

**MILFORD SCHOOL BOARD  
MINUTES OF JANUARY 16, 2018, MEETING  
MILFORD HIGH SCHOOL, LECTURE HALL #182**

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7 **1. Call to Order**  
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9 Mr. Carvell opened the Milford School Board meeting at 7:46 p.m.  
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11 **2. Board Member Comments**  
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13 Ms. Siegrist stated that she went to the Legislative Office Building in Concord to testify against  
14 the passage of SB-193 in front of the Finance Committee. She said on January 23, 2018, the  
15 Finance Committee Division II would hear more specifics regarding it and she said she would  
16 like to made a motion that the School Board vote to oppose SB-193. She further said that in the  
17 event any members of the Board were able to attend the meeting they could represent the entire  
18 Board.  
19

20 Ms. Siegrist made a motion that the Milford School Board oppose SB-193. Mr. Drew seconded  
21 the motion.  
22

23 **Discussion:**  
24

25 Mr. Drew stated that there would be an actual vote taken among the School Board's  
26 representatives.  
27

28 Ms. Siegrist said when anyone testified who was a member of a School Board, they typically  
29 took a vote and because the Bill was heard in front of the Finance Committee and the date was  
30 set after the last BOE meeting, there was no time for us to have a meeting regarding it and now  
31 that the Board was meeting she wanted to see if they could come together and agree on it.  
32

33 Mr. Carvell clarified that what Ms. Siegrist was suggesting was that she not testify in Concord as  
34 an individual as she had done but to go there with the support and vote to represent the Milford  
35 School District. Ms. Siegrist replied that was correct.  
36

37 Mr. Willette asked if Ms. Siegrist had attended the public hearing on the Bill. Ms. Siegrist replied  
38 that she had attended a hearing of the Finance Committee on SB-193 and the financial impacts  
39 that it had on school districts as well as taxpayers.  
40

41 Ms. Siegrist stated that the New Hampshire School Board Association unanimously opposed  
42 SB-193 and judging from all of the hearings that she had looked at, the majority of citizens who  
43 attended the hearings were opposed to the bill as well. She said if the Board wanted any  
44 financial information regarding the huge tax impact that it could potentially have on all New  
45 Hampshire taxpayers, she could provide that information.  
46

47 Mr. Mannino stated that he was opposed to it but he said he felt it was a slippery slope as to  
48 what other pieces of legislation they would send someone up to support or oppose. He said  
49 there were local people who were elected to the State House and the Senate. He further said  
50 that he was aware that some Boards took positions and wanted to be heard at a hearing. Mr.  
51 Mannino said that there was so much that was unknown about that piece of legislation, the

52 Sunset Provision, no one knew what was going happen, it was all speculation and he was not  
53 going to take a position against the elected officials in Concord.

54  
55 Mr. Willette stated that he would also vote against it because they had a public hearing and then  
56 an executive hearing and at the executive hearing, the only people who were allowed to speak  
57 were members of the committee. He said he did not understand what they were voting on.

58  
59 **VOTE: 3 – 2 (Nay – Mannino and Willette)**  
60 **MOTION CARRIED**

61  
62 Mr. Willette requested that when Ms. Siegrist testified in Concord that she mention that it was a  
63 3-2 vote from the School Board. Ms. Siegrist replied she would do that.

64  
65 Mr. Mannino stated that it was not a unanimous decision and he did not want to be on the  
66 negative side of someone else’s political agenda just because he did think it was very fair to the  
67 people of the Town of Milford or the school district and he thought it was a bad idea.

68  
69 Ms. Siegrist asked Mr. Mannino what he thought was a bad idea. Mr. Mannino replied that he  
70 did not think it was a wise idea.

71  
72 Ms. Siegrist stated that it took money out of the district. Mr. Mannino said he was clear on it.

