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RAYMOND SCHOOL BOARD  
MINUTES OF MEETING  
DECEMBER 5, 2007

I. CALL TO ORDER: The meeting, which was held in the Media Center of Raymond High School, was called to order at 6:32 PM by Chairperson John Harmon. Present were School Board Members John Harmon, Diane Naoum, and Christina Vogel. Board Member Julie Hazell-Felch arrived at the meeting at 6:44 PM, during the non-public session. Also present were Superintendent Michael Shore and Business Administrator Ronald Brickett. Board Member Maurice Titcomb arrived at the meeting during the discussion of agenda item VI.C. and Student Representative to the Board Silas Wallerstein was in attendance when the board resumed public session at 6:57 PM.

II. PROOF OF POSTING: The board noted from the return of posting submitted by Mr. Harmon that this meeting had been properly posted.

III. RSA 91-A:3II(c): MOTION: Diane Naoum moved, seconded by Christina Vogel, that the board enter into non-public session under RSA 91-A:3,II.(c) - "Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting" – to discuss a confidential matter. Upon the board members being individually polled, the motion was voted unanimously in the affirmative by Diane Naoum, Christina Vogel, and John Harmon. The board entered into non-public session at 6:46 PM and resumed public session at 6:57 PM. Other than the vote to terminate non-public session and resume public session (which was moved by Diane Naoum, seconded by Christina Vogel, and upon the board members being individually polled, was voted unanimously in the affirmative by Diane Naoum, Christina Vogel, Julie Hazell-Felch, and John Harmon), one consensus was arrived at during this non-public session.

SEAL NON-PUBLIC SESSION MINUTES: MOTION: Diane Naoum moved, seconded by Christina Vogel, that the minutes of Item 1. discussed in non-public session at this evening's meeting be kept confidential until such time as the circumstances under which they are being kept confidential no longer apply. Upon Mr. Harmon polling the board, all four members voted in the affirmative.

IV. PLEDGE OF ALLEGIANCE: Everybody in attendance at the meeting stood and recited the pledge of allegiance to the flag.

V. PUBLIC INPUT: Mr. Frank Bourque stated the following: He is speaking only as a member of the public. He thinks that the town and the district have been going through a great process with regard to special education. Members of the State Department of Education recently were in the district and are in the process of conducting evaluations of the different schools and the treatment of special education students. In recollecting his experience over the years with the Special Education Department, he realizes that the gains made have been astronomical. There are still some goals that can be reached and there are still issues regarding the delivery of special education services to parents. He

*DRAFT*

RAYMOND SCHOOL BOARD  
MINUTES OF MEETING  
DECEMBER 5, 2007  
PAGE 2

thinks that the district is working toward coming up with a better system and that a lot of that has to do with the administration's and the board's intentions. Mr. Shore has brought a level of integrity and dignity to the district and it is sad to see him leave and Mr. Brickett has brought believability to the district.

VI. BUSINESS

VI.A. International Club Field Trip Request

High School ESL Teacher Joanne Plender, Jobs for New Hampshire Grads Advisor Stacy Dumont, and several students in the International Club and the Jobs for New Hampshire Grads Program (JAG) discussed with the board the packet of information regarding the request for 14 students to travel to Rutland, Massachusetts from Friday, April 11th, through Sunday, April 13, 2008 to participate in a service learning program for Heifer International at Overlook Farm in Rutland, Massachusetts, during which the following were noted: The per student cost of this trip will be \$78, if they conduct fund-raising activities; the cost to the school will be \$270; and there will be three chaperones. Transportation will be provided by Dail Transportation.

It was noted that Heifer International's mission statement is to work with communities to end world hunger and poverty and to care for the earth. It was noted that Overlook Farm's mission statement is (1) To promote an awareness of Heifer Project International, hunger and poverty issues, and the role of sustainable agriculture in successful development; and (2) To provide experiential education programs that empower and inspire people to take action to create a sustainable, socially just, economically viable and environmentally sound world.

Mrs. Plender explained the benefits to the students who will be participating in this trip, including them better appreciating what people in this country have and learning firsthand what is going on in the world outside of their town, state, and country and stated that 14 students and three chaperones will participate in this trip.

