

MINUTES

BOW SCHOOL BOARD MEETING

December 1, 2011 – 7:00 p.m. -- Bow High School – Room 1311

School Board Members Present:

Pansy Bloomfield, Chair
Robert Louf, Vice Chair
Tom Keane, Member
Debra Alfano, Member
June Branscom, Member

Student Representative Present:

Thomas Cleary

School Board Members Absent:

None

Administration Present:

Dr. Dean Cascadden Superintendent of Schools
Mr. Dan Ferreira, Special Ed. Director
Mr. John House-Myers, Bow High School Principal
Mr. Kirk Spofford, Bow Memorial School Principal
Mr. Duane Ford, Business Administrator

Administration Absent:

Dr. Deborah Winings

Guests Present:

Kara Hinck, BEA President

- I. A. Call to Order – The meeting was called to order at 7:00 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) November 3, 2011 – Robert Louf motioned to accept the minutes with one correction as follows: Under Item VII. Action Agenda – A. Manifest and Financials – The first paragraph is to be deleted altogether. The second paragraph should remain; however, the date of the Manifest should be changed from August 31, 2011 to September 30, 2011. Deb Alfano seconded the motion, and all approved. **Vote 5 – 0 – 0 Motion Passed.** The minutes will be amended by the School Board secretary and re-posted on the District website.

III. SPECIAL PRESENTATIONS / EDUCATIONAL FOCUS: (1) Intersession 2012 Video – Dr. Cascadden presented a video that was put together by several staff members, including Bob Jaques, Derek DeAngelis, and Sam Dixon which was used in recruiting students at the initial community Intersession meeting where all offerings are “pitched”. This particular video highlights our film production department. The Board found it to be very entertaining. At this point, Ms. Bloomfield asked Mr. House-Myers how Intersession planning is going this year, and he stated it has gone very smoothly, that the students have been presented with the choices, they have made their choices, and most were able to get what they wanted.

(2) Elementary and Secondary Education Act (ESEA) Waiver Update – Dr. Cascadden – The Superintendent updated the Board via a PowerPoint regarding both State and national issues that will impact the District in the future. This program updates the No Child Left Behind (NCLB) Act from which the State may apply for a waiver. He stated that themes of flexibility and accountability will be fleshed out by the Common Core Standards, the Smarter Balance Assessment and a focus on teacher and leader evaluation that includes student achievement growth as a factor. Discussion ensued as to the interest in, and need for, Math emphasis within our schools. Dr. Cascadden mentioned that Common Core Math is different than what we have been teaching in Bow. He also stated that there will be no

NECAP testing by the year 2013 so there will be other means of assessment such as the Smarter Balance Assessment, which is a computer-adaptive method that poses a question, if it's answered correctly, the next question posed is slightly difficult. If the question is not answered correctly, a slightly less difficult question is then posed. He also stated that with Smarter Balance, we will have access all year long as to the student's progress and retention of knowledge rather than just once per year via NECAP testing. Dr. Cascadden indicated he has been working on some of the committees that are looking at the assessment process, and the goal is to see one year's growth in students in one year's time, which will be directly related to the "highly effective teacher". This is all on the horizon so has not yet been implemented. He mentioned that, at a recent Data Team meeting, it was decided that we need to look closely at Math in our District so we are developing a Steering Committee – later, we will form a Math Team, but deep conversations must take place as to how all of this should be done. There will be summer work done on this as well. Ms. Bloomfield stated that she is particularly happy that the District is now looking more closely at Math and our teaching methods. She asked if Common Core opposes the Everyday Math program, and Dr. Cascadden replied there is a good balance between the two, and our teachers are really ready to look at Math more closely. Mr. Keane mentioned that he recently attended a Common Core session and learned that the Gates Foundation is going all out to push Common Core and that Legislatures everywhere are beginning to adopt it. It is his feeling it will happen, but is unsure as to whether it will happen by 2013. He mentioned that this is not a partisan issue and that it's obvious that No Child Left Behind did not work. Ms. Bloomfield interjected that it may have worked for some regions, but not for NH. She then inquired of Dr. Cascadden as to how effective the waiver would be in Bow, and he stated it would not affect Bow much, but would be effective in other cities such as Manchester. She asked if New Hampshire was to apply for, and be granted, the waiver, would there be criteria we would have to meet, and Dr. Cascadden indicated there would be.

IV. PUBLIC COMMENT: Kara Hinck, parent, taxpayer, BEA President, and teacher at Bow Memorial School, commented that she hopes that, no matter what is done, that we ensure consistency K-12. She mentioned that she has looked at other private programs for her children due to the current inconsistency in the Bow schools.

