

1 MILFORD SCHOOL BOARD
2 MINUTES OF AUGUST 21, 2017, MEETING
3 MILFORD HIGH SCHOOL, LECTURE HALL #182
4

5 **1. Call to Order**
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7 Board Chair Ron Carvell called the meeting to order in Lecture Hall #182 at the Milford High
8 School at 7:00 p.m. Board members present were Board Vice-Chair Kevin Drew, Ms. Jennifer
9 Siegrist, Mr. Len Mannino and Mr. Bob Willette. Also in attendance were Superintendent
10 Robert Marquis, Business Administrator Jen Burk and Bill Cooper, Director of Buildings and
11 Grounds. The recording secretary was Trish Gedziun.
12

13 **2. Board Member Comments**
14

15 Ms. Siegrist commented that she had been contacted by several constituents over the past
16 week and that they were concerned about the safety of their children after the recent events in
17 Charlottesville, VA, as well as after President Trump's conflicting responses. She said they felt
18 that those with White Supremacists beliefs had been given tacit approval for their actions.
19

20 Ms. Siegrist commented that she knew many people in Milford voted for President Trump and
21 many of those people still supported him and may have disagreed with the interpretation of his
22 response. She said to please do not misunderstand her comments as she was not taking a
23 political side because she did not believe Republicans, Democrats or Libertarians felt that
24 hate, racism and bigotry held any position in their political platforms and hate was not a
25 partisan issue.

26 Ms. Siegrist stated that it should be recognized that there were some who believed that
27 President Trump's response to an angry, heavily armed mob of hundreds of men bearing
28 confederate flags, swastikas, lit torches and shouting hate speech while marching through a
29 peaceful college campus after dark, and the violence they displayed the next day, ending in
30 the death of an innocent young woman, was seriously lacking by not simply condemning their
31 actions outright.

32 Ms. Siegrist said they shouted "Jews will not replace us" as they marched to the Confederate
33 statute of Robert E. Lee. She further stated that close to 40 million people across Europe and
34 Russia died at the hands of the Nazi's and their sympathizers to perverse Nazi beliefs.
35

36 Ms. Siegrist commented that she knew there were some that felt this was not an appropriate
37 topic for a School Board setting but said she respectfully disagreed. She further commented
38 that she believed that it was up to the Board to ensure all students, staff and parents that the
39 school district would do everything in its power, as it had always done, to make sure that
40 everyone in our schools and school owned property is absolutely safe and should have no fear
41 for their safety based solely on their race, religion, gender, skin color, orientation or personal
42 beliefs and the inappropriate and abusive actions or words that some now felt all too free to
43 voice or act on because previous norms of polite conduct and civility were now seen by some
44 as outmoded and irrelevant. She said that bullying and hate speech had no place in our
45 schools and it would not be tolerated from any side.
46

47 Mr. Carvell commented that he and Superintendent Marquis had discussed the concerns and
48 that the Superintendent has had discussions with the building administrators. He said he was
49 very comfortable with the actions Superintendent Marquis had taken. Mr. Carvell commented

50 that student safety was the number one priority but that he did not want it to become a political
51 forum.

52 Mr. Carvell also commented that many of the building projects were coming to an end and that
53 Kevin and Bill Cooper had done a fantastic job. He also thanked Granite Town Media for new
54 microphones.

55

56 **3. Public Comments**

57

58 There were none.

59

60 **4. Old Business (Agenda taken out of order)**

61

62 a. Status of Building Projects

63

64 Mr. Cooper thanked Mr. Drew for all of his help. He said that the painting in the high school
65 gym had been completed and the floor was also done and he had posted pictures of them on
66 LinkedIn. He also said that the middle school fire alarm replacement had been completed and
67 that the classroom locks had been installed at the middle school and he would have all of the
68 keys by the time the teachers arrived. Mr. Cooper said that the automatic openers were all in
69 and the roof project at Heron Pond was completed - although he was still waiting for the
70 ladders to be installed.

71

72 Mr. Cooper stated that the paint project at Bales had been completed and he thanked Florence
73 Testa, whom he gave the painting job to, for all of her hard work. He commented that Dave
74 Wheeler had the carpet installed on the first and second floors and was finishing up with the
75 stair treads and also that cameras were installed on the second floor and he thought the
76 building looked exceptional. Mr. Cooper said that the RFP for the mechanical equipment for
77 the middle and high schools would be put out in the fall and following that the RFP for the high
78 school piping would be put out. He said the last one was for the building automation system
79 for the five buildings and would be going out in the fall.

