

Cornish School District SAU Transition Committee Meeting
Monday, May 16, 2016 3:15pm
Cornish Elementary School
Town House Road

Present: Justin Ranney, Nicole Saginor, Heidi Jaarsma, Merilynn Bourne, Jennifer Prileson, Dale Lawrence, Caroline Storrs, William Palmer, Susan Chandler, Kelly Parry, Linda Fuerst, Dan Poor, Kate Stone, Stuart Wilkie

At 3:16 pm, Justin Ranney, School Board Chair, called to order the duly warned meeting of the Cornish SAU Transition Committee. Justin welcomed everyone and then asked for nominations for Chair. Heidi Jaarsma nominated Nicole Saginor, seconded by Merilynn Bourne. No other nominations were made. The vote was in the affirmative. Nicole took over as Chair and asked for nominations for Vice Chair. Caroline Storrs nominated Heidi Jaarsma, seconded by Justin Ranney. No other nominations were presented. Nicole called the vote which was in the affirmative. Nicole asked for nominations for Secretary. Caroline Storrs nominated Merilynn Bourne, seconded by Justin Ranney. No other nominations were presented. Nicole called for the vote which was in the affirmative.

Nicole gave an overview of the goals for the meeting, including the manner in which the work would be done. The group was asked to introduce themselves. Nicole presented the Statement of Purpose for this committee and a synopsis of the work to be accomplished. This committee will report monthly to the Cornish School Board which shall have final approval of all plans.

Nicole presented a "Starting Draft of Transition Issues" and asked for additional suggestions. Jen Prileson suggested Human Resources as its own category. Kathleen Maslan suggested adding Special Education to the draft. Nicole will create a flow chart and/or a graph to see which areas overlap.

Nicole asked each person present to identify those areas they would like to work on. Heidi is interested in making everything as smooth as possible; physical space, physical storage, budget and finance for FY 18. Dale would like to know what information can be transferred instead of starting from scratch. Records, digital and physical, budget and finance. She would like to be involved in those areas. The Tech director from Windsor can help with that. Caroline Storrs is concerned that Power School doesn't fit standard base reporting. She would like to look closely to see if there is something better, more effective for Cornish. Nicole said the Windsor Tech Director can help with that issue. Heidi suggested adding Policies under SAU Establishment and Grants Management.

Areas of Interest:

Merilynn Bourne – Policy and Business & Finance,

Heidi Jaarsma - Physical Plant, Records, Technology and Business & Finance

Jennifer Prileson - Educational Program, Physical Plant, Public Awareness and Rebranding

Dale Lawrence - Software Systems, Student Records, Finance relative to software being used now, Physical Plant. Relocation of records from Claremont.

Caroline Storrs - Educational Program, Curriculum, Special Ed

Justin Ranney - SAU Establishment; working with Claremont SAU (Mike) for a timeline

Dan Poor - SAU Establishment and Technology

Kate Jones - Technology & Tech Integration

Stuart Wilkie - Will do "grunt work"; contracts for SAU Establishment

William Palmer - Policy and "whatever else needs to be done"

Susan Chandler - SAU Establishment and Educational Program; Policy review

Kathleen Maslan - Educational Program, Special Ed

Kelly Parry - Hardware Updating and perhaps software

Linda Fuerst - Community Outreach and Re-branding; Extracurricular

Nicole reported that the Executive Committee will include herself, Justin Ranney, Jennifer Prilesen, Heidi Jaarsma, Merilynn Bourne and Dale Lawrence.

Nicole reported that many folks were not able to come today and the time is a concern. It was decided that this group should meet once a month a week prior to our school board meeting which would be the 2nd Monday of each month. Those present were agreeable to 3:15pm. It was agreed that Justin will be the liaison to SAU 6 so that the SAU isn't getting too many requests from too many different people. Nicole will be the Liaison to Plainfield School.

Nicole will not be available the second Monday of June so it was agreed that the next meeting will be Monday, June 20th at 3:30pm at the Cornish School. Justin reminded the group that we need to have our 2018 School District preliminary budget in place by November 2016.

Meeting adjourned at 4:33pm.

Nicole asked the Executive Committee to stay for a few more minutes.

Nicole would like to be prepared for next week's board meeting. The committee started work on a FLOW CHART to present to the School Board.

Policy: Merilynn will chair the sub-committee which will include William Palmer and Susan Chandler

Business and Finance: Merilynn & Heidi as co-chairs; group to include Larry Dingee, Dale Lawrence, Stuart Wilkie, Jennifer Prilesen and Kathleen Maslan for Food Contracts (What contracts exist now? Employment vs. services contracts; temporary contracts vs. long term contracts)

Educational Program: Jen Prilesen will chair; Caroline Storrs, Linda Fuerst, Susan Chandler, Kathleen Maslan

Technology: Nicole will chair; Dan Poor, Kate Stone and Kelly Parry; Heidi and Dale will take on the student records piece.

Physical Plant: Dale will chair; Heidi Jaarsma, Mike Monett, Justin Ranney

Special Ed: Caroline and Kathleen (This will be a sub-committee under Educational Program reporting to Jennifer Prilesen and she will report to the main committee)

Adjourned at 4:55pm