

Raymond School Board Meeting
June 19, 2019
Raymond High School Media Center
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Approved July 24, 2019

Call to Order: The meeting was called to order at 6:00 PM. Present: School Board Members Joseph Saulnier, Beth Paris and Janice Arsenault; Student Representative to the School Board Jaeda Bastien; Superintendent of Schools Tina McCoy; Business Administrator Marjorie Whitmore; Curriculum Coordinator Mike Whaland; Technology Director Kevin Federico; Raymond High School Principal Steve Woodward; Iber Holmes Gove Middle School Principal Bob Bickford; Lamprey River Elementary School Principal Laura Yacek; Special Education Director Scott Riddell.

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 to enter into non-public session under RSA 91-A:3 II (a)(b)(c), seconded by Beth Paris. Upon being individually polled, Beth Paris, Janice Arsenault and Joe Saulnier all voted in the affirmative.

MOTION: Janice Arsenault moved to exit non-public session and seal item D, seconded by Beth Paris. Upon being individually polled, Joe Saulnier, Beth Paris and Janice Arsenault voted in the affirmative.

Public Input: There was no public input forthcoming.

Principals' Year-End Reports:

RHS Principal's Report:

On Friday, June 14, 2019, RHS bid farewell to the Class of 2019. On Wednesday, June 12, 2019, RHS assembled to celebrate and reminisce with the Class of 2019. 130+ awards and recognitions were given to seniors that evening. The Class of 2018 hosted the RHS Jr. Prom at Candia Woods this year with over 140 guests attending. State Testing took place on 3/13; 284 students took one of the following exams: PSAT 8/9, PSAT 10, or SAT.

There are a number of faculty and staff who are leaving RHS this year. Steve Woodward wished like to thank and acknowledge the contributions of the following; Charlie Barth, Math Teacher; Liz Downes, English Teacher; Rick Gordon, Paraeducator; Shawna Stilian, School Counselor; Elaine Verne, Case Manager; Scott Wifholm, Case Manager. He also wished to thank Karen Franco for her work in establishing the REAP Program at RHS. This program has been very successful at getting 'at risk' students back on track to graduate.

Mr. Woodward also wished to thank Shelley Tudisco, Davinney and Mike Brazeau for

their hard work planning the end of year festivities.

Both students and faculty at RHS have their schedules for next year. School Counselors are currently adjusting schedules of students who have conflicts in their schedules. Janice Arsenault reported that SST is concerned about students being accepted into the program late and being told by their school that their schedule is already set and can not be changed. Steve Woodward stated that he was not aware of it happening, but would bring the concern back to the guidance staff.

Though there were many awards given out, Steve Woodward wished to point out a few:

*2019 - 2020 Perfect Attendance Award: Jackson Dyer, Greg Gibby

*Fred Waring Director's Award for Chorus: Amber Dickenson, Emily Kristainsen, Dacey Owen

*The Harry A. White Leadership Award: Cam Taber

*The Hughin Holt Service Award: Savannah Cooney, Cam Taber

*The John Philip Sousa Award: Kelsi Morasse

*NH Humanities Council Award: Tovah Duffaut

*Patrick S. Gilmore Band Award: Jackson Dyer, Sarah Burgess

*The Quincy Jones Musicianship Award: James Cheever

*RHS All-Around Boy and All-Around Girl Award: Jackson Dyer, Carly Cole

*RHS Sportsmanship Award: Jackson Dyer, Michael Loader

*RHS Faculty Award: Hunter Fournier, DJ Galante

*The John Phillip Sousa Band Award: Naomi Schneider

IHGMS Principal's Report:

5th grade recently attended Nature's Classroom, a Field trip to Boston for the Freedom Trail and Duck boats. 6th grade recently went on a field trip to Canobie Lake Park. 7th grade worked on Project Safeguard, took a Field Trip to Boston for Imax and Codzilla boat ride. 8th grade attended the Washington DC Trip and Gundalow Field Trip. UA teams have hosted well attended events including the Spring Art Show, Spring Concert and FCS Hunger Games/Iron Chef competitions.

