

**MILFORD SCHOOL BOARD**  
**AGENDA**  
**Monday March 19, 2012**  
**7:00 pm – Milford High School Room #182**

1. Administration of Oath of Office (per RSA 92:5), if needed **EXHIBIT**
2. Call to Order by Superintendent Robert Suprenant
3. Organization of School Board (per policy 2154) **EXHIBIT**
  - a. Election of Officers
    1. Chairperson
    2. Vice Chairperson
    3. Secretary
  - b. Appointments
    1. Truant Officer (RSA 189:34 & 35) (currently Milford Police Dept.)
  - c. School Board Representatives to Advisory Committees
    1. Professional Development Committee (currently Paul Dargie)
    2. ATC Regional Center Advisory Committee (currently Kevin Drew)
    3. Technology Committee (currently Paul Dargie)
    4. Wellness Committee (currently Paul Dargie)
    5. Granite Town Media Advisory Committee (currently Len Mannino)
    6. RSEC (currently Bert Becker)
  - d. School Board Standing Sub-Committee(s)
    1. Finance (currently Paul Dargie and Bob Willette)
    2. Policy Review (currently Paul Dargie and Bob Willette)
4. Board Member Comments
5. Public Comment
6. Reports and Presentations
  - a. Superintendent's Report
7. New Business
  - a. Technology Proposal **EXHIBIT**
  - b. School Board Calendar for New Term **EXHIBIT**
  - c. School Board Goals for New Term – Preliminary Discussion
  - d. School District Calendar 2012 -2013 **EXHIBIT**
8. Old Business
9. Housekeeping Items
  - a. Approval of Minutes 2/20/12
  - b. Approval of Manifests  
Voucher # 18,19,1121,1122,1123,1124,1125,1126,1127  
1128,1129,1130,1131,1132,1133,1134,1135.
  - c. Approval of Treasurer's Report - December 2011
10. Non-Public Session RSA 91-A:3II (c)
  - a. Personnel
11. Adjournment

## OATH OF OFFICE

I, \_\_\_\_\_, do solemnly and sincerely swear and affirm that I will faithfully and impartially discharge and perform all the duties incumbent on me as a school board member, according to the best of my abilities, agreeably to the rules and regulations of the New Hampshire Constitution and the laws of the State of New Hampshire, so help me God.

*The oath may be administered to the newly elected / re-elected members by either the school district clerk or any other board member (or by the moderator at the annual school district meeting).*

The Board shall hold an annual organizational meeting at its first meeting following District elections. Prior to the organizational meeting, each Board member elected or re-elected at the most recent District elections shall have been administered the oath of office by the District Moderator, or by any other person so authorized by RSA 92:5.

The Organizational Meeting shall be called to order by the Superintendent, who shall preside during and until the election of a chairperson, which shall be the first order of business. The selection of a chairperson should be based on qualifications for the position. Other methods, such as rotation, should be discouraged.

For each office, nominations shall be requested, with no "second" being necessary. Following the closing of nominations, voting shall continue until a Board member has received the votes of a majority of the Entire Board.

The Chair shall take office upon election. The Board shall then act on the election of other Board Officers and the appointment of Board members for all sub-committees and advisory committees.

Election of Board Officers shall be done in Open Session with all votes taken publicly.

If a chairperson has not been elected after three attempts, the election may be tabled until the next meeting, at which time it shall be the first order of business.

History: 2/73, 6/75, 3/89, 3/92, 9/00, 12/15/03

To: Milford School Board

Fr: Bob Suprenant

Re: Unanticipated Technology Problems

Dt: March 19, 2012

IT Director Jerry Stajduhar has recently brought to my attention an issue with technology that is of a serious nature. Jerry will present the issue in detail to the School Board Monday night.

The operating system that manages our approximately forty five servers is Windows 2000. Microsoft has notified the District that there is no longer support for that operating system. New updates to our servers simply are no longer able to "talk" to the 2000 software. Replacing Windows 2000 with an update such as Windows 2008 is far more complicated than simply inserting new software. The myriad of network switches, wiring, and servers that has been installed over the past decade requires that all hardware be functioning at optimal capacity prior to installation. As I understand it, once new system software is installed, the process is irreversible and critical servers, and thus services, could be shut down for up to two months if the installation is not successful.

