

To be approved by the Rye School Board at the September 20, 2017 meeting.

**RYE SCHOOL DISTRICT
RYE, NEW HAMPSHIRE**

The regular monthly meeting of the School Board of the Rye School District was held at Rye Junior High School on Wednesday, August 30, 2017 at 4:30 p.m.

PRESENT:

School Board Members: Kevin Brandon, Margaret Honda, Scott Marion,
Paula Tsetsilas (Absent: Jeanne Moynahan)

Administrators: Salvatore Petralia, Superintendent
Kelli Killen, Assistant Superintendent
Sarah Reinhardt, Special Education Director
James Katkin, Business Administrator
Amy Ransom, Assistant Business Administrator
Suzanne Lull, Principal, Rye Elementary
Marie Soucy, Principal, Rye Junior High

Staff: Jeanne Brown, Phoebe Bischoff, Kathie Kennedy,
Kathy Collyer

Residents/Visitors: Karen Allen, Peter Crawford, Joseph Cummins,
Julie Struble, Natasha Goyette,

CALL TO ORDER:

Dr. Marion called the meeting to order at 4:35 p.m. Dr. Marion then suspended the meeting to welcome new staff to the district. At 5:02 p.m., the regular meeting resumed.

SECRETARY'S REPORT

Approval of public and non-public minutes of July 19, 2017 and August 9, 2017:

Mr. Brandon made a motion, seconded by Ms. Tsetsilas, to approve the public minutes, as amended, of July 19, 2017, as amended. Vote: 4-0 (1 absent).

Mr. Brandon made a motion, seconded by Ms. Tsetilas, to approve the non-public minutes of July 19, 2017. Vote: 4-0 (1 absent).

Ms. Tsetilas made a motion, seconded by Mr. Brandon, to approve the public minutes of August 9, 2017. Vote: 3-0 (1 abstained, 1 absent).

Communications

Mr. Petralia received communication from a Rye staff member. This will be discussed further in non-public session.

SUPERINTENDENT REPORT

Mr. Petralia provided updates to the Board on new staff orientation. There are 18 new staff members in the district. Mentors met with first year teachers. Opening Day took place on Monday, August 28, 2017. Central office team members were located at the various schools in the SAU. Mr. Petralia thanked Mr. Katkin for his services in getting the video streaming up and running. Mr. Petralia and Ms. Ransom attended the Rye Budget Committee meeting in August.

ASSISTANT SUPERINTENDENT REPORT

Ms. Killen explained some education policy changes taking place. House Bill 166 became effective August 2017 which says that students will take a state assessment once in elementary, once in middle, and once in high school. This is in conflict with the federal law, ESSA, which requires testing in each year for each grade 3-8, and once in high school. The State DOE will be asking for a waiver from the federal requirements. Until the waiver is granted, the district must comply with testing all students in grade 3-8. The new state assessment has not yet been determined. All the School Boards in the SAU approved the learning management system, Schoology. The technology integrators will be working with Schoology and PowerSchool interface. Ms. Tsetsilas asked if there was a way to auto-populate forms that parents have to fill out. Ms. Killen stated that she would look into that option.

BUSINESS ADMINISTRATOR REPORT

Unassigned Fund Balance FY 2017

Mr. Katkin shared an updated financial report with the Board. Mr. Katkin clarified questions related to the Unassigned Fund Balance. Topics discussed included cost-per-pupil in the Rye School District, significantly lower than expected health care costs, the effects on tax rates, and restrictions on how unassigned funds can be used. Ms. Honda asked if there is anything that the Board can do better regarding budgeting. Mr. Katkin explained how leftover funds affect taxation. Mr. Katkin added that staying under 2% of the total budget is where the Board should try to be. Dr. Marion noted that without the health insurance “surplus,” we would have been close to that 2% target. Mr. Katkin added that changes to insurance and special education projections can impact the budget quickly.

