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**MILFORD SCHOOL BOARD Minutes
(SCHOOL ADMINISTRATIVE UNIT No. 40)
February 1, 2010**

1. **Call to Order** Chairman Bragdon called this meeting of the Milford School Board to order at 7:00 p.m. on Monday, February 1, 2010, in Lecture Hall #182 at the Milford High School. Those present, together with interested citizens, were:

School Board Present Bert Becker, Peter Bragdon, Paul Dargie, Len Mannino, and Bob Willette.

Staff Present Robert Suprenant, Superintendent of Schools; Katie Chambers, Business Administrator; and Laurel Johnson, Assistant Superintendent of Schools.

Recorder J. Bradford Seabury.

2. **Board Member Comments** Chairman Bragdon asked if there were any comments from Board members. None being brought forward, he continued to the next agenda item.

3. **Public Comments** Chairman Bragdon asked if there were any introductory comments from members of the audience. None being brought forward, he continued to the next agenda item.

4. **Reports and Presentations**

- c. **Superintendent's Report** Superintendent Suprenant stated that, in cooperation with the Town of Milford and the Greater Nashua Public Health Network, the School District had held an H1N1 Flu Administration Clinic on Saturday, January 23rd, with 216 people having been vaccinated, and he expressed appreciation for the parent volunteers who had helped out and for the citizens who had organized those volunteers.

Superintendent Suprenant reported that the School District's Precision Machining Program had been the recipient of some outstanding donations recently, noting that he had provided the members of the Board with a list describing the equipment that had been provided, as received from Director Deloge.

Superintendent Suprenant announced that the School District would be receiving equipment donations from BAE this week, consisting of 30 desktop computers, 20 laptops, a visualizer, and an LCD projector, all of which would be used to replace older equipment that was no longer completely functional. He expressed thanks to Milford resident Tom Cauley, who works at BAE, and had gone out of his way to help arrange this donation.

Superintendent Suprenant noted that Title I Director Chantal Alcox had recently organized a Title I Family Night at the Wadleigh Library, with participation from 50 families.

Superintendent Suprenant reported that the Department of Education had released drop-out information this past week, stating that he was pleased to report that the Milford drop-out rate had dropped from 21 students (2.4%) in the 2007-2008 academic year to 15 students (1.7%) in the 2008-2009 year. He expressed a belief that much of that reduction could be attributed to the implementation of the GED Options Program and also to the Credit Recovery Program.

Superintendent Suprenant completed his remarks by noting that the State's NECAP (New England Common Assessment Program) results had been released this past week, as well, stating that Assistant Superintendent Johnson would provide a preliminary report.

Assistant Superintendent Johnson referenced her handout, noting that Reading results were up in all categories and High School results generally increased, saying the only thing that had to be focused on at this time was math in the Elementary School. She said a more in-depth report would be provided after the AYP report came out, which was expected to occur in March. Superintendent Suprenant noted that the Nashua Telegraph had provided a chart of local area schools, with Milford having done very well in comparison with some of the other schools.

a. We The People Presentation/Request

Mr. David Alcox noted that eight members of the We The People team were present. The students introduced themselves and discussed their specific units. They displayed a banner confirming they had won the State Championship, stating that they were present tonight seeking support for their attendance at the national championships, which would be held in Washington, DC.

Chairman Bragdon asked a test question about the recent Supreme Court ruling. One of the students responded, providing an explanation as to why she felt the court had made its decision, based on past decisions the court had made.

Repr. Robert Willette said he had attended the competition and had been most impressed by the skill with which the students had performed.

Mr. Alcox said 23 students would be going to the national competition, pointing out that this was an extra effort for these students, many of whom were also taking honors courses and were involved in other extracurricular activities.

Mr. Dargie moved that the School Board donate \$500 for the trip fund. Mr. Willette seconded the motion. Mr. Alcox expressed extensive appreciation of the support that had been provided by School District staff, parents, and members of the community. Mr. Alcox said the actual competition cost ran about \$1,000 per student, with about \$700 per student needing to be raised in addition to known contributions. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

**b. Pediatric
PROMIS
Initiative
Survey**

Assistant Superintendent Johnson reminded the Board that the Milford School District had been invited to participate in the Pediatric PROMIS program. She then introduced Ms. Leslie Williamson, the executive director of the program. Ms. Williamson discussed the program and the survey, stating that it was looking at the strength and weaknesses of the students being surveyed, trying to find correlations between how students learn and how this affected their overall well-being. She noted that the initiative and timeline were listed on the handouts that had been provided. She explained that this was a 25 to 30 minute survey, noting that it would be a one-time survey. Noting that the cream-colored handout provided some sample questions, Ms. Williamson assured the Board that the survey would not be asking about sex or things of that nature, but would be looking for such things as being nervous and how this correlated with performance. She noted that parents would also be asked for their view of the health situation, adding that academic records would be evaluated to correlate student achievement with these answers. She said the only cost would be the time involved.