80

81 Mr. Cooper said that the high school and middle school would be shut down next year in the
82 summer due to work that needed to be done.

83

84 Mr. Cooper noted that the electric bleachers were installed in the gym and looked good. He
85 also noted that the railings would fold in when the bleachers went back in. He said it was very
86 good working with the people from Hussey.

87

88 Mr. Cooper stated that there were three options for the graphics in the center of the new
89 gymnasium floor; one was a big helmet with the word Spartans on it, two was a big S and
90 three was a big M for Milford with the word Spartans going through it. He said that the
91 principal and the AD wanted the word Spartans but the Board of Education had different ideas.

92

93 Superintendent Marquis asked the Board to consider the "voices" of the principal and AD.

94

95 Mr. Mannino added that there was a proud history there and he was partial to the helmet.
96
97 Mr. Drew stated that he would prefer the helmet but not without the input of the principal and
98 the AD.
99 Mr. Mannino asked if the change in tradition was being driven by the fact that there was a new
100 floor.
101
102 Mr. Cooper replied that it was.
103
104 Mr. Carvell stated that he felt the principal and the AD should have attended the meeting. He
105 asked the Board if they felt it would be okay for himself and Mr. Drew to speak with the
106 principal and the AD to get their input and the Board agreed.
107
108 Mr. Carvell and Mr. Willette said they liked the idea of the helmet.
109
110 Mr. Drew said that he liked the idea of the helmet but he respected what the principal and the
111 AD thought as well.
112
113 Mr. Willette stated that he felt it was the Town of Milford's floor and did not agree that the final
114 decision should be up to the principal and the AD.
115
116 Mr. Carvell asked if the sound system was in the gym.
117
118 Mr. Cooper replied that it would be in by the end of September.
119
120 Mr. Drew distributed and summarized a cost tracking document comprised of all of the items in
121 the bond adding up to \$3 million. He thanked Mr. Cooper for all of his work.
122

123 **5. Reports and Presentations**

124 a. Superintendent's Report:

125 Superintendent Marquis read aloud from his report as summarized below:
126

127
128
129 At the end of July the high school received a letter from NEASC informing them that the
130 school's accreditation had been continued. The committee noted that it was pleased that the
131 school had incorporated wireless access for students and staff and was moving forward with
132 the pipe replacement as part of the district's capital improvement plan and had established a
133 committee to study the assessment data from the PSAT's and SAT's so as to inform
134 instruction.
135

136 The building and grounds crew as well as the custodians were working on clearing up some
137 last minute items over the next few weeks. He extended my thanks to Mr. Cooper and to all of
138 the personnel who have worked throughout the summer to make our buildings ready.
139

140 Our new teacher induction day will be this Thursday and all staff will be here next Monday and
141 Tuesday.

142
143 On Monday the Board is invited to attend our opening day gathering in the high school
144 cafeteria. It will begin at 8:00 a.m. with the highlight of the day being the showing of the film
145 “Most Likely to Succeed.” The intent is to use this film to kick off and demonstrate how
146 STEAM learning activities, project based learning activities and competencies are all
147 interrelated. Follow-up discussions will then occur in the various schools.

148
149 Parents are reminded that the first day for elementary and middle school students is
150 Wednesday, August 30th. The first day for the 10th, 11th and 12th graders will be on Thursday,
151 August 31st. Parents are encouraged to register their children. Common registration was held
152 in the high school cafeteria on Thursday, August 17th with another one scheduled for Tuesday,
153 August 22nd.

154
155 Heron Pond’s annual ice cream social will be held Monday, August 28th from 3:30 p.m. – 5:30
156 p.m. The Jacques Memorial School annual ice cream social will be held on Tuesday, August
157 29th from 3:30 p.m. – 5:30 p.m.

158
159 Should the Board members wish to join the Superintendent in walking through the buildings,
160 he will do this on Tuesday, August 29th beginning at 9:00 a.m.

161
162 On September 5th the fourth grade students from Heron Pond will be participating in the
163 Portsmouth Peace Treaty Day at the school. The Board is invited to attend this event, called
164 “Teddy Roosevelt’s Nobel Peace Prize—Citizen Diplomacy, Milford and the Portsmouth Peace
165 Treaty.” It is being hosted by the Milford Historical Society

166
167 Lastly, Milford High School’s chapter of Best Buddies was recently given an award for the most
168 Outstanding Chapter in New Hampshire, an award which it has won since 2014. Students
169 Jake Young and Delila Alicea along with Melissa Dietz, faculty advisory were present to
170 receive this award at Indiana University where the 28th annual Best Buddies International
171 Leadership Conference was held.

