

Call to Order: The meeting was called to order at 6:00 PM. Present: School Board Members Joseph Saulnier, Janice Arsenault, and Michelle Couture; Student Representatives to the School Board Jeffrey Rivard (8:21 PM); Superintendent of Schools Tina McCoy; Business Administrator Marjorie Whitmore; Curriculum Coordinator Michael Whaland; Raymond High School Principal Steve Woodward; Iber Holmes Gove Middle School Principal Bob Bickford.

Proof of Posting: It was noted that the meeting was properly posted.

Pledge of Allegiance: All those in attendance stood and recited the Pledge of Allegiance.

Non-Public Session: MOTION: Janice Arsenault moved, seconded by Michelle Couture, to 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 public body itself, unless such person requests an open meeting." Upon the Board members being individually polled, the motion was voted in the affirmative by Janice Arsenault, Michelle Couture, and Joseph Saulnier. The Board entered into non-public session at 6:01 PM and resumed public session at 6:06 PM. Other than the motion to exit non-public session (which was moved by Janice Arsenault, seconded by Michelle Couture, and upon the Board members being individually polled, was voted in the affirmative by Michelle Couture, Janice Arsenault, and Joseph Saulnier), one motion was voted during this non-public session.

Public Input: There was no public input forthcoming.

Our Students/Our Schools: 7th Grade Teacher Jason Lees and Mr. Bickford spoke with the School Board about the activity of river exploration as part of their curriculum. They studied behavior of and interactions among organisms across multiple ecosystems.

Curriculum Coordinator's Quarterly Report: Mr. Whaland presented the quarterly curriculum update to the Board, including the following: Work Study Practices reported on the district report card; Title I spreadsheets finalized; professional development activities available to staff; \$31,536.87 received in Title IVA funds; continued work surrounding scope and sequence documents; student achievement NH SAS Proficient and Above achievement levels. The Curriculum Steering Committee will be broken out by department, and they'll be meeting during the day. That's being rolled out this week and will be teacher driven with vertical representation.

RHS Principal's Quarterly Report: Mr. Woodward reported on the first quarter at Raymond High School, including the following: the new report card was issued on November 6 for first quarter grades; Navy Seals provided students, faculty, and staff with an inspirational presentation; the boys and girls soccer teams made playoffs this year; the football team won a spot in the playoffs for the first time in their history; Gretchen Gott is the first quarter recipient of the Starfish Award; PowerSchool parent logins are the highest they have ever been at 90.3%.

RHS Competency Based Grading Update: Mr. Whaland and Mr. Woodward presented an update on the 2018-19 Report Card and Work Study Practices. The four Work Study Practices being introduced in Raymond are creativity, collaboration, communication, and self-direction. Additionally, Raymond will also be reporting on critical thinking and problem solving. They reviewed the RHS Work Study Practices Rubric, which assesses each of these work study practice areas as Proficient with Distinction, Proficient, Below Proficient, and Substantially Below

Proficient. The letter grade is still reported on the report card, along with the work study practices reports. During discussion:

- Mr. Woodward stated that the expectation has always been that the middle school would report this year on competencies and the high school would then follow suit; it's a growing process that needs evaluation and adjustment, but it's been discussed for a decade and it's time to make the shift. He believes that the best way to roll it out would be for all grades at once.
- Mr. Whaland stated that high school teachers have been working on their scope and sequence documents which outlines the competencies. Standalone electives take more time. He stated he would like to see current 8th grade students continue with competency based grading in high school, and that phasing it in presents challenges. He believes there will be some professional development time available to train teachers, including possibly some summer professional development funded through Title grant monies.
- Mrs. Arsenault stated that she would not like to see it be a four-year rollout for competency based grading at the high school. Mr. Saulnier expressed his agreement.

RHS Course Registration Timeline and Minimum Class Sizes: Dr. McCoy stated that this item is on the agenda because it's been suggested that registration be moved up to determine class sizes before teacher contracts are issued. Mrs. Arsenault stated that she finds class sizes of 3, 4, and 5 students to be unacceptable, save for AP classes or remedial classes. She would consider an advanced foreign language on the same level as AP classes. She stated that her purpose is not to eliminate teachers, but to be sure teachers are teaching classes with more than five students.

Mr. Woodward stated that the master schedule is generally built during the month of April. While he thinks that can be adjusted up, he doesn't want to say that without first checking with guidance. Registration takes place in February, but scheduling doesn't happen until April. There are some adjustments that are made at that point.

