

**SCHOOL ADMINISTRATIVE UNIT NO. 12**  
**Office of the Superintendent of Schools**  
**Londonderry, New Hampshire 03053**

5 A concurrent meeting of the School Administrative Unit No. 12 School Board and the Londonderry  
 School District School Board was held on **Tuesday, December 6, 2016** at 7:00PM at the Londonderry  
 Town Office, Moose Hill Conference Room, 268B Mammoth Road, Londonderry, NH. In attendance  
 were School Board members: Ms. Ganem, Mrs. Hendricks, Mr. Lekas, Mrs. Reilly and Mr. Young. Also  
 in attendance were Superintendent, Mr. Greenberg, Business Administrator, Mr. Curro and School Board  
 10 Secretary, Lisa Muse.

1. **Call To Order:** The meeting was called to order at 7:00PM by Mrs. Hendricks.
2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Mr. Flynn. Moment of silence for  
 15 Joanne Greene, lifelong resident of Londonderry.

We are being viewed on Channel 22 not Channel 21 tonight.

3. **Questions, Announcements and Presentations**

4. **Consent Agenda:** *Mrs. Reilly made a motion to accept the Consent Agenda. Ms. Ganem  
 20 seconded the motion. The motion passed 5-0-0.*

4.1 **Retirement(s):**

**Daralyn Melone      Office Assistant      District Office**

4.2 **Resignations(s):**

**Nicole Danielson      SPED Assistant      Middle School**

4.3 **Minutes:      November 15 and 22, 2016**

4.4 **Meetings:**

<b>December 8, 2016</b>	<b>Budget Workshop</b>	<b>7:00PM</b>	<b>Town Offices</b>
<b>December 13, 2016</b>	<b>Budget Workshop</b>	<b>7:00PM</b>	<b>Town Offices</b>
<b>December 15, 2016</b>	<b>Budget Workshop</b>	<b>7:00PM</b>	<b>Town Offices</b>

5. **Committee Reports**

5.1 **Student Council – Carolyn Hill:** The annual fall parent teacher conference was held on

35 November 18. The student council pushed around a cart, delivering coffee and munchkins to teachers.  
 The Class of 2017 hosted their fourth annual craft and vendor fair. There were over 85 vendors, a raffle,  
 and a cookie walk. On November 26, the induction ceremony for the LHS Hall of Fame was held.  
 Auditions for this year’s production to be put on by the drama club, Thoroughly Modern Millie, were held  
 last week. On Saturday, December 3, the community service club helped out at the Toys for Tots drive at  
 40 the Manchester Toys R Us. Tomorrow, December 7, the student council will be attending a student  
 council district meeting at Pinkerton. The event is ugly sweater themed.

5.2 **Teacher Liaison – Mary Wing Soares: Elementary School - Matthew Thornton**

**School** is participating in An Hour of Code this year. Grades one through five are all logging on to  
 www.code.org. An Hour of Code is a global event that takes place December 5-11. Last year, over 100  
 45 million participated. Also, December 13-16, Matthew Thornton School's student council is holding a  
 fundraising event for the Make A Wish foundation. Connor Koza, their student council president, and his  
 committee invited Holly Blanchard, the area's Make A Wish representative and 2015 Miss New  
 Hampshire, to speak at an all school assembly on Tuesday, December 13. She will talk about the spirit of  
 giving, an important message for our holiday season. This is their second annual event. Last year Matthew  
 50 Thornton school raised over \$800 for this worthy cause. **Middle School:** This Saturday, December 10th

the Middle School is holding their annual winter holiday concerts. They take place at 9am, 10:15, 11:30 and 1:15. Mrs. Keshigian, Mrs. Johnson and Mr. Huston would love to invite you to the concerts. They are always enjoyable. Members of Mrs. Roy's Creative Media and Technology class went to KMC Systems today, which is a division of Elbits Systems in Nashua to tour their medical tool manufacturing division. The learners were there to interview the mechanical and design engineers as well as many of the behind the scenes men and women who work there in anticipation of their entry in this year's state video contest "What's so Cool about Manufacturing". They will produce a 3 minute video prior to the entry date of February 1st. This is the second year Mrs. Roy's class is producing an entry. Last year, their first year, they came in 3rd in the state. The Boys Respect field trip to Benson's Animal Park was rained out last Tuesday and rescheduled for today. The boys had a fabulous time exploring the park, testing the strength of the ice and climbing trees. They were treated to hot chocolate on the way back to the middle school. On leaving the bus, the boys asked if they were going to be able to go on more field trips "in the woods". It is heartening that these fellows love the outdoors. **High School:** Valerie Nelson wants the board and audience to know that LHS Drama Club is hosting Gingerbread Night on December 21 from 6-8 in the LHS Café. Cost is \$10 per house. We provide everything and clean up the mess! :) Mr. Juster would like you to know that today LHS reached their 2,500th donation in the 11 year history of Pantene Beautiful Lengths at LHS! Our 11th annual event will take place during the Day of Giving assembly on Friday, January 6th - all are invited. It truly takes a village to make this happen. Thanks to all.

