

JACKSON SCHOOL BOARD
MINUTES – November 15, 2017
Whitney Community Center

1. The meeting was called to order at 6:01 pm by Jerome Dougherty, Chair. Present are Jessica Della Valla, Genn Anzaldi, Jerome Dougherty, Andrew Kearns and Keith Bradley. Also in attendance were Superintendent Kevin Richard, and Principal Gayle Dembowski. Absent: - Assistant Superintendent Kathryn Wilson.
2. Approve Minutes:
Ms. Anzaldi made a motion to approve the minutes from 10-16-17 with amendments, **Mr. Kearns** seconded. **APPROVED 5-0-0**

Discussion:

Mr. Dougherty noted that the letter from staff should be incorporated in and attached to the minutes. Ms. Della Valla noted a correction to be made on page 4, No.10, to indicate it was a citizen question.

3. Citizen Comments:
Penny - inquired about the status of the SAU calendar survey. **Mr. Richard** noted the results of the survey are posted on the SAU #9 website and there will be a discussion about the calendar at the SAU #9 meeting being held on Thursday, November 16, 2017.
4. Presentation of School Programs / FYI Items:
Mr. Richard presented an SAU wide newsletter, which has a nice write up on the Jackson School District that was previously dispersed electronically, and hard copies are also available.
5. Old Business:
 - A. Preschool (Next Steps) – **Ms. Dembowski** – we are working on a budget to be presented to the budget committee. The facilities committee needs to look at the building and structural needs and relocation of the library, etc. **Mr. Dougherty** stated he and Mr. Bradley are on the facilities committee and should meet soon with Ms. Dembowski, Mr. Stokke, and Mr. Hill as well as any staff members who want to participate. **Ms. Dembowski** will get back to them on a date that works best. **Mr. Bradley** – inquired if any costs would be going into the operating budget. **Mr. Dougherty** – we will have our full operating budget with no changes other than what needs to be in there. The preschool would be a warrant article, however there could be some costs that affect the operating budget and would be adjusted after the fact.
 - B. Pavilion Update – **Ms. Dembowski** – Construction site plans have been received that will be shared with the students. They will be forwarded to the building inspector for finalization of the building permit. Two students presented the project to the Rotary

Club at Mineral Springs Café and they will be applying for a grant through the Rotary Club. Two other students will be attending a Kiwanis Club meeting to tell them about the project in hopes of securing some additional funds. At the December 3, 2017 craft fair, 6th grade students will be raising money by selling wares.

- C. 6th Grade – **Mr. Dougherty** – expressed appreciation to Ms. Dembowski for her work in going through the process

6. Instructional Issues:

A. Consider Second Reading and Adoption of Policies –

Mr. Kearns made a motion to approve the second reading and adopt the policies as written, **Ms. Della Valla** seconded. **APPROVED 5-0-0**

1. GBCD (Background Investigation and Criminal Records Check)

Mr. Richard – A change to page 3, paragraph 1, from sexual misconduct “within an educational setting” has been removed.

Mr. Bradley – asked for clarification on page 3, paragraph 2. **Ms. Della Valla** - if a person is convicted of a misdemeanor it is up to the board to make the hiring decision on a case by case basis, however if they have been convicted of a felony they will not be hired.

2. ID (Video and Audio Recording in School Classrooms)

3. ILDA (Non-academic Surveys)

4. JECC (Admission of Nonresident Student of an Employee)

5. KED (Nondiscrimination Policy – Public complaints about Discrimination in Facilities or Services)

7. Consider Personnel Actions:

A. Election of Vance Pickering as Mentor

Mr. Bradley made a motion to approve the election of Vance Pickering as Mentor, seconded by **Ms. Anzaldi**. **APPROVED 5-0-0.**

Mr. Bradley – was the revision due to a typo? **Ms. Dembowski** – the original had the Conway rate and it was adjusted to the Bartlett / Jackson rate.

