

MINUTES  
BOW SCHOOL BOARD MEETING

February 2, 2012 – 7:00 p.m. -- Bow High School – Room 1311

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School Board Members Present:

Pansy Bloomfield, Chair  
Robert Louf, Vice Chair  
Deb Alfano, Member

School Board Members Absent:

Tom Keane, Member  
June Branscom, Member

Guests Present:

Ms. Kara Hinck, BEA President  
Ms. Tracy Hahn-Burkett  
Mr. Jim Hatem, Moderator  
Ms. Muriel Hall  
Maurine Egan

Student Representative Present:

Alex Evans attending for  
Thomas Cleary who could not be at the  
meeting.

Administration Present:

Dr. Dean Cascadden, Superintendent  
Mr. Duane Ford, Business Administrator  
Mr. Dan Ferreira, Special Ed. Director  
Mr. John House-Myers, BHS Principal  
Mr. Kirk Spofford, BMS Principal  
Dr. Deborah Winings, BES Principal

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- I. A. Call to Order – The meeting was called to order at 6:56 p.m. by Pansy Bloomfield, Chair.  
B. Pledge of Allegiance – Ms. Bloomfield led the Board and attendees in the Pledge of Allegiance.  
C. Announcements – None

II. **MINUTES:** (1) January 5, 2012 and (2) January 18, 2012 – Robert Louf motioned to accept both sets of minutes with one correction to the January 5, 2012 minutes as follows: Under Item VIII - Public Comment - Ms. Bloomfield's reply to Ms. Hinck's question regarding the possible addition of teachers should enrollment increase adversely affecting class size should have read as follows: "Absolutely additional teachers would be added as needed". There were no changes suggested to the Minutes of January 18, 2012.

**Vote 3 – 0 – 0 Motion Passed.**

The minutes of January 5, 2012 will be amended by the School Board secretary and re-posted on the District website.

III. **SPECIAL PRESENTATIONS / EDUCATIONAL FOCUS:** (1) Youth Risk Behavior Survey (YRBS) – Mr. House-Myers presented a PowerPoint that showed the results of the YRBS questionnaire that was completed by a large number of high school students in the state of New Hampshire last year, including 489 from Bow. The graphs compared the results of Bow High School students to the other high school students in the state who also participated in the survey, and some of the results were extremely enlightening. He commented that we will want to see the results over several years in order to see the trends that are developing, but this told us so much about our students. Some of the survey questions of particular interest were (1) Number of students who rode one or more times in the past 30 days in a car / other

vehicle driven by someone who had been drinking alcohol (number of Bow students who had, were less than

those in the state of NH in all grade levels), (2) Number of students who had driven a car / other vehicle after drinking alcohol in the past 30 days (number of Bow students who had were less than those in the state of NH in all grade levels other than Grade 12 where Bow students exceeded the NH number), (3) Percentage of students who carried a gun, knife, or club on school property during the past 30 days (number of Bow students was less than those in the state of NH in all grade levels), (4) Number of students who did not go to school because they felt unsafe at school or on their way to or from school on one or more of the past 30 days (number of Bow students was substantially less than those in the state of NH in all grade levels), (5) Percentage of students who were in a physical fight one or more times in the past 12 months (Number of Bow students who indicated this was the case, was less or equal to those in the state of NH in all grade levels).

