

Mason School District  
School Board Meeting  
November 19, 2012

A regular scheduled meeting of the Mason NH School District was held on Monday November 19, 2012 in the Mason Elementary School Multi - Purpose room, pursuant to due notice of all members and the public.

**Recognition of Public**

See sign in sheet 11-19-12

Chairperson Bob Hemmer called the regular scheduled meeting to order 1900h.

**Roll Call:**

School Board Members: Chairperson Bob Hemmer, Vice Chairperson Stephanie Syre-Hager, Rob Doyle, and Jeannine Phalon : Absent: John Diefenbach

Superintendent Jim McCormick

Officers: Secretary Becky Partridge

Moderator: Catherine Schwenk

Employees: Business Manager Brenda Wiley, Principal Kathryn Wyman

The meeting opened with the Pledge of Allegiance to the Flag of the United States of America

**Approval of Minutes:**

*Motion by **Robert Doyle** to approve minutes dated October 22, 2012 as submitted by Becky Partridge, seconded by **Stephanie Syre-Hager***

aye: Syre-Hager, Hemmer, Doyle

nay: none

Abstain: Phalon

**Motion carried 3-0, Abstain - 1**

*Motion by **Jeannine Phalon** to approve Special Meeting minutes dated November 01, 2012 as submitted by Becky Partridge, seconded by **Stephanie Syre-Hager***

aye: Syre-Hager, Hemmer, Phalon

nay: none

Abstain: Doyle

**Motion carried 3-0, Abstain - 1**

**Announcements of Next Scheduled Meeting**

- Monday December 10, 2012: 1900h MES Multi-Purpose Room

**Public Communications:**

None

**Business Manager:**

- Brenda Wiley submitted current manifest and payroll. It is noted that board members signed manifest and payroll.

**Milford Student's Report:**

None

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**Superintendent's Report:**

- October enrollment report – one addition
- Board of Selectmen letter regarding reimbursing Town of Mason \$50,000
- Parent survey letter sent home from School Board
- Paper Retriever Score Card – still going strong
- Sample flyer on grades 3, 4, and 5 mixed reading groups
- List of Title 1 final allocation funds – several small schools, including Mason lost funds
- List of books requested from funds from Scholastic Book Fair
- Prudential Verani Realty holding coats drive by Angela Leak
- Adequacy estimates – predicating 98 students, maybe \$14,000 less in aid
- Roofing company came in on November 12<sup>th</sup> and 14<sup>th</sup> and will be finishing on the 17<sup>th</sup>
- Quarterly update on Superintendent goals (attachment 1)
- Superintendent / parent monthly meeting agenda
- Fund Balance Retention Article (refer to RSA 198:4-B II)

**Unfinished Business:**

None

**New Business:**

- Current budget PowerPoint presentation - 1<sup>st</sup> draft (attachment 2)
- Superintendent requests the School Board write a report for the Annual Town / School Report by December 1. Chairperson Bob Hemmer will write report.
- District Clerk recommends School Board approve SB2 2013 Meeting Calendar (attachment 3). Moderator Schwenk requested moving filing for offices to town offices. Clerk Partridge recommended to the School Board that the filing of school offices be left at the school. Board agreed and was left as submitted. Moderator Schwenk requested that the snow date be removed from the calendar. Board agreed that the snow date be removed until more information is provided.

*Motion by Rob Doyle to accept the District Clerk's recommendation to approve the SB2 2013 Meeting Calendar (attachment 3) as amended, Seconded by Jeannine Phalon*

aye: Syre-Hager, Doyle, Phalon, Hemmer

nay: none

**Motion carried 4-0**

**Committee Reports:**

None

**Policies:**

- The Policy Committee recommends to the school board to approve the following:
  - Section A, Section B, Section D and CHPS policies "reviewed"
  - Removal of all "R" policies and place in management manual designed by Jim
  - Suspension of the following policies BBBH, BBBH-R, BIBA, BJ, CHPS preliminary policies

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- o The following policies under revision – first reading

BA A: Remove “each year” replace with bi-annual, no later than last meeting in October

BBBF: Remove second paragraph “Student – members will be chosen...” replace with “by recommendation of Milford's Superintendent”

BDC: Title change (Elected Board Officials)

BEA: First paragraph remove wording after “Board action.....”

BEDG-R: Change to .25 per page, change #4 to electronic copies of requested materials

BGA: Last sentence remove “member of SAU staff” and replace with Secretary of School Board

BGE: Remove third paragraph “All policy.....”

