ASHLAND SCHOOL BOARD REGULAR MEETING MINUTES
HEFFERNAN MEDIA CENTER
ASHLAND ELEMENTARY SCHOOL, ASHLAND
January 6, 2015

MEMBERS PRESENT
Ms. Badger, Dr. Davis, Mr. Dion, Ms. Liebert, Ms. Ulricson (arr. late)

MEMBERS ABSENT
None

ADMINISTRATORS PRESENT
Ms. Ormond, Mr. DiCecca, Ms. Bartlett

ADMINISTRATORS ABSENT
Ms. Temperino, with notice

OTHERS PRESENT
David Ruell, Media
Barrett Christina, Esq., NHSBA
Sandra Coleman, School District Moderator
Norm DeWolfe, Selectman

CALL TO ORDER
Chairman Liebert called the meeting to order at 6:04 p.m.

MINUTES
A. Regular Meeting,
   December 2, 2014
Dr. Davis moved, Ms. Badger seconded, to approve the minutes
of the regular meeting of December 2, 2014.

The following correction was noted: page 2, last paragraph, fourth
sentence should read: “The teachers do not feel there is a problem
connecting with parents.”

The vote on the minutes, as corrected, was unanimously in favor.

B. Special Meeting,
   December 8, 2014
Ms. Badger moved, Dr. Davis seconded, to approve the minutes
of the special meeting of December 8, 2014, as printed and
distributed. The vote was unanimously in favor.

PRESENTATION
Ms. Ormond introduced Mr. Barrett Christina, Esq., from the New
Hampshire School Boards Association. She stated that Mr. Christina
provides legal advice and training to school boards and
superintendents. He also provides testimony at the state level and
interprets legislation. Mr. Christina spoke to the role of the NHSBA
which provides policy development, training and addresses legal
issues. He presented to the Board information relative to the role
and responsibilities of school boards. A packet of information was
distributed and Mr. Christina referred to it in his presentation.

Mr. Christina focused his presentation on the importance of policy
maintenance and development, and the hiring and evaluation of the
superintendent (he stressed that the form of evaluation should be
agreed upon by both the school board and superintendent). Mr.
Christina also stressed goal setting, collective bargaining,
communication with the public, and the development of a district
strategic plan.
PRESENTATION (cont’d.)

Mr. Christina stated that the important lesson for school boards to learn is that you work as a body. Boards also need to know the difference between setting policy (its responsibility) and administering the schools (the superintendent’s responsibility). It is “okay” for individual Board member to have a minority viewpoint; however, it is important that they support the vote of the majority. This lends to greater credibility, support and respect from the public.

Mr. Christina noted that the major role of the superintendent is to implement policy, nominate certified staff, and assist in developing a school district budget. He briefly reviewed other services provided by superintendents, and the eight characteristics of effective school boards.

Mr. Christina stated his availability to come back at the Board’s request for additional and/or customized training. He noted that training is also provided at the NHSBA main office in Concord.

Ms. Ormond commented that she is fortunate as a superintendent that both school boards are very supportive of education. The Ashland School Board only meets once a month and has not had a lot of time for common dialog and conversation. She feels that a less formal, workshop type format could be good. Mr. Christina stated that some Boards do this as a “retreat” or “work session” and noted that it would need to be a posted meeting. There is no law that requires such a meeting to be held in the town; however, the Board should not go into non-public session.

Mr. Christina also noted that, if the Board wanted to begin strategic planning and goal setting, the NHSBA has a consultant with experience who could assist.

Mr. Christina commented briefly on legislation that has passed that will have a significant impact on education.

The Board thanked Mr. Christina for his informative presentation. Mr. Christina left the meeting at 7:05 p.m.

COMMUNICATIONS

A. Superintendent of Schools
   None.

B. Secretary of the School Board
   None.

C. Members of the School Board
   None.

CURRENT BILLS PAYABLE

A. General Operating Expenses
   Ms. Badger moved, Dr. Davis seconded, that the Board approve the payment of bills, as presented, including manifests #2014 (checks #22906 and #22925 in the amount of $1,829,616.17), #2015 (checks #22927 through #22929 in the amount of $3,207.08), and #2016 (checks #22948 through 22986 in the amount of $78,782.84).
CURRENT BILLS PAYABLE
A. General Operating Expenses (cont’d.)
Ms. Ormond responded to Ms. Ulricson’s request for clarification on a few of the payments.