V. SUPERINTENDENT'S REPORT: Dr. Cascadden stated he had nothing more to report at this point. Mr. Louf asked regarding the Concord district having set their calendar for the 2012 – 2013 school year and brought up the issue currently before the Manchester district regarding changes to the vacation weeks currently in place and possibly going to only one week off. Dr. Cascadden mentioned the impact this change could have on NH's ski industry has been a part of Manchester's discussions. He then commented that Concord expects to have their calendar finalized by December 5, 2011 and, once that is done, we will then set our Calendar Committee date and send out information to the members.

VI. BUSINESS ADMINISTRATOR'S REPORT: Mr. Ford talked about the facilities study and indicated that the draft is finalized so there will be a meeting on December 8, 2012 to review it with the architect. Once finalized, it will then go to the Facilities Committee. Ms. Bloomfield asked if it would be helpful for a Board member to attend the December meeting, and Mr. Ford stated he thought that might be premature because it's just in the draft stage at this point.

VII. ACTION AGENDA:

A. **Manifest and Financials** – Mr. Louf motioned to approve the Manifest dated **October 31, 2011** in the Amount of **\$2,325,720.80**, Mr. Keane seconded, and all approved. **Motion passed. Vote 5 – 0 – 0.**

B. **Personnel Actions:**

■ Resignations: **NONE**

■ Retirements: **(1) Diane Gerhardt** – Bow Elementary School Teacher – Effective 6-30-13 – Ms. Gerhardt's letter of request to retire effective June 30, 2013 was reviewed by the Board. Ms. Alfano motioned to accept the request, Mr. Louf seconded the motion, and all approved. **Motion passed. Vote 5 – 0 – 0.**

■ New Hires (Teachers& Administrators) – 2011 – 2012 SY): **NONE**

■ Leave Requests: **NONE**

- C. **Audit Letter Review (Plodzik & Sanderson)** – Mr. Ford reviewed the letter with the Board and pointed out the finding regarding the GASB 45 standard and the fact that we don't currently comply with the provisions. He stated the reasons for this, one being the high costs (approximately \$7,000.00) the District would incur and stated he just didn't feel it was worth that expense, and it is not required. He also mentioned that there were a couple of things relative to the Student Activity Fund accounts that had to be changed in each of the schools and stated we have made those changes. The consensus was that this was an excellent auditors' report, and Ms. Bloomfield commended the staff for a job well done. Mr. Louf asked if the auditors actually delve into those accounts, and Mr. Ford stated there are different things they zero in on in different years, and this year, these three accounts were chosen. Mr. Ford explained that there are both Administrative accounts and Student Activity Fund accounts, and they are handled very individually and the monies that go into and out of each are closely reviewed.
- D. **Bow Memorial School Principal Search Update** – Mr. Ford stated it is his feeling that the search has gone very well thus far and that there are some excellent candidates being considered. Several interviews have been conducted, and there are a couple more scheduled to be held December 6, 2011. Once all have been completed, the Committee will be prepared to send several candidates to be interviewed by the Superintendent, and one will ultimately be referred to the School Board for approval. Mr. Ford stated he feels there have been some very good candidates, good people on the Committee, and the candidates have been very well prepared for their interviews, for the most part. Ms. Bloomfield stated she had missed one of the interview dates so would not be a voting member of the Committee at this point.
- E. **Dunbarton / Bow AREA Agreement Update** – Dr. Cascadden brought the Board's attention to the document he had provided in their packets which addressed the "talking points" that will soon be made available to the people of Bow because rumors are circulating, and we need to get the facts out. He also mentioned that a delegation from Dunbarton recently visited Bow, toured the buildings, and asked many good questions regarding our programs, including Special Education programs. He mentioned that this delegation will be reporting to the Dunbarton School Board later this month. Ms. Bloomfield mentioned that the purpose of the Warrant at our Annual District Meeting in March 2012 is to set up a Study Committee and nothing more. Dr. Cascadden stated the people who visited asked good questions and seemed to like what they saw and heard. Ms. Bloomfield said that her concern is what our next step should be – do we begin holding meetings to inform the public, etc? Dr. Cascadden advised that he thought maybe she should contact the Dunbarton Board after they hold their Dec. meeting and decide with them what the next steps should be. Ms. Bloomfield will do so and will keep the Board informed.
- F. **Hooksett Tuitioned Students Update and Review of Letters from Florence, Smith & Provost Families** – Dr. Cascadden stated that the second Huppe child that the Bow School Board approved to attend Bow High School next school year (2012 – 2013) was denied approval by the Hooksett School Board so he will not be attending at this point. Mr. Louf inquired just for clarification that this was the second Huppe child and that the first is currently attending Bow High School, and Dr. Cascadden stated that is the case. Dr. Cascadden brought the Board's attention to the letter from the Florence family requesting that their child be permitted to attend Bow High School without paying their share of the tuition that Hooksett does not pay due to the fact that they own commercial property (but do not run a business) in Bow and pay taxes on that property. Ms. Bloomfield clarified that this meant that the Bow School District would, in fact, pay the family's share of the tuition with Hooksett possibly paying the other share, and Dr. Cascadden affirmed that is the request. Mr. Keane stated that there is a good possibility that the Florence student won't attend at all if Hooksett doesn't agree to pay half because they don't

