

MILFORD SCHOOL BOARD
MINUTES OF FEBRUARY 5, 2018, MEETING
MILFORD HIGH SCHOOL, LECTURE HALL #182

1. Call to Order

Board Chair Ron Carvell called the meeting to order in Lecture Hall #182 at the Milford High School at 7:00 p.m. Board members present were Board Vice-Chair Kevin Drew and Mr. Len Mannino. Also in attendance were Superintendent Robert Marquis and Ms. Jen Burk, Business Administrator.

Not Present: Ms. Jennifer Siegrist, Board Member and Mr. Bob Willette, Board Member

2. Board Member Comments

There were none.

3. Public Comments

There were none.

4. Reports and Presentations

a. Superintendent's Report

Superintendent Marquis congratulated Ricky DeBernardo on his 100th career win as part of the wrestling team. He said the wrestling team defeated Campbell, Kearsarge and Lisbon, ME. He also extended his congratulations to the track team that had a meet at UNH. He said the events included the boys and girls 4 x 800 relay teams, the girls 4 x 400 team and the boys 4 x 160 team. Superintendent Marquis also said that he wanted to congratulate Rebecca Durham who set a new school record in the 600 meter and to Vianca Williams as well as Rene Wilson who placed first and second in the long jump. He said the indoor track championships were held at Dartmouth and Rebecca Durham won the 1,500-meter championship and Vianca Williams won the long jump event. Superintendent Marquis said that Milford would be represented at the CHAD East/West All-Star Football game at UNH on June 30, 2018, by Michael Boucher.

Superintendent Marquis stated that he wanted to inform the Board that the Department of Education had recently reviewed the status of Project Drive as part of their approval process. He said there was a comment on the report addressed to himself and Mr. Hatfield on behalf of the Bureau of Special Education. "The bureau would like to recognize the Milford School District for the great efforts in the development and implementation of the new special education program as evidenced by our one-year follow-up visitation on December 18, 2017. The observer witnessed the programs' intention to provide a free, appropriate public education, also known as FAPE, within the school district. In reviewing student work from the beginning of the school year up to the date of the visitation, tremendous improvement in both academic and functional performance of the students in the program was clearly evident. Based upon interviews from personnel, student attendance has significantly improved as well as the remarkable decrease in removal from school for disciplinary reasons. It is clear that the students have benefited from participation in the Project Drive three to six at Bales Special Education Program. I believe this is a testament to the leadership provided by Mike Hatfield and Jen Horne, as well as all of the staff at Project Drive."

Superintendent Marquis said they had been informed that the grant applications for the high school piping project - \$300,000, the demolition of the chimney attached to the gym - \$25,000, the back-up generator at the high school - \$210,000 and the high school remote activation of the fire alarm panel - \$3,000, had all been denied. He said the explanation given was that they did not meet the RSA requirements. Superintendent Marquis noted that the grant proposals for the high school classroom door lock sets that were requested in the amount of \$15,000 were moved forward for a recommendation for the Governor's approval at an 80% funding level which was \$12,000. He said in addition to that, the grant proposal to secure \$35,000 for the installation of security cameras district-wide was also moved forward at an 80% funding level which was \$28,000. He said that the grant proposal for the purchase of classroom lockdown shades at the Heron Pond Elementary School for approximately \$25,000 was also moving forward at an 80% funding level which was \$20,000. Superintendent Marquis said that the district would have to pay the remaining 20% balance of all of the projects which amounted to a total of \$15,000, if the Governor approved them and if they were approved by the Governor's Council. He said the intent would be, if they got approval they would request that the monies come out of the contingency funds and the Board would have the opportunity to approve that in March.

Superintendent Marquis said the Ms. Chantal Alcox, Principal at the Heron Pond Elementary School, had sent an e-mail informing him that they held a PTO sponsored Bingo night on February 2nd, which 100 people attended. The students were very excited to spend time with their families. He said the prizes included a variety of books, learning kits and gift cards to local businesses for the parents. Superintendent Marquis noted that Community Action for Safe Teens (CAST) and Destination Imagination (DI) set up desert and concession tables that were available to inform families about their organizations.

Mr. Carvell asked if the full report on Project Drive would be shared with the Board. Superintendent Marquis replied that he would make copies and distribute them to the Board.

Mr. Carvell asked if there was anything that would prevent the Board from sharing the report on the website. Superintendent Marquis replied that he did not believe so. Mr. Carvell said he would like the report posted on the website if possible.