Upon Mrs. Vogel's questioning regarding whether or not students will earn service learning credits, Mrs. Plender responded as follows: This is the first opportunity for students to earn such credits. If they choose to earn some service learning credit based on their experience, she will bring this matter to Mr. Beitler's attention.

After further discussion, MOTION: Diane Naoum moved, seconded by Christina Vogel, to grant permission for the students in the International Club and the Jobs for New Hampshire Grads Program to participate in a field trip to the Overlook Farm in Rutland, Massachusetts from Friday, April 11th, through Sunday, April 13, 2008. During the

*DRAFT*

RAYMOND SCHOOL BOARD  
MINUTES OF MEETING  
DECEMBER 5, 2007  
PAGE 3

discussion of this motion, it was noted that students will be conducting fund-raising activities to cover the cost of this trip. The motion was then voted unanimously in the affirmative.

VI.C. Location of First and Second Sessions

School District Moderator Timothy Louis stated the following: He thinks that Town Moderator Kathleen Hoelzel should be concerned about the logistics of the location for the first and second sessions of the town and school district meetings and he would yield to her. This matter needs to be settled once and for all – a decision should be made and stuck to. There is discussion about having the meetings at the middle school because the majority of the population is located in the center of the town. There has been mention that there should be some sort of a vote taken at the election to figure out this matter; the Board of Selectmen have the ultimate authority.

Town Moderator Kathleen Hoelzel stated the following: She prefers that the elections and even the deliberative sessions should be held at the middle school. As Town Moderator, her obligation is to make it as easy as possible for everyone to vote. It is required by law that every citizen has the right to vote. Access has become a very big issue since 2002 when the federal law changed under the Helping America Vote Act. This is a major issue. There is some question regarding whether or not the high school meets all of the required standards under the Americans with Disabilities Act; the new middle school meets all of the requirements under that act. There is a straight line from the parking area to the middle school for people with disabled license plates. The ADA standards are not met at the high school – signs have to be put in buckets. Also, people have to park in front of each other and the person closest to the building cannot get out. Once the elections start, they cannot be stopped. If there is a bad storm, the middle school is the most accessible.

Frank Bourque, Vice-Chairperson of the Board of Selectmen, stated the following: The Board of Selectmen have not yet voted on this matter, but feel that both the town and district meetings should be held at the same place. The greatest density of the population lives closer to the middle school. More people will probably come out to vote if the elections are held at that school - getting people to the polls allows more citizens to vote. The middle school is the best location because it gives people who have not seen or been in that school an opportunity to see what their tax money was used for.

Kevin Woods, Chair of the Raymond Cable TV Committee, stated the following: He is representing the volunteers on this committee. Channel 22 will get the information out as much as possible. Many people are not able to take time off from their jobs and should not be penalized. Part of the deliberative session is to develop and disseminate

*DRAFT*

RAYMOND SCHOOL BOARD  
MINUTES OF MEETING  
DECEMBER 5, 2007  
PAGE 4

the information so people can vote independently. The high school was wired for covering the deliberative and voting sessions and for the last three to four years, committee members have been able to cover the deliberative session and add streamlining video and the Cable Committee and volunteers advocated keeping the deliberative session at the high school.

Upon Mr. Titcomb's questioning, Mr. Woods responded as follows: The cable volunteers do not have the ability to move the equipment from the high school and relocate it to the middle school. The equipment is not movable and cannot be relocated – new equipment would have to be purchased. For this meeting, there would be a camcorder, the audio would come off the public address system, and recording would be a series of tapes that would come off a camcorder.

After further discussion, MOTION: Christina Vogel moved, seconded by Diane Naoum, to conduct the district's deliberative and voting sessions at the Iber Holmes Gove Middle School at the recommendation of the School District Moderator.

During the discussion of this motion and upon Mr. Harmon's questioning, Mr. Woods stated that if the deliberative session is held at the middle school, it will be live. Mrs. Naoum stated that one way the public can still receive the information is via PowerPoint presentations. Mrs. Vogel stated that when she was a member of the Middle School Building Committee, discussion was held regarding moving all public gatherings back to the center of town – the middle school is accessible and it is easier to plow at that school than at the high school. Mr. Louis stated that he thinks the motion should be to go with what the town goes with. Mr. Harmon stated that the School Board is recommending to the Board of Selectmen that the meetings be held at the middle school.

