

The Regional School District 13 Board of Education met in regular session on Wednesday, October 10, 2012 at 7:30 p.m. in the music room at John Lyman School. Board members present: Mrs. Adams, Mrs. Boyle, Mrs. Buckheit, Mrs. Flanagan, Mr. Fulton, Ms. Gara, Dr. Ochterski, Ms. Parsons, Mr. Renninghoff. Also present: Mrs. Mangini, Mrs. Viccaro. Absent: Mr. Hicks

Mrs. Flanagan called the meeting to order at 7:38 p.m. with the recital Pledge of Allegiance led by Dr. Ochterski.

Public Comment: No Public Comment

Consent Agenda: Mrs. Flanagan asked the Board if they wanted any items removed from the consent agenda. Mr. Renninghoff stated he would like the three Model UN Club Field Trip Requests removed and discussed later on the agenda. Mrs. Flanagan approved the other two consent agenda items.

Communications: Mrs. Flanagan praised the new website that was launched last week. She gave special thanks to the Technology Dept., Mrs. Viccaro, Mr. Fulton (Communications chairperson) and Mrs. Boyle (former Communications chairperson). The website is a great step towards strengthening our communication goal.

Mrs. Buckheit invited the Board to take a look at the project by Mr. Moriarity's grade 3/4 class at John Lyman School. Students, using recycled materials replicated the John Lyman School building and grounds. The project was entered into the Durham Fair and won a ribbon.

Superintendent's Report: Mrs. Viccaro reported that she recently attended a CAPPS workshop with other administrators and technology staff. The workshop focused on moving instruction forward by using technology. Mrs. Viccaro also mentioned how comfortable all day kindergarteners are with technology and that our K – 2 students have skyped with students in 2 different states.

A Strong student who participated in doing push-ups with members of the military at the Durham Fair was honored for her effort and commitment by three army men during her physical education class last week.

Mrs. Viccaro stated that there will be a presentation by Mr. Bradanini on NEASC and that she will be sharing School Improvement Plans.

Business Manager's Report: Mrs. Flanagan recognized Mrs. Mangini for her hard work and commitment to the Board and to District 13. Mrs. Mangini commended the Central Office staff for their willingness to take on additional work. Mrs. Mangini presented an update to the Board on what has been accomplished

during her time with District 13. Mrs. Mangini was instrumental in bringing, AESOP, an automated substitute placement and absence management system to District 13. She also revised the personnel action form with a written procedure in place and is in the process of issuing credit cards for key personnel in the district. This will alleviate the reimbursement of staff that purchases budget items using their personal credit card. Mrs. Mangini will complete the draft of the 2013-2014 budget and will follow through with the bid for fuel oil and diesel fuel. Mrs. Mangini is putting together a list of things that are critical and need to be done.

Presentation: Mr. Hauser stated that NEASC is a process that is not administrator driven but teacher driven. He introduced Mr. Bradanini who provided a PowerPoint Presentation to the Board. NEASC (The New England Association of Schools and Colleges) provides accreditation services. NEASC accreditation uses self-reflection, peer review and best practices as integral components of its assessment process. Mr. Bradanini stated that this is a continuous process. It's teachers looking at teachers. Every faculty member is involved and is assigned an evaluation standard. These standards include, Core Values, Beliefs and Learning Expectation, Curriculum, Instruction, Assessment of and for Student Learning, School Culture and Leadership, School Resources for Learning, and Community Resources for Learning. Each standard needs to have data to support it and reports for each standard need to be done. Critical strengths and needs will be determined. Mr. Bradanini stated that March 17, 2013 is an important date and the Board is encouraged to attend. This is a welcoming reception for the visiting committee to visit CRHS to evaluate adherence to the standards and make recommendations. The committee will recommend short and long-term plans for improvement. Mr. Fulton wanted a better picture of the process. Mr. Bradanini explained that once the recommendations have been identified Mr. Hauser will come back to the Board and share this information. Mr. Hauser will also make the Board aware of the impact this may have on the budget. The final report should be available by late summer. Mrs. Flanagan felt this to be helpful for the Board to plan ahead.

Old Business: Mrs. Viccaro referred to the list of District field trips for the Board's approval.

A motion was made by Mrs. Buckheit, second Mrs. Boyle to approve the School Field Trips for the 2012-2013 school year. Mrs. Adams, Mrs. Boyle, Mrs. Buckheit, Mrs. Flanagan, Mr. Fulton, Ms. Gara, Dr. Ochterski, and Ms. Parsons voted yes. Mr. Renninghoff opposed.

A motion was made by Mr. Fulton, second Mrs. Adams to approve Model UN Club Field Trip Requests. Mrs. Adams, Mrs. Boyle, Mrs. Buckheit, Mrs. Flanagan, Mr. Fulton, Ms. Gara, Dr. Ochterski, and Ms. Parsons voted yes. Mr. Renninghoff opposed.

New Business: Mrs. Boyle reported that parents are very please with the new website especially the Goggle calendar. Mr. Fulton stated that Rosemary Allen will put BOE information on the website. Mr. Fulton would also like to information from committees on the website and would like it to be an agenda item for October 24.

Mrs. Viccaro provided School Improvements plans from Lyman, Brewster and Korn schools and shared how each school plans for improving Language Arts and Mathematics instruction, and school climate in each building.

Mr. Fulton stated that the Board needs to move forward with the plan for a building utilization study. A broader involvement is needed and not restricted to the Finance Committee. Discussion also took place regarding how our facilities will accommodate the demographic study and how to reconfigure our existing building to support changes in education.

Committee Reports: Finance Committee:

On a motion by Mr. Fulton, second Mrs. Adams the Board unanimously approved the finance agreement for portable classrooms as presented by the business manager.

Personnel Policies Committee: Ms. Parsons reported that the committee is still working on the support staff contact and should be completed soon.

Policy Committee: Mrs. Adams reported to the Board of ongoing information on the concession stand.

Field House Committee: Mr. Renninghoff reported the next meeting of the Field House Committee will take place on Monday evening. Mr. Kevin Boyle will have an update including the prevailing wage issue.

Curriculum/Achievement Committee: Mrs. Adams reported that the committee met on September 25. They looked at test scores and how to improve instruction, coaching/modeling by reading teachers and using ACES for PD. The committee also discussed using Power School more effectively and electives at the high school.

Building and Grounds Committee: Mrs. Boyle reported that the Building and Grounds Committee had their first walk through John Lyman School with Mr. Francis who was very informative. The building looked great. Upgrading the playground and fixing blinds are on the wish list. The committee plans to visit every school. These visits will take place the first Board of Education meeting every month.

Mrs. Boyle also updated the Board on transportation and stated things were

running smoothly. Mrs. Boyle also stated that an incident that occurred is being taken care of respectfully.

Communications Committee: Mr. Fulton discussed how the Board should go about communicating and stressed communication should be consistent, informative and accurate.

Public Comment: No Public Comment

Follow-Up:

1. Demographic Study on website

On a motion by Mr. Renninghoff, second Mr. Fulton the Board of Education unanimously approved to adjourn at 9:50 p.m.

Respectfully submitted,

*Maureen Johnson*