172
173 Superintendent Marquis commented that he wanted to assure moms and dads and
174 grandparents and anybody who had children that attended the Milford School District that they
175 would continue to make sure that the children are safe. He further commented that the
176 building administrators would continue to provide a safe learning environment for the students.
177 He stated that there had never been any tolerance for hurtful behavior of any sort.

178

179 **6. New Business**

180
181 a. Staff Openings

182
183 Superintendent Marquis stated that approximately five to six years ago all full time Instructional
184 Assistant positions at Heron Pond were reduced to part-time positions. He said there were

185 eight part-time Instructional Assistants and in order to provide the maximum of coverage the
186 hours of the Instructional Assistants vary; but that the hours for this position were from 8:30
187 a.m. to 2:15 p.m. five days per week.

188
189 Superintendent Marquis noted that the responsibilities of this position were as follows:

- 190
- 191 ● Provide direct instruction to students in the areas of mathematics and reading within
192 the context of Response to Intervention (small) groups for two plus hours per day.
 - 193 ● Provides “duty coverage” during recess, lunch time and student arrival (crosswalk)
194 daily.
 - 195
 - 196 ● Assists classroom teachers for 30 minutes per day.
- 197

198 Superintendent Marquis stated that it was his recommendation that this position be filled “as
199 is”. He said that the elimination of this position would directly and indirectly impact students. He
200 further stated that these positions had “evolved” through the years to include direct academic
201 instruction as the district has addressed the needs of students through the RTI model of
202 supplemental instruction. The duties performed were around direct supervision thereby
203 providing needed oversight and safety to students while in non-instructional settings.

204
205 Mr. Mannino asked if the qualifications had changed for this position.

206
207 Superintendent Marquis replied that the qualifications for the position did not change but the
208 training for the position had changed

209
210 Mr. Mannino made a motion to approve the position. Ms. Siegrist seconded the motion.

211
212 **Vote: 5-0 – Motion Passed**

213
214 b. Enrollment Update (Old Business Continued)

215
216 Superintendent Marquis reviewed the enrollment update as of August 18, 2017.

217

Grade	17-18 Enrollment Projections	Projected Staffing Needs	Projected Class Size Ratios	Actual Enrollment 8/17/17	Class Size Ratios; Actuals: Projected Staffing	District Class Size Guidelines
1**	160	8	20.0:1	175	21.8:1	20:1
2*	129	6	21.5:1	144	7 staff = 20.5:1	22:1
3	162	7	23.2:1	161	23:1	25:1
4	159	7	22.8:1	165	23.5:1	25:1
5	178	7	25.5:1	180	25.7:1	25:1
6	158	6	26.4:1	162	27:1	25:1

7	201	8***	25.2:1	205	25.6:1	25:1
8	182	8***	22.8:1	187	23.3:1	25:1

218

Grade	Projected Enrollment	Actual Enrollment
9	203	207
10	209	220
11	206	217
12	223	242

219

220 Superintendent Marquis stated that the enrollment in grade 1 was a little high and he was
 221 going to have a conversation with Principal Nancy McGuire regarding the possibility of adding
 222 a tutor to that grade level. He noted that the other grade levels that were a little high were
 223 grades five and six. He said the numbers would change over the next few weeks and he
 224 would be watching it. He also said that he encouraged parents to register their children and
 225 that would help them address the situation as best as they could.

226

227 Mr. Mannino asked if notices went out to the fifth grade. Superintendent Marquis replied that
 228 the parents should have received that notice and to please call the school if they haven't.

229

230 Ms. Siegrist asked if there was an update on kindergarten. Superintendent Marquis replied
 231 that the kindergarten numbers were 107.

232

233 Mr. Carvell stated that it was pretty close and asked if a tutor was the best fix. Superintendent
 234 Marquis replied that he felt it was and that the teachers that were already there felt that it was
 235 as well. He said the rationale would be the same for the fifth grade.

236

237 Mr. Carvell asked if the district always used tutors to fix the numbers. Superintendent Marquis
 238 replied that it was fairly new and that in the past they would have hired teachers but one year
 239 they had added three tutors instead of a teacher. He said he felt the district could get the
 240 same educational value within the context of the budget by hiring tutors.

241

242 Ms. Siegrist commented that it looked like, with the exception of the third grade, that all of the
 243 are grades are beyond the projected size but wondered if adding tutors into the first and fifth
 244 grade, what typical options would they have for the sixth grade.