DH: Remove “It is the practice” and start sentence with “Any employee”

BDB

*The officers of the School Board shall be a Chairperson, Vice-Chairperson and a Secretary. The Chairperson and Vice-Chairperson shall be elected by majority vote of the Board at the annual organization meeting to serve until the next annual organization meeting or until a successor is elected and qualified. The Secretary shall be appointed by majority vote of the Board.*

**Motion by Robert Doyle to accept the committee's above recommendations, seconded by Jeannine Phalon**

aye: Doyle, Phalon, Syre-Hager, Hemmer

nay: none

**Motion Carried: 4-0**

**School Board Requests:**

- SAU89 E-mail account for School related issues. After a brief discussion the board agreed to have Peter activate email accounts for the board members.
- Survey update – Jeannine will close out the survey November 25. Board will have a work session to input data from hand written surveys and review surveys received on line.

**Motion by Rob Doyle to enter into executive session at 2045 per RSA 91-A:3 II, (c) adversely affecting the reputation of any person, seconded by Stephanie Syre-Hager**

aye: Doyle, Phalon, Syre-Hager, Hemmer

nay: none

**Motion Carried: 4-0**

**Roll Call:** Chairperson Bob Hemmer, Vice Chairperson Stephanie Syre-Hager, Jeannine Phalon, Robert Doyle, Secretary Becky Partridge

**Discussion:**

- Tuition Update

**Motion by Rob Doyle to enter back into public session at 2100h, seconded by Jeannine Phalon**

aye: Doyle, Phalon, Syre-Hager, Hemmer

nay: none

**Motion Carried: 4-0**

**Motion by Rob Doyle to approve Executive Session minutes dated October 22, 2012 as submitted by Becky Partridge, seconded by Stephanie Syre-Hager**

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aye: Syre-Hager, Hemmer, Doyle

nay: none

Abstain: Phalon

**Motion carried 3-0, Abstain – 1**

**Motion by Rob Doyle to seal executive session minutes dated November 19, 2012 due to adversely affecting the reputation of any person, seconded by Jeannine Phalon**

aye: Doyle, Phalon, Syre-Hager, Hemmer

nay: none

**Motion Carried: 4-0**

**Stephanie Syre-Hager** moved to adjourn the meeting at 2110h, seconded by **Rob Doyle**,  
The meeting adjourned unanimously at 2110h.

*Respectfully Submitted,*

*Rebecca Partridge*  
Becky Partridge  
School Board Secretary

Approved December 10, 2012



**Mason Elementary School  
School Administrative Unit #89  
13 Darling Hill Rd  
Mason, NH 03048  
(603) 878-2962**

To School Board,

In review of your minutes and the Mass Department of Education document, I have created several goals for your review.

**Superintendent's Goals for 2012-2013**

1. To complete the State required Professional Master Plan for Mason Elementary School SAU 89.
  1. Submission to School Board and State. Professional Master Plan is almost done. It will be submitted to the State before Thanksgiving – will be completed.
2. To finalize Building Project.
  1. New roof
  2. Completion of financial obligation
  3. Sign off from State – Building Project almost completed. Waiting for construction date.
3. To financially complete the debt to the Town of Mason from previous administration. Debt to Town is down to \$20,000.00 from \$130,000.00 when I first started.
4. To finalize before end of year our report card based on Common Core Standards established by our Curriculum Committee.
  1. Submission to School Board – Report Cards will be completed by January 2013.
5. To propose a full day Kindergarten program at Mason Elementary School.
  1. School budget presentation – Due to space limitations and uncertainty of State finances I am unable to make recommendation.
6. To continue to expand our community involvement in school (see current attached list).
  1. Introduce Grand Parents Day – Tentatively May 24, 2013
  2. Eat lunch with your children week
 Community Reading day will be March 8, 2013
7. We will be doing a survey to get feed back on many of these goals (Google Monkey Survey). School Board sent out survey on Monday, November 5 and had information on Election Day November 6<sup>th</sup>. I did survey with staff. School Board was given results.
8. To continue to seek out grants / private donation services.
  1. Presentation to School Board – Received donation from Sterilite Corp.
9. To Strengthen RTI, Singapore Math and the writing process through professional development and through the assessment process. Teachers are attending professional workshops on RTI & Wilson Common Core. Consultant working with Grades 1, 2, and 3 with Singapore Math.
10. To implement new schedules to emphasize Reading, Math and Writing. New schedule reflects a strength emphasis from Reading 45 minutes at the end of the day. Beginning more cross grade teaching in Math. Writing samples are being reviewed in all grades.
11. To continue meeting with Milford to strengthen the curriculum alignment and create a seamless transition.