Mr. Carvell asked if they had an update on the gas incident at the high school. Superintendent Marquis replied that the previous Friday staff had informed Dr. Craven that they smelled an odor in the building and because of that Dr. Craven evacuated the students and they went to the gymnasium at the middle school. He said the fire department came and their detection instruments did not find any traces of carbon monoxide, gas or fumes of any kind. He further said they had no idea what the smell was. Superintendent Marquis stated that all of the students were able to return to the high school safely.

- b. STEAM (Science, Technology, Engineering, Arts and Math) Presentation by Frank Xydias, Suzanne Schedin and Pam Moreau

Mr. Tyler Russin, student, Milford High School, addressed the Board and stated that as part of an independent study he built a Rubik's Cube Solving Robot. He said he worked with his engineering teacher and used a 3-D printer. He further said that he spent the entire semester

trying to build it and he finally had success about one month ago. Mr. Russin said that he was continuing to work on the project using 3D CAD that the school had. He noted that although he did not design the cube he learned so much through the troubleshooting process and the education that he got out of it was “beautiful.”

Mr. Russin then successfully showed the audience how the robot actually solved a Rubik’s Cube.

Mr. Russin said that he hoped to make something truly great because of the STEAM education he received.

Mr. Carvell commented that he thought it was an excellent presentation and Mr. Russin was a great inspiration for the school as well as the Board.

Ms. Suzanne Schedin, Gifted and Talented Teacher at Heron Pond Elementary School, addressed the Board and stated there were many different things that they were doing at the Pond that included building on teamwork in an attempt to teach the children how to do things while listening at the same time. She said some of the things they had done was a Cup Challenge; which was to make a pyramid of cups without touching them; they used some pieces of string and a rubber band to accomplish it. She further said that they also had the opportunity to work with an Ocean Exploration Trust Group who were conducting a research expedition by mapping the ocean floor. Ms. Schedin said the group was working in the Eastern Pacific Ocean and the class was able to join them on-line and access their cameras. She said the students also had a live interaction through Skype. Ms. Schedin stated that they also used Skype and Google Hangouts to connect with authors. She said they recently had an opportunity to Skype with author Jennifer Swanson. Ms. Schedin noted that another thing they were enjoying was Mystery Science. She said it was a phenomenal program. Ms. Schedin stated that they learned about coding and they also built an R2-D2 android.

Ms. Schedin said that the art teachers were working together to do a lot of different integration throughout the school like observational drawing with math, science, precision and symmetry.

Ms. Schedin stated that the Milford Rotary Club donated \$400 for the Lego Wall. She said the wall was beautiful and the students were excited to work with it.

Ms. Schedin said that she applied for and received a grant for \$500 from VEX IQ Robotics and it included a competition kit. She said eight fifth grade students would participate in the competition, four boys and four girls; noting that the selection of students would be done by a lottery. She further said that the students would be able to compete in a rookie challenge this year.

Ms. Schedin stated that she also applied for and received a grant from the Toshiba America Foundation and it was for a project that she called the “HP Engineers.” She said they asked the students to build many different things and they challenged the students to come up with different solutions for problems by creating some models.

Ms. Schedin said that she wrote and received a grant from the NEA Foundation for \$2,000 and it was called “Communicate the Story.” She said the students would communicate their design

solution to an engineering or coding problem by presenting a video to the class. She further said that the grant included the video cameras, microphones, lighting and a TV for the lobby.

Ms. Schedin stated that they received a grant from the New Hampshire Department of Education that was called the Student Support and Academic Enrichment Grant for just over \$10,000 to be able to start some robotics teams.

Ms. Schedin said that they applied for an official attempt for the most people dressed as a Dr. Seuss character during the Read Across America Week from February 19 through February 23, 2018, with the Guinness World Records. She noted that the application was accepted and they would make the attempt. She said the PTO had donated some money for materials and they had come up with some simple ways for every student in the building to be dressed as a Dr. Seuss character.

Ms. Pam Moreau, Technology Integrator at the middle school, said that they wanted to bring in STEM but they had no money to start it. She said they begged, borrowed and stole and was able to start a lab last year. They are calling it a Innovation Lab rather than a MakerSpace. She said she spent two days out of the six-day rotation having the students just create things.

Ms. Moreau said that the previous year she had challenged the students to create an air-powered vehicle or to create a roller coaster. She said that one student created a car out of Popsicle sticks, hot glue and pipe cleaners. She said another student did a quilling project and another wanted to create a boat that would not sink and another wanted to make a bridge. Ms. Moreau said that the students also made two air powered cars and they were only allowed to use straws, one sheet of paper, tape and lifesavers as wheels. Ms. Moreau continued to give examples of the students' projects.

