulled off and the steel was being built around it. By the end of the year, the entire arch will be fully erected. Metal panels (grey, white, and off-white) have been installed on all three schools; color panels will be installed next month. Skylights are going in, and new boilers are supplying heat to BGS. He announced that the schools are scheduled to be substantially completed on June 29, 2012. Staff will have time to get into their rooms over the summer.

Mr. Dunn noted that the Board toured McAuliffe Elementary School last week, noting that the careful planning process could be seen in the design details. Ms. Arding noted how valuable the process was of people in the district coming together and brainstorming what a school for this age group needs to look like, and that such a process has resulted in this superior product.

In response to a question from Bill Glahn about the inscribed brick fundraiser, Mr. Cashman noted that the PTO is working with Clint Cogswell and Pia Shea from the McAuliffe Elementary School PTO, with a deadline of Dec. 31 for the order. A walkway might be built, depending on the number of bricks purchased. Mr. Cogswell noted that news of these bricks has been sent out in a newsletter from the PTO, and there will be broader outreach to the community as well.

Other Business

Eric Williams described a Safe Routes to School program organized by the Central Regional Planning Commission, which he attended with Matt Cashman and Terry Crotty to represent the School Board and the District. City officials and the Coalition

for Safe Communities also attended. A history of the project was presented, with an update of work on the Abbot-Downing campus and other off-campus improvements. The group reviewed the vision for Safe Routes to School, whereby all children have access to a safe way to get to school, and that all children who are physically able, do walk to school if they are within walking range. The group wants to make sure safe routes are incorporated into the plans for the new schools, and will undertake a “walking audit” of the neighborhoods. Mr. Cogswell noted that the City’s plowing priority is critical, as one can see children walking in the street all winter long, all the way down South Street to Conant and RMS.

Ms. Ardinger noted that the Board needs to vote to allow the certification of election results and results on the charter questions via a telephone poll versus calling a special meeting of the Board.

The Board voted 9-0 to certify the results of the November 8, 2011 election via a telephone poll (moved by Mr. Glahn, seconded by Ms. Reardon).

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for November and December 2011. The calendar of meetings can be found on the District’s website, concordnhschools.net.

Public Comment

There was no public comment.

Adjournment

The Board voted 9-0 (moved by Mr. Glahn, seconded by Dr. Fleming) to adjourn.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*

Board of Education
Concord School District

**School Board Canvass of Votes
November 8, 2011**

On Thursday, November 10, 2011, the Board canvassed the vote of Tuesday, November 8, 2011, as submitted by Roger B. Phillips, Board of Education Clerk, through a telephone poll.

The three candidates who won seats on the Concord School Board for three-year terms, beginning January 1, 2012, are:

Nick Metalious	2,025 votes
Jack Dunn	2,226 votes
Barbara Higgins	2,303 votes

School District Charter Ballot Questions

Question #1, the home rule charter amendment process, was adopted by a vote of 2,669 to 330.

Question #2, having six members of the Board serve by means of ward representation, met the 60% requirement by a 34-vote margin (1885 in favor and 1180 opposed).

The results of the November 8, 2011, election were accepted by nine of the nine board members contacted.

Respectfully submitted,

Jack Dunn
Secretary

Board of Education, Concord School District
Regular monthly meeting
December 5, 2011

Board members Kass Ardinger, Chris Casco, Clint Cogswell, Jack Dunn, Bill Glahn, Jennifer Patterson, Tara Reardon, Eric Williams

Board members absent: Kevin Fleming

Administrators: Chris Rath, Donna Palley, Larry Prince, Matt Cashman, Michele Croteau

Call to Order

The meeting was called to order at 7:00 p.m.

Approval of Agenda

The Board voted 8–0 to approve the agenda (motioned by Eric Williams, seconded by Jack Dunn).

Public Comment

There was no public comment.

Recognitions

Superintendent Rath noted two letters from Governor John Lynch’s office, thanking CHS staff and students for their welcome to the Governor, and thanking Broken Ground teacher Rachel Hamilton and BGS chorus students for singing for the Governor and Executive Council on November 30. She also noted two \$500 grants from Exxon Mobil to Dame and Conant Schools, to support the study of math and science.

Peter Rouvalis reported that the CHS Theater Club performed Neil Simon’s *Rumours* to acclaim the weekend before Thanksgiving. CHS athletic teams will begin their winter season next week with Varsity Wrestling, and Varsity Girls Basketball competitions. The CHS music ensembles will perform their holiday concerts beginning this week.

Ethan LaFrance noted that presidential candidate John Huntsman spoke to CHS students last week as part of the presidential primary/election process. He also mentioned the group of students, teachers and administrators who are meeting to discuss the possibility of changing the high school’s 8-period schedule to a 7-period schedule. He also mentioned the canned food drive to support the Capital Region Food Program. He mentioned a student group that raised money at “Midnight Merriment”

last week to support programs to end homelessness, and that will organize a sock drive.