Mrs. Arsenault stated that if the minimum number of students in the class isn't met, then that class shouldn't be run.

Mrs. Couture stated that part of the conversation was offering electives on a rotating schedule, and asked if that's been considered. Mr. Woodward stated that the Humanities department is currently working on that.

Mrs. Arsenault suggested a minimum class size of 15 students. Mrs. Couture stated she could not support that. Mr. Saulnier suggested 10. Mrs. Couture stated that she could support a minimum of 10 with an appeal process for specialty-type classes. Mr. Saulnier stated he would suggest that Honors classes also be excluded from the minimum rule.

Mr. Bickford stated that a middle school grade with 90 students and 9 Unified Arts classes would not fall within those guidelines, and changes would significantly impact the middle school.

Mr. Woodward stated that various schools that he knows of with a minimum have a minimum of 10, and he believes that to start that would be a reasonable number. Mrs. Bickford stated that of the three schools he was an administrator at, 10 was the minimum. Mr. Bickford stated that the course registration timeline at the middle school can be moved up.

2019-2020 Default Budget (and Operating Budget): Mrs. Whitmore stated that the default budget has changed from what was originally provided to the Board for this meeting, and she thought it might be helpful to review the changes to the operating budget first.

Health insurance rates came in at 2.9%, which decreased the 2019-2020 operating budget by \$304,414, for a new operating budget total of \$25,165,312, which is a 1.92% increase. Mrs. Couture stated that she would support the maintenance position and the science teacher, given the savings in health insurance. Mr. Saulnier stated that he doesn't support reinstating the science teacher, as that's strictly by the numbers, and Mrs. Arsenault agreed. Mrs. Arsenault stated she would support the maintenance position because they will have to pay for it somewhere. The addition of the maintenance position would be a new operating budget total of \$25,235,171, a 2.2% increase over the current budget. MOTION: Janice Arsenault moved, seconded by Michelle Couture, to accept the 2019-2020 budget in amount of \$25,235,171, which is an increase of 2.2%. Voted unanimously in the affirmative.

Mrs. Whitmore stated that the default budget is now \$24,953,346 Mr. Saulnier asked why special education and vocational education tuitions went down by \$136,000, and Mrs. Whitmore stated it's based on student needs for that year and what is known about placement.

MOTION: Janice Arsenault moved, seconded by Michelle Couture, to accept the default budget for 2019-2020 in the amount of \$24,953,346. Voted unanimously in the affirmative.

Warrant Articles Recommendations/Approvals: Dr. McCoy stated that this agenda item is to vote on whether the proposed topics should appear on the warrant. It was noted that the vote for the Capital Reserve Funds warrant article has already been done.

Dr. McCoy read the language changes suggested by Attorney Graham regarding the warrant article to close the textbook capital reserve fund. MOTION: Michelle Couture moved, seconded by Janice Arsenault, to approve the warrant article to close the textbook capital reserve fund. Voted unanimously in the affirmative.

MOTION: Michelle Couture moved, seconded by Janice Arsenault, to approve the authorization of trustees capital reserve fund warrant article. Voted unanimously in the affirmative.

Regarding the warrant article relative to the undesignated fund balance, it was the consensus of the Board request an appropriation up to \$75,000. MOTION: Michelle Couture moved, seconded by Janice Arsenault, to accept the undesignated fund balance warrant article with an appropriation up to \$75,000. Voted unanimously in the affirmative.

There was some discussion regarding the non-binding warrant article relative to tuitioning Raymond High School students to another district. Mr. Saulnier suggested including the cost for renovating the high school to serve as an elementary school. Dr. McCoy stated that there were no real number available as to what it would take to retrofit the school, and that she doesn't feel that the quick estimate they had received is firm enough to include in a warrant article. Mrs. Couture suggested a two-part warrant article: 1. Whether the School Board should continue to investigate, what the potential cost savings would be, and transparency about the fact that this means Raymond would lose control as to what education would look like for these high school students and 2. To

address the elementary school or put them in the high school building with a potential cost, noting that the savings of moving the high school students will be applied to the renovation cost of the school. Dr. McCoy stated that her reservation is that there is no firm information about the cost of renovation; the range should be very broad. Mr. Saulnier suggested that the warrant article should also include the expenditure of funds on a study to investigate options for a tuition agreement. He stated that he doesn't want people to get the wrong impression that the Board is agreeing they want to make a move, just that they want to ask the question.