Other survey questions addressed the issues of bullying, depression, suicide, drug use, drug overdoses, cigarette smoking (or tobacco chewing, snuff, marijuana, or dip), alcohol, prescription drugs for which the student did not hold a valid prescription, use of over-the-counter drugs in order to get high, sniffing glue or inhaling other products, steroids, sexual activity, use of condoms, hunger due to lack of access to food at home, AIDS or HIV infection, proper medical / dental care, feeling of self-worth, feelings of wanting to harm one's self, etc. Mr. Louf asked regarding a couple of the drug topics whether or not this activity was on campus or off and, primarily, it is believed that these things are taking place off campus, although on campus is certainly possible because the campus is available to the public at all times, and Turee Pond is accessible on campus. When the question of suicide came up, Ms. Alfano confirmed with Administration that staff is intervening in this when the presence is known, and both Mr. House-Myers and Dr. Cascadden stated we are very proactive in providing training in this and other areas and that we would, in fact, have sessions coming up later in the month. There were some comments regarding binge drinking among our students, and Dr. Cascadden stated that staff is very concerned about this tendency and indicated that the number of students who admit doing this is extremely close between male and female students so it's not indicated that one does it more frequently than the other. Regarding the use or possession, by students, of drugs that they do not hold a prescription for is on the rise and some of this is attributable to the 90-day plans that are prevalent now. One can order 90 days of a prescription at one time, dependent upon the drug, so it's more readily available in the home. Mr. House-Myers stated that this is a relatively new concern, but is one that must receive our attention. Ms. Bloomfield commented that it is great concern, depending upon what the drug is. Mr. House-Myers pointed out that the survey indicates that Bow students generally have healthy eating habits, which is encouraging, and they also drink primarily sports drinks and water rather than sodas, etc. Dr. Cascadden added that we, as a school district, cleared out the sugared drinks and snacks in the buildings, and that has helped a lot. Dr. Cascadden and Mr. House-Myers also pointed out that the BADco organization no longer exists in Bow to assist the students with drug and alcohol issues, but Bow High School teaches sex education, including AIDS and HIV, and drug and alcohol awareness in our BEST classes, and Ben Forbes, one of the high school's BEST teachers, heads up the Peer Outreach group, which also addresses these issues so the students are well aware of the dangers. Dr. Cascadden also commented on the alarming number of websites out there that are actually pro-marijuana and other drugs so we must be vigilant regarding these issues.

Mr. House-Myers also pointed out that the survey indicates our students do a lot of community service as well, which we are very proud of.

The entire survey results can be accessed at [http://www.bownet.org/BHS/pdf/RISK-BEHAVIOR-SURVEY-RESULTS\(FINAL\)-SCHOOL-BOA](http://www.bownet.org/BHS/pdf/RISK-BEHAVIOR-SURVEY-RESULTS(FINAL)-SCHOOL-BOA).

(2) Endicott Survey - NEASC - Bow High School – John House-Myers -- This was delayed so that the Board could talk with Mr. Hatem regarding plans for the Annual District Meeting coming up March 16, 2012. Please see Item 2 in its entirety following this discussion.

Discussion with Mr. Hatem, School District Moderator:

Ms. Bloomfield welcomed Mr. Hatem, and Mr. Ford distributed a copy of the current Warrant Articles to all present. There was some discussion as to which Articles the Board thought might require a ballot vote, how many people we

thought we might expect in attendance, etc. Ms. Bloomfield explained the possible Bow / Dunbarton AREA Agreement Articles. Mr. Hatem asked how the Town's people seem to feel about it at this point so Ms. Bloomfield stated that the Board recently held a public informational session and that there were more Dunbarton people present than Bow people, if that is any indication in the interest. Mr. Hatem was very interested in the formation of the Committees that will possibly be put together to study this Agreement and why they have an interest in serving. He also asked about how the Board plans to distribute information to the people in town, and Ms. Bloomfield stated that the Board normally distributes a newsletter about two weeks prior to the Annual District Meeting and will do so again this year. It will explain any items of possible concern so that everyone has a clear understanding before they are asked to vote. Mr. Ford commented that the SAU Committee, if formed, has only 12 months to complete its work and, if the current AREA Agreement between Dunbarton and Goffstown is not extended one year, then the same timeframe will apply to that Committee that applies to the AREA Agreement Committee, which means all of the work must be done by Annual District Meeting in March 2013. There was some discussion as to whether the Board may have to be creative next year as to when it holds its Annual District Meeting based on when Dunbarton holds its meeting because some decisions must be made prior to others being made. Mr. Hatem reminded the Board that it's possible to call a Special Meeting of the Board, if necessary. Ms. Bloomfield stated that the Board sets the Annual District Meeting date, and that Mr. Ford has the RSAs outlining the requirements of the formation of both of the Dunbarton Study Committees.

In reviewing the Warrant Articles, Mr. Ford pointed out that both Articles 5 and 6 might be removed if an agreement is not reached. Mr. Hatem asked the Board if they wanted all of the Articles voted on by ballot so some discussion ensued about that. They were clear that all Articles pertaining to dollars would be voted on by ballot, but probably all of them other than Articles 7 and 8 would be ballot votes in order to ensure clarity among the voters. Mr. Hatem commented that the important votes are those made on amendments so those should certainly be by ballot. Ms. Bloomfield asked if, since there are no Warrant Articles dependent upon another, is it possible to cover some of them together, but it was determined in discussion that was probably not a good thing to do. Mr. Louf asked for clarification regarding the fact that, if there are no amendments, would there be a need for a ballot vote, so Mr. Hatem explained how it all should work stating that if the meeting overruled him, we would have to hold ballot votes on everything. The consensus was that everything will be much cleaner if ballot votes are held on everything. Mr. Louf commented on the efficiency that has been apparent in the past with the ballot boxes positioned in the front and back of the auditorium.

