

Minutes of the Chester School Board Meeting
August 5, 2009

The August 5, 2009 meeting of the Chester School Board was called to order by Chairman Royal Richardson at 7:07 p.m. The meeting was taped for replay on CETV-22, and not broadcast live on CET-22 due to technical difficulties with the upgrade of the Comcast system to digital.

Present:

- Chester school board members Chairman Royal Richardson, Mat Stover, Catherine Treanor, and Michael Romick.
- Superintendent Victor Petzy, Assistant Principal Mark Campbell, Jana Ruiz, Special Services Coordinator, Financial Manager Annmarie Scribner; and William Cavanaugh, Chester School District Technology Director.
- Matt Rittenhouse reporter from the *Tri-Town Times*.

Late:

School Board member Valerie Weider **joined the meeting's Non-Public session at 08:55 PM**

Absent:

Principal Leslie Leahy

The Pledge of Allegiance was recited.

MANIFEST

Chairman Richardson presented the following manifests for approval:

P3	\$53,907.25
#1AP	\$165,149.08

The motion to “accept the manifests as read” was made by Ms. Treanor and seconded by Mr. Romick.

There was no discussion.

Chairman Richardson called for a vote on the above motion made by Ms. Treanor and seconded by Mr. Romick. The motion passed by a voice vote of 4-0.

MINUTES

June 3, 2009

Minutes submitted to board with corrections made from July meeting.

The motion to “accept the June 3, 2009 minutes” was made by Mr. Stover and seconded by Ms. Treanor.

There was no discussion.

Chairman Richardson called for a vote on the above motion made by Mr. Stover and seconded by Ms. Treanor. The motion passed by a voice vote of 4-0.

July 8, 2009

Minor spelling corrections requested by Chairman Richardson to the July 8, 2009 minutes.

The motion to “accept the July 8, 2009 minutes” was made by Mr. Stover and seconded by Ms. Treanor.

There was no discussion.

Chairman Richardson called for a vote on the above motion made by Mr. Stover and seconded by Ms. Treanor. The motion passed by a voice vote of 3-0, Mr. Romick abstained since he was absent.

SCHEDULED GUESTS - none

PUBLIC INPUT – none

BUDGET COMMITTEE INPUT – A barbeque was held for the committee but due to prior commitments Mr. Romick was unable to attend.

REPORTS – Written reports were provided to board members.

PRINCIPAL – submitted by Ms. Leslie Leahy. The report was delivered by Mr. Campbell. Summary of topics:

Academic

First Day of School for Students: August 26th. It is critical that parents accurately update their personal information this year as the District will again be using the Alert Now System to call parents in case of cancellations, delays, emergencies, or unanticipated early dismissals because of weather conditions.

Back to School Mail Outs will be going home soon to those who requested it at the end of the school year and all new students. Otherwise registration and back to school forms are on the website. All forms should be printed out and filled out by parents and returned to school by students on the first day back. If you have any questions, please contact the front office. All back to school needs are listed by grade level on the website.

Mickelson Exxon Mobile Teacher Academy for Math and Science-Lauren Horsfall was one of 200 teachers selected from a pool of 1600 applicants across the country to participate in a week long seminar on hands on activities for Math and Science. The seminar was completely funded by grant money and allowed her the opportunity to not only learn new ways to present material but also to share ideas with teachers from across the country.

Personnel

Currently Fully Staffed

New Hires

Behavior Specialist-Abigail Currier was hired as the new behavior specialist to replace Heather O'Neill. There were five applicants interviewed for the position. There were eleven applicants. Abigail is also a certified special education teacher. She has four years experience working with behavioral, social, and educational special needs. She has previously worked at the May Institute in MA and more recently in Concord NH.

5th Grade Special Education- Deb Myers was hired as a fifth grade special education teacher using grant money to totally fund her position. She was chosen out of five other candidates as the best person for this position. There was a pool of seven applicants for this position.

Food Service Director: Cheryl Musser was hired as food service director. Six candidates with school background were invited to interview. We received 15 applications for the position. Cheryl was chosen for her experience and knowledge of the community by a committee of 4.

Maintenance-John McCall was hired for second shift fulltime maintenance to replace Mr. McGrath. He has previous background in maintenance and custodial work.