**5.3 School Board Liaison Reports:** Mrs. Hendricks mentioned that Adult Ed Graduation will be held on January 9<sup>th</sup> in the High School cafeteria at 6:30PM. The next C3 Meeting will be held on January 11<sup>th</sup> at 4:00pm in the High School library.

## **6. Deliberations**

**6.1 To see what action(s) the Board will take regarding the High School Program of Studies 2017-2018 – Jason Parent, Kim Lindley-Soucy, Shawn Flynn and Maureen O'Dea:** Mr. Parent mentioned that the goal of the Program of Studies is to make sure students are college and career ready. There are 250+ course offerings each semester and is student driven. The complete program of studies can be accessed online. Mr. Flynn went over the new proposed courses in detail which include: Technology Education: Entrepreneurial Woodworking. Science: Honors Option for Biotechnology. Social Studies: Honors Option for Philosophy, Foreign Language: SNHU Dual Enrollment Credit and Business: Add additional student level. For this one, they would like to permit juniors to take Intro to Business, rather than just ninth and tenth graders. No budgetary impact as a result of any of these proposed changes.

Mrs. Reilly asked if all the new classes take place on our property. Nashua Community College classes are held at the college. She asked about transportation because she understood that the SNHU classes are on campus and MST and Alvirne we transport. Ms. O'Dea said for the Nashua Community College courses, the students transport themselves because the classes can be day/night/summer. The students decide what fits their schedule.

Mrs. Hendricks like Mrs. Reilly was happy to see the Entrepreneurial Woodworking course. She would love to see adding writing a business plan along with marketing and advertising added to this course description. *Mr. Young made a motion to support the changes in the Program of Studies as outlined in this document dated December 6, 2016. Ms. Ganem seconded the motion. The motion passed 5-0-0.*

**6.2 To see what action(s) the Board will take regarding a request for a Half-Time Teaching Position in L.E.E.P.:** Mr. Greenberg went over the memo dated December 1<sup>st</sup> that they are requesting .5 LEEP teacher and 6 hours of daily assistant time to meet the needs of unanticipated LEEP students enrolling the second half of the school year. Current LEEP classrooms (4.5 = 9 sessions) are

full. LEEP enrollment is about 139 at this time. Mrs. Carpinone reminded the Board that about two years ago the federal government changed the rules that we would have a year notice/referral and we do not get that anymore. So we don't know about these students now until they are on our doorstep which makes it so hard to plan. There are children we know that will be walking through the doors January – April and then we will pick up some more from Child Check. Currently, there are 18 children in process. At October's child check, they picked up 4 referrals. There are three more child checks, which could yield an average of four additional referrals each – net of 12. Mrs. Reilly asked how full the program is. Mrs. Carpinone mentioned that we have an afternoon class that is empty in the afternoon. The mornings are full. To meet the IDEA requirements, we must have class sizes under 12 and provide 50/50 ratio.

Mr. Young asked what if the Board says no. Mrs. Carpinone said she is federally mandated and she would then come back to the Board asking for monies for staff to provide the services in private daycares. Mr. Young asked what if the Board says no to private daycare and Mrs. Carpinone said she would then look to Mr. Greenberg and Mr. Laliberte to figure it out. Mr. Young asked what percentage of the budget comes from the Federal Government. Mrs. Carpinone says 12%. Mr. Young stated that we are mandated by the government and they give you 12% and Mrs. Carpinone agrees. The IDEA Grant would be in jeopardy if the Board said no. Other federal monies would probably also be in jeopardy. Mr. Young said the Board is only in a position to say yes because of the mandate.

Mrs. Hendricks asked if we have a cost. Mr. Greenberg said it will be roughly \$32,000 to \$37,000 loaded costs. We have anticipated a posting going up based on tonight. Mrs. Reilly asked about the private daycare. What if a child is not in a private daycare do we go to their home? Mrs. Carpinone said it depends on their services and IEP. Mr. Greenberg said we have to look at the delivery of service. If our enrollment continues to increase, especially in kindergarten and LEEP, we will have space issues. They could look at taking the library and putting that on a cart and give us that space. Enrollment will drive some of the space decisions. We need to deal with numbers and service hours required.

Mr. Young asked what the hours of slots today are for kindergarten and LEEP: 8:45-11:20 (AM Kindergarten and 8:45 -11:00 AM LEEP) 12:30 – 3:05 PM Kindergarten and 12:00 – 2:30 PM LEEP). He thought we could look at a 3<sup>rd</sup> shift.

