

Minutes of the Chester School Board Meeting
January 13, 2010

The January 13, 2010 meeting of the Chester School Board was called to order by Chairman Royal Richardson at 7:15 p.m. The meeting was broadcast live on analog channel 22 and digital channel 100.3 on the Comcast cable system and recorded for future playback. .

Present:

- Chester school board members Chairman Royal Richardson, Valerie Weider, Catherine Treanor Mat Stover, and Michael Romick.
- Superintendent Victor Petzy, Jana Ruiz, Special Services Coordinator, Principal Leslie Leahy, and Annmarie Scribner – District Financial Manager.
- Guests Kelly Glynn, Kelsey Slade, Pamela Simoneau, and Matt Rittenhouse reporter from the *Tri-Town Times*.

The Pledge of Allegiance was recited.

MANIFEST

Chairman Richardson presented the following manifests for approval:

Manifest #12	\$137,267.45
Payroll Manifest #15	\$229,180.20

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

There was no discussion.

Chairman Richardson called for a vote on the above motion made by Mr. Romick and seconded by Mr. Stover. The motion passed by a voice vote of 5-0.

MINUTES

December 9, 2009

Minutes submitted to board from the December meeting.

Mr. Romick made a motion to “accept the December 9, 2009 minutes with the spelling and grammar corrections presented by Mr. Stover.” Motion was seconded by Ms. Treanor.

There was no discussion.

Chairman Richardson called for a vote on the above motion made by Mr. Romick and seconded by Ms. Treanor. The motion passed by a voice vote of 5-0.

SCHEDULED GUESTS -

1. Pinkerton Students: Kelly Glynn and Kelsey Slade gave an update on happenings at Pinkerton Academy and an update on future events.

PUBLIC INPUT – None.

Chairman Richardson took the opportunity to outline the SB2 process and the upcoming dates. Meetings were held with the Budget Committee regarding the 2010/11 budget and other expenditures for the 2010 Session. There will be a public hearing on Thursday, January 14, 2010 at 7:00 p.m. at the Chester Town Complex run by the budget committee to present the budget and other cost items. The deliberative session is scheduled for Wednesday, February 3, 2010 at 7:00 p.m. at the Chester Town Complex Multi-Purpose room – it will be a chance for voters to discuss and change the warrants that will be placed on

the March 9, 2010 ballot. The voting day is Tuesday, March 9, 2010 from 7:00 a.m. to 8:00 p.m. at the Chester Town Complex, Multi-purpose Room.

BUDGET COMMITTEE INPUT – Meetings were held December 17, 2009 and January 11, 2010 with the school board to review the 2010/11 Budget and other expenditures for the 2010 Warrant.

REPORTS – Written reports were provided to board members.

PRINCIPAL – report submitted and delivered by Ms. Leslie Leahy.
Summary of topics:

Academic

NECAPS - Information will be out on the 28th of January regarding initial fall results.

Academic Preview Nights were recently held at Pinkerton for current 8th grade students going to 9th grade.

Personnel

Fully staffed at this time.

Student Management

Enrollment Report- Enrollments are consistent with last month.

	Aug 2008	Sept 2008	Oct 2008	Nov 2008	Dec 2008	Jan 2009	Feb 2009	Mar 2009	Apr 2009	May 2009	June 2009	July 2009	Aug 2009	Sept 2009	Oct 2009	Nov 2009	Dec 2009	Jan 2010
Public K												37	37	35	35	34	34	34
Grade 1	65	64	64	65	64	64	64	63	63	63	63	69	71	68	68	68	68	69
Grade 2	64	65	67	67	67	67	66	66	66	66	66	64	63	63	63	63	63	63
Grade 3	70	68	68	67	67	67	67	67	67	67	67	65	67	65	65	65	65	65
Grade 4	84	82	82	84	84	84	82	82	82	82	83	68	67	67	67	67	67	68
Grade 5	73	75	76	77	77	77	78	78	78	78	78	83	84	83	84	85	85	84
Grade 6	85	84	84	84	84	84	82	82	81	81	82	79	80	75	75	73	73	74
Grade 7	82	83	81	82	82	82	82	81	80	80	80	83	88	84	84	85	85	85
Grade 8	83	83	82	83	85	85	85	85	85	85	84	80	84	83	84	84	83	83
SUB-TOTAL	606	604	604	609	610	610	606	604	602	602	603	628	641	623	625	624	623	625
Pre-3 yr	6	6	6	7	7	7	8	8	8	8	9	5	5	7	7	7	7	8
Pre-4 yr	8	9	8	8	8	8	8	8	8	8	8	8	8	6	6	6	6	6
Kindergarten	12	11	11	11	11	11	11	11	11	11	11							
SUB-TOTAL	26	26	25	26	26	26	27	27	27	27	28	13	13	13	13	13	13	14
TOTAL	632	630	629	635	636	636	633	631	629	629	631	641	654	636	638	637	636	639

