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2 MILFORD SCHOOL BOARD
3 MINUTES OF THE FEBRUARY 4, 2019, MEETING
4 MILFORD HIGH SCHOOL, LECTURE HALL #182
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7 **1. Call to Order**
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9 Board Chair Ron Carvell called the meeting to order in Lecture Hall #182 at the Milford High
10 School at 7:00 p.m. Board members present were, Vice Chair Kevin Drew, Mr. Bob Willette,
11 Mr. Len Mannino and Ms. Jennifer Siegrist. Also in attendance were Dr. Jessica Huizenga,
12 Superintendent of Schools and Ms. Jane Fortson, Business Administrator.
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14 **2. Board Member Comments**
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16 There was none.
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18 **3. Public Comments**
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20 There was none.
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22 **4. Reports and Presentations**
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24 a. Superintendent's Report
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26 Superintendent Huizenga stated that the fourth Community Strategic Plan Meeting was
27 scheduled for the following Tuesday, February 12, 2019, at the Heron Pond Elementary School
28 at 5:00 p.m. She further stated they would be finalizing the Portrait of a Graduate with the
29 community team and try to come to a consensus on the district design logo for the portrait.
30

31 Superintendent Huizenga noted the Deliberative Session would be held on February 7, 2019, at
32 7:00 p.m. in the high school cafeteria and encouraged all members of the public to attend.
33

34 Superintendent Huizenga shared that she had a great experience shadowing the day of a high
35 school senior the previous week. She said she took engineering, pre-calculus, band and health
36 & wellness classes. She further said she was able to speak with a lot of the kids and experience
37 what life was like as a senior at Milford High School.
38

39 Superintendent Huizenga also pointed out that she had a wonderful opportunity to tour
40 Manchester Community College the previous week and met with the president of the college to
41 discuss developing career pathways at the high school and early college options for students.
42 She said the president and herself were both very excited to work together on expanding their
43 partnerships and bring some new and innovative programs to Milford High School.
44

45 Superintendent Huizenga stated that she would be visiting and meeting with the president of the
46 Nashua Community College in the near future as well.
47

48 Superintendent Huizenga acknowledged she was aware that snow day calls elicited a lot of
49 emotion from people. She said she wanted people to understand all of the factors that went into
50 calling a snow day. Superintendent Huizenga pointed out that on those days she got up at
51 about 3:30 a.m. and the phone calls started with the head of maintenance and the Department
52 of Public Works. She said those phone calls then expanded to the surrounding towns to her

53 fellow colleagues in Brookline, Hollis, Amherst and Souhegan. She also said that most of the
54 time the towns made the call for a snow day in conjunction with each another but sometimes
55 that was not the case. (For instance, if the roads that connect the regional districts are not as
56 ready as the roads in Milford, as was the case the previous week where the schools in Milford
57 were open but other surrounding districts were not.) She pointed out that there was a difference
58 in the preparation of the roads across the region, whereas other districts needed to delay but
59 Milford did not, based on the information received from the Department of Public Works.
60 Superintendent Huizenga noted that the decision was not made in isolation and there were many
61 telephone conversations going on in the morning prior to making a decision and they always
62 strived to get it right. She also commented that she appreciated all of the feedback she received
63 from community members, good and bad.

64
65 Superintendent Huizenga said there was a new and exciting part of her report called
66 “Superintendent Shout-outs.”

