SALEM SCHOOL BOARD  
SCHOOL ADMINISTRATIVE UNIT #57  
38 Geremonty Drive  
SALEM, NEW HAMPSHIRE 03079

Planning Session  
January 16, 2018  
7:00 p.m.  
Seifert Performing Arts Center

MINUTES

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

Mr. Campbell called the meeting to order at 7:00 p.m.

PLANNING SESSION

Digital Citizenship

Mr. Campbell introduced Dr. Delahanty who praised the group involved in the planning and implementation of the District’s new endeavor, Digital Citizenship. He introduced Mrs. Palmer who echoed the efforts put forth by this team. Mrs. Palmer introduced the team: Amy Chartrain, Technology Integrator; Cherie Smeltzer, Elementary Media Specialist; David Hasbany, Information Technology Director; Dr. Jennie Marshall, Director of Literacy; and Rachel Hopkins, SHS Media Specialist. Mrs. Palmer explained that Digital Citizenship was created because of a need due to the technology use today by students and staff as well as the Technology Responsible Use Policy created by Dr. Delahanty and Mr. Hasbany. This program was intended to meet the training needs for our teachers and students who are using the technology. Mr. Hasbany described the group from its inception and the planning process involved. He also explained there was a need to inform teachers and staff of the safe use of technology. He introduced Amy Chartrain who reviewed the process of creating the training and the other staff members involved. Rachel Hopkins further discussed the process of introducing Digital Citizenship to staff as well as describing the training modules and how they are used. In addition, Rachel reviewed the issues encountered by the staff as they proceeded through the modules and the assistance they have been provided. Amy Chartrain went on to explain how they have reviewed what they have learned from the teacher trainings and how this information
will be used to prepare for student training. Amy introduced Cherie Smeltzer who explained her perspective on this training having come from another school district which was attempting to create the same curriculum and compared it to Salem. All Board members applauded this effort and thanked the team for their hard work.

**Food Service Update**

Dr. Delahanty reviewed the need for an update in the Food Service department for a variety of reasons and with Mrs. Payne’s help, the District was able to withdraw from the National School lunch program at the high school which eliminated limitations on the types of food that could be served. Dr. Delahanty introduced Mr. Michael Ouellette, Director of Food Services. He explained Mr. Ouellette’s role at the high school as well as in the culinary program prior to accepting his new position, and his perspective on the suggested changes. Mr. Ouellette described some of the breakfast and snack changes which have been implemented while meeting the guidelines. He stated that all items are purchased from a nationally approved vendor. He reviewed other changes such as streamlining the elementary menu, and offering adult soup and salad day for staff at the high school. His goal is to introduce a smoothie bar at the high school by February break. He also noted his close work with Chef Jeff Bratz of the culinary program. Mr. Campbell asked if Mr. Ouellette felt he could accomplish his initiatives using the current staff structure. Mr. Ouellette is hopeful that he can meet his goals using the current staff, but will certainly be watchful of its impact. Dr. Corbett applauded Mr. Ouellette for moving in the right direction. Mr. Ouellette also mentioned the “grab and go” meals at Woodbury School have decreased the student wait time and participation rate is high.

**Other**

Dr. Delahanty reviewed a letter from Governor Sununu in response to the high school structural issue. The District has conditionally qualified for $300,000 of the public school infrastructure fund. In addition, Dr. Delahanty provided the Board with the warrant for the Deliberative Session on February 8.

**Adjournment**

Motion by Dr. Corbett, seconded by Mr. Berry, to adjourn.

Motion carried 5-0.

The board adjourned at 8:15 p.m.

[Signature]

Lucille Ramsey

Recording Secretary, Salem School Board

January 16, 2018