

SAU #44 Nottingham
Nottingham School Board
Public Session Minutes
September 6, 2017 / 6:30 pm

1 Nottingham School Board Members: Chair Ms. Jackie Snow, Vice Chair Dr. Roslyn K. Chavda, Ms. Susan
2 Levenson, Ms. Christine Dabrieo, Ms. Kathryn Brosnan

3 Others: SAU#44 Superintendent Dr. Robert Gadomski, Principal Christopher Sousa, Vice Principal
4 Hoellrich, Curriculum Director Jude Chauvette, Secretary Dawn Calley-Murdough

5 Visitors: [David Daigle](#), [Lauren Best](#), [Kayleigh Swierk*](#)

6 1. Meeting Call to Order: Chair Snow opened the September 6, 2017 meeting at 6:30 pm.

7 2. Chair Snow led those in attendance in the Pledge of Allegiance.

8 3. Review of Bills and Manifests: Board members reviewed and signed the manifest.

9 4. Rtl Presentation: Postponed to a future meeting.

10 5. Non-Public Session (if needed): N/A

11 6. Approval of Minutes:

12 **Motion: by Ms. Dabrieo to approve the August 16, 2017 minutes as amended. Second by Ms.**
13 **Brosnan**

14 **Vote: 3 in favor. 2 abstain.**

15 7. Public Comment:

16 8. Student Representatives: Ms. [Kayla-Kayleigh Swierk*](#) of Dover High School and Ms. Lauren Best of
17 Coe Brown provided an over of activities that have already taken place or are expected at their
18 respective high school since the opening of school.

19 Ms. Kayla stated freshman orientation took place Tuesday, August 29, the September 14 Open

20 House will allow registered parents the ability to “go back to school” and learn about course

21 requirements, and parking passes for Junior and Senior grade students were due September 9.

22 Sports have started with tryouts, practices, and scrimmages, and games have started for boys and
23 girls soccer, girls field hockey and volley ball, and boys football will be Friday, September 8.

24 Construction on the new school is on track, with the expected opening for the 2018/2019 school
25 year.

26 School clubs start dates have been set and will require a set number of volunteer work hours,
27 ranging from 8 to 25 hours, depending on the club and advisor.

28 The student handbook has been changed, and students are now permitted to wear hats in public
29 areas, such as the library, and hallways; hats in classrooms are at the discretion of each teacher.

30 However, hats are expected to be removed when the Pledge is being said or national anthem is sang
31 to show respect.

32 Ms. Best presented that Coe Brown orientation was held for freshman on August 18 with the
33 remaining students starting on August 21. Midterms will take place three days before winter break
34 and the last three days of school will be used for finals. The last day of school is scheduled to be
35 June 8, 2018.

36 The Coe Brown Open House will be held September 7 at 6 pm. A college fair for juniors and seniors
37 will be held during the last period of the school day on September 19, and can be attended upon
38 request by parents/guardians.

SAU #44 Nottingham
Nottingham School Board
Public Session Minutes
September 6, 2017 / 6:30 pm

39 Coe Brown is celebrating their 150 year anniversary in 2017 and Homecoming will honor Coe Brown
40 alumni, and special activities during Homecoming weekend starting on September 15. Activities
41 include fall sports competitions, pancake breakfast, soup and chili cook off, a car show, local music,
42 and a large kid zone.

43 9. Administrative Reports:

44 a. Business Administrator's Report: N/A

45 b. Assistant Superintendent/Student Services Report: N/A

46 c. Principal's Report: N/A

47 d. Curriculum Director's Report: Mr. Chauvette reported it has been a really great start to the
48 school year and the summer curriculum work completed by teachers is really paying off to
49 further integrate school topics together.

50 There are higher student counts for 4th and 5th grade and additional books and subscriptions
51 needed to be ordered for math, science and social studies and will be reflected on current
52 manifests. Due to scheduling issue, there are two 8th grade history classes taking place at the
53 same time, some students will use their Chromebooks to access the book material online, and
54 additional books will be ordered if necessary.

55 Positive meetings were held with both high schools to review current programs, changes, and
56 expectations for the upcoming school year. This discussion included educational topics and
57 extracurricular activities.

58 A grant was submitted for the zSpace Virtual Reality Lab to Westinghouse and hope to hear back
59 soon. If this grant isn't received additional resources may be available to help install a 10-
60 station lab.