Technology Specialist- Seven candidates were interviewed for the position. There were 35+ applicants. Two applicants withdrew from the second round of interviews because they felt the pay was too low. Shawn Power was hired for his education and training in technology as well as his enthusiasm for the job.

Student Management

Enrollment Report- Currently 28 new enrollments but there also have been 15 withdrawals. Calvary Christian closed which may account for some of our increased numbers. Enrollment report is attached.

	June 2008	July 2008	August 2008	Sept 2008	Oct 2008	Nov 2008	Dec 2008	Jan. 2009	Feb. 2009	March 2009	April 2009	May 2009	June 2009	JULY 2009
Kindergarten	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	37
Grade 1	62	64	65	64	64	65	64	64	64	63	63	63	63	69
Grade 2	70	64	64	65	67	67	67	67	66	66	66	66	66	64
Grade 3	80	71	70	68	68	67	67	67	67	67	67	67	67	65
Grade 4	72	81	84	82	82	84	84	84	82	82	82	82	83	68
Grade 5	80	73	73	75	76	77	77	77	78	78	78	78	78	83
Grade 6	81	79	85	84	84	84	84	84	82	82	81	81	82	79
Grade 7	83	81	82	83	81	82	82	82	82	81	80	80	80	83
Grade 8	90	83	83	83	82	83	85	85	85	85	85	85	84	80
SUB-TOTAL	618	596	606	604	604	609	610	610	606	604	602	602	603	628
Pre-3 yr	7	5	6	6	6	7	7	7	8	8	8	8	9	5
Pre-4 yr	10	8	8	9	8	8	8	8	8	8	8	8	8	8
Kindergarten	14	12	12	11	11	11	11	11	11	11	11	11	11	NA
SUB-TOTAL	31	25	26	26	25	26	26	26	27	27	27	27	28	13
TOTAL	649	621	632	630	629	635	636	636	633	631	629	629	631	641

Building and Grounds

Kindergarten: The district is expecting the delivery of the kindergarten portable this week. Don did a great job of making sure all of the prep work was done in a timely manner. Most of the supplies and equipment have arrived and are in the cafeteria.

Administration

Security Cameras: The district recently installed 5 cameras now record views of the front of the school, the back of the school, and the two alarm door entry ways. The purpose of the cameras will be proactive to discourage vandalism and for information purposes if vandalism should occur. The cost of the system was \$3,700 and came from the \$38,000 set aside for surplus needs.

Mr. Cavanaugh said that the policy of holding recordings for two weeks will be enforced.

Chairman Richardson said that he was glad the cameras are in and that they are only going to be used to observe the building and help protect the building. They have not been installed to record students. Chairman Richardson added that he was not pleased with the spin of a recent article in the Union Leader on the cameras and applauded Ms. Leahy for her comments that the cameras are there to protect the town's investment in the multi-million dollar facility.

Mr. Romick asked if the damaged letters will be replaced or repaired. Mr. Campbell said that the maintenance staff has it on their list but have been working on the Kindergarten project and getting the inside of the building ready for the upcoming school year.

Chester Academy Disaster Recovery Plan- Mr. Cavanaugh reviewed the plan with the board. Mr. Cavanaugh has worked in cooperation with the police and fire department to provide two secure, off site locations for data storage and retrieval. Mr. Cavanaugh also stated that Pinkerton Academy that they would be the second place to use if the need arises.

Mr. Romick asked if the financial data was also part of the Recovery Plan. Mr. Cavanaugh said that all files will be backed up and stored. Chairman Richardson said that since the CADRP is a living document the location of titles for personnel should include names and contact numbers updated as the need arises.

Technology Report – Mr. Cavanaugh also reported on services provided during the school year. Looking at the way the Technology department tracked the calls over the year there were 494 official calls made by filling out written requests. Mr. Cavanaugh said that if there are any issues with the web page to contact him by email. Ms. Treanor asked that Mr. Cavanaugh put his email address back up on the web site.

Community Relations

Back to School BBQ- August 24th.

First Grade and Kindergarten Orientation-August 25th

First Day of School –August 26th

SPECIAL EDUCATION ADMINISTRATOR – Report submitted by Ms. Jana Ruiz

Extended School Year Programming: The majority of students attending the ESY program this summer will be finished Thursday, August 6. The staff reports successful attendance. Teachers will be wrapping up progress reports.

