

Minutes of the Chester School Board Meeting
September 2, 2009

The September 2, 2009 meeting of the Chester School Board was called to order by Chairman Royal Richardson at 7:11 p.m. The meeting was broadcast live on CETV-22 and CETV-100.3 (HD).

Present:

- Chester school board members Chairman Royal Richardson, Mat Stover, Catherine Treanor, Valerie Weider, and Michael Romick.
- Superintendent Victor Petzy, Principal Leslie Leahy, Jana Ruiz, Special Services Coordinator, and Financial Manager Annmarie Scribner.
- Guests Kelly Glynn, Kelsey Slade, Steve Tunberg, the town's Emergency Management Director, Jodie Antonie, and Matt Rittenhouse reporter from the *Tri-Town Times*.

The Pledge of Allegiance was recited.

MANIFEST

Chairman Richardson presented the following manifests for approval:

AP#3	\$67,568.62
P5A	\$92.24

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

There was no discussion.

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

MINUTES

August 2, 2009

Minutes submitted to board with corrections made from August meeting.

The motion to “accept the August 2, 2009 minutes” was made by Mr. Stover and 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, Ms. Weider abstained.

SCHEDULED GUESTS -

Kelly Glynn and Kelsey Slade students from Pinkerton Academy gave an update on the happenings at Pinkerton Academy and some upcoming events regarding sports and student activities.

Steve Tunberg, Chester Emergency Management Director came before the board requesting the use of Chester Academy as an Emergency Shelter. Mr. Tunberg said that he had approached the Selectmen regarding the purchase of an emergency generator for the Multi Purpose Room at the Chester Town complex and it was realized that the town is not ready to use their facility at this time. Mr. Tunberg pointed out that Chester Academy was used during the ice storm of 2008 and the school would be a good place to set up a shelter. Mr. Tunberg said that Mrs. Jodie Antoine would be the Shelter Manager and that access would be obtained from the fire department key.

Chairman Richardson asked what the process would be, who would be notified.

Mr. Tunberg said he would contact the school board designee and a designated area – the cafeteria would be used.

Ms. Treanor asked if the protocol used is based upon government standards. What is the liability?

Mr. Tunberg said that nothing is cast in stone and if the Red Cross is used then it becomes an open shelter for anyone – resident or not. The CEM does not want to go down this route and that no guns, weapons, alcohol or sex offenders will be admitted. Chester can set its own rules. The CEM is looking at all documents to formulate its own plans and procedures.

Mr. Tunberg said that the funds are limited but the town did get money from FEMA in regards to the Ice Storm of 2008 and he asked if the district had received funds because the school was used as well as the generator. The board was not aware of any money and Mr. Tunberg will speak with the Selectmen.

Discussion between the board and Mr. Tunberg ensued concerning possible improvements - hot water and some electrical outlets added to the generator. There was also discussion regarding use of the kitchen

Mr. Stover said that the first need was to designate the site and second is to appoint staff from the school to work with the CEM.

Motion to “Allow the town under the direction of the Chester Emergency Management Director to use Chester Academy for the 2009-2010 year as an emergency shelter.” 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,

Chairman Richardson asked Mr. Tunberg to get a laundry list together and it can be followed up at the October board meeting.

PUBLIC INPUT – none

BUDGET COMMITTEE INPUT – no updates.

REPORTS – Written reports were provided to board members.

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

Academic

NECAP TESTING - A reminder that NECAP Testing will take place the first three weeks in October.

Personnel

Staffing – The school is fully staffed at this time.

Student Management

Main School-seemed to be a very successful opening based on comments from parents, students, and staff.

Kindergarten- Also very successful opening after initial delay. Teachers and administration coordinated schedule changes with parents and provided information in the form of personal phone calls and mailings. Students and parents appear very happy with three successful days of school this week based on their comments.

Ms. Leahy said that Mrs. Zirn provided kits for the kindergarten students that they are using Identification tags on the buses. A big thank you to her.

Chairman Richardson asked how the buses are running this year.

