

Cornish School District SAU Transition Committee Meeting
Monday, June 20, 2016 3:15pm
Cornish Elementary School
Town House Road

PRESENT: Nicole Saginor, Heidi Jaarsma, Merilynn Bourne, Justin Ranney, Susan Chandler, Larry Dingee, Linda Fuerst, Beth Lum, Kelley Patterson-Parry, Caroline Storrs

Nicole Saginor called the meeting to order at 3:19pm.

The minutes of May 16, 2016 were reviewed. Add Susan Chandler's name to the SAU Establishment and Educational Program committees. Justin Ranney moved to approve the minutes as amended, seconded by Heidi Jaarsma. The vote was in the affirmative.

Nicole Saginor reviewed the agenda. Linda Fuerst asked that we add a discussion of the committee organizational chart. The discussion will become item #4. Caroline asked to be added to the branding committee. Susan Chandler would also like to be on the committee. So noted. The group added the name of Wells Chandler to the SAU Establishment committee. Heidi commented that she volunteered for technology relative to the physical plant and electronic/paper records. Heidi asked about the role of liaison relative to requests of SAU 6. She does not want Justin Ranney to feel overwhelmed. Perhaps he can make the initial inquiry and then committee heads can take it from there.

Nicole talked about her attendance at the State Board of Education meeting the day that board voted to certify the School District Meeting vote to form a single school SAU. Cornish was assigned SAU #100. SAU 100 will need to join the NH School Board Association in July of 2017. The committee was shown the framed Certificate of Formation that was signed by the Commissioner of Education on May 26, 2016.

Nicole asked for a report from the Office/Facilities sub-committee. Heidi reported on her efforts to locate an office/work space for the Superintendent and SAU staff. She met with Dale Lawrence, Jennifer Prilesen and Mike Monette. The Superintendent's Office will be in the space that was the old Nurse's Room off the library. The Superintendent must have a space that is private for confidential meetings. The space we are in this afternoon will be the SAU staff and records room. There will be three desks for the Finance Director, Superintendent and Administrative Asst. Heidi also talked about upgrading the phone system during the transition. Two lines will be added to the SAU staff room. Next step is to inventory records being held at SAU 6 and to locate the furnishings needed. Kelley Patterson-Parry mentioned that she can get desks and file cabinets from DHMC for \$5 each.

Under Finance, Heidi reported that she and Merilynn were "backward planning" for the March School District Meeting. We need the current budget in excel format. We have requested the file from the SAU as well as copies of all contracts relative to Cornish School. The teacher's contract will be signed next week so should be available to the sub-committee shortly.

Under Establishment of SAU, Nicole has been in contact with individuals to discuss agreement language for services. The sub-committee will be crafting a contract for a Superintendent's service and for a

Special Education Director through SAU 32; Plainfield. The sub-committee will need to build a new template to cover this arrangement. In the future, we will most likely need to form a committee of folks from Plainfield School and Cornish School to contract for a full time Special Education Director. Larry Dinglee asked who would be doing clerical work. Nicole stated that Cornish will have a ½ time administrative assistant who will also perform clerical duties. Nicole will be contacting the Plainfield Board Chair to set up a meeting between the two boards to iron out details of the contracts. Windsor South East will be contacted for the services of their Technology Director.

Under Curriculum/Instruction/Assessment, Caroline Storrs and Susan Chandler reported. Caroline stated that the search for a Special Ed director was underway. Caroline also feels there needs to be an assessment of the curriculum; a complete mapping of the current curriculum here in Cornish. She would like SAU 6 to help us map our curriculum before we leave that SAU. There was a discussion about testing and how much is enough. Can we reduce the level of testing happening annually? Jen Prileson thinks it would be great have a quiet year for the new teachers to be able to adjust to the transition. Nicole suggested checking in with Plainfield and Windsor regarding the issue of testing. Look at what we want education in Cornish to look like. Report cards, more enrichment, outdoor science. Input from the community?? Susan added that the committee is a little frustrating. The charge was to assign certain things to certain individuals. How to assign? Need overarching vision of what we as a community want from our school. How do we go about determining what the curriculum will look like? What are the possibilities? Nicole stated that the work of the Transition Committee is to ensure that by July 1, 2017 everything is in place that is required by law. That is the charge for the sub-committee. How will SAU 100 go about ensuring appropriate curriculum, appropriate assessment and how changes would be made. Curriculum mapping is an ongoing process. Linda Fuerst supports that charge.

Under Community Outreach/Branding, Linda Fuerst discussed how to go about changing our image. Linda does not want to rewrite the mission or vision statement. What does the school represent? How do we update the visual image? She would like to have a “frequently asked questions” web site link to dispel myths and rumors. The sense of the committee is that the “link” should be the same on currently used on the town web site to link to Transition Committee notices and minutes. It was recommended that at the bottom of each Transition Committee Public Notice, there should be a note directing residents to the web site link for more information.

Timeline of areas to be addressed: Nicole stated that Contracts need to be worked on asap. Branding is not under any pressure. The committee should think about a date for a public forum.

Future Agenda Items:

Contracts

Meeting dates: The next meeting will be Wednesday, July 13, 2016 from 3:15pm to 4:30pm.

There followed a discussion about forums to engage the public in the transition, especially where branding is concerned. Larry thinks a forum should wait until after next July. Justin agrees. He would rather take care of the business at hand without distractions. We need to focus on the nuts and bolts.

Nicole thinks this committee should make a presentation to the public at a Fall School Board Meeting.
Provide the public with a progress report.

There was no further business.

Adjourned, 5:00pm

Respectfully submitted,

Merilynn Bourne
School District Clerk & Transition Committee Secretary

DRAFT