The motion on the floor – “To conduct the deliberative and voting sessions at the middle school at the recommendation of the School District Moderator” - was then voted unanimously in the affirmative.

VI.B. RHS Girls Soccer Team State Champions – High School girls' soccer team coach Tim Brusso introduced to the board all of the members of the girls' soccer team and stated the following: This team won the state championship which was held on November 7th with a score of 3 – 2. A banquet to celebrate this achievement will be held this Saturday night. This is the first girls soccer team in Raymond that ever won a state championship. Everybody in attendance at the meeting congratulated the team members for their achievement.

DRAFT

RAYMOND SCHOOL BOARD  
MINUTES OF MEETING  
DECEMBER 5, 2007  
PAGE 5

VI.D. Superintendent Search Committee

Mr. Harmon stated the following: The process for the Superintendent search is different than the last one. The board decided to have an advisory committee. The application process ends in mid-January – once all of the resumes have been received, the board will look at them and hopefully arrive at six semi-finalists. Early in mid-February, the board hopes to meet for a day. The board will meet in one room and the advisory committee will meet in another room and interview the same six candidates that day. The board will check the recommendations for the three finalists and then make their final decision to get down to three finalists. The board will then interview the finalists again and make their choice. The intent of the board is to complete the process before the elections in March. The committee will be composed of the following:

- 2 Administrators
- 2 Community Members
- 2 Parents
- 3 Staff Members

MOTION: Julie Hazell-Felch moved, seconded by Diane Naoum, to appoint the following people to the Superintendent Search Committee:

Administrators

Business Administrator Ronald Brickett  
Special Education Director Mary Ellen Pantazis

Staff Members

Human Resources Coordinator Mary Smart  
Middle School Teacher Pat Popienek  
Elementary School Instructional Aide Sandra Ellis

Community Members

Police Chief David Salois  
Mr. Edward French

Parents

Mrs. Celeste Clark  
Mrs. Denise O'Grady

DRAFT

RAYMOND SCHOOL BOARD  
MINUTES OF MEETING  
DECEMBER 5, 2007  
PAGE 6

Voted in the affirmative with Julie Hazell-Felch, Diane Naoum, Christina Vogel, and John Harmon voting in the affirmative and Maurice Titcomb abstaining, inasmuch as he had not been present during the non-public session held earlier during this meeting.

Mr. Shore thanked all of the people who applied to serve on this committee and stated that his office will contact each individual selected and the board will meet with them and determine the date of when the semi-finalists will be interviewed.

VII. COMMITTEE REPORTS

Budget Committee – Mrs. Naoum reported as follows: The Budget Committee moved the discussion of the district's budget requests for the 2008-09 school year to their Thursday, December 27th, meeting at 7:00 PM. Their meeting on Tuesday, January 8th, has been cancelled because the vote will be held that same day; that is the last day to bring forth petitioned warrant articles. On Thursday, January 3rd, the committee will finish the town's public hearing and start discussion of the district's budget requests. Tuesday, January 8th, is the last date for receipt of petitioned warrant articles.

Transportation Committee – Mrs. Naoum reported that the decisions of the Transportation Committee have been sent to parents.

On-Site Special Education Review - Mrs. Hazell-Felch reported that the previous day, she met some of the special educators who are conducting the on-site special education review, including case files, services, access to the curriculum, etc. She was interviewed and asked questions regarding the board's roles and thoughts regarding this matter.

Technology Committee – Mrs. Hazell-Felch reported that the Technology Committee meets on Fridays for half a day to finish the district's technology plan.

Budget Committee - Mr. Harmon asked that a budget work session be scheduled on Wednesday, December 12th, at 7:00 PM for the board to look at warrant articles to be proposed.

Capital Improvements Committee – Mrs. Naoum reported as follows: Committee Chair Timothy Auclair has a tentative date for this committee to meet on Wednesday, December 12th, at 7:00 PM. If the board needs to meet at 7:00 PM, this committee will meet at 6:00 PM.