Ms. Leahy said that the buses are evenly distributed and the kindergarten students are assigned to sit in the front.

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.

	Pre- 3 Yr	Pre-4Yr.	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	TOTAL
June 2008	7	10	14	62	70	80	72	80	81	83	90	649
July 2008	5	8	12	64	64	71	81	73	79	81	83	621
Aug 2008	6	8	12	65	64	70	84	73	85	82	83	632
Sept. 2008	6	9	11	64	65	68	82	75	84	83	83	630
Oct. 2008	6	8	11	64	67	68	82	76	84	81	82	629
Nov. 2008	7	8	11	65	67	67	84	77	84	82	85	637
Dece. 2008	7	8	11	64	67	67	84	77	84	82	85	636
Jan. 2009	7	8	11	64	67	67	84	77	84	82	85	636
Feb. 2009	8	8	11	64	66	67	82	78	82	82	85	633
March 2009	8	8	11	63	66	67	82	78	82	81	85	631
April 2009	8	8	11	63	66	67	82	78	81	80	85	629
May 2008	8	8	11	63	66	67	82	78	81	80	85	629
June 2009	9	8	11	63	66	67	83	78	82	80	84	631
July 2009	5	8	37	69	64	65	68	83	79	83	80	641
Aug. 2009	5	8	37	71	63	67	67	84	80	88	84	654
Sept. 2009	7	6	35	68	63	65	67	83	75	84	83	636

H1N1- The administration had a recent meeting with the regional person in charge of setting up clinics and acquiring vaccines for our area. Letter went home to parents with recent recommendations.

Building and Grounds

Main Building-The building has been cleaned and readied for school opening. The boilers were inspected and the administration is awaiting a report. Other annual inspections have been done or are underway.

All members of the board expressed their appreciation on the work of the maintenance department and the clean and fresh look to the school.

Kindergarten- Approved for opening; finishing minor maintenance tasks related to the portable. The start date had to be moved to August 31. Parents were very understanding of the reasons for the delayed opening.

Administration

Data Recovery Plan-Final document passed out with school board recommended changes.

Community Relations

PTA BBQ-Another successful community BBQ at the start of school thanks to the PTA.
Open House-Grades 1-5 will be Tuesday, September 15th from 6-7pm.
Open House for Grades 6-8 will be Thursday, September 17th from 6-7pm
Picture Day will be Monday, September 21, 2009
Book Fair will be September 14th -18th throughout school day and during both Open Houses.

SPECIAL EDUCATION ADMINISTRATOR – Report submitted and delivered by Ms. Jana Ruiz

Training: The special education department received extensive training on special education process, facilitating meetings, completing paperwork and timelines based on NH Rules. This was done through a new special education manual that was put together this summer and will continue to be added to as the department works through the details of what the department does and how it is done.

Thank you: Ms. Ruiz put out a big thank you to Don and his staff for all the little things they did this summer getting the building ready for the students, but especially the special needs students that needed equipment set up and special spaces for therapy and direct intervention. Ms. Ruiz also wanted to thank Mr. Bill Cavanaugh and his staff for the work they did getting the computers ready and assisting the Special Education department with the technology needed for the students.

Special Education Numbers: We currently have 113 students in grades preschool through 8th grade.

Pinkerton Academy: Chester has 60 students who are identified at the high school level. For next month's meeting a forecast and an update of the programming which defines these 60 students will be prepared.

FINANCIAL MANAGER – Report submitted and delivered by Ms. Annmarie Scribner.

MS 25 - Financial Report: The end of year financial report (MS25) shows that there is an end of year balance of \$293,383.00. The breakdown is that \$112,000 is from unspent funds and the remainder is from revenue resources.

MS24 Revised Revenue Report: The purpose of this report is to show revised revenue report and the implications for the 2009 tax rate.

The unaudited tax impact is \$0.03. During the budget process the anticipated tax increase was \$0.44.

Per DIEM Rate

Ms. Scribner asked the board to approve the daily per diem rate \$55.91 for the 2009-2010 year.