Dr. McCoy read the language changes suggested by Attorney Graham relative to the warrant article for acceptance of funds from the Town water pipe. MOTION: Michelle Couture moved, seconded by Janice Arsenault, to accept the warrant article for acceptance of funds for the water pipe as recommended by the attorney. Voted unanimously in the affirmative.

Substitute Pay Rates: Dr. McCoy stated that around the region and the State there is a serious shortage of substitutes of all types. The information provided to the School Board includes how many absences were filled during a certain amount of time in the fall, how many were unfilled, or how many were filled in-house by repurposing current staff, as well as comparison pay rates for substitutes in Raymond and other districts. The recommendations presented to the Board include an increase in pay rates for most types of substitutes throughout the District, as well as an incentive of an increase of \$10 per day after 20 days of substituting per school year. Mrs. Arsenault stated she supports the rate increases, but not the recommended incentive of an increase of \$10 per day.

Mr. Saulnier expressed concern for the number of absences. He asked for a breakdown of the number of absences in the Friday Memo for the first quarter. MOTION: Janice Arsenault moved, seconded by Michelle Couture, to accept raising the substitute pay by recommendation changes to Raymond rates: Non-Certified Teacher \$75, Certified Teacher \$85, Para-educator \$75, Nurse \$100, Food Service \$8,50/hour, Custodian \$10/hour. Voted unanimously in the affirmative.

Monthly Financial Update: Mrs. Whitmore reviewed the monthly financial update for months ending October 31, 2018. Areas of largest variance include salaries, health insurance, professional services for students, student transportation, and general supplies.

Mrs. Couture asked for information in the Friday Memo of how many student accounts are now on notice for being in arrears. (Over \$30.) Also, is there any uptick in the usage of food in the nurse's office by students who don't have money. Mr. Saulnier suggested a future non-public session regarding how to handle the accounts with very large balances. Mrs. Whitmore noted that an issue when receiving donated funds to offset these costs is determining who would get the money.

New/Revised Policies - Second Reading: MOTION: Janice Arsenault moved, seconded by Michelle Couture, to accept policy GADA Employment References and Verification (Prohibiting Aiding and Abetting of Sexual Abuse) as amended. Voted unanimously in the affirmative.

Committee Reports: None.

Superintendent's Report: Dr. McCoy stated that the District now has an official Twitter account for emergencies and urgent messages: @raymondschools. An ALICE Parent Information Night will be held on November 19th.

The IHGMS secure front entry project is now complete. There is the opportunity to do the same thing at LRES through the Public Infrastructure Fund. The District has \$68,000 available in funding. The original completion date is April 1, that they will file an extension to do the work during the summer. The Town still has some of their plowing out for bid, but they have gone above and beyond to be sure someone is designated to plow the schools. It takes about 3-4 hours to go around the whole town, and how long it takes to clear the roads is a determining factor in whether schools are closed or delayed. LRES will begin using SWISS, a program to collect, analyze, and store student behavior data. Curriculum Coordinator Mike Whaland has included in the Title IV grant that he wrote a way to send a team of high school educators to Denver at no cost to the District for trainings about problems of practice (building connections with the community and building out the extended learning opportunities).

Correspondence/Other: Mrs. Couture congratulated Mr. Rivard on receiving a letter of commendation for his outstanding performance on the PSAT.

Manifest Signing: A quorum of the Board signed the manifest. Payroll total \$470,786.12, Accounts Payable total \$232,957.22.

Approval of Minutes: MOTION: Michelle Couture moved, seconded by Janice Arsenault, to approve the minutes of October 29, 2018. Voted unanimously in the affirmative with Michelle Couture abstaining.

Adjournment: MOTION: Janice Arsenault moved, seconded by Michelle Couture, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 8:31 PM.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk

Raymond School Board Non-Public Session
November 14, 2018
Not voted to be kept confidential.

Present: School Board Members Joseph Saulnier, Janice Arsenault, and Michelle Couture; Superintendent of Schools Tina McCoy.

The School Board reviewed an appeal to review a decision of the Transportation Committee regarding a bus stop change request. MOTION: Janice Arsenault moved, seconded by Michelle Couture, to accept the request to change the bus stop on Lane Road. Voted unanimously in the affirmative.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk