RIVENDELL INTERSTATE SCHOOL DISTRICT
BOARD MEETING
District Office, Orford, NH
June 5, 2012

Members Present: Cicely Richardson, Marc DeBois, Vanessa Desimone (Orford); Sandra Smith-Ordway (Chair), Bruce Lyndes, Mark Avery (Fairlee); Jennifer Shatney, Dawn Stever (W. Fairlee); Jennifer Ricker, Kathy Hooke (Vershire), Kathy Blanchard (at-large)

Administration and Staff Present: Gail Keiling (Head of Elementary Schools/SME Principal), Joan Holcombe (Westshire Principal), Bridget Fariel (Dean of Studies), Keri Gelenian (Head of Schools/RA Principal), Brenda Needham (Superintendent), Michael Galli (Dean of Students), Hank Plaisted (Director of Info Technology), Gabi Martino (Technology Integration Specialist)

Others Present: Melanie Emerson, George Dyke (RA Student Representatives)

I. Call to Order: Meeting was called to order at 6:48 p.m.

II. Agenda Revision/Time Allocation: None

III. General Public Comments: None

IV. Presentation/Guests:
   A. Senior Class Trip Report – There was no student to present the information, however, Bob Thatcher had sent in a list of places the students visited.
   B. Website (G. Martino) – Martino gave an overview of the Rivendell website and possible changes to come. She provided an outline of questions to consider when re-designing the web page. She asked the Board to provide a short list of their wants for the webpage and the discussion was if changes should be made to the total page or just updates to what is currently there. Martino showed the Board several examples of what other schools have as their websites. She expressed there are lots of hours that go into keeping a website fresh and current. Is this something that can be part of the Community Engagement Committee project?
   C. Professional Development In-Service (K. Gelenian) – Gelenian handed out a document outlining five areas of staff development with purposes, participation, costs and the benefits of each. Shatney asked if this is valued by the teachers. Keiling felt that they’d rather have extra time to grade papers, etc., but that in-service time is about collaboration of the staff from all three schools. It allows the staff to know what’s happening in each school. It’s about accountability from teachers to follow the goals of Rivendell and professional development.

Consent Agenda (accept)

D. Minutes (May 1, 2012) – (Changes noted.) – The Board asked Emerson and Dyke to comment on the comments made by the exchange students at the previous meeting. Emerson expressed that a high percentage of students don’t respect their teachers and feels that some families sway their children’s opinion of Rivendell. There has been improvement over the years, but a lack of positive male role models in the high school adds to the problem.

E. Superintendent Report (written) – Needham mentioned that the Orford High School class of 1950 would like to take a tour of the old academy building. Needham also reported that more hours may be needed for the administrative assistants to complete the new data required by the state of Vermont for the SECT (Student Educator Course Transcript) data collection.
F. **Head of Schools Report (written)** – Gelenian added that he’s invited Act I to address the students due to the number of pregnant students at Rivendell. It was asked if the school should also invite the Pregnancy Center to address them as well. Substance Abuse Prevention funding was not received this year – how do we find the funds to help our kids at risk? Gelenian feels there are way too many kids “in the cracks.” Gelenian will work with Needham to put together a report for the Board to review.

1) **RA Student Representatives** – Emerson and Dyke discussed the summer reading options – 10 books were selected, read and then presented to the student body at the Book Fair. They felt that having a choice helped students have more interest in reading. War Horse was the most popular book. They are leaving the Farm to School and the Vending Machines projects for next year’s Student Government to work on. They felt the positive items Student Government had accomplished his year were the John Halligan project and activities for the school.

G. **Principal Reports (written)** – No additions to written reports, however, Smith-Ordway wanted the minutes to reflect the Board’s thank you to Joan Holcombe for her years of service and hard work at Westshire Elementary School.

**ACTION**: Motion made to approve consent agenda with changes to minutes. **Approved**.

V. **Ongoing Business**
A. **Auditor Appointment** – Nothing yet, still working on.

B. **Committee Updates**
1) **Finance/Long Range Planning** – A meeting had been held on May 1 (minutes were in Board packet). The Board discussed how small class sizes should be handled in the future. Flexibility needs to be there for the building administrators, but also keeping in mind what parents would like. Should the policy be updated to specifically address these situations? Does the Board stand behind the administrations decisions or do they allow parents to have a greater say on how the classes are set up? The Board is in support of multi-age classrooms at Westshire. Fariel will send a letter to parents about the changes of classes at Westshire.

VI. **New Business**
A. **School Board Dates and Location for 2012-2013** – Suggested that locations be added to the document for each Board meeting. Smith-Ordway asked the Board members to send Penny Perryman a list of dates that they will be on vacation so the Board Retreat can be planned over the summer

B. **Strategic Planning – Next Step** – Nothing at this time. Priorities need to be identified – goals and administration’s roles.

C. **Correspondence** – Email received from the Concerned Citizens of Orford requesting information presented at the Annual Meeting. They would like to address their concerns at the next Board meeting. Needham will follow up with the RA Trail Coordinator regarding questions pertaining to trails.

**ACTION**: Motion made to approve hiring Jonathan Lester as a Physical Education Teacher beginning with the 2012-2013 year. **Approved**.

**ACTION**: Motion made to approve the increase of $0.05 to the price of breakfast and lunch for 2012-2013. **Approved**.

VII. **Future Agenda Items**
Long Range Plans to Address Flux in Population (July), Community Outreach, Grants, Global Language for 6th grade, Policies to be Revised, Student Presentations, Department Reports, Board Goals, NEAS&C, 4 year Science Progression
VIII. **Anticipated Executive Session – Action:** Motion made to enter Executive Session. **Approved.**

Board entered executive session at 9:49 p.m.

A. **Personnel – Contract Negotiations**

Board came out of executive session at 10:24 p.m.

IX. **Adjournment:** Action – Motion made to adjourn. **Approved.** Meeting adjourned at 10:25 p.m.

Recorded by:

Esther Dobbins-Marsh