

Raymond School Board Meeting
April 19, 2017
Raymond High School Media Center
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Approved May 17, 2017

Call to Order: The meeting was called to order at 6:45 PM. Present: School Board Members John Harmon, Jaclyn Serrine, Michelle Couture, Joseph Saulnier, and Janice Arsenault; Student Representative to the School Board Jeffrey Rivard; Superintendent of Schools Ellen Small; Business Administrator Ron Brickett; Raymond High School Principal Steve Woodward; Iber Holmes Gove Middle School Principal Bob Bickford; Technology Director Kevin Federico.

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

Non-Public Session: MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to enter into non-public session under RSA 91-a:3 II (a) "(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted" and "(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, Joseph Saulnier, Michelle Couture, Jaclyn Serrine, and John Harmon. The Board entered into non-public at 6:46 PM and resumed public session at 7:00 PM. Other than the vote to exit non-public session (which was moved by Joseph Saulnier, seconded by Janice Arsenault, and upon the Board members being individually polled, was voted in the affirmative by Janice Arsenault, Joseph Saulnier, Michelle Couture, Jaclyn Serrine, and John Harmon), one motion was voted during this non-public session.

MOTION: Jaclyn Serrine moved, seconded by Joseph Saulnier, to seal the minutes of non-public session item B. Voted in the affirmative by Jaclyn Serrine, John Harmon, and Joseph Saulnier, with Michelle Couture and Janice Arsenault abstaining.

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

Public Input: Celeste Clark from Raymond Coalition for Youth approached the Board to thank Mr. Bickford and Mr. Woodward for allowing students to take the Youth Risk Behavior Survey. She also announced the medication take-back event on April 29th and a community event on keeping Raymond youth drug and alcohol free on May 4th.

Open Public Hearing: Mr. Saulnier opened the public hearing to consider the expenditure of funds totaling up to \$20,000 from the Technology Capital Reserve Fund to upgrade the wireless system at Iber Holmes Gove Middle School. There was no public input forthcoming. Mr. Saulnier closed the public hearing.

Our Students/Our Schools: Raymond Coalition for Youth's Christine Bostaph and students Savannah Coomey and Jacob Rubin talked with the Board about the activities of the Youth Action Group throughout the year. Activities included Family Fun Night, leading students to do a clean-up around the town, the Sticker Shock campaign done around prom time and New Year's warning people of the seriousness of purchasing alcohol for minors, Red Ribbon Week held in October about the dangers of abusing drugs, Project Safeguard for 7th grade students, submission for a film competition regarding drug abuse, and distribution of t-shirts with drug-free messages. The film should be shown on June 4th at O'Neil Cinemas, and can also be seen on the RCFY YouTube page.

Correction to RESS 2017-2019 CBA: Mr. Harmon stated that during negotiations, RESS and the School Board had agreed to add the position of “Night Lead Custodian” to the RESS bargaining unit. However, the addition was left out of one portion of the collective bargaining agreement during negotiations in error. MOTION: Michelle Couture moved, seconded by Joseph Saulnier, to add “Night Lead Custodian” to article 6 Reduction in Force. Voted unanimously in the affirmative.

RESS/School Board PELRB Petition: Mr. Harmon stated that it was part of the negotiated agreement between RESS and the School Board to petition the Public Employee Labor Relations Board Part to add the position of “Night Lead Custodian” to the RESS bargaining if the agreement was approved by the voters. MOTION: Michelle Couture moved, seconded by Jaclyn Serrine, to agree to petition the Public Employee Labor Relations Board to include “Night Lead Custodian” as part of the RESS bargaining unit and to authorize Attorney Michael Elwell to sign on behalf of the School Board. Voted unanimously in the affirmative.

RESS 2017-2019 CBA Signing: Mr. Harmon welcomed representatives from the RESS Negotiating Team and thanked them for working together during the negotiations process. RESS President Sandy Ellis, along with representatives Mary DeFlumeri, Mary Jo Holmes, and Carlene Bolduc, thanked the Board for successful negotiations. The School Board and the Raymond Educational Support Staff representatives signed the 2017-2019 Collective Bargaining Agreement.

IHGMS & RHS Summative/Formative Grading: Mrs. Small stated that originally, formative assessments did not count toward final grades.. Mr. Bickford stated that teachers became aware of students putting less effort into the formatives, knowing that they wouldn’t have any impact.. The grading was then adjusted for the 2015-16 school year to calculate formatives as 10% of the final grade and summatives as 90%. Mr. Harmon stated that the intent of the original discussion at the time was that the Board didn’t want formatives to hurt a summative grade and that the Board was assured that this wouldn’t happen, yet he is aware that this is happening. Mrs. Small stated that as a result of her review, she believes that was actually a discussion prior to the meeting being referenced. Mr. Harmon stated that if the grading is going to be changed next year, then this discussion doesn’t need to be had. If grading will not be changing, then he would like to address this topic this evening. Mrs. Small stated that the district will not be ready to change the grading system for the next year. Mr. Harmon stated he hopes the Board will take action to not allow a formative to hurt a summative grade.