Our first problem with this occurred recently when Jerry attempted to upgrade the Budget Sense server. He was notified that, in 120 days, the server would cease operating due to the lack of compatibility with Windows 2000. The clock is ticking on that and we are at risk of losing the server functionality in late June. Obviously, we cannot operate without that function. Similar issues exist with printer servers, Power School, and other servers.

Jerry will present in clearer detail the problems that exist. Unfortunately, the fix may be substantial. I may be asking the Board to consider allowing up to \$75,000 from this year's budget to create a secondary network to ensure that Budget Sense continues to fully operate and a consideration to have the entire system evaluated prior to upgrading to Windows 2008. Pending the results of that study, we may need to reevaluate use of technology funds in the 2012-2013 budget. Jerry is working on fine-tuning costs for the Board meeting.

--- 2012-2013 School Board Calendar --- DRAFT 3-19-12

(based on 1<sup>st</sup> and 3<sup>rd</sup> Mondays - the following Tuesday if there is a conflict; potential conflict dates include Independence Day, Labor Day, New Year's, MLK Day, and President's Day)

<u>Meeting</u>	<u>Date</u>	<u>Agenda Items</u>
March #2	3/19	Organizational Meeting per policy # 2154 (elect officers, etc.) School board calendar for new term School board goals for new term School district calendar for next school year  Note: Supt. to schedule room(s) for deliberative session and bond/budget hearings and to secure legal counsel's services at deliberative session upon approval of board calendar.
April #1	4/2	Monthly reports (from advisory committee reps) Quarterly reports (from other groups/committees) Staff recognition day – discuss Board plans (1st week of May) Approval of School Board Goals
April #2	4/16	Report on Budget Status and EOY Projection Hearing on unanticipated revenues
May #1	5/7	Monthly reports (from advisory committee reps) Financial Forecast Annual Review of Capital Plan for Town
May #2	5/21	Annual report on test scores: NECAP, NWEA, SAT Annual Adoption of Investment Policy
June #1	6/4	Monthly reports (from advisory committee reps) Annual Report from ATC Regional Committee Chair Reminder to Board members re: MHS graduation
June #2	6/18	Appointments to ATC advisory committee
July #1	7/?	Monthly reports (from advisory committee reps) Quarterly reports (from other groups/committees) Superintendent evaluation: progress toward meeting goals Superintendent evaluation: Board discussion without supt.
August #1	8/20	Monthly reports (from advisory committee reps) Superintendent evaluation: mutual discussion and finalize

		District goals for new school year - discussion
Sept #1	9/4 Tue	Monthly reports (from advisory committee reps) Annual report from director of buildings and grounds Adopt budget process guidelines District goals for new school year - finalize
Sept #2	9/17	Proposed budget: discuss potential non-budget warrant articles
Oct. #1	10/1	Monthly reports (from advisory committee reps) Quarterly reports (from other groups/committees)
Oct. #2	10/15	School board goals: review of progress toward meeting goals Update enrollment projections
Nov. #1	11/5	Monthly reports (from advisory committee reps) Proposed budget: presentation to Board and Budcom
	11/17 Sat.	(special Saturday meeting, just prior to the 2 <sup>nd</sup> meeting of the month to discuss proposed budget with administrators.)
Nov. #2	11/19	Proposed budget: work session Schedule bond/budget hearings (must be held on or before third Tuesday in January) Financial Forecast
Dec. #1	12/3	Monthly reports (from advisory committee reps) Proposed budget: work session
Dec. #2	12/17	Proposed budget: finalize Early Retirement Decisions
Jan. #1	1/7	Monthly reports (from advisory committee reps) Quarterly reports (from other groups/committees)
Jan. #2	1/22 Tue	Bond/Budget Hearings (on or before the 3 <sup>rd</sup> Tuesday in January)
Feb. #1	2/4	Monthly reports (from advisory committee reps) School district goals: supt's report on 6-month progress
	2/7 Thurs	Deliberative session (between the first and second Saturday, inclusive, following the last Monday in January, usually on a Thursday night).

