

**GILFORD SCHOOL BOARD MEETING
MONDAY FEBRUARY 5, 2018
GILFORD ELEMENTARY SCHOOL TOCCI LIBRARY
PAGE 1**

The Gilford School Board held a regular meeting on Monday February 5, 2018 at the Gilford Elementary School Tocci Library. Present were board members Sue Allen, Gretchen Gandini, Chris McDonough, Rae Mello-Andrews, and Karen Thurston. Representing Gilmanton were Malcolm MacLeod and Frank Weeks. Administrators present were Rick Acquilino, Kirk Beitler, Danielle Bolduc, Scott Isabelle, Brenda McGee, Peter Sawyer, Anthony Sperazzo, Steve Tucker, and Sean Walsh. Student representative was Greg Madore.

OPENING School Board Chairperson Rae Mello-Andrews called the meeting to order at 6:00 p.m., led the Pledge of Allegiance, and confirmed posting of the meeting.

SPECIAL RECOGNITION Rae Mello-Andrews described board member Sue Allen's 25-year involvement with the Gilford School Board. On behalf of the board she recognized Ms. Allen "for her dedication to the children of Gilford. We appreciate your years of experience and history, it helps us in a lot of different ways." She thanked her and presented her with flowers and an engraved crystal pitcher. Ms. Allen responded "It has been an honor to serve the community and the school board." Attendees stood and applauded Ms. Allen.

APPROVAL OF MINUTES Gretchen Gandini made the motion that the board approve the minutes of the January 8, 2018 meeting. Karen Thurston seconded the motion and after discussion of corrections it was voted in the affirmative. Chris McDonough and Malcolm MacLeod abstained.

Karen Thurston made the motion that the board approve the minutes of the January 16, 2018 meeting. Gretchen Gandini seconded the motion and after discussion of corrections it was voted in the affirmative. Chris McDonough and Frank Weeks abstained.

Gretchen Gandini made the motion that the board approve the minutes of the January 23, 2018 meeting. Sue Allen seconded the motion and after discussion of corrections it was voted in the affirmative. Karen Thurston and Malcolm MacLeod abstained.

PUBLIC COMMENT No public comment was offered.

**OUR SCHOOLS
PRESENTATION**

Elementary School Library
Danielle Bolduc introduced librarian Roz Roy who narrated a Power Point presentation describing recent extensive changes to the library. Highlights include the following:

- The library is moving from a fixed library to a more flexible learning environment.
- Tall bookshelves have been eliminated in favor of lower, more easily-reached shelves. Nearly every book in the library has been moved and many are now displayed with their covers facing out.
- All tables have been moved to one end of the library; large pillows have been supplied to that students can move them as they wish.
- There is a presentation area for read-aloud and other activities
- Junior Librarians help check books and other materials in and out. They have "taken on a great responsibility and now have some ownership of the library."
- There are activities, an "art cart," a "maker space" and new magazine subscriptions. Students "now have a choice when they come into the library: there are all sorts of activities they can choose from."

**GILFORD SCHOOL BOARD MEETING
MONDAY FEBRUARY 5, 2018
GILFORD ELEMENTARY SCHOOL TOCCI LIBRARY
PAGE 2**

**OUR SCHOOLS
PRESENTATION**

- The limit on the number of books to be checked out at one time has been raised to 10 from the previous one or two.
- Future plans include development of spaces for peer-to-peer instruction and collaboration; quiet spaces; presentation areas; more access to technology; and more integration between the library (also referred to as the Learning Commons) and the computer lab.

Chris McDonough inquired whether the board's monthly meetings in the library are burdensome. Ms. Roy replied that "it's a lot for the custodians to move around." Gretchen Gandini suggested discussion of moving the meeting location from the library to another area, which should include handicap accessibility.

REPORTS

Student Council Report

Greg Madore related that the school's Red Cross blood drive will occur on March 17. The school again expects to exceed its goal of 45 pints. Students age 16 may donate with their parents' permission; older students may donate without permission.

