

MILFORD SCHOOL BOARD  
MINUTES OF THE OCTOBER 1, 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, Mr. Kevin Drew, Vice Chair, Mr. Bob Willette, Mr. Len Mannino and Ms. Jennifer Siegrist. Also in attendance were Dr. Jessica Huizenga, Superintendent of Schools and Ms. Jane Fortson, Business Administrator.

**2. Board Member Comments**

There was none.

**3. Public Comments**

There was none.

**4. Reports and Presentations**

**A. Superintendent's Report**

Superintendent Huizenga congratulated Mr. Rich Paiva, who was this years' recipient of the Work-Based Learning Coordinator Champion Award for the entire State of New Hampshire. She also congratulated students Samantha Boisvert, Julianna Nolan and Kayla Sickler as they were all selected for the All New England Choral Festival at Plymouth State University.

Superintendent Huizenga stated that the statewide testing results were in and they would be sending letters home to families on October 12<sup>th</sup>. She further stated that they would be doing a full presentation for the Board on the state assessment results in November.

Superintendent Huizenga commented there would be no school for students on Friday as it was their districtwide professional day and there would also be no school on Monday, October 8<sup>th</sup> in observance of Columbus Day.

Superintendent Huizenga noted that the parent/community survey was closed and they received 259 responses which provided them with statistically significant data on which to inform their strategic planning and decision-making. She said she had put together a raw summary for the Board and they were all provided with a copy. She further asked the Board to please review the summary and bring any questions or comments to the next Board meeting. Superintendent Huizenga commented that once the Board provided their comments there would be an internal process of analysis and then a very readable and transparent report would be put together that would be posted on the website. She said she would not change or amend any of the open response data but would put the rest of the data in graphic form so it would be easily readable.

Superintendent Huizenga stated that she created a progress update on the district's goals and they were making significant progress on some of the goals. She said although there were

50 some goals which they had not yet started, they would be in process soon. She said the  
51 strategic planning component would start within the next three to four weeks and they would  
52 put a notice out to the community and establish a Strategic Planning Committee as well as the  
53 dates for those meetings over the course of the next eight months. She further said the  
54 development of the implementation plan would begin next year.

55  
56 Superintendent Huizenga noted that they had successful open houses at all of their schools  
57 and thanked the administrators, the teachers, the staff and the parents.

58  
59 Superintendent Huizenga sent a big shout out to the Milford High School football team as they  
60 torched Souhegan on Friday night and they were very impressive. She said they had some  
61 great athletes in Milford along with some great coaches.

62  
63 Superintendent Huizenga said the first Budget Committee meeting would be on Wednesday in  
64 the high school library at 7:00 p.m. She also said the School Start Time Forum would also be  
65 held on Wednesday in the high school lecture hall beginning at 6:30 p.m.

66  
67 Superintendent Huizenga commented that they would love to receive any donations for the  
68 New Hampshire Tackles Hunger Program and non-perishable items were needed and could  
69 be dropped off at the high school.

70  
71 • **Jacques Memorial Halloween Parade**

72  
73 Superintendent Huizenga said they would be holding the Jacques Halloween Parade on  
74 October 31<sup>st</sup> at 1:00 p.m. She said the parade would be approximately 15 minutes long, there  
75 would be a police cruiser at both the front and the rear of the parade and the students would  
76 march to the oval and then back.

77  
78 **B. Quarterly Reports:**

79  
80 **Granite Town Media Advisory Committee**

81  
82 Mr. Carvell said the only report he had was the franchise for the Comcast agreement had been  
83 completed and submitted to the Board of Selectmen.

84  
85 **Technology Committee**

86  
87 Ms. Siegrist commented that she would like be a member of the Technology Committee  
88 because she was already a member of the Website Committee and it would be helpful to be on  
89 both with the rollout of the new website. Mr. Carvell said he agreed.

90  
91 **Wellness Committee**

92  
93 Mr. Willette said they had not met yet but a meeting was being scheduled.

94 **ATC Regional Center Advisory Committee**

95  
96 Ms. Siegrist stated that the committee was meeting the following morning at 8:00 a.m. at  
97 Alvirne High School.

98  
99 **Capital Improvements Plan Committee**

100  
101 Mr. Drew commented that the committee had been meeting throughout the summer and he  
102 asked them to plug in the number of \$5 million that the Board had discussed for the 2020/2021  
103 year. He suggested in future years that they should appoint a liaison to the committee.