Mr. Hatem thanked the Board for talking with him and departed the meeting.

At this point, we returned to the Special Presentations / Educational Focus portion of the meeting.

### **III. SPECIAL PRESENTATIONS / EDUCATIONAL FOCUS (CONTINUED):**

(2) Endicott Survey - Mr. House-Myers explained that this survey is a part of the NEASC accreditation process, and a lot of the parents took it. He then asked Alex Evans the student present at tonight's meeting, if he took it and what he thought. He stated he did take it, and felt there was some confusion re: what 21st century learning meant. Mr. Louf stated he took the survey as well. The survey results are available to the public at <http://www.bownet.org/BHS/pdf/ENDICOTT-SURVEY-RESULTS-NEASC-2-7-12.pdf>.

### **IV. PUBLIC COMMENT: NONE**

**V. SUPERINTENDENT'S REPORT:** Dr. Cascadden added two or three things that he did not include in his written report as follows:

- **Update regarding the NH Retirement System lawsuit** brought by a coalition of unions about the increase in the

required employee contribution of 5 percent to the higher 7 percent and the fact that it's felt this is unlawful for vested employees (those with 10 years or more of service). If the coalition wins the lawsuit, Dr. Cascadden stated he was unsure what the outcome will be -- possibly just that vested employees will return to paying the 5 percent they were paying prior to the increase or maybe that will occur along with their receiving a refund for any monies paid in at the 7 percent rate.

- **Contact by the Concord Monitor** - Dr. Cascadden stated he was contacted earlier today by the Monitor under the Right to Know law, and they requested all reports generated as a result of the State's Bullying Law. He stated he will talk with our Attorney Friday to determine whether or not he has to turn over the information, but he made it clear to the Board that this inquiry is not directed at Bow specifically because other Districts have been contacted as well.
- **Filings with Town to Run for Public Office This Year** -- Dr. Cascadden also updated the Board on the filings to run for office this year stating that Ms. Dee Treybig is the only person at this time who has registered for the one open School Board office, two people have filed for the open Budget Committee positions, and our current School District Clerk has filed to fill his office again, and is uncontested.

Dr. Cascadden then handed out the NECAP scores that he has analyzed and created graphs of. He stated that, all in all, Bow did well this time. He indicated that he will make the scores public after tonight's meeting and will have posted on the District's website. He pointed out, too, that the scores reflect "percent proficient" in students who took the exam, and he has compared Bow's students to the State's scores in the graphs. His concerns are Grade 5 overall, which will require more analysis. He stated that Writing in Grade 11 is remarkable, and he listed the reasons for the good results in Writing - Grade 11 as (1) our curriculum and (2) the method by which the exam was given changed. He added that Bow participated in an online Writing pilot and then placed students with World Studies teachers (whom they know and respect) for the Writing portion of the exam. Dr. Cascadden extended kudos to Grade 11 and mentioned that he had talked with Dr. Winings regarding Grade 5 to analyze why the low results and they will continue to work on this. Mr. Louf asked Dr. Cascadden how writing is analyzed via computer, and he replied that it is sent to experts for analysis. Dr. Cascadden pointed out that the students become proficient in Reading as they move up in the grades, and mentioned that the State is now looking more at growth so they study the results over time. He also stated that reducing class size has brought amazing results for our Grade 6 students, and the summer math camps have helped a lot. Dr. Cascadden mentioned that the District's Math scores have decreased over time so we have formed a District-level Math team which will work through the summer. Mr. Louf commented as to how interesting it is that Grade 11 Writing stands out so much as compared to the State. Dr. Cascadden stated that Coe-Brown Northwood Academy was the school with results closest to Bow, and they were still 19 percent below those of Bow so we did very well.

At this point, Ms. Bloomfield asked a question of Dr. Cascadden regarding social networking and whether we are doing anything as a District to address it. Dr. Cascadden stated that we do need to set up a Policy Committee meeting, and that will go on the agenda. Ms. Bloomfield added that she knew the Nashua School District is working on it and that their faculty is discouraged from "friending" their students.

