

**Weare School Board Retreat**  
**DRAFT Minutes**  
**August 15, 2017 – 2:00 P.M.**  
**Weare Middle School Library**

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**Present:** Board Chair Marjorie Burke, Board Vice Chair Donny Guillemette, Board Member Lisa Johnson, Board Member Susan Morin, Board Member Jeff Anderson, Superintendent Dr. Lorraine Tacconi-Moore, Assistant Superintendent Dr. Jacqueline Coe, Business Administrator Kathleen Sargent, Director of Student Services Sandra Pickering, Technology Director Dr. Gregory Reinert, WMS Principal Mark Willis, CWUES Principal Shawne Hilliard, CWES Principal Jess Potter, CWES Assistant Principal Kristen Pratt, Director of Special Education Scott Daniels, Community Outreach Coordinator Patti Osgood and Recording Secretary Meredith Butler.

1. **Opening:** Board Chair Marjorie Burke opened the Board retreat at 2:02pm. She read a thank you letter Superintendent Dr. Lorraine Tacconi-Moore had received from Teacher Holly Wilson. Mrs. Burke shared the retreat would focus on the roles and functions of the Board Members and would be a dreaming time for the Board to look at the big picture. She set a timeframe for each item on the agenda and thanked all for attending.
2. **Sub-Committee Work:** Board Chair Marjorie Burke asked the committees to report on what they would like to see in the 2017-2018 school year.
  - **Policy:** The committee reported they hope to see the committee continue on a positive track and review policies and technical advisories. The committee feels it is important that policies are SAU-wide, but still respect the integrity of each Board. Board Vice Chair Donny Guillemette asked if there should be a policy on the roles and expectations of Board Members. He would like to see something spelled out specifically or if there is a policy in place he would like to re-evaluate it. Board Chair Marjorie Burke suggested Mr. Guillemette look at the policies under section A. There was further discussion regarding the wellness criteria and WAC use of facilities.
  - **Curriculum:** The committee reported that they hope to get a good sense of the long term vision for students and working with other districts. Board Chair Marjorie Burke shared that it is important to have consistency with other districts. Board Member Susan Morin asked if the committee would go over the different curriculum programs.

Policy (continued): Board Vice Chair Donny Guillemette shared that he found information on the roles and expectations of Board Members under section B, but it only gives minimal detail. He asked to have it included on the docket or review on a regular basis. Board Chair Marjorie Burke shared that she is going to a workshop with the NH School Board Association next month and will bring it up then.

- **Wellness/ Safety:** The WMS/CWUES committee shared that they hope to be able to attend meetings this year. Everything is presented in a fun, positive way/ lifestyle and all activities focus on keeping kids moving. The CWES committee shared that they would also like to be able to attend meetings this year and receive minutes of the meetings. Superintendent Dr. Lorraine Tacconi-Moore shared the Board e-mail addresses. Board Chair Marjorie Burke suggested the committees' skype or facetime in for meetings in they can't physically attend.
- **Technology:** The committee hopes to schedule meetings in advance to be able to attend. They would like to get a list of the short and long term goals and would like to know where all equipment stands as it would be helpful with budgeting. Board Vice Chair Donny Guillemette suggested updating the technology plan. The current technology plan was approved 2-years ago for a 3-year plan. Superintendent Dr. Lorraine Tacconi-Moore shared when requisitions are received for computers, she communicates with Technology Director Dr. Gregory Reinert to see where the item(s) fall in the technology plan. Board Vice Chair Donny Guillemette asked to revisit the technology plan to check progress and would like a working document to see where in the process they are and if goals have been met. Superintendent Dr. Lorraine Tacconi-Moore shared that it would basically be the same method as the strategic plan to see the accomplishments. Board Chair Marjorie Burke asked Board Member Jeff Anderson if he had a copy of the technology plan. Technology Director Dr. Gregory Reinert shared that it is located on the website.

