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

Regular Meeting

February 24, 2015
7:00 p.m.
SHS TV Studio

MINUTES

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

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

Absent: Mr. Michael Carney, Jr., Vice Chairman

Mrs. Corbett 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 February 3, 2015 Regular Meeting
Motion by Mr. Morgan, seconded by Mrs. Berry to adopt the minutes as circulated.
  Motion carried 4-0

Approval of the minutes from the February 5, 2015 Regular Meeting, Deliberative Session
Motion by Mr. Morgan, seconded by Mr. Campbell to adopt the minutes as circulated.
  Motion carried 4-0

Approval of the minutes from the February 10, 2015 Regular Meeting
Mr. Morgan requested the following changes:
Page 2, line 32 Change the name Jean to Jenn
Page 5, line 44 after the word taken insert by the budget committee.

Motion by Mr. Morgan, seconded by Mrs. Berry to adopt the minutes with the changes.
  Motion carried 4-0

Approval of the minutes from the February 10, 2015 Non-Public Session
Motion by Mr. Morgan, seconded by Mr. Campbell to adopt the minutes as circulated.
  Motion carried 4-0
Vendor and payroll manifests were passed for signature.

CONSENT AGENDA - None

RECOGNITION OF STUDENT STAFF ACCOMPLISHMENT - None

OTHER BUSINESS ITEMS

Federal Projects Update
Dr. Delahanty provided the details of the federal projects and from where monies will be expended. He then introduced Mrs. Payne to discuss the various grants.

Mrs. Payne reported that the IDEA grant is for staffing, and that has been spent down by approximately half this school year. The ESOL grant covers after school part time tutors and summer school programming. Mrs. Payne stated that the CTE Perkins grant covers all programs with Career and Technical Education at the high school. Dr. Delahanty noted that CTE Director Mr. Chris Dodge, uses any available money for upcoming programs or for programs where a piece of new modern equipment has been introduced. Mr. Dodge wants to be sure all programs use newest modern equipment to benefit the students. Mr. Campbell questioned if the equipment listed is being used this year or next year. Mrs. Payne responded that this report shows what is expended to date but not encumbered.

Mrs. Payne then continued by explaining that the Title II grant is used for professional development throughout the district. Title I has money for summer programming and also for the day to day staffing and professional development for Title I staff. She stated the homelessness grant is also included in this. There are two continuing education grants; the Adult High School Diploma and the Adult Basic Education.

Salem High School Food Service Program
Dr. Delahanty stated that this program is being brought back for discussion because the board had approved the withdrawal of Salem High School from the new federal guidelines to the lunch program established in 2014.

He explained the reason for withdrawal was due to students and staff not purchasing lunches offered, due to the restrictions on what food was provided. Dr. Delahanty stated that over the last three or four years revenues have been steadily declining with losses from July-January of 2012 totaling $91,000, and with a loss of $107,000 last year. He noted that in the 2014-15 school year, losses totaled $80,000 and although it is still unsettling, it is less than the same time last year. Dr. Delahanty explained that the new ingredients were introduced in December prior to vacation but there was still some inventory on hand that had to be used. He stated that participation is increasing even though the report doesn’t reflect a huge increase. The food service program is approaching a point where it’s almost breaking even for the month of February.

Dr. Delahanty then asked the board for authorization to continue with the 2012 guidelines and not the more restrictive 2014 guidelines.
Motion by Mrs. Berry, seconded by Mr. Morgan to authorize the Superintendent to continue the
current practice of the food service program at the high school until the end of the year.
Motion carried 4-0

APPOINTMENT PRESENTATIONS BY MEMBERS OF THE PUBLIC – None

ADMINISTRATIVE MONTHLY REPORTS

Enrollment Report
Dr. Delahanty stated there has been slight activity with enrollment. He stated Barron lost a
kindergartener and gained a second grader, Fisk lost a third and fifth grader, there were no
changes at Haigh School, North Salem gained a first grader and two fourth graders, Lancaster
gained a kindergartener and second grader but lost a fourth grader, and Soule School gained a
fourth grader. There were three additional SEED students, and out of district special education
has dropped by one student. At Woodbury there are an additional two students in sixth grade,
one in seventh grade, and one in eighth. The high school lost four juniors and two seniors. Dr.
Delahanty stated he will find out if that drop is a result of the first semester ending and those
students moving to the evening program.

Mr. Campbell questioned the loss of 8 students in the CTE program. Dr. Delahanty stated it
could be the change in semester but can find out and report back what that number reflects.

Operating Budget Financial Report
Dr. Delahanty stated the financial report hasn’t changed much. There is a balance in the co-
curricular salaries that will be spent down in the spring season. The health insurance and SEA
retirement benefit currently shows a balance as well as the course reimbursement line. The 421
snow removal also shows a balance, but this report closed on January 31 and there has been
significant snowfall since then, and he expects an increase for the March report. There are
several maintenance lines that are pay as you go, and will be spent down as the year moves on.
Transportation shows a balance due to changes in special education transportation. Dr.
Delahanty stated the propane is over which includes natural gas. He explained the propane and
natural gas will be separated out in the future. As far as revenue Dr. Delahanty stated it is in
good shape and the district is receiving funds as expected.