## 1. Report to Board

### Professional and Personal Goals

1. To attend and participate in webinar's and workshops on Common Core overview and implementation of it.

1. Report to Board – Have been involved in 2 webinars

*new common core standards  
- RTA*

2. The Superintendent will provide a progress report to School Board on all goals mid year and at the end of year.

### Additional Items:

- NECAP Testing- Mason was ranked top 5 to 10% in the State of New Hampshire
- \$50,000.00 is being returned to the Town of Mason
- Building Committee debt paid up
- Policy Sub-Committee up and running
- Technology Sub-Committee formed to discuss direction we will be going in
- Superintendent advisory meeting monthly
- School building being utilized for Voting for the first time
- Met with Milford Superintendent on numerous occasions – will be setting a set date on the calendar to discuss educational issues, etc.
- Scholastic Fair successful

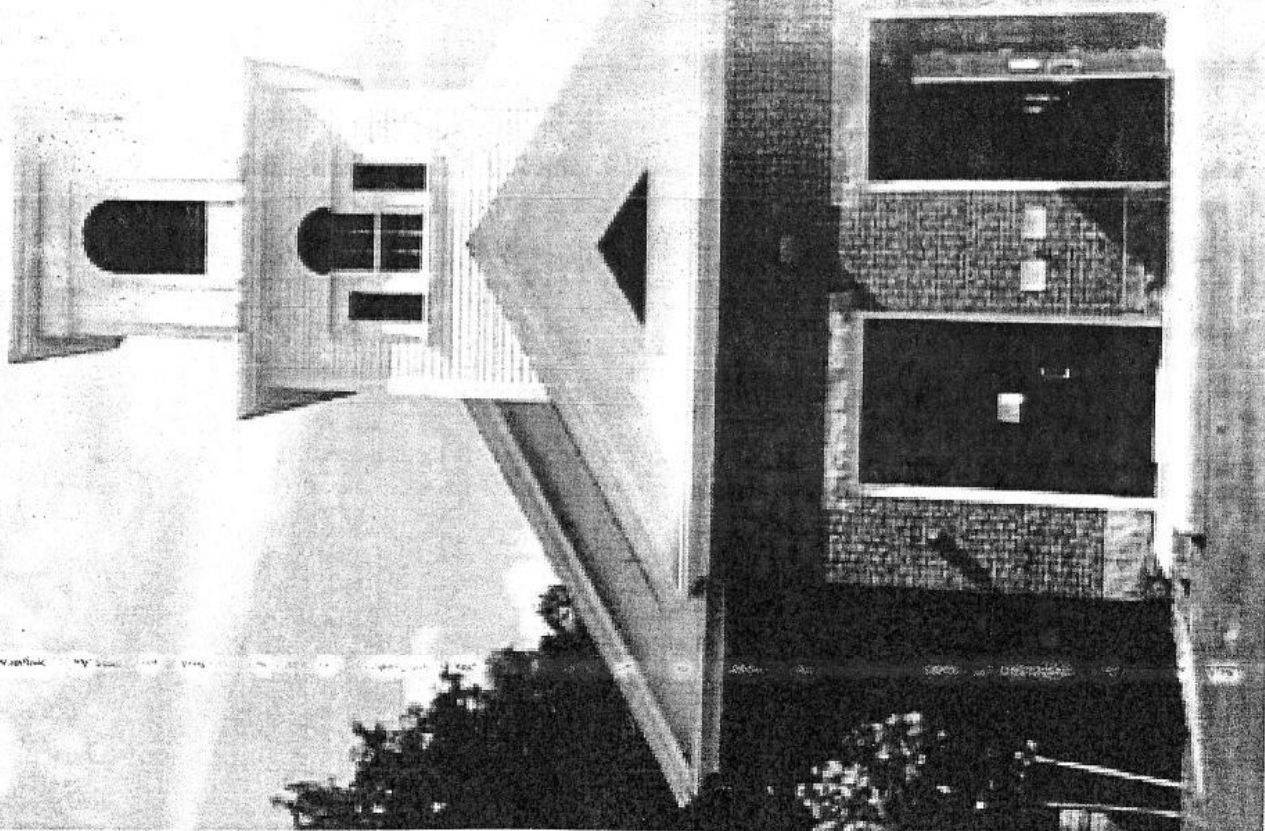


# Mason Elementary School SAU #89

## Proposed 2013-2014 School Budget

Superintendent James McCormick

Principal Kathryn Wyman



# Significant Reductions and Impacting Factors on Budget

- ★ Milford Regular Tuition-Reduced Enrollment
- ★ Reduced Title I Teacher from full time to 3/5
- **Health Insurance 7.5 % increase**
- **State Aid- Possible reduction**
- **2% pay increase for all staff**
- **Tuition to Milford 4%**
- **Transportation 3% increase**
- **Increase in State Retirement Rates by 23%**
- **Loss of Title I Grant-Free and Reduced lunch count below minimum plus Federal cuts**
- **State Retirement Board increased district contributions**
- **Increase Special Education costs from Milford Public Schools**



# New Initiatives

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- Singapore Math
- Increase after school program enrichment
- Technology Sub-Committee will make recommendations- \$10,000 budget
- Report Card update
- Increase professional development-Common Core Curriculum
- Physical Education increased by one day (two times per week)

# Current and Proposed Agreements

Current tuition agreement with Milford is as follows:

Year	Rate	Increase
2012-2013	9,466	4.0%
2013-2014	9,844	4.0%
2014-2015	10,238	4.0%

First Student Mason NH Proposal --- 3 Years Remaining  
Present Cost 263.41 Per Day Per Bus Based on 2 Buses

Year 2 Proposed Cost	269.99	2.5%
Year 3 Proposed Cost	276.74	2.5%



# Current Budget 2012 -2013

	<b>Total</b>	<b>Projected Costs</b>	<b>Special Services Costs</b>	<b>2012- 2013 Budget</b>	<b>Variance To Budget</b>