As point of clarification, Mr. Woodward stated that a formative is the teaching of the material, while the summative is the assessment of the student’s knowledge of the material.

Mrs. Serrine stated that her recollection is that she stated that formatives should count. She also recalls being told that teachers could adjust the grading based on the students doing the work. For clarification, Mr. Harmon stated that he understands that formatives are 10% of a student’s grade. He believes that it’s wrong for a formative to impact a summative grade. Mrs. Serrine stated that she believes that doing the work is part of what the students are held accountable for and that it should be factored into the final grade.

Mrs. Arsenault stated that there is value in formative assessments, and that it’s true that a value often needs to be placed on them. She asked if there was a process for retakes of formatives. Mr. Bickford replied that there is for

summatives, but not usually for formatives. Mrs. Arsenault suggested that perhaps there could be some sort of recourse for a low formative grade that may impact a final grade.

Mr. Woodward and Mr. Bickford discussed how each school is trying to meld two grading systems - competency grading along with more traditional grading.

Mr. Saulnier asked if the formatives could be a pass/fail option - either 10% earned or nothing earned. Mr. Bickford stated that part of the grading process is providing feedback to students, and scales for each formative are not always similar.

Mr. Harmon stated that he's referring to students whose summative grade is higher than their formative so their formative, which is practice, is bringing down their summative. He's asking to not allow a formative grade to hurt a final grade. He stated that the only reason the 10% was added was to serve as an incentive to do the work, but now a student's summative grade is potentially hurt by a formative grade. Mr. Saulnier suggested again either full 10% awarded or zero. Mrs. Serrine stated that her concern is how many students would be negatively impacted by not learning to be held accountable for their formative grades.

Mr. Harmon stated that it seems like the consensus of the Board is to leave the formative grading the way it is. Janice Arsenault stated that she agrees to keep it there. Mr. Saulnier stated it should be all or nothing. Mr. Rivard stated that attempting to learn the work should be full credit. Mrs. Couture stated that she thinks there are students who may not have done well on their summatives but could have done well in the formatives, for which the formative counting could impact them positively.

Mrs. Small asked if Mr. Bickford could take the suggestion back to the grading committee to perhaps count the full 10% for formatives if the work is completed.

Assistant Principal Required Work Days: Mrs. Small proposed decreasing the work days of assistant principals from 220 to 210 to increase their per diem rate. Mr. Harmon stated that if this is approved, this would give them a 4.5% increase. He stated that he's hesitant to do it now rather than discuss it during budget preparations. Mrs. Arsenault suggested waiting until budget season to consider a change like this. Mr. Saulnier agreed. Mrs. Serrine agreed, so as to possibly look at not only assistant principals if necessary.

2017-2018 Academic Calendar - Proposed Revision: Mrs. Small proposed revising the date of the March, 2018 in-service date from March 16, 2018 to March 13, 2018, so as not to hold classes during voting day. She brought this proposal to the Board as a result of some confusion as to whether people can now bring firearms into the voting place when that voting location is a school. MOTION: Joseph Saulnier moved, seconded by Janice Arsenault, to move the in-service date from March 16th to March 13th. Mr. Harmon stated that he's hesitant to approve this, as he believes that possibly voting shouldn't happen in the schools at all. Voted unanimously in the affirmative.

Shared Resources Committee Membership: MOTION: Janice Arsenault moved, seconded by Jaclyn Serrine, to accept the letter from Neva Cole to be part of the Shared Resources Committee. It was the consensus of the Board to extend the invitation for letters for two more weeks. Voted unanimously in the affirmative.

Expenditure of Capital Reserve Funds: Mr. Brickett stated that upgrading the wireless at IHGMS is one of the planned summer projects, but he's bringing it to the Board early to meet the deadline to be eligible for E-rate funding. They are recommending the lower of the two bids they received for the upgrade. Mr. Brickett asked that the Board approve the project contingent on the e-rate funding received. Mrs. Couture asked if the district is satisfied with the work by the company. Mr. Federico said yes, and discussed the process for determining where those new access points will be. Mr. Brickett explained a bit about e-rate discounting - a government program used to encourage schools to invest in certain programs.

MOTION: Joseph Saulnier moved, seconded by Michelle Couture, to accept the Optiv proposal of \$30,117.41, given that the district receive the E-rate rebate, with \$15,058.70 coming from the Technology Capital Reserve Fund. Voted unanimously in the affirmative.

New/Revised Policies - Second Reading: MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept policy EEA Student Transportation Services as presented. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to accept policy EEAA Video and Audio Surveillance on School Property as presented. Voted unanimously in the affirmative.

New/Revised Policies: The Board read, in their entirety, new/revised policies GBCD - Background Investigation and Criminal Records Check and EF - Food Service Management. There was some discussion regarding the NH Department of Education's interpretation of the law that high school students can be denied school lunch if money is owed, and that only elementary and middle school students must be provided a lunch regardless of if a balance is owed. Mrs. Small will obtain the district's attorney's opinion on that, as well as whether there would be any concerns about the appearance of discrimination by denying school lunch to high school students and not elementary and middle school students. Mrs. Serrine asked if it was possible to also know what the financial impact would be at the high school.