73  
74 Mr. Carvell stated that he attended a parent/teacher organization meeting and he wanted to give  
75 a shout out to all of the PTO groups. He said everyone should thank the PTO’s that were out  
76 there. He further said it was a very enlightening meeting and they all worked together in support  
77 of the school system, and they did a lot of work behind the scenes.

78  
79 Mr. Willette asked if he could address the last question. Mr. Carvell replied that they were  
80 moving on from that subject.

81  
82 **3. Public Comments**

83  
84 There were none.

85  
86 **4. Reports and Presentations (Taken out-of-order)**

87  
88 b. Demographic Analysis/Enrollment Projections (Exhibit attached to meeting agenda)

89  
90 Mr. Carvell introduced Mr. Keith Burke of the New Hampshire School Administrators Association.

91  
92 Mr. Burke stated that the New Hampshire School Administrators Association had been  
93 supporting school district leaders for a number of years and as part of their service, they did  
94 studies of various kinds. He said the Demographic Analysis was a fairly common study that they  
95 had done for a number of districts around the state.

96  
97 Mr. Burke said the report was fairly self-explanatory but he would quickly review it. Mr. Burke  
98 said that the beginning of the report was a profile of the district. He said the first data they

99 gathered was the town's school enrollments and town populations to see how they compared.  
100 He said as the years went on Milford had a high of 18.1% in 2010 and was at a low presently of  
101 15.29%. Mr. Burke said that 15% of the total population was school-aged students. He said the  
102 decline was not unusual for the state in that the North Country was in an even faster decline  
103 than the Milford area. Mr. Burke said that the number of births in the Town of Milford were  
104 hovering around 1% since 2010.

105  
106 Mr. Burke stated that the next thing they looked at was building permits. He said in the early  
107 part of 2000; Milford had significant development but that had tapered off; noting that building  
108 permits did not always translate into buildings but it was the only thing that they had to go on.  
109 He further said that they should watch the building permits because it depended on what types  
110 of buildings they were, if they were single-family homes or others. Mr. Burke said that the  
111 numbers that they were seeing indicated that it would probably have the most impact on the  
112 middle schools.

113  
114 Mr. Burke said that when they did their enrollments they used a methodology called the "cohort  
115 survival method." He said it would be better to term it as a grey progression ratio because the  
116 survival ratio from one year to the next could be greater than one, in other words, when you went  
117 from one grade to the next, if you had an increase in students then the survival ratio could be  
118 1.1, but in most cases they were seeing something a little bit less than one.

119  
120 Mr. Burke said they developed three different models for New Hampshire schools. He said after  
121 they looked at all of the information from the Town of Milford they felt that the one-year cohort  
122 was the best one to use for them going forward; noting that they also provided them with the  
123 five-year average as well as the three-year weighted in their report. He suggested that they look  
124 at each model each year. He said that because they had such an extensive database, once  
125 they had decided on the model that they thought would work they turned the clock back by ten  
126 years and applied the models to what it would have been ten years prior and then they ran the  
127 reports to see which model came closest to the actual enrollment. He said again, in Milford's  
128 case, the one-year cohort seemed to work the best.

129  
130 Mr. Burke stated that when they did their projections they based their first grade numbers on the  
131 number of births. He said the kindergarten numbers were based on the number of first graders.

132  
133 Mr. Carvell said that the report was self-explanatory and it was a great overview. He asked if  
134 there were any Board members who had questions or comments.

135  
136 Mr. Drew stated that they had chosen the one-year cohort as being the most accurate and it also  
137 seemed to be the less dramatic of a decline. He asked if part of them choosing that model was  
138 because it was a little bit more conservative or if it was purely based on the numbers. Mr. Burke  
139 replied that they looked at the numbers and the reason that they liked the one-year cohort was  
140 because they started to see a spike in Milford's building permits. He said that was presently  
141 their best estimate but the Board needed to look at future numbers to make sure the current  
142 model was still holding true. Mr. Burke said that his company could provide updates at a  
143 substantially reduced fee.