Motion to “set the per diem rate for the 2009-2010 school year at \$55.91.” 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,

HEALTH INSURANCE COVERAGE

Currently Chester is part of a pool of over 100 members with Epping and Fremont School districts. Fremont has opted out of the pool and went on its own. The LGC rep said that looking at the costs over the past five years, if Chester were independent of the pool there would have been a reduction of \$10,000. Ms. Scribner explained a pool is based upon the number of employees in a district and based upon the information provided from the LGC Rep a recommendation to also leave the pool was presented to the board.

Discussion followed.

Mr. Stover said that a benefit of having a younger staff translates into lesser premiums, but with a small pool one or two serious illnesses could lead to erratic premium increases.

Ms. Scribner said that she could not guarantee anything but if the insurance rates increase Chester could pool with Fremont and become an over 100 pool.

Chairman Richardson asked if there was a penalty if the district pulled out.

Ms. Scribner said no and added that the premiums look to be lower and that she was getting quotes from other insurance providers which would be good for negotiations which are on going with the CEA.

Chairman Richardson suggested a separate meeting be held once all of the information is ready to be presented.

Motion to “authorize the Chester school district to leave the Epping Pool and become an independent entity for health insurance” was made by Mr. Romick and seconded by Ms. Weider.

There was no further discussion.

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

SUPERINTENDENT

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

OLD BUSINESS

Kindergarten – Dr. Petzy said that plans are underway for Governor John Lynch to visit Chester Academy and its new Kindergarten program.

Mr. Romick asked when the administration would have data showing the impact of Kindergarten. Ms. Leahy said that there should be information available as early as next year since the program is a consistent one. Ms. Leahy added that there is a documented curriculum for reading and math and the Kindergarten program is using the same reading and math program that first grade is using.

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 two, the recovery of funds including stimulus money for the district.

The district will receive \$115,000 over the next two years from the State of NH. Dr. Petzy said that he had sent two letters out – one accepting the mediation and the second that withdraws the complaint against the state.

Chairman Richardson commended Dr. Petzy for working on this matter.

2009-2010 Time Lines for 2010-2011 Budget Development – second draft sent to board for review and the board will come back at the October meeting with their feedback.

Response to Retirement Rate Increases: Letter of Protest – Dr. Petzy has crafted the letter and distributed to the board for their signatures.

NEW BUSINESS

MS 24: Revised Revenue Report – discussed earlier

H1N1 Guidelines – discussed earlier

CORRESPONDENCE –

Chairman Richardson received an email from Steve Tunberg asking to be placed on the agenda; a brochure for an upcoming NHSBA Law Conference; a letter from Chester Fire Chief Rich Antoine detailing an issue with the alarm system back on August 21, 2009. (Ms. Leahy said the problem was resolved by the end of business on August 21).

Mr. Stover said that he was approached by several residents in town regarding the retirement issue and they were glad to hear the district was sending a letter of protest.

POLICIES - None

PERSONNEL – None

OTHER – None

ANTICIPATED DATE OF NEXT REGULAR MEETING: Wednesday, October 7, 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, Weider and Romick all voted in the affirmative, 5-0.

Meeting went into Non-Public session at 8:35 p.m. on September 2, 2009.

Also in attendance and participating in the Non-Public Session were SAU 82 Superintendent, Dr. Victor Petzy; Chester Academy Principal, Leslie Leahy; and Chester Academy Special Education Director, Jana Ruiz.

CLOSURE OF NON-PUBLIC SESSION

Mr. Romick made a motion “to conclude the Non-Public Session.” Ms. Treanor seconded the motion.

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

The meeting returned to Public Session at 10:20 p.m. on September 2, 2009.

PUBLIC DISCUSSION - none

ADJOURNMENT

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

There was no further discussion.

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

The Meeting adjourned at 10:25 p.m. on September 3, 2009.

Draft minutes respectfully submitted September 5, 2009.

Minutes Approved by Chester School Board on October 7, 2009, by a vote of 4-0.

A true Attest.

Robert S. Grimm, School District Clerk

APPROVED