104  
105 **School Start Times Committee**

106  
107 Ms. Siegrist reiterated that the committee would meet at the high school lecture hall from  
108 6:30 p.m. – 7:30 p.m. and anyone was welcome to attend.

109  
110 **5. New Business**

111  
112 **A. Progress Review of School Board Goals (Exhibit is attached to meeting agenda)**

113  
114 Mr. Carvell reviewed the School Board goals as follows:

- 115
- 116 1. Collective bargaining negotiations with the Milford Teachers Association and the  
117 Milford Educational Personnel Association.
  - 118  
119 2. Conduct a search, review and hiring committee for a Superintendent of Schools  
120 to assume the duties for the 2019-20 school years. Mr. Carvell stated that the  
121 Board had voted that the interim Superintendent be the permanent  
122 Superintendent for the current year. (Dr. Jessica Huizenga) He further stated  
123 the goal had been met.
  - 124  
125 3. Established a subcommittee to explore options, evaluate and report to the School  
126 Board the idea of later school start times for Milford Middle and High School  
127 students.
  - 128  
129 4. Continue the project plan schedule for the implementation of the \$3 million bond.  
130 Quarterly reports on progress and open items had begun. Superintendent  
131 Huizenga stated that she provided the Board with an update that was a little bit  
132 more detailed in terms of where they were with finalizing the heating systems  
133 across the district and the mechanical ductwork that was happening at the middle  
134 school.

135  
136

137 5. Establish the Milford Schools Safety and Security Council. Mr. Carvell stated  
138 they had done that and it was in progress. He further stated that once the  
139 committee was fully established, they would announce who was on the  
140 committee and what the goals were.

141

142 **B. Co-Curriculum Overview (Exhibit is attached to meeting agenda)**

143

144 Mr. Carvell stated that every year the Board received a report of all of the assignments in the  
145 co-curriculums. He asked if the Board had any questions or comments.

146

147 Mr. Mannino asked how many co-curriculars they had. Mr. Carvell noted there was a  
148 spreadsheet which showed everything they had approved including funding and asked if they  
149 could receive a copy. Superintendent Huizenga replied she would provide the Board with a  
150 copy of the spreadsheet.

151

152 Mr. Mannino further asked if there was a total figure of the amount of stipends that the district  
153 paid. Ms. Fortson replied that information was not on the handout the Board received but she  
154 believed it was approximately \$260,000.

155

156 Mr. Willette asked why the Athletic Trainer was listed as co-curricular because she was an  
157 employee. Ms. Fortson replied she would double-check that and get back to the Board.  
158 Superintendent Huizenga asked if there were any members of Board who could shed insight  
159 as to why what appeared to be a salaried line item was on the stipend list. Mr. Carvell replied  
160 they needed to take a look at that.

161

162 Mr. Paul Dargie, addressed the Board and stated that in the past, the position was a much  
163 smaller position. He said it was a part-time position and approximately five years ago, it  
164 changed from a \$15,000 per year to a \$30,000 per year position. He further said that it started  
165 off as a stipend and it was never taken off the list.

166

167 Ms. Siegrist asked what the figures in the notes section were. Ms. Fortson replied she thought  
168 it was because the total amount of the stipend was split among multiple people.

169

170 **C. Enrollment Projections**

171

172 Mr. Carvell said that the previous year they had engaged the New Hampshire School  
173 Administration Association to put together a report of enrollment figures and projects over  
174 future years.

175

176 Mr. Carvell pointed out that Mr. Dargie had offered to get all of the data together and present it  
177 to the Board. He noted that Mr. Dargie had done this in the past for a number of years.

178

179 Mr. Carvell stated that with all of the building and growth going on in Milford, he felt it would be  
180 a good time for Mr. Dargie to take a look at it. The Board collectively agreed that Mr. Dargie  
181 should take on the task.

182

## 183 **6. Old Business**

184

### 185 **A. After School Bussing of Students**

186

187 Ms. Fortson stated that she had reached out to several districts and most did not have the  
188 bussing issue that Milford had.

189

190 Superintendent Huizenga said that they had a meeting with the afterschool coordinator from  
191 Hampshire Hills and learned that Hampshire Hills did bus students from Amherst and Wilton  
192 for afterschool programming. She further said bussing students from Milford was not an option  
193 even though the majority of the students in their afterschool program were Milford students.  
194 She said they asked them to re-route an entire bus and they said they would not do that  
195 because it would affect students that were getting off the bus prior to Hampshire Hills and their  
196 first priority and obligation was to get students from their homes to school and back.