- 67
68 • The students at the Jacques Elementary School participated in the National Great
69 Kindness Challenge the previous week with each day presenting new kindness
70 activities. The week ended by the students bringing in donations for the Humane
71 Society.
- 72
73 • The Milford High School track team had some big wins at the state meet. The
74 4 x 400 girls relay team finished second at states yesterday with Lauren Robinson
75 having three strong finishes; 2nd in the 3,000 meters, 2nd in the 1,000 meters and
76 3rd in the 1,500 meters. Victor Garcia had two strong finishes at states; 3rd in the
77 300-meter and 2nd in the men’s long jump. Renee Wilson, a sophomore, was the
78 2019 Girl’s State Champion in the long jump which was phenomenal!
- 79
80 • Heron Pond’s Vex Robotics Team participated in the Vex IQ challenge at Milford
81 Middle School and due to their success, they were invited to participate in the state
82 Vex Robotics Championship to be held in February in Manchester. The team was
83 led by Ms. Suzanne Schedin and Superintendent Huizenga wished them all good
84 luck and congratulations.
- 85
86 • The Math Counts Regional Committee at Keene State College was held on
87 February 1st and the Milford Middle School won the regional competition and were
88 heading to states and Superintendent Huizenga wished them congratulations and
89 good luck.
- 90
91 • The geography bee was held on January 16th, and 1st place went to Keegan
92 Carter, 2nd place went to Carla Costas and 3rd place went to Liam Jones and they
93 would be attending the state bee at Keene State College on March 29th. The
94 spelling bee at Milford Middle School was held on January 23rd, and the winner
95 was Jacob Lydon who would go on to the state spelling bee on January 26th.
- 96
97 • The Music Boosters presented the Milford Middle School with a \$500 check on
98 January 11th. Three Milford Middle Schoolers won the Scholastic Arts of New
99 Hampshire award and their artwork would be displayed at the Pinkerton Academy

100 Awards Presentation on February 10th. Superintendent Huizenga gave a big shout
101 out to the art teachers, pointing out that the students' artwork would be displayed
102 in the legislative office building on February 12th and 13th.

103
104 Mr. Carvell asked if there were members of the Board who had questions or comments.
105

106 Mr. Drew stated that the middle school girls' basketball team also won the championship and
107 they had a police escort around the oval which was very exciting. Superintendent Huizenga
108 replied that was outstanding and wished them congratulations!

109
110 Mr. Carvell indicated that a pipe had broken at the Jacques Elementary School and asked
111 Superintendent Huizenga to provide an update. Superintendent Huizenga replied one of the
112 coils had burst and it was in a Title I room. She further replied that the damage was not as bad
113 as they had initially thought and the coil was replaced.

114
115 **5. New Business**

116
117 a. Progress Review of District Goals (Exhibit attached to meeting agenda)

118
119 Mr. Carvell commented that all of the Board members had a copy of the 2018-2019 District
120 Goals.

121
122 Superintendent Huizenga reviewed the status of the district goals as summarized below:

- 123
- 124 • Goal 5: Staffing and Budgetary Analysis - Nearly fully complete with the exception
125 of further defining and refining the district evaluation process for all staff which was
126 currently in process.
 - 127
 - 128 • Goal 4: Continuation of the Bond Project - Quarterly updates on the progress of
129 the project would always be in process and objective one, which was to establish
130 a school year timeline with E&J without sacrificing quality and quantity of project,
131 was also in progress. The work would begin in the summer of 2019. Goal 4 was
132 generally complete with the exception of the heating system pipe replacement
133 which was about 67% complete. Goals 4 and 5 would be completed by the
134 summer.
 - 135
 - 136 • Goal 3: Teaching and Learning - The review of the ELA curriculum for the district
137 was approximately 75% complete and there were more interdisciplinary
138 opportunities for K-12 students which were in progress. Social and emotional
139 learning embedded into the core curriculum was also in progress. Implementation
140 of best practices for teaching science and personalized learning was in progress.
141 Further developing and implementing full-day kindergarten was in progress and
142 implementation of Next Generation science standards for the district was
143 approximately 50% complete. Integrating typical peers into Milford's early
144 education experience is complete.
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- A district team to was formed to review the ELA curriculum and that was complete and researching best practices to support literacy and social emotional learning at all levels was 75% complete. Examining current methods of feedback to staff and students was approximately 50% complete, the Rubicon Atlas was about 35% complete and they were in progress on the other strategies.
 - They were ahead of schedule on a lot of things and there were also many initiatives and actions that had been taken which were not reflected in the document that was either completed or in progress.
 - Goal 2: Strategic Planning - Objective 1 was 90% complete with an estimated completion date of March of 2019. The establishment of the strategic plan, which included the mission vision values, guiding principles for the district, as well as the monitoring and adjustment processes of the strategic plan, was expected to be completed by July of 2019 for Board approval. Creating districtwide coherence was in progress.
 - The establishment of the strategic planning team was complete as was collecting and synthesizing the data to drive the development of goals. The in-depth research on economic trends, stakeholder values and priorities for the district's future was also complete. The timelines were provided for establishing the goals, objectives and criteria and the completion dates were set for July of 2019.
 - Goal 1: Communication and Community Engagement - Increase two-way communication between the schools and families was in progress as well as increasing opportunities to share district information and engage with the Milford community. Increasing opportunities for community members to interact with the district and expanding the use of technology and other forms of social media were also in progress.
 - Expanding the use of technology was something which would continue to be strengthened. Work on the new website would be helpful in strengthening two-way communication and information opportunities for parents.
 - Establish advisory councils for parents, (Superintendent Huizenga noted she only received two responses from parents) however, in the spring, a Teacher and Student Advisory Council would be implemented. Another goal was to figure out what the best means for two-way communication systems was. The community-based survey was sent out and the student-based survey was anticipated to go out in March of 2019.
 - Superintendent Huizenga had engaged with local industries, she visited Hitchiner and they were partnering with Centronics. Their community outreach was expanded.

190

191 Superintendent Huizenga commented that the anticipated launch of the new website was

192 July 1, 2019. She further commented the staff would be provided with professional development
193 on the effective and appropriate use of social media and how to develop personal learning
194 networks to expand their expertise and connections with educators all over the country.
195

196 Mr. Carvell asked if there was an overview of the professional development which could be
197 provided to the Board. Superintendent Huizenga replied the professional development was
198 going to take place over the next 18 months. She further replied the next step was to review it
199 with the principals and get their feedback, noting the information would be presented to the Board
200 in approximately one month.
201

202 **6. Old Business**

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204 a. 2019-2020 Budget
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206 Mr. Carvell stated this item was a placeholder on the agenda in the event Board members had
207 comments or questions. There were none.
208

209 **7. Housekeeping Items**

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211 a. Approval of Manifests: 20, 1098, 1099, 1100, 1101, 1102, 1103, 1104, 1105 & 1106
212

213 Mr. Willette made a motion to approve the manifests. Mr. Carvell seconded the motion.
214

215 **VOTE: 5 – 0**

216 **MOTION CARRIED**
217

218 b. Approval of Treasurer's Reports - October, November and December 2018
219 **(Exhibits are attached to meeting agenda)**
220

221 Ms. Siegrist made a motion to approve the Treasurer's Reports for October, November and
222 December 2018. Mr. Willette seconded the motion.
223

224 **VOTE: 5 – 0**

225 **MOTION CARRIED**
226

227 **8. Public Comments**

228
229 There was none.
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231 **9. Non-public Session** under RSA 91-A:2 I (a) Strategy or negotiations with respect to
232 collective bargaining, and/or RSA 91-A:3 II (a) Personnel.
233

234 Mr. Mannino made a motion to go into a non-public session. Mr. Willette seconded the motion.
235

236 **VOTE: 5 – 0**

237 **MOTION CARRIED**
238

239 ??? made a motion to come out of non-public session. ??? seconded the motion.

240

241 **VOTE: 5 – 0**

242 **MOTION CARRIED**

243

244 **10. Adjournment**

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246 ??? made a motion to adjourn the meeting. ??? seconded the motion.

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248 **VOTE: 5 – 0**

249 **MOTION CARRIED**

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251 The meeting was declared adjourned at ??? p.m.

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School Board Chair

_____ Date of Approval

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262 Recording Secretary: Trish Gedziun