School Wide, the SAS testing data was reviewed:

In 5th Grade, ELA Improved over last year by 17%, 5% above state average, Math Improved over last year. Science improved over last year and above the state average.

In 6th Grade, Math improved over last year.

In 7th Grade, ELA improved over last year as a cohort group, at the state average. Math improved by 29% as cohort over last year, above the state average.

In 8th Grade, ELA improved over last year and above the state average. Science is above the state average.

Student Acknowledgements:

In 5th Grade - March Friendship Award: Theo Pekalsky and Abby Richards, April Friendship Award: Evan Klingbeil and Megan Ward.

In 6th Grade - Dianna Torres independently put together a letter on behalf of her classmates in order to get funding for an ice cream party from the PCG, Friendship Awards: March: Caleb Pekalsky and Molly McDonough, May: Nick Gregoire and Lillian Allen.

In 7th Grade - Friendship Awards: March: Acadia Gafford, Ashton Bond, May: Charlie Clay, Oliver Welch

In 8th Grade - Friendship Awards: March: Emily Winchell and Jayden Costas May: Gabby Hone and Jacob O'Connor

8 students were selected to take part in Southeast District Music Festival: Olivia Moats, Payton Hartlen, Caitlyn Fournier, Lily Dellas, Spencer Lassard, Lydia Cramer, Tehya Tenasco, Jonathan Pasterczyk.

Most improved SAS scores-

5th Grade:	ELA Van Martin, Rachel Ni	Math Clark Brooks, Meagan Ward
6th Grade:	ELA Jayden Turcotte, Haylee Deary	Math Cameron Kelley, Alannah Doremus
7th Grade:	ELA Jack Harmon, Vicky Ni	Math Jack Harmon, Vicky Ni
8th Grade:	ELA Tehya Tenasco, Ricky Pulak	Math Kerissa Marique, Jake Steadman

Data Dive & Rtl Retreat - Two groups of teachers and administrators will be meeting over the summer to dig into the student performance data from the SAS and STAR assessments to inform instruction for next year. They will also be fleshing out the Rtl Playbook and developing a 3 year Rtl plan. Another goal of these 4 days of work is to inform the professional development plan for the coming school year.

Mr. Bickford would like to share a last goodbye and well wishes to the folks who will not be returning in the fall; Charlie Bolduc, School Secretary, Jennifer Datilio, 5th Grade, and Kevin Burke, Spec Ed Teacher; Courtney Simmonds, teacher; Emily Denn, 8th Grade Case Manager.

LRES Principals Report:

April included the 4th Grade State House Field Trip, Kindergarten Information Night, 2nd Grade Pancake Breakfast, and the 2nd Annual LRES Earth Day Celebration.

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May included the Kindergarten Screening, a visit from Author Marty Kelley, NH State Assessment for Grades 3 & 4, LRES Memorial Day Event, 3rd grade field trip to Strawberry Bank, and First Grade Field Trip to the Audubon Center.

June included the LRES Book Fair, LRES Art Show, 4th grade parent night at the Middle School, 4th graders walk to the Middle School, 2nd grade field trip to York's Wild Kingdom, Field Day, Rainforest Bake Sale, Kindergarten Celebration, PreK Picnic, 4th grade BBQ and Clap out, and Step-Up day for all grades.

Laura Yacek wished to thank Michelle Munson, the preschool teachers, and Abigail Samsel for another successful Book Fair and Art Show; all of the parent volunteers that helped out with the end of year events; the 3rd & 4th Grade Teams & Reading Specialists for their Building, planning, and implementing the Walk to Enrich program; the Student Intervention Team (SIT) for a successful year of data discussions and implementing strategies to help students with academics and challenging behaviors; the GOTR Coaches - Amy McAvoy, Jessie Akelian, Noel Cox, & Katherine BrandHolt for another great year; the amazing PTO who are always so supportive throughout the school year and for the fun family activities that they plan each year; Ms. Leclerc, Ms. Paulsen, Ms. V., Ms. Wood, & Ms. Zimmel for your dedication to the students and school.

