

CORNISH SCHOOL BOARD  
Cornish, New Hampshire  
November 20, 2006

MINUTES

Board Members Present: Terrie Scott, Chair, Dr. Palmer, Vice Chair, Ms. Borchert, Ms. Rennie and Ms. Simino. Also Attending: Superintendent Jacqueline Guillette, Assistant Superintendent Allen Damren, and Adrienne Noel, Principal.

The meeting was called to order by the Chair, Ms. Scott, with the Pledge of Allegiance.

**Approval of Minutes – September 11, 2006** Ms. Simino moved that the minutes of the October 16, 2006 meeting be approved. Ms. Rennie seconded the motion. There was no discussion. Motion passed.

**Agenda Revisions** – Ms. Simino asked to have the Principal's Report follow the Committee reports.

**Citizens' Comments** – Emily Cromwell thanked the people that were responsible for hiring the new teachers. Kate Nattie, the 5<sup>th</sup> and 6<sup>th</sup> grade science teacher, is a wonderful addition to the Cornish School. She makes the curriculum exciting and the students are eager to learn and expand on reading and math. She also didn't want to forget the seasoned teachers that make sure the eighth graders have the skills that they will need to move on to the next phase of their education. But, on the downside, she was unhappy to see the green neon sign that gave the school hours and stated that it is a state law that children attend during those hours. She felt the sign was not welcoming and did not give a good impression of the friendliness of the school. She felt that as it is a state and federal mandate the sign does need to be posted but it needs to be friendlier. Another resident stated that there are other things that are mandated by state or federal law and signs are posted stating such. Another stated that he found the sign offensive and felt it was too harsh. Another resident stated that her six year old asked what it said and when it was read to her, she asked if she would have to go to jail if she was late. Principal Noel will look at how to word the sign to make it friendlier.

The After School Program has received a state day care License. Having the state license will allow them to receive a higher level of reimbursement from the state.

### **Committee Reports**

**French Committee** – The committee met and reviewed the surveys that were returned. The people that responded were well pleased with the previous trips. The committee decided to have Ann McPhail look into trips to Canada for this year.

**Enrichment Committee** – No report.

**Tech Committee** – The committee met and talked about the digital portfolios that eighth grade students will need. They have discussed the budget and how to get the new website up and running and they will link it to the SAU website.

**Athletic Committee** – All the coaches from the soccer and basketball teams met. There are four teams that will participate in the basketball program. Registration will be held shortly. Before the baseball/softball programs are added discussion needs to be held with Windsor as several of the students play on Windsor teams.

**Building and Maintenance Committee** – Ms. Simino, Ms. Noel and Mr. Monette met and reviewed the projects that have been completed. The new staff sink has been installed and the PVC roof does not leak. They looked at the needs for next year. Some of them are: paint the rest of the school, a door going outside in the second grade room needs to be replaced, the capacity of the electricity needs to be reviewed for possible upgrade, and an air conditioner needs to be installed in the computer lab, security for the main entrance, probably a buzzer, and the door will need to be handicap accessible. The Safety Committee will need to meet regarding the doors. The members observed the traffic

flow. They walked around the school looking at the floors. Many of the teachers have been creative in covering bad spots in their classroom. Skirt board needs to be placed around the bottom of the siding on the building.

**Wellness and Nutrition Committee** – The committee discussed the menu and snacks that are offered at the school. They will take their ideas and suggestions to the food service to discuss what can be added or changed. They are planning to do a program later in the year to educate the students in the proper food items.

**Safety Committee** –The Safety Committee has been working on the safety and security of the front door. They are meeting with several different companies to discuss the possibilities and costs. They are reviewing the emergency planning notebook, and are looking into the use of Walkie-Talkies for better communication in the school.

**Principal's Report** – Ms. Noel reported that the staff had worked on the revised goals. They changed the number two goal and added goal number four to coincide with the boards goals.

Ms. Noel presented the itinerary for the eighth grade trip to Washington, DC in June. They are flying and then taking trains to the hotel. They will be there three days and two nights. The trip will consist of visits to places that do not require entrance fees. The students requested that their last day consist of a trip to Six Flags. As this trip is an overnight trip, Dr. Palmer made a motion to accept the trip. Ms. Borchert seconded the motion. The motion passed.

The ninth grade surveys have been returned. Nine out of ten were received.

Rachel Roper and Jen Wishnefsky, CCPTO members, worked on the mini courses to be offered along with the skiing program. They are gathering information on rock climbing in Woodstock, VT, swimming in Claremont for the morning and snowshoeing and yoga in the afternoon back at the school. The information will go out right after Thanksgiving.

Kate Nattie, Christine Bourne, and Ros Seidel are working with Ms. Noel and Wendy Siebrands on the review of the three math programs. The goal is to have a choice of programs and the cost will be included in the budget. Ms. Simino asked if the children have used the programs. The children will use some of the materials along with the current curriculum. The dollar amount is about the same for all three programs. The need to prioritize the criteria for each program needs to be completed before a program is selected. Ruth Rollins ask if the math scores have improved as math is very important for someone going into business. It was stated that the scores would hopefully be available in December. A parent asked why the math progress goals are set for 2008. Dr. Palmer stated that the goal for this year is to choose the new program and implement. The scores are only one piece of the data. The later date is to give a better change to evaluate. The first NECAP results were not received until March and the staff is taking those results very seriously. The staff has identified goals for the students. As the testing in October was the second year of the NECAP testing the teachers were better informed about some of the individual tasks in the tests and were able to help the students be better informed which hopefully will result in higher scores. The test for the individualized MAP program that is offered to grades three through eight can be given up to four times per year. The test results will be available within 48 hours of the computerized testing. It was asked if the teachers were optimistic that the school results would improve. Due to the testing being used once before the teachers and students are better prepared for the tests. Cornish School made AYP (Adequate Yearly Progress) this year. Ms. Simino asked if the reason for looking at new programs was because the teachers were not satisfied with the present program. Ms. Noel reported that the present program has been used for at least eight years and that there is always the need to look at new and updated programs. Teachers are allowed to go outside the programs to use other materials to supplement the program. The curriculum was based on old state standards that are no longer used. New grade level expectations are in place. The curriculum needs to be in line with state expectations. The teachers use many different techniques to teach the students and have them all maintain the same results.