The vote on the motion was unanimously in favor.

FINANCIAL REPORT
Ms. Ormond reported that 94.6 percent of the budget has been spent down or encumbered. Medicaid money is starting to come in. The last oil delivery was on December 22, with 1,000 gallons being delivered. Ms. Ormond stated that the school district has budgeted $44,000 for oil. She also noted that the school is slightly lower on kilowatt usage from this time last year.

PUBLIC INPUT
None.

ADMINISTRATIVE REPORTS
A. Superintendent/Assistant Superintendent/Special Education Director Reports
1. Enrollment Report
   Included in the agenda packet. Ms. Bartlett noted that two more students had enrolled after this month’s report was published.

2. High School Report
   Ms. Ormond referred Board members to the information included in the agenda packet relative to her and Ms. Bartlett’s meeting with Plymouth Regional High School (PRHS) administrators. She stated that PRHS relies heavily on meetings with teachers and guidance counselors in determining placements. They noted the differences in report cards in various towns coming into the school; therefore, they do not rely heavily on that. Also, quarters or trimesters do not matter. Typically freshmen struggle because of changes in expectations and the transition. PRHS talks to schools regarding identifying at-risk students. They have also put together a summer program which they feel has been successful.

Ashland comes to PRHS as being fairly isolated, i.e., not knowing other students. The district needs to look at more opportunities to get 8th graders involved in getting to know other students.

When asked to give an overall assessment of how Ashland students are doing, PRHS said that they are “predictable,” i.e., Plymouth knows what they are getting. It was suggested that Ms. Bartlett meet with the 9th grade team to discuss any “gaps” with regard to curriculum. Mr. Ormond reviewed the spreadsheet regarding how well the students are doing. She stressed the need to talk more about how to bridge the transition gap for Ashland’s students.

Ms. Ulricson suggested that current 8th graders shadow freshmen for a day. Ms. Bartlett stated that there is currently a process in place for ‘moving up’.

Ms. Ormond stated that she will bring information back to the Board regarding how to improve the transition.

Ms. Bartlett also noted that she will be bringing back students to talk with the 8th graders and staff regarding their experiences and their preparedness.
ADMINISTRATIVE REPORTS

A. Superintendent/Assistant Superintendent/ Special Education Director Reports

2. High School Report

(cont’d.)

Mr. Dion commented that PRHS’s dedicated counselors used to come to Ashland School to speak to the students and then parents and students would go to PRHS. This process has stopped. “Move Up Night” is good, but there is not enough time and too many people. Ms. Ormond will contact PRHS and ask about reinstating their visit to Ashland. Mr. Dion also commented on the need to stress to incoming students what is available to them, i.e., sports, clubs, etc. Some discussion ensued.

Ms. Bartlett reported that Ms. Sanborn is laying the “Moving on Up” groundwork for 8th graders now.

Dr. Davis asked if older students at PRHS could serve as “mentors” for incoming students. Ms. Ormond stated that there are not enough students interested in doing this.

Ms. Badger noted that Plymouth used to have “advisory groups” with staff members as advisers. The groups met on a regular basis. She felt it was positive in that every student had a staff member with whom they could touch base.

Ms. Ulricson asked who has the “final say” when students choose classes? It was noted that the parents do, in conjunction with guidance personnel.

Ms. Badger asked if Ashland School still has 8th grade teachers involved in curriculum revisions at the high school level. Ms. Bartlett noted that they have professional development days. Further discussion ensued over collaboration between Ashland and Plymouth.

3. Legislative Update

Ms. Ormond briefly updated the Board on current legislative changes. The focus right now is predominantly on charter schools, adequacy, taxation, early childhood and STEM. There are about 37 pending bills, which will be reduced significantly throughout the process. Special education and its funding is “huge” on the legislators’ plate.

B. Principal’s Report

Ms. Bartlett reviewed the schedule of events for January.