61 Para-professional schedules continue to have small changes, and there is an expectation to
62 continue with small changes over the next couple of weeks.

63 Student data has been entered and updated for online sources, such as ConnectED,
64 ThinkCentral, my.hrw.com, NWEA and other organizations. This online update is the prep work
65 for education screening for students.

66 The school has 8 new certified staff members attend staff orientation and Mr. Chauvette stated
67 he will be the mentor coordinator, along with Nate Byrne the SAU Special Education teacher and
68 Cat Brown Curriculum Director from Northwood.

69 Mr. Chauvette stated unexpected work was needed to upgrade the new Chromebooks to the
70 most recent operating systems during testing, but alternative equipment resources were
71 available.

72 Ms. Dabrieo asked if there would be a survey to determine if the student use of online books
73 versus paper copy books is a positive change. Mr. Chauvette and Mr. Sousa reported that hasn't
74 been such a survey and any information received would be informational only. The current
75 format does not require a need to utilize only the book and it could be considered beneficial to
76 eliminate students having to carry around such large and heavy books. Students who need
77 books will be assigned a book, and there is a lot of additional services that come with the online

SAU #44 Nottingham
Nottingham School Board
Public Session Minutes
September 6, 2017 / 6:30 pm

78 services that may hold the interest of the students more than having to read a book. Mr.
79 Chauvette reported there are online books available for all grades.
80 Dr. Chavda asked about student participation in after school activities and needing to leave
81 equipment unattended on the bus, in a room or gym. Mr. Sousa reported it has been discussed,
82 and while a relative amount of care is needed by students, there is not often a serious need to
83 bring equipment home every night. In addition, students can leave their equipment secure at
84 the school and have the ability to utilize their home computers to review materials, or access
85 applicable log in information.
86 Chair Snow asked if the para-professionals missed information by not attending the staff
87 orientation. Mr. Chauvette stated orientation doesn't specifically apply to the para
88 professionals and Mr. Sousa stated discussion has taken place with the Para-Professional
89 Association about future implementation of a para mentoring program.

90 e. Superintendent's:

91 i. Personnel Report:

92 **Motion: by Dr. Chavda to accept the Resignation of Grace Castonguay, with regret. Second by**
93 **Ms. Dabrieo.**

94 **Vote: 5 – 0 in favor.**

95 **Motion: by Ms. Dabrieo to accept the nomination of Sue-Ellen Fischer as Special Education**
96 **Case Manager. Second by Ms. Brosnan.**

97 **Vote: 5 – 0 in favor.**

98 **Motion: by Ms. Brosnan to accept the nomination of John LaFlamme as Part-Time Custodian**
99 **and Lianne Dicicco as Part-Time Lunch Room Monitor. Second by Ms. Dabrieo.**

100 **Vote: 5 – 0 in favor.**

101 **Motion: by Ms. Dabrieo to accept the nominations of stipends as presented on the September**
102 **6, 2017 Personnel Report. Second by Dr. Chavda.**

103 **Vote: 5 – 0 in favor.**

104 **Motion: by Ms. Dabrieo to accept the nomination for mentoring stipends as presented on the**
105 **September 6, 2017 Personnel Report. Second by Dr. Chavda.**

106 **Vote: 5 – 0 in favor.**

107 Dr. Gadomski stated an additional stipend is being sought for Ms. Kane as more than expected
108 work was needed in setting up and distributing the new Chromebooks.

109 **Motion: by Ms. Dabrieo to accept stipend for an additional 11.5 hours for a total of \$128.48**
110 **Second by Ms. Brosnan.**

111 **Vote: 5 – 0 in favor.**

112 10. Policies: Rescind: Chair Snow asked that the rescinding of the presented policies wait until the
113 replacement policies are approved. Dr. Gadomski agreed to the postponement to rescind the
114 current policies: EGA – School District Internet Access for Students, and IJNDB – School District
115 Internet Access of Students.

SAU #44 Nottingham
Nottingham School Board
Public Session Minutes
September 6, 2017 / 6:30 pm

116 Second Reading:

117 JBAA – Sexual Harassment – Students: Ms. Dabrieo asked if there is additional documentation to
118 help support the policy for student review, and if so, can it please reference the extra material in the
119 policy, and if material is not available, should the language be removed. Dr. Gadomski stated he
120 would need to complete further research to determine if there is additional information in age
121 appropriate language. However, it might be difficult to have enough material available for each
122 grade group, it is up to the school administration and staff to make sure the information can be
123 understood by all children. Ms. Levenson stated it would need to be age appropriate for grades K
124 through 6.