### **Discussion/Action Items**

**Policy Subcommittee** - Ms. Simino, Ms. Rennie and Mr. Damren met to review all the policies. Most policies had to be reviewed a few to be replaced. The following policy updates were presented for first reading: BBA-R: Duties of School Board, BCA/BCA-R: School Board Member Ethics, BCB: Board Member Conflict of Interest, BEC: Non-Public Sessions, BHE: School Board use of Email, CA-R1: Duties of Superintendent, CA-R2: Duties of Principal, CBI: Evaluation of the Superintendent, DBJ: Transfer of Appropriations, DH: Bonded Employees, EBCB: Fire Drills,

EBCB-R: Fire Drills, EBCC: Bomb Threats, EBCF: Pandemic/Epidemic Emergencies, ECAF: Audio/Visual Surveillance on School Buses, EEA: Student Transportation, EEAE: School Bus Safety Program, GBEBB: Employee-Student Relations, GBI: Staff Participation in Political Activities, GCAA: Highly Qualified Teachers, GCCAD: Military Leave, GCF: Professional Staff Hiring, IHBG, Home Education Instruction, IJK, Supplemental Materials Selection and Adoption, ILBA: Assessment, IMBA: Online/Virtual Education, IMC: Controversial Speakers, IMDA: Patriotic Exercises (revised - replaces Pledge of Allegiance), JICDD: Student Discipline – Out of School Activities, JICI: Weapons on School Property, JICK: Pupil Safety and Violence Prevention, JII: Student Protests, Demonstrations and Strikes, JJAA: Participation by Non-enrolled Resident Students, JKA-R: Use of Physical Restraint Procedures, JLCC: Communicable Diseases, KA: School, Community, and Home Relations, KDCA: Flyers/Materials Distribution, and KFA: Public Conduct on School Property.

Ms. Scott asked about the bonding of an assistant treasurer. Mr. Damren replied that even though Cornish does not have an assistant treasurer, it still needs to be included. Questions were asked in regards to the policy on home schooling. Any parent wanting to home school their child must talk to Dr. Siebrands and turn in their curriculum. The parents must maintain a portfolio of records and materials used and an annual evaluation documenting the child's progress. The parents can make a request for the school district to participate in the annual evaluation before the end of the public school year. IMDA Policy requires that every school has a program on Constitution Day to commemorate the signing of the Constitution on September 17, 1787. There being no further discussion, Ms. Borchert made a motion to place the policies on first reading. Dr. Palmer seconded the motion. Motion passed. The policies were accepted on first reading.

**Water Update** - Tests have been run on the older well under the floor of a classroom. It does not have an adequate refill rate and thus is not adequate to serve the school. The company is working with Department of Environmental Services to put the replacement well in the area of the ball field across Townhouse Road. They are receiving quotes from contractors. As the oil level in the well was below Department of Environmental Services contamination levels, DES does not have to reimburse the School District, but they have set aside \$25,000 - \$30,000 towards replacement of the well. \$10,000 has already been spent in bottled water and consultant fees. The question was asked as to who owns the ball field area, town or school. The acceptance of the ball field property was voted on at a town meeting, which means the town may need to issue a variance to the school for the use of the property.

## **SAU Report**

**Financial Report** – Mr. Damren stated that the only area of concern at this time in the budget is that high school tuition is over by approximately \$31,590 due to three extra high school students moving into the area that were not budgeted for. The rate for tuition to Stevens has been set for 2007-2008, but the tuition rate at Hartford High and Windsor High will not be set until February. The projected state aid for Cornish is down, but those figures are a myth, as the state needs to set the adequate state education amount that will be acceptable to the courts. If the present figures are used, Cornish will see a 62-cent increase in its tax rate.

**Superintendent's Report** – Mrs. Guillette stated that she had an enjoyable time at the recent CCPTO meeting. She is trying to set luncheon dates with all fifteen SAU Board Members. She has met with some already. Stevens High School received accreditation. The curriculum is excellent but the facility and labs are outdated. A school should have 15% of its space classified as unused space. Stevens is using 99% of it space. A committee is looking at options for all the schools for students in K-12.

Ms. Borchert had a question on the Special Education Report regarding the three-year evaluation. Mrs. Guillette stated that the state law allows for less information if nothing has changed. For example, if the plan is for a deaf child, the evaluation does not need to be completed if there is no change in the deafness. Ms. Borchert stated that a child that has an IEP needs to have an evaluation completed and a plan completed for that student to move on to the college level.

Ms. Scott mentioned that there is an article on seat belts in buses included with the monthly packet. The feeling is that to have seat belts in school buses is costly and it is hard to adjust the seat belt for the different size child.

**Future Planning**

November 28, 2006 – SAU Budget Presentation at the Sugar River Valley Tech Center.

December 18, 2006 – School Board Meeting and Budget Meeting

December 21, 2006 – SAU Board Meeting – Public Hearing on Budget

There being no further business to come before the board, Ms. Rennie made a motion to adjourn. Ms. Borchert seconded the motion. Motion passed and the meeting adjourned at 8:38 p.m.

Respectfully submitted

Mary Woodman, Recording Secretary