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**MILFORD SCHOOL BOARD Minutes  
(SCHOOL ADMINISTRATIVE UNIT No. 40)  
May 17, 2010**

1. **Call to Order** Chairman Bragdon called this meeting of the Milford School Board to order at 7:00 p.m. on Monday, May 17, 2010, in Lecture Hall #182 at the Milford High School. Those present, together with interested citizens, were:

**School Board Present** Peter Bragdon, Paul Dargie, Carolyn Halstead, Len Mannino, and Bob Willette.

**Staff Present** Robert Suprenant, Superintendent of Schools, and Katie Chambers, Business Administrator.

**Recorder** J. Bradford Seabury.

Chairman Bragdon said he would take up Agenda Item 3.b first, without objections, as there were students in attendance to make presentations.

4. **Reports and Presentations**

- b. **History Club Donation Request** Superintendent Suprenant introduced Senior Elyse Couture, president of the History Club, who discussed the activities done by members of the History Club, saying the group was here because they had won the State competition and were going to Washington DC for the national competition. She and a parent volunteer then unfolded a multi-panel display on space vehicles, which had been inspired by her visit to the National Space Museum, and she commented on historical details of various articles on display in the exhibit. Miss Allyson LaForge then discussed her historical research on early telescopes and the impact of early astronomical discoveries with respect to scientific thought. Sophomores Jessica Byrne and Rebekah Curtis then presented their exhibit, discussing the history of anesthesia and its impact on medical knowledge, as well as on the Civil War.

Mr. Stephen Vetack, the History Club advisor, then discussed the background of the History Club, noting that this was the sixth year in a row that Milford had taken first place in the State of New Hampshire. He discussed the fund-raising activities that the students had been doing, and he asked for consideration of financial support toward the group's trip. Members of the Board asked questions about the History Club's activities, with either Mr. Vetack or the students providing answers. Mr. Dargie then moved to award \$500 toward the trip; Mr. Bragdon seconded the motion, noting that the Board traditionally provided a similar donation to teams going to national competition. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

Chairman Bragdon declared a short break at 7:22 to provide time for disassembly of the exhibits, calling the meeting back to order at 7:27 p.m.

- 2. Board Member Comments** Chairman Bragdon asked if there were any comments from Board members.

Superintendent Suprenant reported that Mr. Dargie had passed on to him some comments that had been made by a citizen with respect to the condition of the American Flag at the Heron Pond school. Superintendent Suprenant stated that he had reviewed the flags and had asked the principals to replace those flags, which had been done, except that there was a problem with the flag at the Heron Pond school in that the hoist mechanism was broken and they could not get the old flag down, but Bill Cooper was working on that.

No other comments being brought forward, Chairman Bragdon continued to the next agenda item.

- 3. Public Comments** Chairman Bragdon asked if there were any introductory comments from members of the audience. One citizen coming forth, Chairman Bragdon reviewed the policy rules, noting that no names could be mentioned. The gentleman in the audience asked for a nonpublic meeting. No objections being raised, Chairman Bragdon moved that the Board go into nonpublic session to discuss a student issue; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5–0), with members of the public leaving the room at 7:30 p.m.

Chairman Bragdon called the meeting back to order at 7:41 p.m., stating that the Board had discussed a personnel and student issue during the nonpublic session with no votes having been taken except that Mr. Bragdon had moved to exit from the nonpublic session and to return to public session at 7:40 p.m., with Mr. Dargie having seconded the motion, which was passed unanimously (4-0)—noting that Mr. Mannino had not been present during the nonpublic session, having recused himself from that session.

No other public comments being brought forward, Chairman Bragdon continued to the next agenda item.

**4. Reports and Presentations (Continued)**

- a. Superintendent's Report** Superintendent Suprenant noted that he had distributed to members of the Board copies of a letter from a parent, in which she expressed her satisfaction with the MEE program.