144

145 Mr. Carvell asked if there was anything in the analysis that they should be watching for. Mr.  
146 Burke replied they should be paying attention to the building permits. He said a 50+ housing  
147 development would likely not bring many children into the school system but if there were small  
148 affordable homes or an apartment complex developed that may draw many children.  
149

150 Ms. Siegrist said the information on the building permits only went up to 2015 and asked if they  
151 could not get any further information. Mr. Burke replied that was all of the information that they  
152 had and they based it on the information that they got from the New Hampshire Finance and  
153 Housing Authority. He said they had relied on local sources in the past and they had mixed  
154 success with the accuracy.  
155

156 Mr. Dargie stated that he was the person who had been doing the enrollment forecasting for the  
157 past 15 years. He said he used a three-year not weighted model and it ended up to be very  
158 similar to the five-year weighted model in terms of the numbers. He further said that he preferred  
159 to have a little bit of history and that the one-year was too reactive to things. Mr. Dargie said  
160 that last year there was a large apartment complex built so there was an inrush of students but  
161 if the one-year numbers were used and forecasted forward then it might just be a blip. He said  
162 there should be a little bit of averaging to get rid of the big apartment complex blips. He  
163 recommended not doing the one-year but to do either the three-year or the three-year weighted.  
164

165 Mr. Dargie commented that Mr. Burke's numbers were very good and the trends were right on.  
166 He said about five years ago he did a very elaborate study on the birth to first grade numbers  
167 and he did a 15-year look forward. He said he took the numbers and converted them to an  
168 October to September year to match up with the enrollments but there was a very wide variation  
169 so it ended up not being very helpful in terms of forecasting so he stopped doing it. Mr. Dargie  
170 said that it was very important to get next year correct and then look at long-term trends so you  
171 know you have the buildings correct. He said it was a very good quality study and he supported  
172 it 100%.  
173

174 Mr. Carvell thanked Mr. Burke for the presentation as well as for his time.  
175

176 Mr. Carvell declared a break at 8:15 p.m.; calling the meeting back to order at 8:20 p.m.  
177

178 a. Superintendent's Report  
179

180 Superintendent Marquis expressed the district's thanks to the Renew Church in Amherst, NH,  
181 because there were a number of Milford High School students who were in need that were able  
182 to obtain new pairs of sneakers along with socks with no questions asked. He said it was very  
183 kind of the church to do and it was his understanding it was not the first time they had done it.  
184

185 In December, the students at the Jacques Elementary School participated in the Annual Polar  
186 Express Day; the first graders were all treated to a reading of the Polar Express and they took a  
187 ride on an imaginary train that was created by placing the students' chairs along the first grade  
188 corridor. He said that one of the highlights was a visit from one of Milford's "real" mail carriers  
189 who stopped by to deliver a package to each classroom.  
190

191 The kindergartners had their first Gingerbread Expo where they were involved with a STEAM  
192 activity to create gingerbread houses made from cardboard, yarn, tape, straws and other objects.  
193 It was all integrated into the story by Jan Rhett in which a gingerbread baby was hiding. Invited  
194 guests were first grade students who were able to ask the kindergarten students' questions about  
195 how they constructed their houses.

196  
197 With the parent donations of paper towel rolls, construction paper, pipe cleaners, yarn and  
198 shoeboxes, the first grade was able to create a "Creation Station" that could be used during  
199 indoor recess. There are times when the weather does not allow us to send the children outside  
200 and the object of the "Creation Station" was to give them some materials that they could play  
201 with and create different things with. I wanted to thank the parents and let them know that it has  
202 already been used and some of the little ones were creating jewelry.