B. Election of Neil Stokes as ESSC Program Coordinator

Mr. Kearns made a motion to approve the election of Neil Stokes as ESSC Program Coordinator, seconded by **Ms. Anzaldi**. **APPROVED 5-0-0.**

C. Election of Katherine Kearns as Nordic Program Coordinator

Ms. Della Valla made a motion to approve the election of Katherine Kearns as Nordic Program Coordinator, seconded by **Ms. Anzaldi**. **APPROVED 4-0-1(Mr. Kearns).**

8. Business Affairs:

A. FYI – 2017-18 Budget Status Report

9. Administrators’ Report:

A. Superintendent

Mr. Richard – Nice meeting tonight, great to hear the comments and questions. Thank you to the town crews, custodians, police departments, and entire valley for coordination for the flood that occurred, great job keeping the roads safe and being prepared for the next day. The SAU 9 board meeting is tomorrow night with the presentation of the SAU #9 budget, which needs to be adopted first as it has impact on the rest of the budgets. The SAU school calendar will also be discussed. Reminder to ESSC volunteers to get your fingerprints and background checks done, now is a good time to do that.

Mr. Kearns will be at the SAU #9 meeting as representation of the Jackson School Board.

B. Principal

1. Goal Setting Conferences – **Ms. Dembowski** – Goal Setting Conferences were held in October. All students in grades 4-6 participated. A sample of the questionnaire, preparation sheet, and parent’s reflection questionnaire was provided. Students and parents were asked to reflect on strengths, challenges, and interests of the student. Two academic goals and a work study goal were set up. Students will begin collecting artifacts to help them reach their goal. A review is scheduled for January to determine progress toward the goals.
2. Celebration of Learning – Family Night – **Ms. Dembowski** – Tomorrow November 16, 2017 an example of performance assessment will be presented. Younger students will start at 5:30 presenting their “water study”. The older students will present the Immigration/ Industrial Revolution Unit at 6:00 p.m. An example of the competencies addressed was provided.

Mr. Dougherty – inquired of the board members and audience how they like meeting in the Whitney Community Center. It is less disruptive to the classrooms, bigger space for community attendance, but it should be set up differently for communication. Future meetings will be held at the Whitney Community Center pending any events previously scheduled.

10. Citizen Comments:

Sarah – when do you start the budget process and what meetings are set up. **Mr.**

Dougherty – basically now is when it starts, there will be two budget meetings, one in December to make determination of what we are sending to the public hearing in January. Other than the preschool there are no big budget items that we are asking for.

Sarah – I previously presented the book format for the Annual Report used by Bartlett, which included; assignments, annual salary, longevity stipends, statutory benefits, and the total received. Is it possible to do that format for the budget hearings to allow the community to be informed of where the dollars are spent? **Mr. Dougherty** – this is something the whole board should consider and should be put on the agenda for our next meeting to allow discussion. [discussion ensued] **Penny** – agree with Sarah, give a better sense of the overall town budget by having the school budget and town budget in the same book. One thing the town started last year is listing the individual vendors and I would like to see that for the school as well. [discussion ensued] **Mr. Richard** – we would need

guidance and further clarification. **Mr. Dougherty** – such information is available to the public and I don't think it should be in the Town Report, we will put it on the agenda to discuss next month. **Penny** – Ms. Dembowski still a teaching principal or has the position changed? **Ms. Dembowski** – my title changed not my responsibilities. I am in the Reading Specialist position. **Mr. Dougherty** – she is contracted this year as a teaching principal, next year she will be contracted as principal, however her responsibilities will not change. Her title changed due to the personnel policy and it was changed for clarification reasons. [discussion ensued] **Sarah** – can a copy of the personnel policy be available at the library or Town offices for public viewing? **Mr. Dougherty** – I have no problem with that if they are willing to have a copy there, probably better than having people come to the school.