125 General discussion took place about who the policy specifically targets, all grades K through 8 or
126 only grades 6 through 8.

127 The School Board requested to receive copies of the additional material, and to seek the opinion of
128 the School Board Association for further clarification of the requirement of Ed 303.01(j) and
129 determine if item 9 does need new material created for the lower grades. The board also requested
130 further information about what grades the policy actually applies to, middle and high school or
131 elementary students as well.

132 Policies: First Reading:

133 EEAEA – Mandatory Drug and Alcohol Testing – School Bus Drivers: Ms. Dabrieo stated she could not
134 find where in the current transportation contract mentions anything regarding the drug testing
135 policy. Chair Snow stated the current contract does mention drug testing in Section 4. Board
136 members discussed the frequency of drug testing and testing reports were made to the School
137 Board and members agreed to make sure the new drug testing policy is included during the new
138 transportation contract negotiations and there should be tighter testing requirements.

139 The board asked for further clarification of the frequency and the current procedures taken by the
140 school district for drug testing of bus drivers.

141 Dr. Gadomski reported it is good to keep items such as this on annual review as a reminder for
142 continued testing, as well as good to consider during contract renegotiations.

143 **Motion: by Ms. Levenson to move Policy EEAEA through first reading contingent upon further**
144 **clarification of 49 C.F.R. Part 40.1 through 40.13 and review of current procedure. Second by Ms.**
145 **Brosnan.**

146 **Vote: 5 – 0 in favor.**

147 Ms. Sousa asked to make sure the Transportation Sub-Committee invite school staff to discuss the
148 internal procedures taken at the school with the shortage of bus drivers; a school member was
149 invited to attend the Transportation Committee meetings. It was stated the Transportation binder
150 should be found and given to Ms. Brosnan for use at the sub-committee meetings.

151 GBEF – School District Internet Access for Staff: Dr. Chavda asked if personnel is allowed to complete
152 personal tasks on their own equipment using the school internet. Mr. Sousa advocated
153 reasonableness of the policy to complete some personal tasks, such as reviewing information
154 regarding their own children.

SAU #44 Nottingham
Nottingham School Board
Public Session Minutes
September 6, 2017 / 6:30 pm

155 **Motion: by Ms. Dabrieo to move Policy GBEF to second reading. Second by Ms. Brosnan.**

156 **Vote: 5 – 0 in favor.**

157 JICL – School District Internet Access for Students: Dr. Chavda asked how the policy is communicated
158 to students. Mr. Sousa reported the policy is reviewed with the students verbally and in detail.
159 Additional notification regarding the policy was also provided with the recent Chromebook
160 distribution, to both the student and parents. The school has a substantial internet block that
161 prevents a lot of material that shouldn't be accessed. In addition, all Chromebooks search history is
162 saved to the cloud and can be seen by the school administration at any time.

163 **Motion: by Ms. Dabrieo to move Policy JICL to second reading. Second by Ms. Brosnan.**

164 **Vote: 5 – 0 in favor.**

165 11. Old Business:

166 a. School Board Goals: General discussion took place about the grid format and recent changes
167 based on suggestions to help tracking the School Board Goals and associated tasks, making sure
168 progress is taking place to complete their goals. Dr. Gadomski asked to make sure all final
169 comments are submitted as soon as possible to make sure it is a more inclusive document and
170 in order for all additional comments and updates are included in the document as it moves
171 forward.

172 School Board members thanked Mr. Sousa and Mr. Chauvette for all their hard work.

173 b. School Board Facebook Page: Ms. Dabrieo reviewed the updated material that would be used as
174 guidelines and statements for operating the Facebook page.

175 Chair Snow stated establish guidelines should be part of the policy, however, the information
176 should be available for citizen access and understanding. It was recommended to provide the
177 links to existing policies and guidelines for parent review.

178 Dr. Gadomski would include new policy KD for second reading at the next meeting. Ms.

179 Levenson reported the policy should be changed to show that the Facebook page is the
180 responsibility of School Board members and not the SAU/Superintendent.