Signing of DOE-25

Mr. Brandon made a motion, seconded by Ms. Honda, to approve the submission Form DOE 25 to the Department of Education. Vote: 4-0 (1 absent).

Mr. Brandon made a motion, seconded by Ms. Honda, to approve the submission of MS 25 to the Department of Revenue. Vote: 4-0 (1 absent).

Update on Code Violations

Mr. Katkin shared a report from the roofing consultant. The repairs to part of the RJH roof have been replaced and the district is in the process of paying for it. Mr. Katkin will provide an update on code violations for the Board for the September meeting.

Update on Water Testing

Mr. Katkin shared an updated water testing report from Seacoast Analytical. The Board will send the report to Representative Messmer to benefit from her expertise in interesting the analyses.

On a motion by Ms. Tsetsilas, seconded by Mr. Brandon, to accept the water testing reports from Seacoast Analytics. Vote: 4-0 (1 absent).

The video streaming has been installed and is working. The link is:

<http://townhallstreams.com/towns/sau50>

ASSISTANT BUSINESS ADMINISTRATOR REPORT

FY 2019 Budget Timeline

Ms. Ransom shared the draft budget timeline with the Board. She explained how the document is organized for budgeting purposes. Ms. Ransom can provide other customized options for budgetary information as the Board requests. Ms. Ransom will be meeting with Rye building principals on October 11th and 12th, and special education on October 13th. The Rye School Board scheduled their all-day budget session for November 16, 2017 at the Rye Public Library at 8:00 a.m.

RES and RJH PRINCIPAL REPORTS

The principals shared that RES and RJH participated in two days of professional development on project based learning with the consultant retained by the district. The feedback from RES was mostly positive. The principals have set the goal for students to participate in two project-based learning units per year. Teams that want to work with the consultant can volunteer for his support. Dr. Marion suggested that the principals consider budgeting for teacher work over Summer 2018.

Ms. Lull is piloting a new professional development plan for RES staff that includes options such as visiting another teacher's classroom and reflecting with that teacher about the instructional practices. Teachers will share what they learn at workshops that they attend.

Ms. Soucy stated that RJH has a new schedule for this year and classes start and end at the same time. The WIN (What I Need) block and Enrichment blocks are new this year. Students will have more choice to attend an Enrichment block that they are interested in.

SPECIAL EDUCATION DIRECTOR REPORT

Ms. Reinhardt stated that the Parent Advisory Newsletter has been sent out. The Parent Advisory will communicate on topics that affect all students, not just special education students. Ms. Reinhardt thanked Ms. Lull and the staff at RES for accommodating the pre-school students. Parents can choose from a morning session or afternoon session. Ms. Tsetsilas asked if it would be an option for students to attend both sessions. Ms.

Reinhardt stated that it is not an option available at this time. Ms. Reinhardt will have an update on ESOL at the next Board meeting.

UNFINISHED BUSINESS

District Strategic Planning; Update on Specific Goals

The principals designed a template that addresses the SAU 50 Vision for Learning and the School Board Goals as it relates to competency education. The Board looks forward to seeing the action steps that will address these areas. The Board does not want the principals to feel overwhelmed in trying to align all of these statements.

Mathematics Professional Development Report

Due to scheduling conflicts, Ms. Hanna is unable to attend Wednesday evening board meetings, but all board members were invited to attend a presentation on this topic by Ms. Hanna and the other educators who attended the professional learning workshop on December 5th at 3:00 p.m. at RES.

Rye Recreation After School and Space Update

Ms. Lull updated the Board on how Rye Recreation has used/will use the spaces in Rye Elementary. The room changes that occurred had little impact on the space that they already use, but they now have to share a space with a teacher and move tables in. A meeting was requested by the Town Administrators with Mr. Petralia and Ms. Lull. Mr. Petralia stated at the meeting that his responsibility from 8 a.m. – 3 p.m. is the Rye students attending RES. It is impossible to dedicate space solely for Rye Recreation. Space has been an ongoing problem with the program. There are regular meetings between Rye Elementary and Rye Recreation.