Assistant Superintendent Johnson confirmed that approval from the School Board would be needed, so that she could sign the agreement. Mr. Bragdon moved that Board approve the School District's participation in the Pediatric PROMIS Initiative. Mr. Becker seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

(1) Six Month Progress Report on District Goals

Superintendent Suprenant referenced the goals adopted on June 1, 2009, noting that ten goals were listed, stating that he continued to be impressed at how well the administrators worked on these issues.

Assistant Superintendent Johnson discussed the report card proceedings, commenting on favorable parental response. She discussed comparison with other schools and an analysis of what the parents said they wanted, noting that final decisions had not been made about the rating system. She discussed participation by some of the teachers involved, saying the program was going very well, with the committee continuing to meet in a regular basis.

Superintendent Suprenant said the second category under Communication involved the long-range strategic improvement plan, noting that about 25

members on that committee were meeting monthly. He said the program would not finish this year, but there would be a final report about a year from now.

Referencing resources, Superintendent Suprenant discussed the things that had been done with respect to utilization of the American Recovery and Reinvestment Act (ARRA) funds. Ms. Chantal Alcox provided a handout and discussed the status of the Title I program, stating that she was not rushing to spend and would be carrying over about half of the provided funds. She discussed the tutoring projects, covering about 230 students. She identified the teachers that had been hired for different positions and then outlined what had been done so far with respect to professional development and intervention, including materials and computer equipment, including summer school and outreach programs.

Chairman Bragdon noted that the program was spending money for the Girls and Boys Club, questioning if this might be causing hard feelings in the other groups, which were not receiving similar funds.

Director Johanna Johnson then provided a handout with respect to what had been done with SPED programs, saying the pre-school and SAGE school levels had completed the process and the others were ongoing. She outlined the equipment that had been purchased and described the procedures being followed to improve student achievement in a sustainable manner. She stated that she would be coming back to talk to the Board about the other levels. At the District level, she said, areas of need had been identified and they were currently working on means necessary to assure that the Professional Development activities would be sustainable in the future. Mr. Mannino and Mr. Bragdon expressed appreciation for the careful approach being used.

Superintendent Suprenant referred to Item B.2, saying they were getting excellent anecdotal feedback; he then provided a handout from a Mason student survey recently done at the High School, adding that Principal DeMarco had reported similar satisfaction at the Middle School. Superintendent Suprenant also commented on other things, such as weather-related transportation issues. He reported that Atty. Gordan Graham was working on the proposed change to the contract.

Referring to Item B.3, Superintendent Suprenant turned the floor over to Business Administrator Chambers, who distributed a copy of a memo providing a timetable for both this item and also Item B.5. She then distributed a handout giving a simple survey proposed for parents involved with the early drop-off program, saying she wanted to get the survey completed in February and calculate the results over vacation. She confirmed there would be a charge for the program. Chairman Bragdon suggested that Board discussion should be held on this at a future meeting.

Referencing Item C.1, Superintendent Suprenant turned the floor over to Principal John Foss, who distributed a handout on the integration of Kindergarten into the School District. He outlined activities that had taken place, commenting on the furniture that had been obtained and decisions that had been made about class size and curriculum, noting the significant increase in student achievement, as determined by DIBELS testing. He reviewed the remaining challenges, discussing how these problems were being overcome, including the logistical issues involved with midday severe weather dismissal (called when the wind-chill factor was below 20°). He closed by summarizing his satisfaction with the program and expressing recognition to the personnel involved in the program. Superintendent Suprenant reported that the modular classrooms were expected to be available about the middle of March. Members of the Board discussed the potential traffic problems with staff personnel.

Referencing Item C.2, Superintendent Suprenant turned the floor over to Principal Peter Bonaccorsi, who distributed a couple handouts pertaining to Response to Intervention (RTI), which he characterized as a loop response by educators to the students based on the students' response to the testing (DIBELS). Principal Bonaccorsi outlined the intervention model diagrammed in his handout, explaining how students were assigned to the different groups through continual monitoring of the students' performance profiles, as illustrated in his second handout. He then reviewed the oral reading fluency growth-rate data of the 63 students who had been identified by the initial test as being at risk and needing help—noting that all students were tested three times a year. He noted that all students had shown some growth, although not being able to reach the benchmark of satisfactory results. He reported that the teachers were buying into the program, adding that all Heron Pond students who needed additional intervention were receiving it. He concluded by referring to the Website devoted to RTI.