Ms. Moreau said that innovation did not just happen in her room but it went on all around the school including in the art rooms. She said the students were building three-sided figures that would be displayed in the front area of the school. She further said that the Chromebooks were very important to the UA's. Ms. Moreau said the shop class also incorporated STEAM.

Ms. Moreau stated that this year the students were making homemade ice packs using alcohol, water and food coloring or dish soap. She said the students were making them in different shapes and using different colors. Ms. Moreau also said that the students thought it would be cool to create their own stress balls. She said there were three different ways to create a stress ball, one was with slime, one was with flour and one was with rice and balloons.

Ms. Moreau said that STEAM in her room was all the students' creations and she was their sounding board. She said she started a computer club after school and had two to four students who taught their EV3 how to do the Hokey Pokey. She further said that their biggest goal was that they wanted to get their 3D printer up and running well. Ms. Moreau said that they were looking for ways for the lab to be open more often.

Mr. Carvell said that he thought all of projects were phenomenal and that it was great that the students were problem solving along the way and failure was not an option.

Mr. Don Jalbert, Director of Technical Studies, addressed the Board and stated that the STEAM initiative was definitely becoming K-12 and it was very inspiring. He said in October they had over 200 third to eighth graders do about twenty different activities. He said they would be holding a STEAM night on April 12, 2018. Mr. Jalbert said that he felt the high school students should go down to the lower grade schools as the ambassador's and work with the students to get them inspired and excited about STEAM.

Mr. Jalbert stated that Superintendent Marquis deserved a lot of credit for encouraging them to do the activities surrounding STEAM.

Mr. Carvell thanked all of the speakers for their presentations.

c. Quarterly Reports (Granite Town Media Advisory Committee, Wellness, Technology, ATC Regional)

- Granite Town Medial Advisory Committee – Mr. Carvell said that the committee had discussions on the town's new website and the Board needed to have a look at their website.

Mr. Carvell noted that the other big item on their agenda was the upcoming Comcast contract for the town.

5. New Business

a. Review of Progress Towards District Goals – **(Exhibit attached to meeting agenda)**

Superintendent Marquis stated that he had the six goals that were presented to the Board last spring. He said that at this time he would provide the Board with a mid-year review of where they were at; and he also would provide the Board additional information at the end of the year along with an assessment as to how well they attained the goals that they set forward.

1. Curriculum Instruction: Superintendent Marquis said that this laid out our goal through the district to provide various professional development opportunities for our staff. Development opportunities that differentiate around staff needs and around things like technology, curriculum mapping, project performance based assessments and STEAM/STEM activities. The key was to try to maintain a balance between the districts needs and building level needs; to be able to move forward as a unified front district-wide while also differentiating different building needs and beyond that being able to differentiate and provide professional development needs for individual teachers. Superintendent Marquis said that his report, as of today, was that this year and last year, they had done a lot of work around competencies, he had told the Board that this was a district goal, and they had different activities through their professional development days that looked at competencies district-wide. There were some unique needs surrounding the staff at Jacques and that was providing some professional development around reading

instruction. The unique need at Heron Pond was to allow Ms. Alcox and her staff to dig deeper into the NWEA data that they received which informed the teachers in terms of where the kids had strengths and weaknesses. He said it was very important to close the achievement gap before the students left Heron Pond because the teachers did such a great job looking at and analyzing data. The folks at the middle school and the high school were able to get together and had been able to have discussions around curriculum alignment. Superintendent Marquis said he was very pleased with the opportunities they were able to develop for teachers as well as the fact that they had really embraced them and moved them forward.

2. Superintendent Marquis said that two years ago the district adopted the state competencies as they were listed. He said it did not mean that they would not tweak them in future for the district but it gave them a base to move forward. He further said that his goal for the current year was to dig deeper into those competencies and to move the district further along with respect to their understanding of competencies and blending what the staff was already doing in their classrooms and how it was connected to competencies. Superintendent Marquis said the last teacher workshop day was a district-wide day where they focused on competencies K-12. He said they allowed the buildings to look at what competencies meant to the middle school and the high school as well as Heron Pond and Jacques. There was a district-wide Competency Committee that met every six weeks and the committee was made up of representatives of all of the different buildings. He said they talked with the people in their buildings and met at the Competency Committee and shared the feedback. He said he felt they did a really great job framing the last teacher workshop job and they got a lot of positive feedback. He further said that the competency work would be a multi-year task and was not something that was done overnight.
3. Superintendent Marquis said that this goal had to do with the evaluation of the full-day pilot kindergarten program that was proposed to open the previous fall. He said that unfortunately they did not have the necessary number of students enroll in the program so it was not a viable option. Superintendent Marquis stated that he strongly believed, as did the teachers and the administrators in full-day kindergarten and that was why it was proposed not just as a pilot program but as a full blown program which would begin next fall. He said the Board had graciously allowed it to be a Warrant Article to see how the community felt about it.
4. Superintendent Marquis said the fourth goal had to do with STEAM (science, technology, engineering, arts and mathematics) He said he did not think he could add much more than what was previously presented at this meeting. He further said that there were representatives from all of the buildings on the STEAM Committee and they had determined what STEAM activities were already being done. Superintendent Marquis stated that he was hoping the committee would prepare a document by the end of the year that listed goals as a district to move STEAM forward. He said the whole intent of STEAM was to increase engagement between the teachers and students. He noted that April 12, 2018, was the next