Currently Kindergarten uses Foundations, and there will be an introduction of Foundations into 1st and 2nd Grade next school year.

Student Services Update:

Scott Riddell presented the Board with the Student Service Update.

Currently in district there are 1,232 students, with 290 students Identified. This is 23.5%, while the State average is 16%. Scott Riddell wished to clarify that this number includes Pre-K and K, while the state does not mandate those grades. In the beginning of the year there were 16 students in out of District placements. At the end of the year, there were 14 students in out of District placements. There were 15 significant move ins this year; 4 of them unexpected and 2 of those 15 move ins were court ordered. This caused 6 unexpected out of district placements. The District has been working with William Whites Registered Behavior Technicians (RBTs) to train our own Para-educators to gain certification to have our own RBT's in district. Beth Paris asked if we would also try to have our own PT/OT/Speech instead of these being contracted services. Scott Riddell reported that they are trying to work towards that, but there has been a struggle finding the applicants.

In Lamprey River Elementary School, there are 333 students enrolled in grades 1-4. Of those 333 students, 74 are identified (22%). Of those 74, 26 students (35%) are identified with a Specific Learning Disability. LRES is embracing a push-in model for Special Education students.

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In Iber Holmes Gove Middle School, there are 381 students enrolled, with 101 identified (26.5%). Of those 101, 43 students (42.5%) are identified with a Specific Learning Disability. IHGMS has been working on MTSS and specialized instruction all year.

In Raymond High School, there are 359 students enrolled with 63 students (17.5%) identified. Of those 63 students, 17 (27%) are identified with a Specific Learning Disability. RHS has grouped their students in order to best give them the specialized instruction at the high school level.

Joe Saulnier asked to clarify that the job title for Kim Capen is transition coordinator on the website and in the handbook. Tina McCoy clarified that it has been updated.

For next year, there will be dedicated time built in for para-educators to fulfill their medicare obligations. At RHS it will be weekly, at IHGMS it will be monthly, and at LRES it will be every other week.

Data Governance Plan:

Technology Director Kevin Federico presented the Data Governance Plan to the Board for approval.

Joe Saulnier asked about Marjorie Whitmore being the person in charge in the case of Kevin Federico not being available. Kevin Federico said that this had been debated, but since the data consists of finance information, it had been decided that Marjorie Whitmore would be the person for this. Marjorie Whitmore may not be the person to solve the issue, but to contact the correct party to resolve the issue.

Kevin Federico stated that risk assessments are required by the House Bill which is where costs comes in. Joe Saulnier asked how much money the state was going to give us for this. Kevin Federico stated that this is an unfunded mandate.

MOTION: Janice Arsenault moved to accept the Data Governance Plan as presented as a draft, seconded by Beth Paris. Motion amended by Janice Arsenault to remove "as a draft" seconded by Beth Paris. Voted unanimously in the affirmative.

Technology Update:

Technology Director Kevin Federico presented the Board with the District Technology Update. The Technology Plan Committee (TPC) met on June 5th, to complete the Year 1 review of the adopted 2018-2024 Technology Plan. The year one objectives and action items were evaluated

and details were added to the plan update matrix. The committee agreed that the majority of the action items and objectives for year one had been met, for those that were not, they have requested that those items be incorporated/accomplished in year two of the plan. Overall the TPC was pleased with the progress of the plan. The committee has requested that surveys be completed for both Parents and Staff to get an overall idea of how the Community feels the district is “doing” as far as Technology and infrastructure are concerned. One conversation the committee wishes to continue in the next year is to talk about researching and identifying the possibility of unified communications from all levels of the district. Specifically, communications coming from the district to the parents and students. It was determined by the committee not to add this topic as an objective or action item, but felt that there should be a conversation at the district level.