Superintendent Suprenant noted that there were numerous end-of-year activities which the Board members might wish to attend. He reported that the Middle School would host band and chorus concerts on Wednesday and Thursday of this week, starting at 7:00 p.m. in the gymnasium, adding

that the Middle School Completion Ceremony was scheduled to occur starting at 6:30 p.m. on Thursday evening, also in the gymnasium. He also noted that a Senior Scholarship Awards Night was scheduled for Monday, June 7<sup>th</sup>, which the Board members would not be able to attend because of their own scheduled meeting for that evening. He reported that the High School Senior Class trip was scheduled for June 9<sup>th</sup>, stating that the students would go white-water rafting in the State of Maine and then take a Portsmouth Harbor cruise that evening.

Superintendent Suprenant provided an update on Kindergarten and First-Grade registration, including the following tabulation:

**Kindergarten:**

<b>Year</b>	<b>Spring</b>	<b>Projected</b>	<b>September Actual</b>	<b>Staffing</b>
2009	89	160	140	4.5
2010	152	139	TBD	4.5

**First Grade:**

<b>Year</b>	<b>Spring</b>	<b>Projected</b>	<b>September Actual</b>	<b>Staffing</b>
2009	155	214	187	10
2010	180	186	TBD	10

He noted that Kindergarten registration had increase by 20 since the end of the spring lottery, so that there were already 13 more enrollees than had been projected. Referring to the First Grade tabulation, he noted that there were already 180 students registered, with the Board having projected 186, but he pointed out that last year 32 additional registrations had developed during the summer. He assured the Board that Administration was monitoring this situation, adding that he had consulted with other superintendents in the area and found that they were seeing the same sorts of increases.

Superintendent Suprenant reported that staff members from different buildings (along with himself) had attended a full-day bullying prevention workshop the preceding Wednesday.

Superintendent Suprenant reported that former Board member Mr. Bert Becker had agreed to serve as a community representative to the RSEC Executive Board.

Superintendent Suprenant noted that Mr. Willette had presented to him a couple of weeks ago a report that he had received from the Hillsborough County Commissioners about a program for prison inmates helping out at school districts at no charge to the districts. Superintendent Suprenant said he had made contact with the Department of Corrections, as there was a lot of moving of furniture and equipment out of the Bales Annex into the Bales School basement to be done with respect to the upcoming addition

construction, with the result that there would be ten inmates on site during the last week of school; he noted that parents would be informed and the inmate visitors would be supervised. Mr. Dargie asked if there were any intent to get rid of some of the things being stored; Superintendent Suprenant assured him he was working on that. Mr. Mannino said he had an issue with using inmates while school was in session, asking if they had a history of working in other school districts while school was in session. Mr. Willette said he knew inmates had worked at Amherst. Mr. Mannino expressed concern about ensuring that the visiting inmates would not be dangerous, and he asked if parents would be allowed to remove their students from school that week; Superintendent Suprenant said parents always had that right.

## **5. New Business**

- a. Annual Adoption of Investment Policy** Business Administrator Chambers noted that the School District had adopted Policy #2326, *Investment Policy*, last year, and that it required annual review and readoption. She said there were no changes from the previously approved policy, saying this was a procedural requirement. She noted that the District had many forms, policies, manuals, etc. to which it had to comply, adding that the day-to-day activities of the Business Office had to do with overseeing internal controls of the District with respect to financial assets. Mr. Dargie noted that the School District was satisfying the requirements of the policy. Superintendent Suprenant expressed compliments to Ms. Chamber for the work that her department was doing.

Mr. Dargie moved that the Board suspend all rules with respect to the reading of policies and approve Policy #2236 with no changes, explaining that the rule being suspended in this case was to have two readings before adopting policies. Mr. Bragdon seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

## **6. Old Business**

- a. CIP Plans** Mr. Dargie said the first meeting of the CIP group would occur on Wednesday of this week, noting that Business Administrator Chambers had put together three documents pertaining to what the Board intended to do. Mr. Bragdon noted that the bill for kindergarten construction funding had passed at the New Hampshire State House and had been signed by the Governor. He also noted that a bill had been passed with respect to tuition students, which he thought would make it easier with respect to getting tuition payments.