245

246 Superintendent Marquis replied that teaming was typical in the sixth grade and it was more
 247 complex but that it was a discussion that he had to have with the administrator.

248

249 Mr. Carvell stated that he was a little concerned with hiring a tutor instead of a teacher. He
 250 said he felt the lower grades could be fixed with a tutor but as we get into more instructional
 251 areas he did not want to do patch work.

252

253 Superintendent Marquis replied that the scheduling issue at the middle school is very complex
 254 and to add another teacher into that variable would be disruptive.

255

256 **Public Comment**

257
258 Ms. Jan Tessier of Wallingford Road stated that she was concerned with the fifth grade
259 numbers and the sixth grade class coming in but she also have someone starting in seventh
260 grade. Ms. Tessier asked how a tutor would work.

261
262 Superintendent Marquis replied that it would depend on what the need was and that it could be
263 one person or multiple people. He further replied that he was aware that we had some
264 challenges in the sixth grade.

265
266 Mr. Carvell said that they would have to wait and see but that Milford's guidelines were tougher
267 than the state guidelines.

268
269 Mr. Carvell said that the declining enrollments did not show on the report and said he felt they
270 needed to be cautious about how to correct it because those numbers could change.

271
272 Superintendent Marquis replied that he would know more in two weeks.

273
274 Mr. Mannino asked if the kindergarten was included in the enrollment updates.

275
276 Mr. Carvell replied he thought they were always supplied separately.

277
278 Ms. Siegrist asked if it was possible to add those numbers in.

279
280 Superintendent Marquis replied that he would do that.

281
282 **7. Housekeeping Items**

283
284 a. Approval of Minutes 7/17/17

285
286 Mr. Drew made a motion to approve the minutes of the July 17, 2017, meeting. Mr. Willette
287 seconded the motion.

288
289 **Vote: 5-0 – Motion Passed**

290
291 b. Approval of Professional Nominations

292

Name	School	Anticipated Assignment	17-18 Salary	Addition / Replacement	Budgeted Salary
Nick Cardamone	Bales	Special Ed English Teacher	\$48,859	E. Lavoy	\$52,069
Tricia Shea	Bales	Special Ed Middle/ High Teacher	\$47,017	N. Cardamone transfer	\$48,589
Tori Plant	Bales	Special Ed Elementary Teacher	\$52,470	T. Shea transfer	\$47,017

Erik Anderson	MMS	Science Teacher	\$79,128	J. Bartula	\$53,169
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Mr. Carvell stated that he had a question on the last nomination.

Superintendent Marquis replied that Mr. Anderson was currently a teacher at Project Drive and he was shifting to a position at the middle school because a science teacher had resigned. He said that left a special education/science teacher open at Project Drive and Mike Hatfield had been asked to look at that position in a fiscally conservative way.

Mr. Carvell commented that it was a large percentage change.

Mr. Mannino asked what the candidate pool for a science teacher was. Ms. Burk replied that Mr. Anderson was one of three candidates who applied.

Mr. Mannino asked how many years Mr. Anderson had been with the school district. Mr. Burk replied he had been with the district for nine years.

Mr. Mannino made a motion to approve the nominations as presented. Ms. Siegrist seconded the motion.

Vote: 5-0 – Motion Passed

- a. Approval of Manifests: 1, 3,1002,1003,1004,1005,1006,1007,1008
1011,1012,1013,1014,1183,1184,1185,1186,1187 and 1188.

Mr. Willette made a motion to approve the manifests. Mr. Carvell seconded the motion.

Vote: 5-0 – Motion Passed

- d. List of Email Correspondence (information only)
- e. List of Employees Leaving Service (information only)
- f. List of Classified Appointments (information only)
- g. List of Co-curricular Appointments (information only)

8. Public Comments

There were none.

9. Non-public Session: Pursuant to RSA 91-A:2 I (a) Strategy or Negotiations with respect to collective bargaining, and/or RSA 91-A:3 II (a) Personnel.

Mr. Willette made a motion to go into a non-public session. Mr. Drew seconded the motion.

337
338 **Vote: 5-0 – Motion Passed**
339
340 Mr. Drew made a motion to come out of the non-public session. Mr Willette seconded the
341 motion.
342
343 **Vote: 5-0 – Motion Passed**
344
345 **10. Adjournment**
346
347 Mr. Mannino made a motion to adjourn the meeting. Mr. Willette seconded the motion.
348
349 **Vote: 5-0 – Motion Passed**
350
351 The meeting was declared adjourned at 9:15 p.m.
352
353
354 _____
355 School Board Chair

Date of Approval