STEAM night at the high school.

5. Superintendent Marquis stated that this goal was for him to assist the Milford Teachers Association in reaching a successful collective bargaining agreement. He said a collective bargaining agreement was not reached and an impasse was declared by both parties, he pointed out that negotiations would resume at some point later this year.
6. Superintendent Marquis said that the last goal was with regard to the use of resources and using fiscal diligence in balance and decision-making. He said his particular goal was to assist the Board in developing a timeline and a project plan schedule for the implementation of projects not only contained in the \$3 million bond but also the monies that were available in the contingency fund.

He said that his intent was to present possible projects that could be covered by the Contingency Fund to the Board at the February 19, 2018, Board of Education meeting.

With reference to the \$3M bond projects Superintendent Marquis said that because of the “lead time” necessary to order equipment, the installation of the rooftop units that was scheduled to be installed at the middle school and high school during the summer of 2017, was unable to be completed. He said the work was scheduled to be completed during the summer of 2018. He added that the other work at the middle school, i.e. window replacements, upgrades to some of the bathrooms, refurbishing the main office area and replacing some of the millwork in the classrooms were all anticipated to be addressed during the summer of 2018.

Mr. Carvell asked if there were any Board members who had questions or comments.

Mr. Mannino asked if the third district goal was similar to the second district goal. Superintendent Marquis replied that goals two and three had the same broad heading but were different.

Mr. Mannino stated that under the February 5, 2018, progress section of the first goal, it spoke to “Fountas and Pinnell” and asked what that was. Superintendent Marquis replied they were two lead authors that have gotten together over the years and developed specific reading interventions and reading programs for elementary age students. He said this was not new and many places used Fountas and Pinnell.

b. Policy Proposals (**Exhibits attached to meeting agenda**)

1. Policy #2410 Background Investigation and Criminal Records Check
(First Reading)

Mr. Carvell asked Superintendent Marquis to review the changes to the policy.

Superintendent Marquis replied this had been evolving over the past three years and they had continued to receive some technical assistance provided by the Department of Education and the revisions allowed the district to either automatically disqualify people who had particular violations or beyond that, to allow some discretion for the superintendent to use.

Mr. Carvell asked if there were any Board members who had questions or comments.

Mr. Mannino asked how Superintendent Marquis would handle the situation if a person had a background of passing bad checks and was employed by the district and then wanted to transfer into the Finance Department. Superintendent Marquis replied in that particular instance, the candidate would be disqualified. He said beyond that scenario he would look at whether or not the person had a pattern of offenses that had happened over a number of years and if the person was already employed and there became a pattern, then it would be a personnel matter.

Mr. Carvell said that he was troubled with open-ended discretions sometimes. He asked if there were someone that fit in the discretionary period and it was presented to the Board for consideration of employment in the district; the concern would be that most of those appointments were done in public but if there was information here then how would that be presented to the Board.

Mr. Mannino stated that at some point the information that the district relied upon was destroyed. He said three years down the road the information would be long gone, there would be a change in the Board and the particular employee had transitioned through different roles and maybe appropriately should not be hired or transferred to a certain department. Mr. Mannino said, on the other hand, he understood why discretion was important because it could be a series of offenses that occurred 30 years ago.

Mr. Carvell said if that consideration was made and they were brought into the district as an employee then he would assume that they accepted them and that component was not part of any advancement but it was based on performance. He said the second concern that he had was when they talked about equal opportunity and fairness to this kind of policy it left it open-ended to each incident being evaluated and one decision today was a yes and the same components come up with another person and then it was a no; he thought that may put them in a sticky area. Mr. Carvell asked how the Board would get information when they were asked to appoint people into positions and they took the positions and recommendations from the superintendent when it was done in a public session but the information was protected and could not be disclosed to the Board for the appointment.