Building and Grounds

Nothing of note to report.

Administration

Annual staff evaluation- process is currently under way. The staff is reviewed on their job performance using the revamped evaluation model presented last year. Annual summative reports will then be written offering commendations and recommendations based on data from observations and walk-through observations.

Community Relations

January 14th - at 7pm at the town hall, Chester Budget Committee and Chester School Board Hearing on the 2010-2011 School District Budget 2010-2011 School District budget; 2010-2012 Education Association Contract; School Building Maintenance fund; and Education of Students with disabilities fund

January 18th - Martin Luther King, Jr, Day-No School

January 20th - PTA meeting 7pm in the Media Center.

January 22nd - Dad's Chili Cook Off in the cafeteria 6-8pm sponsored by the PTA
January 29th - Bingo Night in the cafeteria 7-9pm
February 3rd - Course Night at Pinkerton in the Hackler Gymnasium at the Pinkerton Academy Field House

Mr. Romick took the opportunity to thank the Chester Academy staff and administration for their help in making the Annual Basketball tournament a success during the Winter break.

SPECIAL EDUCATION ADMINISTRATOR – Report submitted and delivered by Ms. Jana Ruiz
IDEA High School Grant: Ms. Ruiz reported that the paperwork will be finalized by the end January 15, 2010 and submitted to Department of Education outlining offsets to High School tuition and paraprofessional support.

Evaluations: Staff evaluations are scheduled and taking place. Ms. Ruiz reported that the observations and supervision are on track.

Middle School Information Day: Ms. Ruiz announced that for all 8th grade students who will be entering Pinkerton Academy in the fall of 2010, there will an informational day on January 25, 2010 presenting the various programs offered at Pinkerton (Computer and Technical Education, Reserve Officer Training Corporation, Fine Arts and Athletics).

Pinkerton Transition Meetings: Transition meetings will begin in March to review IEP's for Pinkerton placements.

FINANCIAL MANAGER – Report submitted and delivered by Ms. Annmarie Scribner.
09-10 Budget Forecast –

Regular Education is currently showing a positive balance of \$103,732.

Four areas responsible for this are:

1. Tuition - Public school tuition is showing a projected surplus of \$114,778
2. Improvement of Instruction - \$10,000
3. Office of the Superintendent \$8,834 mostly from a change in Insurance Plan
4. Salary savings in Technology \$8,010

These positive balances are offset by deficits in functions 2110 to 2900.

Special Education is currently showing a deficit of (-\$131,616)

Two areas responsible for this are:

1. Out of District Tuition (\$107,405)
2. Salaries and Benefits (\$40,044) Pinkerton Academy Aides make up most of this amount

There is some savings in Pinkerton Tuition, Psychological, Speech, PT and OT lines.

Overall, we are currently predicting a (\$27,884) negative balance at this time. This estimate is based on what is currently known and will be adjusted as the year ends.

Our plan is to offset some of this with the IDEA funds that we are anticipating.

SUPERINTENDENT

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

Dr. Petzy reported that Ms. Sue Kessler is scheduled to make a presentation to the school board at the February meeting.

OLD BUSINESS

09-10 Budget Forecast - discussed earlier in the meeting

Status of 10-11 Budget Proposal – Dr. Petzy pointed out that the budget committee’s bottom line for the budget is \$11,603,480 and the default budget presented by the school board is \$11,658,761. The rationale for the difference is the budget committee felt the taxpayers could handle a 1.5% increase.