- |          |      |   |
|----------|------|---|
| Feb. #2  | 2/18 | Annual Report from Auditor<br>Sealed minutes review (in non-public session)<br>School board goals: review of progress toward meeting goals<br>Note: There is usually school on President's Day. |
| March #1 | 3/4  | Monthly reports (from advisory committee reps)  |
|          | 3/12 | Voting Day - Second Tuesday in March  |
| March #2 | 3/18 | Organizational Meeting per policy # 2154 (elect officers, etc.)<br>School board calendar for new term<br>School board goals for new term<br>School district calendar for next school year       |

Note: Supt. to schedule room(s) for deliberative session and bond/budget hearings and to secure legal counsel's services at deliberative session upon approval of board calendar.

## MILFORD SCHOOL DISTRICT SCHOOL CALENDAR 2012 – 2013

	M	T	W	TH	F		M	T	W	TH	F
<b>SEPTEMBER</b> (22)	<del>8/27</del>	<del>8/28</del>	8/29	8/30	8/31	<b>FEBRUARY</b> (16)					1
	<del>3</del>	4	5	6	7		4	5	6	7	8
	10	11	12	13	14		11	12	13	14	15
	17	18	19	20	21		18	19	20	21	22
	24	25	26	27	28		<del>25</del>	<del>26</del>	<del>27</del>	<del>28</del>	
<b>OCTOBER</b> (22)	1	2	3	4	5	<b>MARCH</b> (19)					<del>1</del>
	<del>8</del>	9	10	11	12		4	5	6	7	8
	15	16	17	18	19		11	<del>12</del>	13	14	15
	22	23	24	25	26		18	19	20	21	22
	29	30	31				25	26	27	28	29
<b>NOVEMBER</b> (17)				1	2	<b>APRIL</b> (17)	1	2	3	4	5
	5	<del>6</del>	7	8	9		8	9	10	11	12
	<del>12</del>	13	14	15	16		15	16	17	18	19
	19	20	<del>21</del>	<del>22</del>	<del>23</del>		<del>22</del>	<del>23</del>	<del>24</del>	<del>25</del>	<del>26</del>
	26	27	28	29	30		29	30			
<b>DECEMBER</b> (15)	3	4	5	6	7	<b>MAY</b> (22)			1	2	3
	10	11	12	13	14		6	7	8	9	10
	17	18	19	20	21		13	14	15	16	17
	<del>24</del>	<del>25</del>	<del>26</del>	<del>27</del>	<del>28</del>		20	21	22	23	24
	<del>31</del>						<del>27</del>	28	29	30	31
<b>JANUARY</b> (20)		<del>1</del>	2	3	4	<b>JUNE</b> (10)	3	4	5	6	7
	7	8	9	10	11		10	11	12	13	14
	14	15	16	17	18		17	18	19	20	21
	<del>21</del>	<del>22</del>	23	24	25		24	25	26	27	28
	28	29	30	31							

August 27&28  
August 29  
September 3  
October 8  
November 6  
November 12  
November 21-23  
December 24-Jan 1

Teacher Workshop Days  
First Day for Students  
Labor Day  
Columbus Day  
Teacher Workshop Day  
Veterans' Day  
Thanksgiving Recess  
Holiday Recess

January 21  
January 22  
February 25-March 1  
March 12  
April 22-26  
May 27  
June 14  
June 17-28

Martin Luther King Day  
Teacher Workshop Day  
Winter Recess  
Teacher Workshop Day  
Spring Recess  
Memorial Day  
Tentative 180<sup>th</sup> Student Day  
Early Release Day  
Emergency Make-Up Days