Mr. Campbell asked if a breakdown of where we stand in the projects in the 450 line could be
provided. Dr. Delahanty stated he will provide that information.

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

PRESENTATION OF POLICIES/REPORTS BY SUPERINTENDENT AND STAFF

Kindergarten/First Grade Registration Update
Dr. Delahanty stated there are 146 registered kindergarteners to date. He explained many of
those are requesting the full day program with 26 of them at Barron School. Changes will occur
but there is the possibility of adding a second full day program at Barron to accommodate the
increase. All sections of kindergarten are full or oversubscribed at this point.

The first grade registration is currently at 218 but there were 233 projected. Dr. Delahanty stated
it’s still early though and he anticipates an increase. He then thanked Mrs. Palmer and the
support staff for making sure the registration process went smoothly.

**Smarter Balanced Overview**

Mrs. Palmer stated this year there is a change in mandated state testing for students with the
Smarter Balanced Assessment being implemented this year. The testing will be for grades three
through eight and grade 11 in the areas of English/ Language Arts, and math. Mrs. Palmer stated
there is no separate writing test but there is writing incorporated in the Language Arts section. It
was explained that the test will be administered from March through May instead of in the fall,
and that it is fully online and not a paper and pencil test. Each content area includes a computer
adaptive test which adapts to the student ability level. Mrs. Palmer stated there is a 30 minute
classroom activity that takes place before a performance task is administered. The purpose of the
classroom activity is to provide background knowledge on what is going to be asked of students.

Mrs. Palmer stated that the school district has been preparing for a couple of years leading up to
this testing and she feels the district is ready. Technology needs have been evaluated, and
schools have participated in pilot and field testing. This past summer professional development
was provided for teachers and in January each school participated in a training program. Mrs.
Palmer said the final part of preparation is to train the staff who will actually administer the test.
It is unknown as to when results of the testing will be received but they will be reviewed as soon
as possible.

**Technology Update**

Dr. Delahanty stated that Director of Information Technology Mr. Hasbany is present, and that
he has been working on improving the overall reliability and performance across the board and
that he feels the district is very prepared and ready for Smarter Balanced testing.

He explained that there are three components that were looked at, the actual computers, internet,
and network. He stated the networks at all the schools have been upgraded, 200 laptops have
been added across the district as well as having many of the current systems reimaged. The
internet and web filters have also been upgraded.

In regards to classroom technology, Mr. Hasbany stated they completed the rolling out
interactive projectors this past summer and now 205 classrooms are equipped with them. He
stated the feedback has been amazing because students are more engaged, teachers are finding
different and more varied ways to teach, and that it has been very successful. At Woodbury
there was a technology refresh in the library as well as the installation of a new wireless
environment. Mr. Hasbany stated that of the 200 computers, 81 went to Woodbury this summer
and a second computer lab was created. At Salem High School the new technology plans are in
to be a part of the renovation plan. As for the mobile app, there are over 2,600 downloads.
There were 155 in app notifications sent, and of those there have been 26,000 views. The
information going out has definitely been viewed.
Mrs. Berry asked how Woodbury uses their computer labs. Dr. Delahanty stated there are students in there all day learning different applications but he will get information for the board.

Dr. Delahanty stated Mr. Hasbany has worked hard on the technology plan for the renovated Salem High School and that it will meet high expectations. He stated it will be able to advance and grow and Mr. Hasbany has done a great job in advancing the technology plan.

**SHS/CTE, Phase III Update**

Dr. Delahanty stated that we needed an alteration of terrain permit, and we have received it with no problems. The Department of Education (DOE) has an engineer review school construction plans even though the state isn’t contributing funds toward the project, to be sure we are complying with standards. There were questions but architect Lance Whitehead has been in touch to answer those questions and we do have the approval from the DOE.

Mr. Campbell asked when we will present to the Salem Planning Board. Dr. Delahanty stated that it is scheduled for March 24, which is a school board meeting night. Mrs. Berry suggested starting the school board meeting at 8:00 p.m. that evening. Dr. Delahanty stated that would be possible and the board members agreed to the later start time on that date.

**INFORMATION AND PROPOSALS FROM BOARD MEMBERS**

Mr. Campbell stated the NHSBA session on strategic planning is on March 12 and he plans on attending. He also pointed out that this is the last meeting before town elections on March 10. He encouraged everyone to get out and vote on that day from 7am to 7pm.

**Future Meeting Dates**

March 17, 2015; Planning Session
March 24, 2015; Regular/Organizational Meeting (beginning at 8:00 p.m.)
April 14, 2015; Regular Meeting
April 21, 2015; Planning Session

**Future Agenda Items**

Technology Use for SSB – March
Charter School Obligation – April
Strategic Plan Update – May

**Adjournment**

Motion by Mrs. Berry, seconded by Mr. Campbell to adjourn.

Motion carried 4-0

The board adjourned at 8:15 p.m.

Lani R. Leland
Recording Secretary, Salem School Board
February 24, 2015