Secondary School Advisory Planning

This meeting will take place September 26, 2017 at 5:00 p.m. Ms. Tsetsilas is the liaison from Rye. The Board can send any agenda items to Mr. Petralia. Ms. Tsetsilas asked if student study habits have been discussed at these advisory meetings. The Board responded that those topics are discussed and the more specific the questions, the better.

PUBLIC COMMENT

Joseph Cummins (Washington Road) – Mr. Cummins thanked Dr. Marion for the donation from his company to Wentworth Douglas Hospital (he noticed a plaque when he visiting the hospital). Mr. Cummins thanked Ms. Lull for the efforts related to the after school program. Mr. Cummins suggested clarification regarding the waiting list for the Rye Recreation program. He hopes the parents on the waiting list can be accommodated. He stated the waiting list has been developed because of the uncertainty of the space. Mr. Cummins asked if parent input was collected on project based learning. Dr. Marion responded that parent opinion will be solicited about the efficacy of project based learning. Mr. Cummins has concerns that 20% of the population still favors skill mastery and practice and suggested an experiment on the efficacy of project based learning. Dr. Marion responded that experiments with social sciences are usually impractical and may be unethical as well because of withholding an effective program, for example, from students who may benefit.

The Board took a recess from 7:16 p.m. until 7:26 p.m.

STANDING COMMITTEES

Advisory Committees

School Use Feasibility Committee

Ms. Tsetsilas shared that one of the goals is to discuss enrollment trends. The Committee found that enrollment has been variable. Decline in enrollment in the past has rebounded to some of the highest numbers. Topics discussed included New Castle enrollment, students moving in and out of the area, and students choosing to attend private school. The goal of the next meeting is to start discussing alternatives for building use. Ms. Tsetsilas will be suggesting a framework based on research of enrollment trends. The committee will be completing school visits and look at as many options as possible.

Reporting Committees

Policies

Ms. Tsetsilas made motion, seconded by Mr. Brandon, to adopt Policy IKB – Homework, as amended. Vote: 4-0 (1 absent).

Rye Education Foundation

No update.

Portsmouth High School

No update.

Parent Teacher Association

The new PTA team is transitioning. After-school enrichment has begun. PTO Magazine awarded Rye PTA with Honorable Mention. Board members congratulated the PTA on being recognized for their great work. The PTA will be creating a calendar with the important dates of the school and include advertisements from sponsors.

Rye Recreation

See Unfinished Business.

Budget

Mr. Brandon stated that the focus is on setting the calendar dates to be in line with budget timelines.

SAU Technology Committee

No update.

Special Issues

Ms. Tsetsilas suggested that enrollment trends be observed from beginning, middle and end of the year. The principals currently report the enrollment numbers in each report but can include a table of monthly data to observe trends. Special Issues are reserved for school issues.

NEW BUSINESS

Mathematics Curriculum Adoption

The curriculum documents are expectations for what students will learn at each grade level. Dr. Marion stated that more curriculum work is taking place behind the scenes.

On a motion by Mr. Brandon, seconded by Ms. Tsetsilas, to adopt the SAU 50 Mathematics Curriculum (Pre-School through Grade 8). Vote: 4-0 (1 absent).

Video Streaming Proposal

Video streaming has been installed.

FINANCIAL REPORT

Ms. Tsetsilas made a motion, seconded by Mr. Brandon, to approve the manifest voucher of July 14, 2017 to July 20, 2017 in the amount of \$583,101.80. Vote: 4-0 (1 absent).

Mr. Brandon made a motion, seconded by Ms. Tsetsilas, to approve the manifest voucher of July 21, 2017 to August 11, 2017 in the amount of \$232,771.30. Vote: 4-0 (1 absent).

Dr. Marion made a motion, seconded by Mr. Brandon, to approve the manifest voucher of August 12, 2017 to August 25, 2017 in the amount of \$212,169.70. Vote: 4-0 (1 absent).