**TWO (2) HOUR DELAYED OPENING DAYS**

X **NO SCHOOL**

### OPEN HOUSE SCHEDULE

Heron Pond Grade 2	August 27, 2012 (Ice Cream Social)	3:30 – 5:30 P.M.
Jacques Memorial Kindergarten	August 28, 2012(Ice Cream Social)	3:30 – 5:30 P.M.
Milford Middle School	September 19, 2012	6:00 – 8:00 P.M.
Milford High School/Sage School	September 20, 2012	6:00 – 8:00 P.M.
Heron Pond Grades 2 & 3	September 24, 2012	6:00 – 8:00 P.M.
Heron Pond Grades 4 & 5	September 27, 2012	6:00 – 8:00 P.M.
Jacques Memorial Kindergarten	October 2, 2012	6:00 – 8:00 P.M.
Jacques Memorial Grade 1	October 3, 2012	6:00 – 8:00 P.M.
Milford High School/Sage School	February 14, 2013	6:00 – 8:00 P.M.



## MILFORD SCHOOL DISTRICT SCHOOL CALENDAR 2011 – 2012

	M	T	W	TH	F		M	T	W	TH	F
<b>SEPTEMBER</b> (21)	8/29 <input type="checkbox"/>	8/30 6	8/31 7	1 8	2 9	<b>FEBRUARY</b> (18)			1 8	2 9	3 10
	12	13	14	15	16		6	7	13	14	15
	19	20	21	22	23		20	21	22	23	24
	<input type="checkbox"/>	27	28	29	30		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>OCTOBER</b> (20)	3 <input type="checkbox"/>	4	5	6	7	<b>MARCH</b> (19)				<input type="checkbox"/>	<input type="checkbox"/>
	10 <input type="checkbox"/>	11	12	13	14		5	6	12	13	14
	17	18	19	20	21		19	20	21	22	23
	24	25	26	27	28		26	27	28	29	<input type="checkbox"/>
	31										
<b>NOVEMBER</b> (18)		1	2	3	4	<b>APRIL</b> (16)	2	3	4	5	6
	7	8	9	10	<input type="checkbox"/>		9	10	11	12	13
	14	15	16	17	18		16	17	18	19	20
	21	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	28	29	30				30				
<b>DECEMBER</b> (17)				1	2	<b>MAY</b> (22)		1	2	3	4
	5	6	7	8	9		7	8	9	10	11
	12	13	14	15	16		14	15	16	17	18
	19	20	21	22	23		21	22	23	24	25
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	29	30	31	
<b>***JANUARY***</b> (20)	2	3	4	5	6	<b>JUNE</b> (9)					1
	9	10	11	12	13		4	5	6	7	8
	<input type="checkbox"/>	17	18	19	20		11	12	13	14	15
	23	24	25	26	27		18	19	20	21	22
	30	31					25	26	27	28	29

\*\*\*Primary Election Day – Date to be determined by Secretary of State. No School - Teacher Workshop Day. Notification will occur early in the fall.

August 29&30	Teacher Workshop Days	January 16	Martin Luther King Day
August 31	First Day for Students	***January ??***	Teacher Workshop Day
September 5	Labor Day	February 27-March 2	Winter Recess
September 26	Teacher Workshop Day	March 30	Teacher Workshop Day
October 10	Columbus Day	April 23-27	Spring Recess
November 11	Veterans' Day	May 28	Memorial Day
November 23-25	Thanksgiving Recess	June 13	Tentative 180 <sup>th</sup> Student Day
December 26-30	Holiday Recess	June 14-29	Early Release Day
			Emergency Make-Up Days

TWO (2) HOUR DELAYED OPENING DAYS

NO SCHOOL

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Milford High School/Sage School	September 22, 2011	6:00 – 8:00 P.M.
Heron Pond Grades 2 & 3	September 27, 2011	6:00 – 8:00 P.M.
Heron Pond Grades 4 & 5	September 28, 2011	6:00 – 8:00 P.M.
Jacques Memorial Kindergarten	October 4, 2011	6:00 – 8:00 P.M.
Jacques Memorial Grade 1	October 5, 2011	6:00 – 8:00 P.M.
Milford High School/Sage School	February 16, 2012	6:00 – 8:00 P.M.