want to pay their half – not to mention the entire tuition bill. Dr. Cascadden advised the Board that they should deny the Florence request. Mr. Louf referred to the policy that addresses residency / non residency, and it is very clear how residency is defined. However, all agreed that the Board could overrule the policy at any time. Mr. Keane motioned to deny the Florence family request based on Policy JFAB, Ms. Alfano seconded, and all approved. Motion passed. **Vote 5 – 0 – 0.**

Dr. Cascadden then reminded the Board that they needed to take action regarding the Smith family and the Provost family so that they could then appeal to the Hooksett School Board for approval. There was some discussion regarding the fact that the Provost family might consider paying full tuition if disapproved by the Hooksett School Board. Mr. Keane motioned to approve both the Smith and Provost requests, Mr. Louf seconded, and discussion ensued. Ms. Bloomfield asked Dr. Cascadden regarding a family such as the Provosts and where does the liability lie should they decide to send their child(ren) to Bow, pay full tuition so that Hooksett is not involved, and at some point need special services – who is financially responsible for those expenses. Dr. Cascadden stated that responsibility would fall back on the Hooksett School District. Mr. Louf inquired as to why the Manchester School District is trying to lock Hooksett into sending their high school students there rather than permitting families to make other arrangements, and Mr. Ford said Manchester stands to lose a substantial amount of money if enough students go elsewhere. Mr. Louf then asked what the Huppe family is currently doing to try to gain permission for their second child to attend Bow High School, and Dr. Cascadden stated they're appealing to a higher power. Ms. Branscom when we will know whether we have additional Hooksett students attending Bow schools, and Dr. Cascadden said we would know in March 2012. Ms. Branscom then asked how it would affect us in possibly accepting other out of town students if the status of these Hooksett students remains in limbo, and Dr. Cascadden stated it would not affect that at all. The vote continued with all approving. Motion passed. **Vote 5 – 0 – 0.**

G. **Bow High School Overnight Hockey Trip Request** – December 2, 2011 – Dr. Cascadden apologized to the Board that the request is coming to them late, but stated he received it after the Board packet had gone out. The request comes from Mr. Kaufman, Athletic Director, for the hockey team to travel to a pre-season scrimmage game in Hyannis, MA on 12/2 and a game in Yarmouth, MA on 12/3/11 – returning home immediately following the game on 12/3/11. The expenses are paid by the parents and fundraising and the transportation is provided by the parents. Mr. Keane motioned to approve the trip and Ms. Branscom seconded. There was some discussion as to insurance coverage for a trip such as this, and Mr. Ford stated the District's insurance would cover because it is a school-sponsored trip – just the students, not the parents. Mr. Ford also stated that the parents must attend an informational meeting and complete and sign a form stating they are responsible for transportation and for themselves. Ms. Bloomfield then commented how, in years past, she took students to various music events without any approval, but further discussion determined that those were not school-sponsored events and when they are, we are responsible. Dr. Cascadden said that in our sports programs, we sponsor events up to and including the State Meet, but nothing is covered by us beyond that event. Mr. Ford then stated that we can't hold it against a student if he/she is unable to attend events beyond the State Meet because we do not sponsor those events and do not provide transportation. The vote continued with all approving. **Motion passed. Vote 5 – 0 – 0.**

H. **Bow Memorial School Trip to Canada – April 2012** – Once again, Dr. Cascadden apologized to the Board for bringing this request to them so late, but stated he received it late. The request is for French students at Bow Memorial School to take their annual trip to Canada in April 2012 and the fundraising activities were described as well as the various activities that are planned and the expenses to each child. Mr. Keane motioned to approve the trip as presented, Mr. Louf seconded the motion, and all approved. **Vote 5 – 0 – 0.**

VIII. **PUBLIC COMMENT:** NONE

IX. SCHOOL ADMINISTRATOR REPORTS – All were provided to the Board, and Mr. House-Myers announced the recent recognition of Mr. George Pinkham, Bow Memorial School Physical Education Teacher, that was recently published in the local newspaper. He also mentioned that it's possible that both Ryan Kelly (Extra-Curricular Coach) and Tracy Berube (Bow High School and Bow Memorial Schools' BEST Teacher) will be recognized as Coaches of the Year, but he has not heard officially yet – hopes to hear by Friday, December 2, 2011. Mr. Louf once again mentioned the recognition in the buildings becoming more prominent and Mr. House-Myers stated he and the students and staff at Bow High School are working on making that happen.