**VI. BUSINESS ADMINISTRATOR'S REPORT:** Mr. Ford pointed out that he had Audit Reports with him if anyone would like a copy and offered to have our auditor, Mr. Greg Colby of Plodzik & Sanderson, P.A. attend a meeting so that it could be discussed with him. The Board didn't feel that was necessary. Ms. Bloomfield asked if the audit arrived later this year, and Mr. Ford said that was not the case.

Mr. Ford also introduced the online payment service the Food Service Dept. would like to begin using stating that there would be no out-of-pocket expense because we already have the program. He said it would cost the parents a small fee in order to use it, but they would then be able to place payments on their child's account(s) and would also be able to

log in and see what their child has been spending their money on, which is a question that comes up fairly frequently. It's not unusual for a parent to question where the money went that they gave their child for lunches. Mr. Ford added that the dollars will not show up in the account instantaneously because there is a process that has to occur through PayPal, but it will be much easier for everyone. Ms. Alfano asked from where the software was obtained, and Mr. Ford explained that it's part of the point-of service software we're currently using in the cafeteria. She also asked if the parents would still be notified when the balance became low, and Mr. Ford stated that would not change, but that no notification would really be necessary if they logged in and checked for themselves, which they will be able to do.

He added that this program is separate from the Infinite Campus system so they will not be able to see grades, etc. when they log in the NutriKids program. He informed the Board that this capability is also a possibility through Campus, but the cost is prohibitive to go that route. Using NutriKids, the cost to the parent will probably be about \$1.50 to \$3.00 (unsure at this point) to the families per child per transactions completed. He added that the families can continue to pay as they are currently, but paying online will now become an additional option. Mr. Louf asked Mr. Ford what sort of data will be needed from the families who wish to participate via this method, and he said there would be none collected. Ms. Alfano asked if we would be sending information home to parents to inform them of their options, and Mr. Ford stated we would be and could also provide a link to them so they can see a demo. He also added that, even if parents choose not to pay via this method, they will now be able to go online to review their child's purchases so it's not necessary to do one before being able to do the other. The Board members agreed that this would be a good thing to offer parents. No formal action was required by the Board.

## VII. ACTION AGENDA:

- A. **Manifest and Financials** – Mr. Louf motioned to approve the Manifest dated **December 31, 2011** in the amount of **\$1,611,643.65**, Ms. Alfano seconded, and all approved. **Motion passed.**

**Vote 3 – 0 – 0**

B. **Personnel Actions:**

- Resignations: **NONE**
- Retirements: **NONE**
- New Hires (Teachers& Administrators) – 2011 – 2012 SY): **NONE**
- Leave Requests: **NONE**

- C. **BMS Principal Search Update** – Dr. Cascadden requested that the Board remain for a non public session to discuss a possible offer to a finalist.
- D. **School Board Community Outreach Discussion** – The Board discussed that they are working on a newsletter that will be mailed out to the public. Mr. Louf questioned something that he read in the January School Board Minutes that stated the Board might make a public statement with the Bow Education Association (BEA), but they made a determination tonight that no joint statement would be made. Ms. Bloomfield stated the newsletter will go out approximately two weeks prior to the March 16, 2012 Annual District Meeting and would be mailed to each resident just as we have done in the past.
- E. **2012 - 2013 School Year Calendar** – Dr. Cascadden presented the calendar for review and Board approval, and Mr. Louf asked if the early release days had been built in per an earlier discussion, and Dr. Cascadden indicated they had been. Ms. Alfano motioned to accept the calendar as presented, Mr. Louf seconded, and all approved.

**Motion passed. Vote 3 - 0 - 0**

F. **Grant Review and Approval** – Mr. House-Myers explained that Ms. Mary Ann Gaschnig (School-to-Career Coordinator for the District) had previously applied for a grant to improve the trail system on campus and it was granted in the amount of \$7,850.00. However, Board signature is required in order to accept the monies so Mr. House-Myers obtained same from Ms. Bloomfield. Ms. Theos, who is a Notary Public, will notarize the form, and Mr. House-Myers will submit.

G. **Hooksett Parent Tuition Attendance Request (Themopoulos)** – Dr. Cascadden informed the Board that the Themopoulos family in Hooksett had approached him about accepting their daughter on a tuition basis to attend Bow High School during the 2012 - 2013 school year and stated he needed their approval to move forward. Mr. Louf motioned to accept the student, Ms. Alfano seconded, and all approved.

