

To be approved by the Rye School Board at the December 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, November 15, 2017 at 5:00 p.m.

PRESENT:

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

Administrators: Salvatore Petralia, Superintendent
Kelli Killen, Assistant Superintendent
James Katkin, Business Administrator
Amy R. Ransom, Assistant Business

Administrator Lorraine Curtis, Database Administrator
Suzanne Lull, Principal, Rye Elementary
Marie Soucy, Principal, Rye Junior High

Staff: Jeanne Brown, Kathy Collyer

Residents/Visitors: Matt Curtin, Sarah Curtin, Tasha Benson, Carrie
Labovitz

CALL TO ORDER

Dr. Marion called the meeting to order at 5:03 p.m.

At 5:04 p.m., Ms. Honda moved to enter into non-public session under RSA 91-A:3, II (c). Mr. Brandon seconded the motion. All approved.

At 5:40 p.m., Mr. Brandon made a motion to move out of non-public session. Ms. Honda seconded the motion. All approved.

At 6:30 p.m., Ms. Tsetsilas made a motion to resume the regular board meeting. Mr. Brandon seconded the motion. All approved.

SECRETARY'S REPORT

Approval of public minutes of October 18, 2017 and October 25, 2017:

On a motion by Mr. Brandon, seconded by Ms. Tsetsilas, the Board approved the public minutes of October 18, 2017. Vote: 4-0 (1 absent).

The Board deferred the approval of the October 25, 2017 School Use Feasibility Minutes to the December meeting.

Communications

Dr. Marion shared that Senate Bill 193 passed out of the House Education Committee and has potential impact on school funding. It is unknown how it will impact Rye. Dr. Marion also provided information about the Manifest Educational Hardship Act, which allows for more educational choice, but with less input by local school boards.

Mr. Petralia received communication from NEA-NH requesting release time for Sharon Sparks on December 8, 2017 and March 16, 2018. NEA-NH will reimburse the district for the cost for a substitute.

On a motion by Ms. Tsetsilas, seconded by Ms. Honda, the Board approved the leave request of Ms. Sparks to attend the NEA leadership days as submitted. Vote: 4-0 (1 absent).

A letter was shared with Ms. Moynahan (Chair of the Joint SAU 50 School Board) thanking SAU 50, Rye Elementary School and Principal Lull for their successful participation in the functional exercise of an off-site evacuation and reunification. Mr. Petralia shared the letter with the Board.

SUPERINTENDENT REPORT

Mr. Petralia shared that contract negotiations with RESPA are ongoing. Mr. Petralia is continuing his school visitations. Mr. Petralia continues monthly meetings with both principals. Mr. Petralia stated he will provide the Board with updates on the FY2018 budget and School Use Feasibility Committee. At the October 27, 2017 NHSAA Statewide Meeting, Commissioner Edelbut provided information regarding the Public Infrastructure Fund (RSA 198:15-y) and Mr. Petralia shared the Board may want to consider this fund as the district continues to review the condition of the school buildings.

ASSISTANT SUPERINTENDENT REPORT

Ms. Killen shared that Professional Learning Communities are continuing to meet and competencies are being reviewed and clarified. Performance indicators are being written and teachers are sharing performance tasks that they are completing in their classrooms.

The Learning Management System Schoology has been set up and certain groups have been set up. Teachers are beginning to explore Schoology and use the self-help resources.

A discussion ensued about professional development. Teachers receive feedback from walk-throughs and observations. Dr. Marion asked if principals have the opportunity to provide input on the Evaluation and Supervision forms, to which Ms. Killen responded that they do. Ms. Tsetsilas asked what model is used for observations and Ms. Killen responded that it is based on the Danielson model.

BUSINESS ADMINISTRATOR REPORT

Building Maintenance Plan

Mr. Katkin shared costs from Artisan Electrical regarding updates needed at Rye Junior High. Mr. Brandon clarified that this was still within the amount previously authorized by the Board. Mr. Katkin shared an Index of Archived Files. This document outlines what has been digitized. The online version of this document links to a variety of additional documents that relates to the category. The Board discussed limitations to the archiving process and how often the information is accessed versus the time spent to archive it. Going forward, the goal is to take information and records and organize them in a way that future Boards will understand and document the history of certain projects, especially maintenance so that budgets can be adjusted accordingly. Ms. Tsetsilas reminded Mr. Katkin that one of the water lines had a copper reading that barely exceeded the recommended threshold. He stated that the fountain may need to be replaced and the Board agreed that he should do so if needed.