She noted that the Winter Recreation program will start tomorrow and run for five weeks. They are currently investigating a 5-day vs. 6-day program.

Parent/teacher conferences will be held on January 12 and 13, with online appointment sign ups available. Teachers will review students’ e-portfolios and how to log in. They are moving more toward student led conferences, but are not there yet. Ms. Ormond commented on the importance of this for the student.

An all-school morning meeting will be held on January 16 with Ms. Belyea and Mr. Metcalfe. Also that evening, an SAU dance will be held in Thornton. There will be no school on January 19.
ADMINISTRATIVE REPORTS

B. Principal’s Report (cont’d.)

Also coming are:

- A Principal’s Advisory meeting on January 20.
- A Safety Committee meeting on January 21.
- Commissioner’s Task Force on Early Education meeting on January 22, the committee on which Ms. Bartlett was invited to serve.
- The Winter Concert will be held on January 28.
- A “Super Bowl” dance will be held on January 30.

Ms. Bartlett shared newspaper articles on recent events with Board members.

Ms. Bartlett announced that Sarah Davis and Judy Macdonald were named Staff-Members-of-the-Month for their dedicated service to the school. Ms. Davis spends much time writing grants, handling Title I, and organizing “I Love to Read and Write Week”, and serves on the Technology Committee. She is a wonderful, positive force at the school. Ms. Bartlett spoke much the same about Ms. Macdonald, noting how extensively she works with the students.

Other upcoming events include:

- NWEA testing begins this week.
- Term 4 scheduling begins the week of January 20.
- An Ashland student will be participating in the Rock-Paper-Scissors Tournament the end of January.
- The Middle Tier is sponsoring the Alpha Battery of 329\textsuperscript{th}, which will be deployed in February, by sending letters and care packages, and possibly Skyping with Lt. James Stockley.
- The school was given ten free tickets for grades 1 and 2 students to go see the Junie B. Jones Show at the Winnipesaukee Playhouse in May.

On-site Winter Recreation activities will include: dance instruction for Kindergarten through grade 5 from Plymouth State University, cooking (Grades 3-8) with Mrs. Belyea, snowshoeing and sledding for Kindergarten through grade 8, humane society activities for grades 3 through 8, STEM activities for Kindergarten through grade 8, and early learning activities to shore up skills, to be conducted by Ms. Spears.

Ms. Bartlett distributed pamphlets regarding project week groups at the school. The groups work on key learning and performance tasks, with it culminating in a presentation night by the students who explain what they are learning and how they feel about the process.

Ms. Ulricson asked if Ms. Bartlett could report at an upcoming Board meeting on a summary of testing over the years – after the winter results are in. Ms. Bartlett stated that she would plan this for the March meeting of the school board.
### UNFINISHED BUSINESS

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<tr>
<th>A. Policy #1311.1, Staff Engaging in Political Activities</th>
<th>Dr. Davis moved, Ms. Badger seconded, to approve a second reading of policy #1311.1, Staff Engaging in Political Activities, as revised. The vote was unanimously in favor.</th>
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<tr>
<td>B. Policy #1330.1, Home School Student Access of Public School</td>
<td>Dr. Davis moved, Ms. Badger seconded, to approve a second reading of policy #1330.1, Home School Student Access of Public School, as revised. The vote was unanimously in favor.</td>
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<td>C. Policy #4212, Holidays</td>
<td>Ms. Badger moved, Dr. Davis seconded, to approve a second reading of policy #4212, Holidays, as revised. The vote was unanimously in favor.</td>
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<td>D. Policy #9367.1, Use of Electronic Mail</td>
<td>Ms. Badger moved, Dr. Davis seconded, to approve a second reading of policy #9367.1, Use of Electronic Mail, as presented. The vote was unanimously in favor.</td>
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<td>E. Policy #2010.3, Board-Superintendent Duties</td>
<td>Dr. Davis moved, Ms. Badger seconded, to approve a third and final reading of policy #2010.3, Board-Superintendent Duties, as revised. Based on Mr. Christina’s earlier presentation, Ms. Ulricson suggested that this policy be returned to the Policy Review Committee for further review. Dr. Davis withdrew her motion and Ms. Badger her second.</td>
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<td>F. Policy #6176, Use of Media in the Classroom</td>
<td>Ms. Badger moved, Dr. Davis seconded, to approve a third and final reading of policy #6176, Use of Media in the Classroom, as revised. The vote was unanimously in favor.</td>
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### NEW BUSINESS