School Board/Admin Retreat Date: It was the consensus of the School Board to schedule a School Board/Administrative Team "Retreat" dinner on Monday, June 5th at 6:00 PM.

Monthly Financial Update: Mr. Brickett reviewed the financial report for months ending March 31, 2017. Areas of largest variance include salaries, health insurance, professional services for students, maintenance services, student tuitions, propane, electricity, & oil, and transfers - food service.

Committee Reports: Mrs. Couture stated she attended the Raymond Coalition for Youth meeting, at which there was a presentation from an organization in Brentwood who offers after-school activities several times a week and they're hoping to coordinate transportation with RCFY so Raymond Youth could participate.

Mr. Saulnier stated that the next Budget Committee meeting is July 18th and stated that the Budget Committee asked to have the year-end report for then, if possible. Mr. Brickett stated that the auditors aren't in until the end of July, so he would be unable to have a year-end report before then. Mr. Saulnier stated that he could inquire to see if the Budget Committee would like an update at the end of May in the interim.

Mr. Saulnier stated that the Budget Committee asked for budgets to be in by November 21, the Tuesday before Thanksgiving. They also asked for any warrant articles the District may already have. Mr. Saulnier also stated that Joshua Mann is the Chair of the Budget Committee, David Harper Wilson is Vice Chair, and Sandra Ellis is Secretary. The Town came to the last meeting for discussion about the default budget, and the Town is expected to have mid-year numbers to the Budget Committee by July.

Mrs. Couture stated that RCFY is looking for donations for Grad Night - graduates are free, but a guest does pay.

Superintendent's Report: Mrs. Small congratulated the RHS Seniors who participated in the JAG Career Development State Skills Challenge. She also congratulated this year's financial team for placing third overall in the state competition.

The RHS College and Career Fair was held on April 12th, with both colleges and business there for students.

The National Junior Honor Society Induction Ceremony was held on April 13th. It was a wonderful ceremony to celebrate some of the great students we have in Raymond. The present members planned the ceremony and wrote speeches about each criteria for becoming a member.

A town-wide mock emergency drill was held at the middle school on April 11th. These drills and the smaller ones held at each school throughout the year help the district plan for the safety of our students and staff. The entire middle school was evacuated to the high school and the students were wonderful. The drill was over in a little more than two hours and they were able to practice evacuating students as well as the reunification plan with parents. Mrs. Small thanked parents, observers, and the Raymond Police Department for their help.

Correspondence/Other: Mr. Harmon read a letter of invitation from the Raymond Baptist Church for the School Board to attend the National Day of Prayer Breakfast on Thursday, May 4th.

Manifest Signing: A quorum of the Board signed the manifest. Accounts payable total \$101,016.79. Payroll total \$416,839.79.

Approval of Minutes: MOTION: Michelle Couture moved, seconded by Joseph Saulnier, to approve the minutes of April 3, 2017 with the following amendments: Remove Greg Bemis from the list of those present and add Craig Wheeler. Voted unanimously in the affirmative.

MOTION: Joseph Saulnier moved, seconded by Michelle Couture, to approve the public minutes of April 5, 2017 with the following amendment: include under "Shared Resources Committee" that Mr. Harmon was unable to continue as the representative due to the extended time commitment. Voted unanimously in the affirmative with Jaclyn Serrine abstaining.

MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to approve the non-public minutes of April 5, 2017 items A and B. After some discussion, it was generally agreed to withhold action on these minutes until further review during a non-public session. Mr. Saulnier retracted his motion and Mrs. Serrine retracted her second.

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MOTION: Joseph Saulnier moved, seconded by Jaclyn Serrine, to approve and unseal the non-public minutes of April 5, 2017 Item C. Voted unanimously in the affirmative with Michelle Couture and Jaclyn Serrine abstaining.

Adjournment: MOTION: Jaclyn Serrine moved, seconded by Michelle Couture, to adjourn the meeting. Voted unanimously in the affirmative. Meeting adjourned at 9:18 PM.

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Not voted to be kept confidential.

Present: School Board Members John Harmon, Jaclyn Serrine, Michelle Couture, Joseph Saulnier, and Janice Arsenault; Superintendent of Schools Ellen Small.

A. Shared Resources Committee

The School Board reviewed the letter of intent received to join the Shared Resources Committee.

Respectfully submitted,

Jennifer Heywood,
Raymond School Board Clerk

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Present: School Board Members John Harmon, Jaclyn Serrine, and Joseph Saulnier; Superintendent of Schools Ellen Small.

B. Personnel

MOTION: Jaclyn Serrine moved, seconded by Joseph Saulnier, to nominate Sarah Arsenault for the 2017-18 school year. Voted unanimously in the affirmative by Joseph Saulnier, John Harmon, and Jaclyn Serrine.

Respectfully submitted,

Jennifer Heywood,

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