Superintendent Marquis replied that there was certainly some subjectivity involved and that would always be the case. He said, for example, if there were three superintendents and someone during their college years had a youthful indiscretion and it was part of their record then that would be subjective as to whether or not they would recommend that person. Superintendent Marquis said that the intent was for it to try to strike a balance with the knowledge that sometimes people make mistakes and it should not be an albatross for the rest of their lives in terms of gaining employment.

Mr. Carvell said that he did not disagree with the evaluation of what someone had done 30 years ago and he said he felt he had to do more research.

Superintendent Marquis stated that the changes were recommended by the Department of Education's attorney, Diana Fenton.

Mr. Carvell asked if anything prevented them from expanding the discretion through a review. Superintendent Marquis replied there was nothing that prevented the Board from modifying it as they wished.

Mr. Carvell said he would like to see a little more clarity regarding the policy.

Mr. Mannino stated that it was not lost on him that under additional criminal records checks, the policy would grant the Board the authority to require criminal records checks of any employee at any time. He also noted that where it provided for the superintendent to have discretion and whether it qualified or disqualified a candidate for the school, it still did not relieve the Board of its statutory authority to recruit, hire and make the decision for a number of positions in the district. Mr. Mannino pointed out that the first page of the proposal under definitions where it spoke to regular contact with pupils, given that part of the RSA where it spoke to paragraph five under qualifying offenses that require a mandatory disqualification of the candidate, one of the offenses was computer offenses. He asked Superintendent Marquis what his thoughts were regarding expanding the definition under regular contact with pupils to include electronic communications of students in and outside of the district. Superintendent Marquis replied he thought that would be fine.

Mr. Mannino asked if the Board's Policy Committee worked on it as well. Superintendent Marquis replied that they had.

Mr. Carvell suggested that they should have it come back for a second reading and research it in the meantime.

Mr. Drew made a motion to move Policy #2410 Background Investigation and Criminal Records Check from its first reading to a second reading. Mr. Mannino seconded the motion.

VOTE: 3 – 0 – MOTION CARRIED

2. Policy #3570 Special Education Evaluation Procedures and Evaluation Requirements for Children With specific Learning Disabilities (First Reading)

Superintendent Marquis stated that the last two paragraphs were added and it was based on changes in the special education rules at the New Hampshire Department of Education. Mr. Michael Hatfield, Special Education Director, had told us that he had been informed by the special education attorneys that this particular language needed to be included in the policy. He said the language had to do with identification of children who were between the ages of three and ten in terms of what specifically their educational handicap was. He further said that the

identification could initially be developmentally delayed but between the ages of three and ten that identification would become more secure as the special education teachers worked with the child so that by the time the child was ten the developmentally delayed piece or identification label would fall away and the child would become more specifically identified; such as having a specific learning disability or a speech or language disability.

Mr. Drew made a motion to move Policy #3570 Special Education Evaluation Procedures and Evaluation Requirements for Children With specific Learning Disabilities from its first reading to a second reading. Mr. Mannino seconded the motion.

VOTE: 3 – 0 – MOTION CARRIED

6. Old Business

There was none.

7. Housekeeping Items

- a. Approval of Minutes – January 16, 2018

Mr. Drew made a motion to approve the minutes from the January 16, 2018, meeting. Mr. Mannino seconded the motion.

VOTE: 3 – 0 – MOTION CARRIED

- b. Approval of Budget Hearing Minutes – January 16, 2018

Mr. Drew made a motion to approve the minutes from the January 16, 2018, Budget Hearing. Mr. Mannino seconded the motion.

VOTE: 3 – 0 – MOTION CARRIED

- c. Approval of Manifests: 18, 1090, 1098, 1099, 1100, 1101, 1102, 1103 & 1104.

Mr. Carvell stated that the manifests would have to be approved at the next meeting, as Mr. Willette was not present at this meeting.

- d. List of Email Correspondence (Informational Only)

8. Public Comments

There were none.

- 9. Nonpublic Session under RSA 91-A:2 I (a) Strategy or negotiations with respect to collective bargaining, and/or RSA 91-A:3 II (a) Personnel

Mr. Drew made a motion to come out of non-public session. Mr. Carvelle seconded the motion.

VOTE: 3 – 0 – MOTION CARRIED

10. Adjournment

Mr Mannino made a motion to adjourn the meeting. Mr. Drew seconded the motion.

VOTE 3-0 - MOTION CARRIED

The meeting was declared adjourned at 11:00 p.m.

School Board Chair

Date of Approval

Recording Secretary: Trish Gedziun