**Motion passed. Vote 3 -- 0 – 0**

At this point, Dr. Cascadden also mentioned that he had been approached about possibly accepting some New Zealand tuitioned students and stated the plan is to use Skype to speak with the other parties to further discuss because this is in the very early stages.

**VIII. PUBLIC COMMENT:** Ms. Tracy Hahn-Burkett asked the Board if it had any further information regarding the process for parental objection to teaching materials. Dr. Cascadden stated we would be developing a policy because the law says we must; however, when a parent objects, they must then provide optional materials and must foot the bill for the cost of teaching same. He added that objections at the high school level become more complicated when tied to credits. Dr. Cascadden stated that the difficulty then possibly comes with clearing the alternatives that are presented, but stated it's his feeling that the new process, based on the law, will not deviate much from what we currently do. Ms. Hahn-Burkett stated that was comforting. Mr. House-Myers stated that they have not had a real problem in the past with this because the teachers are already sensitive to it and have some alternative materials available to students.

Ms. Hahn-Burkett then referred Dr. Cascadden to the final page of the NECAP results he handed out previously and expressed concern about the Committee formed. She's concerned about differentiation and ensuring it's considered at all levels, including advanced.

**IX. SCHOOL ADMINISTRATOR REPORTS** – A comment came from Dr. Winings regarding the upcoming Senior Luncheon hosted each year by Bow Elementary School -- being held this year on February 17, 2012. She invited the Board and Administration to attend stating it's always a great event and probably her favorite day of the entire school year. She added that lunch is served at 11:30 a.m.

**X. BOARD COMMITTEE AND DELEGATE REPORTS:**

Board Committees: None provided

- ❖ Policy Committee – Has not met, but a meeting will be set soon because there are several policies requiring attention. Dr. Cascadden stated he would begin putting together a packet of things that need to be considered. He also suggested that the Board may be able to review policies at BESS Negotiations session being held February 9, 2012.
- ❖ Negotiations Committee -- Dr. Cascadden noted that mediation with BESS takes place on February 9, 2012.
- ❖ CIP / Facilities Committee – Has not met.
- ❖ Wellness Committee – Was not discussed.
- ❖ Transportation Committee -- Has not met per Mr. Ford

- ❖ Communications Committee – Has not met but the newsletter is being worked on.

Delegate Committees:

- ❖ Program Committee – Has not met.
- ❖ Bow Schools Foundation Committee – No report.
- ❖ Professional Development Committee – Ms. Alfano stated that the Committee met all day yesterday, February 1, 2011, to discuss revisions to the Professional Development Plan. She stated a lot of work has been done, but there is still a lot of work to do. Dr. Cascadden stated
  - ❖ that he is on the Committee that governs these plans at the State level and there is a lot of discussion regarding not merely counting hours earned, but tying those hours to teacher learning and student successes.
  - ❖ Town Budget Committee - Continues to meet. Budget Hearing has been set for February 13, 2012 with a bad weather date of February 20, 2012.
  - ❖ Calendar Committee -- Met January 2012, and the proposed calendar was on the agenda and approved earlier tonight.

**XI. PUBLIC COMMENT: NONE**

**XII. SCHOOL BOARD OPEN COMMENT (“BOTTOM LINES”):**

- ◆ **Bow Memorial School Principal Search** – Mr. Louf commented that he felt it was such an honor to serve on this Search Committee.

**XIII. NON-PUBLIC MEETING** – A roll call vote was taken to move into non-public session.

**Vote 3 – 0 – 0**

The Board moved into non-public session at 9:00 p.m.

A Non Public Session was held to discuss (1) Negotiations and the (2) Bow Memorial School Principal Search results and possible nomination of a candidate.

The Board exited Non Public Session at 9:25 p.m.

**XIV. PUBLIC SESSION – RECONVENED:** The Public Session reconvened at 9:26 p.m. Mr. Louf motioned to accept the Superintendent’s nomination of Mr. Adam Osburn to fill the position of Principal at Bow Memorial School effective July 1, 2012. Ms. Alfano seconded the motion, and all approved.

**Motion passed. Vote 3 – 0 – 0**

**XV. ADJOURNMENT** – The Board adjourned public session at 9:27 p.m. and exited the meeting.

Minutes Respectfully Submitted by:

*Gayle Theos*

School Board Secretary