11. Board Member Issues:

Mr. Kearns – concerned about the curriculum path coming out of the high school. **Mr. Richard** – not knowing if the concern is about scheduling, course offerings or curricular, there are department heads, district curriculum committees, the program of studies that comes out in January, or you can contact myself, Ms. Wilson, or Mr. Moylan for distinct issues.

Mr. Kearns – concern about getting transportation for the Nordic team to Bear Notch a better facility for practice? **Mr. Dougherty** – put in on the agenda for next meeting. **Mr. Richard** – it would be appropriate to formalize a request. **Mr. Kearns** – will put together thoughts as a parent and share with the board.

- A. Set Date for Next Meeting (December 18, 2017 at 6:00 p.m. at the Whitney Community Center)
- B. Consider Change in January Meeting Date (Tuesday, January 16, 2018 due to the holiday on Monday, January 15, 2018)
- C. Set Date/Time for School District Meeting (Thursday, March 1, 2018 at 7:00 p.m. at the Whitney Community Center)
- D. Set Date/Time for Budget Hearing (Thursday, February 1, 2018 at 6:00 p.m.)

Ms. Della Valla – to follow up from last month's meeting and the discussion about the K-12 mentoring position, how do we move forward. **Mr. Bradley** – we have one, the board needs to decide what changes they want. **Ms. Anzaldi** – We should get a copy of the current job description to review and to clarify what we have and determine where a need is beyond the current position. **Mr. Dougherty** – this is part of competency based education and a whole new way of looking at things, this position is a resource in that movement. **Ms. Della Valla** - after last meeting, I wrote down what I visualized, which is one contact person who can bridge the schools and pull in various parts of the kids' lives inside and outside the school using resources that are available. We may have people in the place that are not being utilized, but that is what needs to be sorted out. There is a deficiency and people are not getting the support they need. How do we move forward being flexible and personalize a way to tie together a child's need to meet the standards and hold students, families and us accountable? **Mr. Dougherty** – This is competency based education, it is happening, and we want to know the process to go through. At some point, we will discuss current responsibilities. It is not a question about the resources that Conway or Bartlett can or cannot provide, rather what resources do we need for more

individualized education, which will be further defined as we go through the process. **Mr. Richard** – taking about a system that has checks and balances to ensure every student has an opportunity to develop and be supported for their goals. We are not there yet but we are going down that road and you will see more during the budget process. **Mr. Dougherty** – we are trying to set up what our next board meeting and discuss something like this will look like, do we add responsibilities to existing positions or create new ones. We are starting discussion about what process we go through and when we a decision we are well informed. **Ms. Della Valla** – my question was how do we move forward. What needs to we have and how do we meet them. **Mr. Dougherty** – who will be responsible for making sure standards are being met, I don't think anybody knows yet. Ms. Della Valla will share her thoughts electronically and Ms. Hill's job description will also be provided to all board members.

Sarah – your conversation was fascinating, is Vicki a counselor that is shared with Bartlett.

Ms. Dembowski – Vicki primarily works for Bartlett and sub-contracts with us. She provides counseling resources, addresses student concerns, talks with parents, and communicates concerns with administration. **Mr. Dougherty** - Reason position brought up that it is a resource we are sharing with Bartlett.

Sarah – parents need to become more involved in the guidance of the students. What is the standards and competency based education. **Mr. Dougherty** – it is a movement in education, this is more about getting resources and opportunities to kids and are they competent in tasks and knowledge of skills. We need to have a process of where we discuss what we are thinking about doing. **Ms. Della Valla** – it is personalizing education, a better way to teach our kids and Ms. Dembowski has a great handout explaining competency based education. **Mr. Dougherty** – it is about making sure parents and students are aware of the opportunity that exists.

12. Signing of Manifest – Done

13. Nonpublic Session – None

14. Adjourn:

Mr. Kearns made a motion to adjourn at 7:19 p.m., **Ms. Della Valla** seconded. The meeting was adjourned.

Respectfully submitted,

Lisa Towle
Recording Secretary