25 students were identified as Leaders and recognized last Friday with a pizza party.

National Honor Society members treated all teachers and staff to muffins and coffee this morning. Members also volunteered to help middle and high school teachers in different projects this week.

The highlight of pre-February break week is Winter Carnival, featuring various competitions including a dance competition this Thursday. "Hopefully we will take pictures to show the school board next month."

Superintendent Report

Kirk Beitler reviewed his written report. He added that board members may enroll in School Boards Association Webinar presentations. Handouts from those webinars are also available. Karen Thurston remarked that she had taken one such webinar and found it convenient and informative.

Other areas of Mr. Beitler's report were discussed more extensively.

Web Filter Failure

The district's web filter device requires immediate replacement. Technology Director Brenda McGee described that the device failed last Friday, to the consternation of all users including the SAU. The device is responsible for limiting sites that users can visit to appropriate sites; it generates reports concerning usage; and it acts as a filter against potential malware that can harm the district's network. The existing device dates from 2012-2013 and is at or near the end of its useful life. The proposed replacement is a "Barracuda Web Security Gateway" which Ms. McGee described as "the industry standard, hands-down the best" available.

Scott Isabelle described three estimates, the lowest from GovConnection at \$18,901.35. Funds to purchase device could come from an anticipated fund balance of \$5,000 in Contracted Services, Computer Technology District-Wide and a balance of approximately \$14,000 resulting from a renegotiated rubbish removal contract.

Chris McDonough inquired whether the district's network is now exposed. Ms. McGee responded that at present the system is functional, however the reports are no longer being generated and the system has begun to require more frequent re-booting at startup. "I don't often come and ask, but I have a bad feeling about this."

After further discussion, Sue Allen moved that the board approve the request to

**GILFORD SCHOOL BOARD MEETING
MONDAY FEBRUARY 5, 2018
GILFORD ELEMENTARY SCHOOL TOCCI LIBRARY
PAGE 3**

REPORTS

purchase a new web filter at \$18,901.35 from GovConnection. Karen Thurston seconded the motion which passed unanimously.

Elementary School Building Project

Mr. Beitler reviewed the balances of accounts concerning the elementary school building project. The cost of building a secured entry at the elementary school can be covered by these account balances.

Chris McDonough confirmed that the cost of \$159,102 is a “not to exceed” number.

Rae Mello-Andrews inquired about an “administrative lighting upgrade.” Mr. Beitler related that those include drop-down lights above the administrative assistant’s desk.

Gretchen Gandini inquired whether the project meets all the requirements of the recommendations of the Homeland Security audit. Mr. Beitler replied in the affirmative. He added that the current windows will receive a film that will increase their impact-resistance.

Sue Allen moved that the board move forward with construction of the secured entry to the elementary school. Karen Thurston seconded the motion.

Ms. Mello-Andrews inquired whether the project would be undertaken this summer. Mr. Beitler replied that it would.

Chris McDonough asked that Mr. Isabelle inquire of the builder about two door lock buttons; one in the principal’s office and one at the reception desk.

Ms. Allen’s motion passed unanimously, with Malcolm MacLeod and Frank Weeks abstaining.

Painting of Elementary School

Mr. Beitler reviewed that the 2018-2019 proposed budget includes \$15,000 to paint the elementary school interior and \$14,000 to paint its exterior. A recent estimate to paint the interior was obtained at \$79,000, including 34 classrooms, 30 bathrooms, hallways, and the library. Available funding from the project’s account balances totals approximately \$68,000, leaving a potential shortfall of \$11,000.

Subsequent to discussion, Chris McDonough moved that the district seek detailed bids to paint the interior with breakdowns to include classrooms and other areas. Gretchen Gandini seconded the motion, which passed unanimously.

Infrastructure Grant

Mr. Beitler reviewed that Public School Infrastructure Grants have involved three phases:

- Providing all schools with fiber-optic internet access
- Correcting serious structural problems for schools that could potentially be closed down by the Department of Education
- Correcting issues raised by recent Homeland Security audits.