197

198 Superintendent Huizenga stated that right now she felt they needed to maintain what they  
199 were doing but she also felt the Board needed to make a decision in terms of what their policy  
200 and practice would be moving forward. She further stated that extra stops for afterschool  
201 programming, whether it was for profit or non-profit, did extend the amount of time that  
202 students were on the school bus.

203

204 Mr. Carvell stated that he felt the priority was to get the students home. He said he was aware  
205 they were spending a lot of hours just managing the situation but he felt they needed to just  
206 manage it for the rest of the school year. He said they needed to figure out a solution by the  
207 budget season because adding a bus was not an option and they needed to be fair and  
208 equitable to all of the stakeholders.

209

210 Superintendent Huizenga said at the end of day, additional stops that were in excess of above  
211 what they were legally obligated to do, had a negative impact on other children who needed to  
212 get home.

213

214 Mr. Mannino asked how many buses were currently stopping at Hampshire Hills.  
215 Superintendent Huizenga replied between Hampshire Hills, the Boys & Girls Club and one or  
216 two other afterschool providers, there were four different busses between Jacques and Heron  
217 Pond which had additional stops.

218

219 Mr. Mannino asked if other than the Boys & Girls Club, were the others for profit entities.

220 Superintendent Huizenga replied one was for profit and two were non-profit.

221  
222 Mr. Mannino asked if there were any indication that Hampshire Hills would be willing to fund  
223 part of the taxpayers cost for subsidizing the bus transportation to their facility. Superintendent  
224 Huizenga replied there was not and nor did there seem to be any openness for Hampshire  
225 Hills to do the bussing with their own vehicle.

226  
227 Mr. Mannino asked if the bus owned by Hampshire Hills drove past Milford and went to  
228 neighboring communities. Superintendent Huizenga replied it went to Amherst and Mont  
229 Vernon. She further replied that the representative informed her that the reason why the  
230 Amherst students were being bussed was because the owner felt it was one way for him to  
231 support the community that he lived in, which was Amherst.

232  
233 Superintendent Huizenga commented that the ideal situation would be if one bus took all of the  
234 kids to Hampshire Hills and dropped them off but it would be a \$26,000 charge to the district.  
235 She said if they relayed that cost to families' it would cost approximately \$500 per family.

236  
237 Mr. Carvell said the issue would be discussed with the Policy Committee.

238

239 **B. School Safety and Security Committee**

240

241 Mr. Carvell stated this topic had already been addressed as part of the School Board Goals  
242 report.

243

244 **7. Housekeeping Items**

245

246 a. **Approval of Minutes from September 17, 2018 (Exhibit attached to meeting**  
247 **agenda)**

248

249 Mr. Drew made a motion to approve the meeting minutes from the September 17, 2018,  
250 meeting. Ms. Siegrist seconded the motion.

251

252 **VOTE: 5-0**

253 **MOTION CARRIED**

254

255 b. **Approval of the Manifests: 9, 1030, 1031, 1032, 1033, 1034, 1035, 1036, 1037**  
256 **& 1038**

257

258 Mr. Willette made a motion to approve the manifests. Mr. Carvel seconded the motion.

259

260 **VOTE: 5-0**

261 **MOTION CARRIED**

262

263 c. List of Co-Curricular Appointments - Informational Only  
264 (Exhibit attached to meeting agenda)  
265

266 **7. Public Comments**  
267

268 There was none.  
269

270 **9. Non-public Session** under RSA 91-A:2 I (a) Strategy or negotiations with respect to  
271 collective bargaining, and/or RSA 91-A:3 II (a) Personnel.  
272

273 Mr. Drew made a motion to go into a non-public session. Mr. Drew seconded the motion.  
274

275 **VOTE: 5 – 0**  
276 **MOTION CARRIED**  
277

278 **???** made a motion to come out of non-public session. **???** seconded the motion.  
279

280 **VOTE: 5 – 0**  
281 **MOTION CARRIED**  
282

283 **10. Adjournment**  
284

285 **???** made a motion to adjourn the meeting. **???** seconded the motion.  
286

287 **VOTE: 5 – 0**  
288 **MOTION CARRIED**  
289

290 The meeting was declared adjourned at **???** p.m.  
291  
292  
293  
294

295 \_\_\_\_\_  
296 School Board Chair

\_\_\_\_\_  
Date of Approval

297  
298  
299  
300  
301 Recording Secretary: Trish Gedziun