Superintendent Suprenant referenced Item C.3, turning the floor over to Assistant Superintendent Johnson, who distributed a handout consisting of a sample Performance Tracker report for a representative student. She outlined the information that could be obtained from this Web-based online profile and described the ongoing activities associated with the program, commenting on what would be added in the future, and expressing a hope that the New Hampshire Department of Education would continue to get funding to supply this service. Ms. Johnson expressed a belief that the Milford School District was in the top third of schools using the system. Superintendent Suprenant noted that some school districts had purchased the program.

**d. School
Board
Goals:
Review of
Progress**

Chairman Bragdon discussed the document he had provided for the meeting packet, noting that all School Board goals had been completed.

- e. **Deliberative Session Review** Superintendent Suprenant said he had been working with the Moderator to ensure that things would be ready for the Deliberative Session.

5. **New Business**

Chairman Bragdon said there was nothing to discuss under **New Business**.

6. **Old Business**

- a. **Warrant Articles** Chairman Bragdon expressed a belief that everything was set with respect to the School District warrant..

7. **Housekeeping Items**

- a. **Approval of Minutes** Chairman Bragdon addressed the 01-19-10 meeting minutes. Mr. Dargie requested the following changes be noted:
- Page 3, 3rd paragraph from bottom, the vote should have been 4-1 with Mr. Willette in opposition.
 - Page 5, Article 9, vote listed former member instead of Mr. Willette.
- Mr. Bragdon then moved that the Board approve the minutes as amended; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).
- b. **Approval of Budget Hearing Minutes** Chairman Bragdon addressed the 01-19-10 meeting minutes. Mr. Dargie requested the following changes be noted:
- Page 3, address of Selectman Daniels should be Whitten Road.
- Mr. Bragdon then moved that the Board approve the minutes as amended; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).
- c. **Approval of Bond Hearing Minutes** Chairman Bragdon addressed the 01-19-10 meeting minutes. No changes being brought forward, Mr. Bragdon moved that the Board approve the minutes as submitted; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).
- b. **Approval of Manifests** Chairman Bragdon addressed the manifests awaiting approval, listed as including Vouchers Nos. 18, 1118, 1119, 1120, 1121, 1122, 1123, 1124, 1125, 1126, 1127, and 1128. Mr. Dargie moved that the Board approve the manifests as listed; Mr. Becker seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

- c. Approval of Treasurer's Report** Chairman Bragdon addressed the December 2009 Treasurer's Report. Mr. Dargie moved that the Board approve the Treasurer's Report; Mr. Becker seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).
- d. Nomination** Superintendent Suprenant noted that he had provided a nomination. Chairman Bragdon stated that, without objection, he would accept a motion at this time. Mr. Dargie moved that the Board approve the nomination of a long-term substitute, as listed; Mr. Bragdon seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).
- 8. Public Comment** Chairman Bragdon asked if there were any closing comments from members of the audience. None being brought forward, he continued to the next agenda item.
- 9. Non-Public Session** Mr. Bragdon moved to go into non-public session under the provisions of NH RSA 91-A:3 II (a), *Employee Compensation, Promotion, Dismissal, or Discipline*, and (c), *Matters which, if discussed in public, likely would affect adversely the reputation of any person*, and (d), *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community*, to discuss sale or lease of property, personnel issues, the superintendent's contract, and a review of sealed minutes. Mr. Dargie seconded the motion. **VOTE:** Messrs. Becker, Bragdon, Dargie, Mannino, and Willette all voted in favor of the motion, which carried unanimously (5-0). Chairman Bragdon then declared the Board to be going into non-public session at 9:28 p.m., and all members of the public left the room at that time.

Addressing the personnel issues, the Board first discussed a request for 23 days from the sick bank. Mr. Dargie moved that the Board approve the request; Mr. Bragdon seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

The Board then discussed a request for an extension to an unpaid family leave through the end of the school year. Mr. Bragdon moved that the Board approve the request; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

The Board then reviewed a list of sealed minutes, taking no action.

Following discussion of a real estate item, Mr. Bragdon moved that the superintendent discuss with the Budget Committee the School Board's intent to propose a ballot question for Warrant Article #5, with a price of

\$110,000, with no land swap, and contingent on the sale of the Brookview lots. Mr. Willette seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

The board discussed the superintendent's contract, authorizing the Chair to sign a new contract. Vote: 5-0.

No further nonpublic business remaining before the Board, Mr. Becker moved to exit from the nonpublic session; Mr. Mannino seconded the motion. **Vote:** All members voted in favor, with the Board returning to public session at 10:29 p.m.

Chairman Bragdon then announced the votes taken by the Board, noting that there was no one present to hear the votes.

10. Adjournment

All scheduled items having been addressed, Mr. Becker moved to adjourn; Mr. Mannino seconded the motion. **Vote:** All members voted in favor, with this meeting adjourning at 10:30 p.m.

Chairman of the School Board

Date of Signing