203  
204 Today was a district-wide professional development day for teachers and the focus was on  
205 competencies, which was something that they had been looking at all year long and will continue  
206 to look at. The activities and the agenda in each building were developed to meet the needs of  
207 the teachers of that specific school. Everything was put together and organized by the  
208 Competency Committee. It was also a day which allowed us to utilize our technology in a  
209 different way, we really stepped outside of the box and our comfort zone and used some  
210 technology in this room and we were able to broadcast about a 30 – 40 minute presentation from  
211 Mike Tenters and myself to the teachers in the four buildings as well as the high school folks  
212 who were here in this room. Some of the anecdotal feedback that we received was that the  
213 technology worked pretty well but we have some tweaking to do; it was a good learning  
214 experience. In terms of the professional development opportunities provided for teachers, all of  
215 the buildings have reported that it was a valuable experience for them to be able to begin to dig  
216 into what the competencies meant by looking at it from a practical sense, for example, at the  
217 elementary school level, in the area of science. I want to thank everyone involved for what I  
218 believe was a very successful experience. We will be sending out a survey to get some data  
219 surrounding today's offerings so the committee can make informed decisions going forward.

220  
221 The middle school students will be competing in the National Geographic Geography Bee School  
222 Championship on January 17, 2018. Those students are Robert Anderson, Carla Costa, Ben  
223 Kilgore, Jacob Lydon, Olivia Rolante, Keelee Wells and Samuel Wilson. These students made  
224 it through the preliminary rounds in both November and December and they will be competing  
225 for a chance to represent Milford at the upcoming statewide National Geographic Geography  
226 Bee competition.

227  
228 One of the questions I am frequently asked is how well our students are doing and what kind of  
229 growth they are making. I have provided the Board with a copy of a *New York Times* article that  
230 focuses on district growth and a subsequent comparative district growth chart based on many  
231 area school districts and how we compare to them. I think one of the things that is very important  
232 is that the biggest barrier we have to get through is our own thoughts about how fast students  
233 will learn depending on their families, some students who don't have the same means as other  
234 students. This study highlights that we do not create artificial ceilings for our kids, regardless of  
235 the income of their parents. We are moving our kids along at a greater rate than many school  
236 districts in the area are. Our students typically made 5.4 months years of growth after five years,  
237 which surpasses many districts and I think that is a credit to all of the teachers. It is something

238 that we are always going to continue to reflect on and always get better at. The article is looking  
239 at inner city schools like Chicago but I was able to pull down some comparative data for the  
240 Milford kids. I think it is a pat on the back for the professionalism of the staff.

241  
242 Ms. Siegrist asked if Superintendent Marquis could explain where he got the median income  
243 figure from. Superintendent Marquis replied that it was a statistic that was provided when they  
244 pulled the data out of the chart. The chart was generated through the New York Times but it  
245 was pulling data from New Hampshire so the median income was generated from New  
246 Hampshire data.

247  
248 Mr. Carvell pointed out that at the bottom of the article it said, "National percentages are based  
249 on school districts with reliable data."

250  
251 Superintendent Marquis said that he felt it spoke to how well they were doing and that they were  
252 doing a great job. He said in terms of half-day kindergarten, a gentleman had asked if there was  
253 a leveling system after the third grade and he had replied that it took them five years to catch up  
254 and not just three years.

255  
256 Mr. Willette stated that he had done some research and he had a report from a person who was  
257 getting their doctorate in education and it was approved by four other doctors of education and  
258 it stated that after the second grade you could hardly notice a child that went to kindergarten and  
259 after the third grade the children were caught up. Superintendent Marquis replied that he did  
260 not disagree with that but what they have found in the Milford School District was that it took  
261 them longer to catch the children up than the third grade. He said that by the time the children  
262 reached the fifth grade the teachers had worked very hard getting them caught up.

263  
264 c. Quarterly Reports (Granite Town Media Advisory Committee, Wellness,  
265 Technology, ATC Regional Center Advisory Committee, Capital Improvement Plan)

- 266  
267 ● Granite Town Media Advisory Committee

268  
269 Mr. Carvell stated that the committee met on December 28, 2017. He said that the  
270 town had a new website and that he felt the School Board's website should be  
271 reviewed.