The grants provide reimbursement of up to 80 percent of a district’s investment to correct these issues. Assistant Superintendent Scott Isabelle, in conjunction with building principals, assembled a list of seven proposed projects for which grant funds could be sought. The GES Secured Entry can be submitted as a stand-alone application which, if granted, would result in a reimbursement of approximately \$120,000. If all grants are approved, the net cost to the district would be \$5,868. The projects include installation of impact-resistant window film (as described above) at the middle and high school, as well as the addition of security cameras and emergency blue lights at each building. The deadline for grant submission is March 5, 2018.

[Gretchen Gandini left the meeting at the beginning of this discussion, citing a

**GILFORD SCHOOL BOARD MEETING
MONDAY FEBRUARY 5, 2018
GILFORD ELEMENTARY SCHOOL TOCCI LIBRARY
PAGE 4**

REPORTS

potential conflict.]

Mr. Isabelle described that any funds received as reimbursements would be classified as unanticipated revenue and would ultimately be used to offset taxes. Turnaround time for notification of grant approval is three to four weeks.

Rae Mello-Andrews broached the concept that the elementary and middle schools have physical barriers to protect their entrances from vehicle crashes. She suggested that similar barriers be considered for the high school. Subsequent to discussion about the resulting cost of maintenance (specifically, snow removal), Chris McDonough requested that Tim Bartlett research the cost of bollards, and suggested that Infrastructure Grant funds be sought to offset their cost.

Sue Allen moved that the board authorize Mr. Isabelle to move forward with the grant applications as listed. Karen Thurston seconded the motion, which passed unanimously.

[Ms. Gandini rejoined the meeting.]

Mr. McDonough moved that the board authorize the inclusion of the cost of bollards at the high school in the grant request. Sue Allen seconded the motion, which passed unanimously. Gretchen Gandini abstained.

Batting Cage Replacement

Anthony Sperazzo reviewed that the current indoor batting cage has been in use for an estimated 25 to 30 years. It is believed that a parent with an engineering background designed the cage and therefore it has no manufacturer's warranty. It is comprised of 30 to 40 separate pieces and protrudes into the gym space 12 to 14 feet. The district has received a proposal to purchase and install a new, electric-operated batting cage at \$11,000 and funds are available for its purchase. Athletic Director Rick Acquilino elaborated that when not in use the proposed cage will, in approximately three minutes, lift upwards off the floor and protrude from the ceiling no more than three feet. "It is a convenience as well as a safety factor." He noted that he has been careful with the athletic budget and the project has the support of the booster club.

Scott Isabelle clarified that uniform replacement has been deferred yielding \$3,500 in available funds; further there was a cost savings in the approximate amount of \$4,000 from the purchase of a tractor; and the booster club has pledged \$3,500 towards purchase of the batting cage.

Chris McDonough related his experience with assembling the existing cage for the Cal Ripken league. He commented that the item could be used by the community at large and "it would be a great asset. It bunches up and goes all the way to the ceiling."

After further brief discussion Mr. McDonough moved that the board approve \$11,000 toward the purchase of the proposed batting cage and the funding method suggested. Gretchen Gandini seconded the motion, which passed unanimously.

Gilford Elementary School

Danielle Bolduc submitted her report as written and introduced Assistant Principal Sean Walsh who discussed his Trimester 1 disciplinary report.

Mr. Walsh noted that while the data collected last year and this year are fairly consistent, changes in reporting have affected some of the results. He described that with only 11 disciplinary codes it is difficult to categorize behaviors. By contrast, the middle school has 50 disciplinary codes. The largest difference between last year and this year is in the area of "non-compliance," reflecting an increase from 4 to 23 incidents.

Infractions are classed in Tiers 1, 2 or 3. Tier 1 infractions are typically handled by the teacher in class and do not require intervention by the assistant principal or

REPORTS

principal. Tier 2 and 3 infractions are automatically sent to the assistant principal and require a contact home to the parents. Tier 2 and 3 infractions are usually accompanied by a consequence. He noted that “both schools are wonderful in their communications with the parents.”