Mr. Louf then asked Mr. Ferreira about his report and who determines homelessness of students. Mr. Ferreira stated that the State decides based on certain criteria outlined in his report. Dr. Cascadden mentioned that the Superintendents discuss these situations in their districts as well. He mentioned that that there was one student recently who moved around a fair amount which placed him in different districts at times and said that, when there is a dispute as to District, the State Board of Education decides because the priority is getting the child into school and deciding monetary responsibility later.

The Technology Report was discussed, and Ms. Bloomfield inquired as to why the Dept. of Education didn't like our Technology Plan. Mr. Bailey, Technology Coordinator, was not at the meeting to offer an explanation, but his report did state that an approved plan was no longer required in order for the District to receive E-Rate Priority 1 services. However, the proposed plan was approved for one year so we have time to decide how we would like to proceed.

X. BOARD COMMITTEE AND DELEGATE REPORTS:

Board Committees: None provided

- ❖ **Policy Committee** – Has not met.
- ❖ **Negotiations Committee** -- Dr. Cascadden noted that negotiations are ongoing for BEA and BESS and that a non public will be held tonight to discuss.
- ❖ **CIP / Facilities Committee** – Mr. Ford commented on the enclosed Fire Report stating that there are the usual deficiencies at Bow Elementary School and mentioned that they will continue until major renovations are done due to the layout of the building.
- ❖ **Wellness Committee** – Dr. Cascadden stated the Committee has met and is working on the "Play 60" program. He mentioned that Ms. Trexler is doing an excellent job of Chairing this Committee.
- ❖ **Transportation Committee** -- Has not met per Mr. Ford, but commented on how much the cameras in the buses are helping with certain disputes, accusations, etc., and how excellent the quality of the images are. Mr. Spofford concurred and said that the installation of the cameras has substantially decreased the number of bus-related student behaviors. Mr. Louf asked if they have helped in bullying situations, and Mr. Spofford hesitated to indicate there have been bullying issues per se, but reiterated the effectiveness of the cameras in every situation mentioning that, when the students actually see the footage, they know they've been caught in the act. Mr. Louf mentioned that we need to include this information in our presentation at the Annual District Meeting in March 2012. On another note, Mr. Keane asked if a previous bus issue has been resolved, and Mr. Ford indicated it had, and everything is going well.
- ❖ **Communications Committee** – Has not met.

Delegate Committees:

- ❖ **Program Committee** – Has not met.
- ❖ **Bow Schools Foundation Committee** – Has not met.
- ❖ **Professional Development Committee** – Ms. Alfano stated that the Committee met earlier today, that the mini-grant applications are coming together, and that they are currently working on the rubric.

- ❖ **Town Budget Committee** - Has not met, but will meet soon.
- ❖ **Calendar Committee** -- Has not met – will meet January 2012.

XI. PUBLIC COMMENT: NONE

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

◆ **Possible Manchester School District Calendar Changes** – Ms. Bloomfield brought up the recent events that have been televised regarding the proposed changes to Manchester’s calendar in 2012 – 2013 school year wherein one week’s break might be eliminated during the winter season. Dr. Cascadden stated that, if Concord District decides to make such changes, we would probably have to do it as well because of the Voc. Tech. students we have in the District. Mr. Louf indicated that his wife works for the Concord School District and has mentioned that they are talking about possibly making a change such as this. Some discussion ensued as to possibly doing away with one of the winter weeks off and maybe extending a couple of weekends so that the students and teachers have a little bit of a break. Mr. Louf then brought up Intersession and what a change like that might mean to those plans. Mr. House-Myers commented on the six (6) snow days we had last year and the fact that we all had a nice break as a result. Dr. Cascadden then stated that Concord will be taking Election Day off next year because their school buildings will be used for voting.

XIII. NON-PUBLIC MEETING – Was held to discuss negotiations.

A roll call vote was taken to move into non-public session. Vote 5 – 0 – 0. The Board moved into non-public session at 8:25 p.m.

XIV. ADJOURNMENT – The Board exited non-public session at 8:40 p.m. and re-entered public session. Mr. Keane motioned to adjourn the meeting at 8:40 p.m., Mr. Louf seconded the motion, and all approved. **Motion passed. Vote 5 – 0 – 0.** The meeting adjourned at 8:41 p.m.

Minutes Respectfully Submitted by:

Gayle Theos

School Board Secretary