Janice Arsenault asked about providing training for teachers to use the technology available to them. Kevin Federico stated that there are plans for training to take place for teachers as new technology is added to their classrooms. For example, there are new touchscreen boards being added to classrooms to replace outdated SmartBoards, and those teachers will be provided training in how to use them.

Joe Saulnier asked about blizzard bags. He would like to know if we could get to that point by the year after next. Kevin Federico stated that we could continue to build capacity through Google Classroom right now, but there are other questions that need to be researched in order to get to that point.

Joe Saulnier brought up the district website. He would like to see it more uniform between each school. Kevin Federico stated that we can take a look and pull out the old information.

IGHMS RtI Schedule 2019-2020:

Bob Bickford came to discuss the Response to Intervention (RtI) schedule for next year. Jezza Oakleaf, 8th grade team leader, also came to speak to the inclusion of WIN and SSR in the schedule. During a visit to Belmont Middle School, they shared that one of their turning points in their journey from a school in need of improvement (SINI) several years ago to being named as last year’s middle school of the year was when their teachers became content specialists and there were a small group of teachers who are responsible for creating alignment and continuity of that content’s curriculum. During the math lab, the focus will be on the content they were not successful at the year before. Next year will be the first time that 7th and 8th grade schedules will look similar in their schedules.

Beth Paris asked about how the other teachers felt about it. Jezza Oakleaf stated that the 8th grade team is excited about it. They are excited to be able to focus on the subject that they are passionate about. The preparation for a single content area is helpful. Bob Bickford stated that there is some trepidation about the unknown change. Going from working with 60 students to about 100 students is a big difference.

Janice Arsenault asked for clarification about what the WIN time is composed of. Jezza Oakleaf stated that in 8th grade they fill out a conference sheet on Mondays while looking at their grades on PowerSchool. Based on that, they use the adaptive scheduler program in PowerSchool to schedule students to the different locations as needed. Jezza Oakleaf stated that they try hard each week to have one teacher that has an enrichment block during this time for students that need it. Janice Arsenault asked when SSR is incorporated into the day. It is a separate block which lasts 20 minutes every other day for 7th and 30 minutes every other day for 8th. Jezza Oakleaf stated that every other one was a read aloud, while the opposite one was a silent reading.

Janice Arsenault asked to see a schedule of days and times to see next year.

Joe Saulnier asked about the concern of duplicating lessons. Jezza Oakleaf stated that the concern would be eliminated with this schedule.

Educator Effectiveness Plan:

The Educator Effectiveness Plan has no recommended changes at this time.

Administration agreed that there were more components (8 instead of 4) that should be giving teachers feedback on related to Tier I instruction to be added to the Teacher Walk-Through Observation Form. This is the only change they are asking for going into next year.

Laura Yacek and Bob Bickford attended a Kim Marshall professional development day mid year on the Kim Marshall method to provide feedback and evaluate teachers. Based on that, they developed a proposal sent to the Educator Effectiveness Committee. Since these conversations were happening so late in the school year, they decided to work on those changes for the following year instead of next year. This method would allow a modified walk through once a month in every classroom.

Beth Paris asked if the walk through observations were always random. Bob Bickford said yes they would all be unannounced. One month the walk through might be the beginning of a lesson, the next may be the middle, the next would be the end. Administration may share out what the focus is for each month, but not announce when they are coming.

Beth Paris asked if a student surveys could be conducted to add that into consideration. She would love to see this happen in the High School.

Tina McCoy says that there is nothing to stop them from doing this at the high school. The concern is that the Educator Effectiveness Plan is changing every year.

Beth Paris said her students wanted to be heard.