Approval of Board minutes

Ms. Ardinger asked for a motion to approve the minutes of the November 7 regular monthly meeting.

The Board voted 8–0 to approve the minutes of the November 7, 2011 Board meeting (moved by Chris Casko, seconded by Jennifer Patterson).

Ms. Ardinger asked for a motion to approve the telephone poll canvass of the vote for the November 8, 2011 School Board election, and two questions on the Charter.

The Board voted 8–0 to approve the minutes of the November 8, 2011 Canvass of the Vote (moved by Ms. Patterson, seconded by Mr. Williams).

Personnel

Leave of Absence

Mr. Prince presented a request for a leave of absence for the remainder of the school year.

The Board voted 8–0 to confirm the leave of absence (moved by Ms. Patterson, seconded by Mr. Williams).

Staff confirmation

Pamela Briggs, Preschool Outreach Teacher, Beaver Meadow School, \$10,506, rate of 40% of B-1, prorated 127 days. Pam replaces Jacqueline Maude (127 days at 40% of M-2 = \$12,187) – resignation. Budgeted at \$12,187

Pamela Mosca, Classroom Teacher, Broken Ground School, \$28,126, rate of B-1, prorated 136 days, one year only. Pam replaces Brenda Hastings (136 days at M-14= \$54,564) – LOA. Budgeted at \$54,564

The Board voted 8–0 to confirm the staff hires as presented (moved by Tara Reardon, seconded by Mr. Dunn).

Coaching confirmations

Stephanie Ala, Girls Ice Hockey Assistant Coach, Concord High School, \$2,838, Step 1, Group 6, 7.5%. Replaces Allison Cloutier

The Board voted 8–0 to confirm the coaching hire as presented (moved by Bill Glahn, seconded by Mr. Dunn).

Instruction

Mr. Williams gave the report of the November 14, 2011 Instructional Committee meeting. The agenda items included discussion of a new AP Environmental Science course and two new PE electives at the high school: CPR II and Advanced Self Defense. The committee voted unanimously to recommend to the Board that these three courses be approved.

The Board voted 8-0 to approve the offering of AP Environmental Science, CPR II and Advanced Self Defense as electives, beginning in the fall of 2012, and to further develop a proposal for a fire science program at the Technical Center (moved by Mr. Williams, seconded by Mr. Casco).

The Committee reviewed the proposed calendar for 2012-2013, noting that the Columbus Day holiday in October 2012 will be replaced by Election Day on November 6, 2012.

Mr. Prince indicated that five of the District's collective bargaining agreements specify Columbus Day as a paid holiday, and that he has been in contact with them about the change proposed for 2012-2013.

The Board voted 8-0 to approve the proposed 2012-2013 school year calendar as presented (moved by Mr. Williams, seconded by Ms. Patterson).

Mr. Williams also reported on the results of the survey that polled both parents and staff about possible changes to the school calendar going forward, including start of school, and the scheduling and length of winter and spring breaks.

Communications

Ms. Patterson brought Policy #450 Teacher Performance and Evaluation to the Board on behalf of the Communications Committee meeting for a second reading, with one change: to strike the RSA language from the policy and replace "Teacher means" with "Teacher shall mean".

The Board voted 8-0 to adopt Policy #450 Teacher Performance and Evaluation with the change as noted (moved by Ms. Patterson, seconded by Mr. Casco).

Negotiations

Mr. Glahn reported on the meetings of the Negotiations Committee on November 9 and 21, 2011. The fourth negotiating session will occur on December 14. Formal proposals will be submitted soon.

Other Business

Date for January meeting

Ms. Ardinger noted that the Board needs to vote to set the date of the January, 2012 meeting, as the first Monday falls on the day on which the New Year holiday will be celebrated.

The Board voted 8-0 to set January 3, 2012 as the date of the January 2012 monthly Board meeting (moved by Mr. Glahn, seconded by Mr. Williams).

Special Recognitions

Ms. Ardinger read aloud two resolutions thanking outgoing Board members Kevin Fleming, M.D. and Eric Williams for their devoted service to the Concord School District Board of Education. Mr. Williams and Dr. Fleming each served one three-year term during an especially intensive time of budget challenges and the rigorous process consolidating and building three new elementary schools in the city. Mr. Williams thanked the Board and noted the very good work of District administrators, and teachers in the District.

Proposed Calendars of Meetings

Superintendent Rath discussed the calendar of Board meetings for December 2011 and January, February and March 2012. The calendar of meetings can be found on the District's website, concordnhschools.net.

Public Comment

There was no public comment.

Adjournment

The Board voted 8-0 (moved by Mr. Glahn, seconded by Mr. Dunn) to adjourn.

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Jack Dunn, *Secretary*