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<th>A. SB 2 Preparation</th>
<th>Ms. Ormond spoke to the budget brochure that has been mailed out the last few years. She stated that she will provide a copy, for review, of last year’s brochure for the Board’s next meeting. Ms. Ormond asked for a discussion on the assignment of warrant articles to Board members for the purpose of motions and seconds. At this time, Ms. Coleman, School District Moderator, joined the discussion at Ms. Ormond’s request. Ms. Coleman reviewed how she will conduct the deliberative session. Following introductions, she will read the warrant from the podium and would like to know ahead of time who will be speaking to specific articles. She also noted that the seating arrangement will be different as well. Discussion ensued and the following assignments were made:</th>
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NEW BUSINESS (cont’d.)

B. Letter from Tri-County CAP

Board members were referred to the letter from Tri-County CAP which was included in the agenda packet. Ms. Ormond stated that she had spoken to the school district’s attorney who indicated that the Board has the discretion to change the deed restrictions and broaden the scope. He strongly suggested that the Board not do that.

He suggested that, if Tri-County CAP wanted to sell its building back to the school district for the same amount, a suggestion might be to have a combined town/school library.

If it comes to a vote, Ms. Badger stated that she would need to refrain from voting since she is a library trustee. Some discussion occurred. Mr. Dion also suggested that, if this were to occur, he would strongly recommend that the school district maintain control of the building.

Ms. Ormond stated that she will write a letter to Tri-County CAP stating that the Board is in consensus of not changing the deed restrictions, etc. Ms. Liebert will sign the letter.

ADDITIONAL BUSINESS

A. Members of the School Board

Ms. Badger reminded Board members of the town’s financial forum which is scheduled for tomorrow evening.

Mr. Dion reported that he recently met with Mr. Parsons, PRHS principal, regarding the CTE program. At this point, the state is retracting the money and rewriting procedures; therefore, there is no money expected this year and probably nothing next year. Ms. Ormond commented on the cuts at the state level. Some discussion ensued.

Ms. Badger thanked Mr. Dion for being involved in that group and for keeping the Board updated. Some discussion ensued regarding the need for select boards to forward information on their town warrants to the school districts it may affect.

B. Members of the Administration

None.

PUBLIC INPUT

Mr. DeWolfe commented that the Ashland Select Board received a request from a Webster, New Hampshire selectman to put an article on Ashland’s warrant requesting that the state take on more funding. He stated that the article would be non-binding. Mr. DeWolfe feels that most colleagues, legislators, etc., are aware of this problem. Not too many select boards/school boards are acting on the Webster selectman’s suggestion.

ANNOUNCEMENTS

A. Last day to submit petition articles for school district warrant: Tuesday, January 13, 2015

B. Ashland Budget Committee, hearing on the proposed 2015-2016 Ashland School District budget: Wednesday, January 14, 2015; 7:00 p.m., Ashland Elementary School Cafeteria (Snow Date: Friday, January 16, 2015)
ANNOUNCEMENTS (cont’d.)

C. Filing dates for school district officers: Wednesday, January 21, through Friday, January 30, 2015

D. Ashland School Board Regular Meeting
   Tuesday, February 3, 2015, 6:30 p.m.
   (Policy Review Committee to meet at 5:30 p.m.)
   Heffernan Media Center, Ashland

E. Ashland School District’s First (Deliberative) Session
   Thursday, February 5, 2015, 7:00 p.m.
   William J. Tirone Gymnasium, Ashland

Ms. Ormond noted that she may not be in attendance at the February 3, 2015 meeting.

NON-PUBLIC SESSION

Not necessary.

ADJOURNMENT

There being no further business to come before the Board, at 8:33 p.m., upon a motion made by Ms. Badger, seconded by Dr. Davis, the meeting was adjourned by a unanimous vote in favor.

Respectfully Submitted,

Jodi Lamoureux
Recording Secretary