Mrs. Hendricks asked if we have the requirement but not the capacity would we have to look at outside sources and Mrs. Carpinone said yes. Mr. Greenberg said options could be addressed. Contractually, we could hire somebody based on the amount of instruction work hours. You would have to be careful with the rooms they were put in with setups and be sensitive to speech, PT and OT time. He reminded the Board that LEEP takes more than one teacher and that this program was off site for a long time. **Mrs. Reilly made a motion that we approve the request for a ½ time teaching position in LEEP as outlined by Mrs. Carpinone's memo dated 12/1/16. Ms. Ganem seconded the motion.** Mr. Young asked about the 6 hours of daily assistant time and if that is two people for three hours each and Mrs. Carpinone said yes. Mrs. Carpinone said the \$30,000+ is for the teacher and the daily assistant hours is above and beyond that. Mrs. Hendricks asked when will we get those figures because we are talking about different positions. **Mr. Young made a motion to amend this to include the 6 hours of daily assistant time to meet the needs of unanticipated LEEP students enrolling the second half of the school year not to exceed \$48,000. Seconded by Mr. Lekas. Motion passed 5-0-0.**

## 7. Superintendent's Report

**7.1 School Notification Systems – Peter Curro:** Mr. Curro talked about the SafeStop notification program that will help communicate with parents with bus problems and bus route issues. The SchoolMessenger is more of a broad based communication to parents, school building closures etc.

SafeStop: This will alert parents who sign up about a significant issue with a bus route. Parents must sign up with SafeStop. A document will go out explaining how to do this. Activate account, need student ID number and bus number. Download the app you can see the bus and track where the bus is. Only parents logged on to SafeStop will get the alert. The GPS service allows you to see where the bus is in relation to the stop. No cost to the parent – this has been budgeted this year and for FY18 or until the school board doesn't want to use the service anymore.

SchoolMessenger: We will use this for mass messages – school closing – releasing students early – emergency issue or notification reminder that winter concerts, parent teacher conferences, etc. We will continue to Tweet, use web page, and LEO channel. Mrs. Colameta said this system will not replace but give capability of voice mail or email to all parents/guardians/staff. This is not something a parent has to sign up for because we have the contact information already. We are pulling student information from online and asking parents to check and make sure information is updated online. There is an option for text messaging, but this would be in the future and parents would have to opt into this. We hope to have this program ready by mid or late January 2017.

This is easier method to attach documents to than a regular email blast on this module.

Mr. Greenberg asked what is the receiving time and how quickly? Mrs. Colameta said that if an emergency it bypasses everything and is instantaneous. If there are concerts and other things ahead of that emergency, the emergency would take precedent.

Mrs. Hendricks asked about security issues and if this will help us communicate more instantaneously? Mr. Curro said yes it would instantly.

Ms. Ganem asked about SafeStop and if the Londonderry Middle School and Londonderry High School students would be able to use it. Mr. Curro said the parents need to set it up.

Mr. Young asked if this resolves the issues with Comcast and spamming. Mr. Curro said this should.

**7.2 November Enrollment Report – Nate Greenberg:** As of November 30<sup>th</sup>, there are 4472 enrolled which is an increase of 65 students over last year.

**8. Non-Public Session; Non-Public Session requested under RSA 91-A:3, Section II (a) and (c). Please see attached Confidential Memorandum. Mrs. Reilly made a motion to go into Non-Public Session requested under RSA 91-A:3, Section II (a) and (c). Mr. Leks seconded the motion. The motion passed by roll call vote.**

**9. Adjournment**

The meeting was adjourned at 8:08PM

Respectfully submitted,

Lisa Muse  
School Board Secretary

Londonderry School Board  
Non-Public Minutes  
Tuesday, December 6, 2016

5 PRESENT: Board Members: Mrs. Hendricks, Mrs. Reilly, Mr. Young, Mr. Lekas and  
Ms. Ganem  
Superintendent of Schools: Mr. Greenberg  
Assistant Superintendent: Mr. Laliberte  
10 Director of Business Administration: Mr. Curro  
Director of Human Resources: Mrs. Swenson  
Director of Pupil Services: Mrs. Carpinone

15 Mrs. Reilly moved, seconded by Mr. Lekas and passed unanimously (5-0) to enter non-public  
session under RSA 91-A:3, Section II (a) and (c) at 8:10PM..

Discussion of a student related issue

Mrs. Carpinone exited the meeting at 8:28PM

20 Discussion of current status with teacher negotiations

Mr. Lekas moved, seconded by Mr. Young and passed unanimously (5-0) to exit non-public  
session at 8:54PM.

25 Mr. Young moved, seconded by Ms. Ganem and passed unanimously (5-0) to adjourn public  
session at 8:55PM.

Respectfully submitted,

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Nathan S. Greenberg  
Superintendent of Schools