*DRAFT*

RAYMOND SCHOOL BOARD  
MINUTES OF MEETING  
DECEMBER 5, 2007  
PAGE 7

VIII. CORRESPONDENCE: Mr. Shore and the board members noted that none of them had received any correspondence that needs to be discussed or acted on at this meeting.

IX. SUPERINTENDENT'S REPORT

Special Education On-Site Visit

Mr. Shore reported as follows:

Staff of the Southeastern Regional Education Service Center (SERESC) were in the district yesterday and today to review the special education program at each school and district-wide. Each SERESC staff member had students identified and had a cumulative file of that student. Teachers and providers came to the meetings and reviewed the evaluation areas on their checklists. Today, the chairperson presented a report to committee members. Each team of two responded about each building and had very positive things to say. They heard very good things from parents and feel that the special education staff are doing a very good job in such a stressful situation. The review no longer consists of just going through student files. Staff of SERESC had a multitude of positive things to say about the district's special education program. He expressed his kudos to every staff member who participated in this review. The administration is expecting a report from the visiting team and he expects it to be very positive. SERESC was retained by the State Department of Education to conduct this visit – the visitors consisted primarily of special education directors and guidance counselors from other districts. This process is not very different from the New England Association of Schools and Colleges, Commission on Public Secondary Schools' (NEASC) testing which began in October, but is not as intense because it focuses only on the special education program.

Mrs. Hazell-Felch suggested that letters be sent to the staff members who participated in this visit, thanking them for their efforts, which are above and beyond their regular responsibilities.

Mathematics Improvement Team – This team continues to meet, even though the district is no longer a district in need of improvement. They continued discussing different areas, such as parent involvement, etc. Curriculum Coordinators Jon Hall and Stephanie Brown will probably meet with the board to update them regarding the work of this team and discuss the curriculum with them.

Safety Committee – This committee includes representation from the Police Department and district administrators, who discuss the district's safety plan and

*DRAFT*

RAYMOND SCHOOL BOARD  
MINUTES OF MEETING  
DECEMBER 5, 2007  
PAGE 8

any needed updates to it. There are a couple of dates in the early Spring for evacuation drills to be held at the middle school; parents will be sent pamphlets regarding this drill.

X. APPROVAL OF MINUTES

November 7, 2007 - The board noted the following amendments to be made to the public session minutes of the November 7, 2007 meeting: (1) On Page 3, under the "Athletic Achievements" section of the high school report, in the third line, "softball team" should be amended to "volleyball team"; (2) On Page 7, the first paragraph should be deleted and replaced with the following: "New Hampshire legislation is extending group health plan coverage for qualifying dependent children between 19 and 26 (effective October 1, 2007) and to civil union participants (effective January 1, 2008). These new laws will have a financial effect on the district."

MOTION: Diane Naoum moved, seconded by Julie Hazell-Felch, that the Raymond School Board public session minutes of the November 7, 2007 meeting be accepted as amended. Voted in the affirmative with Diane Naoum, Julie Hazell-Felch, Maurice Titcomb, and John Harmon voting in the affirmative and Christina Vogel abstaining, inasmuch as she had not been in attendance at that meeting.

November 14, 2007 - MOTION: Diane Naoum moved, seconded by Maurice Titcomb, that the Raymond School Board public session minutes of the November 14, 2007 meeting be accepted as printed and that the Raymond School Board non-public session minutes of the November 14, 2007 meeting be accepted as printed and remain sealed. Voted in the affirmative with Diane Naoum, Maurice Titcomb, Julie Hazell-Felch, and John Harmon voting in the affirmative and Christina Vogel abstaining, inasmuch as she had not been in attendance at that meeting.

November 19, 2007 Non-Meeting - MOTION: Diane Naoum moved, seconded by Julie Hazell-Felch, that the Raymond School Board public session minutes of the November 19, 2007 non-meeting be accepted as printed and that the Raymond School Board non-public session minutes of the November 19, 2007 meeting be accepted as amended and be unsealed.

ADJOURNMENT: MOTION: Diane Naoum moved, seconded by Julie Hazell-Felch, to adjourn the meeting. Voted unanimously in the affirmative. The meeting adjourned at 8:03 PM.

Respectfully submitted,

Barbara Freeman, Clerk  
Raymond School Board

*DRAFT*