Status of Teacher Contract Agreement - discussed earlier in the meeting.

Vote on Final Warrant for 2010 District Meeting – A final copy of the Warrant was presented to the Board for their approval and signatures.

**2010 CHESTER SCHOOL DISTRICT WARRANT
STATE OF NEW HAMPSHIRE**

To the Inhabitants of the School District in the Town of Chester, New Hampshire, qualified to vote in District affairs:

First Session of Annual Meeting (Deliberative)

You are hereby notified to meet in the multipurpose room in the Town Office Complex, Chester, New Hampshire in said District on Wednesday the 3rd day of February 2010, at 7:00 p.m. This session shall consist of explanation, discussion, and debate of warrant articles number 1 through 9. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, and (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended.

Second Session of Annual Meeting (Voting)

Voting on warrant articles number 2 through 8 will be conducted by official ballot to be held Tuesday, the 9th day of March, 2010, at the multipurpose room in the Town Office Complex, Chester, New Hampshire. Polls will open at 7:00 a.m. and remain open until 8:00 p.m.

Article 1 – General Acceptance of Reports

To hear reports of agents, auditors, and committees or officers heretofore chosen.

Article 2 – Election of Officers

To choose the following school district officers:

School Board Member	3-year term
School Board Member	3-year term
School District Moderator	1-year term
School District Treasurer	1-year term
School District Clerk	1-year term

Article 3 – Change of Terms for District Officers

Are you in favor of changing the terms of the school district clerk, moderator, and treasurer from one year to three years, beginning with the terms of the school district clerk, moderator, and treasurer to be elected at next year’s (2011) regular school district meeting?

*Recommended by the Chester School Board
Majority Vote Require*

Article 4 – School Buildings Maintenance Fund

To see if the school district will raise and appropriate up to \$25,000 to be placed in the expendable trust fund known as the School Buildings Maintenance Fund (established in March, 2000) and authorize the use of that amount from the June 30, 2010 unreserved fund balance (surplus) available for transfer on July 1 of this year.

*Recommended by the Chester School Board
Recommended by the Chester Budget Committee
Majority vote required.*

continued

Article 5 – Educating Disabled Children Fund

To see if the school district will raise and appropriate up to \$25,000 to be placed in the expendable trust fund known as the Educating Disabled Children Fund (established in March, 2008) and authorize the use of that amount from the June 30, 2010 unreserved fund balance (surplus) available for transfer on July 1 of this year.

*Recommended by the Chester School Board
Recommended by the Chester Budget Committee
Majority vote required.*

Article 6 – Collective Bargaining Agreement

To see if the district will vote to approve the cost items included in the collective bargaining agreement reached between the Chester School Board and the Chester Education Association, which call for the following increases in salaries and benefits:

<u>School Year</u>	<u>Estimated Increase</u>
2010-2011	\$ 77,140
2011-2012	\$116,549

and further to raise and appropriate the sum of Seventy-Seven Thousand One Hundred Forty Dollars (\$77,140) for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement. This article does not include appropriations voted in other warrant articles.

*Recommended by the Chester School Board
Recommended by the Chester Budget Committee
Majority vote required*

Article 7 – Special Meeting

Shall the Chester School District, if Article 6 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 6 cost items only?

*Recommended by the Chester School Board
Majority vote required*

Article 8 – 2010/2011 Operating Budget

Shall the Chester School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant, or as amended by vote of the first session, for the purposes set forth therein, totaling \$11,603,480. Should this article be defeated, the default budget shall be \$11,658,761, which is the same as last year, with certain adjustments required by previous action of the Chester School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Note: Warrant Article 8 (Operating Budget) does not include appropriations proposed under any other warrant articles.

*Not Recommended by the Chester School Board
Recommended by the Chester Budget Committee
Majority vote required*

Article 9 – To transact any other business which may legally come before the meeting.

Given under our hands at said Chester this ____ day of January 2010.

CHESTER SCHOOL BOARD

A true copy of Warrant - Attest:

Mr. Romick made a motion to “accept the 2010 Warrant as written and to be posted for the Public Hearing.” The motion was seconded by Ms. Treanor.

There was no discussion.