Joe Saulnier asked if the School Board could ask for a survey to be put out for the high school kids to see effectiveness for the teachers. Janice Arsenault would hesitate to put out anything where a student would identify a teacher.

Bob Bickford explained how the student questions are just anecdotal information, and one off hand comment would not be used as part of the observation process of that teacher.

Janice Arsenault stated that she is not comfortable putting out a Board created survey; no need to solicit the information from students about a particular teacher.

Tina McCoy stated that if it starts to look like it is part of the evaluation process, that would be a problem for the REA. Overtime, we could research ways to get information from students about teachers; though it could be a slippery slope.

MOTION: Beth Paris moved to accept the changes to the Teacher Walk Through Observation Form, seconded by Janice Arsenault. Voted unanimously in the affirmative.

MOTION: Beth Paris moved to change the agenda to make this action instead of discussion. Seconded by Janice Arsenault. Voted unanimously in the affirmative.

LRES Building Committee Membership:

MOTION: Janice Arsenault moved to appoint the following citizens to the Lamprey River Elementary School building committee and thank them for their interest: Richard Sinecal, Shelley Roy, Carlos Moldanado and Ken Hajjar, seconded by Beth Paris. The position will be left open for a 5th person. Voted unanimously in the affirmative.

MOTION: Beth Paris moved to accept the LRES Building committee charge as submitted. Seconded by Janice Arsenault, voted unanimously in the affirmative.

New/Revised Policies - First Reading:

The Board reviewed the Policy *ADB Drug Free Workplace/Drug Free Schools*. No concerns were raised at this time.

The Board reviewed the policy *EHAB Data Governance and Security*. No concerns were raised at this time.

New/Revised Policies - Second Reading:

MOTION: Janice Arsenault moved to accept policy AC Nondiscrimination/Equal Opportunity as read, seconded by Beth Paris. Voted unanimously in the affirmative.

MOTION: Janice Arsenault moved to accept policy JLGC Wellness Policy as written, seconded by Beth Paris. Voted unanimously in the affirmative.

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2019-2020 Employee Handbook:

MOTION: Beth Paris moved to accept the 2019-2020 Employee handbook as submitted, seconded by Janice Arsenault. Voted unanimously in the affirmative.

Nominations/Resignations:

Tina McCoy presented resignation of Courtney Simmonds of IHGMS effective June 30th.

MOTION: Janice Arsenault moved to accept the resignation of Courtney Simmonds effective June 30, 2019, seconded by Beth Paris. Voted unanimously in the affirmative.

Tina McCoy presented the nomination of Ericka Stack, LRES case manager at Masters Step 4 with an annual salary of \$40,672 .

MOTION: Janice Arsenault moved to accept nomination of Ericka Stack as case manager for LRES for the 2019-2020 year, seconded by Beth Paris. Voted unanimously in the affirmative.

Tina McCoy presented the nomination of Matthew Thompson IHGMS Social Studies Teacher at Masters Step 3, for an annual salary of \$39,064.

MOTION: Jancie Arsenault moved to accept the nomination of Matthew Thompson as a social studies teacher at IHGMS for the 2019-2020 school year, seconded by Beth Paris. Voted unanimously in the affirmative.

Tina presented the nomination of Alexandra Roschewski for IHGMS Social Studies Teacher at Masters Step 1 for an annual salary of \$36,256.

MOTION: Janice Arsenault moved to accept nomination of Alexandra Roschewski as a social studies teacher at IHGMS beginning with school year 2019-2020, seconded by Beth Paris. Voted unanimously in the affirmative.

Tina McCoy presented the nomination of Casey Bly for school nurse at RHS with an annual salary of \$43,000.

MOTION: Janice Arsenault moved to accept nomination of Casey Bly as nurse at RHS beginning 2019-2020, seconded by Beth Paris. Voted unanimously in the affirmative.

Tina McCoy presented the nomination of Fiona Coomey as Assistant Principal for RHS with an annual salary of \$82,000.