Rae Mello-Andrews asked for examples of non-compliant behavior. Mr. Walsh defined this behavior as refusal of a reasonable request to do something. He offered that a student who refuses to do classroom work would be exhibiting non-compliant behavior. Another would be if students in line are exhibiting ‘hands-on’ behavior refuse when told to go to the end of the line.

Chris McDonough asked whether Mr. Walsh sees a trend about increasing defiant behavior. Mr. Walsh indicated that some students require more support. “Right now the ‘send them out of the classroom and give a consequence’ doesn’t change the behavior so we look deeper into what we can do to help support that child.” He described other ways of helping, such as contracting with service professionals to observe and work with the students, and give feedback to staff as to what they can do to help.

Peter Sawyer remarked that mental health support in this state is “worse than inadequate. Between mental health and anxiety, a lot of kids struggle.”

Mr. Walsh noted that with consistent reporting among the staff in both buildings, future discipline reports should yield a better image of disciplinary situations. He related that a recent early release day he met with parents and case managers “about a lot of things we have implemented this year about discipline.” Attendees found the information beneficial.

Gretchen Gandini inquired about trauma training, helping to recognize early childhood trauma for what it is rather than simply a behavior issue. Mr. Beitler replied that several staff and teachers have received such training, but “we haven’t done that district-wide.”

At the close of the elementary school discussion Mr. McDonough observed that enrollment figures suggest that staffing decisions could be challenging next year. As a representative to the budget committee he requested that the board be kept fully apprised of class size assignments at each grade level. “I don’t want to be put in the situation of defending something done outside our purview.”

Gilford Middle School

Peter Sawyer submitted his report as written, highlighting the following:

- Letters from overseas service personnel responding to Grade 8 letters and care packages are on display on the walls in the Grade 8 wing.
- Spelling bee and national geography bee winners were recognized
- *Bye Bye Birdie* was another successful stage production, with over 100 students between the two casts.

Gilford High School

Anthony Sperazzo reviewed his written report. He brought forward two items for board approval:

- A grant in the amount of \$3,000 from Meredith Village Savings Bank to be used by the Robotics team for busing and purchase of various tools.
- Application by Tech Ed teacher Mr. Caron to the Westinghouse Charitable Giving Program for \$69,300 for purchase of a LaserPro, a vertical mill, a plotter, a wind tunnel, and plasma cutter table with software.

Karen Thurston moved that the board accept the \$3,000 grant from Meredith Village Savings Bank for the robotics team. Gretchen Gandini seconded the motion, which passed unanimously.

**GILFORD SCHOOL BOARD MEETING
MONDAY FEBRUARY 5, 2018
GILFORD ELEMENTARY SCHOOL TOCCI LIBRARY
PAGE 6**

REPORTS

Ms. Thurston moved that the board grant Mr. Caron permission to apply for the Westinghouse Charitable Giving Program grant. Gretchen Gandini seconded the motion, which passed unanimously.

Chris McDonough asked about the switch from Delayed Entry Wednesdays to early release days. He noted that the district made the change in order to accommodate families with students in all three schools. "I didn't know if we made the right decision." Mr. Sperazzo replied that the move results in the curriculum coordinator having to spread his afternoon meeting time among three schools instead of two, and that the reduction from 18 DEW days to 12 early release days has reduced overall meeting time. He has heard no comment from parents.

Mr. McDonough asked whether any disciplinary problems arose from students who remained on campus after early release, awaiting sports practice sessions. Mr. Sperazzo indicated that no disciplinary issues have arisen, however the school does now need to ensure that there is staff oversight so that students would not "get into mischief. We have to find things for them to do. It's a struggle we didn't foresee."

Sue Allen added that the change was also a part of contract negotiations.

Curriculum Report

Curriculum Director Steve Tucker first gave an overview of the after-school World Language program in Grades 1 through 7. The rationale behind offering the program includes: (1) students acquire language more quickly and easily when they are younger; (2) research indicates that learning a second language is helpful in learning the target language; (3) there is a value in learning another language as the global society evolves.