Chairman Richardson called for a vote on the above motion made by Mr. Romick and seconded by Ms. Treanor. The motion passed by a voice vote of 5-0.

Mr. Romick raised the question of a warrant article to rescind the SB2 process and why and if one can be placed on the warrant for this year. Mr. Romick said he is not a fan of the SB2 process and it would be good to have a discussion on it.

Chairman Richardson and Ms. Treanor agreed.

Dr. Petzy said that the time had expired to add any warrant articles, the deadline was January 12th.

Mr. Stover asked that the board bring up the matter next year at an earlier time.

District Meeting: Deliberative Session (Feb 3) and Voting (March 9) – Dr. Petzy said this is on the agenda for informational purposes only at this point. Dr. Petzy explained this is the first step in building support for the budget and teacher contract which depends on attendance at the deliberative session in February and voting in March.

NEW BUSINESS –

District Report and Public Notices - Dr. Petzy supplied the board with a matrix of dates and responsibilities for the Annual Report.

Mr. Romick asked if something should be mailed to voters before the deliberative session on the budget and the CEA Collective Bargaining agreement. He suggested it would highlight the differences between the budget committee and the school board budgets. Mr. Romick suggested a workshop after the public hearing be held. Mr. Stover suggested the collective bargaining agreement and the differences with the budget committee and school board budgets. Mr. Stover felt this should be posted before the public hearing (January 14th) as well as make 50 copies to be handed out at the public hearing. Mr. Romick felt that the information should contain the tax impact and it should be available for the public hearing.

Chairman Richardson announced the filing dates for school district officers. The filing period opens Wednesday, January 20 and ends January 29 at 5:00 p.m. The filing fee is \$1 and you can contact School District Clerk Bob Grimm at 887-8292. The positions open are two school board members for three-year term. District Moderator, Treasurer, and Clerk for one-year term.

CORRESPONDENCE –

Chairman Richardson said the only correspondence during the past month was with the budget committee in setting up the workshop dates.

Chairman Richardson said he had called the chairperson of the Derry school board in reference to the letter that would be sent to Hampstead and Derry regarding the admission of Auburn students at Pinkerton. Chairman Richardson said he has not heard back from Derry.

Ms. Weider spoke on a survey that was given to the board from the Chester Academy Rapid Improvement Plan committee. The board spent some time working on the items on the survey.

POLICIES – None.

PERSONNEL – None.

OTHER – Ms. Treanor said that the next meeting of the Technology Committee will be February 11th at 7:30 a.m.

ANTICIPATED DATE OF NEXT REGULAR MEETING: Wednesday, February 10, 2010.

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 Richardson, Treanor, Weider, Romick, and Stover all voted in the affirmative, 5-0.

Meeting went into Non-Public session at 8:45 p.m. on January 13, 2010.

Also in attendance and participating in the Non-Public Session were Superintendent Dr. Vic Petzy, Special Services Coordinator Jana Ruiz, and Chester Academy Principal, Leslie Leahy.

Note: Ms. Leahy & Ms. Ruiz left the meeting at 10:30 PM.

CLOSURE OF NON-PUBLIC SESSION

Mr. Stover made a motion “to conclude the Non-Public Session, pursuant to RSA 91-A: 3II (c,e)..” 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 Richardson, Treanor, Weider, Romick, and Stover all voted in the affirmative, 5-0.

The meeting returned to Public Session at 10:55 p.m. on January 13, 2010.

PUBLIC DISCUSSION –

Mr. Romick made a motion “to regretfully accept the resignation of Mrs. Ann Raspuzzi and to wish her well in retirement.” Ms. Treanor 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 Ms. Treanor. Roll call vote was taken and board members Richardson, Treanor, Weider, Romick, and Stover all voted in the affirmative, 5-0.

ADJOURNMENT

Ms. Weider made a motion “to adjourn the meeting.” Ms. Treanor seconded the motion.

There was no discussion.

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

The Meeting adjourned at 11:00 p.m. on January 13, 2010.

Draft minutes respectfully submitted January 14, 2010.

Minutes Approved on February 10, 2010 by a vote of 4-0, Mr. Romick not present for vote.

A true Attest.

Robert S. Grimm, School District Clerk