ARRA Stimulus: The application has been finalized and sent to the State.

Professional Development: The administrative team met and has designed some professional development opportunities for the start of the school year. The special education department will be hosting a technical assistant from the Department of Education to review measurable goals and objectives and effective progress monitoring.

Pinkerton Academy: The district has had 2 additional students with special needs who have moved to Chester who will be in need of services.

FINANCIAL MANAGER – Report submitted by Ms. Annmarie Scribner.

Propane Bids – Bids were received for the propane purchase for the 2009-10 year. Four companies returned bids and after reviewing them the recommendation is to award the bid to Palmer Gas. The terms of the bid is that the cost for propane will be set at \$0.8781 per gallon. The district is projecting the use of 46,500 gallons with a cost of \$40,832. The propane line was budgeted at \$84,442 and there is a potential savings of \$43,610

Motion made by Mr. Stover to “authorize the district to award the propane bid to Palmer Gas.” Motion seconded by Ms. Treanor.

There was no discussion.

Chairman Richardson called for a vote on the above motion made by Mr. Stover and seconded by Ms. Treanor. The motion passed by a voice vote of 4-0.

NH Retirement Contribution Rate – as of July 1, 2009 the Contribution rate by employers has increased by 5%. The medical subsidy for a non-teacher increased by 0.07% and for teachers the increase was 0.92%. The overall estimated cost increase for Fiscal Year 2009-10 will be \$13,000.

Staff and Salary – Since there have been a few changes in the staff there has been some changes in the salary and benefit's savings is estimated at approximately \$21,125.

Primex – Chairman Richardson has signed, on behalf of the district, a two-year agreement with Primex Property and Liability that will carry thru the 2012 year.

SUPERINTENDENT

Reference Superintendent Report by Dr. Victor Petzy
Items covered throughout the agenda.

OLD BUSINESS

Kindergarten Plans – discussed in Principal report
Surveillance System - discussed in Principal report

NEW BUSINESS

Supplemental IDEA Funding: Results of Mediation – Dr. Petzy reported that the Chester School District along with the Hampstead school district had met with representatives from the State of NH and a tentative agreement has been reached. The two issues were one to correct the formula which has resulted in a shortfall and second, the recovery of funds including stimulus money for the district.

Calvary Christian Closing: Enrollment Implications – Dr. Petzy reported that the total implication of Calvary closing has not been felt yet. Pinkerton has said that they have had eight students from Chester enroll since the announcement. The number for Chester Academy is not known yet because of the summer transition period, but the administration feels that Chester can absorb the students.

Disaster Recovery Plan (For Preservation of School and Student Data) – discussed by Bill Cavanaugh

Report on Technology Department Support Services – discussed by Bill Cavanaugh

'09-'10 Time Lines for '10-'11 Budget Development - This draft is similar to last year's schedule and needs to be reviewed, edited and discussed with the Budget Committee. The budget season is scheduled to begin October 16, 2009. The Ballot session is slated for March 9, 2010 with the deliberative session tentatively slated for February 3, 2010.

Response to Retirement Rate Increases: Letter of Protest – Dr. Petzy has received a joint flyer from the NH School Board Association, the Legal Government Center, and the NH association of Counties informing the district of a pending lawsuit against the State of NH for an Un-Funded Mandate from the reduction of the State's obligation of 35% to 30% by legislation passed this term. The flyer requests all school boards, selectmen boards, and county boards to send a letter of protest with their next payment.

Mr. Stover asked if Chester had contributed to the fund. Dr. Petzy said yes the board had sent in \$500.00. Mr. Stover said since the board had contributed to the fund that the board should send a letter of protest. Mr. Romick sees no problem with it and cannot understand why the State had passed the percentage reduction knowing that it was an unfunded mandate.

Motion made by Mr. Stover to “authorize the Dr. Petzy to draft a letter expressing the board’s protest to the increase in payments by stating “paying in protest”.
Motion seconded by Mr. Romick.

There was no discussion.

Chairman Richardson called for a vote on the above motion made by Mr. Stover and seconded by Mr. Romick. The motion passed by a voice vote of 4-0.

Chester Student Academic Performance at Pinkerton Academy – Dr. Petzy presented some positive news regarding Chester students who attend Pinkerton Academy. Dr. Petzy noted that Kelly Glynn is ranked number 1 in her class and Kelsey Slade is ranked number 14 out of 880 students.