272  
273 Superintendent Marquis said at the end of the school year they would use one day  
274 to put together some folks who were familiar with technology to look at the websites  
275 and determine what they wanted them to look like and make that a goal for next  
276 year.

277  
278 Mr. Carvell said that he was leaning towards someone professionally putting it  
279 together.

280  
281 Ms. Siegrist said that she felt the town and the school should have a common page  
282 because as a citizen it would be easier to have it on one page or have a link from  
283 the school site to the town site and the town site back to the school site. She said  
284 it all came out of the pockets of the residents at the end of the day.

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Mr. Carvell said beyond tax dollars, he would like a website that could be easily navigated. He also said that the committee had some more work to do in the lecture hall at the high school.

- Wellness

Mr. Willette stated that he had missed the last Wellness Technology meeting because of a death but the committee was very active and they had a committee in each school building. He said they had Joint Committee meetings where they discussed what each school building was doing. He also said they recently had a demonstration regarding Trash on the Lawn, which was one of their wellness projects.

- Technology

Mr. Carvell said this committee had not yet met but it was on the calendar to meet soon.

- ATC Regional Center Advisory Committee

Ms. Siegrist said that they had been desperately trying to get a Regional Advisory meeting together but it depended on other school districts. She said they had a date of February 8, 2018, and then they had a Monitoring Review Visit by the New Hampshire Department of Education Career Development Bureau that was going to happen in April.

- Capital Improvement Plan

Mr. Drew stated that the work of the committee had been completed in the fall and a report was submitted to the Selectmen. He said they used the report to work up potential Warrant Articles. He further said they would probably meet again in the summer.

5. **New Business**

There was none.

6. **Old Business**

a. Default Budget

Mr. Carvell said that the actual breakdown of all of the items was on the website. He said the DRA Report was in the Boards packet and asked Ms. Burk to review it. Ms. Burk replied it was the Department of Revenue Administration's summary and it went by the function codes. She said it summarized the prior year adopted budget, which was the year that they were in and any reductions or increases for the 2018-2019 school year less any one-time appropriations like the

332 \$30,000 for the snow removal equipment. She further stated that the bottom line was  
333 \$41,431,421.

334  
335 Mr. Carvell stated that the actual tax impact analysis was in the Budget Hearing packet. He said  
336 one of the items previously discussed was that the Board had the authority to change the default  
337 budget because currently the default budget was over the operating budget. He asked the Board  
338 if they felt there were any changes to their position on the default budget. Mr. Carvell said he  
339 was not inclined to make any motions or changes to the default budget but that it could still be  
340 changed right up to the Deliberative Session.

341  
342 Mr. Mannino asked if the Budget Committee currently opposed the proposed budget. Mr. Carvell  
343 replied that was correct and they were not in favor of the default budget either. Mr. Mannino  
344 stated that he would hold off on any motions until the Budget Committee determined what  
345 direction they were going in. He said his hope was that there would be some agreement on the  
346 budget. Mr. Carvell said, for clarity, in voting for the budget, you either support the budget that  
347 was presented but you know that by not supporting it then the ultimate end was the default  
348 budget. He said he felt the Budget Committee actually wanted a higher budget. Mr. Mannino  
349 said he would address it at the Deliberative Session but he foresaw a motion that would reduce  
350 the default budget to some degree on the positions that had been eliminated in the proposed  
351 budget. Mr. Carvell replied that if a Board member wanted to make a motion to reduce or  
352 increase the default budget that motion would be made at the Boards meeting after the  
353 Deliberative Session. He said the Board had the authority to do that and it was not a motion for  
354 the public to weigh in on. Ms. Burk said the Board could also make changes to the default  
355 budget at the meeting which was scheduled on the following Monday after the Deliberative  
356 Session.