ASSISTANT BUSINESS ADMINISTRATOR REPORT

Ms. Ransom shared that the district has received the bill from Portsmouth High School, totaling approximately \$1,574,250.32. Ms. Ransom stated that they will be auditing that information and she will provide the Board with that in the next statement. Ms. Ransom also stated that she will be processing the building maintenance funds that Mr. Katkin described in his report tonight.

RYE JUNIOR HIGH SCHOOL PRINCIPAL REPORT

Ms. Soucy shared that the school play will take place this weekend, Thursday, Friday and Saturday (November 16-18th). RJH held a Haunted Walk in place of Harvestfest and raised over \$1,000 for the Rowing Regatta. Open House took place for potential 6th and 7th grade students. The Open House included video showing a day in the life of an RJH student, a parent panel for question and answers, and a magazine. The Open House was success. Dr. Marion asked about enrichment and how it is going. Ms. Soucy shared topics that have been covered in enrichment including a variety related to technology, and preparing for the regatta. In Mrs. Rafferty's enrichment, some students took on leadership roles to teach part of the enrichment. In the next session, Erin Fleming and Jenn Miller will be spearheading the coffee table book, 8th grade teachers will be covering public relations and relating that to getting information out about the rowing regatta. Dr. Marion shared that his daughter, a student at Philips Exeter Academy, was the only student in her physics class that knew how to use a variety of the saws and laser cutters. The Board discussed a variety of options to continue to promote Rye Junior High. The Board thanked Ms. Soucy and the faculty of RJH for their efforts and the Board was especially impressed by the flyer that was produced. The teachers are finishing up parent conferences. Ms. Tsetsilas shared that on a personal note, it was great to meet with the entire team of teachers. Ms. Soucy shared that the 8th grade team would like to take an 8th grade trip. She will keep the Board posted.

RYE ELEMENTARY SCHOOL PRINCIPAL REPORT

Ms. Lull shared that Katie Greer presented for both RES and RJH students as well as a parent night. Ms. Lull thanked the PTA for funding that completely. RES held their Veteran's Day Assembly on November 9th.

Ms. Lull shared classroom work examples to show depth, rigor and engagement occurring at RES. These examples included Eileen Murphy's grade 2 class in which the students worked on character, setting and plot structures by using multiple versions of *Little Red Riding Hood*, the Kindergarten classes have started working on math journals and developing problem solving skills, and Caitlin Piper's grade 4 World Language class has been focusing on concrete poetry and illustration.

Ms. Lull shared that the Off Campus Evacuation was very successful. The Board will send a formal thank you to Chief Kevin Walsh for his dedication in helping them to prepare and carry out the Off Campus Evacuation.

PUBLIC COMMENT

Tasha Benson (Rye PTA) shared that PTA is funding the RJH Rowing Regatta, the Katie Greer Internet Safety Presentations, the RJH School Play, and for both RES and RJH students to see the movie *Wonder* before Thanksgiving break.

Carrie Labovitz (Rye PTA) shared that the lunch program payment was a concern brought up at PTA meetings. Parents also want to know more about curriculum and what is being implemented in the classrooms, especially related to diversity. PTA researched some potential assemblies or speakers that can address that issue. REF and PTA received a request for some playground equipment. They tabled that request in the hopes that their may be some money left in the budget to address this.

The Board took a short recess from 8:17-8:24 p.m.

STANDING COMMITTEES

Advisory Committees

School Use Feasibility Committee

Ms. Tssetsilas shared that the committee had a public meeting on October 25th. There was a mix of elementary and junior high students, as well as some prospective parents. The School Use Feasibility Committee held their final meeting on November 9th. Ms. Tssetsilas thanked the committee members including:

- Peggy Balboni – Serving as Co-Chair, Budget Committee Member and former School Board Member
- Katherine Errecart – Parent representative for Rye Elementary School
- Paul Goldman – Serving as resident at large, former ZBA member, Budget Committee Member, and Town Hall Committee Member
- Gregg Mikolaities – Rye Recreation Commission Chair
- Doran Morford – Serving as resident at large, over 20 years experience in education as a guidance counselor
- Jeanne Moynahan - Rye School Board Member
- Craig Musselman – Selectmen's Representative to the committee

- Andrea Papoutsy – Teacher representative, Rye Elementary School music teacher
- Salvatore Petralia – SAU 50 Superintendent
- Marc Sedam – Parent representative for Rye Junior High

Ex-Officio Members:

- Jim Katkin – SAU 50 Business Administrator
- Suzanne Lull – Rye Elementary School Principal
- Marie Soucy – Rye Junior High School Principal
- Michael Magnant – Town of Rye Administrator

Ms. Tsetsilas shared that the most favored options to pursue further include:

- K-4th at RES, 5th to 8th at RJH.
- Possible collaboration with Greenland
- Maintaining current configurations with marketing and retention plans
- Tuitioning students into Rye

The Committee will submit the final report to the town for December 1st.