Looking at the top 10% in each class 20 from Chester are in the first 100 for the class of 2012; for the class of 2011 16; for the class of 2010 17; and for the class of 2009 also 17.

Looking at the top 20 in grade 9 thru 12 Chester placed 17 students in that category. Dr. Petzy also looked at the bottom 100 and in three classes there were 6 students and one had 9; and there were a total of 27 in the bottom 100.

Mr. Romick asked if the data could be broken down for Language Arts like it is done for Math. Dr. Petzy said that Mr. Labottie compiles the data to see how Chester students are doing and if the testing process that Chester is using, as well as, the curriculum is working.

Mr. Romick added that he feels Chester does very well at Pinkerton overall and the majority are in the top 50.

CORRESPONDENCE

Chairman Richardson received several pieces of correspondence for solicitations; a letter from Mary Anderson from Pinkerton Academy informing the district of the joint board meeting dates for the upcoming year – October 29, 2009 and January 28, 2010 at 6:30 pm and June 11 at 8:30 am; and received a letter from a parent who wished to express her appreciation of the nursing staff and how her child was treated in the past year.

POLICIES - None

PERSONNEL –

Nominations

- * Food Services Manager
- * Technology Specialist
- * Behavior Specialist

Request made by Dr. Petzy to speak about the nominations in non-public session.

OTHER – Mr. Romick wanted to recognize the janitorial staff on the great job they are doing in keeping the building clean and especially pointed out the floors in the school as well as the gym floor.

ANTICIPATED DATE OF NEXT REGULAR MEETING: Wednesday, September 2, 2009.

NONPUBLIC SESSION, RSA 91-A: 3II (c, e)

Mr. Stover made a motion “to move the meeting to a Non-Public Session, pursuant to RSA 91-A: 3II (c,e) For personnel and student issues” Mr. Romick seconded the motion.

Chairman Richardson called for a roll call vote on the above motion made by Mr. Stover and seconded by Mr. Romick. Roll call vote was taken and board members Stover, Richardson, Treanor, and Romick all voted in the affirmative, 4-0.

Meeting went into Non-Public session at 8:13 p.m. on August 5, 2009.

Also in attendance and participating in the Non-Public Session were SAU 82 Superintendent, Dr. Victor Petzy; Chester Academy Assistant Principal, Mark Campbell; Chester Academy Special Education Director, Jana Ruiz; Chester School District Financial Manager Annmarie Scribner; and William Cavanaugh, Technology

Note:

Board Member Ms. Valerie Weider joined the meeting’s Non-Public session at 08:55 PM

CLOSURE OF NON-PUBLIC SESSION

Mr. Romick made a motion “to conclude the Non-Public Session, pursuant to RSA 91-A: 3II (c,e).” Mr. Stover seconded the motion.

There was no discussion.

Chairman Richardson called for a roll call vote on the above motion made by Mr. Romick and seconded by Mr. Stover. Roll call vote was taken and board members Stover, Richardson, Treanor, Romick, and Weider all voted in the affirmative, 5-0.

The meeting returned to Public Session at 10:40 PM on 8/05/09

PUBLIC DISCUSSION

There was one item to vote upon.

Mr. Romick made a motion to “accept the nominations of Ms. Currier for the position of Behavior Specialist; Ms. Meyers for the 5th Grade Special Education teacher position; Ms. Musser for the position of Food Service Director; and Mr. Power to the vacant Technology Specialist position.” Ms. Treanor seconded the Motion.

There being no discussion.

Chairman Richardson called for a roll call vote on the above motion made by Mr. Stover and seconded by Mr. Romick. Roll call vote was taken and board members Stover, Richardson, Treanor, and Romick all voted in the affirmative, 4-0. Ms. Weider abstained as she wasn’t present for the nominations and discussion.

ADJOURNMENT

There being no further discussion,

Ms. Weider made a motion to adjourn. Mr. Romick seconded the motion. Board Members Richardson, Romick, Stover, Treanor and Weider all voted in the affirmative

The Meeting adjourned at 10:45 p.m. on August 5, 2009.

Draft minutes respectfully submitted August 6, 2009.

Minutes Approved by Chester School Board on September 3, 2009 by a vote of 4-0.

A true Attest.

Robert S. Grimm, School District Clerk