357  
358 b. Full Day Kindergarten – State Aid

359  
360 Superintendent Marquis stated that there had been a lot of discussion in the past few months  
361 regarding Keno-garten and when the school districts would receive the \$1,100 amount, which  
362 was slated to offset the cost for those children who were in full-day kindergarten. He said the  
363 Board had a copy of an e-mail that was sent from Caitlyn Davis who worked at the Department  
364 of Education, which said, “school districts and charters will be eligible for full-day kindergarten  
365 grants, otherwise known as Keno-garten beginning next year, 2018-2019. Only districts and  
366 charter schools that make the full-day option available to all kindergarten students will qualify.”  
367 He said the last paragraph said should the voter’s vote to institute full-day kindergarten in Milford,  
368 “for public schools with new full-day kindergarten programs in 2018-2019, grants for a new full-  
369 day program will be based on the count of kindergarten students enrolled and in attendance on  
370 the opening day of the school year.” Superintendent Marquis said if they had 130 children on  
371 opening day and five days later, there was only 115 children they would still get the amount  
372 based on 130 children. He said for the ensuing years following that, the ADM of the preceding  
373 year would be used.

374  
375 Mr. Mannino asked if Superintendent Marquis knew what Ms. Davis’ position was at the  
376 Department of Education. Superintendent Marquis replied he thought she was in finance.  
377 Mr. Mannino said that he had an e-mail exchange with Representative Joelle Martin who was  
378 on the Ways & Means Committee for the House and they had a hearing on a piece of legislation



379 that would repeal Keno. He said that in speaking with her, it did not sound like that had a long  
380 shelf life. He said he thought the collective sense was that it was probably going to be killed.

381  
382 Mr. Willette said he thought the \$1,100 was not affected by Keno. Superintendent Marquis  
383 replied that he thought Keno was a revenue source that might be used to contribute to the  
384 \$1,100. Superintendent Marquis said that they received adequacy aid for kindergarten students  
385 and in addition to adequacy aid; \$1,100 would be added to that. Ms. Siegrist said it could be  
386 \$1,100 to \$4,145 in fiscal year 2020. Ms. Burk said that it would be pro-rated based on Keno  
387 revenue.

388  
389 **7. Housekeeping Items**

390  
391 a. Approval of Minutes 12/18/17

392  
393 Mr. Drew made a motion to approve the minutes of the December 18, 2017, meeting. Ms.  
394 Siegrist seconded the motion.

395  
396 **VOTE: 4 – 0 - 1 – (Abstained – Mannino) MOTION CARRIED**

397  
398 b. Approval of Minutes 1/2/18

399  
400 Mr. Drew made a motion to approve the minutes of the January 2, 2018, meeting. Ms. Siegrist  
401 seconded the motion.

402  
403 **VOTE: 5 – 0 – MOTION CARRIED**

404  
405 c. Approval of Manifests: 16, 17, 1088, 1089, 1092, 1093, 1094, 1095, 1096 & 1097.

406  
407 Mr. Willette made a motion to approve the manifests. Mr. Carvell seconded the motion.

408  
409 **VOTE: 5 – 0 – MOTION CARRIED**

410  
411 d. List of Email Correspondence (Informational Only)

412  
413 e. List of Employees Leaving Service (Informational Only)

414  
415 **8. Public Comments**

416  
417 There were none.

418  
419 **9. Non-public Session:** Pursuant to RSA 91-A:2 I (a) Strategy or Negotiations with respect to  
420 collective bargaining, and/or RSA 91-A:3 II (a) Personnel.

421  
422 Mr. Drew made a motion to go into non-public session. Mr. Mannino seconded the motion.

423 **VOTE: 5 – 0 – MOTION CARRIED**

424  
425 **10. Adjournment**

426  
427 Mr. Mannino made a motion to come out of non-public session. Ms. Seigrist seconded the  
428 motion.  
429  
430 Mr. Willette made a motion to adjourn. Mr. Drew seconded the motion.  
431  
432 The meeting was declared adjourned at 10:15 p.m.  
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437 \_\_\_\_\_  
438 School Board Chair Date of Approval \_\_\_\_\_  
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440