Reporting Committees

Rye Education Foundation

Many grants were submitted for the fall cycle. REF met on November 13th.

Portsmouth High School

Secondary Advisory Council will meet on December 5th at 5pm at PHS. Dr. Marion raised concerns about the PHS suspension policy related to a recent incident regarding underage drinking.

Parent Teacher Association

See Public Comment.

Rye Recreation

Rye Recreation provided a newsletter.

Budget

The Budget Committee is meeting on Thursday, November 16th. Mr. Brandon shared that he will attend that meeting in lieu of the Town Budget work session. The Board is proposing having the School Deliberative Session on Tuesday, February 6th with a snow date of February 7th.

SAU Technology Committee

No further update.

Special Issues

Dr. Marion stated that the public relations/marketing work taking place at RJH is fantastic and the Board will support further efforts for public relations.

NEW BUSINESS

Online Lunch Billing System

Ms. Curtis shared a variety of proposals and quotes received from food service management vendors. Ms. Curtis shared pros and cons of the programs, including one that syncs with PowerSchool. The Board discussed the processing fee, and how it promotes convenience for parents that don't want to send in a check. The Board discussed revenue issues related to food service. It would save time, but not necessarily money. After the first year, the program will cost less but will be a total cost to Rye.

Carrie Labovitz (Rye PTA) shared a concern that was brought up about parents being able to monitor the money being spent and the food being eaten by their children. The Board discussed concerns related to security of payment. Dr. Marion requested that more information be provided including: feedback from other districts using the program and what their experience has been and the cost, especially if Greenland is going to use it as well. This will be discussed further at the December Board meeting.

FINANCIAL REPORT

Ms. Tsetsilas made a motion, seconded by Mr. Brandon, to approve the manifest voucher of October 14, 2017 to October 20, 2017 in the amount of \$278,731.29. Vote: 4-0 (1 absent).

Mr. Brandon made a motion, seconded by Ms. Tsetsilas, to approve the manifest voucher of October 21, 2017 to October 27, 2017 in the amount of \$46,924.82. Vote: 4-0 (1 absent).

Mr. Brandon made a motion, seconded by Ms. Tsetsilas, to approve the manifest voucher of October 28, 2017 to November 9, 2017 in the amount of \$718,881.85. Vote: 4-0 (1 absent).

SUMMARY OF ACTION ITEMS/DESIGNATED FOLLOW UP

**Rye School
Board
Meeting:
11/15/2017
Action Items**

Project/Status	When	Who	Action Item
----------------	------	-----	-------------

<i>Science Curriculum</i>	Ongoing	Marie/Kelli	More complete mapping of 3 dimensions of science
<i>Building Maintenance Plans</i>	Ongoing	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.
<i>PFCs/ Water Testing</i>	December January	Jim Jim	Remediation of copper in upstairs and downstairs water fountains at RJH Test again for PFC's in January
<i>Math PD Conference Report</i>	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
<i>Student Surveys</i>	December	Scott/Marie/ Suzanne	Develop survey and "test" among sample students in fall; refine for spring implementation
<i>Learning Management System</i>	January & June	Sal/Kelli	Present interface of Schoology among early adopters with teacher feedback on measurable indicators
<i>Annual Student Health & Contact Forms</i>	Winter	Lorraine	Investigate if any of our current management systems allow for parents to update these forms online every fall
<i>Enrollment Numbers</i>	Ongoing	Suzanne & Marie	Principals to provide enrollment updates, showing any student additions or departures per grade
<i>Parent University</i>	Winter	Sarah/Paula/ Margaret	Discuss topics for parent education and work with PTAs for implementation
<i>School Board/Teacher meeting</i>	December	Suzanne & Marie	Administrators to advise if teachers would like to meet with Board.

Thank you to Kevin Walsh	December	Sal	Write thank you note for successful evacuation drill
Lunch Program	December	Paula/Lorraine	<p>Get feedback from other school districts using PaySchools, preferably Powerschool districts;</p> <p>Determine if there is shared interest with Greenland, which would lower cost</p> <p>Provide information for PaySchools security protocols</p> <p>Demonstrate how system increases productivity of school personnel</p>

ADJOURNMENT

On a motion made by Mr. Brandon, and seconded by Ms. Tsetsilas, the Board adjourned their meeting at 8:47 PM. Vote: 4-0 (1 absent).

Secretary