The program is fully funded by the PTA. There are two teachers from within the district who filled the teacher positions, although more than two expressed interest in the positions. In addition, there are parent volunteers and high school volunteers in each section. Two sessions run for 10 weeks each: the first was Spanish and the second, beginning on March 26, is French. There are a total of 170 student slots which are completely filled, most of which do not overlap. The program will continue for another year with PTA funding, after which the district will present a forum to seek public input before approaching the taxpayers at deliberative session to seek public funding.

Chris McDonough voiced his surprise at the high level of interest for this after-school program. Frank Weeks noted that domestic schools "are so far behind in language education." Mr. Tucker concurred, pointing out that it is common for the district's exchange students to speak two or three languages.

Mr. Tucker next discussed curriculum work. Last June the K-12 vertical teams collaborated to establish goals and arrived at a description of programs and their components to describe "what is being taught." Next they examined relevant competencies and transfer goals. "We also want to think about what we want students to understand" and giving students ways to explain what they know and understand through competency-based assessments. Mr. Tucker remarked that the "teachers have done a good job of mapping out and establishing the broad goals. Now we're working on having the time to sit down with the teachers to align and coordinate that work." He described a four-page document with hyperlinks to the content in every area. "We're making good progress."

Mr. McDonough asked what roadblocks remain. Mr. Tucker replied that "we're trying to carve out the time to make that happen."

Business Administrator Report

**GILFORD SCHOOL BOARD MEETING
MONDAY FEBRUARY 5, 2018
GILFORD ELEMENTARY SCHOOL TOCCI LIBRARY
PAGE 7**

REPORTS

Scott Isabelle submitted his report as written. He pointed out that there were adjustments made in special education accounts regarding some purchase orders that will yield a balance of \$300,000.

Gretchen Gandini broached the concept of the “Superfund” and possible conflicts with other fund-raising. Discussion ensued, which Ms. Gandini closed with the observation that the question is not one the board needs to resolve, “but we do need to get all the players in one room” to find a solution that works for all.

Chair Report

Rae Mello-Andrews reminded that the deliberative session occurs on Tuesday February 6, 2018 at 7:00 p.m. The board will meet at 6:00 p.m. in the administrative conference room at the high school, and again directly after the deliberative session.

**POLICY REVIEW AND
REVISION**

Kirk Beitler brought forward the following policies for first reading:

- ILDA—Non-Educational Questionnaires, Surveys, and Research. This is a current policy, which the policy committee recommends replacing with Policy ILD.
- ILD—Non-Educational Surveys and Questionnaires. Pursuant to Senate Bill 43 effective September 2017, this is a required policy. The verbiage originated from NHSBA and combines Policies ILD and ILDA.
- GBEA—Staff Ethics. NHSBA recommended this policy, which does not currently exist in the district’s policy manual.
- GBEBE—Employment of Relatives or Persons with Romantic Personal Relationships. NHSBA terms this an optional policy, which is not currently in the district’s policy manual.
- ECAF—Video and Audio Recording Devices on School Buses and Video Surveillance on School Property. The policy committee recommends dividing this policy into ECAF and EEAA below as recommended by NHSBA.
- ECAF—Video and Audio Surveillance on School Buses
- EEAA—Video and Audio Surveillance on School Property

Frank Weeks inquired whether state law determines that video surveillance must be announced. Mr. Beitler clarified that signage is required on the bus. In the building no signage is required unless the video is accompanied by audio. “We will be putting up signs.”

PUBLIC COMMENT

No public comment was offered.

**NON-PUBLIC SESSION
RSA 91-A:3 II**

At 8:08 p.m., Karen Thurston made the motion to enter non-public session pursuant to the provisions of RSA 91-A:3 II(c). Sue Allen seconded the motion, which passed by unanimous roll call vote.

ADJOURNMENT

Respectfully Submitted,

**Gretchen Gandini
School Board Secretary**