**Rye School
Board
Meeting:
8/30/2017**

Action Items

Project/Status	When	Who	Action Item
Science Curriculum Open	Ongoing	Marie/Kellie	More complete mapping of 3 dimensions of science
Building Maintenance Plans Open	September	Jim Katkin	Create a prioritized summary of facility and building maintenance plan with associated expense related to plumbing, electric, boiler to build long term infrastructure. Plan should include some history with regard to scope of work that

			has been completed in history and build in accountability for vendors.
Electrical Engineering Scope of Work Open	September	Kevin/Jim K	6 code updates complete. Jim to oversee remaining upgrades.
PFCs Water Testing Open	September	Scott	Scott to provide results for Mindi Messmer's review Place water results on website
Late Fall RJH Open House Open	Fall	Margaret/Marie	Plan late fall RJH open house for incoming RES 5 th graders & New Castle 6 th graders
Math PD Conference Report Open	December	Suzanne and teachers	Suzanne and/or teacher team to report on PD from 3 attending teachers: information learned, how to disseminate and how to implement learnings
Student Surveys Open	Fall	Scott/Marie/Suzanne	Develop survey and "test" among sample students in fall; refine for spring implementation
ESOL, 504, Spec Ed	Fall	Sarah	Sarah will prepare a presentation to the board on updates on these 3 segments Update on ESOL student progress and advise Board if additional teacher support is needed
Secondary Advisory	August	Sal/Board	Identify agenda items/points of discussion for Sept 26 meeting
RJH Science Mapping	December	Kelli	Mapping of all aspects of next gen science standards
District Strategic Planning	September	Marie/Suzanne	Complete Action Plans within the district plans
Learning Management System	January & June	Sal/Kelli	Present interface of Schoology among early adopters with teacher feedback on measurable indicators
Budget Timeline	September	Amy	Post timeline once approved on schools' website

Annual Student Health & Contact Forms	Fall	Kelli	Kelli to investigate if any of our current management systems allow for parents to update these forms online every fall
Special Issues	Fall	Board/ Suzanne&Marie	Board to identify Special Issues, if any
Enrollment Numbers	Ongoing	Suzanne & Marie	Principals to provide enrollment updates, showing any student additions or departures per grade
Parent University	Fall	Sarah/Paula/ Margaret	Discuss topics for parent education and work with PTAs for implementation
Handbook Review	September	Marie	Marie to provide updated handbook. Board to review and approve.

NON-PUBLIC SESSION

On a motion made by Ms. Honda, seconded by Mr. Brandon, the Board entered non-public session at 7:57 p.m., in accordance with RSA 91-A:3, II (c). Vote: 4-0 (1 absent).

RETURN TO PUBLIC

On a motion made by Mr. Brandon, seconded by Ms. Honda, the Board re-entered public session at 8:38 p.m., in accordance with RSA 91-A:3, II (c). Vote: 4-0 (1 absent).

On a motion by Ms. Honda, seconded by Ms. Tsetsilas, to approve the request of a Rye Elementary Teacher and waive the requirement under Article 10-2.0 of the Collective Bargaining Agreement upon the recommendation of the Superintendent. Vote: 4-0 (1 absent).

On a motion by Mr. Brandon, seconded by Ms. Tsetsilas, to approve an additional elementary paraprofessional due to an unanticipated student need at Rye Elementary School. Vote: 4-0 (1 absent).

On a motion by Ms. Tsetsilas, seconded by Ms. Honda, to approve payment of the retirement stipend to M.C. in accordance with the signed Memorandum of Understanding dated July 31, 2017. Vote: 4-0 (1 absent)

ADJOURNMENT

On a motion by Ms. Tsetsilas, seconded by Ms. Honda, the Board adjourned their meeting at 8:40 PM. Vote: 4-0 (1 absent).

Secretary