181 After discussion it was questioned if the Policy needed to have a more formal review and it was
182 stated the majority of the Policy came from existing policies used by other schools.

183 Dr. Chavda stated the established guidelines should also include information about removing
184 non-conforming content.

185 Chair Snow reported this is a trial run and a leap of faith on the part of the School Board, with
186 the expectation of civil use. Ms. Levenson stated she hopes this will become a place where
187 information can be distributed to parents and the school board to accept questions

188 **Motion: by Dr. Chavda to accept Policy KD as amended as first reading. Second by Ms.
189 Brosnan.**

190 **Vote: 5 – 0 in favor.**

191 The School Board decided on the message that would be used to describe the purpose of the
192 page and it would be reviewed for a second time at the second reading of Policy KD.

SAU #44 Nottingham
Nottingham School Board
Public Session Minutes
September 6, 2017 / 6:30 pm

- 193 After discussion it was determined that Ms. Dabrieo and Dr. Chavda would be the primary
194 administrators of the page.
- 195 c. Bus Contract/Bid Discussion: Dr. Gadomski reported the Transportation Committee should be
196 established and meeting dates set to start the preliminary review of the existing contract and
197 draft bid proposal in order to distribute the bid by early October. Chair Snow asked board
198 members to review the existing contract and draft bid for future contract changes and submit
199 their questions and comments to her prior to the next meeting.
- 200 d. Transportation Committee: Chair Snow asked if anyone expressed interest to being on the
201 Transportation Committee. Dr. Gadomski reported the SAU did not receive any responses. It
202 was determined the request would be reposted and submitted to other locations for posting
203 and hoped for responses.
- 204 12. New Business:
- 205 a. NHSAA Needs Study: Dr. Gadomski this is the draft report, as additional information is needed
206 regarding student enrollment. There is the expectation of receiving enrollment information by
207 the second board meeting in October.
- 208 Chair Snow asked if the delay would cause issues for the next phase. Dr. Gadomski reported the
209 board can continue discussion regarding the next phase, without the full report.
- 210 Ms. Levenson stated the board has made the decision to move forward with the full day
211 kindergarten proposal. Ms. Levenson reviewed current enrollements with 38 kindergarten and
212 41 first grade students, which would allow the school to have two of each class grade instead of
213 three. By reducing the number of kindergarten and first grade classrooms, the school will free
214 up space to hold full day kindergarten and possibly other education initiatives., and while the
215 full day kindergarten plan should be considered in regards to the space needs study, it is also a
216 separate issue. The school could find the necessary classroom space for full day kindergarten
217 plan. The space needs study addresses more than just space needs for full day kindergarten,
218 and the board can move forward with two concurrent discussions.
- 219 Mr. Sousa reported administration continues to also discuss the needs for full day kindergarten
220 as current student counts appear to be smaller; how will the number of classrooms impact class
221 sizes with the unknown future. Administration and teachers have space needs discussion
222 regarding class sizes and there is the expectation to have similar types of discussion if other
223 grades grow or shrink; the school staff discusses class sizes every year.
- 224 Dr. Chavda stated the school can estimate but will never have a known answer about future
225 class enrollment and class sizes; it is unknown.
- 226 Chair Snow asked that the School Board receive possible scenarios for the possible different
227 class sizes, from small to more than expected students and how it would impact the students.
- 228 Dr. Gadomski reported the board should move forward with their discussion regarding full day
229 kindergarten separate from the building needs; the school has additional space needs for special
230 education, special service, and classrooms on mobile carts.

SAU #44 Nottingham
Nottingham School Board
Public Session Minutes
September 6, 2017 / 6:30 pm

231 Dr. Chavda asked to include in the requested scenarios possible education deficits trends that
232 are being seen with incoming kindergarten classes that may need a greater need for additional
233 early intervention, to help improve the knowledge level of students as they move up in grades;
234 teachers have expressed concerns about not only teachers for full day kindergarten but support
235 staff as well. Mr. Sousa reported there is historical information that should provide the
236 requested information about education proficiency as students increase in grades.

237 After discussion it was determined the School Board would move forward with a plan to
238 propose full day Kindergarten separately from other space needs.