- c. School Board Goals** Chairman Bragdon distributed copies of a document pertaining to the three general School Board goals approved at the last meeting (strategic planning, contract negotiations, and academic performance goals). He discussed details of the timeline elements he had added, noting that there would be a formal report on strategic planning in June and a presentation in September. He noted that the academic performance goals was vague at this point, adding that the report from administration on testing results would occur at the next meeting, in June, and the Board would discuss the concept later during the summer. Chairman Bragdon said there would be a general discussion about assessment. Superintendent Suprenant noted that Assistant Superintendent Johnson generally focused on NECAP and NWEA, adding that a third one was DIBELS in the early grades. Mr. Willette said he would also be interested in hearing about SATs, as these were important to the students.

Chairman Bragdon said he would put something more formal together for review at a future meeting.

## **7. Housekeeping Items**

- a. Nominations** Superintendent Suprenant referenced the nomination he had provided for a Special Education teacher. Mr. Dargie moved to approve the listed nomination; Mr. Bragdon seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

- b. Approval of Minutes** Chairman Bragdon addressed minutes for the 05-03-10 meeting. Mr. Dargie requested the following changes be noted:

- Page 3, 3<sup>rd</sup> paragraph, halfway down — the word “student” should be “school,” so that the phrase reads ‘this amounted to \$10 per day per school.’
- Page 3, last paragraph, 5<sup>th</sup> line, the word “kitchen” should be “supporting,” so that the phrase reads “did not like supporting monopolies.”

No other changes bring brought forward, Mr. Dargie then moved that the Board approve the minutes as corrected; Mr. Bragdon seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5-0).

Mr. Dargie moved to approve the minutes for the special May 5<sup>th</sup> meeting; Mr. Bragdon seconded the motion. Mr. Mannino noted that he would not be voting, as he had not been present at that meeting. **Vote:** All members voted in favor except for Mr. Mannino, who abstained, and Chairman Bragdon declared the motion to have carried (4-0-1).

- c. Approval of Manifests** Chairman Bragdon addressed the manifests awaiting approval, listed as including Vouchers Nos. 31, 1185, 1186, 1187, 1188, 1189, and 1190. Mr. Dargie moved that the Board approve the manifests as listed; Ms. Halstead seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (5–0).
- d. Approval of Treasurer's Report** Chairman Bragdon addressed the March 2010 Treasurer's Report, awaiting approval. Mr. Dargie moved that the Board approve the Treasurer's Reports as listed; Ms. Halstead 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 noted that there was no one left in the audience to provide any closing comments, and he continued to the next agenda item.
- 9. Non-Public Session** Chairman Bragdon moved that the School Board go into non-public session with respect to personnel matters, under the provisions of NH RSA 91-A:3 II (c), *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.* Mr. Dargie seconded the motion. **VOTE:** Ms. Halstead and Messrs. 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 8:09 p.m., and all members of the public left the room at that time.

Mr. Mannino recused himself and did not attend the nonpublic session.

The board discussed personnel issues. Following discussion, Mr. Bragdon moved that the board approve an employment contract with Ms. Laurel Johnson for the period from July 1, 2010, through June 30, 2013. Mr. Dargie seconded the motion. **Vote:** All members present voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (4–0).

Mr. Bragdon then moved that the board approve an employment contract with Ms. Katherine Chambers for the period from July 1, 2010 through June 30, 2013. Mr. Dargie seconded the motion. **Vote:** All members present voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (4–0).

The board then discussed more personnel issues relating to concerns expressed by a parent of a student in the District. Following discussion, Mr. Dargie moved to direct the chairman to respond to the parent on behalf of the board. Mr. Willette seconded the motion. **Vote:** All members voted in favor, and Chairman Bragdon declared the motion to have carried unanimously (4–0).

No further nonpublic business remaining before the Board, Mr. Bragdon moved to exit from the nonpublic session; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, with the Board returning to public session at 9:29 p.m.

**10. Adjournment**

All scheduled items having been addressed, Mr. Bragdon moved to adjourn; Mr. Dargie seconded the motion. **Vote:** All members voted in favor, with this meeting adjourning at 9:30 p.m.

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Chairman of the School Board

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Date of Signing