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Milford	*78	767,832	189,000	886,787	115,302
Private Tuition	1	42,000	0	42,000	0
<b>Totals</b>	<b>79</b>	<b>809,832</b>	<b>189,000</b>	<b>1,114,134</b>	<b>115,302</b>

\* this number could be between 78 and 81 depending on student status determinations

# Projected Budget 2012 -2013

	<b>Total</b>	<b>Projected Costs</b>	<b>Special Services Costs</b>	<b>Proposed 2011-2012 Budget</b>
Milford	87	856,428	202,840	1,059,268
Private Tuition	1	43,680	0	43,680
Totals	88	900,108	202,840	1,102,948
Projected Changes	-9			-11,186



# Estimated Offsets

Food Service	40,000
Adequate Education	287,982
SPED (IDEA)	18,000
Pre-K (IDEA)	500
Pre-K (Income)	10,500
Catastrophic Aid	12,500
Title I	***
Title II	6,000
Building Bond State	84,150***
Kindergarten	10,250****

The State is recalculating the amount for 2014.

\* The district is no longer receiving Title IA grant funding from the Federal Government

\*\* This amount has been increased to reflect the actual amount per the DOE

\*\*\* this amount is reduced based on the changes in the NH state funding

# Tax Rate Impact

Proposed Budget	2,999,666
Estimated Offsets	469,882
Net Proposed 2014 Appropriation	2,529,784
2013 Final Appropriation (actual rate)	2,514,014
Increase in Proposed Appropriation	15,770
Estimated Tax Rate Impact	
Increase per \$1,000	\$0.098
Financial Impact per \$200K Valuation	\$19.63



Mason School District  
2013 SB2 Meeting Schedule

Thursday December 20 - Post / publish notice 1/7/13 Budget Hearing

Thursday December 20 – Post / publish notice for Petition Warrant Articles (last day 1/8/12)

Monday January 7 – Budget Hearing (1/15/13 – *last day to hold at least one budget hearing*)

Tuesday January 8 – Final day for Petition Warrant Articles

Tuesday January 8 – Post / publish notice for Filing of Office (1/23/13 – 2/1/13)

Thursday January 17 - Post / publish notice for Deliberative Session (February 2)

Thursday January 17 – Post Warrant, Budget, and Default Budget

Wednesday January 23 – First day for Filing for Office – school office during school hours

Friday February 1 – Last day for Filing for Office – Closes at 5 p.m. - school office

Saturday February 2 – School District Deliberative Session 9:00 a.m.

Tuesday March 5 – Annual Report and Final Budget available at school and town offices

Tuesday March 12 – Election and Voting

Monday April 1 – Send all forms to Department of Revenue

\*Monday January 14 – 1/7/13 Budget Hearing snow date