SALEM SCHOOL BOARD
SCHOOL ADMINISTRATIVE UNIT #57
SALEM, NEW HAMPSHIRE

Regular Meeting

November 22, 2016
7:00 p.m.
SHS TV Studio

MINUTES

Present:
Mrs. Pamela Berry, Chairman
Mr. Bernard Campbell, Vice Chairman
Mr. Peter Morgan, Secretary
Mr. Michael Carney, Jr., Member
Mrs. Patricia Corbett, Member

Also Present:
Dr. Michael Delahanty, Ed. D., Superintendent
Mrs. Maura Palmer, Assistant Superintendent
Mrs. Deborah Payne, Assistant Superintendent for Business Operations
Mrs. Diana Darnstaedt, Director of Finance

Mrs. Berry called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.

ADOPTION OF THE MINUTES

Approval of the minutes from the November 10, 2016 Budget Review
Mr. Campbell requested the following addition on page 2, "It was noted that the board will need to make its final decision next Tuesday because the budget is due to budget committee on November 18."

Motion by Mr. Morgan, seconded by Mr. Campbell
Motion carried 5-0

Vendor and payroll manifests were passed for signature.

CONSENT AGENDA

Leave of absence
Tiffany Mahany, maternity leave from May 9, 2017 through the end of the school year.

Co-Curricular Nominations
See attached list
Motion by Mrs. Corbett, seconded by Mr. Campbell to adopt the consent agenda.
Motion carried 5-0
RECOGNITION OF STUDENT/STAFF ACCOMPLISHMENT
At this time Mrs. Berry took a moment to read the accomplishments of two high school seniors, Jared Sergi and Billy Chester. They were both the top scoring students representing Salem High School in the New Hampshire Automotive Dealers Association hands-on, practical competition and were first place finishers. As winners, they also received multiple scholarships. The two students came forward to receive a token of appreciation from the board.

Mrs. Berry also took a moment to acknowledged Mr. McCarthy and Mr. Liebke for their outstanding instruction and support of their students. Mrs. Berry noted that the New Hampshire Automobile Dealers Association is going to be providing all-expense paid travel costs for the students to attend the next competition at the National Automotive Technology Competition in April of 2017 in New York City.

Dr. Delahanty congratulated the students and acknowledged that Mr. Dodge, CTE Director is present at the meeting.

OTHER BUSINESS ITEMS

Request for Memorial
Dr. Delahanty introduced Janice Wilkins, Principal of North Salem Elementary School, to discuss the request for a memorial bench and shrub at North Salem.

Mrs. Wilkins stated that Ava Doiron-Frankland was a kindergarten student at North Salem who was diagnosed in January of 2014 with glioblastoma brain cancer. She lost her battle with cancer on June 20, 2016, and North Salem would love to have a memorial in her honor. Mrs. Wilkins explained it would be a granite bench with various plantings on the Zion Hill side of the school building.

Dr. Delahanty pointed out that there is a memorial policy and Mrs. Wilkins did complete the accompanying form in accordance with board policy.

Motion by Mrs. Corbett, seconded by Mr. Carney to approve the request for a memorial at North Salem School from the North Salem PTA for a memorial bench and shrub.

Motion carried 5-0

Mr. Carney asked that in the future, the new memorial request form would have an additional check-off box indicating that the people involved with the memorial have read and agreed to the policy. Mr. Campbell also would like to add a line asking for “name of applicant” to make it more clear than just a signature.

SSCEA Ratification
Dr. Delahanty stated this contract was negotiated by Mr. Morgan and Mrs. Corbett, and the group has asked that the board ratify it so it can be placed on the warrant in January.

Mr. Morgan explained that the only change is that the contract is for two years, has a 2% increase per year, and includes three t-shirts.
Motion by Mr. Morgan, seconded by Mrs. Corbett to ratify the contract negotiated with the SSCEA school custodian association on a 2 year contract with a 2% increase each year and three t-shirts.

Motion carried 5-0

**Food Service Review**
Mrs. Payne reviewed the breakfast program in August and September of this year compared to last year, and noted a spike at the elementary school level. She stated that there has been a small increase at all three levels, but the elementary has the most significant change. Dr. Delahanty stated the “breakfast on the go” program seems to be one of the main reasons the elementary breakfast has spiked.

**Food Service Operating Budget**
Dr. Delahanty stated the total income for October and the expenses are finally in the black this month. He stated that unlike most months last year with losing money, October of 2016 resulted in a gain of $2,600. He explained that food costs and labor have gone down which explains part of the reason for the difference.