- **Transportation:** The committee reported the role of the committee has been adhoc and only needed when issues need to be reviewed. They expect issues as usual in the 2017-2018 school year. The committee would like to become more active/ involved and provide support. When contract negotiations come up again they would like to take time to look at it in advance. Board Member Jeff Anderson shared his concerns in regards to the buses backing-up and bullying on the buses. Board Vice Chair Donny Guillemette shared at the committee level they can look at the contract with the bus company and the policy on bulling and protocols. CWUES Principal Shawne Hilliard will get minutes to Board Vice Chair Donny Guillemette and Board Member Jeff Anderson regarding meeting with the bus company on bullying. Superintendent Dr. Lorraine Tacconi-Moore suggested the Administrators doing a presentation on bullying protocols on a future agenda. Board Vice Chair Donny Guillemette shared that as Board Members they need to respect the vendors and processes in places.
- **Facilities:** The committee reported that they would like better communication on items coming up. Board Member Jeff Anderson discussed the CWES wall issue. Superintendent Dr. Lorraine Tacconi-Moore shared that Business Administrator Kathleen Sargent can set up regular meetings for the committee to attend. Board Member Jeff Anderson would like to see more done with recycling.
- **Staff Retention:** The committee reported that they will get the survey results and make a game plan. Superintendent Dr. Lorraine Tacconi-Moore shared that in the 8-years since her arrival at SAU 24, this has been the smallest turnover year. She thanked the Weare Administrators for retaining staff. Board Vice Chair Donny Guillemette shared that the successful passing of the contract has also contributed to retention.
- **Negotiations:** The committee hopes to have successful negotiations and is off to a good start. They would like a contract that retains and compensates fairly and be fiscally responsible. Board Member Susan Morin shared that they will be up against John Stark negotiation as well. Board Member Jeff Anderson shared his concerns with the entry level pay gap. Board Vice Chair Donny Guillemette shared that the climate survey with evaluations suggested items for the School Board and committee to work on.
- **Community Relations:** The committee shared that they are changing the focus of the committee. Community Outreach Coordinator Patti Osgood shared that the hope is to bring more community into the schools and have the Board participate in community events. Board Chair Marjorie Burke shared that the John Stark Board may join Weare Board Members at community events. There was discussion on having coffee hours as a way to be more visible and accessible to the community. Board Member Lisa Johnson shared that the work Community Outreach Coordinator Patti Osgood has done has not gone unnoticed by other school districts.
- **Athletics:** This committee has served its original purpose as is no longer needed at this time. The consensus of the Board is that all agree.

### 3. Exploration of Full-Day Kindergarten

Board Chair Marjorie Burke shared that she has been approached regarding full day kindergarten and wanted to discuss the benefits for the children and community. A handout was distributed on Keno-garten and Business Administrator Kathleen Sargent presented. The district can put Keno on the Warrant, but do not get to keep all the funds. The full- day kindergarten adequacy amount is \$3,561.27. If a district offers full-day kindergarten, they will receive approximately \$1,800 in adequacy aid and \$1,100 in the full-day kindergarten grant. CWES Principal Jess Potter shared that there are currently 5 kindergarten sections, 2 ½ classes. If population stayed the same, classrooms would go from 3 to 6 and the present facility would not support the requirements for kindergarten classes. Mrs. Potter also discussed the challenges teachers are currently facing with teaching a full-year curriculum in a half year. The Board and Administrator's had continued discussion. Board Chair Marjorie Burke suggested having a feasibility study and putting together a committee of a wide variety.

#### 4. **SB2 Practices-Budget Season**

Superintendent Dr. Lorraine Tacconi-Moore shared Henniker voted to become an SB2 district. She shared the difficulties with scheduling and will work with Board Chairs to come up with dates. The Principal's will have accelerated timelines with budgets and shared they will need to know their priorities sooner and to develop the default budget first, then discuss priorities and take the strategic plan, technology plan, capital improvement plan and curriculum into consideration. The budget work session will also be moved up by a few weeks.

#### 5. **Set 2017-2018 School Board Goals/ Individual Board Members' Priorities**

Board Chair Marjorie Burke distributed a handout on *Becoming One Community*. Each Board Member shared why they decided to become a School Board Member and what their hopes are.

##### **Goals:**

- 1.) Investigating the feasibility of full-day kindergarten.
- 2.) Provide frequent and varied communication with parents and community partners and evaluate their effectiveness.
- 3.) Encourage and support strategies that foster an environment for learning including high social emotional development and academic achievement.
- 4.) Seek out opportunities in which to gather information to deepen the Board's understanding.
- 5.) Successfully create a budget that meets the needs of all students while being fiscally responsible to the taxpayers of Weare.

Board Chair Marjorie Burke suggested the Board write information down regarding the goals and they will discuss further at the September Board Meeting.

#### 6. **Survey Results**

Superintendent Dr. Lorraine Tacconi-Moore shared a survey went out to teachers and staff regarding climate and culture in the school. Assistant Superintendent Dr. Jacqueline Coe distributed handouts. Dr. Tacconi-Moore presented on the panorama teacher, staff and open response survey. Areas of growth include: evaluations, growth mindset, feedback on coaching, resources, climate and leadership. The Board and Administrators then had discussion.

#### 7. **Other:** None

#### 8. **Adjournment:** Board Chair Marjorie Burke adjourned the Board Retreat at 5:06pm.

Respectfully Submitted,  
Meredith Butler  
Recording Secretary