MOTION: Janice Arsenault moved to accept the nomination of Fiona Coomey as Assistant Principal at RHS beginning in the 2019-2020, seconded by Beth Paris. Voted unanimously in the affirmative.

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MOTION: Beth Paris moved to accept the Auditor Engagement letter, Janice Arsenault seconded. Voted unanimously in the affirmative.

MOTION: Beth Paris moved to accept Auditor Board Member Questionnaire given by Plodzick & Sanderson, seconded by Janice Arsenault. Voted unanimously in the affirmative.

MOTION: Janice Arsenault moved to authorize Chairman Joe Saulnier to sign the NH DOE General Assurances seconded by Beth Paris. Voted unanimously in the affirmative.

Review of District Investment Policies:

MOTION: Janice Arsenault moved to accept DFA Investments, seconded Beth Paris. Voted unanimously in the affirmative.

MOTION: Janice Arsenault moved to accept Policy DFA-R investments of School District Funds, seconded Beth Paris. Voted unanimously in the affirmative.

Donation Acceptance:

MOTION: Janice Arsenault moved to accept and thank NHIAA for donation of \$1500 to Raymond High School the Life of an Athlete Program, Beth Paris thanked and seconded. Voted unanimously in the affirmative.

Committee Reports:

Janice Arsenault said RCFY met last Thursday; they showed the films that students created about vaping and how they feel about the use of marijuana. The Prevention Summit is scheduled for Oct 4th.

Janice Arsenault also attended the Strategic Plan Committee meeting. There will be recommendations from NEASC and how they fit into the strategic plan.

Joe Saulnier stated that he attended the technology committee meeting, which was reviewed earlier in the meeting.

Monthly Financial Update:

Numbers went up 11% for Medicaid. The remainder of the money will be received in June. The impact fees- received \$72,000 more than budgeted for. Only \$34,000 was budgeted for severance packages, while the current figures are over \$100,000. Four students to be billed for on Monday for tuition.

Superintendent's Report:

There have been many field trips, special learning activities and a lot of opportunities for parents to come in and see what their students are learning in the classroom.

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LRES entry way is already under construction. RHS Connection program enjoyed a picnic right outside the SAU office. 89 students graduated from Raymond High School. Dr. McCoy wished to thank everyone for a productive year.

Correspondence/Other:

Joe Saulnier would like to thank the district for the hard work all year.

Manifest Signing: A quorum of the Board signed the manifest. Payroll total \$1,407,881.46
Accounts Payable total \$147,377.38.

Approval of Minutes:

MOTION: Janice Arsenault moved to accept the meeting minutes as written from May 15, 2019, seconded by Beth Paris. Voted unanimously in the affirmative.

Adjournment:

MOTION: Janice Arsenault moved to adjourn the meeting, seconded by Joe Saulnier. Voted unanimously in the affirmative.

Respectfully Submitted,

Brittany LHeureux
School Board Clerk

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Not voted to be kept confidential.

Non-Public Session Item A

Present: School Board Members Joe Saulnier, Janice Arsenault, Beth Paris; Superintendent of Schools Tina McCoy

Dr. McCoy presented the Board with four letters of interest for the LRES Building Committee Membership.

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Non-Public Session Item B

Present: School Board Members Joe Saulnier, Janice Arsenault, Beth Paris,; Superintendent of Schools Tina McCoy.

Dr. McCoy presented the Board with two Wage Pool Nominations; one candidate for Assistant Principal at Raymond High School and one for School Nurse at Raymond High School.

Non-Public Session Item C

Present: School Board Members Joe Saulnier, Michelle Couture, Janice Arsenault, Beth Paris; Superintendent of Schools Tina McCoy.

Dr. McCoy presented the Board with one REA resignation and three REA nominations.

Respectfully Submitted,

Brittany LHeureux
School Board Clerk