Mrs. Corbett asked if other districts struggle with this and Dr. Delahanty stated that most programs in the area are having some difficulty, but most districts pay some portion of the program. Salem is fully funded through participation.

**Superintendent’s Goals**
Dr. Delahanty stated that he established two goals for himself with the first related to the strategic plan of incorporating community engagement. He stated he has been working with staff and community members on that strategy, and he is trying to develop programs and activities to bring the community together and promote community spirit. For example the 2nd annual Night of Lights is next week and the Salem Scramble was held in the fall. The second goal Dr. Delahanty spoke about, was to create a district data team. He explained that he has established a team, and they were working with an outside group to help focus on what priorities should be. He stated the group is now working on its own successfully, and that he will report back more throughout the year.

**APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC** – None

**ADMINISTRATIVE MONTHLY REPORTS**

**Enrollment Report**
Dr. Delahanty stated Fisk lost four students but other than that the elementary level is the same as the last report. He also said there were three additional students added to the SEED program. Woodbury and the high school also stayed the same and are stable. There was one additional out of district special education student added for a total of 19 students. There is also an additional special education student at one of the charter schools that the district is obligated to provide services for.
Operating Budget Financial Report
Dr. Delahanty stated there is money in the social security account because funds are in the salary line. The course reimbursement line has a balance which is pay as you go along with the other line items. These will be spent down over the course of the school year. As for revenue, Dr. Delahanty stated that we are receiving funds at a rate that is anticipated for this time of year and the budget is in a good place.

Field Trip Report and Emergency Drill Report (informational)
There was no discussion at this time.

PRESENTATIONS OF POLICIES/REPORTS BY SUPERINTENDENT AND STAFF
Overview of the Spring Smarter Balanced Assessment Results
Mrs. Palmer stated that the smarter balanced assessment was administered to grades 3 through 8 and that grade 11 students were administered the SATs. She said the content areas tested are English Language Arts and math and reminded that it is an online test. The test was given from March through May, and was staggered among the grade levels. She reviewed the results with Board members noting that the students are scored “has not met standard”, “has nearly met standard”, “has met standard”, and “has exceeded standard”. She noted that several grades showed improvement over last year. In math every grade level improved with the exception of grade five. In English Language Arts, every cohort group except grade 7 to 8 showed improvement. Mrs. Palmer stated that math was split with grades 3 to 4 and 6 to 7 seeing improvement while grades 4 to 5 and 5 to 6 saw a decline.

Mrs. Palmer also noted that the comparison data between Salem and the state of New Hampshire shows Salem’s percentage higher than the state in every case except for grade 5 and 8 math. She stated she that will continue to meet as a Curriculum Cabinet monthly and the data team will look at the results to analyze and discuss improvement plans.

Facilities Renovation, Phase III Update
Dr. Delahanty stated the auditorium is having more concrete poured along with the steps going to the upper level of auditorium. Ceramic tiles are being installed in the lobby which is consistent in the area adjacent to the hallway near the four court gym. Dr. Delahanty stated the sidewalks outside are also being finished.

INFORMATION AND PROPOSALS FROM BOARD MEMBERS
Mrs. Corbett represented the board at the Department of Education visit and she stated how well Mrs. Palmer did showcasing what happens in the district.

Mr. Campbell stated there will be a presentation with budget committee next Wednesday night.

Future Meeting Dates
November 30, 2016; Presentation of budget to MBC
December 1, 2016; Presentation of Budget to MBC (continued if necessary)
December 13, 2016; Regular Meeting
December 14, 2016; Preliminary vote on budget
December 15, 2016; Public Hearing & Final vote on budget
December 20, 2016 Planning Session

Future Agenda Items
- Role of the SROs
- Woodbury Schedule
- Multi-dimensional Assessments – Woodbury and SHS
- Enrollment Study
- Rockingham Race Track Project
- Use of Salem Schools during Elections
- Charter Schools

Adjournment

Motion by Mr. Carney, seconded by Mr. Morgan to enter a non-public session pursuant to RSA 91-A:3(II)(c).

Mr. Campbell    yes
Mr. Morgan       yes
Mr. Carney      yes
Mrs. Corbett    yes
Mrs. Berry      yes

Motion carried 5-0

The board entered the non-public session at 7:56 p.m.

Motion by Mr. Carney, seconded by Mr. Morgan to adjourn.

Motion carried 5-0

The board adjourned at 8:27 p.m.

Lani R. Leland
Recording Secretary, Salem School Board
November 11, 2016
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