239 13. Monthly Enrollment Report: N/A

240 14. School Board Newsletter/Community Newsletter: It was stated the Community Newsletter would be
241 delivered soon and the School Board Newsletter should be distributed in mid to late October with a
242 draft presented by October 4th. Ms. Levenson reported additional information would be submitted
243 regarding the Smarter Balanced program with three years worth of data, a report from Police Chief
244 Foss, information about the new laptops, curriculum piece, and the teacher bio's.

245 It was stated Ms. Dabrieo and Dr. Chavda would split the duties to interview the new teachers for
246 the next newsletter as well.

247 15. Correspondence: General correspondence was reviewed.

248 16. Committee Report/Updates:

249 CIP: Information was received from the town about completing worksheets; worksheets were
250 requested from the school administration by the next School Board Meeting.

251 Wellness Committee: Dr. Chavda asked for solicitation for members; it was stated the committee is
252 a school committee not a public committee. Mr. Sousa stated he has asked for teacher participation
253 and there should be at least one parent participant. Interested parties should reach out to Mr.
254 Sousa and a request would be sent out in the Student/Parent newsletter. Dr. Gadomski would also
255 put out an advertisement seeking a parent to be involved.

256 Transportation Committee: Advertisement for members would be submitted.

257 Budget Committee: The next meeting is September 14, 2016.

258 17. Other:

259 School Board Packets: Dr. Gadomski stated materials can be provided as part of the regularly
260 received packets when the materials are received the Wednesday prior to the meeting date.

261 Teacher Meeting: Dr. Chavda reported she met with Teacher Union Leaders and they have
262 requested further discussion regarding air systems, dehumidification, a bus driver appreciation
263 proposal, and consideration of special education and support services budget needs involved with
264 full day kindergarten. Dr. Chavda stated she had a better understanding of teacher concerns
265 regarding the proposed climate survey, as they expressed concern with survey's presented in the
266 past. Sample surveys would be provided to teacher to provide examples of how regular climate
267 survey's work and are used.

268 Dr. Chavda asked to include the Climate Survey on the next board agenda.

269 | ~~The next meeting date was set for *.~~

SAU #44 Nottingham
Nottingham School Board
Public Session Minutes
September 6, 2017 / 6:30 pm

270 School Packets: Chair Snow asked about if clarification was provided regarding the Coe Brown
271 registration packet which was distributed to 8th grade students. The packet indicating all students
272 are welcome to apply, but Nottingham students are automatically accepted as part of the contract.
273 It was stated the issue was addressed.

274 Bus Identification: Chair Snow asked for better bus identification with high school buses to prevent
275 students missing the correct bus. Dr. Gadomski reported he would address the issue.

276 Dress Code: Ms. Dabrieo asked about the number of discipline actions seen regarding the school
277 dress code policy and if the Nottingham School Board should reconsider their dress code policy. Mr.
278 Sousa stated dress code is a touchy subject and the school is very careful about how issues are
279 addressed; he isn't sure about what the word "relaxed" means and the school does not often pull
280 students out of class for dress related issues.

281 Mr. Sousa was asked to gather data regarding dress code discipline related issues for an October
282 meeting; the prior year data would also be reviewed.

283 | 18. Public Comment: Mr. [Daigle*](#) thanked the School Board for their hard work.

284 19. Non-Public Session:

285 **8:56 PM Motion: by Dr. Chavda to enter into Non-Public Session RSA 91-A:3 II (c). Second by Ms.**
286 **Brosnan.**

287 **Roll call to enter Non-Public Session:**

288 **Ms. Jackie Snow, Chair – Yes, Dr. Roslyn K. Chavda – Yes, Ms. Susan Levenson – Yes, Ms. Christine**
289 **Dabrieo – Yes, Ms. Kathryn Brosnan – Yes**

290 **The board returned to public session at 9:25 pm.**

291 **No votes were taken and the board discussed a staff request.**

292 Upcoming Meeting Dates:

293 September 20, 2017 at 6:30 pm Regular School Board Meeting

294 September 25, 2017 at 6:15 pm Joint Board Meeting: SAU Office

295 October 4, 2017 at 6:30 pm Regular Board Meeting

296 20. Adjournment:

297 **9:26 PM Motion: by Dr. Chavda to adjourn. Second by Ms. Dabrieo.**

298 **Vote: 5 – 0 in favor.**

299 Respectfully Submitted

300 Dawn Calley-Murdough